

**tropEd General Assembly & Erasmus Mundus Consortium Meeting
25th to 28th September 2008, Copenhagen, Denmark**

Participants:

Present: Nùria Casamitjana (NC), Barcelona; Axel Hoffmann (AH), Basel; Bernadette Peterhans (BP), Basel; Pascal Millet (PM), Bordeaux; Bénédicte Lang (BL), Bordeaux; Freddy Perez (FP), Bordeaux; Tanja Schwering, InWEnt; Eva-Charlotte Ekström (EE), Uppsala; Barend Gerretsen (BG), Amsterdam; Carsten Mantel (CM), Berlin; Ricky Kalliecharan (RK), Leeds; Lorraine Dardis (LD), London; Govert Van Heusden (GH), Antwerp; Stuart Anderson (SA), London SHTM; Amanguli Yasheng (AY), Berlin; Constanza Alongueo (CA), Berlin; Ulla Harjunmaa (UH), Tampere; Hanna Peevo (HP), Tampere; Sylvia Taylor (ST), Paris; Knut Fylkesnes (KF), Bergen; Laura Magaña Valladares (LM), Mexico; Flemming Konradsen (FK), Copenhagen; Helle Trøst Nielsen (HN), Copenhagen; Britt Pinkowski Tersbøl (BT), Copenhagen; Marianne Dithmer (MD), Copenhagen; Ib Bygbjerg (IB), Copenhagen.

tropEd Executive Committee Meeting AH, BP, MD, PM, NC

Category 2 courses discussion (see table below)

Distribution of courses:

Since no representative from Muhimbili University is present, their submitted modules need to be taken out from the course list. EC discussed the need of having clear regulation on how to present the modules from non-EU partners: for re-submission of the modules, one of the tropEd members may take over the task of re-submission and defence of the module on behalf of the non-EU partners. Further discussion will be carried on during the GA meeting.

To do: A letter will be written to Muhimbili University, explain the reason why the modules will not be discussed.

Printer for tropEd secretariat: a max. 250 EUR Printer for tropEd secretariat is proposed by AH. After the discussion, all EC members approved this proposal.

Meeting Agenda:

Several changes have been made and updated agenda will be distributed in the afternoon session to tropEd GA.

QA Standing Committee Meeting

(no minutes taken, out of meeting venue)

tropEd General Assembly Meeting

Welcome Address: Prof. Ralph Hemmingsen, Rector of the Copenhagen University welcomed all present tropEd members and gave a short introduction on the university strategy in future development:

- University has a goal called "Destination 2012", to promote the idea of combining research and education. They also promote a strategy of combining basic research with excellence in research programme.
- Newly established Master in Disaster Management
- Host International Scientific Congress on Climate Change
- University can not promote excellence alone and need cooperation and further development with international networks – therefore they are looking forward to the further collaboration with networks like tropEd.

Introduction to Department of International Health, Immunology and Microbiology and its ongoing teaching and research activities (FK)

FK gave an introduction about the history of the Copenhagen University, from the date of receiving the first female student in 1877 to the huge changes since 2003, merging lots of the departments in the university.

University has 8 faculties, 50 departments and approximately 100 centres. Up to 1st September 2008, university has 39,000 students, with 15% from Denmark and rest from other neighbouring countries. University has also a lot of museums and gardens. So far, University of Copenhagen offers more than 500 courses in English. Out of 110 graduate degrees, around 30 could be offered in English.

Current department merged from Clinical Microbiology, Copenhagen HIV Programme, Centre for Medical Parasitology and Global & International Health and Immunology, has around 300 staff members.

Moving from Tropical Medicine to International Health is a historical trend and there are some future scenarios. However, there are several challenges for the department to promote the Master programme:

- Difficult to promote paid programme since it is still not legal in some Scandinavian countries.
- University is becoming legally complex.
- Recruitment and marketing is difficult.
- tropEd network may not only promote courses and networking but also political advocacy to help to solve some legal and financial issue within Danish context.

Formation of Copenhagen School of Global Health – overall vision: Increase coordination of research and educational activities.

Review of meeting agenda and of minutes of Paris meeting (Axel Hoffmann)

Updated meeting agenda is quickly reviewed by GA members and no new topic is added. Minutes of the Paris GA meeting is approved with minor changes.

Information points from the tropEd Secretariat (Axel Hoffmann):

- Imminent change in management of tropEd Secretariat: In Paris meeting, GA agreed AH acting as deputy tropEd secretary. At the moment, tropEd secretariat is located very well in Berlin, and a general discussion on how to manage the secretariat is scheduled for next day meeting.
- European Commission applications:
- Erasmus Mundus II (PM): There will be one year extension which could link current programme better to the EM Phase II application. EM Phase II call will be out in spring 2009 and tropEd members need to start as early as possible the preparation of the application. A lot of tropEd

members are interested in the second phase application and therefore, there has to be a good strategy to select and form a good consortium in order to have a better chance winning in the second phase. An open letter has been sent to tropEd GA and detailed discussion will be carried during the EM consortium meeting on 28th September.

- ECOTEC / EC QA site visit to Copenhagen and Amsterdam, broader discussion on the utilization from the feedback: since up to the meeting date, no feedback was given so far by ECOTEC, therefore discussion is postponed to next GA meeting.
- Election of new tropEd Secretary: tropEd secretary is rotated in three years, and so far, AH is the only nominated candidate. Every GA member was asked for suggestions or nomination. Election will be taken place on the next day GA meeting.
- Election of new tropEd President: BP will be out from EC and a president elect need to be elected during this meeting.

Current EC members are PM, NC, MD, AH and BP

To do: tropEd work plan in January meeting

Strategic decision on expansion of network: review of recommendations of new membership acceptance – procedures

During Paris meeting, tropEd got on board four new members for duration of two years as collaboration institutions and these institutions will be able to offer courses for tropEd students. This lead to the discussion on how to mentor the new members and support them in different tropEd issues such as getting their courses accredited, familiar with tropEd regulations etc. Two other institutions, Makerere University, Uganda, and the “Missionsärztliches Krankenhaus” in Wuerzburg, Germany, have unofficially approached the secretary and showed their interest in joining the tropEd network. Two other universities, Fudan University and University of Western Cape, have officially expressed their interest, one has done the site visit and one is waiting for a site visit. tropEd has already refused NYCU, who was interested in joining the network last year.

There are three different members in tropEd, full member and collaboration institution:

- Full member must be an institution of higher education and must offer courses (not only core course). Within full members, there are home institutions and non-home institutions.
- Collaboration Institution must not necessarily be an institution of higher education, but should be able to offer courses with collaboration with a full member university within the network. Collaboration period is two years and during this period, the collaboration institution does not have voting rights. However, after two years, collaboration institution could apply for full membership.
- Individual members: by now only FM and CM

By now non-European members can NOT be full members due to ECTS issues.

tropEd needs to develop a strategy on the acceptance of new members; discussion is open for members with consideration of what type of network we are aiming for:

- We need to know where we are, what we are able to offer and what we need from the members. Based on our current status, we could decide what else we need.
- There was a rush in expending the network since 2004 due to the Erasmus Mundus programme and considering new members and new courses have become the major issue on the agenda. Therefore, the management of agenda is quite important and there should be limit on how many new members we could cope with in each meeting and how many modules we could discuss for accreditation.
- It is not only the matter of how to manage the current membership. For collaboration members,

after two years we should discuss again the membership status; becoming a full member or leave the network should be based on the performance of the collaboration institutions in the past two years.

- Maybe we need to have a break until we are clear about the strategy in new members.
- Attendance of the meeting is important to keeping the process going.
- Network should work on the criteria or fact in terms of students' movement. In five years, no students will go in or out.
- One prime meeting every year and several specific subgroups meetings in a year could be a way to solve the problem of low attendance.
- Some institutions did not have any tropEd students in the last three years; it seems not worthwhile to join the meeting every year. Therefore, there should be different level of members so that advanced level members could join the meeting more and the rest do not come.
- Combination of tropEd meeting with scientific conference or research programme could be a possibility
- There should be more and more sharing of wealth of knowledge and experience instead of stuck in the accreditation and organizational issue. Sharing experience and developed education programmes to develop each member from where they are. Therefore, there should be half a day to allocate for "content" discussions.
- Network has expended due to the intensive meetings and strong commitment. Therefore, having intensive face to face meeting is still important:
- Is there geographical consideration on accepting new members or on cutting-edge research and study? Do we have geographical restrictions? Focus on Europe and low and middle income country
- Size of the course numbers, and pre-review group. But pre-review only the new courses.

Conclusion & to do:

- Madrid, Budapest need be taken out of network. An official letter will be written to the dean of the institution, asking for a decision on the continuation of the membership.
- Last reminder will be send to the institutions who has low attendance: Lisbon, Valencia, CUAMM
- In each tropEd meeting, GA will only accept two presentations of the applicant institutions and maximum two site visit report along with pending decision.
- troEd GA make strong suggestions that institutions should either come from Europe or low/middle income countries
- tropEd need active participation in the network, for the content discussion we need to put more emphasize.
- Limiting the submission of courses for new collaboration institutions to maximum three in the first 12 months.
- Blocking time for educational discussion and research work, e.g: hosting institutions prepare a presentation on ongoing research and possible collaboration within tropEd network, or existing research collaboration within the network as well as educational approach.
- Pre-review group: six weeks before the meeting.

To do: send out the deadline of the course submission

"Mentoring" of new institutions, review compliance with recommendations in next one or two years- guiding principles

- In order to involve non-European partners to the network and mentoring new members in submitting courses, tropEd regulations. Site visitor or the initial collaboration institutions should be the one as the mentoring institution:
Tampere: LD; Hanoi: BG; Muhimbili: AH; Pasteur: GvH; Indonesia: BG; Thailand: MD;
Tongji: GvH; Mexico: FP; Cape Town: SF

- Site visit to University of Western Cape, South Africa: OO, dates could be fixed.
- Makerere University and Würzburg could send official request and then they will be invited for one of the next meetings.

To do: inform non-European partners about newly assigned mentors and possible for mentors to represent these institutions and defend category 3 re-submitted courses. Or, give exception for them to do the video conference, but only non-European institutions will have this privilege due to practical reasons.

To do: send out self-evaluation form and after receive it forward to OO.

Plagiarism Issue: software programmes (MD)

EUPHORUS: plagiarism issue. There are three examples which could be the basis for the discussion.

- Students could be expelled from the university if there is a confirmed plagiarism.
- Software could not check peer reviewed literature on the E-journals.
- In Thailand, for example, copy articles from previous literature are considered to be good.

Discussion:

- Software is only an indicator, not a detective method.
- There is not only issue of plagiarism but having someone else to write the assignment.
- University of London is developing the plagiarism guidelines: first point is to make plagiarism as part of assessment; also give enough guidance before the submission of assignment/thesis.
- How many universities have student contract where you could mention plagiarism issue? Are we able to develop a tropEd standard?
- Students could not access EURHORUS, which could be helpful for students to exercise the software. But there are materials on plagiarism exercise available online.
- Should spend more time on teaching people how to write papers and avoid plagiarism.

After the discussion, tropEd reached the consensus that software is only an indicator. tropEd students should be informed in advance about the plagiarism regulation at home institution and they also should be informed that they need to follow the institution plagiarism regulation where the module is offered.

To do: send the Euphorus link to Uppsala

Discussion on changes in management and supervision of tropEd Secretariat

So far, remote work together with Berlin functioned well, AH is ready to continue to work with Berlin. AY needs to look at the hours allocated for tropEd, and maybe could formalize a full time administrator.

Overview of hours allocated for tropEd work, job post described in previous meetings.

To do: tasks of administrators, and circulate among GA members. Re-allocate hours to tropEd.

Review student evaluation of existing course on a regular basis (get back to issues raised by students) (AH)

AH showed a sample used by a network of several institutions, scale from 1-5 followed by a set of open questions as the basis of discussion:

We need to make a systematically evaluation and the main purpose of the questionnaire has to be clear.

- Concrete suggestions are better to use scaling. And questions could be more specific, other than very brief questions.
- Make the questionnaire short and feasible.
- You should still be able to do the university evaluation, ask for specific information. Additional few questions could be given by the end of the local questionnaire.
- Evaluation programme for all tropEd students
- Is it internal review or do we make it available for students?
- Besides exit interview, there should be also annual interview.
- Maybe we could look for students' need to see what they want to know. Also, we should also know what we want to know? What we want to do if the evaluation is bad?

QA needs to specify the main purpose of the questionnaire and specify the way of analysis. Phrase questions should be short, precise with different solution. We should look for the possibility to use the online questionnaire.

→ Task for QA and topic for next GA meeting.

Presentation of results of deliberations of QA Standing Committee (Bernadette Perterhans)

QA document:

tropEd Logframe: BP and NC worked on the logframe and received feedback from LD. The two will continuously work on it and circulate it among GA.

Hierarchy of QA document (SA): we have more than 20 documents. The hierarchy is based on the existing documents. Please refer to the hierarchy document worked by SA, available on the internal forum. Name of this document should be changed to "*Guide to tropEd documents*"

Suggestions:

Use proper terms instead of calling all documents, form should be called form; procedure should be called to procedure. Give code number for each form and include the date after the last digit. We should now work on the changes on those forms, which takes times.

To do: QA will look at tropEd Profile in the next few months (before next GA)

tropEd Rights and Responsibilities of Students and Tutors

LD drafted a paper and would like to open it up for volunteers and student representative to work on it. LD will also circulate the draft among GA for comments. Will this document have legal value? Did student need to sign? Maybe we should make it an informative document instead of legal document. It does not have to be made public for tropEd students.

To Do: LD will continuously work on student R&R paper

Accreditation and re-accreditation of courses and modules

No.	Institution	Course Title	Comments	Reviewers
1	Bergen	Globalization and health	Learning objective: order of learning objective should start from the low level to the advanced level. Selection: more details should be given for selection Prerequisite: TOEFL test should be 550, not 5.0 Scholarship: if scholarship can not be given to the tropEd students, information on the NOMA should be taken out.	MD, SA Category 1
2	Bergen	Socio-cultural dimensions of international health	Learning Objectives: "students should be able to ..." the order of the objective need reconsideration. Content: needs a bit more explicit for the future improvement. Assessment: how course participation assessed?	MD, SA Category 2
3	Berlin	Clinical Tropical Medicine (Advanced Module)	New Course: Objectives / Content: Overall the course may be too short and not allow enough in-depth discussions on e.g. diagnostic algorithms and differential treatment, given the large number of different diseases covered. It is not evident that the course actually goes beyond core course level. It would be better to specify learning objectives for each disease, as these may be different, and to add some more skills-based objectives. Prerequisites: Add English language requirements.	PM, GA Category 3
4	Berlin	Human Rights and Gender in Reproductive and Sexual Health	New Course: Title: The course does actually not really cover Human Rights, but is much more a reproductive health course. The title should reflect this. If Human Rights is the focus, then the human rights framework would need to be introduced in much more depth. What does "demonstrate a concept of safe motherhood" mean? "Estimate "the impact of women trafficking – does this describe an epidemiological modelling approach? Content: This should be better streamlined with the objectives, there is repetition. Overall: The first week of the 2-week course seems to be the introductory week for a 6-weeks course; this may not be of sufficiently in-depth level for an advanced module. Clarification is needed.	BP, LD Category 3
5	Berlin	Advanced Epidemiologic Methods	Title: should be mentioned in the remark that this is the "conceptual module other than "skill based". Duration: 1 week full time plus pre-reading Assessment procedure: 25% for each quiz Prerequisite: need to be more specific and more advanced; should also have practical	AH, ST Category 1

			experience.	
6	Berlin	Advanced Vaccinology	/	NC, HN Category 1
7	Bordeaux	Core Course - Masters of Science in International Health	<p>Learning objective (f), what is the relation between the subtitle and the content listed under the subtitle</p> <p>Content: some courses are optimal (e.g. content e) which will make it not possible to fulfil the objective. Need to accredit the former experience so that participants with experience do not need to repeat it during the core course. Exceptional criteria have to be mentioned.</p> <p>Learning method: last point is confusing.</p> <p>Assessment method b: confusing, look like two exams.</p> <p>Student evaluations: a brief summarization should be added</p>	MD, GvH Category 2
8	Copenhagen	How to strengthen a programmatic response to HIV: the case of HIV/AIDS drug management	Overall objectives: is it drug management approach or clinical approach or a project management approach? the focus of the course should be clearer, maybe focus on drug management issue and take out the clinical issue.	NC, FP Category 3
9	Copenhagen	Health for Refugee and Internally Displaced Populations	<p>Duration: provide concrete date if possible</p> <p>Learning Objectives: the effect of health interventions is not reflected in the content, need rewording.</p> <p>Learning method: need to be streamlined.</p> <p>Assessment: good to be more precise.</p> <p>Fees still remain unclear.</p>	BP, FP Category 2
10	Edinburgh	Policy and Practice in Complex Emergencies	Content: tools provided in terms of framework should be mentioned.	BP, RK Category 1
11	Leeds	Management of Finance for Health	<p>Credit points: 30 contact hours is a bit low</p> <p>Learning objective: describe is a low level of learning objective, does not reflect the advanced level of the module. Some health financing issue is missing is the learning objective.</p> <p>Content: develop specific objective for each session. Should reflect the developing countries in both objective and content.</p> <p>Learning method: miscalculation, need to be more explicit. Literature listed is a bit old.</p> <p>Prerequisite: is a bit wage, should be more explicit. Tuition fee: is very high compare with 6 contact hours per week. Fee for European participants should be mentioned.</p> <p>Remarks: lecturer has any experience in low and middle income country?</p>	MD, BG Category 3
12	London CIHD	Children in difficult circumstances (CDC)	<p>Learning objectives: "students should be able to ..."; order of the objective need reconsideration.</p> <p>Student evaluation: evaluation of "not enough on successful interventions" should be taken</p>	MD, TS Category 1

			into seriously consideration in the objective.	
13	London CIHD	International Mental Health	Content: need to be more explicit “Grey literature” means non-peer reviewed literatures.	BP, ST Category 1
14	London CIHD	MSc Research Design	Title: MSc needs to be taken out. Learning objectives: point 1, “MSc-level dissertation” should be taken out; point 2: “diverse specific methodology” is in relations to particular topic or a methodology approach? Content: should have more detailed description. Point 5 needs to be specific from the content aspect. Learning method: a bit too long. Prerequisite: add one more comment that the module is specific for MSc students who has just finished the core course.	PM, EE Category 2
15	London CIHD	Research in Action: Quantitative methods	Learning objective: depth of the module could not be reflected in the learning objective. Content: protocol design should be clearer to the objective; ethical issues are not mentioned; point 11: is it covered in core course?	PM, FP Category 2
16	Mexico	Qualitative Methodology in Public Health Research	Learning objective: need rephrase, should follow the logical flow; point 1 “in order to...interventions” should be taken out; point 5, “traditional” and “current” need re-formulation. Content: topic 1&2 should be merged into one; topic 4&5: headline is confusing, topic 4 belong to topic 2 and topic 5 should use headline of topic 4. Learning method: need to reorder; 30 minutes presentation is for each topic? Practice exercises: maybe should be divided into two; 2.5 hours is short. Prerequisite: “willingness” how to test? Spanish language: should mention students need to have basic level, guidance to the website for the level of Spanish.	AH, BT Category 2
17	Mexico	Molecular Diagnosis of Vector-Borne Diseases	Learning objective: need re-formulation; point 2: fist should define the characteristics of VBD, VBD should be given the details in the first appearance. Content: topic II&III should be merged. Should be re-formulated by methods not by disease, e.g Diagnostic <-> Epidemiology Assessment: Examinations need clarification on the type of the exam; assignment: not mentioned how it is mixed together with others; Spanish language prerequisite need to be clarified.	NC, PM Category 3
18	Mexico	Economic Analysis of Health Programs and Interventions	Duration: it should be mentioned that it is a 12 weeks half time module Learning objective: “Analysis” should be	AH, SA Category 2

			replaced by “analyse”, “use” should be replaced by “demonstrate the use of” Assessment procedure: Written assignment needs to be mentioned in how many words; how participation in class is assessed? Oral or written; length of the final project needs to be mentioned as well. Prerequisite: Spanish language level; excel proficiency level. Selection: “fulfil the prerequisite” instead of “pass the test of prerequisite”	
19	Inst Pasteur	Circulation of pathogens and controlling infectious disease risk	SIT is missing Learning objective: core level, too basic (define, understand ...) Content: too basic, formulation does not show that it is an advanced level module, such as “introduction..., basic concepts ...” Part 3 is core course content. Learning method: only lectures and in class presentation, more adult learning methods to be introduced.	NC, BG Category 3
20	Inst Pasteur	Clinical trials and infectious and tropical diseases	SIT is missing Content: infectious and tropical medicine is still missing, should specify the hands on component in the content. Assessment: full day exam has taken out? 3 to 4 hours? Prerequisite: French proficiency should be mentioned (DELF B2 level)	NC; FP Category 1
21	Uppsala	Global sexual and reproductive health and rights/ G SRHR	Learning objective: last point is too broad Content: too many abbreviations; trade liberalization is missing Learning method: PBL should be explained. Assessment: bullet point should be used; possibility of re-do of the exam should be mentioned.	MD, TS Category 2
22	Uppsala	International Health	There is no course timetable. Suggestion: someone from core course institution double check the course description before next Resubmission. Assessment: is the 3-hour written exam is the only exam for the whole three to four months course? Selection: needs clarification on the selection criteria of tropEd students.	AH, GvH Category 3
23	Uppsala	Public health in Humanitarian Action (Introduction to Public health in Humanitarian Assistance)	Objective: point 4-what type of systems, need to clarify Learning method: need more development Assessment procedure: essay word count Attendance: any limit to tropEd students?	BP, LD Category 2

Category 2 modules discussed by EC members

No.	Institution	Course Title	Status
1	NIPH Mexico	Behavioral Sciences in Public Health	EC, Category 1
2	NIPH Mexico	Entomology of Dengue	EC, Category 1

3	NIPH Mexico	Evidence-Informed Health Policies Effective Utilization of Research Results	EC, Category 2 Learning objective: formulated as specific competence, not learning objective. After discussion, EC accepted this working. Prerequisites are not yet change; nothing was described on what they expect for English level. Need clarification, Category 2
4	Pasteur	Data Analysis Using STATA	EC, Category 1 Specify the SIT. Assessment procedure: specify the exam type after each session.

To do: Deliver an information and procedure package to the new joined member.

Election of tropEd President & tropEd Secretary

The meeting chairperson verifies that 13 full member institutions are legally represented at the meeting. The chairperson states that the quorum is achieved and the GA is able to take decisions on the composition of the Executive Committee. CM provides a summary on the responsibilities of the president-elect. One candidate (GvH) stood for election of tropEd President and one candidate (AH) stood for election of tropEd Secretary. After voting, both candidates received full 13 votes from the present 13 full member institutions.

As new president-elect, the chairperson CM then announced Govert van Hudsen, elected into the EC for three years. He accepted the position and thanked the GA for the vote of confidence. As new tropEd Secretary, the chairperson CM then announced Axel Hoffmann, elected as tropEd Secretary for three years. AH accepted the position and thanked the GA for the vote of confidence.

Presentation on oral examination and assessment methods (LD, MD)

Skipped to one of the next meetings

Discussion of Erasmus Mundus Phase II: selection of new EM consortium

Information available for next application:

- No limit, size should not be larger than the size of current consortium. We have an existing consortium, plus rest of the tropEd members.
- Master and PhD consortium could be different but should not be completely different.
- So far, all the members from the current consortium would like to continue. PM and RN will lead the group.
- A written support from the Dean of each university is a must for the second phase application.
- Call is open to non-European partners.
- for the second phase master programme, we have three option:

1 year programme: keep the one year programme, add on research component

1 year and 2 years: have one year and one 2 years programme, parallel

2 years master programme

Feedback from each institution:

STI committed to join, interested in PHD, but will not agree to 5000 EUR tuition fee. STI has already delivered joint degree within another programme.

UiB fully support the second phase. Joint degree has established and has already PhD students.

Bordeaux 2 has already received the official supporting letter from the dean and also had the support from Institute of Public Health, and international office in the University.

Leeds will not be able to offer a joint degree.

Conclusion:

- It is agreed that PM will lead the application in Master level and RN will lead the group in PhD application.
- A letter from Dean and the Director of the institute need to be sent to Bordeaux. Application institution should have the administrative staff already involved in the tropEd programme. Deadline: 1st November
- BL will be taking over the secretariat for the preparation of PhDII, together with AY&CA.
- Each institution is suggested to form a working group in terms of EM PhD II.

After 1st November, regular meeting or conference will be organized to discuss the details. Also need to involve the professors from each institution who will later on supervise the students. Dates need to be set up.

Alumni work:

e.g. web space, remote library access, refresher courses, writing workshops, career development activities, other issues

Upcoming meetings:

22 - 25 January 2009: Antwerp, Belgium

28 - 31 May 2009 or 14 - 17th May 2009: Cuernavaca, Mexico with combination of a post - conference in related to

17 - 20 September 2009: London

Minutes taken by Ms. Amanguli Yasheng and has been acknowledged by the tropEd Secretary Dr. Axel Hoffmann.

22. December 2008

tropEd Erasmus Mundus Consortium Meeting, 28th September 2008, Copenhagen, Denmark

Present: Pascal Millet (PM), Bordeaux; Carsten Mantel (CM), Berlin; Marianne Dithmer (MD), Copenhagen; Amanguli Yasheng (AY), Berlin; Jawaya Shea (JS), Cape Town; Axel Hoffmann (AH), Basel; Lorraine Dardis (LD), London; Benedicte Lang (BL), Bordeaux; Suzanne Fustukian (SF), Edinburgh; Freddy Perez (FP), Bordeaux; Barend Gerretsen (BG), Amsterdam; Constanza Alongueo (CA), Berlin; Knut Fylkesnes (KF), Bergen;

Discussion of Erasmus Mundus Phase II: selection of new EM consortium

Discussion

- Size of the new EM consortium should not be larger than the size of current consortium.
- Selection of new consortium member should be including both existing EM consortium and the rest of the tropEd members.
- Master and PhD consortium could be separated
- A written support from the Dean of each university is a must for the second phase application.
- New consortium selection is also open to non-European partners.

Statement from tropEd members:

Swiss Tropical Institute (STI): committed to join, interested in PhD, but will not agree to reduce the tuition fee to 5000 EUR. STI has already experience in delivering joint degree.

University of Bergen (UiB): UiB is supporting the second phase. Joint degree has established and has already PhD students.

Université Victor Segalen Bordeaux 2 (UVSB2): Prof. Millet has already received the official letter from the dean and also had the support from Institute of Public Health, and international office in the university for the preparation of the EM second phase application.

University of Leeds (UL): UL will not be able to offer a joint degree.

Conclusion

- Consortium agreed that PM will lead the application in Master Level and RN will lead the group in PhD application.
- Three option for new EM Master:
 - a. one year Master Programme: keep the one year Master programme, add on research component
 - b. two years Master Programme: extend the MIH programme into two years.
 - c. keep the one year professional Master Programme and add on 2 years research oriented Master Programme.
- An open letter will be drafted by Prof. Millet and Prof. Nilson on the new consortium selection criteria and will be sent to each tropEd member.
- 1st November: each institute who would like to join the EM second phase application needs to fulfill the selection criteria and an letter of commitment from Dean of the university and the Director of the institute needs to be sent to Prof. Pascal Millet before 1st November, 2008.

- Ms. Bénédicte Lang will take over the administrative work for the preparation of EM II application. Ms. Amanguli Yasheng will assist Ms. Lang as current consortium administrative coordinator.
- After 1st November, regular meeting or conference will be organized to discuss the new application details.
- An working group in terms of EM PhD II will be established
- Professors from each institution who will later on supervise the students will need to be included in the working group.

Management of EM Secretariat in Berlin

Current EM Secretariat in Berlin hosted an EM tasks handover meeting on 28th August 2008. Dr. Ziwanikken from Royal Tropical Institute (KIT), Prof. Rune Nilsen from University of Bergen (UiB) and Prof. Pascal Millet from Université Victor Segalen Bordeaux 2 (UVSB2) joined the meeting. In replacement of Prof. Carsten Mantel, Prof. Pascal Millet was proposed as tropEd EM Consortium Coordinator. The central office and financial part of the programme remain in Berlin.

The proposition was presented to this meeting and adopted unanimously by the pannel.

Joint degree certificate for 2007/08 candidates, tracks 1, 5 and 6

Joint degree certificate template was finalized during the Paris tropEd EM consortium meeting and by 15th October, each institution we are able to offer join degree will send the university logo and the name of the dean to the Berlin EM secretariat. By 27th October, track 1, 5 and 6 should have a central administration office at core course institution central administration office for signature and will circulated among rest of the two institutions for signature.

EM Action 2 09/10 one year extension:

Consortium is expecting a one year extension of current EM Master programme for the academic year 2009/2010. An application form will be updated on the EM website right after the tropEd meeting with a short statement.

Action 3 in the academic year 2008/09

Action 3 EM Master programme is costly and complicated. Three months time allocated for thesis work is not enough, especially when there is a delay of thesis ethical approval. For the academic year 2008/09, applicants need to be aware of the difficulties they could face in a 3rd country and need to know about the possibility of delay in ethical approval. In order to avoid the difficulties occurred in 2007/08 academic year, non-European partner institutions are suggested to provide the thesis topic which is closely related to current ongoing research within the university. A second phase advertisement on EM action 3 programme need to be carried out during the core course in Berlin, Copenhagen, Edinburgh, Amsterdam and London.

Action 2 08/09

10th September, 2008 one EM scholarship holder from Iraq dropped out from the programme. A last minute invitation was sent to the top 20 students on the waiting list and altogether 6 students confirmed their interest and showed their willing to pursue the Master Programme. After discussion, the consortium decided to accept the candidate ranked on top among these six candidates, and a revised study plan was made for him. A letter of invitation will be sent to this candidate on 29th September from University of London (core course institution), Charité Medical School (Advanced modules institution) and from University of Copenhagen (thesis institution). Berlin EM secretariat along with administrators from other two institutions will contact the Embassy at this candidate's home country to speed up the VISA application process.

Minutes was taken by Ms. Yasheng and has been acknowledged by the tropEd Erasmus Mundus Consortium.

October 30, 2008