



Network for Education  
in International Health

## **Minutes: tropEd General Assembly Meeting**

**26<sup>th</sup> to 28<sup>th</sup> January 2012**

**Antwerp Institute of Tropical Medicine**

### **Participants:**

Axel Hoffmann (AH), Basel;  
Bernadette Peterhans (BP), Basel;  
Deborah Didio (DD), Bordeaux;  
Renaud Becquet(RB), Bordeaux;  
Faustino Torrico (FT), San Simon;  
Govert van Heusden (GvH), Antwerpen;  
Jorge Cabral (JC), Lisbon;  
Marianna Bettinzoli (MB), Brescia;  
Alberto Matteelli (AM), Brescia;  
Natascha Petersen (NP), Heidelberg;  
Pauline Grys (PG), Heidelberg;  
Nawi Ng (NN), Umeå;  
Ning Beyer (NB), Basel;

Nuria Casamitjana (NC), Barcelona;  
Prisca Zwanikken (PZ), Amsterdam;  
Fernando Maldonado (FM), Amsterdam;  
Stuart Anderson (SA), London SHTM;  
Steffen Kratochwill (SK), Student rep.;  
Ulrike Taschbach-Hörsch(UTH), Bonn;  
Maxine Whittaker (MW), Brisbane;  
Peter Hill (PH), Brisbane;  
Siswanto Agus Wilopo(SAW), Jogjakarta;  
Yayi Suryo Prabandari (YSP), Jogjakarta;  
Matthias Borchert (MB), Berlin  
Lorraine Dardis (LD), London CIHD;  
Wongsa Laohasiriwong(WL), Khon Kaen

### **Guests:**

11 full members, 6 collaborating institutes

**Excused:** Edinburgh, Bergen, Mexico, Uppsala, Shanghai, Wuhan, Copenhagen, and Barcelona II

**Not heard from:** Hanoi, Muhimbili, Verona, Stockholm,

## **1. Welcome Address**

On behalf of the director of the institute, GvH has given a short welcome address to the meeting participants. He briefly introduced the Institute of Tropical Medicine (ITM) in Antwerp. This institute was first created in 1906 in Brussels. 20 years later, it was moved to Antwerp, since most of the immigrants came through the harbor and this is the first stop where the most tropical disease arrived. At this moment the institute belongs to Flemish ministry of higher education. There are three kinds of higher education bodies in Belgium: University, University College which provides the professional training, and the other special body. ITM belongs to this special category. It can award university degree but not belong to university. There are about 450 colleagues working in ITM with an annual budget of 55 million Euros. It consists of 20% national fund from ministry of education; 20% federal level from development cooperation; 20% research fund; 20% income from clinical activities and 20% tuition fees and from production units. There are three discipline based departments: clinical science-, public health - and biomedical – department. In terms of educations, there are about 600 students every year, among them there are about 120 PhD students, 80 MPH students, 100 individual students and the rest are core course students, short course students and post graduate students. There are 15 institutional collaborations with universities in different continents. The building of the institute was built in 1925 and was originally built for the Institution who managing the hygiene of city Antwerp. But the government decided to give the building to ITM.

## **2. Review of the meeting agenda and the minutes of the Barcelona GA meeting:**

Meeting agenda was reviewed and agreed by the tropEd GA. Minutes of the Barcelona tropEd GA meeting was reviewed and approved. Minor change on page 2 was corrected. The approved minutes will be updated on the tropEd website and one print out version will be signed by three EC members and will be filed in the tropEd Secretariat office in Basel.

**Action 1: Sign the minutes and update on the website**  
**Who: three EC members & NB**  
**When: within two weeks after the meeting.**

## **3. Membership issue School of Population Health (SPH), University of Queensland, Brisbane, Australia**

NC has done the site visit on 8<sup>th</sup> and 9<sup>th</sup>, December 2011. She thanked the colleagues in Brisbane for the hospitality in organizing the site visit. SPH was established in 2001 and is the region's leading centers for research and teaching in public and population health. The School is located at Herston Health Campus, next to the School of Medicine. The School consists of three Academic Disciplinary Groups: Epidemiology and Biostatistics; Public Health and Health Systems, Policy and Social Sciences. One of the six Centers is the Australian Centre for International and Tropical Health (ACTIH). MW is the director of this center. The funding of the school is quite complicated. It mainly based on the output of research and training of the school. More details on research, various training programmes, quality assurance, and other aspects please see attached **Annex 1 Site visit report of SPH**

By the time of the site visit, all staffs, students and graduates knew about tropEd and were very enthusiastic about joining the network. The structure of the MIPH offered by the SPH can be easily adapted to the tropEd Master's program in International Health

and offers great flexibility with different modalities: internal and external (distance learning), as well as full-time and part-time studies. There should be no major problem in converting or transferring units to ECTS.

The MIPH's main interest is to offer courses to fill in the gaps in the curriculum of tropEd Network. At first, courses on following topics are planned to be offered to tropEd: Health Aspects of Disasters, Burden of Disease Methods and One Health: An introduction. Other new topics for tropEd, such as Indigenous/Aboriginal Health, Global Health Metrics and Alcohol, Tobacco and Other Drugs would also be valuable contributions. The SPH/ACITH can also offer good opportunities for research projects. tropEd institutions can also offer good opportunities for UQ SPH students who wish to enroll in advanced courses or conduct their research projects abroad, in Europe or in other parts of the world. In fact, some researchers at the SPH/ACTIH area already engaged in collaborations with the INSP in Cuernavaca (Mexico) and with several academic institutions in South East Asia --Thailand and Vietnam.

As reviewer, NC recommends the tropEd General Assembly to welcome the SPH to fully participate as a tropEd collaborating institution.

#### **Q&A:**

**PZ:** National accreditation of the school? There is independent university accreditation council in Australia. We have got the accreditation in order to get the public funds. The period is three years.

**GvH:** You have two master degrees, 24 unit and 16 units. What are the differences? 16 units programme is only for students with a four year undergraduate degree in a related field of study. But most of the students would like to choose 24 units in order to write a dissertation and enable them for PhD training. Master degree can be awarded without dissertation.

**LD:** Is there any external examiners/reviewers for the dissertations? Yes, Sometimes. But there are external reviews for every three years.

**NP:** course time, intensive or spread for the whole semester? The courses offer to tropEd will be intensive courses.

**MB:** Will you also bring students to the network? Yes.

**GvH:** Credit and assessing transfer system already exists? Yes.

**GvH:** Policy on adult learning methods? For different topics are quite different but always will try to pay attention to methodology in teaching.

**NN:** Online courses, how much interaction, how often? Vary from course to course. Minimum once/twice a week. So far we have students from all over the world and there should be no problem for tropEd students.

#### **Conclusion:**

After discussion and vote, 11 full members presented in the meeting agreed to include SPH of as a collaborating institution. On behalf the GA, AH welcomed the new member to the network. MW thanked the GA and stated that it is very important for them to join the network and looking forward to contribute to it.

#### **Action 2: update the letterhead, profile, website etc and prepare invoice**

**Who: NB**

**When: ASAP.**

**4. Allocation of modules:** There are a total of 22 courses submitted to this meeting. These will be reviewed in two separate groups on Friday morning. NC and GVH will chair the two groups; NB and NP will take the minutes. Courses were allocated among the GA members.

NB will be the second reviewer for the tropEd recognition documents.

## **5. Collaboration opportunities**

Ms Deirdre Lennan has joined the GA meeting and introduced the new programme designed as **ERASMUS FOR ALL**, A Single Programme for Education, Training, Youth and Sport (2014-2020). Upon request EU has restructured all the existing programmes. It consists of three main action lines: Learning Mobility, Cooperation for innovation, Support for policy reform. All components of existing programmes will be sorted horizontally into these three new categories. For example, the mobility action in the old EM programme will be recognized in the new Mobility action.

The objectives of the action 1 are the mobility of students, teaching and administration staffs, and university managements. And it must be international dimensions. The action will have two components: Degree mobility and credit mobility. Degree mobility is the old EM programme and will be managed continually by the agency in Brussels; credit mobility is the old Erasmus programme. So far it is only with Europe and it will be opened to the world. Mechanisms are still under planning. It is not at doctoral level. In this programme besides offering scholarship, EU will also offering loan guarantee for the student who can not get the scholarship. It will be arranged through European investment bank.

The modernizing education through cooperation is similar to the Edulink programme. Strong focus will be on neighboring countries collaboration. At this moment EU are trying to work on the mechanism to allow the support go beyond the barrier on where the money come from in supporting the partnerships in third countries.

The objectives of policy support action will be: Evidence based support for effective education investment; Development and promotion of EU wide tools to assess and recognize skills; and peer learning and cross-fertilization between education systems.

The budget will be 18 billion Euro. 63% will be spent in action 1, 25% on action 2 and 4 % on action 3.

More details please see **Annex 2 : presentation on Erasmus for all**

tropEd do see the possibility to apply for the action 3 programme as a network. EC and secretariat will try to lead on this and explore the call for this action.

**Action 3: GA , EC looking for this action 3, policy advice project.**

**Who: all members**

**When: before next meeting**

## **6. Information from Secretariat:**

### **6.1. Membership:**

**6.1.1 Drop out:** Pastur from Paris excused to the secretariat that they are a very small team and quite overwhelmed. They cannot cope with all the commitments within tropEd. Therefore Paris would like to stop the membership in tropEd.

**6.1.2 Secretariat meeting with Prof. Yang from Wuhan,** Wuhan are very keen on to have closely collaboration with tropEd. At this moment there are difficulties to offering intensive courses. Therefore we will try to focus on the collaboration with thesis supervision and scholar/academic staffs/ administrative staffs exchanges. Prof. Yang may come to Europe in March 2012 again. Language issue and internet access in China are already improved.

**6.1.3** No response from **Liverpool, Würzburg, Sydney**

**6.1.4 New application:**

- **Gothenburg University from Sweden,** will join the GA in May;
- **Prince of Songkhla University, Hatyai, Thailand,** will join the meeting in September.
- **Geneva:** They have to go through the application process as a new member.

## **6.2. Finance:**

**6.2.1** All pending payment in the past has been paid. The financial status is 17584.29 Euro.

**6.2.2** Old bank account in Berliner Sparkasse closed. Due to missing bank statements, financial report for 2011 is not yet finished. The internal auditing will have to postpone to May meeting.

## **6.3. Courses:**

The following 16 courses have been accredited during the phone conferences:

### **London SHTM:**

- Conflict and Health
- Design and Analysis of Epidemiological Studies (DANES)
- Designing Disease Control Programmes in Developing Countries
- Maternal and Child Malnutrition
- Nutrition Programme Planning

### **Amsterdam:**

- Health Policy and Financing – advanced module (HP&F)
- Control Strategies for Communicable – and Non-Communicable Diseases

### **Antwerp:**

- Core Course

### **Barcelona:**

- Prevention, Detection and Management of Arboviral Diseases

**Basel:**

- Blended eLearning course: Management of Medicines in International Health new date will be given tomorrow.
- Traveller's Health

**Bergen:**

- Experimental Epidemiology

**Berlin:**

- Mental Health in a Cross-Cultural Perspective with a Special Focus on Traumatized
- Health economics and Economic Analysis,

**Bordeaux:**

- Vaccinology

**Copenhagen:**

- Health Systems

**6.4. Others Information from the Secretariat:**

- In order to involve more people to do the site visit and to have the site visit with the same quality standard, the EC are planning to make a Handbook of Institution Site visit. NC and LM are drafting on this.
- Govert joined a meeting with the title: What is new in Brussels? We have the feeling that our link to the EU is very weak. We need to have more people to go to Brussels to join meetings.
- Unni and Stuart have drafted the TOR for network external evaluation. We will discuss here.
- Govert and Ning drafted the handbook for tropEd recognition. It needs to be proved in this meeting.
- Prisca has made the first thought on stakeholder analysis. We will start this discussion in this meeting.
- Nuria presented tropEd in Montreal
- Bernadette presented tropEd in Humanitarian congress in Berlin, in Geneva, in ICRC, and in Brisbane
- PZ present to the delegation from Slovakia.
- GvH discuss with the network called Linqed about tropEd.

**7. tropEd new website**

Axel presented the new website. Some comments were received from the GA:  
The course session should be more visible. Print function. Show the course date, institute and ECTS under the description.

**Action 4: Give feedback to the new website**

**Who:** All GE members

**When:** ASAP

**Action 5: continue revising the website**

**Who:** NB, AH

**When:** ASAP

**8. course accreditation: Minutes please see Annex 3**

## **9. External evaluation**

tropEd network has been running for more than 15 years now and we would like to have someone from outside to get a view of the network: How does it functioned? What are the experiences and where is the weak point? UK and SA has draft a ToR for this external evaluation. However, it is still not clear to the GA what the objective of this evaluation should be. The GA realized that there are many tasks need to be done before this external evaluation, for example, an internal review and analysis the existing data from the network.

The GA agreed that further discussion can be postponed to GA meeting in May. We can then identify the focus of the external evaluation after we got the result of the analysis of the indicators from the past four years. We must be very clear what should be evaluated: the network function or the masters programme. The possibility to apply EU fund for such an external evaluation should be explored as well.

### **Action 6: revision of all internal documents**

**Who:** NB and all

**When:** ASAP

### **Action 7: answer the possible reviewer**

**Who:** AH

**When:** ASAP

### **Action 8: develop template and tools for analyzing the indicators**

**Who:** NB, BP, NC, MW

**When:** March

### **Action 9: institutional report-and analyze the data**

**Who:** All members- NB

**When:** April-May

### **Action 10: explore the possibility to apply for EU fund**

**Who:** EC

**When:** when possible.

## **10. Keywords**

This is the first time to have the course submitted with keywords. Course coordinators who run a course of 5 ECTS very often have difficulty to find 5 Keywords for the course. The GA agreed to request 3-5 Keywords to any modules. GA hasn't decided how often we should revise the keywords list, one year or every meeting.

### **Action 11 : revise the handbook and add alphabet list to the check list**

**Who:** NB

**When:** ASAP

## **11. tropEd work plan 2012**

Based on the log frame and 5 year action plan of the network, BP, NC and NB drafted the work plan of 2012. It consists of three areas: operational, Monitoring and evaluation, strategy. It will be send to all GA members and ask for comments. More details please see **Annex 4: work plan 2012**.

**Action 12: send around the work plan and collecting comments**

**Who: NB**

**When ASAP**

**12. Course accreditation in more groups**

It was suggested to organize the course accreditation in more groups in case there are many courses submitted. GA agreed to have a try next time. An expert pool of all tropEd GA representatives and member should be made.

**Action 13: tropEd expert pool**

**Who: NB and all**

**When: by March**

**13. Recognition handbook**

GVH presented the handbook of tropEd recognition. It compiled all aspects related to the recognition. It was decided that an application can be submitted (electronically or via hard copy) any time during the year. However, Recognition Certificates are only issued three times a year, which is during the tropEd General Assembly meetings. During a specific GA, only applications submitted at least 15 days before the start of that GA will be evaluated. Recognition committee will not check the first degree of a candidate. At this moment we still leave the low-middle income COUNTRIES in the documents since SOCIETIES is still difficult to be defined. The GA would like to ask home institutions to promote this certificate. More details please see **Annex 5 Handbook of tropEd recognition**.

This time, the following four graduates have been awarded the recognition certificate:

- **Gabie Hoogenboom**
- **Marion Dols**
- **Carla Hugen –Van Turennot**
- **Bart Hugen**

**Action 14: Promote the tropEd recognition**

**Who: Home institutions**

**When: all the time**

**14. 5 year institutional re-evaluation**

GA decided to postpone this topic to the next GA, after the revision of the institutional self evaluation form. EC will make the first draft of this process.

**Action: draft the process of the 5 year institutional re-evaluation**

**Who: AH**

**When: before next meeting**

**15. PR and market activities 2012**



LD showed the list of activities, which is drafted in Berlin May 2011. Several activities are ongoing, such as events calendar, some have been done, such as FAQ. It should be the time for tropEd as a network to think about using some new media for communication. Website is important but nowadays is not the only media that people often use. tropEd will try to organize a symposium every two years combined with the European congress on tropical medicine and International Health.

#### **16. Stakeholder Analysis**

The first question is: why do we want this? PZ made the first thought and she has now found more stakeholders from the literature: **Guidelines for Quality Provision in Cross-border Higher Education See Annex 6**. Some members consider the stakeholder analysis as the basis for the strategy plan of the network and it will increase the visibility and the possibility for funding. tropEd should pay attention to the scale of this analysis because we do not have any fund for this. Maybe it is possible for one master student to do it as a project.

The suggestion is to start with a small survey based on the student's database: who are the employers, possible employers, sponsors etc. If there is a tropEd student who would like to do it as a project, we can get into more details.

#### **17. Feedback to Erasmus Mundus meeting**

EM consortium is working on searching for new funds and enrolling more students. The current programme will be stopped in 2014. The main focus is to improve the quality assurance of the consortium and the marketing strategy. DD also presented the draft of the new EM website.

Very important is, EM consortium and tropEd network should keep good communication and should discuss possible joint activities related to PR and marketing.

#### **18. Student issue:**

Many students are concerned of the study costs since most of the modules are getting more expensive. However, tropEd can unfortunately not change this situation. Most of the fee raising is because of the national regulation but not the development of the courses.

In last GA there are some complaints from students about the lack of academic support in Berlin. Berlin realized in the meantime there are many rules exist but is not very well known from the students. Therefore they have drafted a FAQ to the students. It will improve the communication with students. The communication between institutions concerning the thesis supervision will also be improved.

#### **19. Other issues:**

The GA decided to include the QA meeting in the GA meeting. Therefore next meeting will start from Thursday morning.

It was decided to cancel the one year leeway for the validation of the re-accreditation. For new courses we still give this room for the accreditation. These new rules will start from January 2013.

Our tropEd member in Verona has dropped out but will still collaborate through the University of Brescia.

## **20. Next GA meetings:**

- ♦ **Lisbon**            **May 24<sup>th</sup> to 26<sup>th</sup> 2012,**            **23<sup>rd</sup> EM meeting**
- ♦ **Uppsala**           **September 20<sup>th</sup> -22<sup>nd</sup> 2012,**           **19<sup>th</sup> EM meeting**
- ♦ **Bergen, Edinburgh?**   **January 2013**
- ♦ **Shanghai**        **May 2013**
- ♦ **Copenhagen**   **September 2013**
- ♦ **Basel**              **Maybe September 2015**
- ♦ **Basel**              **Maybe January 2016**

The minutes was taken by NB and NP (course accreditation group 1) and approved by AH and NC.

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**QA meeting: 26<sup>th</sup> January 2012.**

**Participants: AH, NC, GvH, LD, NB, DD, PZ, FM, SA, MB, WL, PH, MW, FT, JC, BP**

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**EC meeting: 25<sup>th</sup> January 2012**

**Participants: AH, NC, GvH, LD, NB**

Agenda of GA meeting was discussed.