FOODQA - Fostering Academia-Industry Collaboration in Food Safety and Quality

Agenda, Kick-off Meeting

Co-funded by the
Erasmus+ Programme
of the European Union

Holiday Inn Resort Dead Sea, Jordan

February 23 – 25, 2017

February 23

09:30 – 09:35	**WELCOME by Coordinator of FOODQA Project, Prof. Fahmi Abu Al Rub**
9:35 – 11:10	Partners presentation **(Organization, staff, role in the project)** P1: Jordan University of Science and Technology (JUST) P2: The University of Jordan (UJ) P3: Mutah University (MU) P4: Al- Balqa' Applied University (BAU) P5: Jordan Company for Antibody Production (MONOJO) P6: The Jordan Food and Drug Administration (JFDA) P7: Hochschule für Technik, Wirtschaft und Kultur Leipzig HTWK Leipzig (HTWK) P8: University of Teramo (UniTE) P9: UNIVERSITY OF SPLIT (SVEUČILIŠTE U SPLITU) – UNIST
11:10 – 11:40	**Coffee Break**
11:40 – 12:30	**Partners presentation (Organization, staff, role in the project)** P10: Jerash University, JU P11: Agricultural University of Athens (AUA) P12: Paulo & Beatriz-consultores Associados, Lda (P&B) P13: CREATIVE THINKING DEVELOPMENT (CRE.THI.DEV)
12:30 – 13:30	**FOODQA Project presentation** **(JUST and MONOJO)** ❖ Objectives ❖ Expected results and impact ❖ Activities and scheduling ❖ Budget and cash flow ❖ Deadlines and reporting ❖ Discussions
13:30- 14:30	**WP7: Management and Operational Structures** **(JUST)** ❖ 7.1. Kick-off meetings and Establishment of management and operational structures ❖ 7.2. Establishment of Technical Committee (TC) ❖ 7.3. Establishment of Training and Technical Group (TTG) ❖ 7.4. Hiring External Auditors ❖ 7.5. Financial Management ❖ 7.6. Reports ❖ 7.7 Consortium Meetings
14:30 – 16:00	**Lunch**
16:00 – 16:45	**WP1: Development of training materials** **(P&B - Co-Lead: Split, HTWK, UJ)**

	❖ 1.1 Definition and validation of the books ❖ 1.2 Definition and validation of structure ❖ 1.3 Definition and validation of posters. ❖ 1.4 Production of e-book. ❖ 1.5 Production of videos. ❖ 1.6 Production of posters. ❖ 1.7 Validation of training materials
16:45 – 17:30	**WP2: Development of training courses** **(UniTE, Co-Lead: AUA, HTWK, Split, JU)** ❖ 2.1 Definitions of the educational dossiers and contents for the 6 training courses. ❖ 2.2 developments of the 6 training courses. ❖ 2.3 validation of the training courses. ❖ 2.4 definition of the model of e-learning courses. ❖ 2.5 definition and validation of content of the e-learning courses. ❖ 2.6 Development of the 2 e-learning courses. ❖ 2.7 Validation of the 2 e-learning courses. ❖ 2.8 installations of the e-library and e-learning
17:30-18:00	**Discussions**

February 24	
9:15-9:45	**Registration**
9:45-10:00	**Welcome by Prof. Omar Al-Jarrah- President of JUST (To be confirmed later)**
10:00 – 10:30	**WP3: Training of academia and industry** **(MONOJO - Co-Lead: Split, JUST, UJ)** ❖ 3.1 Preparation of the seminars ❖ 3.2 Realisation of the seminars ❖ 3.3 Preparation of the training courses ❖ 3.4 Realisation of the training courses
10:30 – 11:00	**WP4: Pilot of implementation of food safety and quality management systems** **(JFDA- Co-Lead: JUST, MU, Split)** ❖ 4.1. Preparation of food safety and quality management systems ❖ 4.2 implementation of food safety and quality management systems ❖ 4.3 conduction of independent audits ❖ 4.4 establishment of possible correction action
11:00 – 11:30	**Coffee Break**
11:30 – 12:00	**WP5: Dissemination** **(HTWK -Co-Lead: JUST, CRE.THI.DEV, BAU)** ❖ 5.1 Definition of the web portal ❖ 5.2 Development/validation of the architecture of the web-portal ❖ 5.3 Development and validation of the web-portal ❖ 5.4 Gathering information ❖ 5.5 project news letter ❖ 5.6 definition of the academia-industry council ❖ 5.7 invitations to representatives for the council

12:00 – 13:00	**WP6: QUALITY PLAN** **(CRE.THI.DEV - Co- Split AUA, BAU)** ❖ 6.1 Establish the Quality committee ❖ 6.2 Develop a monitoring, evaluation, and quality plan ❖ 6.3 Write progress reports that elaborate the progress of the project and address it to the project coordinator ❖ 6.4 Hire External Monitor
13.00-14.30	**Lunch**
14:30 – 16:00	**Financial Management of Erasmus+ projects** **(Prof. Ahmad Abu-El-Hija, Director, National Erasmus Office)**
16:00-17:00	**Discussion**

February 25

10:00-11:30	**Quality Meeting (Coordinator with the European partner only)**
11:30-13:30	**Discussions for the best practices in food quality in EU that could be applicable in Jordan**
13:30- 14:00	**Closing**
14:00- 15:30	**Lunch**