

CA22127 General Meeting 1 30/01/2024 – 31/01/2024

Hosting team: Prof Piret Paal (Action Chair) and organisation team
Dr Cornelia Brandstötter-Gugg, Dr Clemens Brandl

Venue: Paracelsus Medical University Salzburg

Lecture Hall: Auditorium Jörg Rehn, House C (main floor)

Address: Paracelsus Medical University, Strubergasse 21, 5020 Salzburg, Austria

30/01/2024 09:00 – 16:30

Estimated time	Session	Who
08:30 – 09:00	Check-In	Organisation team
09:00 – 09:15	Welcome	P. Paal (AC), W. Sperl (Rector Paracelsus Medical University)
09:15 – 10:15	- Getting to know each other Padlet: <ul style="list-style-type: none">• Which Country am I representing?• Which Scientific field am I representing?• Am I a young researcher?• Have I already participated in a COST Action? - poster (in person and online via break out rooms) - introduction of WG leaders and other leadership positions	AC / Organisation team
10:15 – 10:45	Action Chair presentation about the project <ul style="list-style-type: none">- general information- information about MC1- leadership positions	AC
10:45 – 11:10	Coffee break, snacks & group photo	Organisation team
11:10 – 11:40	COST presentation	Emiljano Kaziaj
11:40 – 12:30	Grant Period Goals <ul style="list-style-type: none">- CODE-YAA and quality indicators set completed as reference document- scoping, planning and process for influencer award programme defined and completed	AC / Organisation team All participants of GM1

12:30 – 13:30	Break	
13:30 – 14:30	Getting to know the working groups - working group leaders presentation - brainstorming about the WG tasks	Working group leaders
14:30 – 14:45	Coffee Break	
14:45 – 16:15	Working Group activities - working group tasks	WG
16:15 – 16:20	Closing of meeting	
16:30 – 17:30	Only for MC members	MC members
Optional: 18:30 – open end	Social event: dinner & old town Address: Augustiner Klosterbräu Mülln, Lindhofstraße 7, 5020 Salzburg, Austria	

31/01/2024 08:30 – 14:00

Estimated time	Session	Who
08:30 – 08:40	Welcome & agenda of the day	Organisation team
08:40 – 09:00	Work&Budget Plan	Clemens Brandl
09:00 – 09:20	Communication & dissemination strategy	Cornelia Brandstötter & Guillaume Economus
09:20 – 09:45	e-COST & travel reimbursement	Clemens Brandl
09:45 – 10:00	Coffee break	
10:00 – 12:00	Working group activities - grant period goals - documentation	WG
12:00 – 13:00	Break	
13:00 – 13:40	Presentation of the working group leaders - what we discussed & worked on - what to do next	WG leaders
13:40 – 14:00	What to do next & upcoming events	AC