

ERASMUS+ PROGRAMME

Project Number: 610134-EPP-1-2019-1-JO-EPPKA2-CBHE-JP

HEALING:

Developing a Multidisciplinary Diploma on Art Therapy in Health Education

**Minutes of
the Online Kick-off Meeting**

The University of Jordan

Amman-Jordan

March 19, 2020





Participant List

No.	Participant Name	Position
The University of Jordan		
1.	Prof. Ahmed Al-Salaymeh	Project Coordinator and Professor at the School of Engineering.
2.	Prof. Rami Haddad	Dean of School of Arts
3.	Prof. Islam Massad	Dean of the School of Medicine
4.	Prof. Mohammad AlShraideh	Dean of the School of Graduate Studies
5.	Eng. Leena Marashdeh	Research Assistant
6.	Ms. Hanan Hasan	Research Assistant
7.	Eng. Rasha Al-Beek	Research Assistant
8.	Eng. Tahani Adi	Research Assistant
9.	Eng. Narees Melhem	Research Assistant
The Hashemite University		
10.	Prof. Darwish Badran	Dean of the School of Medicine
11.	Dr. Aiman Al Sharei	Associate professor at the School of Medicine
12.	Dr. Mamoon Obeidat	Assistant professor at Prince Al-Hussein bin Abdullah II Faculty of Information Technology
Irbid National University		
13.	Prof. Ahmad Khasawneh	President of Irbid National University
14.	Prof. Ahmad Odat	President Assistant of Irbid National University and Professor at School of Information technology
15.	Dr. Roqia Maabreh	Assistant professor at Nursing Faculty
16.	Dr. Riyad Al-Dgheim	Assistant professor at Nursing Faculty
Jordan University of Science and Technology		
17.	Eng. Ruba Hasan	Research Assistant
Israa University		
18.	Dr. Ghaida Abu Rumman	President Assistant and Director of Training continuous Education and Community Service Centre
University of Gabes		
19.	Dr. Mehdi Khouja	Assistant Professor at Higher Institute of Computer and Multimedia



20.	Dr. Mohamed Ouweis Kabaou	Associate professor in Computer Science , Head of E-Learning Department
21.	Dr. Hela Hassine	Assistant Professor in Science and Techniques of Art at Higher Institute of Computer Sciences and multimedia
University of Sfax		
22.	Dr. Ismail Bouassida	Associate professor in Computer Science
23.	Dr. Slim Kallel	Associate professor in Computer Science
24.	Dr. Amine Elleuch	Associate professor in Department of Biology
University of Sousse		
25.	Dr. Adel Boullegue	Associate Professor at the National Engineering School
26.	Dr. Wassim Jomaa	Associate Professor at Higher Institute of Musicology
University of Brescia		
27.	Dr. Giovanni Mirabella	Associate Professor of physiology
Porto Polytechnic		
28.	Dr. Carlos Vaz de Carvalho	Associate Professor of the Computer Engineering Department
National and Kapodistrian University of Athens		
29.	Dr. Sofia Papakonstantinou	Team Member
Universidade Católica Portuguesa		
30.	Dr. Mariana Reis Barbbosa	Assistant Professor of Psychology
University of Osijek		
31.	Prof. Berislav Jerkovic	Head of Music department
32.	Prof. Antoaneta Radocaj	Professor at Osijek Art Academy
33.	Dr. Antonija Matic	Head of the Office for EU Projects and Programs
University College Limburg vzw		
34.	Ms. Chloe Mentens	Project Researcher
35.	Ms. Nele Keltchtermans	Project Researcher



Minutes of the Meeting

The meeting was conducted via zoom video conferencing due to the global crisis, Corona Virus.

The meeting started by a welcome from the Project Coordinator, Prof. Ahmed Al-Salaymeh. Then the participants introduced themselves (Name and Institution).

HEALING Project in Brief

Prof. Ahmed Al-Salaymeh presented HEALING Project in Brief. He outlined the project objectives, indicators, expected results of work packages and their overall plan. The overall plans will be as follow:

WP1: In-depth analyses of the overall situation on the on Art Therapy in Education

Duration: M2 to M7

Lead University: University College Limburg VZW

Co-Lead University: Irbid National University & University of Sousse

Overall Plan:

1. WP leader will set a detailed plan for the WP with due dates by M1
2. WP leader will design the four surveys in coordination with WP2 leader and submit them to be approved by Technical Committee by M2
3. Partners will circulate the surveys to the target groups
4. Co-leaders will analyse the responses under the leader supervision and generate two reports (one for Jordan and one for Tunisia) by M7
5. Other WP's will be based on generated results of this surveys.
6. Progress report to be provided by WP leader every 6 months based on collected feedback from Co-Leaders

WP 2: Curricula Development

Duration: M7 to M36

Lead University: University of Brescia

Co-Lead University: Al-Isra'a University & University of Gabes

Overall Plan:

1. WP leader will set a detailed plan for the WP with due dates by M5-M7
2. Courses selection by M8 based on WP1 results
3. WP leader will prepare a course outline template with learning outcomes by M9
4. Creation of committees responsible to develop the selected courses by M10
5. Courses are developed by M15



6. Diploma accreditation by M18
7. 3-day National Workshop on Curricula Updating by M22
8. Piloting phase M24-M36
9. Progress report to be provided by WP leader every 6 months based on collected feedback from Co-Leaders

WP 3: Capacity Building and Training Workshops

Duration: M12 to M36

Lead University: Universidade Católica Portuguesa UCP

Co-Lead University: Hashemite University & University of Sfax

Overall Plan:

1. WP leader will set a detailed plan for the WP with due dates by M7
2. WP leader will set selection criteria for the workshops by M7
3. Workshop topics will be matching the hosting university expertise (Topics in Arts therapy and how to prepare and teach e-courses), the workshop will be as follow:
 - (5) Training workshops in 5 EU countries for (32) Teaching staff & (16) technicians
 - (1 or 2) Training workshop for in 1 or 2 EU countries (16) students in Europe
 - (8) Technology-enhanced (In-house) teacher training (600) staff trained
4. Progress report to be provided by WP leader every 6 months based on collected feedback from Co-Leaders

WP 4: Development of the Art Therapy Centre

Duration: M7 to M18

Lead University: Porto Polytechnic

Co-Lead University: University of Sousse & The University of Jordan

Overall Plan:

1. WP leader will set a detailed plan for the WP with due dates by M7
2. Prepare a list of main components in Art therapy centers by M9
3. WP leader and co-leaders will set the list of needed equipment based on WP1 by M10
4. Central Tender is published by M10
5. Center is fully equipped and operational by M18
6. Progress report to be provided by WP leader every 6 months based on collected feedback from Co-Leaders

WP5: Quality Control and Monitoring

Duration: M2 to M36

Lead University: National and Kapodistrian University of Athens

Co-Lead University: Jordan University of Science and Technology & University of Gabes

Overall Plan:

1. Quality committee will be formed after the kick off meeting by sending emails indicating the nominated members
2. WP leader will prepare a summary table that include all activities, deliverables of the project and their method of evaluation with their quality indicators by M3
3. WP leader will set a Quality and Monitoring Plan for the WP with due dates annexed with the Quality assurance tools (i.e. evaluation forms, checklists, etc.) by M6
4. WP leader will prepare online evaluation links for all meetings, workshops and circulate them to partners after each event, and the results will be analyzed by the WP leader and the co-leaders
5. WP leader will prepare online evaluation links for all piloted courses, and circulate them to partners, and the results will be analyzed by the WP leader
6. Courses will be peer reviewed against a developed checklist, courses committee will revise the prepared material accordingly.
7. External evaluator will be appointed by WP leader by M10
8. 3 Quality committee meetings will be conducted in Brescia, Brussels, Sousse
9. Progress report to be provided by WP leader every 6 months based on collected feedback from Co-Leaders

WP6: Dissemination & Exploitation

Duration: M1 to M36

Lead University: Josip Juraj Strossmayer University of Osijek

Co-Lead University: Irbid National University & University of Sfax

Overall Plan:

1. Dissemination committee will be formed after the kick off meeting by sending emails indicating the nominated members
2. WP leader will set a detailed plan for the WP with due dates by M3, it will include plans for Dissemination, Sustainability and Networking
3. Project website will be designed, hosted and managed by University of Jordan by M2
4. Facebook page will be created and managed by University of Jordan by M2
5. E-Learning platform will be created and managed by University of Jordan by M12
6. Promotional Materials will be designed by Work Package leader by M2



7. Two national dissemination workshops and will be organized in Jordan and Tunisia
8. A three-day Final dissemination conference will be held at University of Jordan by M36
9. Creating a Network of Arts Therapists, Community Support professionals, and other stakeholders. The Network members will be involved in different activities of the project.
10. Progress report to be provided by WP leader every 6 months based on collected feedback from Co-Leaders, the report will cover all Work packages.

WP7: Project Coordination

Duration: M1 to M36

Lead University: University of Jordan

Co-Lead University: All

Overall Plan:

1. A Steering Committee (SC) will be established with 1 representative and 1 substitute from each partner after the kick off meeting by sending emails indicating the nominated members
2. A Technical and Scientific Committee (TSC) will be established with 1 representative and 1 substitute from each partner will be formed after the kick off meeting by sending emails indicating the nominated members
3. 6 coordination meetings will be conducted in Amman, Athens, Brescia, Brussels, Porto, and Sousse
4. Monthly virtual status meetings via web-conferencing will be held
5. Regular communication will be conducted by e-mail and shared electronic database
6. Progress report will be prepared every six months

Session (1): Introduction about Partners

Each partner has delivered a short presentation about their Organization, Staff, Related expertise to Art Therapy, Available programs in Art Therapy, according to the following sequence:

- ❖ P1: The University of Jordan, by **Prof. Rami Hadad**
- ❖ P2: The Hashemite University, by **Prof. Aiman Al-Sharei**
- ❖ P3: Irbid National University, by **Prof. Ahmad Odat**
- ❖ P4: Jordan University of Science and Technology, by **Eng. Ruba Hasan**
- ❖ P5: Israa University, by **Dr. Ghaida Aburumman**
- ❖ P6: Université de Gabès, by **Dr. Mehdi Khouja**
- ❖ P7: University of Sfax, by **Dr. Ismail Bouassida**
- ❖ P8: University of Sousse, by **Dr. Adel Bouallegue**
- ❖ P9: University of Brescia, by **Dr. Giovanni Mirabella**



- ❖ P10: Porto Polytechnic, by **Prof. Carlos Vaz de Carvalho**
- ❖ P11: National and Kapodistrian University of Athens, by **Prof. Thomas Babalis** and **Dr. Sofia Papakonstantinou**
- ❖ P12: Universidade Católica Portuguesa, by **Prof. Luís Teixeira (Absent)**
- ❖ P13: University of Osijek, Croatia, by **M.Sc. Antonija Matic**
- ❖ P14: University College Limburg vzw, UCLL, by **Ms. Chloe Mentens**

Conclusions of Session 1:

The EU partners have an excellent expertise and facilities that servers the project:

P9-University of Brescia: It has a number of facilities that are extremely useful for the project aim:

1. School of Psychodrama
2. Medical devices that could record (e.g., fMRI, EEG) as well as interfere (TMS, tDCS) with brain activity. They are also equipped with several psychophysical setups, and thus it can record behavioural responses (EMG, eye movements, vegetative signals) of participants while they are performing cognitive tasks.
3. There are research programs aimed to find complementary therapeutic interventions for neurological disease (e.g., we measure the changes in gait parameters of Parkinson's patients before and after the experience of Santiago Compostela walk).

P10-Porto Polytechnic: IPP has a specialized SCHOOL OF MUSIC AND PERFORMING ARTS that boasts a highly reputable art education and a partnership network at local, national and international levels. ESMAE has an international standing, and offer customised and cutting-edge higher education programmes in music and drama.

P12- Universidade Católica Portuguesa: The Digital Creativity Center (CCD) at UCP, acknowledged as one of the anchor projects from the Creative Industry Cluster in Northern Portugal, is a center of competence and creative excellence with an infrastructure equipped with cutting edge technology in the areas of Digital and Interactive Arts, Computer Music, Sound Design, Audiovisual and Cinematic Arts, Computer Animation.

P13- University of Osijek: The Academy of Arts and Culture the Academy in Osijek is well-known for the organization of numerous conferences, festivals, seminars, book presentations, concerts, exhibitions, plays, projections, music events and workshops. It offers 4 Postgraduate specialist study programme CREATIVE THERAPIES:

- Music therapy
- Dance movement therapy
- Art therapy
- Drama therapy

P14- University College Limburg vzw, UCLL

UCLL hosts eight research centres: Art of Teaching, Education & Development, Health Innovation, Inclusive Society, Resilient People, Smart Organisations, Digital Solutions, & Sustainable Resources. UC Leuven-Limburg is and has been involved in a variety of European projects: under Erasmus+ under, H2020, and other EC programmes (ERDF, REC, AMIF, Interreg, ...).

Session (2): The Set Plans for Implementing all WP's

Each WP leader has presented the preliminary plan of the work package and discussed it with all partners.

WP1: In-depth analyses of the overall situation on the on Art Therapy in Education

Major Activities	Leader	Co- Leader	Other partners involved	Estimated Start\End Date	
Task 1.1: In-depth Survey on State of art of Art Therapy in Education	UCLL	INU US	All Partners	M1	M5
Task 1.2: In-depth Survey on Teachers and Students Competences and awareness				M1	M5
Task 1.3: In-depth Survey on available facilities and resources				M1	M5
Task 1.4: Analysis of surveys' results and elaboration of final Reports				M5	M6-M7

Dr. Chloe Mentens (UCLL) presented the tasks and activities of this work package and the action plan for preparing needed surveys. The partners agreed on the following:

No.	Task	Responsibility	Due Date
1.	Set a detailed plan	UCLL	M2
2.	Prepare the first drafts of the three surveys	UCLL	M2
3.	Review the surveys by the quality committee and send comments	Quality Committee	M3
4.	The responses will be collected	JO partners TU partners	M3-M5
5.	The surveys will be analyzed, and the final report including the three surveys analysis will be prepared	UCLL INU US	M6-M7
6.	Progress report to be provided by WP leader every 6 months based on collected feedback from Co-Leaders	UCLL INU US	M6, M12

WP2: Curricula Development

Major Activities	Leader	Co- Leader	Other partners involved	Estimated Start\End Date	
Task2.1: Definitions and Selection of Courses to be updated.	UNIBS	IU UNIVGB	All Partners	M7	M8
Task2.2: Design of new courses and restructuring of existing courses.				M8	M15
Tas2.3: National Workshop on Curricula Development				M15	M19
Task2.4: Implementation & Accreditation of the courses into Curricula.				M20	M36

Dr. Giovanni Mirabella (UNIBS) presented the tasks and activities of Curricula Development work package and the action plan for the accreditation system. The following were concluded:

No.	Task	Responsibility	Due Date
1.	The diploma will be interdisciplinary, that requires coordination between different faculties	JO Partners TU partners	During Project
2.	The list of suggested courses will be prepared based on WP1 results	UNIBS IU UNIVGB	M8
3.	WP leader will prepare a course outline template with learning outcomes and ECTS component according to Bologna requirements	UNIBS	M9
4.	Creation of committees responsible to develop the selected courses	UNIBS IU UNIVGB	M10
5.	Courses are fully developed as e-courses	Courses Committees	M15
6.	New Programme is fully accredited (Diploma/Master)	JO Partners TU partners	M18
7.	3-day National Workshop on Curricula Updating will be conducted in Tunisia and Jordan	JO Partners TU partners	M15-M19
8.	Piloting phase	JO Partners TU partners	M20-M36
9.	Progress report to be provided by WP leader every 6 months based on collected feedback from Co-Leaders	UNIBS IU UNIVGB	M12, M18, M24, M30, M36



Presentations about Accreditation procedures in partner universities

Each partner from Jordan and Tunisia presented the accreditation procedure for new programmes in their institutions, the specific target groups and the requirements to enrol in the diploma and the plans to include some courses into existing programmes courses.

The new programme in Art therapy requires coordination from different disciplines such as Art, Educational Psychology, Counseling and Special Education, Psychiatric Mental Health Nursing, and Medicine.

It was concluded that the accreditation takes a long time in some universities (about one year) and include internal and external levels, which urges to start the accreditation process once the courses have been defined.

Also; it was concluded that the Art Therapy program requires a certain level of personal maturity and self-awareness appropriate for the therapeutic activity. Applicants must have an adequate degree of psychological maturity including the ability to achieve and maintain an adequate and empathetic client relationship; they must also show emotional stability and self-reflectiveness.

Accordingly, the target groups, may be many student holding a license / master's in music and Musicology, Humanities or Social Sciences, (Psychology, Psychomotricity, Ergotherapy or any similar field specified by the steering committee).

WP3: Capacity Building and Training Workshops (Teacher/Technician Staff & Students)

Major Activities	Leader	Co- Leader	Other partners involved	Estimated Start\End Date	
Task 3.1: Elaboration of Capacity Building Plan & Selection Criteria	UCP	HU USFAX	All Partners	M1	M7
Task 3.2: Academic and Technician Visits to EU Partners				M7	M20
Task 3.3: Students Visits to EU Partners				M24	M30
Task 3.4: Academic workshops for transferring know-how and skills				M20	M36

Prof. Ahmed Al- Salaymeh (UJ), presented the tasks and activities of this work package and the action plan for the implementation since the work package leader contact person was not connected. The partners agreed on the following:

No.	Task	Responsibility	Due Date
1.	Preparing the capacity building plan including the aims, the training time table and destinations, the suggested agenda, and the selection criteria for staff and students communicate with European partner. Workshop topics will be matching the hosting university expertise (Topics in Arts therapy and how to prepare and teach e-courses)	UCP	M7
2.	(5) Training workshops in 5 EU countries for (32) Teaching staff & (16) technicians	EU Partners	M7-M20
3.	(1 or 2) Training workshop for in 1 or 2 EU countries (16) students in Europe	EU Partners	M24-M30
4.	(8) Technology-enhanced (In-house) teacher training (600) staff trained	JO Partners TU partners	M20-M36
5.	Each workshop will be documented through a well prepared report includes (List of participants, agenda, description of activities, link of training material, results of evaluation surveys, and photos)	Hosting University	After workshop
6.	Progress report to be provided by WP leader every 6 months based on collected feedback from Co-Leaders	UCP HU USFAX	M12, M18, M24, M30, M36

WP4: Development of the Art Therapy Centre to support the new curriculum

Major Activities	Leader	Co- Leader	Other partners involved	Estimated Start\End Date	
Task 4.1: Final List of Equipment	IPP	UJ US	All Partners	M7	M9
Task 4.2: Purchase, installation of equipment and Lab operation.				M10	M18

Also, **Prof, Ahmed Al-Salaymeh (UJ)** presented a brief about WP4 with discussing equipment purchasing process with Jordanian and Tunisian Partners, since the work package leader contact person was not connected. The partners agreed on the following:

No.	Task	Responsibility	Due Date
1.	WP leader will set a detailed plan for the WP	IPP	M7
2.	Prepare a list of main components in Art therapy centers according to EU standards	IPP	M7
3.	WP leader and co-leaders will set a the list of needed equipment based on WP1	IPP UJ US	M9
4.	Central Tender is announced by University of Jordan for Jordanian Partners	UJ	M10
5.	Tunisian Universities will announce the tender call	TU partners	M10
6.	Tender should include the tax exemption term, as Equipment is exempted from taxes, and the tax could not be charged to the project	JO Partners TU partners	M10
7.	Center is fully equipped and operational	JO Partners TU partners	M18
8.	Progress report to be provided by WP leader every 6 months based on collected feedback from Co-Leaders	IPP UJ US	M12, M18, M24, M30, M36

WP5: Quality Control and Monitoring (QC&M)

Major Activities	Leader	Co-Leader	Other partners involved	Estimated Start\End Date	
Task 5.1: Quality Committee	NKUA	JUST UNIVGB	All Partners	M1	M2
Task 5.2: Quality and Monitoring Plan				M1	M6
Task 5.3: Quality and Monitoring Reports				M3	M36
Task 5.4: External Evaluation				M10	M36

Dr. Sofia Papakonstantinou (NKUA) presented WP5 and discussed with all partners the planning for Quality control and monitoring process and all partners agreed on the following:

No.	Task	Responsibility	Due Date
1.	Quality committee will be formed during the kick off meeting. <ul style="list-style-type: none"> 6 persons from Europe (P11: NKUA, P9: UNIBS, P10: IPP, P12: UCP, P13: UNIOS, P14: UCLL), 1 person from P1: UJ, 1 person from P4: JUST and 1 from P6: UNIVGB. 	NKUA	M1-M2
2.	WP leader will prepare a summary table that include all activities, deliverables of the project and their method of evaluation with their quality indicators	NKUA	M3
3.	WP leader will set a Quality and Monitoring Plan for the WP with due dates annexed with the quality assurance tools (i.e. evaluation forms, checklists, etc.)	NKUA	M6
4.	WP leader will prepare online evaluation links for all meetings, workshops and circulate them to partners after each event, and the results will be analyzed by the WP leader and the co-leaders	NKUA JUST UNIVGB	Over Project life
5.	Courses will be peer reviewed against a developed checklist, courses committee will revise the prepared material accordingly.	Quality Committee and Scientific Committee	M15
6.	WP leader will prepare online evaluation links for all piloted courses, and circulate them to partners, and the results will be analyzed by the WP leader	NKUA JUST UNIVGB	M20-M36
7.	3 Quality committee meetings will be conducted in Brescia, Brussels, Sousse	NKUA JUST UNIVGB	With the 3 steering committee meetings
8.	External evaluator will be appointed by WP leader	NKUA	M10



9.	Progress report to be provided by WP leader every 6 months based on collected feedback from Co-Leaders	NKUA JUST UNIVGB	M6, M12, M18, M24, M30, M36
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WP 6: Dissemination & Exploitation

Major Activities	Leader	Co- Leader	Other partners involved	Estimated Start\End Date	
Task 6.1: Dissemination Committee and Dissemination plan	UNIOS	INU USFAX	All Partners	M1	M3
Task 6.2: Project Website				M1	M2
Task 6.3: Dissemination Material				M1	M2
Task 6.4: E-Learning platform				M11	M12
Task 6.5: Final Conference				-	M36

Dr. Antonija Matic (UNIOS), presented the tasks and activities of this work package and the action plan HEALING Project Dissemination and Exploitation. The partners agreed on the following:

No.	Task	Responsibility	Due Date
1.	Dissemination committee will be formed during the kick off meeting	UNIOS	M1
2.	Project website will be designed, hosted and managed by University of Jordan	UJ	M2
3.	Facebook page will be created and managed by University of Jordan Partners will post all their activities on this page	UJ and all	M2
4.	Promotional Materials will be designed	UNIOS	M2
5.	WP leader will set a detailed plan for the WP with due dates, it will include plans for three parts <ul style="list-style-type: none"> ❖ Dissemination, ❖ Sustainability and, ❖ Networking. 	UNIOS	M3
6.	A project description with a link of the project website will be presented in all consortium partners main institution website.	All	M3
7.	Creating a Network of Arts Therapists, Community Support professionals, and other stakeholders. The	All	M12



	Network members will be involved in different activities of the project.		
8.	E-Learning platform will be created and managed by University of Jordan All partners will use it to teach the art therapy course during the pilot phase	UJ	M12
9.	Two national dissemination workshops and 1 information seminar will be organized in Jordan and Tunisia	INU USFAX	M12
10.	A three-day Final dissemination conference will be held at University of Jordan	UJ All	M36
11.	Biannual electronic newsletters will be prepared	First issue by UJ Other will be distributed among partners	M6, M12, M18, M24, M30, M36
12.	Progress report to be provided by WP leader every 6 months based on collected feedback from Co-Leaders	UNIOS INU USFAX	M6, M12, M18, M24, M30, M36

WP 7: Project Coordination

Major Activities	Leader	Co- Leader	Other partners involved	Estimated Start\End Date	
Task 7.1: Kick-off Meeting	UJ	-	All Partners		M2
Task 7.2: Steering Committee				M2	M36
Task 7.3: Technical and Scientific Committee				M2	M36
Task 7.4: Biannual progress reports				M6	M36
Task 7.5: Operational Staff				M1	M36

Prof. Ahmed Al- Salaymeh, presented the tasks and activities of this work package and the action plan HEALING Project coordination. The partners agreed on the following:

No.	Task	Responsibility	Due Date
1.	A Steering Committee (SC) will be established during the kick-off meeting with 1 representative from each partner	All	M1
2.	A Technical and Scientific Committee (TSC) will be established during the kick-off meeting with 1 representative from each partner	All	M1
3.	Six coordination meetings will be conducted in Amman, Athens, Brescia, Brussels, Porto, and Sousse Monthly virtual status meetings via web-conferencing Regular communication will be conducted by e-mail and shared electronic database	UJ	M1-M36
4.	Progress report to be provided by WP leader every 6 months based on collected feedback from Co-Leaders	UJ	M6, M12, M18, M24, M30, M36
5.	Meeting with Tunisian partners to discuss the Financial Management	UJ TU partners	Mar 24, 2020 2:00 PM Amman Time
6.	Next online meeting	All	April 16, 2020 11:00 AM Amman Time

Finally, **Prof. Ahmed Al-Salaymeh** Thanked all participants in the conducted online meeting and scheduled the second online meeting that will be on 16th of April, 2020.