

Workpackage N 6 - Management of the Project

Related Assumptions and risks (max 400 characters):

We feel that coordination and management of the project is one of main strengths of our consortium due to the long history of collaboration. We have successfully co-managed several previous Tempus projects since 1996 and in the current EU EACEA-158627 project an excellent level of communication and management is maintained. Coordination and management teams in each of the EU and SCU university are highly experienced, and breakdown of communication within the consortium is highly unlikely. We do not envisage any problem in the coordination or management of this project.

Description *(max 2000 characters)*

A general “triangular” scheme for the coordination, management and quality control is shown in the main diagram (WP1). This will be carried out as internal and external management

For external management we will apply a multidirectional management scheme. The backbone of managerial activities will be built around two formal annual workshops for the duration of the project and biannual co-ordination, management and quality control meetings via videoconferencing with the participation of all the members of the consortium led by the co-ordinator. In between the formal meetings a continuous contact between the members of the consortium will be maintained through communication via skype, e-mails, faxes and telephone calls. Decisions will be made on a consensus basis with the co-ordinator taking an executive decision if required. All the outcomes of the co-ordination meetings will be reflected in the workshop reports, meeting reports and the periodical reports submitted to EACEA.

The project will be directly managed by the co-ordinator, 10 contact persons from the partner universities and contact persons from each of the Intellectual Property Protection Organizations and will be technically executed by the administrative staff. Professor Peter Lydyard (UoW) is project co-ordinator and he will be involved in general management of the project. He will be advised by deputy co-ordinator Dr Nino Porakishvili (UoW). They both have been involved in several Tempus and Intas projects since 1995 and have extensive experience in international projects.

The UoW administrator Ms Maka Bakradze is an excellent manager and participated in previous Tempus projects. She speaks fluent English, Georgian and Russian and will set up a central management unit affiliated to the project co-ordinator Professor Peter Lydyard and deputy co-ordinator Dr Nino Porakishvili.

All EU staff will be involved in the supervision of decision making over project management, quality control, dissemination and sustainability and successful completion of the workpackages,. TSU will play a central role in project management in Southern Caucasian countries due to the current lack of direct contacts between Armenian and Azeri universities. Contact person Dr Nino Gachchiladze and regional administrator Dr. Marina Tevzadze are highly experienced in international collaboration, and have been participating in several previous Tempus projects. They will be instrumental in implementation of the project outcomes at TSU and in the region by liaising with Armenian and Azeri universities.

Internal management includes regulation of cooperation and interaction between three working groups comprising the IMCDVL. This will be supervised by the relevant contact person, and heads of administrative and academic groups of each “small” triangle e.g. national IMCDVL.