

# ERASysBio - Work Package Leader Meeting and Strategy Conference Session Leader Meeting

**Meeting Venue:**  
NH Utrecht Hotel  
Jaarbeursplein 24  
Utrecht

## *Programme*

Tuesday 30<sup>th</sup> March

ERASysBio - Work Package Leader Meeting

Chair: WP6 leader, GER

10.00 - 11.00 Arrival (COFFEE)

11.00 Welcome

11.05 Presentation for WP1 (WP leader FIN):

- Links from WP1 to other WPs
- Conceptual design of the questionnaire

The interaction of WP1 and all other WPs will be presented by FIN, with a special emphasis on the requirements of the WPs subsequent to WP1. How does the questionnaire meet the needs of WP2-WP5?

12.00 Round table discussion:

- Each WP leader: link to WP1 (results thereof)
- Requirements for questionnaire and the results obtained

In this session each WP leader should identify the interactions with WP1. Furthermore each WP leader should give a definition of the expectations from the survey and the results obtained.

- FIN: Presentation of final schedule for project & programme survey

13.00 LUNCH

14.00 Work Packages 2-5

- Plan for interlinking the WPs.
- Interactions with other WPs
- Round table discussion:

Each WP leader: link to other WPs (results thereof); Schedule; Requirements from other tasks; Brief: overview, plans, ideas interactions

## 16.00 COFFEE

### 16.30 ERASysBio's databases:

- Administration, hosting and display of survey
- Interaction with EuSysBio's Database
- Project follow-up Database for SysMo and future calls.

### 17.30 Coordination

- Meeting schedule 2006
- Consortium agreement
- Any other business

## Wednesday 31<sup>st</sup> March (0900 – 1600) Strategy Conference Session Leader Meeting

Chair: WP2 leader, UK

### 09.00 Welcome and introductions

#### Listing of current session leaders

As a result of staff changes in the agencies involved in ERASysBio, session leadership might have changed and we are looking to produce an updated list of the people responsible for each session of the Strategy Conference

#### Presentation of work package leader (NL)

Aim of WP, deliverables, expectation of outcome, overview, timescale, meetings (e.g. pre-meeting)

## 11.00 COFFEE

#### Presentation of task leader (UK)

Organisation of Strategy Conference, possible formats, venues, timeframe, possible parallel sessions, involvement of EAB, which stakeholders are essential, etc

## 13.00 LUNCH

#### Short presentations of session leaders

Proposed content of respective session, representation of what groups/stakeholders is required, what outcome is expected in relation to the major deliverable of the WP (European Research Agenda), is there a specific format that is required, potential numbers of delegates, etc

#### Discussion

This is the opportunity to comment and input on all aspects of the organisation of the Strategy Conference that were presented during the day including format, expected outcome, required involvement of different groups/stakeholders, involvement of EAB, timeframe, potential delegates that can already be identified at this early stage, etc

Any other business

16.00 end of Meeting