

UNICAM Final Meeting Agenda (Draft)

FRIDAY 24 th of AUGUST 2018	
09:30 – 09:45	Welcome by Rector of MCU or Representative
09:45 – 10:00	UNICAM final meeting outline by project coordinator Dr. Helena Guasch
10:00 – 10:15	<i>Coffee break and meeting registration</i>
	Session 1: Quality Assurance (Workshop and Discussion)
10:15 – 11:30	<ul style="list-style-type: none"> *Invite external evaluators - QA report - Workshop <ul style="list-style-type: none"> • Introduction by Dr. Anna Tozzi and Dr. Serey Mardy • Working session
11:30 – 12:00	Summary discussion
12:00 – 14:00	<i>Lunch</i>
	Session 2: Final Report Preparation (Due December 2018)
14:00 – 16:30	Final financial statement <ul style="list-style-type: none"> - Budget summary <ul style="list-style-type: none"> • Initial budget • Change of budget • Used budget • Remaining budget - Summary of missing supporting documents - Audit preparation
16:30 – 17:00	<i>Coffee break</i>
17:00 – 18:00	Concluding remarks
19:00 – 21:00	Welcome dinner
SATURDAY 25 th of AUGUST 2018	
08:30 – 10:00	Final report <ul style="list-style-type: none"> - Summary of activities done and objectives achieved according to the project work plan: <ul style="list-style-type: none"> • ATCs • Staff Mobility • MSA curriculum and etc - Achieved results - Summary assessment of Quality of the project implementation, Quality of cooperation, Impact and sustainability and etc - Summary assessment of MSA development, Training/mobility activities, Impact and sustainability, Quality of partnership and cooperation and etc
10:00 – 10:30	<i>Coffee break</i>
10:30 – 12:00	Final report - continuation -
12:00 - 14:00	<i>Lunch</i>

14:00 - 15:30	Results and discussion - End of meeting -
16:00	Depart for Siem Riap

