

E-BASS25 Project Team Meeting

Royal Holloway, University of London – Friday 3rd August 2012

10.30am - 12.30pm

AGENDA

1. Welcomes, apologies – JT
Apologies received from Rupert Williams
2. EBASS25: aims, objectives and timescales – JT
3. Project management arrangements – DT
 - a. Project Blog
 - b. Agreements, contracts with partners etc.
 - c. Engagement with stakeholders – agreeing channels of communication
 - d. Project Synthesis Work
4. Immediate JISC requirements
 - a. Report on work completed so far – DT
5. Workpackage requirements, roles of experts etc. DT, ALL
 - a. Run-through of work packages with discussion on timescales, practicalities etc. – ALL
 - b. Role of Sero Consulting
 - c. Agree actions - ALL
6. Budget – JT & JC
7. Project Boards - DT
8. A.O.B.
9. Dates of future meetings