

**EVALUATION UNIT MEETING**  
**Plenary meeting Udine**  
**Wednesday 29<sup>th</sup> September 2010**  
**University of Udine, Animal Sciences Dep. Headquarters**

**Linking Institution for Veterinary Education (LIVE) project**  
**Contract No. 9-ACP-RPR-118#6**  
**Minutes**

Participants:

Prof. Marco Galeotti project coordinator

1. Cameroon: University of Yaoundè 1 (Clément Roger ABEGA)
2. Chad: University of N'djamena (Nadjilem DINGAMTAR)
3. Gabon: University of Health Sciences in Owendo (Guy Francis NZENGUI NZENGUI)
4. Equatorial Guinea: National University Ecuat. Guinea (Maria Jesus NKARA OWONO)
5. Italy: University of Parma (Antonio UBALDI)

Meeting starts at 10.30

Prof. Galeotti starts the meeting by briefly illustrating the purpose of evaluation activity and the features of this activity as outlined in the "Description of the Action" of Edulink LIVE project.

Task 4. Periodical control and evaluation of the work progress :

*Project results will be submitted to internal and external evaluations.*

*An evaluation unit will be created with Institutions representatives of the 5 countries, including the coordinator.*

*The evaluation will be of two types: a quantitative evaluation, based on the comparison between expected and produced activity outputs; a qualitative evaluation of the work done, and in particular of the produced deliverables. The unit will supervise the outputs for approval, check the deliverables before publication and help the Coordinator in monitoring and reporting the project progresses. The components of the unit will be in continuous contact by means of ICTs support systems.*

*External evaluation will come from the advice of final beneficiaries who will be called to express their opinions in the website and during dedicated events. The approval of the regular reports will also provide a feedback on the quality of realised activities.*

Prof. Galeotti underlines that although, the creation of an Evaluation unit has not been formalized yet, all partners have taken part to internal evaluation processes by examining reports concerning the work carried out so far in every single task during the "working group sessions" organized in this plenary meeting and in the previous ones.

Nevertheless he stresses the importance to formally constitute this evaluation unit.

CEMAC participants confirm that delegates who participate to this meeting will be members of the Evaluation unit, according to decisions that have already been met within the staff members of each partner.