

Minutes – LA Regional Meeting (San Juan, Argentina)

Arrival: 14 Sep, 2015
Departure: 20 Sep, 2015

Date: 15 Sep, 2015, 17 Sep, 2015,	Time: 9:00am till 19:00 pm	Recorder: Sebastian Carrera (he will send the report on the workshop)	EO: Event Organiser UNSJ
Present:	S. Carrera (SC), V. Alcaraz (VA), E. De Lima (EDL), N. Dichtl (ND) , A. Haarstrick (AH), Rodolfo Silva Casarin Silva (RCGRSC), José Araruna (JA), Ayrton Martins (AM), B. Topkaya (BT) and the participants of the Workshop on Water Scarcity		

Kommentar [II1]: In Mexico, first is the father surname

Topics:

First day

1. Workshop on Water Scarcity

Second day

2. Workshop on Water Scarcity

Third day

3. Technical visit to dams Punta Negra, Caracoles and Ullum in the San Juan river

Forth day

4. Regional Meeting

Regional Meeting Agenda

- a) General Information
- b) Report on 2015 Activities and Planning LA Region Activities
- c) Joint Research Proposals
- d) Expert Work Groups
- e) Discussion on maintenance and attractiveness of the regional websites
- f) Miscellaneous subjects

Date: 18 Sep, 2015,	Time: 9:00am till 17:00 pm	Recorder: EDL	EO: Event Organiser Regional Coordinator (RC) and LA Members
Present:	S. Carrera (SC), V. Alcaraz (VA), E. De Lima (EDL), N. Dichtl (ND) , A. Haarstrick (AH), Rodolfo Silva Casarin Silva (RSCGS), José Araruna (JA), Ayrton Martins (AM) and Ernesto Urquieta (EU). Also we had the participation of K. Flicke and Cristiana which presented new research topics to the LA Region		

Topic / Themes/Results:

Topic:	Theme/ Result / Action	Person in charge	Deadline / Timeline
a. General Information	<p>ND presented the output of the discussion with DAAD about the project monitoring. The main content covered the structure of the impact model and the formulation of project specific indicators on DAAD programme and on project level. The requirements and guidelines were developed by DAAD and approved by the ministry (BMZ) – for further background information see the file attached presented in the Management Board Meeting in Antalya (Results-based project work)</p> <p>For further details of the discussion see the Minutes of the MB Meeting attached.</p>	AH, RC, LA member	<p>AH, RC and LA members</p> <p>We will be informed the result of the analisis that will be made by Prof Menzel, and we will have up to the end of this month (September) to send coments to the structure of the DAAD Models</p>

	AH made comments on the administrative aspects of the project. He made it very clear the importance of planning the events in due time to avoid concentration of events (this includes all regions) and to plan the mobility of students and researchers so that the HO would have enough time to get the best price for travels.	RC, LA member	
New research topics for the LA Regions	KF and Cristiana presented research topics that they are presently working and that could be of interest to the region, particularly to Brazil and Mexico. EDL invited him to participate in the next Workshop, that is going to be held in Tamandaré, Pernambuco (Sep. 11-17 th , 2016). Another possibility is the organization of a Workshop on Leachate and Sludge Treatment in 2017.	KF, RC	2016/2017
Topic:	Theme/ Result / Action	Person in charge	Deadline / Timeline
b. Report on 2015 Activities and Planning LA Region Activities	EDL presented the LA region activities during the year 2015 and present a plan of activities for the next year (see attached file)	EDL	2016-2019
	For this year (2015) we still have some exchange to be conducted, if all paper work will be completed in due time. JA is planning a teacher exchange to UNSJ in November and there is a PhD student from UdG that is going to UFPE (Oct-Dec).	JA VA	End of Sep
	Workshop and Regional Meeting 2016. It was agreed that the WS and the RM will be organized by UFPE. The WS will be on <i>Wastewater Treatment and Reuse for Metropolitan Regions and Small Cities in Developing Countries</i> . The WS will have the participation of ND, AH and probably KF as lecturers together with other Brazilian and Network member experts in wastewater treatment and reuse (See preliminary WS structure in the attached file). Also it was agreed that the WS will be held in September 11 th to 17 th and the RM on the 19 th . For the year 2016 the LA Region has to organize a Summer School. The school will be on <i>Ecosystem Integration in Coastal Engineering Practice (EICEP)</i> . That will be organized by RCS-RSC and Edgar Mendoza (UNAM) with the help of UFPE (Pedro Pereira), TUBS (Hocine Oumeraci) and UFSM (Malva Mancuso). The school is planned to be held in November and will be in Mexico <u>as a first option. One of the main goal will be "train the trainers"</u>	EDL RCSRSC	Sep 2016 Nov 2016
	It was also proposed and approved the indication of the Universidad Catolica del Maule, Chile, as an Associate Member. SC-UNSJ will make the contacts with Lisandro Roco to get all the information necessary to sign a LOI to be an Associate Member	SC-UNSJ	Dec 2015

Topic:	Theme / Result / Action	Person in charge	Deadline / Timeline
c. Joint Research Proposals	<p>VA and EU presented the status of the ongoing JRP between UdG and UFSCar. RC also presented the activities of the ongoing JRP between UMAN and TUBS.</p> <p>For a new JRP two preliminary topics were presented: one by VA (UdG) and another by JA (PUC-Rio). JA decided to withdraw his proposal and the JRP presented by VA (UdG-UNAM) will be submitted to the MB.</p> <p>For the new JRP there were some suggestions: 1) ND suggested that a MSc student could be involved in a JRP; RSCS suggested that the student involved should have already previously worked in the subject proposed; AH proposed that the JRP should have already some previous data in order to be possible to submit a paper to a peer-review journal.</p>	RC	Sep. 28th
d. Expert Work Groups	<p>AH and ND asked to the LA members to complete the Expert Group List. ND suggested that for a person to be considered an expert in one of the topics of the SWINDON Project has to have at least a peer-reviewed paper published or 3 papers in conferences.</p> <p>From our LA region we have the following chairs of Expert Groups:</p> <ol style="list-style-type: none"> 1. Prof. Rodolfo Silva Casarin for Hydrology & Hydraulic Engineering 2. Prof. Victor Alcaraz for Sanitary Engineering“ 	RC and LA members	Sep. 28th
Topic:	Theme / Result / Action	Person in charge	Deadline / Timeline
e. Discussion on maintenance and attractiveness of the regional websites	<p>There were several suggestions to improve the attractiveness of our LA website. The first one is to have a link to a Facebook page. In this way the webpage will be more visible to the students.</p> <p>Another suggestion is to have an Alumni News link in the webpage. This will help us track the people that participate in the EXCEED/SWINDON activities.</p> <p>We have to include a link to the previous activities that took place in the network.</p>	<p>JA/RC</p> <p>RC/BT</p> <p>RC/BT</p>	End 2015
Topic:	Theme / Result / Action	Person in	Deadline /

		charge	Timeline
f. Miscellaneous subjects	<p>AH still highlights some points listed below. He urgently asks the colleagues to take special care of these points. This, in particular, concerns the visa procedures.</p> <p>(1) Candidates for student exchange:</p> <ul style="list-style-type: none"> - Proof of English proficiency. If it is possible an official proficiency test should be send together with the application. If the candidate does not have an official test the sending supervisor can send a letter or if that is not possible the RC can make a Skype interview with the candidate. - Candidates are in Master or PhD studies (the last degree shall not be received 6 years ago) - It must be clarified in advance who will be the supervisor at the hosting university - The proposal and the time schedule must be checked carefully by the regional coordinator or the supervisor at the home university - Students from full or associate members institutions can be exchanged <p>(2) Visa issues:</p> <ul style="list-style-type: none"> - Collecting reliable information about visa condition in advance are mandatory - Contacting the respective embassies for reliable information in due time! - If the stopover at the airport does not last longer than 12 hours, transit visa are not necessary <u>with the exception of USA</u>. However, it is not allowed to leave the transit area of the airport. - The event organiser has to inform the invited event participants about the conditions for visa on arrival and, further, has to inform the competent authority of his country in due time. - Validity of the passport must be checked in advance. <u>The candidate has to send a electronic copy of the first page of the passport</u> <p>(3) Make a check list of all documents necessary:</p> <p>(4) Always inform the nearest DAAD Office of any event or activities in the Region. AH was to sent the list of DAAD Offices in LA region</p>	<p>RC/ Sending and receiving supervisor</p> <p>EO/Sending and receiving supervisor</p> <p>RC</p> <p>AH</p>	<p>In due time</p> <p>In due time</p> <p>In due time</p>