

NOVA DOMUS

November 2013

- **Main objectives**
- **Mid and long term objectives**
- **Thematic fields**
- **Proposed mobility flows**
- **Participation costs**
- **Cohorts, applications' calls and estimated mobility periods**
- **Required documents at calls**
- **Candidates grading**
- **Application form**
- **Working committees composition**
- **Memorandum of Understanding**
- **Partnership meetings scheduled**
- **Financial management**
- **Scholarship payment**
- **Schedule/time table**

- **Main objectives**

- ✓ Establish strong links and mobility flows at doctoral and post-doctoral level between North American and European partner universities on human health, well being and communications, over the 48 months of the project.
- ✓ Facilitate sharing of educational/research experiences and learning from other Centres' experiences to overcome issues and difficulties in the development of international education programs on human health, well being and communications.

- **Mid and long term objectives**

- ✓ Establish links between North American and European partner universities to conduct collaborative education programs;
- ✓ Establish links between North American and European partner universities to assess other collaboration possibilities;
- ✓ Create a new network with outstanding scientific and technological expertise focused on human health, well being and communications.

- **Thematic fields**

- Medical Sciences***

- Public Health*

- Medical Technology*

- Biomedicine*

- Others – Medical Sciences*

- Natural Sciences***

- Physics (Photonics)*

- Chemistry*

- Biochemistry*

- Others – Natural Sciences*

Engineering, Technology

Material Sciences

Chemical Engineering

Electrical Engineering

Others - Engineering, Technology

▪ **Proposed mobility flows**

After internal consultations (please remember that the proposal was written by the UB International Office and now the project managing is linked to the UB Doctoral School) and external ones, mostly with the EACEA, we propose you to homogenize mobility duration at each type of mobility (11 months for PhD students, 6 month for post-doc, and 1 month for staff).

The reasons for this proposal are: to facilitate the equitable distribution of mobility between the partners, to allow the recovery of participation costs to all universities up to a maximum limit to be agreed together, and to facilitate location of beneficiaries in our departments/units/services.

Because TG1 is prioritised at our Strand 2, it is possible to reduce a bit the number of TG2 mobilities and increase the number of TG1 in the same category.

We can also move the planned number of mobilities from 1st cohort to other cohorts to fit better with the semester plan of all the partners. Nevertheless, please be aware that due to drop-outs during the project implementation, the EACEA advises us to recruit a bit more candidates during 1st and 2nd cohort and not to leave the big number of mobilities at the 3rd cohort because it might be too late to fix any shortage in the mobilities' number.

Type of Mobility				Cohort 1					Cohort 2					Cohort 3					Sub Total	TOTAL	%			
				N. Mobilities	Months	Tot TG	From	To	Total	N. Mobilities	Months	Tot TG	From	To	Total	N. Mobilities	Months	Tot TG				From	To	Total
Doctorands	North Americans	TG1	10 to 24	1	11	1	BROWN	UB or UAB or KU Leuven or Lund U or UniBo or U Glasgow or UPF	1	2	11	2	OTTAWA and (MONTREAL or DALHAUSIE)	UB or UAB or KU Leuven or Lund U or UniBo or U Glasgow or UPF (not selected at Cohort 1)	3	2	11	2	BRITISH COLUMBIA and (MONTREAL or DALHAUSIE if not selected for Cohort 2)	UB or UAB or KU Leuven or Lund U or UniBo or U Glasgow or UPF (if not selected at Cohorts 1 and 2)	2	6	39	56%
		TG2		0	11	0			1	11	1	OTHERS (1)		0	11	0								
	Europeans	TG1	10 to 24	9	11	9	UB (1), UAB (2), KU Leuven (2), Lund U (1), UniBo (1), U Glasgow (1), UPF (1)	Brown (3), Ottawa (2), Montreal (2), Dalhausie (2), British Columbia (2)	11	9	11	9	UB (1), UAB (1), KU Leuven (1), Lund U (2), UniBo (2), U Glasgow (1), UPF (1)	Brown (2), Ottawa (3), Montreal (2), Dalhausie (2), British Columbia (2)	11	10	11	10	UB (2), UAB (1), KU Leuven (1), Lund U (1), UniBo (1), U Glasgow (2), UPF (2)	Brown (2), Ottawa (2), Montreal (3), Dalhausie (2), British Columbia (2)	11	33		
		TG2		2	11	2	OTHERS (2)		2	11	2	OTHERS (2)		1	11	1	OTHERS (1)							
Post-Doctorate	North Americans	TG1	< 9	2	6	2	BROWN or OTTAWA or MONTREAL or DALHAUSIE or BRITISH COLUMBIA	UB or UAB or KU Leuven or Lund U or UniBo or U Glasgow or UPF	2	2	6	2	BROWN or OTTAWA or MONTREAL or DALHAUSIE or BRITISH COLUMBIA (if not benefit at Cohort 1)	UB or UAB or KU Leuven or Lund U or UniBo or U Glasgow or UPF (if not selected at Cohort 1)	4	1	6	1	BROWN or OTTAWA or MONTREAL or DALHAUSIE or BRITISH COLUMBIA (if not benefit at Cohorts 1 and 2)	UB or UAB or KU Leuven or Lund U or UniBo or U Glasgow or UPF (if not selected at Cohorts 1 and 2)	1	7	14	20%
		TG2		0	6	0			2	6	2	OTHERS (1)		0	6	0								
	Europeans	TG1	< 9	2	6	2	UB or UAB or KU Leuven or Lund U or UniBo or U Glasgow or UPF	BROWN or OTTAWA or MONTREAL or DALHAUSIE or BRITISH COLUMBIA	2	2	6	2	UB or UAB or KU Leuven or Lund U or UniBo or U Glasgow or UPF (if not selected for Cohort 1)	BROWN or OTTAWA or MONTREAL or DALHAUSIE or BRITISH COLUMBIA (if not selected for Cohort 1)	3	2	6	2	UB or UAB or KU Leuven or Lund U or UniBo or U Glasgow or UPF (if not selected at Cohort 1 and 2)	BROWN or OTTAWA or MONTREAL or DALHAUSIE or BRITISH COLUMBIA (if not selected for Cohorts 1 and 2)	2	7 (two Canadian univ will recive 2 post-doc)		
		TG2		0	6	0			1	6	1	OTHERS (1)		0	6	0								
Staff	North Americans	TG1	< 9	2	1	2	BROWN or OTTAWA or MONTREAL or DALHAUSIE or BRITISH COLUMBIA	UB or UAB or KU Leuven or Lund U or UniBo or U Glasgow or UPF	2	2	1	2	BROWN or OTTAWA or MONTREAL or DALHAUSIE or BRITISH COLUMBIA (if not selected for Cohort 1)	UB or UAB or KU Leuven or Lund U or UniBo or U Glasgow or UPF (if not selected at Cohort 1)	3	2	1	2	BROWN or OTTAWA or MONTREAL or DALHAUSIE or BRITISH COLUMBIA (if not selected for Cohort 1 and 2)	UB or UAB or KU Leuven or Lund U or UniBo or U Glasgow or UPF (if not selected at Cohorts 1 and 2)	2	7 (two American univ will send 2 staff)	17	24%
		TG2		0	1	0			1	1	1	OTHERS (1)		0	1	0								
	Europeans	TG1	< 9	2	1	2	UB or UAB or KU Leuven or Lund U or UniBo or U Glasgow or UPF	BROWN or OTTAWA or MONTREAL or DALHAUSIE or BRITISH COLUMBIA	3	3	1	3	UB or UAB or KU Leuven or Lund U or UniBo or U Glasgow or UPF (if not selected for Cohort 1)	BROWN or OTTAWA or MONTREAL or DALHAUSIE or BRITISH COLUMBIA (if not selected for Cohort 1)	4	2	1	2	UB or UAB or KU Leuven or Lund U or UniBo or U Glasgow or UPF (if not selected at Cohort 1 and 2)	Brown (2), Ottawa (2), Montreal (3), Dalhausie (2), British Columbia (2)	3	10 (all American univ will recive 2 staff)		
		TG2		< 9	1	1	1	OTHERS (1)		1	1	1	OTHERS (1)		1	1	1	OTHERS (1)						

Concerning Associated Institutions they can play an important role in providing placement facilities to incoming doctorands, post-docs or staff for a maximum period.

- Cohorts

1st cohort: 22 scholarships, from September 2013 until July 2015

2nd cohort: 24 scholarships, from September 2014 until July 2016

3rd cohort: 24 scholarships (it would be better to have less in this cohort and with one month less duration if maintained at the cohort), from September 2015 until June 2017.

- Applications calls

1st call: from January 2nd 2014 until February 28th 2014

2nd call: from December 1st 2014 until January 31st 2015

3rd call: from December 1st 2015 until January 31st 2016

- Estimated mobility period

1st period: from September 2014 until July 2015

2nd period: from September 2015 until July 2016

3rd period: from September 2016 until June 2017

▪ Required documents at calls

DOCTORATE
TG1 and TG2
<ul style="list-style-type: none">• Outline of the research plan• Invitation letter• Recommendation letters (one from the home institution and one from the host institution that speak about the merits of the proposal, the academic excellence of the candidate, the potential for strengthening existing collaborations and establishing new networks).• Curriculum vitae (Résumé) study track <p style="text-align: right;">*All in English</p>

POST DOCTORATE
TG1 and TG2
<ul style="list-style-type: none">• PhD diploma• Outline of the working/research plan• Invitation letter by the host institution• Recommendation letters (2) <p style="text-align: right;">*All in English</p>

STAFF	
TG1 and TG2	
<ul style="list-style-type: none"> • Outline of the teaching/working plan • Letter of support of the Home University • Invitation letter by the Host institution 	*All in English

▪ Candidates grading

DOCTORATE / POSTDOCTORATE	HOST UNIV
Academic merit (Scientific achievement and background)	0-40
Outline of the Research Plan	0-30
Personal and Professional motivation (motivation statement and CV)	0-30
TOTAL	0-100

Staff	HOST UNIV
Professional experience	0-50
Outline of the Teaching / Working Plan	0-20
Personal and Professional motivation	0-30
TOTAL	0-100

- **Grading procedure**

1. Once closed the application procedure, all partners will have 2 weeks to check the eligibility of their candidates.
2. Later on, all institutions will received the candidates applications (as home and host institution) for its assessment and ranking. All partners will have 4 weeks for sending the ranking and assessment documents to UB.
3. UB will provide the global list of candidates and their assessment marks to the members of the Selection and Recognition Group.
4. Selection and Recognition group will establish the distribution of grants according to the balance of mobility flows, promotion of equal opportunities, gender balance and social equity. The Selection and Recognition Group WOULD provide up to 10 extra points for disadvantaged groups: financial hardship, personal illness/disability, or refugee status (verified with a supporting document).
5. All partners will be informed about the list of their incoming grantees for the last approval.
6. UB will contact with all the candidates and inform them about the results.
7. UB will send the final list of selected candidates to the EACEA.

- Application form

We will work with EMECW with the Lund U technical support.

- Working committees composition

Plenary Committee (PC)

<u>Brown University</u>	Kendall Brostuen <u>kendall_brostuen@brown.edu</u>
<u>Dalhousie University</u>	Dieter J. Pelzer <u>dpelzer@dal.ca</u>
<u>Lund University</u>	Anne Messeter <u>anne.messeter@er.lu.se</u>
<u>Pompeu Fabra University</u>	Pau Fernandez <u>pau.fernandez@upf.edu</u>
<u>The University of British Columbia</u>	Keith Culver <u>keith.culver@ubc.ca</u>
<u>Universitat Autònoma de Barcelona</u>	Xavier Gabarrell <u>secretari.doctorat@uab.cat</u>
<u>Universitat de Barcelona (CHAIR)</u>	Amparo Cortés Lucas <u>novadomus@ub.edu</u>
<u>University of Bologna</u>	Ferruccio Quercetti / Catharina Solano <u>diri.ecw@unibo.it</u>

<u>University of Glasgow</u>	Lynsey Dinwoodie <u>Lynsey.dinwoodie@glasgow.ac.uk</u>
<u>University of Leuven</u>	Katrien Vanelven <u>katrien.vanelven@int.kuleuven.be</u>
<u>University of Montreal</u>	Yves Guay <u>yves.guay@umontreal.ca</u>
<u>University of Ottawa</u>	Martin Bouchard <u>bouchm@uottawa.ca</u>

Executive and Communication Committee (ECC)
Formed by representatives of four European universities
(including the UB)
and two North American universities.

<u>Brown University</u>	Kendall Brostuen <u>kendall_brostuen@brown.edu</u>
<u>Universitat Autònoma de Barcelona</u>	Xavier Gabarrell <u>secretari.doctorat@uab.cat</u>
<u>Universitat de Barcelona</u> (CHAIR)	Amparo Cortés Lucas <u>novadomus@ub.edu</u>
<u>University of Bologna</u>	Ferruccio Quercetti / Catharina Solano <u>diri.ecw@unibo.it</u>
<u>University of Leuven</u>	Katrien Vanelven <u>katrien.vanelven@int.kuleuven.be</u>
<u>University of Montreal</u>	Yves Guay <u>yves.guay@umontreal.ca</u>

Selection and Recognition Committee (SRC)

In charge of the selection procedure and implementation of the recognition policy. Representatives of different partners led by UB.

<u>Brown University</u>	Silvia Degli Esposti <u>silvia_degli_esposti@brown.edu</u> James Valles <u>James_Valles@brown.edu</u>
<u>Dalhousie University</u>	Dieter J. Pelzer <u>dpelzer@dal.ca</u>
<u>Lund University</u>	Anne Messeter <u>anne.messeter@er.lu.se</u>
<u>Universitat Autònoma de Barcelona</u>	Xavier Gabarrell <u>secretari.doctorat@uab.cat</u>
<u>Universitat de Barcelona</u> (CHAIR)	Amparo Cortés Lucas <u>novadomus@ub.edu</u>
<u>University of Glasgow</u>	Lynsey Dinwoodie <u>Lynsey.dinwoodie@glasgow.ac.uk</u>

Quality and Sustainability Committee (QSC)

Will ensure quality and transparency in the implementation of the project; will be lead by one European partner.

<u>Dalhousie University</u>	Dieter J. Pelzer <u>dpelzer@dal.ca</u>
<u>Pompeu Fabra University</u>	Pau Fernandez <u>pau.fernandez@upf.edu</u>
<u>Universitat de Barcelona</u>	Amparo Cortés Lucas <u>novadomus@ub.edu</u>
<u>University of Glasgow</u> (Proposed Chair)	Lynsey Dinwoodie <u>Lynsey.dinwoodie@glasgow.ac.uk</u>
<u>ICFO - The Institute of Photonic Sciences</u>	David Artigas <u>david.artigas@icfo.es</u>
<u>Universitat Politècnica de Catalunya (UPC- BarcelonaTech)</u>	Helena Martínez / Berenice Martin <u>area.relacions.internacionals@upc.edu</u>

- Memorandum of Understanding

The legal representatives and/or their designated representatives of all institutions involved in the partnership must sign a Memorandum of Understanding with UB in order to ensure the appropriate institutional commitment of the participating HEIs to the partnership. This agreement has to cover as precisely as possible all academic, administrative and financial aspects related to the implementation, management, selection process procedures, monitoring and evaluation of the activities, including the management of individual scholarships.

- Partnership meetings scheduled

Date	Place	Participants	Aim of the meeting
End of April 2014	Lund / Video conference for members that could not attend	Selection and Recognition Committee	Evaluation and selection of candidates at the 1 st call.
End of April 2015	Ottawa/ Video conference for members that could not attend	Selection and Recognition Committee	Evaluation and selection of candidates at the 2 nd call.
End of April 2015	Ottawa/ Video conference for members	2 nd Plenary meeting	Presentation and discussion on project implementation. Evaluation of the results.

	that could not attend		
End of April 2016	South Europe / Video conf.	Selection and Recognition Committee	Evaluation and selection of candidates, 3d call
First week July 2017	Brown Univ.	3 rd Plenary meeting	Evaluation of the outputs and objectives achieved.

All the organization costs of the meetings at the different universities will be covered by the project. We kindly ask host universities to freely assign its spaces for the celebration of meetings.

▪ **Financial management**

Each partner (including the coordinator) receives 10.000 € for traveling expenses, administrative expenditures, and other payments (language courses) within the eligibility period.

We propose to distribute them, according to the standard procedure in European EM projects, in this way:

- 5.000 € for EACH PARTNER to cover travelling expenses (minus hotel costs paid in advance by UB) to be paid after MoU signature.
- 5.000 € for the Partnership CASH to organize mobilities (diffusion, selection, quality, and all the consortium meetings' costs).

There isn't any allocation of money to the associated members (EACEA regulations). However, the coordination will pay the traveling expenses to one of the face-to-face meeting in which the Associate member will like to participate.

▪ **Scholarship payment**

At the beginning of the mobility period, grant holders shall receive a part of the grant sum that will be transferred from UB to the host university. The remaining will be transferred on a regular basis, generally in equal monthly instalments, during the mobility period.

- 2 months for doctorate and post doctorate mobilities
- 1 month for staff mobilities

▪ Schedule/time table

Activity (brief description)	Proposed Timing	Location and activities
Promotion and visibility campaigns	December 2013	
1st call for candidates	January-February 2014	
Grading of the applications by host/home institutions	March 2014	
Conference call of the Selection and Recognition Group	April 2014	General feedback of the call and the assessment of all partners
List of selected scholars sent to the EACEA	May 2014	
Promotion and visibility campaigns	November 2014	
2nd call for candidates	December–January 2015	
Grading of the applications by host/home institutions	February 2015	
Conference call of the Selection and Recognition Group	April 2015	
2nd Plenary Session: all partners Selection and Recognition Group meeting	April 2015	Ottawa University Purpose of the meeting: Exchange of the difficulties encountered and the possible solutions. Evaluation: Candidates' feedback and questionnaires'
List of selected scholars sent to the EACEA	May 2015	

Promotion and visibility campaigns	November 2014	
2nd call for candidates	December–January 2015	
Grading of the applications by host/home institutions	February 2015	
Conference call of the Selection and Recognition Group	April 2015	
2nd Plenary Session: all partners Selection and Recognition Group meeting	April 2015	Ottawa University Purpose of the meeting: Exchange of the difficulties encountered and the possible solutions. Evaluation: Candidates' feedback and questionnaires'
List of selected scholars sent to the EACEA	May 2015	