

Annex 7

Reports from taskforces

**EURACT Council meeting
November 4-7, 2010
Leuven, Belgium**

Taskforce on Conference/Educational activities

Present: Esra, Filipe, Howard, Janko, Ilse, Yvonne (minutes)

Missing: Adam.

Suggestion for new name: **Network on Education Taskforce = NET**

Task: Establish the educational input in WONCA, Vasco da Gama preconference and other educational and related conferences and groups like: AMEE, EGPRN, EURIPA, Vasco da GAMA etc.

1. **WONCA.** We conclude that things went wrong in Malaga. Not only with the booth (others will cover that) but also with the presentations under the flag of EURACT. It was unclear to the participants that a EURACT should imply: Education. Next time education should be in every title. For Warsaw, 8-11 September 2011, we have furthermore a number of preferences.
 - a. if possible again a **EURACT keynote lecture**. **We need Adams consent!**
 - b. if possible again a timeslot for EURACT workshops etc¹.
 - c. a special timeslot for the trainers-exchange under the umbrella of the Dutch employer of the trainees (SBOH)².
 - d. A new design for the general meeting.

1. **b.** timeslot for EURACT presentations / workshops etc¹:

there is not much time : the submission-deadline is 31th of January 2011!! Authors might be: ourselves, council members, but also: our national EURACT-members and others involved in Education.

Actions: Yvonne **notifies Adam** that we prefer EURACT-timeslots. We need his consent! **Notify our members and others** and urge them to send in abstracts to **Yvonne**. Yvonne shares the submitted ideas with the members of this group! Workshops interesting for trainers would be preferable. We could perhaps use parts of the training courses!

- c. we need a timeslot for 2 parallel groups each covering 2 x 1 ½ hours. In total 6 hours. In the next paragraph we will elaborate on this idea.
- d. we did not elaborate on the general meeting. Do we need one?

c. The trainers exchange.

The little PowerPoint included here, could be a format for the exchange-session. It is now scheduled for 2 ½ hours per group, but a little extra time (1/2 hour) is desirable. The aim is creating eye-openers by exchange. The main session (inner circle-outer circle) could be discussing statements on training and teaching and comparing the different countries. Before we start elaborating on these ideas we need **Adams consent** and the confirmation of the SBOH that they really intend to pay for trainers from low income countries. The taskforce asks **Yvonne** to include more than only the list of very low income countries for reimbursement. **Actions:** **Questions to Adam:** does WONCA Warsaw allow us 6 hours. (2 times 2 x 1 ½). Will there be 10 Polish good English speaking trainers present. **Question to Yvonne:** Sustains the SBOH the financial offer? What is the maximum amount? **Deadline answers: 17 December 2010**

2. **EGPRN** We would very much like a joint meeting day in one of the coming years. If not possible: a delegation of EURACT on a EGPRN conference. **Yvonne will discuss this with the EGPRN-EB.**

3. **AMEE**. The far aim is a special EURACT-timeslot at AMEE, but for the moment it is preferable that EURACT council members are encouraged to visit the yearly AMEE-conference and report about it. **Action:** Howard will be the linking pin!

27-31 August 2011 **AMEE 2011, Vienna, AUSTRIA**

The AMEE 2011 conference will take place at the Reed Messe Wien Conference Centre, a wide range of pre-conference workshops will be run on 27/28 August with the main conference taking place from 29-31 August. In addition to the pre-conference workshops and the main conference the AMEE-ESME Courses will also take place. Abstract submission and registration will commence in December 2010. For more information, please contact amee@dundee.ac.uk.

On the AMEE-site www.AMEE.org I found also the following interesting meeting:

26-27 January 2011 **3rd Annual Academic Meeting of the Academy of Medical Educators, London, UK**

The Academy of Medical Educators is pleased to invite you to its 3rd Annual Academic meeting. The meeting covers important topical issues and considers the importance of patient centredness as a concept at the heart of medical education. There are also opportunities for members to present their own work and to join discussion forums focussing on new horizons, strategic and visionary issues and areas of special interest. The Academy's Annual General Meeting will precede the Academic meeting on the morning of 26th January. This AGM is open to all Members and Fellows of the Academy of Medical Educators. The Academic meeting programme commences during the afternoon of January 26th and continues the following day. For more information, please visit: www.medicaleducators.org/diary.asp

4. **EURIPA**. Yvonne reports that she corresponded with Dr John Wynn-Jones (Johnwj@irh.ac.uk) after her keynote on succession policy. He was on his way to an elaborated medical education conference organized by EURIPA in Australia. The programme was very impressive. **Action:** Yvonne will contact EURIPA and explore the possibility of joint actions.
5. **Vasco da Gama**. We should derive main topics from the Vasco da Gama meetings to cover within EURACT like the aims of the hospital training. We are willing to participate in the preconference but we would like to be invited far longer in advance. We would welcome young teachers as council-members, especially when coming from Vasco da Gama. We would like a liaison person. **Yvonne will do that.**
6. **Medical Students**. There may be a place for medical students to be a source of inspiration / ideas to EURACT, but we did not work this out, yet.
7. **EQUIP and UEMO**. A liaison person would be preferable here also, but we did not work this out, yet.

YvL 30-11-2010

Report of EURACT Task Force re Website

Leuven, 6 November 2010

Dr Mario R Sammut, Chairperson

The following EURACT Council members attended this first meeting:

- Snezana Djordjevic (Serbia)
- Razvan Miftode (Romania)

- Brendan O'Shea (Ireland)
- Mario R Sammut (Malta)
- George Spatharakis (Greece)
- Markku Timonen (Finland)

After agreeing that Mario acts as chairperson, the group accepted Brendan's suggestion to carry out a **SWOT analysis** of the present website:

Strengths

- It's there with useful stuff!
- One can refer to it
- A lot of thought behind it
- Resources were used in setting it up

Weaknesses

- Not updated regularly (e.g. re council members' details, different courses available)
- Could be more user-friendly (e.g. re council meetings and reports)
- Appearance could be improved (e.g. colours, fonts)
- At the moment no annual financial budget to update / keep current
- No members' section
- Sometimes the website is not available: why?

Opportunities

- Better presented, more user-friendly website
- A "news window": what's new in GP in Europe?
- Regularly updated list of Council members
- Newsletter posted on-line (present and past issues)
- Can the EURACT website be made to come up regularly in Google searches?
- Check that documents are finished (e.g. index of terms), downloadable and printable
- For non-members:
 - Application form should be downloadable for printing, completing and sending to national representative
 - An updated schedule of registration fees should be available
 - Discussion boards / chat section: where visitors can register and chat/discuss/ask questions, could be in different languages
- EURACT members' section *needed to increase relevance of website for them*:
 - list of all EURACT members
 - register of members' individual interests
 - discussion boards for EURACT members
 - facility to upload/download teaching resources, documents and links
- Special section for trainees
- Version of website in other languages (or at least some pages or documents)?
- 'Facebook' page for EURACT?

Threats

- Who will restructure website and maintain it technically?

- Who will keep website content updated regularly?
- Funding needed for the above (sponsorship by ‘non-controversial’ company?)

The following **proposals for Council** were then agreed on and subsequently presented:

- Move from ‘static’ to ‘active’ website (looking at model websites), making use of a WCMS (Web Content Management System)
- A hard-working Editorial Board (with an Academic Editor as well as a Managing Editor) be appointed to decide on
 - site-map
 - content
 - forums, chats
 - sections for members, trainees
 - e-mail service?

The members of the Task Force are willing to offer their services. Of course, the present webmaster Peter Vajer (Hungary) should also be invited to participate.

- Engage a technical person/company to restructure website and maintain it technically
- Engage person to update website content regularly
- Funds available for website (e.g. €2000 for upgrading and €200 / year for maintenance)
- A more effective / attractive and useful website is likely to be of assistance in raising the numbers of ordinary Members (i.e. also a “business” possibility)
- Council members would need to commit themselves to contribute content to the website

After such proposals were made in Council, **Council members agreed on the following way forward:**

1. The task force is to draw up aims, objectives and specifications for the website
2. The EURACT Secretariat is to keep the website updated regularly (under the direction of the Editorial Board), if necessary changing the host
3. Funds are to be invested to develop the website and maintain it