Date of this meeting: **28-02-2018**

Time of this meeting: **15:00 CET**

***The following is to be filled in before the meeting.***

Attendees per university:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Saxion** | | **AAU** | | **UTP** | | **AGU** | |
| **Name:** | **Present?:** | **Name:** | **Present?:** | **Name:** | **Present?:** | **Name:** | **Present?:** |
| Morcel | Yes | Magnus |  | Anna |  | Ahmet |  |
| Alex |  | Daniel |  |  |  |  |  |
|  |  | Robert |  |  |  |  |  |
|  |  | Petr |  |  |  |  |  |
|  |  | Jacob | Yes |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **Subject to discuss** | **Estimated time needed (In minutes)** | **University** |
| Start-up | 10 | Saxion |
| PoA | 15 | Saxion |
| Follow up on previously made agreements | 10 | Saxion |
| Follow up on application for Barcelona trip | 5-10 | AAU |
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**Notes and agreements from this meeting as well as progress on previously made agreements below ↓**