

Minutes on the fifth Project Management Committee meeting

Project title	Development of master curricula for natural disasters risk management in Western Balkan countries
Project acronym	NatRisk
Project reference number	573806-EPP-1-2016-1-RS-EPPKA2-CBHE-JP
Coordinator	University of Nis
Project start date	October 15, 2016
Project duration	36 months

Contents

1. Summary.....	3
2. List of attendees	3
3. Agenda – Fifth Project Management Committee meeting	4
4. Conclusions	6

1. Summary

This document reports the fifth Project Management Committee meeting of the Erasmus+ Capacity Building in the Field of Higher Education project „Development of master curricula for natural disasters risk management in Western Balkan countries“ (NatRisk), held at Middlesex University (MUHEC), on the 21st of March 2019. The meeting was chaired by Assist. Prof. Milan Gocić. The objective was to introduce to all project partners the most relevant issues of project implementation, realised and future activities and plans.

2. List of attendees

Twenty six representatives from all 12 partner institutions (University of Nis - UNI, University of Natural Resources and Life Sciences, Vienna - BOKU, Middlesex University Higher Education Corporation - MUHEC, University of Messina - UNIME, Óbuda University - OE, Academy of Criminalistics and Police Studies - KPA, University of Pristina in Kosovska Mitrovica - UPKM, University of Sarajevo - UNSA, Technical College of Applied Sciences Urosevac with temporary seat in Leposavic - TCASU, University of Defence in Belgrade - UNID, Technical University of Crete, Chania - TUC, University of Banja Luka - UBL).

The list of attendees is presented below.

No.	Name	Institution acronym	E-mail
1	Milan Gocić	P1 - UNI	milan.gocic@gaf.ni.ac.rs
2	Michael Tritthart	P2 - BOKU	michael.tritthart@boku.ac.at
3	Kurt Glock	P2 - BOKU	kurt.glock@boku.ac.at
4	Saša Mijalković	P4 - KPA	sasa.mijalkovic@kpa.edu.rs
5	Goran Bošković	P4 - KPA	goran.boskovic@kpa.edu.rs
6	Nebojša Arsić	P5 - UPKM	nebojsa.arsic@pr.ac.rs
7	Emina Hadžić	P6 - UNSA	emina_hadzic@gf.unsa.ba
8	Suvada Jusić	P6 - UNSA	suvada_jusic@gf.unsa.ba
9	Ammar Šarić	P6 - UNSA	saric55@hotmail.com
10	Velibor Lalić	P7 - UBL	velibor.lalic@fbn.unibl.org
11	Radoslav Ivaniš	P7 - UBL	radoslav.ivanis@fbn.unibl.org
12	Žana Vručinić	P7 - UBL	zana.vrucinic@fbn.unibl.org
13	Predrag Stanojević	P8 - TCASU	stanojevicpredrag@yahoo.com
14	Giuseppe Tito Aronica	P9 - UNIME	garonica@unime.it
15	Agota Dregelyi-Kiss	P10 - OE	dregelyi.agota@bgk.uni-obuda.hu
16	Erzsebet Ancza	P10 - OE	ancza.erszebet@bgk.uni-obuda.hu
17	Gabriella Farkas	P10 - OE	farkas.gabriella@bgk.uni-obuda.hu

18	Rade Slavković	P11 - UNID	bjor4s@gmail.com
19	Saša Stojanović	P11 - UNID	sas.stojanovic@gmail.com
20	Georgios Stavroulakis	P12 - TUC	gestavr@dpem.tuc.gr
21	Georgios Tairidis	P12 - TUC	tairidis@gmail.com
22	Maria Bakatsaki	P12 - TUC	mariab@isc.tuc.gr
23	Sally Priest	P3 - MUHEC	s.priest@mdx.ac.uk
24	Simon McCarthy	P3 - MUHEC	S.McCarthy@mdx.ac.uk
25	Josie Joyce	P3 - MUHEC	J.Joyce@mdx.ac.uk
26	Dane Subošić	P4 - KPA	dane.subosic@kpu.edu.rs

3. Agenda – Fifth Project Management Committee meeting

Thursday, 21st March 2019		
Flood Hazard Research Centre (FHRC), Middlesex University, London		
Project Management Committee meeting		
09:30-09:40	Project Management Committee participants registration	
09:40-11:00	WP4.1 Defining of admission requirements and enrolment of students WP4.2 Implementation of master curricula WP4.3 Implementation of students' internships WP4.4 Implementation of trainings for citizens and public sector WP4.5 Self-evaluation of master curricula WP4.6 Self-evaluation of trainings for citizens and public sector	Emina Hadzic, UNSA, Milan Gocic, UNI
11:50-12:10	WP6.3 Promotional activity for student enrolment & WP6.4 Promotional activity for trainings	Milan Gocic, UNI
12:10-12:30	WP7.2 Accreditation of master curricula	Milan Gocic, UNI
12:30-13:00	General discussion and closing the meeting	

After the participants' registration which started at 09:30, Milan Gocić in consultation with Emina Hadžić, WP4 leader, informed participants about further activities related to WP4 (Implementation of developed master curricula and trainings). The following activities should be done:

- Provide link to the launched call for student enrolment;
- Provide call for student enrolment;
- Provide two/three presentations per each subject;
- Provide the list of enrolled students;
- Provide decision of accreditation;
- Provide timetable;
- Organize students' internships: 10 UNI to UNSA, 5 KPU to UBL, 5 UNID to UBL, 5 UPKM to UNI, 2 TCASU to KPU, 5 UNSA to UNI, 5 UBL to KPU = 37 x 12 days (10 + 2 for travelling) - 55 EUR per day + travelling;
- Deliver promotional material for students' internships;
- Organize at the same time at the same HEI as a group work (if possible);
- Write event form and post also on HEI's website;
- Report on professional practice in mother language per each student;
- Report on student internship (KPU, UNSA, UBL, UNI);
- Deliver promotional material for trainings;
- Write event form (English and mother tongue) and post also on HEI's website;
- Organize one training multiday per each WB HEI (30 persons);
- Prepare a self-evaluation report Annex J using self-evaluation list (annex I) per each term;
- Prepare a self-evaluation report Annex H using self-evaluation list (annex G) per each training.

The participants were informed about WP6.3 Promotional activity for student enrolment and WP6.4 Promotional activity for trainings. The following activities should be done:

- Each WB HEI should print leaflet for promotion master curricula (5000x) and brochure (20 pages, 500x) in line with the planned budget (UNID, KPU, UBL);
- Organize info days or meetings with future students in secondary schools and promote master curricula using media (printed, on-line, TV or radio);
- Organize round-tables or meetings with relevant stakeholders (red cross, fire brigades, police, emergency agencies, representatives of municipalities);
- Write report using event form related to training and master curricula promotion.

Also, the participants were informed that one master curriculum was modernized at UNI, two master curricula were accredited in Bosnia and Herzegovina and one specialized study program was accredited at TCASU. The other WB HEIs expect accreditation during next few months.

Next PMC meeting will be held in Sarajevo from 04-05 September 2019.

The meeting ended at 13:00.

4. Conclusions

The meeting was concluded with positive impressions and it was everyone's opinion that it was very beneficial and that detailed and precise instructions were given for the forthcoming project activities.

The presentations and material from the meeting will be additionally delivered to all partners.

In London, 22 March 2019

Project number: 573806-EPP-1-2016-1-RS-EPPKA2-CBHE-JP

"This project has been funded with support from the European Commission. This publication reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein"