

# EVENT REPORT FORM <sup>1</sup>

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

Event	Fourth Project Management Committee meeting
Type of event	Regular meeting
Venue	Technical University of Crete, School of Production Engineering and Management, Chania, Greece
Date	06 September 2018
Organizer	TUC, Chania, Greece
Reporting date	07 September 2018
Report author(s)	Milan Gocić

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"*

<sup>1</sup>This form has to be filled by event organisers and sent on e-mail address: [natriskuni@gmail.com](mailto:natriskuni@gmail.com) five days after event. The term event relates to the meetings, workshops, exhibitions, conferences, etc....

## EVENT DESCRIPTION

### with special reference to goals and outcomes

<b>Number of participants at the event</b>	28
<b>Participants (organisations)</b>	All partners
<b>Event description:</b>	
<p>This document reports the fourth 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 the Technical University of Crete (TUC), on the 6<sup>th</sup> of September 2018. 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. Twenty eight representatives from all 12 partner institutions were present at the meeting.</p> <p>After the participants’ registration which started at 19:00, Milan Gocić informed participants about ways of providing students’ internships positions and signing of agreement between WB HEIs and bodies in the field of Natural Disasters Risk Management (NDRM). Prof. Giuseppe Tito Aronica, UNIME, presented the results achieved in the framework of WP2.5 activity. Emina Hadžić, UNSA, presented what should be done in WP4 and also which activities should be implemented during next period such as implementation of trainings for civil sector and their self-evaluation, student enrolment and implementation of new master curricula. Milan Gocić, UNI, highlighted the importance of dissemination of project results and impact indicators we have achieved so far. Also, he presented how the promotion of student enrolment and trainings of civil sector should be done. EU representatives, Michael Tritthart (BOKU), Simona Fazio (UNIME), Nosheen Rachel-Naseem (MUHEC), Erzsebet Ancza (OE), Georgios Stavroulakis (TUC), presented EU examples of students’ internships organisation. Snežana Đorić Veljković, UNI, presented information about accreditation activities. Next PMC meeting will be held in London from 20-21 March 2019. The meeting ended at 13:00.</p>	

## Attachments

<b>Agenda (pdf)</b>	Fourth Project Management Committee Meeting - agenda
<b>Attendance sheet (pdf)</b>	Fourth PMC meeting - attendance list
<b>Photos (jpg)</b>	
<b>News form (pdf)</b>	20 SC, PMC and QAC meetings in Chania - news
<b>Deliverable (pdf)</b>	Fourth Project Management Committee meeting report
<b>Presentations (pdf)</b>	<p>01 WP2.4 Providing of students' internships positions - Milan Gocic</p> <p>02 WP2.5 Harmonization of teaching environment with EU best practices and purchasing of laboratory equipment and literature - Giuseppe Tito Aronica</p> <p>03 WP4 - Emina Hadzic, Milan Gocic</p> <p>04 WP6.3 Promotional activity for student enrolment &amp; WP6.4 Promotional activity for trainings - Milan Gocic, Ljiljana Jevremovic</p> <p>04 WP6.3 and WP6.4 Promotional activities - Milan Gocic</p> <p>05 EU examples of students' internships organisation - BOKU - Michael Tritthart</p> <p>06 EU examples of students' internships organisation - MUHEC - Nosheen Rachel-Naseem</p> <p>07 EU examples of students' internships organisation - UNIME - Simona Fazio</p> <p>08 EU examples of students' internships organisation - OE - Erzsebet Ancza</p> <p>09 WP7.2 Accreditation of master curricula - Slavisa Trajkovic, Snezana Djoric Veljkovic</p>
<b>Other personal remarks</b>	

## Organisation details

<b>Invitation sent to</b>	35 participants
<b>Date of event material release</b>	06 September 2018
<b>Date of participants list's finalisation</b>	06 September 2018
<b>Date of agenda finalisation</b>	06 September 2018
<b>Number of participants (according to the participants list)</b>	28

**Comments**

**Problems encountered during the event preparation phase**

Please add your comments, if any:

**Strengths and limitations of the event (please include comments received)**

<b>Strengths of the event and contributions or activities by participants</b>	<ul style="list-style-type: none"> <li>➤ Good interaction and experience exchange between participants</li> <li>➤ Presentations were very useful</li> <li>➤ The speakers showed the high level of professional competence</li> </ul>
<b>Suggestions for the improvement</b>	<ul style="list-style-type: none"> <li>➤ All partners should send presentations on time in order to prepare the meeting efficiently</li> </ul>
<b>Any further comments</b>	<ul style="list-style-type: none"> <li>➤ The organisation was at the highest level</li> </ul>

## Evaluation details

### Results of evaluation of the general organisation of the event

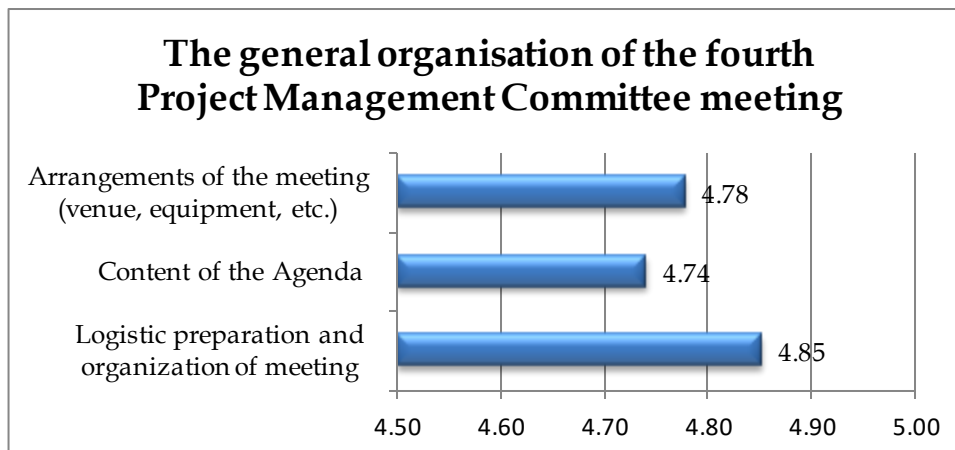
#### Description

The general opinion is that the meeting was excellent organised.

#### Table(s)/Figure(s)

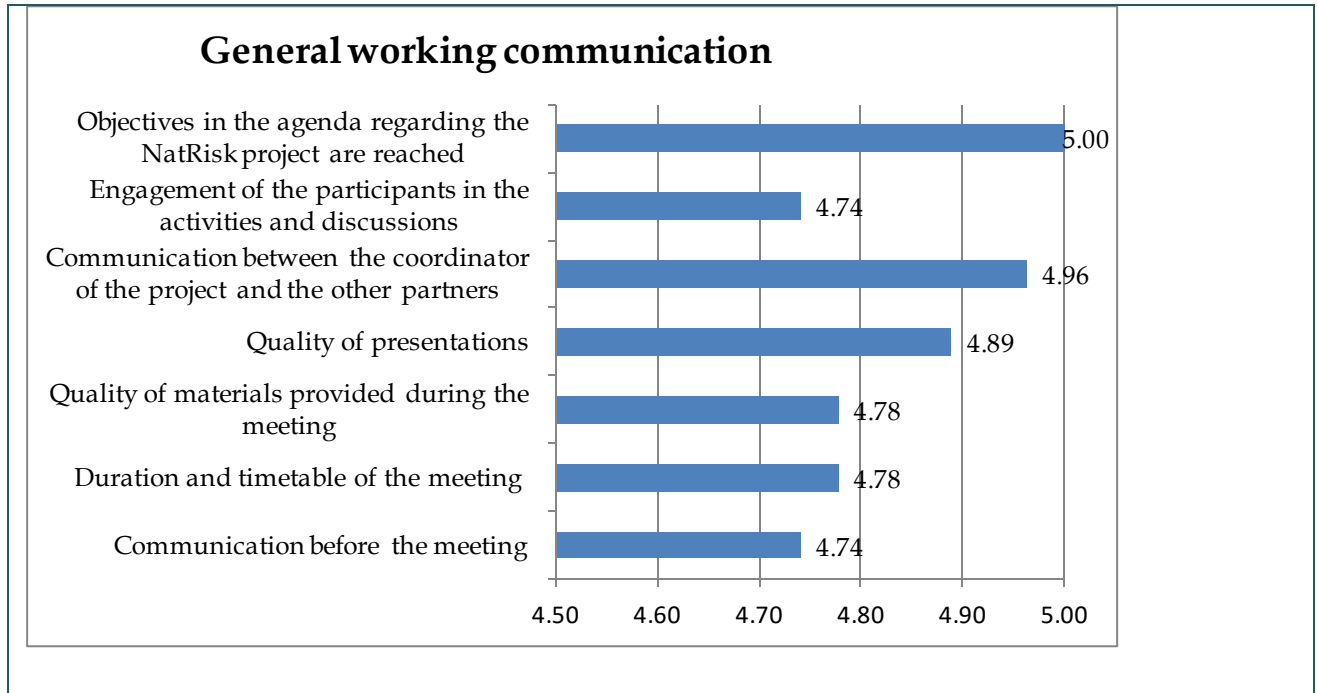
The general organisation of the PMC meeting in percentage is presented in the following table:

Grading	Poor	OK	Good	Very Good	Excellent
Logistic preparation and organization of meeting	0	0	0	14.8	85.2
Content of the Agenda	0	0	0	25.9	74.1
Arrangements of the meeting (venue, equipment, etc.)	0	0	3.7	14.8	81.5



## Results of evaluation of general working communication

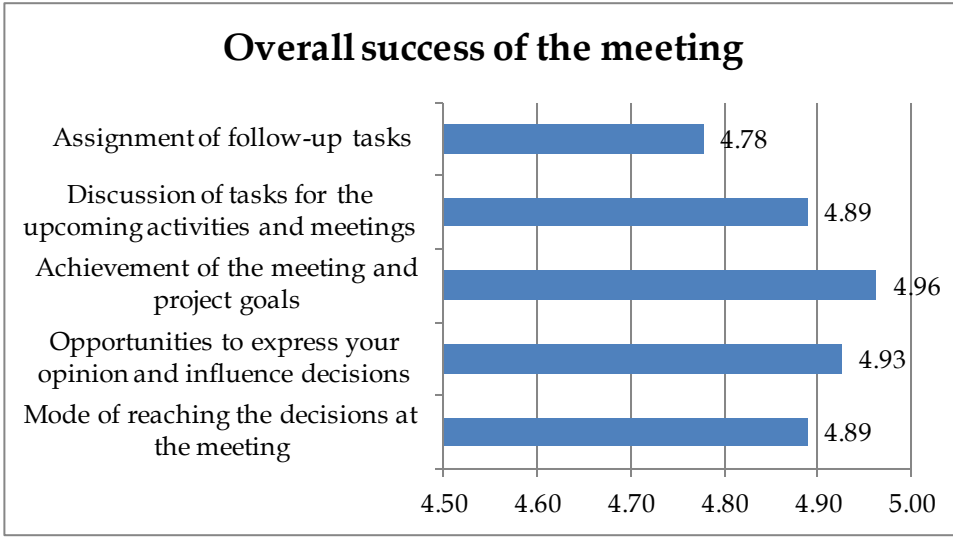
<b>Description</b>					
The quality of presentations and prepared agendas and material were evaluated with high marks.					
<b>Table(s)/Figure(s)</b>					
The general working communication in percentage is presented in the following table:					
<b>Grading</b>	<b>Poor</b>	<b>OK</b>	<b>Good</b>	<b>Very Good</b>	<b>Excellent</b>
Communication before the meeting	0	0	0	25.9	74.1
Duration and timetable of the meeting	0	0	3.7	14.8	81.5
Quality of materials provided during the meeting	0	0	0	22.2	77.8
Quality of presentations	0	0	0	11.1	88.9
Communication between the coordinator of the project and the other partners	0	0	0	3.7	96.3
Engagement of the participants in the activities and discussions	0	0	0	25.9	74.1
Objectives in the agenda regarding the NatRisk project are reached	0	0	0	0	100.0



### Results of evaluation of overall success of the event

Description					
The overall success of the meeting was graduated as excellent.					
Table(s)/Figure(s)					
The overall success of the meeting in percentage is presented in the following table:					
Grading	Poor	OK	Good	Very Good	Excellent
Mode of reaching the decisions at the meeting	0	0	0	11.1	88.9
Opportunities to express your opinion and influence decisions	0	0	0	7.4	92.6
Achievement of the meeting and project goals	0	0	0	3.7	96.3
Discussion of tasks for the upcoming	0	0	0	11.1	88.9

activities and meetings					
Assignment of follow-up tasks	0	0	0	22.2	77.8



Please indicate your suggestions for further event's improvement:

---



---



---



---



---

Location, date

Chania, 07 September 2018

Signature

