

EVENT REPORT FORM ¹

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	Second Project Management Committee meeting
Type of event	Regular meeting
Venue	University of Messina (UNIME), Piazza Pugliatti, 1, Messina, Italy
Date	20 September 2017
Organizer	UNIME, Messina, Italy
Reporting date	21 September 2017
Report author(s)	Milan Gocić

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

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¹ This form has to be filled by event organisers and sent on e-mail address: 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

Number of participants at the event	28
Participants (organisations)	All partners
Event description:	
<p>This document reports the second 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 University of Messina (UNIME), on the 20th of September 2017. 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.</p> <p>Twenty eight representatives from 11 partner institutions were present at the meeting. Representatives from the University of Banja Luka - UBL were not present at the meeting.</p> <p>After the participants' registration which started at 14:00, Prof. Georgios Stavroulakis, TUC, presented topic related to e-learning platforms and their need to be included into future master curricula. Prof. Slaviša Trajković, UNI, presented the ways in developing master curricula in WB HEIs and also catalogue of courses. Milan Gocić, UNI, presented how to provide students' internships positions and how to harmonize teaching environment with EU best practices by purchasing of laboratory equipment, software and literature. Prof. Elizabeta Ristanović, UNID, presented results obtained by the surveillance of citizens' and public sector awareness regarding natural disasters and the ways of developing of trainings for citizens and public sector. Prof. Dejan Rančić, UNI, highlighted the importance of dissemination of project results and impact indicators we have achieved so far. Also, he presented how to cooperate with non-academic sector in the field of natural disasters risk management. Milan Gocić, UNI, presented future activities related to design and printing promotional materials for trainings. Prof. Vesna Stankov Jovanović, UNI, talked about realisation of student and staff mobilities involved into Special Mobility Strand.</p> <p>After all presentations two meetings were organised with EU and WB partners in order to discuss relevant topics related to project realisation.</p> <p>The meeting ended at 17:30.</p>	

Attachments

Agenda (pdf)	Second Project Management Committee Meeting – agenda
Attendance sheet (pdf)	Second PMC meeting – participation list
Photos (jpg)	
News form (pdf)	09 SC, PMC and QAC meetings in Messina – news
Deliverable (pdf)	Second Project Management Committee meeting report
Presentations (pdf)	<p>01 E-learning platforms - Georgios Stavroulakis</p> <p>02 WP2.1 & WP2.2 - Giuseppe Tito Aronica, Slavisa Trajkovic</p> <p>03 WP2.4 Providing of students' internships positions – Milan Gocic</p> <p>04 WP2.5 Harmonization of teaching environment with EU best practices and purchasing of laboratory equipment and literature - Milan Gocic</p> <p>05 WP3.1 Surveillance of citizens' and public sector awareness regarding natural disasters – Elizabeta Ristanovic</p> <p>06 WP3.3 Development of trainings for citizens and public sector – Elizabeta Ristanovic</p> <p>07 Dissemination results - Dejan Rancic</p> <p>08 Cooperation with non-academic sector - Dejan Rancic</p> <p>09 WP6.4 Promotional activity for trainings - Milan Gocic</p> <p>10 WP7.3 Realisation of student and staff mobilities - Vesna Stankov Jovanovic</p>
Other personal remarks	

Organisation details

Invitation sent to	35 participants
Date of event material release	08 September 2017
Date of participants list's finalisation	20 September 2017
Date of agenda finalisation	08 September 2017
Number of participants (according to the participants list)	28

Comments

Problems encountered during the event preparation phase

<p>Please add your comments, if any:</p>
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Strengths and limitations of the event (please include comments received)

<p>Strengths of the event and contributions or activities by participants</p>	<ul style="list-style-type: none"> ➤ Good interaction and experience exchange between participants ➤ Presentations were very useful ➤ The speakers showed the high level of professional competence ➤ Strong focus on specific topics oriented to past and further project implementation
<p>Suggestions for the improvement</p>	<ul style="list-style-type: none"> ➤ All EU and WBC partners should take participation ➤ All partners should send presentations on time in order to prepare the meeting efficiently
<p>Any further comments</p>	<ul style="list-style-type: none"> ➤ Good invitation of learning and teaching colleagues for discussion ➤ The organisation was at the highest level

Evaluation details

Results of evaluation of the general organisation of the event

Description

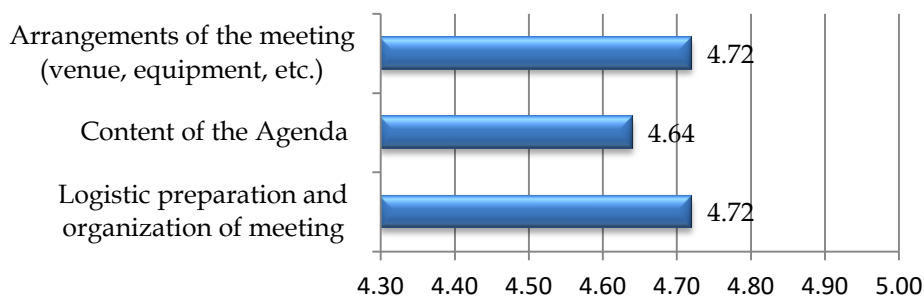
The general opinion is that the meeting was excellent organised.

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	0.0	28.0	72.0
Content of the Agenda	0	0	8.0	20.0	72.0
Arrangements of the meeting (venue, equipment, etc.)	0	0	4.0	20.0	76.0

The general organisation of the second Project Management Committee meeting



Results of evaluation of general working communication

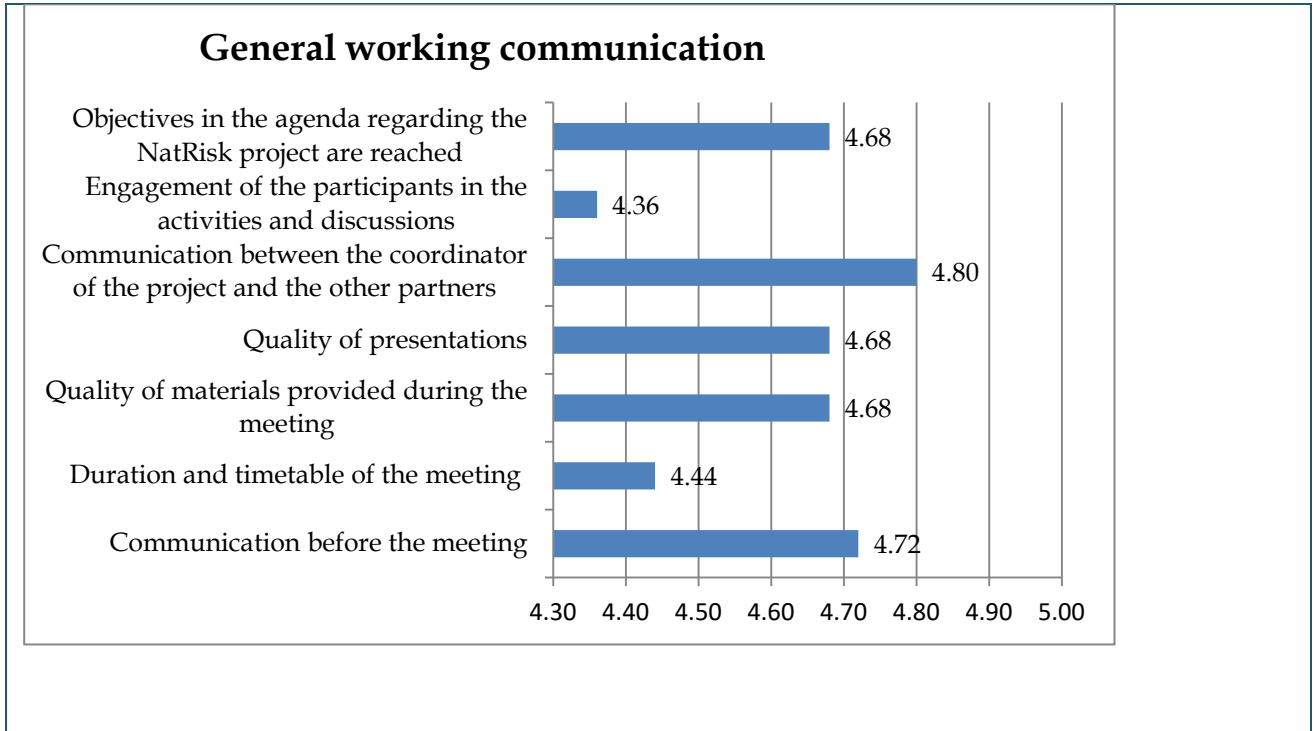
Description

The quality of presentations and prepared agendas and material were evaluated with high marks.

Table(s)/Figure(s)

The general working communication in percentage is presented in the following table:

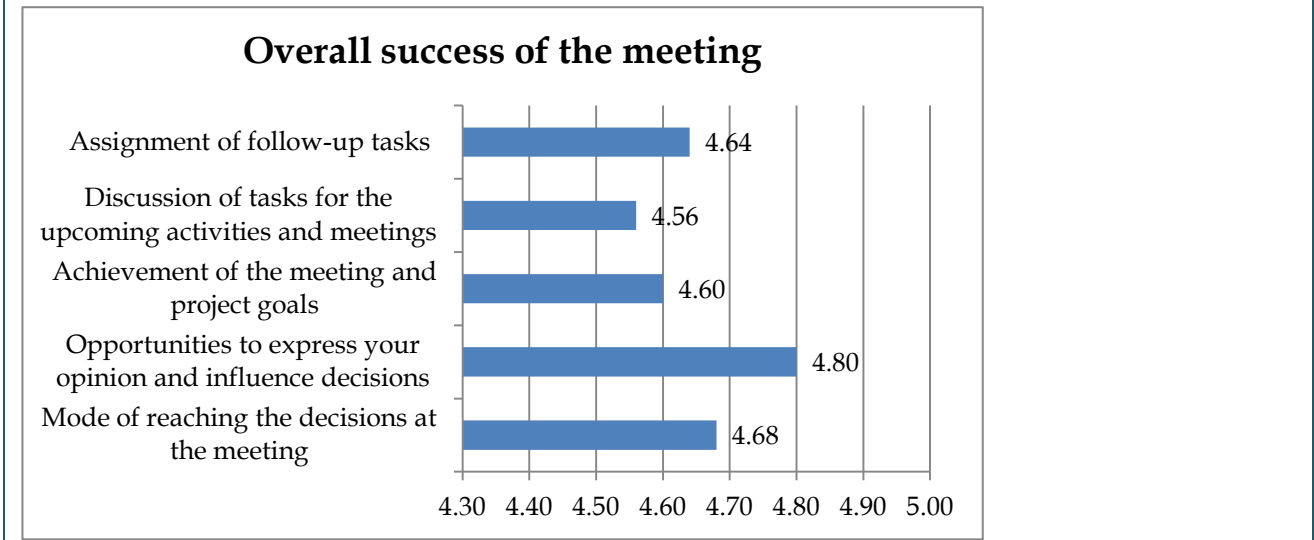
Grading	Poor	OK	Good	Very Good	Excellent
Communication before the meeting	0	0	0	28.0	72.0
Duration and timetable of the meeting	0	4.0	0	44.0	52.0
Quality of materials provided during the meeting	0	0	4.0	24.0	72.0
Quality of presentations	0	4.0	4.0	12.0	80.0
Communication between the coordinator of the project and the other partners	0	0	0	20.0	80.0
Engagement of the participants in the activities and discussions	0	0	16.0	32.0	52.0
Objectives in the agenda regarding the NatRisk project are reached	0	0	0	8.0	76.0



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	4.0	24.0	72.0
Opportunities to express your opinion and influence decisions	0	0	0	20.0	80.0
Achievement of the meeting and project goals	0	0	4.0	32.0	64.0

Discussion of tasks for the upcoming activities and meetings	0	0	4.0	36.0	60.0
Assignment of follow-up tasks	0	0	8.0	20.0	72.0



Please indicate your suggestions for further event's improvement:

Location, date

Signature

Messina, 21 September 2017

