



**DEVELOPMENT AND IMPLEMENTATION OF SYSTEM FOR PERFORMANCE
EVALUATION FOR SERBIAN HEIS AND SYSTEM – PESHES
Project Kick-off Meeting**

MINUTES

Convener and host: University of Belgrade Faculty of Law

Location: Conference Room at the Faculty of Law

Date: 12-13 December 2016

The participants of the Meeting agreed that the Minutes should be brief and should focus on essential issues, agreements and actions to be taken. A list of participants, the agenda for the meeting as well as all power point presentations from the Meeting are attached to these Minutes and form their integral part.

12.12.2016. DAY I

The kick-off meeting of the PESHES Project started on December 12, 2016 at 9:30 with registration of participants followed by welcome speeches by the Project coordinator Prof. Dr. Sima Avramović, the Dean of the University of Belgrade Faculty of Law. He welcomed all the delegates from the partner institution and emphasized the importance of the Project for the future development of the higher education not only in Serbia, but in other countries, since the results of the project will be spread all over the region.

In her welcome address, Prof. Dr. Ivanka Popović, Vice-Rector of the University of Belgrade highlighted that Serbia is preparing the new law which will have a special focus on financing the higher education institutions and that the valuable experience from the foreign partners could be very useful for this project.

Prof. Dr. Vesna Mandić, an Assistant Minister at the Ministry of Education, Science and Technological Development of Serbia, underlined that this Project is very important for the



respective Ministry and that it is one of the five structural projects that received Ministry's endorsement in application phase. She expressed her belief that the indicators for measurement that will be set in the Project could represent good guidelines that will be widely accepted in Serbia and in the region. PESHES will tackle some very important issues and in particular it will improve the current system of ranking of study programs, develop the model of financing the higher education institutions, and set indicators for evaluating the quality of education etc., for which the Ministry is very interested.

The contents of the Project were then presented by Prof. Dr. Sima Avramović, Project coordinator and Prof. Dr. Miladin Stefanović, member of the drafting team of Project application.

The next session was consisted of short presentation of all partnering institutions. Representatives of the University of Belgrade, University of Kragujevac, University of Novi Sad, University of Niš, State University of Novi Pazar, Singidunum University, University of Twente, University of Rijeka, Politecnico of Torino, Universidad Politecnica de Valencia, National Council of Higher Education, Statistical Office of the Republic of Serbia, National Employment Service of the Republic of Serbia, Conference of Academies for Applied Studies in Serbia, Center for the Promotion of Science, Ministry of Education, Science and Technological Development had the power point presentations. Representative of the Ministry of Education, Science and Technological Development once again expressed their gratitude of being involved in the project and stressed that Ministry will work together with other partners on achieving the planned results and set goals.

In the last session, after the lunch break hosted by the University of Belgrade Faculty of Law in its Academic Forum, Work Packages presentations were addressed by the representatives of partnering institutions which have the leading role in each of the work packages.

The working part of the first day of the meeting was completed at 17h.

The delegates of the partnering institution reconvened at 19h at informal dinner in the restaurant "Ima dana" where, after very successful first day of the meeting, they had a chance to enjoy in the authentic and pleasant atmosphere of Skadarlija bohemian quarter. The dinner was hosted by the University of Belgrade Faculty of Law.



13.12.2016. DAY II

The second day of kick-off meeting started at 10h with the speech of Ms. Ivana Živadinović, the representative of Erasmus+ office in Serbia, who informed the participants about the project management, reporting and National Erasmus+ Office monitoring. She advised the participants to draft the partnership agreement which will regulate the clear division of tasks and she stressed that each decision has to be clear and transparent, and suggested some tools that can improve the communication between partners.

The second presentation was held by Ass. Prof. Dr. Milena Djordjević, deputy coordinator of the Project, who presented the issue of forming of management structures which are composed of Steering Committee, National Project Coordination Team and Quality Assurance Team. She proposed that if there will be no comments on the composition of the mentioned bodies within the week deadline, it will be assumed that the list of candidates is corrected and that they should take part in working of the Steering Committee, National Project Coordination Team and Quality Assurance Team. All participant agreed to such a suggestion.

Afterwards, a discussion about the grant agreement and the partnership agreement was held. The participants were informed that the grant agreement is about to be received and as soon as it is received and signed, all participants will receive it by email, and it will be published on the Project web site as well. The partnership agreement will be prepared soon after the grant agreement is received and it was recommended to use certain templates for its drafting.

Prof. Dr. Ivan Luković from University of Novi Sad stated that for the Serbian institutions it is very important to have all the relevant documents in Serbian, so he proposed to have both English and Serbian version of the partnership agreement which was adopted by others.

The rest of the meeting was reserved to discussion of the budget and the concrete steps of the project that should be undertaken in the future.

Ass. Prof. Djordjević emphasized that the only relevant change from the project application until the time of the meeting is the change in the budget as the Project was granted an amount which is smaller than the one requested in Project application. She also invited participants to review the relevant information stated in the documents/presentations and to correct them if needed, as well as to confirm that everything contained in the documents are accurate from the perspective of all partners.



Participants exchanged some ideas about the potential equipment that should be purchased. Such a discussion was assisted with Ms. Ivana Živadinović comments on general notes relevant to the purchase of the equipment. A mutual decision was made that the final budget needs to be prepared until the end of January and participants agreed to schedule a special Equipment Purchase Meeting by the end of the year. The responsibility of the University of Belgrade will be to purchase all the relevant equipment and its documents will be monitored, but other partners have the obligation to provide the technical specifications and other relevant documents and therefore must assist in the process.

In order to conclude all the technical issues in the first panel, just before the break, Ms. Tamara Rokvić from the University of Belgrade held a presentation on Financial management of the Grant, with the focus on the budget headings, structure of the grant, eligible and ineligible costs, supporting documents and co-financing. Once again it was suggested to timely collect all the relevant supporting documents due to the potential requests from the external auditors, who will be monitoring the project. Also, participants agreed on time period for reporting, since a reasonable timetable for reporting is essential for compliance with all the requested formalities. The University of Belgrade has an obligation to submit the report in the middle of the project and at the end of the project, so it was determined that each partner has an obligation to submit its own report three times a year.

After the short break, the revised budget was discussed, since it was a source of some controversy as some items of the budget have been reduced (stuff cost, equipment cost, subcontracting). Those figures were proportionally reduced for the institutions that initially had those types of cost, but all participants were asked to make a consent on the data stated in the revised budget.

After the debate on the budget, Prof. Dr. Miladin Stefanović from University of Kragujevac presented Action plan for the next six months, where he exposed planned activities including making the reports on situation in Serbia, organizing workshops, seminars and mobility. Participants also discussed about financing the upcoming events, since the Grant agreement has not yet received. The decision was to organize next mobility to Twente not before March 2017.

Regarding the dissemination of the project, Mr. Dobrivoje Lale Erić from the Center for the Promotion of Science suggested to combine some ordinary activities of the partnering institutions with the planned activities of the project and to organize some bilateral meetings with other institutions in order to promote the project and make it more attractive to the public.



Prof. Stefanović introduced the Internet presentation of the project and once again stated that all power point presentations from the meeting, agenda and photos will be uploaded to the project web site and those data will be available to the public.

At the end, Ass. Prof. Djordjević summarized the conclusions of the meeting. She closed the Kick-Off Meeting and expressed her gratitude once again to the participants for their presence and their co-operation.

END OF MEETING at 14h.

Minutes prepared by
Ms. Iva Ruškuc, Project administrator