

Minutes on the first Project Management Committee meeting

Project title	Development of master curricula for natural disasters risk management in Western Balkan countries
Project acronym	NatRisk
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1. Summary

This document reports the first 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 BOKU, on the 6th of April 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.

2. List of attendees

Twenty three representatives from 11 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) were present at the meeting. Representatives from Republic of Srpska – Ministry of Interior, Police College, Department for police education – VSUP were not present at the meeting.

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	Slaviša Trajković	P1 - UNI	slavisa@gaf.ni.ac.rs
3	Dejan Rančić	P1 - UNI	dejan.rancic@elfak.ni.ac.rs
4	Michael Tritthart	P2 - BOKU	michael.tritthart@boku.ac.at
5	Sally Priest	P3 - MUHEC	s.priest@mdx.ac.uk
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18	Kurt Glock	P2 - BOKU	kurt.glock@boku.ac.at
19	Elisabeth Weber	P2 - BOKU	elisabeth.weber@boku.ac.at
20	Naida Ademović	P6 - UNSA	naidadem@yahoo.com
21	Nada Zorboska	P1 - UNI	nada.zorboska@gaf.ni.ac.rs

3. Agenda – First Project Management Committee meeting

Thursday, 6 th April 2017		
Room 08, Nördliches Turmzimmer, Top Floor – Gregor Mendel Haus, BOKU, Gregor-Mendel-Straße 33, Vienna		
13:00-13:15	Project Management Committee participants registration	
13:15-13:45	WP2.1 & WP2.2 Development of master curricula in WB HEIs	Prof. Giuseppe Aronica, UNIME Prof. Slavisa Trajkovic, UNI
13:45-14:15	WP2.3 & WP3.2 Organization of teaching staff trainings (teaching methods, study visits) in EU partners	Prof. Giuseppe Aronica, UNIME
14:15-14:30	Coffee break	
14:30-14:55	WP3.1 & WP3.3 Development of trainings for citizens and public sector	Sasa Stojanovic, UNID
14:55-15:20	WP5 Quality plan presentation	Assoc. Prof. Sally Priest, MUHEC
15:20-15:45	WP6 Dissemination activities	Prof. Dejan Rancic, UNI
15:45-16:00	General discussion and closing the meeting	

After the participants' registration which started at 13:00, Prof. Giuseppe Aronica, UNIME, presented the ways in developing future master curricula in WB HEIs. Prof. Slavisa Trajković, UNI, collected master curricula from WB countries. Prof. Nebojša Arsić, UPKM, Prof. Sally Priest, MUHEC, Prof. Vesna Stankov-Jovanović, UNI discussed about mandatory and elective courses, equipment, software and literature that will be purchased after finishing of tendering procedures and important inclusion of EU partners and their experience into developing of master curricula in WB countries. Also, the future catalogue of courses which should be a delivery from the activity 1.3 will be helpful in defining courses and curricula.

Prof. Giuseppe Aronica, UNIME, presented the terms of teaching staff trainings and study visits in EU partner countries. EU partners suggested that WB partners should send competencies of teachers and their expertise to better prepare trainings and study visits. All EU partners will jointly participate in defining goals and agendas for study visits and trainings. Some of ideas for organizing them are: distance learning, presentations of simulating software, teaching methods, practical demonstrations, presentation of equipment and laboratories. Dr. Elisabeth Weber, BOKU teacher trainer, took participation and talked how to write learning outcomes as a foundation for forming curricula, tips and tricks in teaching training. During the study visit and training in Vienna she will train staff from WB countries and give them some practical examples.

Saša Stojanović, UNID, presented WP3.1 and WP3.3 activities oriented to preparing survey report using collected questionnaires and plans for development of trainings for citizens and public sector.

Prof. Sally Priest, MUHEC, as a WP5 leader, presented quality control plan with all necessary annexes and explained when they should be filled and sent to her and project coordinator.

Prof. Dejan Rančić, UNI, as a WP6 leader, presented dissemination plan and what have been done so far and how to improve dissemination of project results using social networks.

The meeting ended at 16:00.

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 Vienna, 07 April 2017



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