
	<p>Improving Academic and Professional Education Capacity in Serbia in the area of Safety & Security 586410-EPP-1-2017-1- RS-EPPKA2-CBHJP</p> <p style="text-align: center;">MEETING MINUTES</p>	Unique Identifier	MNTS07/2019
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Meeting Name: Steering Committee Meeting			
Date:	Time:	Venue:	Meeting No.:
07/10/2019	14:00 – 15:00	Serbian Partners at the meeting in person, EU Partners via Skype	08
Attendance Register			
Name & Surname	Section/Department/Area/Responsibility	Initials	Present (P) / Apologies (A) / Absent (X)
Miladin Nešić	University of Criminalistic Investigation and Police Studies, Serbia	MN	P
Dane Subošić	University of Criminalistic Investigation and Police Studies, Serbia	DS	P
Saša Mijalković	University of Criminalistic Investigation and Police Studies, Serbia	SM	P
Petar Stanojević	University of Belgrade, Serbia	PS	P
Dragan Domazet	Belgrade Metropolitan University, Serbia	DD	P
Shannon Macika	Steinbeis University Berlin, Germany	SM	P
Vanessa Pfau	Steinbeis University Berlin, Germany	VP	P
Stela Djurovic	Steinbeis University Berlin, Germany	SD	P
Bertrand Weckel	ATRISC, France	BW	P
Przemyslaw Bylica	The Main School of Fire Service, Poland	PB	P
Themis Exarcos	Ionian University, Korfu, Greece	TE	P
Goran Šimić	University of Defence in Belgrade, Serbia	GŠ	P
Ivan Vulić	University of Defence in Belgrade, Serbia	IV	P
Mirjana Radovanović	Educons University, Serbia	MR	P
Massimo Bataglia	Sant'Anna School of Advanced Studies, Italy	MB	P
Norra Anessi	Sant'Anna School of Advanced Studies, Italy	NA	P
Nenad Filipović	SARTIK, Kragujevac, Serbia	NF	P
Samed Karović	Educons University, Serbia	SK	P
Anđela Pavlović	University of Criminalistic Investigation and Police Studies, Serbia	AP	P

tem		Action Due Date						
1.	<p>OPENING AND WELCOME Acting Coordinator Prof. dr Mirjana Radovanović welcomed Partners.</p>							
2.	<p>DISCUSSION</p> <p>Prof. dr Mirjana Radovanović introduced Partners with development on the Project. Intermediate e-report is submitted and Consortium has to wait for information on the next steps from Project officer in EACEA. After that, Partners discussed topics indicated on the Agenda:</p> <ol style="list-style-type: none"> 1. Procurement list <ol style="list-style-type: none"> a) Mr. Bertrand Weckel, WP5 leader, has been provided with Initial list for public procurement. During the Meeting he asked for additional explanation of certain software. Prof. Nenad Filipović, Prof. Miladin Nešić and Prof. Goran Šimić gave the explanation. After that, Mr. Bertrand Weckel approved the Procurement list and all Partners were able to vote. b) Prof. Mirjana Radovanović, Project coordinator, explained that Public procurement, as very important activity, will start immediately after exchange of finances is completed between former and current Coordinating institution (estimated date October 20th 2019) 2. Project prolongation. Partners discussed need to ask for Project Prolongation, having in mind two important facts. First, Project was frozen from January 16th 2019 until July 22nd 2019 (six months). Second, according to new accreditation rules in Republic of Serbia, new study module (6 study modules have to be developed under this Project) can start in next school year after accreditation approved. It means that Partners in charge will submit documents for accreditation, but realization of new study modules can start from October 1st 2020. Since Project includes activities of assessment of new study modules, a whole school year has to be completed (September 30th 2021). 3. Development of education plan. All Partners agreed to evaluate draft of Project plan (developed by Project Coordinator), which includes education plan and other important issues, to submit their comments to Coordinator up to October 14th 2019. In case that majority of Partners does not approve the Plan, or changes are of significant nature, this period shell be prolonged, but deadline for Coordinator to develop Project plan for second phase (and WDT and Gant chart accordingly) is October 18th 2019. After completion of Project plan, WDT and Gant chart, documents shell be submitted to all Partners and new SC will be scheduled for their official adoption. 4. Other. Prof. Mirjana Radovanović reminded Partners on the SC decision from February 1st 2019: “Issuing the invitation to University of Kragujevac, Serbia, to join the consortium as associate partner (without budget) after decision from EACEA on continuation of the Project.” Since Project got permission for continuation, the conditions for sending a letter of invitation were met. Project Coordinator shell prepare Invitation letter and submit it to all Partners to get their approval. After that, Invitation letter will be sent to University of Kragujevac. After positive reply from University of Kragujevac, on the first next SC meeting, Consortium will officially acknowledge new member (associate partner without the budget). 	October 18 th 2019.						
3.	<p>VOTING RESULTS According to the Agenda, partners voted on the following:</p> <table border="1" data-bbox="193 1827 1302 2031"> <thead> <tr> <th data-bbox="193 1827 906 1861">Decision to be voted on</th> <th data-bbox="906 1827 1302 1861">Result of vote</th> </tr> </thead> <tbody> <tr> <td data-bbox="193 1861 906 1995">DECISION 1: Acceptance of Procurement list</td> <td data-bbox="906 1861 1302 1995">Majority of Partners voted YES. SHB vote: Abstain.</td> </tr> <tr> <td data-bbox="193 1995 906 2031"></td> <td data-bbox="906 1995 1302 2031">All Partners voted YES.</td> </tr> </tbody> </table>	Decision to be voted on	Result of vote	DECISION 1: Acceptance of Procurement list	Majority of Partners voted YES. SHB vote: Abstain.		All Partners voted YES.	
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DECISION 1: Acceptance of Procurement list	Majority of Partners voted YES. SHB vote: Abstain.							
	All Partners voted YES.							

tem			Action Due Date
	<p>DECISION 2: Consortium appoints Project Coordinator to send request for project prolongation (end of the Project should be September 30th, 2021) to EACEA.</p>		October 21 st 2019.
<p>DECISION 3: Plan of education with defined teaching material to be developed by EU partners til November 10th, 2019. WP leader EDUCONS will prepare template for education plan and deliver it to all EU partners til October 10th, 2019.</p>	<p>All Partners agreed that education plan firstly must be fixed in Project plan, to be reviewed, and after that Partners will vote on all three documents.</p>		
<p>DECISION 4. Coordinator to issue an Invitation letter to University of Kragujevac, Serbia, to join the Consortium as Associate partner without the budget.</p>	<p>All Partners voted YES.</p>		
<p>Scheduling a new meeting</p>	<p>Monday, October 14th 2019, 14:00.</p> <p>In case of more time needed, SC shell be postponed on October 21st 2019, 14:00.</p>		
4.	<p>OTHER DECISIONS Representative of SHB suggested discussion on changes it proposed in its communication with Project Coordinator on Friday, October 4th 2019. Since majority of Partners has limited time for this Meeting, suggestions by SHB will be discussed at the next SC meeting. SHB will send list of topics for discussion to the Project Coordinator timely.</p>		
5.	<p>CONCLUSIONS All partners agree to make their comments and suggestions on Project plan, submitted by Coordinator.</p>		
6.	<p>ATTACHMENTS No attachments.</p>		
7.	<p>CLOSURE: Chairperson adjourned the meeting.</p>		

October 9th 2019.

Prof. dr Mirjana Radovanović