



Improving Academic and Professional
Education Capacity in Serbia
in the area of Safety & Security
586410-EPP-1-2017-1- RS-EPPKA2-CBHJP

MEETING MINUTES

Unique Identifier	MNTS01/2019
Document Type	Minutes
Revision	1
Effective Date	20 Feb. 2019
Reference Number	202019



Co-funded by the
Erasmus+ Programme
of the European Union

Meeting Name: Steering Committee Meeting

Date:	Time:	Venue:	Meeting No.:
20/02/2019	13:00 – 15:30	Skype conference	04

Attendance Register

Name & Surname	Section/Department/Area/Responsibility	Initials	Present (P) / Apologies (A) / Absent (X)
Sasa Mijalkovic	Vice Rector, UCIPS	SM	P
Miladin Nestic	UCIPS Project Manager	MN	P
Petar Stanojevic	Project Manager, University of Belgrade	PS	P
Dragan Domazet	Rector, Metropolitan University	DD	P
Marija Gačić	Steinbeis Advanced Risk Technologies	MG	P
Stela Đurović	Steinbeis University Berlin	SD	P
Vanessa Pfau	University of Stuttgart	VP	P
Bertrand Weckel	ATRISC, France	BW	A
Przemyslaw Bylica	The Main School of Fire Service, Poland	PB	P
Goran Šimić	University of Defence in Belgrade	GŠ	P
Mirjana Radovanović	Educons, Soremska Kamenica	MR	P
Massimo Bataglia	Sant'Anna School of Advanced Studies, Italy	MB	P
Nora Anessi	Sant'Anna School of Advanced Studies, Italy	NA	P

Item.		Action Due Date
1.	<p>OPENING AND WELCOME</p> <p>At the beginning of the meeting, Acting Coordinator Prof. dr Mirjana Radovanović welcomed present project participants and inform them on current project status and documents to be prepared and submit to EACEA before February 23rd 2019.</p>	
2.	<p>DISCUSSION</p> <p>At the beginning, Prof. dr Mirjana Radovanović informed all partners that partner ATRISC, France, informed Acting Coordinator that representative will not be able to participate at Steering Committee, but ATRISC sent its opinion on subjects for voting. All documents are acceptable by ATRISC.</p> <p>Partners discussed topics listed on the Agenda.</p> <ul style="list-style-type: none"> • Information on project progress after January 16th 2019 (Prof. dr Mirjana Radovanović, All Partners to discuss) • Acting Coordinator informed all partners that all documents to be submitted to EACEA are prepared, sent to partners for review and decision on them have to be made. • Plan of the future project activities (Prof. dr Mirjana Radovanović and Prof. dr Petar Stanojević, All partners to discuss. • All partners agreed that plan of future activities have to be discussed in details. Main document to be followed is Action plan. • Information on TESS centre activities done so far (Mr. Bertrand Weckel, Prof. dr Goran Šimić, All partners to discuss. • Prof. Šimić presented results of work on TESS center. Initial plan and purchase list has been made. Partners gave minor comments which will be evaluated from the point of view of TESS center. UCIPS representatives stressed out that, given the fact purchase of equipment is reduced for their University, they will be able to perform only one simulation exercise. Suggestion of Prof. Petar Stanojević that simulation exercises could be prepared and organized jointly are welcomed by all partners. Detailed information on procurement for TESS center to be made by Prof. Šimić (UNID) and Mrs. Bertrand Weckel (ATRISC), in consultation with all partners. • Information on WP3 (T3.1 activity) realization (Mrs. Nora Anessi) SASAS, Italy, Mrs. Nora Anessi informed all partners of results of T3.1 activity. List of courses for Serbian professors is developed. Currently, number of courses is 25. All partners agreed that education of Serbian professors based on courses developed jointly by two or three partners from EU is valuable. Therefore, current list will be reviewed under Gap analysis (T3.2). • Other: 	<p>March 15th 2019, 17:00.</p> <p>May 2nd 2019, 17:00.</p>

	<p>Prof. Bylica (SGSP) commented WDT (T3.3) and asked for minor change, accepted and applied: deletion of task of translation from English to Serbian language for EU partners.</p> <p>Prof. Jovanović (SHB) commented WDT (T3.5) and asked for minor change, accepted and applied for EU partners: “Conducting the education of lecturers from Serbian HEIs”.</p> <p>Prof. Domazet (BMU) commented WDT (T3.7) and asked for change; accepted and applied for BMU “participation in accreditation if needed”.</p> <p>Representative of USTUTT informed partners that future status of USTUTT on this project will be “observer”. All duties and funds should be replaced on SHB. All partners agreed.</p>	On the meeting.																								
3.	<p>VOTING RESULTS According to the Agenda, partners voted on the following:</p> <table border="1" data-bbox="268 645 1339 1350"> <thead> <tr> <th data-bbox="268 645 746 680">Decision to be accepted</th> <th data-bbox="754 645 1106 680">Result of vote</th> <th data-bbox="1114 645 1339 680">Remark</th> </tr> </thead> <tbody> <tr> <td data-bbox="268 685 746 792">Final list of project partners to continue the project and their status</td> <td data-bbox="754 685 1106 792">All partners voted: YES.</td> <td data-bbox="1114 685 1339 792">No remarks.</td> </tr> <tr> <td data-bbox="268 797 746 869">Acceptance of new Work Distribution Table</td> <td data-bbox="754 797 1106 869">All partners voted: YES.</td> <td data-bbox="1114 797 1339 869">No remarks.</td> </tr> <tr> <td data-bbox="268 873 746 909">Acceptance of new Project budget</td> <td data-bbox="754 873 1106 909">All partners voted: YES.</td> <td data-bbox="1114 873 1339 909">No remarks.</td> </tr> <tr> <td data-bbox="268 913 746 949">Acceptance of new Project plan</td> <td data-bbox="754 913 1106 949">All partners voted: YES.</td> <td data-bbox="1114 913 1339 949">No remarks.</td> </tr> <tr> <td data-bbox="268 954 746 990">Acceptance of Action plan</td> <td data-bbox="754 954 1106 990">All partners voted: YES.</td> <td data-bbox="1114 954 1339 990">No remarks.</td> </tr> <tr> <td data-bbox="268 994 746 1133">Decision of submitting requested material to EACEA (as per request by Mrs. Giulia Moro and EACEA) by Prof. dr Mirjana Radovanović</td> <td data-bbox="754 994 1106 1133">All partners voted: YES.</td> <td data-bbox="1114 994 1339 1133">No remarks.</td> </tr> <tr> <td data-bbox="268 1137 746 1350">Scheduling a new meeting</td> <td data-bbox="754 1137 1106 1350">All partners voted: YES.</td> <td data-bbox="1114 1137 1339 1350">Deadline for next Steering Committee meeting is March 17th 2019.</td> </tr> </tbody> </table>	Decision to be accepted	Result of vote	Remark	Final list of project partners to continue the project and their status	All partners voted: YES.	No remarks.	Acceptance of new Work Distribution Table	All partners voted: YES.	No remarks.	Acceptance of new Project budget	All partners voted: YES.	No remarks.	Acceptance of new Project plan	All partners voted: YES.	No remarks.	Acceptance of Action plan	All partners voted: YES.	No remarks.	Decision of submitting requested material to EACEA (as per request by Mrs. Giulia Moro and EACEA) by Prof. dr Mirjana Radovanović	All partners voted: YES.	No remarks.	Scheduling a new meeting	All partners voted: YES.	Deadline for next Steering Committee meeting is March 17 th 2019.	
Decision to be accepted	Result of vote	Remark																								
Final list of project partners to continue the project and their status	All partners voted: YES.	No remarks.																								
Acceptance of new Work Distribution Table	All partners voted: YES.	No remarks.																								
Acceptance of new Project budget	All partners voted: YES.	No remarks.																								
Acceptance of new Project plan	All partners voted: YES.	No remarks.																								
Acceptance of Action plan	All partners voted: YES.	No remarks.																								
Decision of submitting requested material to EACEA (as per request by Mrs. Giulia Moro and EACEA) by Prof. dr Mirjana Radovanović	All partners voted: YES.	No remarks.																								
Scheduling a new meeting	All partners voted: YES.	Deadline for next Steering Committee meeting is March 17 th 2019.																								
4.	<p>OTHER No other comments or remarks.</p>																									
5.	<p>CONCLUSIONS All partners are dedicated to implementation of ImprESS project.</p>																									
6.	<p>Attachments No attachment.</p>																									
7.	<p>CLOSURE: Chairperson adjourned the meeting.</p>																									
8.	<p>NEXT MEETING: Date & Time: TBA Venue: TBA</p>																									