

PARTISH

Development of part-time and short cycle studies In higher education in Bosnia and Herzegovina

Project number 617421-EPP-1-2020-1-RS-EPPKA2-CBHE-SP

Minutes from the 5th Steering Committee Meeting

LOCATION: Riga Medical College of the University of Latvia, Hipokrāta iela 1,
Vidzemes priekšpilsēta, Rīga, LV-1079, Latvia

Dates: 24th May 2023

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ATENDEES

Representatives of partner institutions:

1. University of Novi Sad – Nemanja Berber
2. University of East Sarajevo – Radmila Balaban-Đurević, Nenad Lalović, Irena Mladenović
3. University of Sarajevo – Dženana Husremović, Merisa Kurtanović, Lejla Turulja
4. University of Mostar – Krešimir Rakić, Željko Šeremet
5. University of Tuzla – Meldina Kokorović Jukan, Merim Kusumović
6. University of Zenica – Mirza Oruč, Malik Čabaravdić, Kenan Galijašević, Adnan Mujezinović
7. ACADEMIA DRUZBA ZA STORITVE d.o.o., OE Višja strokovna šola Academia Maribor, Academia – Majda Kralj, Maja Mrđa
8. Riga Medical College – Sanita Puncule, Linda Alondere, Alfreds Ozoh
9. University of Montpellier – Manon Berbedette
10. Ministry for Scientific and Technological Development, Higher Education and Information Society of Republic of Srpska – Jelena Starčević, Danijela Stjepanović, Čedna Šobot
11. Ministry of Education, Science, Culture, and Sport of Zenica-Doboj Canton – Alma Suljičić, Draženka Subašić
12. Ministry of Science, Higher Education and Youth of the Canton Sarajevo – Azemina Njuhović, Azra Ivazović

AGENDA

Wednesday, 24 th May 2023, Live session / Riga		
Steering Committee meeting		
Riga Medical College of the University of Latvia, Hipokrāta iela 1, Vidzemes priekšpilsēta, Rīga, LV-1079, Latvia		
Time from to	Explanation of activity	Speaker's name and affiliation
09:00-10:00	<i>Registration of participants</i>	
10:00-11:30	Analysis of the request for prolongation for PARTISH Presentation of the already achieved results/outcomes/targets from WP3, WP4, WP5, WP6, WP7 and WP8	Nemanja Berber, UNS Ministries Universities Chambers of commerce CIP
11:30-11:45	Travel issues and staff cost – budget Reporting for all travel in 2022 and 2023	Nemanja Berber, UNS Ministries Universities Chambers of commerce CIP
11:45 – 12:00	<i>Coffee brake</i>	
12:00-12:15	Equipment purchase – analysis of the installation and placement of the equipment	UES, UNSA, SUM, UNZE I UNTZ
12:15-13:00	Plan for the dissemination material – design and purchase	Nemanja Berber, UNS Ministries Universities Chambers of commerce CIP
13:00-13:45	Plans for future tasks inside WP4 and WP5 Plans for future meetings – study visits in Montpellier and Novi Sad	Nemanja Berber, UNS CIP Ministries Universities Chambers of commerce
13:45-14:30	Q&A	
14:30-15:00	<i>Discussion and closing of the Meeting</i>	

REMARKS

- Professor Nemanja Berber started with the SC meeting, and the first activity was the analysis of the request for prolongation for PARTISH. PM explained that the request was submitted on April 25 2023, but still with no response from PM office in Brussels. Reasons for prolongation are:
 - From the beginning of the project the government in 3 cantons (Sarajevo, Zenica, and Tuzla) and in the entity (Republika Srpska), including the ministry in charge of higher education, has been changed several times.

- Another issue that changed the project flow was the Covid-19 pandemic. The first live meeting was organized on September 4th 2021 in Zenica, and then a study visit in Maribor (Academia) in Slovenia in September 21-24 2021.
- Finally, high inflation that occurred in 2022 made significant issues related to equipment purchase and travel. The team sent official requests for redefining equipment purchase plan to the project office in Brussels regarding the change of some elements of the equipment to make purchase inside the planned budget.
- A plan for future activities with new proposed dates was presented, too.

WP No	Title of the working package / activity	Current status (April 2023)
1	Cross-country analysis of the policies, practices, and legal frameworks for PT and SCHE in European countries	
1.1	Analysis of policies, practices, and legal frameworks of PT and SCHE in Europe countries	Completed
2	Development of legal frameworks for PT&SCHE	
2.1	Survey on needs of PT and SCHE	Completed
2.2	Round table discussions	Completed
2.3	Drafting policies for PT and SCHE	Completed
2.4	Conference	Completed
2.5	Definition of recommended policies	Completed
2.6	Definition of drafted legal framework for PT and SCHE	Completed/ In progress
2.7	Definition of accreditation criteria for SCHE	In progress
3	Strengthening sustainability of PT and SCHE program	
3.1	Analysis of needs and requirements for online PT & SCHE	Completed
3.2	Analysis of existing e-learning methodologies and technologies for PT & SCHE	Completed
3.3	Development and adoption of suitable e-learning technologies and methodologies	Completed
3.4	Development of authoring tool	In progress
3.5	Development of eLearning platform	In progress
4	Pilot implementation of distance learning PT and SCHE programs	
4.1	Development of curricula and course syllabi	In progress
4.2	Development of eLearning materials	In progress
4.3	Purchase of equipment	Completed
4.4	Set-up eLearning portal	In progress
4.5	Implementation of online programs	Delayed
5	Pilot implementation of F2F PT and SCHE programs	
5.1	Development of curricula and F 2 F course syllabi	Completed/ In progress
5.2	Development of teaching and learning material	In progress
5.3	Implementation of F2F programs	Delayed
6	Dissemination and Exploitation of Results	
6.1	Defining dissemination and exploitation plan	Completed
6.2	Dissemination products	In progress
6.3	Raising awareness about PT and SCHE	In progress
6.4	Preparation of the interim and final dissemination and exploitation report	In progress /Delayed

6.5	Final Conference	Delayed
7	Quality Assurance and Monitoring	
7.1	Defining plan for project quality control	Completed
7.2	Internal project control and monitoring	In progress
7.3	External evaluation	Delayed
8	Project management	
8.1	Overall project management	In progress
8.2	Organization of coordination meetings	In progress
8.3	Local project management	In progress
8.4	Reporting	In progress

2. Presentation of the already achieved results/outcomes/targets from WP2, WP3, WP4, WP5 WP6, WP7, WP8.

- The coordinator has presented the achieved results and deliverable from WP2, and WP3 (reports from surveys), while representatives from all 5 universities from BiH presented in short their results on the development of SC and PT programs – titles of programs, goals, brief descriptions. UES and UNZE finished the whole documentation for all proposed SC programs- UNZE developed three, and UES developed three SC programs. UNZE have had pilot implementation in previous period, while UES is starting in autumn 2023.
- UES will organize SC at the Faculty of Medicine, one year course (60 ECTS) for additional education for nurses who are working in dentistry praxis will be implemented. Whole process will be supported by Chamber of Dentist of the Republic of Srpska who approached to us and asked to re-trained nurses. A short cycle of studies for mechatronics will be organized at the Faculty of Electrical Engineering at UES. Management of processes require knowledge in the fields of electrical engineering, electronics, mechanical engineering, informatics and automation. UES created all necessary documents: Rulebook for SC and Study programs – curriculum and syllabus for 2 programs: 1: dental assistant and 2: surgical instrument technician. Irena Mladenović, Nenad Lalović, and Radmila Balaban-Đurević presented these ideas.
- UNZE is working on developing new study courses for short education during the project life time experience is gathered trough the short education in field of Psychotherapeutic education of adolescent and youths while two new short programs of education will be developed until the end of project in field of health science and education. Another short program is being development at the Faculty of Mechanical Engineering in Zenica. Through the inquiries and the discussions with the managements of these companies (mostly alumnus of the faculty) some interesting topics for short programs were determined such as: CNC programming; Industrial robot's applications; PLC programming. UNZE is expecting to finish with the pilot programs in June 2023. Mirza Oruč and Malik Čabaravdić have presented these ideas.
- UNTZ plans to develop two SCHE programs in the field of: Inclusive Management & Leadership; Communication Skills & Ethics in Tourism, and Adapted Physical Education and Sport. SCHE will have 30 to 60 ECTS assigned for the program. Professors Meldina Kokorović Jukan and Merim Kusumović presented these ideas.
- UNSA has already developed two short cycles in IT area: Information Technologies at the Faculty of Science and Software Development at the Faculty of Electrical Engineering.

However, those two study programs are going to be upgraded in terms of eLearning methodologies and technologies for PT and SCHE. The new short -circle program named "Information technologies in public administration. The study program is going to be realized as the joint program between Faculty of Mathematics and Science and Faculty of Public Administration. It will last 4 semesters with total of 120 ECTS. The start of the pilot is postponed to the beginning of 2024. Also, UNSA created one PT program at the Faculty of Economics. Dženana Husremović and Lejla Turulja presented these ideas.

- UNMO will prepare a Short Cycle program lasting 3 months. The Short Cycle programme Full-Stack Software Development is a program in the field of computer science. Krešimir Rakić and Željko Šeremet presented these programs. The courses within this short cycle are:
 - 1. Object-Oriented Programming (180 hours - 6 ECTS points)
 - 2. Project Management (180 hours – 6 ECTS credits)
 - 3. Back-End Development (180 hours - 6 ECTS credits)
 - 4. Front-End Development (180 hours - 6 ECTS credits)
 - 5. DevOps (180 hours – 6 ECTS credits).
 - The coordinator presented achieved deliverables related to Dissemination (project website: <https://partish.lurmk.lv/> ; project Instagram page: <https://www.instagram.com/partish.ba/> and project Facebook page: <https://www.facebook.com/partish.ba/>); Quality control and Project management. Quality and monitoring plan and Dissemination and Exploitation plan have been delivered and uploaded on g-drive of the project, so as on the official site of the project.
3. Travel issues and staff cost – budget
- The coordinator explained the importance for each of partners to be present at each project meeting, especially during WP4 and WP5 which is related pilot implementation of PT and SCHE in BiH.
 - The coordinator gave several responses on questions regarding staff cost and payment of the first tranche for interested partners and presented in detail how to fill ITR.
4. Reporting for all travels in 2022 and 2023.
- The coordinator gave several responses on questions regarding individual travel report and all supporting documents related to travels made in the first 18 months of the project, and presented in detail how to fill ITR. Also, new travels need to be documented and uploaded to g-drive.
5. Equipment purchase - analysis
- University of Mostar and University of Tuzla are this WP leaders. Purchase of equipment started in March 2022. The purchase procedure was made as joint one, for all 5 universities from BiH. All equipment was purchased and the finalization was made in December 2022.
 - The budget for the purchase of equipment was:
 - 53,500 EUR for UES (real cost 53,499.53 EUR);
 - 54,650 EUR for UNMO (real cost 54,649.94 EUR);
 - 55,845 EUR for UNSA (real cost 55.729.08 EUR);
 - 53,500 EUR for UNTZ (real cost 53,499.53 EUR) and

- 53,500 EUR for UNZE (real cost 53,499.53 EUR).
 - Total used/Total planned=270,877.61/271,004.00=**99.95% of the planned budget.**
 - Equipment was delivered to UNZE on August 22 2022, to UNMO on August 29 2022, UES on August 15 2022, and to UNTZ on September 05 2022 and in January 2023 to UNSA.
6. Plan for the dissemination material – design and purchase
- The consortium agreed that UNZE will propose ideas for dissemination and promotional materials and products until new meeting in Montpellier.
 - UNS as project coordinator needs to ask Brussels office for a slight change in the budget for subcontracting, since there are enough resources, but for different purposes, so restructuring of the budget for subcontracting is needed so that all members can purchase promotional materials.
7. Plans for future tasks inside WP4 and WP5
- Universities from BiH agreed that they will work on their course materials and online platforms until the end of the June 2023. The implementation of the SC will be made in the third year of the project, in 2023. Presentation of the final documents would be made during next study visit in Montpellier in July 2023.
8. Plans for future meetings
- The consortium discussed travels for the third year of the project, study visits and locations for steering and local committee meetings.
 - Proposals for travels are:
 - Montpellier, France, July 2023.
 - Novi Sad, Serbia, September/October 2023 (or in 2024 if the PARTISH gets prolongation for 12 months).

The meeting has been closed at 14.40h.

Prof. dr Nemanja Berber



Date of approval:

08/06/2023