



## EVENT REPORT FORM

<b>EVENT:</b>	Joint Meeting of the Project Management Team, the Committee for Quality Assurance and the Editorial Committee
<b>TYPE OF EVENT:</b>	Meeting
<b>VENUE:</b>	Dzemaal Bijedic University of Mostar (UNMO)
<b>ORGANISERS:</b>	Faculty of Civil Engineering (FCE)
<b>REPORTING DATE:</b>	28.10.2016.
<b>REPORT AUTHOR(S):</b>	Merima Šahinagić – Isović
<b>INSTITUTION:</b>	Džemal Bijedic University of Mostar

<b>Project acronym:</b>	<b>KLABS</b>
<b>Project full title:</b>	CREATING THE NETWORK OF KNOWLEDGE LABS FOR SUSTAINABLE AND RESILIENT ENVIRONMENTS
<b>Project No:</b>	561675-EPP-1-2015-1-XK-EPPKA2-CBHE-JP
<b>Grant Agreement number:</b>	2015-3764/001-001
<b>Coordinator institution:</b>	University in Kosovska Mitrovica
<b>Coordinator:</b>	Assist. Prof. Dr. Saja Kosanović
<b>EU partner institutions:</b>	University of Ljubljana University of Strathclyde Universita luav di Venezia Technische Universiteit Delft Rheinisch-WestfaelischeTechnische Hochschule Aachen
<b>Western Balkan partner institutions:</b>	"Džemal Bijedić" University of Mostar State University of Novi Pazar Higher Technical Professional School in Zvečan University of Banja Luka University of Belgrade



## EVENT DESCRIPTION

### with special reference to goals and outcomes

<b>NUMBER OF PARTICIPANTS AT THE EVENT:</b>	36
<b>PARTICIPANTS (ORGANISATIONS):</b>	<p>Rašid Hadžović (Ministry of Education, Science, Culture and Sport of Herzegovina Neretva Canton)</p> <p>Omer Pajić (City of Mostar)</p> <p>Suad Muhibić (Erasmus+ Office BiH)</p> <p>Nena Marković (Erasmus+ Office BiH)</p> <p>Aleksandra Kokić Arsić (HTPSZ)</p> <p>Milan Mišić (HTPSZ)</p> <p>Nevena Novaković (UBL)</p> <p>Anita Milaković (UBL)</p> <p>Sead Pašić (UNMO)</p> <p>Elvir Zlomušica (UNMO)</p> <p>Zanin Vejzović (UNMO)</p> <p>Tiro Dragi (UNMO)</p> <p>Alim Abazović (UNMO)</p> <p>Mirsada Behram (UNMO)</p> <p>Suad Špago (UNMO)</p> <p>Merima Šahinagić Isović (UNMO)</p> <p>Marko Čećež (UNMO)</p> <p>Maja Roso Popovac (UNMO)</p> <p>Ana Radivojević (UB)</p> <p>Nataša Ćuković Ignjatović (UB)</p> <p>Nebojša Arsić (UM)</p> <p>Srećko Milačić (UM)</p> <p>Saja Kosanović (UM)</p> <p>Đurica Marković (UM)</p> <p>Alenka Fikfak (UL)</p> <p>Miha Konjar (UL)</p> <p>Janez Grom (UL)</p> <p>Enrico Anguillari (IUAV)</p> <p>Branka Dimitrijević (STRATH)</p> <p>Linda Hildebrand (RWTH)</p> <p>Thaleia Konstantinou (TUD)</p> <p>Milan Kostić (SUNP)</p> <p>Mithat Smailbegović (SUNP)</p> <p>Džemila Beganović (SUNP)</p> <p>Edin Dolićanin (SUNP)</p>
<b>EVENT DESCRIPTION:</b>	
<p>Within the three days of Joint meeting of the Project Management Team, the Committee for Quality Assurance and the Editorial Committee, the participants discussed different issues in the framework of the planned program and schedule.</p> <p><b>Day 1, October 12, 2016</b></p> <p>&gt; At the beginning of the meeting at the Faculty of Civil Engineering of the “Džemal Bijedić” University of Mostar, the participants were welcomed by: Prof. Dr Sead Pašić,</p>	



Rector of the University; Prof. Dr. Elvir Zlomušica, UNMO project coordinator; Dr Rašid Hadžović, Minister of Education, Science, Culture and Sport of Herzegovina Neretva Canton; Mr. Omer Pajić, Institute for Urban Planning of the City of Mostar; and project coordinator Assist. Prof. Dr Saja Kosanović, from the Faculty of Technical Sciences in Kosovska Mitrovica.

> First working session *Dissemination, exploitation and sustainability plans update*, chaired by the project coordinator Dr Saja Kosanović, included:

- Review of KLABS Dissemination Strategy, Dissemination Diary and Dissemination Record, with the analysis of all dissemination activities carried out to-date. Here, the responsibilities in dissemination were elaborated, as well as accompanying visibility and publicity obligations. All key elements of dissemination were analyzed; the relevance of existing Strategy document was confirmed, as well as the main criteria for the evaluation of dissemination success and dissemination impact. Starting from the fact that every KLABS activity has a potential to be disseminated, the participants at the meeting discussed and agreed about additional possibilities to disseminate the project and its results, in accordance with the criteria presented in the main document – the Strategy. New dissemination possibilities relate to: publishing of the research papers in international journals *Serbian Architectural Journal* (University of Belgrade, Faculty of Architecture) and *Creativity Game – Theory and Practice of Spatial Planning* (University of Ljubljana, Faculty of Architecture), presentation of project results at academic conferences organized by KLABS institutions (where several forthcoming international academic events at UNMO and wider, in BiH, have been announced by participant Dr Maja Roso Popovac), creation of the project profile on LinkedIn network, organization of open hours during project meetings and events and promotional movies recording (as proposed by the participant from the University of Strathclyde, Dr Branka Dimitrijević), etc.;
- Review of KLABS Sustainability and Exploitation Strategy; Elaboration of the sustainability of the results in the framework of KLABS project, with special reference to new study programmes, centers for sustainable and resilient environments, KLABS books and collaborations established in the framework of the project;
- Analysis of the measures taken to-date by all partners with the aim to secure sustainability of KLABS results;
- Elaboration of the links between Dissemination Strategy, Sustainability and Exploitation Strategy and KLABS Quality Control and Monitoring Manual.

> The session *Quality assessment of project results and quality plan update*, chaired by the project coordinator Dr Saja Kosanović and Dr Alenka Fikfak, Head of the project Committee for Quality Assurance, included:

- Discussion on the utilization of Quality Assurance & Monitoring Manual and its annexes;
- Confirmation of the relevance of the aforementioned project document;
- Review of the document Quality Plan, with the discussion about the indicators for the assessment of project results;



- Delegation of new tasks among the members of the Committee for Quality Assurance in the scope of forthcoming control and evaluation of project deliverables: UB will conduct the next check of the need for the revision of the Quality Control & Monitoring Manual; UBL will evaluate all WB WP1.2. documents and produce synthesis report; HTPSZ and UNMO will develop questionnaire model for students evaluation of new study programmes; SUNP will review the indicators for the assessment of project results presented in the matrix document Quality Plan. Additionally, EU Partners will prepare internal evaluation reports of new WB study programmes. The coordinator and the Head of the Committee for Quality Assurance will conduct impact surveys and produce synthesis quality control reports upon reception of the material from all colleagues, adding here the reports from the meetings of the Committee for Quality Assurance and the Editorial Committee.
- > Following the morning sessions, the participants were taken to the field trip to the Church Holy Trinity in Mostar. During the lunch break, trip to Blagaj has been organized.
- > In the afternoon working session, the presentation of the internal review of new WB study programmes on Sustainable and Resilient Environments, carried out by European project partners, has been initiated. After every presentation, fruitful discussion about the programmes were developed, and conclusions of necessary improvements were derived.

### **Day 2, October 13, 2016**

- > Morning sessions of the second working day were organized in the form of the workshop dedicated to the *Development of learning material (WP 2.2.)*. The workshop led by Dr Saja Kosanović, Dr Alenka Fikfak and Dr Nevena Novaković included:
- Elaboration of the tasks of the Editorial Committee, established during the Kick-off meeting;
  - Presentation of the document *KLABS book series: Sustainable and Resilient Built Environments – Proposal V 1.0.* developed by four members of the Editorial Committee (Editors-in- Chief) between two project meetings (in Venice and Mostar), on the basis of individual proposals received from all project members, in line with professional orientation, correspondence to newly developed courses and identified needs for new material development.
  - Discussion about presented document and details in terms of: topics arrangement, authors' appointment and number, titles determination, format/type, writing rules and styles, design, proofreading, publishing, compliance with the regulations defined by the EACEA, criteria for the internal assessment of developed material (correspondence to the courses, contemporaneity, clarity and usefulness of the offered information), and other.
  - Delegation of the next tasks related to the development of KLABS learning material among all consortium members. The progress will be verified at the KLABS meeting in Aachen appointed for December 2016.
- > Following the morning work, the participants were taken to the field trip to Monastery Žitomislići. During the lunch break, trip to Počitelj has been organized.
- > In the afternoon working session, the presentation of the internal review of developed WB study programmes Sustainable and Resilient Environments, carried out by



Programme Countries project partners, has been continued. Similar to the first working day, fruitful discussions were developed after every analysis, and conclusions about necessary improvements were derived. In conclusion, all 6 Western Balkan programmes were internally reviewed (STRATH→SUNP and HTPSZ; TUD→UB; UL→UM; RWTH→UNMO; IUAV→UBL); advises for the improvement have been adopted. At the next project meeting, the representatives from WB consortium HEIs will provide information about the introduction of the conclusions of internal reviews in the latest version of their study programmes.

> The last part of the second working day was dedicated to the preparative discussion for the Monitoring Visit appointed for the next day.

### **Day 3, October 14, 2016**

> Monitoring Visit to the project. The representatives of all eleven higher education institutions included in KLABS consortium participated at the meeting with the officers from Erasmus+ office in Bosnia and Herzegovina, Mr. Suad Muhibić and Ms. Nena Marković. After very fruitful and comprehensive conversation about various project implementation issues, such as impact, quality, relevance and other, Erasmus+ officers provided the Consortium with the feedback on current project state and gave a number of useful suggestions for project continuation, referring to different project segments.

> After the Monitoring Visit, the hosts from “Džemal Bijedić” University of Mostar organized tour through the premises of their Faculty of Civil Engineering.

> The last working session at the meeting in Mostar was dedicated to the equipment purchase.

> Meeting in Mostar was concluded successfully. The activities to be carried out before the next project meeting in Aachen have been defined. The main topics of the meeting in Aachen in December 2016 so will include: development of learning material, report on the progress of new curricula development and the preparation for accreditation, as well as the preparation of the Intermediate report on project implementation.

## **ATTACHMENTS**

<b>AGENDA (pdf):</b>	Agenda Mostar Final
<b>ATTENDANCE SHEET (pdf):</b>	mostar_attendance_12.10.2016. mostar_attendance_13.10.2016. mostar_attendance_14.10.2016.
<b>PHOTOS (jpg):</b>	mostar 10; mostar 20; mostar 30; mostar 40; mostar 50; mostar 60
<b>NEWS FORM (pdf):</b>	Mostar News
<b>DELIVERABLE (pdf):</b>	VARIOUS FORMATS
<b>PRESENTATIONS (pdf):</b>	KLABS dissemination, sustainability and exploitation KLABS book series_Individual proposals KLABS book series Proposal V 1.0.



**OTHER PERSONAL REMARKS**

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**ORGANISATION DETAILS**

<b>INVITATION SENT TO:</b>	KLABS PMT
<b>DATE OF EVENT MATERIAL RELEASE:</b>	03.09.2016.
<b>DATE OF PARTICIPANTS LIST'S FINALISATION:</b>	07.10.2016.
<b>DATE OF AGENDA FINALISATION:</b>	05.10.2016.
<b>NUMBER OF PARTICIPANTS (ACCORDING TO THE PARTICIPANTS LIST):</b>	36 in total
<b>COMMENTS:</b>	-

**Problems encountered during the event preparation phase**

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**Strengths and limitations of the event (please include comments received)**

<b>STRENGTHS OF THE EVENT AND CONTRIBUTIONS OR ACTIVITIES BY PARTICIPANTS:</b>	-
<b>SUGGESTIONS FOR THE IMPROVEMENT:</b>	-
<b>ANY FURTHER COMMENTS:</b>	-

Please indicate your suggestions for further event's improvement:

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Location, date: Mostar, 28.10.2016.

Sign: *Ahmedinović - Isović*