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Strengthening capacities for the implementation of dual education in BH higher education  
(DUALSCI)

## **STEERING COMMITTEE MEETING No 2 MINUTES OF THE MEETING**

**Location: Skype meeting  
Time: June 11th 2020, 9:00**

**Contacts: Mirko Savić mirkosavic69@gmail.com**

### **ATENDEES**

Representatives of partner institutions:

1. University of Novi Sad
2. FH Joanneum Gesellschaft M.B.H
3. Duale Hochschule Baden-Württemberg
4. IMH Dual Engineering University School
5. University of East Sarajevo
6. University of Sarajevo
7. University of Mostar
8. University of Zenica
9. WUS Austria
10. Chamber of Commerce of Republic of Srpska
11. Chamber of Commerce of Federation of B&H
12. BIT Alliance

### **AGENDA**

1. Signing of partnership agreement – Report from UNS
2. Current travelling restrictions across partner and program countries
3. WP1 Research and needs analysis – Report from WUS
4. WP4, Activity 4.4 Purchase of Equipment – Report from UOM
5. WP5, Activity 5.1 Defining plan for project quality control (Management Quality Manual MQM)
6. WP6 Dissemination and Exploitation of Results – Report from UNZE
7. WP6, Activity 6.1 Defining Dissemination and exploitation plan
8. WP7, Activity 7.4 Reporting
9. Representatives of ministries in SC and QC
10. Future project activities
11. Discussion

### **REMARKS**



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1. Signing of partnership agreement – Report from UNS  
Deadline for submission of all partnership agreements to EACEA is June 23rd 2020. So far, all partners have signed PA except FHJ and DHBW. FHJ has sent their signed copies by DHL to UNS, while PA with DHBW should be finalized next week.
2. Current travelling restrictions across partner and program countries  
At this moment it is not possible to organize study visit to Graz.  
Short meeting will be organized in August to reconsider the situation about international travelling in order to organize study visit in September if possible.
3. WP1 Research and needs analysis – Report from WUS  
Company survey was sent to chambers of commerce, and data collection will be finished in 20 days. So far, 80 companies have participated in the survey.  
Next step is short report on the survey on companies.  
At the same time, WUS is conducting analysis of 15 DHE programs, survey on partners from program countries, and overview of DHE systems in 3 program countries.  
Each partner should delegate on responsible person who will be responsible for participation in WP1.
4. WP4, Activity 4.4 Purchase of Equipment – Report from UOM  
When UOM collect the specification of equipment from four universities in BIH, UNS will ask project offices in EACEA for the approval of updated specification.  
At the same time, agreement on the joint public purchase is in the process of signing by BIH universities.
5. WP5, Activity 5.1 Defining plan for project quality control (Management Quality Manual MQM)  
Proposed Management Quality Manual was accepted by SC members.
6. WP6 Dissemination and Exploitation of Results – Report from UNZE  
So far, dissemination activities are going according to plan. Dissemination and exploitation plan was developed, project website and Facebook page are working, and in the future period project will have its profile on other social networks (Instagram, LinkedIn).
7. WP6, Activity 6.1 Defining Dissemination and exploitation plan  
Proposed Dissemination and exploitation plan was accepted by SC members.
8. WP7, Activity 7.4 Reporting  
Coordinator reminded all partners that first reporting period is approaching, on July 14<sup>th</sup> 2020. Coordinator will send templates of all reports to partners. Partners will send to UNS ITR and supporting documents related to travel to kick off meeting.
9. Representatives of ministries in SC and QC  
Coordinator stressed once more the importance of efficient communication between consortium and ministries.
10. Future project activities  
Future project activities will continue under specific conditions related to Covid 19 pandemic until further notice.

Prof. Dr Mirko Savić

Date of approval:  
XX/06/2020