



# MINUTES OF THE FIRST QAC MEETING

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University of Nis



**Strengthening of master curricula in water resources management  
for the Western Balkans HEIs and stakeholders**

**PROJECT INFO**

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## 1. Introduction

This document reports the first QAC meeting of the Erasmus+ Capacity Building in the Field of Higher Education project „Strengthening of master curricula in water resources management for the Western Balkans HEIs and stakeholders“ (SWARM), held at the University of Natural Resources and Life Sciences, Vienna (BOKU), on the 10th of May 2019. The meeting was chaired by Maria Manuela Portela.

The purpose of the meeting was to discuss quality plan and activities of the QAC team in more details. All project partners took part into this meeting.

The meeting agenda was adopted without changes.

## 2. Quality Assurance Committee meeting

### Speaker:

Maria Manuela Portela, University of Lisboa (UL)

### Summary:

Meeting started at 12:20 with the SWARM participants' registration.

Maria Manuela Portela presented Quality and Assurance Plan. She highlighted the activities of the QAC team. Also, she commented quality of the achieved deliverables and reports received from the work package leaders. It should be noted that there are two types of monitoring and control of the project quality: internal done by QAC team members and external done by external reviewer(s). The objective of the QAC team members is to monitor the project's performance and to achieve the quality objectives of the project.

All partners were informed about importance of the quality of all results. The Quality and Assurance Plan (QAP) defines the main quality control mechanisms and procedures to be followed by the partners of the SWARM project to ensure the optimal quality of the project activities, results and management. The QAP defines procedures for internal and external monitoring, quality management and quality requirements for the project deliverables. It provides 13 templates as annexes of the QAP.

During the discussion Zakhar Maletskyi suggested that if it possible we can organised peer review of the SWARM project that can be done by members of SWARM and some other Erasmus+ project.

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## ANNEX I – First QAC meeting agenda

Friday, 10 <sup>th</sup> May 2019		
Ground Floor, LS1, Muthgasse 62, 1190 Vienna		
<b>First Quality Assurance Committee meeting</b>		
12:20-12:30	Quality Assurance Committee participants registration	
12:30-13:00	WP5 Quality plan presentation	Maria Manuela Portela, UL
13:00-13:30	Quality of realized SWARM activities	Maria Manuela Portela, UL
13:30-14:00	General discussion and closing the meeting	

## ANNEX II – Attendance list

No.	Name	Institution acronym
1	Milan Gocić	P1-UNI
2	Slaviša Tajković	P1-UNI
3	Vojkan Miladinović	P1-UNI
4	Michael Tritthart	P2-BOKU
5	Kurt Glock	P2-BOKU
6	Zakhar Maletskyi	P3-NMBU
7	Elisabeth Sundheim Hoff	P3-NMBU
8	Panagiotis Prinos	P4-AUTH
9	Skoulikaris Charalampos	P4-AUTH
10	Petar Filkov	P5-UACEG
11	Maria Mavrova-Guirguinova	P5-UACEG
12	Barbara Karleuša	P6-UNIRIFCE
13	Nevena Dragičević	P6-UNIRIFCE
14	Maria Manuela Portela	P7-UL
15	Rodrigo Proença de Oliveira	P7-UL
16	Luís Ribeiro	P7-UL
17	Igor Peško	P8-UNS
18	Dejan Ubavin	P8-UNS
19	Emina Hadžić	P9-UNSA
20	Merima Salčin	P10-UNMO
21	Edin Šunje	P10-UNMO
22	Đurica Marković	P11-UPKM
23	Jelena Đokić	P11-UPKM
24	Jelena Rajović	P12-TCASU
25	Goran Sekulić	P13-UoM
26	Ivana Čipranić	P13-UoM
27	Olivera Gavrilović	P14-PWMC VV