

EVENT REPORT FORM

Type of event	Second Quality Assurance Committee meeting
Venue	University of Rijeka, Faculty of Civil Engineering (UNIRIFCE)
Date	19 September 2019
Organizer	University of Rijeka, Faculty of Civil Engineering (UNIRIFCE)
Reporting date	23 September 2019
Report author(s)	Milan Gocic, Luís Ribeiro

EVENT DESCRIPTION

with special reference to goals and outcomes

Number of participants at the event	27
Participants (organisations)	All SWARM partners
Event description:	
<p>The second QAC meeting of the Erasmus+ CBHE project “Strengthening of master curricula in water resources management for the Western Balkans HEIs and stakeholders” (SWARM) was held at the University of Rijeka, Faculty of Civil Engineering (UNIRIFCE) on 19th September 2019. 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.</p>	

Agenda (pdf)	SWARM – Second QAC meeting agenda
Attendance list (pdf)	Second QAC meeting – Attendance list
Photos (jpg)	Photos on website and project platform
Presentations (pdf)	01 Quality Assurance and Monitoring 02 Quality of dissemination activities - Milan Gocic, Slavisa Trajkovic
Other personal remarks	

Organisation details

Date of event material release	19 September 2019
Date of participants list's finalisation	19 September 2019
Date of agenda finalisation	19 September 2019
Number of participants (according to the attendance list)	27
Comments	

Problems encountered during the event preparation phase

Please add your comments, if any:

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

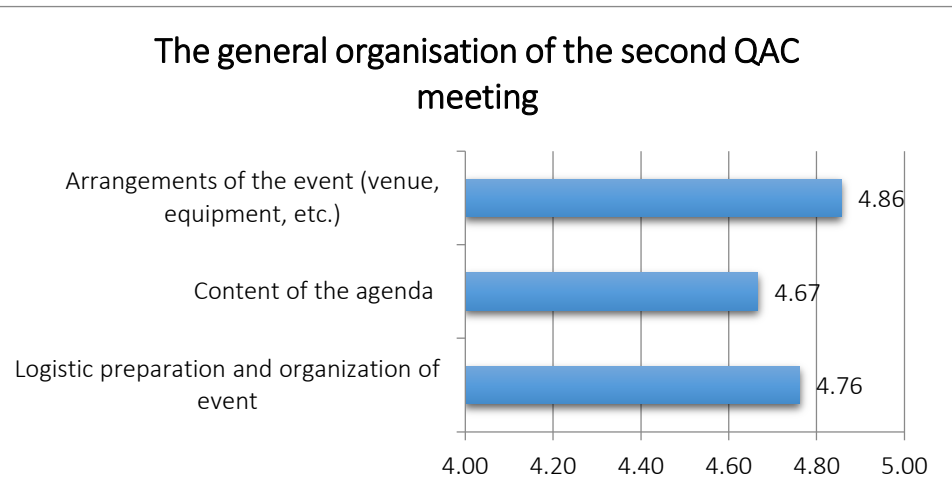
Strengths of the event and contributions or activities by participants	
Suggestions for the improvement	All partners should attend the meeting.
Any further comments	

Evaluation details

Results of evaluation of the general organisation of the event

Description						
The general organization of the second QAC meeting is evaluated with very high marks.						
Table/Figure						
The general organisation of the second QAC meeting						
	Grading	Very poor	Poor	Good	Very Good	Excellent
Logistic preparation and organization of event	0	0	0	23.8	76.2	
Content of the agenda	0	0	4.8	23.8	71.4	
Arrangements of the event (venue, equipment, etc.)	0	0	0	14.3	85.7	

The general organisation of the second QAC meeting



Category	Average Score
Arrangements of the event (venue, equipment, etc.)	4.86
Content of the agenda	4.67
Logistic preparation and organization of event	4.76

Results of evaluation of general working communication

Description

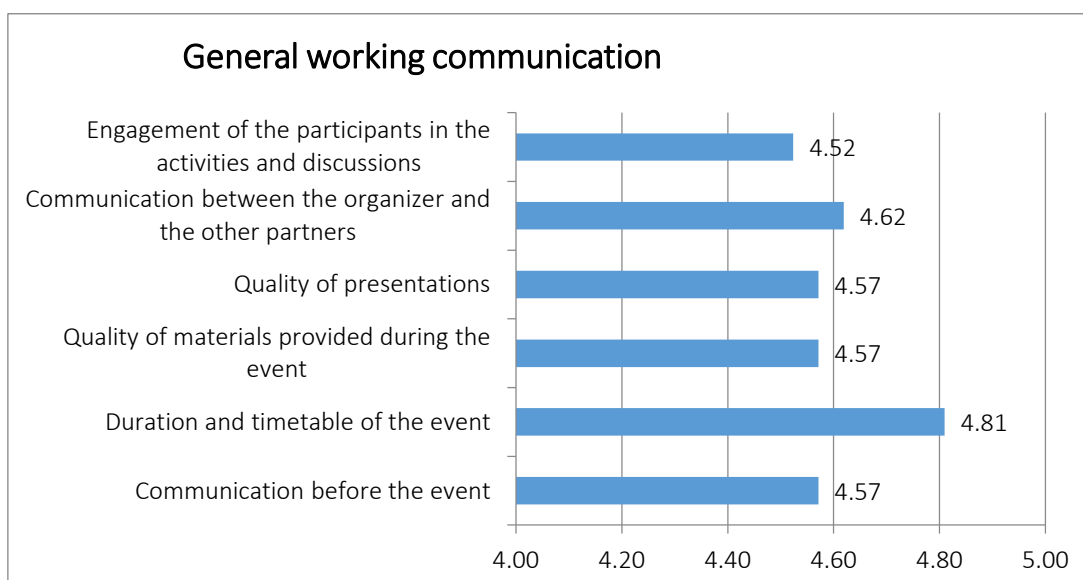
The general working communication is evaluated with high marks. The event was organized totally in line with the previous defined agenda. More time was spent for discussions.

Table/Figure

General working communication

Grading	Very poor	Poor	Good	Very Good	Excellent
Communication before the event	0	0	4.8	33.3	61.9
Duration and timetable of the event	0	0	0	19.0	81.0
Quality of materials provided during the event	0	0	9.5	23.8	66.7
Quality of presentations	0	0	4.8	33.3	61.9
Communication between the organizer and the other partners	0	0	9.5	19.0	71.5
Engagement of the participants in the activities and discussions	0	4.8	9.5	14.3	71.4

General working communication



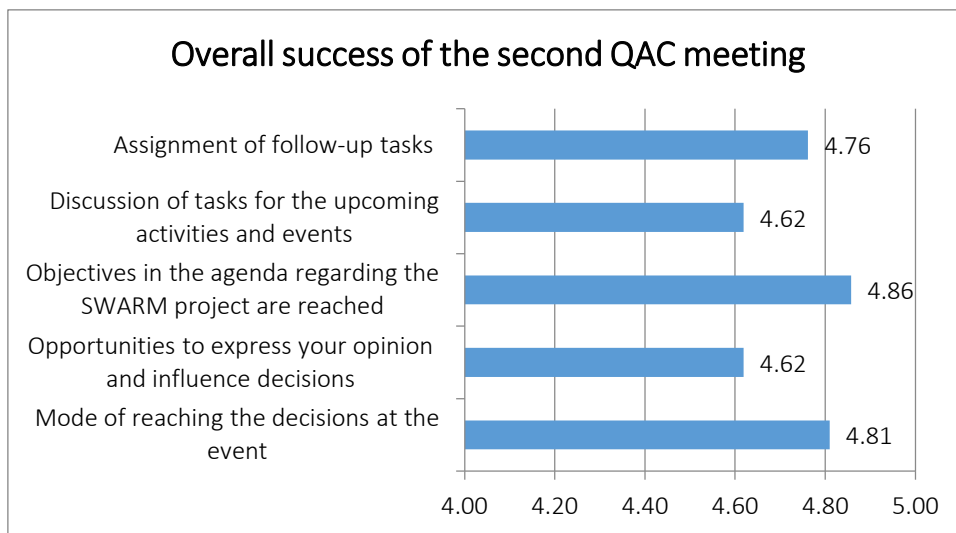
Results of evaluation of overall success of the event

Description

The overall success of the first QAC meeting is evaluated with high marks. There was a discussion of tasks for the upcoming QA activities. All partners had an opportunity to express their opinion and made suggestions for future project implementation.

Table/Figure

Overall success of the event					
Grading	Poor	Very poor	Good	Very Good	Excellent
Mode of reaching the decisions at the event	0	0	4.8	9.5	85.7
Opportunities to express your opinion and influence decisions	0	0	9.5	19.0	71.5
Objectives in the agenda regarding the SWARM project are reached	0	0	0	14.3	85.7
Discussion of tasks for the upcoming activities and events	0	0	9.5	19.0	71.5
Assignment of follow-up tasks	0	0	4.8	14.3	81.0



Please indicate your suggestions for further event's improvement:

This project has been funded with support from the European Commission. This publication reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein.