

EVENT REPORT FORM

Type of event	Fourth Steering Committee meeting
Venue	Second on-line meeting
Date	15 September 2020
Organizer	
Reporting date	16 September 2020
Report author(s)	Milan Gocic

EVENT DESCRIPTION

with special reference to goals and outcomes

Number of participants at the event	25
Participants (organisations)	All SWARM partners excluding PWMCVV and UL
Event description:	
<p>The fourth SC meeting of the Erasmus+ CBHE project "Strengthening of master curricula in water resources management for the Western Balkans HEIs and stakeholders" (SWARM) held on-line as the second on-line meeting using Zoom platform as a tool for the meeting on 15th September 2020. The meeting was chaired by Milan Goci .</p> <p>The purpose of the meeting was to discuss future project activities and financial reporting in more details. All project partners took part into this meeting, excluding representatives from the PWMCVV and UL.</p> <p>The meeting agenda was adopted without changes.</p>	

University of Nis



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

Attachments

Agenda (pdf)	SWARM – Fourth SC meeting agenda
Attendance list (pdf)	
Photos (jpg)	Photos on website
Presentations (pdf)	01 Overview of project activities - Milan Gocic 02 Financial plan and its realization - Milan Gocic 03 WB HEIs – to do list
Other personal remarks	

Organisation details

Date of event material release	15 September 2020
Date of participants list's finalisation	15 September 2020
Date of agenda finalisation	15 September 2020
Number of participants (according to the attendance list)	25
Comments	

Problems encountered during the event preparation phase

Please add your comments, if any:

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

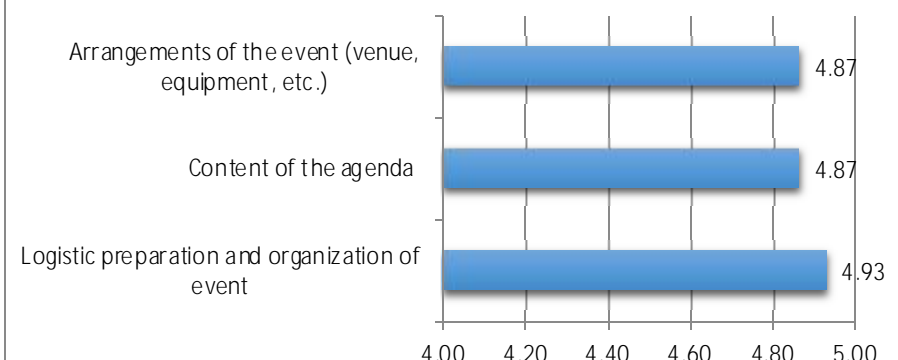
Strengths of the event and contributions or activities by participants	Partners should send materials on time.
Suggestions for the improvement	All partners should attend the meeting.
Any further comments	

Evaluation details

Results of evaluation of the general organisation of the event

Description					
The general organization of the fourth SC meeting is evaluated with very high marks. In general, all partners should suggest the topics for future events.					
Table/Figure					
The general organisation of the fourth SC meeting					
Grading	Very poor	Poor	Good	Very Good	Excellent
Logistic preparation and organization of event	0	0	0	6.7	93.3
Content of the agenda	0	0	0	13.3	86.7
Arrangements of the event (venue, equipment, etc.)	0	0	0	13.3	86.7

The general organisation of the fourth SC meeting



Category	Average Score
Logistic preparation and organization of event	4.93
Arrangements of the event (venue, equipment, etc.)	4.87
Content of the agenda	4.87

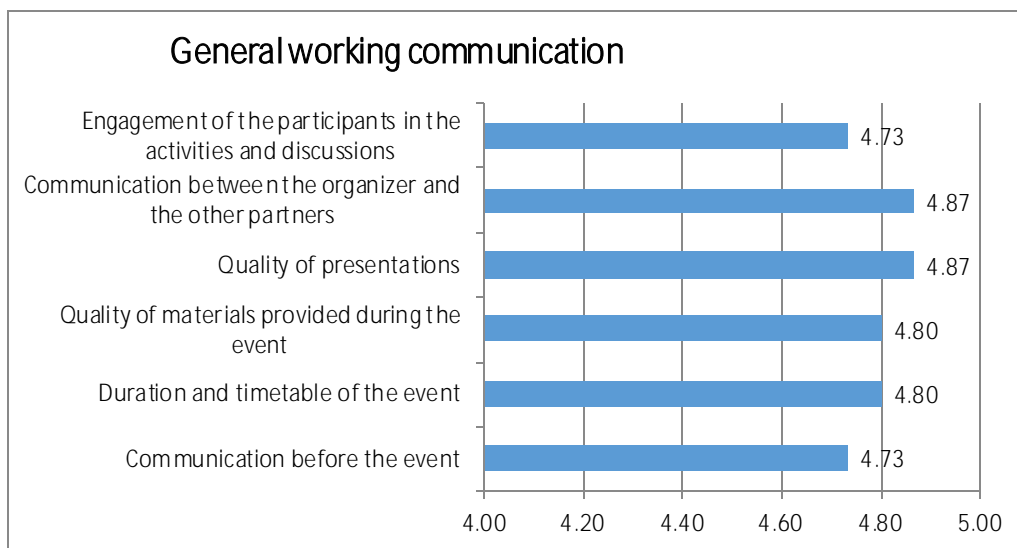
Results of evaluation of general working communication

Description

The general working communication is evaluated with high marks. The event was organized to tally 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	0	26.7	73.3
Duration and timetable of the event	0	0	0	20.0	80.0
Quality of materials provided during the event	0	0	0	20.0	80.0
Quality of presentations	0	0	0	13.3	86.7
Communication between the organizer and the other partners	0	0	0	13.3	86.7
Engagement of the participants in the activities and discussions	0	0	0	26.7	73.3



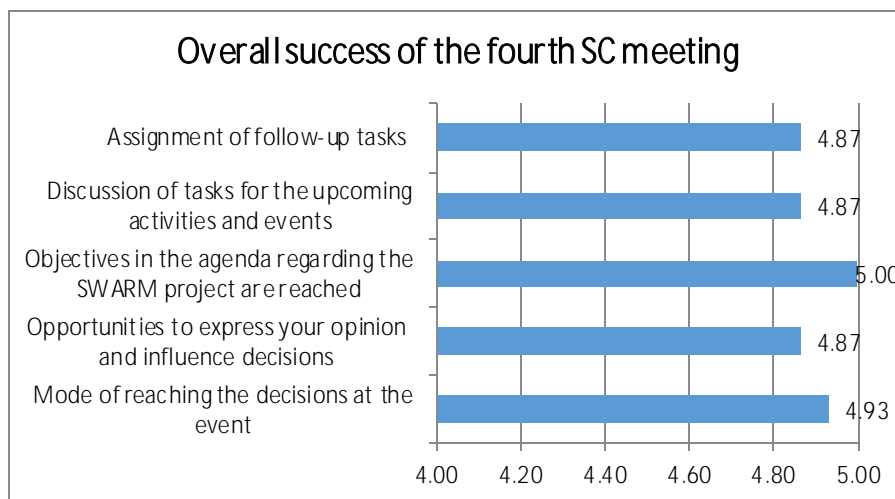
Results of evaluation of overall success of the event

Description

The overall success of the fourth SC meeting is evaluated with high marks. There was a discussion of financial reporting.

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	0	6.7	93.3
Opportunities to express your opinion and influence decisions	0	0	0	13.3	86.7
Objectives in the agenda regarding the SWARM project are reached	0	0	0	0	100.0
Discussion of tasks for the upcoming activities and events	0	0	0	13.3	86.7
Assignment of follow-up tasks	0	0	0	13.3	86.7



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.