



2021

REPORT

WP 4 QUALITY CONTROL AND MONITORING
QPLN 4.2: DEVELOPMENT AND IMPLEMENTATION OF INTERNAL QUALITY
CONTROL AND MONITORING PLAN



MEP&M
Development of Regional Joint Master Program in
Maritime Environmental Protection and Management

Co-funded by the
Erasmus+ Programme
of the European Union



**Development of Regional Joint Master Program in Maritime Environmental
Protection and Management – MEP&M**

Project no. 619239-EPP-1-2020-1-ME-EPPKA2-CBHE-JP

**QPLN 4.2: Development and implementation of Internal Quality
Control and Monitoring Plan**



Table of Contents

Abbreviation/acronym	3
1. Executive Summary	4
2. Introduction	5
3. Quality Assurance Objectives.....	5
4. Project Description	5
4.1 Summary	5
4.2 Objectives of MEP&M.....	7
4.3 Partners.....	9
4.4 Work Packages (WPs) and subtasks.....	11
5. Project Structure	12
5.1 Project Coordinator PC.....	13
5.2 Members of the Project Management Board (PMB)	13
5.3 Members of the Quality Assurance (QA) Body.....	14
5.4 Work Package Leader (WPL).....	15
5.5 Quality Control Team (QCT)	15
6. Financial Manager (FM)	16
7. Project Quality Assurance	16
7.1 Quality of the project processes.....	17
7.2 Quality of deliverables – activities.....	18
7.3 Project reporting.....	18
7.4 External Evaluation	19
8. General Quality Issues	19
8.1 Document Control	19
8.1.1 Documents’ format.....	19
8.1.2 Documents for public use.....	20
8.1.3 Master List of Quality Plan Documents & Forms	20
8.2 Communication	20
8.3 Meetings	21
8.4 Reporting.....	21
Annexes	21
Annex I – Document Template (DT)	21
Annex II - Event Evaluation Form	22
Annex III – Meeting Evaluation Form (MEF)	23
Annex IV - Survey template for Market Study (Academic) (STMSA)	25
Annex V - Survey template for Market Study (Stakeholders) (STMSS).....	33
Annex VI - Survey template for Market Study (Students) (STMSST)	40
Annex VII - Presentation Template (PT).....	48



Abbreviation/acronym

QCMP	Quality Control and Monitoring Plan
MEP&M	Regional Joint Master Program in Maritime Environmental Protection and Management
QA	Quality Assurance
LP	Lead Partner
EACEA	Education, Audio-visual and Culture Executive Agency of the European Commission
EU	European Union
EC	European Commission
EUSAIR	EU Strategy for Adriatic Ionian Region
EHEA	European Higher Education Area
ERA	European Research Area
HEI	High Education Institute
PC	Partner Countries
CBHE	Capacity Building in the Field of Higher Education
NGO	Non-Governmental Organization
QC	Quality control
WBC	Western Balkan Countries
WP	Work package

1. Executive Summary

This Quality Control and Monitority Plan (QCMP) is prepared in the scope of the Development of Regional Joint Master Program in Maritime Environmental Protection and Management – MEP&M project, and particularly according to what is foreseen in QPLN and 4.2: Development and implementation of Internal Quality Control and Monitoring Plan.

QPLN is an important support to management, planning and implementation of project activities. The objective of this Quality Control and Monitority Plan Manual is to ensure the production of concrete and high-quality results in line with the project plans. Quality control and monitoring Plan is achieved through 4 tasks:

- QPLN 4.1: Establishment of Quality Assurance (QA) body.
- QPLN 4.2: Development and implementation of Internal Quality Control and Monitoring Plan.
- QPLN 4.3: External Quality Control and Evaluation
- QPLN 4.4: Impact Analysis

“Aleksanër Moisiu” University of Durrës is Lead Partner (LP) in QCMP 4.2. Internal Quality Control and Monitoring Plan define that encompass guidelines for QA are implemented throughout the project, including development of standardized templates for project deliverables, evaluation forms, internal reporting templates and reporting dynamics, external evaluation schedule and minimum selection criteria for external evaluators, and it take up the results of the strategy implementation evaluation, etc. It ensures that communication and dissemination activities are implemented following high-quality standards, as well as to provide valuable input for project exploitation.

QCMP enables day-to-day monitoring of the project activities, including revision of periodical technical and financial reports of each project partner. It will be used as input to regular project reports. QCMP provides quantitative and qualitative input necessary for project implementation, especially possible amendments in implementation that will be required in order to meet project objectives in timely and efficient manner. It serves as basis for preparing plans for continuation of strategic implementation processes initialized during the project lifetime. Plan will be developed and adopted, and implemented throughout project lifetime. Plan will be disseminated and incorporated into the general overview report.

In this context, in this report is define the methodology to adopt in order to ensure a proper assessment and control of project activities, results deliverables and impact. It describes the principles/mechanisms for quality and performance control; the main indicators to be used in the project lifecycle; the data gathering process; tools and role of partners.

2. Introduction

The main purpose of this QCMP is to describe the Quality Management procedures that the project team will follow in order to ensure, monitor and control the quality of all processes and deliverables produced during the MEP&M project lifecycle. According to the Development of Regional Joint Master Program in Maritime Environmental Protection and Management – MEP&M project application, the “Aleksandër Moisiu” University of Durrës, as the Lead Partner for the Work Package 4.2 “Development and implementation of Internal Quality Control and Monitoring Plan” has prepared an outline of activities to be implemented as part of this package. In order to ensure continuous quality control and monitoring of project’s progress, activities and results, internal evaluation as well as external evaluations is planned within the project. This will be achieved through following tasks:

- Developing quality monitoring plan;
- Identify all the different tools and means for monitoring and evaluation to be applied throughout the project duration;
- Provide guidelines for adequate implementation and thereby assure that certain quality standards in the performance of all the tasks are fulfilled.
- Writing regular reports on the project activities;
- Writing quality evaluation reports;
- External evaluation quality report;
- Define the quality requirements that must be obtained throughout the project lifecycle, those that the deliverables, actions and results must conform to.

3. Quality Assurance Objectives

The main objectives of the internal quality monitoring and control plan are to:

- Monitor the project progress;
- Ensure the quality comprehensiveness of each activity and output separately and of the whole project;
- Ensure the quality of the key processes and the key results of the project.

4. Project Description

4.1 Summary

Development of Regional Joint Master Program in Maritime Environmental Protection and Management – MEP&M is a project of a new regional joint interdisciplinary master program in maritime environmental protection and management (MSc in MEP&M) for graduated BSc students, professionals from governmental (related to marine



environment protection) and blue economy sector enterprises (including port authorities, pollution control officers, inspectors, government officials, salvors, managers, masters, engineers, fleet supervisors, seafarers, shipowners, legal managers), and other professionals who seek for specific knowledge in field of MEP&M.

For countries like Montenegro and Albania joining the European Union (EU) is a key political goal. Montenegro and Albania obtained status of EU Candidate Country. To join the EU, both countries must meet many environmental criteria, in addition to others. This project is focused on issues regarding protection of marine and coastal zone environment from global climate change and local/regional pollution issues in both Montenegro and Albania. These countries are seeking for those professionals with knowledge, experience and skills in field of marine environmental protection who will be able to manage environmental issues, be able to take part in future negotiations toward EU membership and help in achieving national environmental goals.

Blue economy sector in Montenegro and Albania is marked as most influential on local and regional source of marine pollution as well as contributor to the global climate changes and It is recognized in the EU Strategy for Adriatic Ionian Region (EUSAIR). These activities are mostly related to the coastline and open seas, such as offshore energy, including renewable (wind) and fossil fuels (oil & gas), shipping and marine transport, and marine and coastal tourism, yachting and marinas, port activities, shipbuilding and repair, coastal planning and environmental protection of coastal and sea region. Some of these activities are developed to some extent, while others are just emerging, and all in some matter make influence on marine and coastal environment in South Adriatic and North Ionian seas. According to the needs analysis and very modest initiatives coming from governmental institutions in Montenegro and Albania on marine and coastal protection from pollution and climate change mitigation is hardly comparable to those in EU countries. With regard to the topic of this project, Montenegro and Albania will support following activities: developing the professional capacities in field of maritime environmental protection and management; supporting the process of regional cooperation in public, private, NGO, education and research sectors.

Current education systems in Montenegro and Albania only partially cover some of aspects of maritime environmental protection and management, mostly on bachelor degree level. University of Montenegro and University of Ismail Qemali (Vlora) cooperated closely, in ongoing Erasmus+ and previous Tempus programs. While the previous activities primarily addressed the quality of the maritime education for seafarers on bachelor level and increase of entrepreneurship skills for professionals in some of Blue economy sectors, the consortium sees the need to develop new regional

joint interdisciplinary master program in maritime environmental protection and management (MSc in MEP&M). Support from EU HEIs, through CBHE support, is equally required for University of Montenegro, “Aleksandër Moisiu” University of Durrës and University Ismail Qemali in order to develop innovative and first of kind regional joint interdisciplinary MSc program: in English language, with distance learning support, in topic of MEP&M (or similar).

MEP&M project aims toward solving multiple issues. First, coastal zone and marine environment protection is one of Montenegrin and Albanian Governments priorities. Also, this field is one of priorities toward EU accession process for all WBC. Lack of adequate number of professionals in governmental institutions and blue economy sector enterprises dealing with issues in this field should be overcome through enhanced education and research at Montenegrin and Albanian HEIs. Secondly, strengthening international competitiveness within European Higher Education Area (EHEA) and European Research Area (ERA) are the main driving forces for Montenegrin and Albanian HEIs.

4.2 Objectives of MEP&M

Main objective of this project is development of regional joint interdisciplinary MSc program (120 ECTS, 2-year duration) in English in order to increase competences and skills of human resources in Montenegro and Albania (Partner Countries - PC) in field of Maritime Environmental Protection and Management (MEP&M), thus strengthening competitiveness of PC HEIs in EHEA and ERA. MEP&M project address the following specific objectives:

- a) To develop regional joint interdisciplinary MSc program on English language for students and professionals having at least BSc degree, to address the long-term needs in specific issues of coastal and marine environmental protection and management in South Adriatic and Ionian Seas, thus strengthening international competitiveness of Montenegrin and Albanian HEIs.
- b) To build up human and technical capacities of PC HEIs to support new MSc program in MEP&M.
- c) To enhance networking among PC HEIs, governmental institutions, Blue economy sector enterprises and NGOs in order to act regionally in order to prevent and cope with consequences of global climate change and local/regional marine pollution.

In order to achieve main objective, the project is performed through 5 phases: Preparation, Development, Quality plan, Dissemination & exploitation and Management according to the guidelines of the call. All identified project activities within those phases are divided into six respective Work Packages (WPs) as it follows:

WP1. State of the art on Maritime Environmental Protection and Management. Main goal of WP1 is to identify appropriate model and to develop guidelines for novel joint master degree program in MEP&M with novel teaching and learning methods through e-learning at the Montenegrin and Albanian HEIs. This will be achieved through 3 tasks.

- DEV 1.1 Overview of MSc programs in field of MEP&M at EU HEIs
- DEV 1.2 GAP analysis
- DEV 1.3 Reporting on actions and model for introduction of new joint interdisciplinary MSc program in MEP&M in English language

WP2. Master curricula development. The aim of WP2 is to develop novel joint master degree program in MEP&M with novel teaching and learning methods through e-learning at the Montenegrin and Albanian HEIs. This will be achieved through 5 tasks.:

- DEV 2.1 Development of master program curricula
- DEV 2.2 Development of teaching materials and methodology
- DEV 2.3 Development of e-lectures
- DEV 2.4 Accreditation of master program curricula
- DEV 2.5 Start-up and self-evaluation of master program

WP3. Capacity Building through staff training and equipment purchase. The aim of WP2 is to enhance capacities related to field of MEP&M and e-learning. This will be achieved through 4 main tasks:

- DEV 3.1: Procurement of equipment and e-books for supporting distance learning in MSc MEEPMM
- DEV 3.2: Know-how transfer to technical staff related to the usage of equipment for supporting distance learning
- DEV 3.3: Development/Redesign of English web sites of Montenegrin and Albanian HEIs with information on MSc in MEP&M
- DEV 3.4: Know-how transfer to teaching staff related to the MEP&M
- DEV 3.4.1: Know-how transfer related to the latest topics on marine and coastal pollution and emission of GHG from shipping, nautical tourism, coastal tourism and off-shore activities
- DEV 3.4.2: Know-how transfer related to the latest topics in climate change and marine pollution effects on marine ecosystems
- DEV 3.4.3: Know-how transfer related to the to the latest topics in international laws on climate change and marine pollution
- DEV 3.4.4: Know how transfer related to the latest topics in environmental management
- DEV 3.4.5: Know-how transfer related to organizational and procedural aspects of online/blended learning courses development as well as innovative teaching and learning methods using e-learning techniques

WP4. Quality Control and Monitoring. Quality control and monitoring are perceived as important support to management, planning and implementation of project activities, and, as such, they are given special attention within the project. This will be achieved through 4 tasks:

- QCMP 4.1: Establishment of Quality Assurance (QA) body.
- QCMP 4.2: Development and implementation of Internal Quality Control and Monitoring Plan.
- QCMP 4.3: External Quality Control and Evaluation.
- QCMP 4.4: Impact Analysis.

WP5. Dissemination and Exploitation of Project Results. The main objective of WP5 is to ensure the dissemination and sustainability of project results. This will be achieved through 6 tasks:

- DISS&EXPL 5.1: Development and implementation of dissemination and exploitation plans.
- DISS&EXPL 5.2: Website of the project and social media accounts.
- DISS&EXPL 5.3: Dissemination products and materials.
- DISS&EXPL 5.4: Dissemination and exploitation events.
- DISS&EXPL 5.5: Development of exploitation roadmap.
- DISS&EXPL 5.6: Exploring possibilities for continuation of the cooperation with the EU partners.

WP6. Project Management. WP6 is essential to the management of the project. This will be achieved through 5 tasks:

- MNGT 6.1: Establishment of Project management structures.
- MNGT 6.2: Project meetings.
- MNGT 6.3: Day-to-day management of the project activities.
- MNGT 6.4: Periodic and final reports to EACEA.
- MNGT 6.5: External financial control.

The regional joint interdisciplinary MSc program in MEP&M is in English language (two years, 120 ECTS). Minimum 12 courses with teaching materials (including e-lectures) developed in English (same as for all PC HEIs); minimum 13 teaching and technical staff trained (with other PC HEIs in total 39); minimum 20 students enrolled and started in 1st semester (with other PC HEIs in total 60); installation and usage of e-learning platform for supporting e-learning.

4.3 Partners

The MEP & M project partnership is comprised of a total of 9 partners:

Partner Number	Name	Acronym	Country
----------------	------	---------	---------



P1	University of Montenegro	UoM	Montenegro
P2	Aleksandër Moisiu University	Durrës	UAMDAlbania
P3	Ismail Qemali University	Vlorë	UV Albania
P4	University of Ljubljana	UL	Slovenia
P5	Université Côte d'Azur	UCA	FFrance
P6	University of Cadiz	UCA	ESpain
P7	General Maritime Directorate	GMD	Albania
P8	Nature and Environmental Protection Agency	NEPA	Montenegro
P9	Ecological Cente Dolphin	ECD	Montenegro

Some of the Partners' specific responsibilities are:

- Inform the Coordinator of any change in their legal, financial, technical, and organisational or ownership situation and of any change in their names, addresses or legal representatives.
- Inform the Coordinator of any event likely to substantially affect or delay the implementation of the action, as well as of any important deviation of the project, including the replacement of their contact persons or other engaged persons (the Partners have to ask the Coordinator for a prior approval for modification of project activities and budget items).
- Prepare and submit reports to the Coordinator, as defined by the Partnership Agreement.
- Submit in due time to the Coordinator all necessary documents and information in the events of audits and evaluations, as well as any other information or documents it may require and which are necessary for the management of the project.

Associate Partners in the project are:

- Portonovi Marina Management Company from Montenegro (Business sector - SME enterprise). Role in WP4 and WP5: Support the idea through providing recommendations and feedback on the quality of gained results as a stakeholder, as well as active participation in dissemination and exploitation of outputs and outcomes.
- Istituto Technico Superiore per la Logistica GE.IN.LOGISTIC from Italy (Technical Institute Foundation for higher education). Role in WP4 and WP5: Providing competence-based learning methodologies and fully exploiting digital technologies. Support the efficient implementation of transversal activities.
- Students' Parliament of the University of Montenegro from Montenegro (NGO). Role in WP5: Providing strong relationships between UoM and

students/graduates aiming to contribute substantial impacts on project success and sustainability.

- Chamber of Commerce and Industry of Vlore from Albania. Role in WP4 and WP5: Support the idea through providing recommendations and feedback on the quality of gained results as a stakeholder, as well as active participation in dissemination and exploitation of outputs and outcomes.

4.4 Work Packages (WPs) and subtasks

The work plan consists of 6 work packages (WPs), classified into common "horizontal" activities involving all Partners, and "vertical" activities that regroup expert Partners in the different sub-domains

Activity no. TITLE Estimated end date

WP1 State of the art on Maritime Environmental Protection and Management

1.1 Overview of MSc programs in field of MEP&M at EU HEIs 15-05-2021

1.2 GAP analysis 15-08-2021

1.3 Reporting on actions and model for introduction of new joint interdisciplinary MSc program in MEP&M in English language 15-12-2021

WP2 Development and implementation of master degree program

2.1 Development of master program curricula 15-06-2022

2.2 Development of teaching materials and methodology 15-11-2022

2.3 Development of e-lectures 15-04-2023

2.4 Accreditation of master program 15-03-2023

2.5 Start-up and self-evaluation of master program 14-01-2024

WP3 Capacity Building through staff training and equipment purchase

3.1 Procurement of equipment and e-books 15-03-2022

3.2 Technical staff training for the new equipment 15-09-2022

3.3 Redesign of English web sites of Montenegrin and Albanian HEIs 15-01-2024

3.4 Know-how transfer to teaching staff related to the MEPM 15-09-2022

3.4.1 Know-how transfer to teaching staff related to marine and coastal pollution and emission of GHG 15-08-2021

3.4.2 Know-how transfer to teaching staff related to climate change and marine pollution effects on marine ecosystems 15-12-2021

3.4.3 Know-how transfer to teaching staff related to international laws on climate change and marine pollution 15-03-2022



3.4.4 Know-how transfer to teaching staff related to the environmental management
15-06-2022

3.4.5 Know-how transfer related to organizational and procedural aspects of
online/blended learning courses development as well as innovative teaching and
learning methods using e-learning techniques 15-09-2022

WP4 Quality Control and Monitoring

4.1 Establishment of Quality Assurance (QA) body 15-02-2021

4.2 Development and implementation of Internal Quality Control and Monitoring
Plan 14-01-2024

4.3 External Quality Control and Evaluation 14-01-2024

4.4 Impact Analysis 14-01-2024

WP5 Dissemination and Exploitation of Project Results

5.1 Development and implementation of dissemination and exploitation plans 14-
01-2024

5.2 Website of the project and social media accounts 14-01-2024

5.3 Dissemination products and materials 14-01-2024

5.4 Dissemination and exploitation events 14-01-2024

5.5 Development of exploitation roadmap 14-01-2024

5.6 Exploring possibilities for continuation of the cooperation with the EU partners
14-01-2024

WP6 Project Management

6.1 Establishment of Project management structures 14-03-2021

6.2 Project meetings 14-01-2024

6.3 Day-to-day management of the project 14-01-2024

6.4 Periodic and final reports to EACEA 14-01-2024

6.5 External financial control 14-01-2024

5. Project Structure

The project will be managed in such a way as to promote a sense of ownership and
motivation for each of the partners.

The structure of the project management consists of:

- The Project Coordinator (PC),
- The Project Quality Control Team (PQCT),
- The Quality Manager (QM)
- The Financial Manager (FM),

- External Quality Evaluators (EQE).

5.1 Project Coordinator PC

University of Montenegro will be the Project Coordinator and responsible for the overall operation of the project and its smooth running, financial and administrative management including the preparation of budget and reports, timeliness and accomplishment. The PC will supervise and coordinate all activities, ensuring that all partners are working towards the same objectives; contractually, technically and administratively and strictly collaborating with the Project Management Board. The PC will ensure that all partners' contributions meet the Work Plan expectations.

Some of the Coordinator's specific responsibilities are:

- Regular/daily administrative and financial management of the project.
- Communicate with EACEA on behalf of the Partners.
- Inform the Partners of any relevant communication exchanged with the EACEA.
- Inform the Partners of any changes connected to the project or to the Grant Agreement, or of any event likely to substantially affect the implementation of the action.
- Inform EACEA of any change of any of the Partners or of any event likely to affect or delay the implementation of the action.
- Submit reports to EACEA, and subsequently send copies to the Partners, as well as copies of any feedback letters received from EACEA following report assessment and field monitoring visits.
- Provide all necessary documents and information in the events of audits and evaluations, as well as in all other situations when required by the EACEA.
- Provide a signed copy of each Partnership Agreement to the EACEA within six (6) months of the signature of the Grant Agreement.

Other responsibilities of the Coordinator are:

- ensuring effective flow of information between partners,
- ensuring the implementation of the agreed action plan to the agreed standards and deadlines,
- ongoing evaluation of project activities and reporting on project progress to the EU.

5.2 Members of the Project Management Board (PMB)

The PMB is composed by one member of each partner and will supervise the implementation of the whole project. PMB was formed during the kick-off meeting and is composed of the following persons:



No.	Institution	Name	E-mail address
1	University of Montenegro	Prof. Dr. Danilo Nikolić	dannikol@t-com.me
2	Aleksandër Moisiu University Durrës	Prof. As. Dr. Osman Metalla	o.metalla@gmail.com
3	University Ismail Qemali Vlore	Prof. As. Kristofor Lapa	kristoforlapa@gmail.com
4	University of Ljubljana	Marko Papić	Marko.Papic@uni-lj.si
5	Université Côte d'Azur	Prof. Dr. Srdjan Redzepagic	Srdjan.REDZEPAGIC@univ-cotedazur.fr
6	University of Cadiz	Prof. Dra. Ana Macías Bedoya	ana.macias@uca.es
7	General Maritime Directorate	MSc Capt.Tomor Harizi	tomor.harizi@dpdetare.gov.al
8	Nature and Environmental Protection Agency	Marko Radović	marko.radovic@epa.org.me
9	Ecological Center DOLPHIN Ljilja Radunović		ecodelfinkotor@gmail.com

The PMB is the project operational decision-making and arbitration body, which will decide on the following matters:

- strategic orientation of the project;
- completion of activities on time;
- take all decisions required for the successful progress of the project;
- implement the scientific decisions and orientations, taken by the coordinator, by redefining the work plan and schedule and/or re-defining partner roles, contributions and budgets;
- elaborate progress reports on the state of advancement of each work package; monitor any significant difference between planned and actual advancement of participants' work, particularly with respect of project results and deliverables.

5.3 Members of the Quality Assurance (QA) Body

Members of the Quality Assurance Body are composed of the following persons:

No.	Institution	Name	E-mail address
1	University of Montenegro	MSc Radmila Gagić	radmilag@ucg.ac.me
2	Aleksander Moisiu University of Durres	Dr. Eli Vyshkaeli_vyshka	vyshka@yahoo.it
3	University 'Ismail Qemali' Vlore	MSc Erald Aliko	eraldaliko@yahoo.it
4	University of Ljubljana	Miha Lebič	Miha.Lebic@uni-lj.si
5	Université Côte d'Azur	Maria Hernandez	maria.hernandez@univ-cotedazur.fr

6	University of Cadiz	Prof. Dra. Ana Macías Bedoya	ana.macias@uca.es
7	General Maritime Directorate	MSc Markela Kurti	markela.kurti@dpdetare.gov.al
8	Nature and Environmental Protection Agency	Milena Bataković	milena.batakovic@epa.org.me
9	Ecological Center DOLPHIN	Žarko Lj. Radulović	ecodelfinkotor@gmail.com

QA body will develop detailed and precise instructions and forms (questionnaires, reports, evaluation checklists etc.) supported with Internal Quality Control and Monitoring Plan which will tackle three main pillars of the sound and successful process on standardized and systemic level: implementation quality, output quality and sustainability.

QA body members will actively participate in organization and realization of tendering procedure with an aim to contribute in decision making process and support “best value for money” selection.

5.4 Work Package Leader (WPL)

For each deliverable, one partner is defined as Work Package Leader (WPL) and the rest of partners as Work Package participants

Each Work Package Leader will be responsible for the detailed co-ordination and reporting of a specific WP. If needed, meetings of the partners involved in the WP will be organized and chaired by the Leader. For each deliverable, within the WP, the Leader will assign direct responsibility either to himself or to an associate individual. The work package Leader is, in the first instance, the person who will be contacted by the PC as part of the monitoring of progress towards completion of the deliverables and of the assigned WP.

At the end of each project period, each partner will report to the Leader of the WP he is involved in and for which he has performed tasks during the reporting period, on progress of the activities within the agreed work packages. The WP Leader will forward a consolidated progress report to the coordinator.

5.5 Quality Control Team (QCT)

The QCT will monitor the project at different points using different types of evaluation practices and tools, such as questionnaires, interview grids and check-lists, devised to assess on an ongoing basis project relevance, efficiency and impact, to measure progress throughout its life cycle, to determine if the project responds to main target



groups' needs, to measure the level of satisfaction of beneficiaries of project activities, and to evaluate unexpected results and control all processes.

Team of QCT will support to management, planning and implementation of project activities, and, as such, they are given special attention within the project. The outcomes will be used within Management WP, in order to improve project implementation. One of the major expected benefits of quality control will be that any amendments in project implementation that may be needed can be introduced without having negative effects on reaching project goals and causing significant delays. It will also facilitate day-to-day implementation of project activities, reporting obligations and quality of outcomes.

6. Financial Manager (FM)

The UoM will appoint a Financial Manager, who will be responsible for budget issues of the project and will be in close cooperation with the Project Coordinator and the Project Management Board. Similarly, each partner will appoint a person responsible for the monitoring and reporting on financial issues who will be in close cooperation with the respective partner's project manager. Questions on financial issues will be timely addressed to the PC, who must answer them, based on its own knowledge or after contacting the EACEA, and inform all partners. Financial reporting will be done every 6 months by all partners and sent to the PC to prepare the overall financial report and submit it to the EACEA on schedule.

7. Project Quality Assurance

Establishing structural, continuous and systematic monitoring and quality control throughout the project lifetime encourage accomplishing top-quality sustainable results. Quality control and monitoring of project's progress, activities and results will be based on internal and external evaluations planned by the project. This includes coordination of following activities:

- establishing QA body,
- development and implementation of internal quality control and monitoring plan,
- organization of external control and collaboration with external QC experts,
- implementation of impact analysis.

These indicators and respective objectives are described in the Logical Framework Matrix (LFM) as well as the qualitative and quantitative indicators listed in the chapter. Additional indicators can also be defined by the PMB, if deemed necessary. The QCT

will use these indicators to measure the rate of success of foreseen results on a regular basis.

Indicators are described from a qualitative and quantitative point of view from the perspectives of the overall implementation of the project and particular project objectives.

Quality will be measured by using tools such as the monitoring and evaluation questionnaires issued regularly by the QCT and answered by all relevant partners or stakeholders, as well as evidence collected during project activities. In particular, during project execution, the quality of the project and its deliverables are measured against selected quality standards regarding:

- Project Processes, to ensure the involvement and alignment of all partners according to the topics and tools to measure effectiveness.
- Project Deliverables, to measure the degree of achievement of the expected results, both in qualitative and quantitative form.

7.1 Quality of the project processes

Development and implementation of Internal Quality Control and Monitoring Plan will be divided in two parts: event evaluation and project evaluation.

Project quality assurance contains indicators of effectiveness which will be determined in order to guarantee the reaching of the project goals and objectives, each of which is related to a certain standard (requirement or metric), a measure of the success in producing the project results with the desirable level of quality. Indicators are described from a qualitative and quantitative point of view from the perspectives of the overall implementation of the project and particular project objectives.

Event evaluation will be available during or after each project event (Annex 1). The questions in the form will be standardized and same for each event, in order to enable comparison across project events. The form will be anonymous and it will cover the following sections:

- Quality of the organization;
- Quality of the presentations;
- Objectives;
- Tasks and activities;
- Overall satisfaction
- Comments.

Completing the form should take 2 – 3 minutes. Aleksandër Moisiu University of Durrës as Lead Partner (LP) in QCMP 4.2. Internal Quality Control and Monitoring Plan will analyse the data and prepare a short brief for all events.



Project evaluation will evaluate procedures and work of all work packages. Reports will be made after every activity ends.

The overall assessment of the project progress will be performed at the end of each project year. Also, will be prepared questionnaires on teaching quality of the subjects that student take after each semester.

For the evaluation of the project as a whole, a set of indicators have been established, which can be measured on a scale from 1 to 5, where 5 is very positive and 1 is very negative. The indicators are generally relevant to the quality of the project management, coordination, structure, support mechanisms, content, and resources.

The evaluation is primarily done by each partner, who must answer each question with an assessment of the performance of the consortium. The QCT will collect all the answers from the partners and integrate them into a report.

The evaluation of the project processes will be performed at the end of 6 months, during the lifecycle of the project and the results of the analysis will be incorporated in the yearly reports.

7.2 Quality of deliverables – activities

The deliverables – activities of MEP&M project consist of the results of the 6 Work packages, as described in the work plan of the project.

In order to assure a high level of quality regarding the results of the project, each deliverable - activity is evaluated for its completion in due time as well as for its completeness, its effectiveness and its impact.

The evaluation is made with the aid of specific forms that are included as annexes to this manual. Besides these documents, additional evaluation forms may be produced during the lifetime of the project. These forms are mainly circulated to the evaluators as google forms.

The results of the evaluations are elaborated by the QA body who sends them to the Working Package Lead and the other members of the consortium.

7.3 Project reporting

Technical reporting: Work package leaders are requested to report to the Project Coordinator every 6 month on the technical progress of their WP. WP leaders are requesting to provide the following information:

- Work performed during the reporting period of reference and main results achieved
- Details of the work carried out by each beneficiary involved
- Activities planned for the reporting period



Resources Reporting: Each partner is requested to provide every 6 months to the Project Coordinator the following information:

- Lists of costs (travel, equipment etc.)
- Efforts of the personnel who have worked in the period of each WP with respective coasts

Progress Reports: Periodic progress reports have to be delivered including a technical and financial report.

7.4 External Evaluation

External quality control and evaluation will ensure the accuracy, completeness and effectiveness of achieved results and validates whether the underlying management system functions properly. Accordingly, independent and reliable external QC report will be of the most importance for validation of project quality and capitalizing on sustainability. Two times during the project lifetime external experts will perform External Quality Control and Evaluation of the project. Major milestones will be unbiased overview of project implementation and the achievement of aims and objectives, analysis of the project impact and timely implementation of activities.

Performed evaluations prepared and published reports will enable good visibility and mainstream of good results on national and regional level. Further, reports will be integrated into general overview report. In spite of the fact that it will be direct result of the project and assure good promotion of the achieved impacts to the stakeholders and wider public.

8. General Quality Issues

8.1 Document Control

This section describes the control system for preparing, reviewing, approving, distributing, revising and updating documents that are required for the Quality Plan of MEP&M project. These documents include but are not limited to the following:

- Quality plan;
- Quality forms;
- Minutes of the meetings.

8.1.1 Documents' format

All the documents of MEP&M are elaborated in MS Word™ format (or equivalent) for documents, MS Excel™ format (or equivalent) for spreadsheets and MS Power Point™



(or equivalent) format for presentations. For questionnaires that are circulated to the partners and/or external evaluators of the project the Google forms tool is mostly used.

8.1.2 Documents for public use

Documents or other material that is addressed to the public (informative material, brochures, leaflets, posters, presentations, etc.) must bear:

- o The logo of MEP&M project
- o The logo of ERASMUS PLUS
- o The title and reference number of the project
- o The following disclaimer: “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”.

The same logos and disclaimer shall be also mentioned at the web-site of the project as well as at any other social network page (facebook, twitter etc.).

8.1.3 Master List of Quality Plan Documents & Forms

Abbreviation Full name of document

QEP	Quality and Evaluation Plan	
DT	Document Template	Annex 1
EEF	Event Evaluation Form	Annex 2
MEF	Meeting Evaluation Form	Annex 3
STMSA	Survey template for Market Study (Academic)	Annex 4
STMSS	Survey template for Market Study (Stakeholders)	Annex 5
STMSST	Survey template for Market Study (Students)	Annex 6
PT	Presentation Template	Annex 7

8.2 Communication

Any communication with EACEA will be done only by the coordinator. Only in exceptional and/or duly justified circumstances, the EACEA will enter into correspondence with other project Partners.

Day-to-day communication at the consortium level will be based on emails. Emails will be sent to all Partners, with individual reminders if needed. Mailing lists were created and delivered to the Partners. The virtual applications for the meetings will be used



during the project lifetime. PMB meetings will be organized in accordance to the progress of the tasks and work plan.

8.3 Meetings

Meetings are important to ensure the progress of and to maintain the technical and social relationships among the partners in the project. Meetings with all partners participating are planned to occur as: 2nd meeting (UoM), 3rd meeting (UoM). Due to the ongoing COVID-19 pandemic some of the meetings will be reorganized internally by the partners and held online, as the case for the Kick-off meeting organized by UoM.

8.4 Reporting

According to the Article 1.4 of the Grant Agreement, the action is divided into the following reporting periods:

- Reporting period 1: from month 1 to month 21
- Reporting period 2: from month 22 to month 36.

The Coordinator sends progress reports and final reports to EACEA on behalf of the consortium. Approval of the Coordinator's progress report leads to the launch of the second pre-financing payment and approval of the final report leads to the final/balance payment (if due).

Annexes

Annex I – Document Template (DT)

Annex II – Event Evaluation Form (EEF)

Annex III – Meeting Evaluation Form (MEF)

Annex IV - Survey template for Market Study (Academic) (STMSA)

Annex V - Survey template for Market Study (Stakeholders) (STMSS)

Annex VI - Survey template for Market Study (Students) (STMSST)

Annex VII - Presentation Template (PT)

Annex I – Document Template (DT)

https://docs.google.com/document/d/1T5hsvWrPIEihM7YTmGuDYCboo_c-tF9G/edit



Annex II: Event Evaluation Form

- Event: Virtual training on DEV:
- Organized by: University _____

Dear Participant,

This survey is part of WP4: Quality Assurance & Monitoring.

In effort to improve the quality and the impact of these events we invite you to complete the following questionnaire.

The survey is anonymous.

We thank you in advance for your contribution!

1. Quality of the Organization (1- lowest, 5- highest):

1 2 3 4 5

Evaluate the quality regarding the organization of the virtual training

Evaluate the quality of the information provided

Evaluate timelines of the organization

Evaluate the quality of the organization staff (s)

Evaluate the communication during the meetings

1.1 Additional comments or suggestions:

2. Quality of Presentations

2.1 Evaluate the overall quality of the presentations (1- lowest, 5- highest):

1 2 3 4 5

2.2 Please indicate if presentation was good and helpful?

2.3 Additional comments or suggestions:



3. Objectives

Evaluate the following (1- lowest, 5- highest):

1 2 3 4 5

To what extent did the organizers meet the objectives of the training

To what extent did the presenters meet the objectives of the training

3.1 Additional comments or suggestions:

4. Task and activities (1- lowest, 5- highest):

1 2 3 4 5

How satisfied are you with the training in general

5. Additional comments or suggestions:

Annex III – Meeting Evaluation Form (MEF)

Event: Virtual meetings on DEV : Overview of MSc programs in field of MEP&M at EU HEIs (WP)

Venue: University of _____

Dear Participant,

This survey is part of WP4: Quality Assurance & Monitoring.

In effort to improve the quality and the impact of these events we invite you to complete the following questionnaire.

The survey is anonymous.

We thank you in advance for your contribution!



1. Quality of the Organization (1-lowest, 5-highest):

1 2 3 4 5

Evaluate the quality regarding the organization of the meetings

Evaluate the quality of the information provided

Evaluate timelines of the organization

Evaluate the quality of the organization staff (s)

Evaluate the communication during the meetings

1.1 Additional comments or suggestions (optional):

2. Quality of Presentations

2.1 Evaluate the overall quality of the presentations (1-lowest, 5-highest):

1 2 3 4 5

2.2 Please indicate if presentation was good and helpful?

2.3 Additional comments or suggestions (optional):

3. Objectives

Evaluate the following (1-lowest, 5-highest):

1 2 3 4 5

To what extent did the organizers meet the objectives of the meetings?

To what extent did the presenters meet the objectives meetings?

3.1 Additional comments or suggestions (optional):



4. Task and activities (1-lowest, 5-highest)

1 2 3 4 5

How satisfied are you with the meetings in general?

5. Additional comments or suggestions (optional):

Annex IV - Survey template for Market Study (Academic) (STMSA)

Questionnaire for academic/research staff

This survey is conducted by the University of Montenegro within a project: „Development of Regional Joint Master Program in Maritime Environmental Protection and Management (MEP&M)” of the Erasmus + programme CBHE. This project has been funded with support from the European Commission. Project coordinator is University of Montenegro, Faculty of maritime studies Kotor. Project duration is 3 years (15/01/2021 – 14/01/2024).

The project will address the following specific objectives:

- Based on the state-of-the-art in Maritime Environmental Protection and Management (MEP&M) education and research, to develop regional joint interdisciplinary master program in the English language for students and professionals having at least a BSc degree, to address the long-term needs in specific issues of coastal and marine environmental protection and management in South Adriatic and Ionian Seas, thus strengthening the international competitiveness of Montenegrin and Albanian HEIs.
- To build up human and technical capacities of PC HEIs to support the new master program in MEP&M.
- To enhance networking among PC HEIs, governmental institutions, Blue economy sector enterprises, and NGOs in order to act regionally in order to prevent and cope with consequences of global climate change and local/regional marine pollution.



All information will be treated in the strictest confidence and all will be used only for purpose of this study.

1. What is your gender?

M

F

Other

2. What's your age?

22-30

31-40

41-50

51-60

61 and higher

Other _____

3. Please choose the name of your Faculty at the University of Montenegro:

Faculty of Maritime Studies Kotor

Institute for Marine Biology

Other _____

4. What is your position at the University?

Full Professor/Scientific advisor

Associate Professor/Senior scientific associate

Assistant Professor/Scientific associate

Teaching assistant/Research assistant

Researcher/Researcher

Other _____

5. How many years have you been working as an academic/research staff?

0-10

11-20

21-30

31 - 40

6. Specify your teaching/research area (multiple choice available)

Physical, Chemical and Earth Sciences



Humanities and Creative Arts
Engineering and Environmental Sciences
Education and Human Society
Economics and Commerce
Mathematical, Information and Computing Sciences
Biological and Biotechnological Sciences
Interdisciplinary sciences
Other _____

7. Specify the level of studies that you are teaching in 2021/22 academic year (multiple choices available)?

BSc
MSc
PhD

8. Have you delivered a course in broader fields of Maritime Environmental Protection and Management (MEP&M) in the last 5 years?

Yes
No

9. If yes, please give yearly approximation of number of students that attended your lectures on course(s) in broader fields of Maritime Environmental Protection and Management (according to study level):

Bachelor
None
1-30
31-50
51-80
More than 80

Master
None
1-10
11-20
More than 20

PhD
None
1-5



6-10

More than 10

10. Have you delivered a seminar/training/workshop to non-student population in broader fields of Maritime Environmental Protection and Management in the last 5 years?

Yes

No

11. If yes, specify the number of participants that attended your seminar/training/workshop in broader fields of Maritime Environmental Protection and Management:

<5

6-10

11-20

More than 20

12. Does your institution offer any in-curricular or extracurricular activities focusing on the behaviour, skills, knowledge and creativity development in the broader fields of Maritime Environmental Protection and Management?

Yes

No

13. Please specify the number of academic/research staff involved in your institution's activities development in the broader fields of Maritime Environmental Protection and Management. If you do not know the exact figure, please give us your best estimate.

14. Did your faculty/institute implement activities related the broader fields of Maritime Environmental Protection and Management (e.g. projects, research, workshops, seminars, trainings, summer school etc.)?

Yes

No

15. If yes, when (the possibility of multiple answers):

Previously concluded

They are currently active

Activities are planned for the upcoming period



16. If no, are they planned for the future?

Yes

No

17. Do you hold courses/part of the course related to the broader fields of Maritime Environmental Protection and Management in academic 2021/22?

Yes

No

18. If yes, please specify a number of courses:

19. If yes, please specify level of study (the possibility of multiple answers):

BSc

MSc

PhD

20. If yes, please specify total number of ECTS:

21. If yes, are your courses related to the broader fields of Maritime Environmental Protection and Management:

Compulsory

Elective

Both

22. Do you agree that the specific fields of Maritime Environmental Protection and Management should be included more in your existing courses?

Strongly Agree

Agree

Undecided

Disagree

Strongly Disagree

23. Did you include the industry or business sector staff in the practical part of your course lectures?

Yes

No



24. If yes, please specify the number of lectures given by industry or business sector practitioners during the academic year 2020/21?

1-5

6-10

More

25. Do you agree that the specific fields of Maritime Environmental Protection and Management should be included more in your research?

Strongly Agree

Agree

Undecided

Disagree

Strongly Disagree

26. Are you familiar with the policies/strategy/action plans regarding maritime environmental protection in Montenegro?

Extremely familiar

Very familiar

Moderately familiar

Slightly familiar

Not at all familiar

27. How often does your faculty make use of the following teaching methods in the Maritime Environmental Protection and Management education?

Lecturing

Often Sometimes Rarely Never I do not know

Case studies

Often Sometimes Rarely Never I do not know

Entrepreneurs/practitioners in the classroom

Often Sometimes Rarely Never I do not know

Project teams

Often Sometimes Rarely Never I do not know

Company visits

Often Sometimes Rarely Never I do not know

Students from different faculties/disciplines to mix in the classroom

Often Sometimes Rarely Never I do not know

Exploring complex real-world problems

Often Sometimes Rarely Never I do not know



28. Would you have interest in giving lectures if there is a Master degree program in field of Maritime environmental protection and management on English?

Definitely

Probably

Possibly

Probably Not

Definitely Not

29. If yes, please select topic you are interested in giving lectures:

Sustainable development

Entrepreneurship and innovation

International conventions on marine environmental protection

Environmental Law

Maritime transport

Climate change

Marine pollution

Marine resources

Fisheries

Marine ecology

Marine environmental protection

Management of protected marine areas

Management and conservation of marine species

Management of coastal and marine environments

Conservation and management of marine environments

Offshore energy and mineral resources

Natural resources valorization

Integrated coastal zone management

Coastal planning and protection

Marine spatial planning

Maritime safety and security

Other _____

30. If yes, rate your knowledge of English language?

A1 – Low beginner

A2 – Advanced beginner

B1 – Low intermediate

B2 – Advanced intermediate

C1 – Lower advanced native speaker

C2 – Advanced native speaker



31. How familiar are you with online teaching?

Extremely familiar

Very familiar

Moderately familiar

Slightly familiar

Not at all familiar

32. How would you assess teaching technology implemented in virtual classes?

Excellent

Good

Fair

Poor

Very Poor

33. How would you assess teaching methodology implemented in virtual classes?

Excellent

Good

Fair

Poor

Very Poor

34. How would you assess the efficiency of online learning materials used in virtual classes?

Excellent

Good

Fair

Poor

Very Poor

35. How would you assess in general your student's performance in a virtual classis?

Excellent

Good

Fair

Poor

Very Poor

36. Questions or remarks?

Annex V - Survey template for Market Study (Stakeholders) (STMSS)

Questionnaire for stakeholders

This survey is conducted by the University of Montenegro within a project: „Development of Regional Joint Master Program in Maritime Environmental Protection and Management (MEP&M)” of the Erasmus + program CBHE. This project has been funded with support from the European Commission. Project coordinator is University of Montenegro, Faculty of maritime studies Kotor. Project duration is 3 years (15/01/2021 – 14/01/2024).

The project will address the following specific objectives:

- Based on the state-of-the-art in Maritime Environmental Protection and Management (MEP&M) education and research, to develop regional joint interdisciplinary master program in the English language for students and professionals having at least a BSc degree, to address the long-term needs in specific issues of coastal and marine environmental protection and management in South Adriatic and Ionian Seas, thus strengthening the international competitiveness of Montenegrin and Albanian HEIs.
- To build up human and technical capacities of PC HEIs to support the new master program in MEP&M.
- To enhance networking among PC HEIs, governmental institutions, Blue economy sector enterprises, and NGOs in order to act regionally in order to prevent and cope with consequences of global climate change and local/regional marine pollution.

All information will be treated in the strictest confidence and all will be used only for purpose of this study.

1. What is your gender?

M

F

Other

2. How old are you?

20-30

31-40

41-50

51-60

>61



3. Please specify your education level:

High school

BSc degree

MSc degree

PhD degree

4. What is your field of expertise?

Humanities and Creative Arts

Engineering and Environmental Sciences

Education and Human Society

Economics and Commerce

Mathematical, Information and Computing Sciences

Biological and Biotechnological Sciences

Interdisciplinary sciences

Other _____

5. How many years have you been working in the organization/company?

<1

2-10

11-20

21-30

>31

6. What is your position in the organization/company?

7. What is the structure of the business entity you are working at?

Public institution/company

Private SME

Private Family business

NGO

Other _____

8. Please specify the year of organization's/company's establishment:

9. Please choose an appropriate classification of your organization/company activities according to sections:

Section A Agriculture, forestry and fishing



Section B Mining and quarrying
Section C Manufacturing
Section D Electricity, gas, steam and air conditioning supply
Section E Water supply, sewerage, waste management and remediation activities
Section F Construction
Section G Wholesale and retail trade; repair of motor vehicles and motorcycles
Section H Transportation and storage
Section I Accommodation and food service activities
Section J Information and communication
Section K Financial and insurance activities
Section L Real estate activities
Section M Professional, scientific and technical activities
Section N Administrative and support service activities
Section O Public administration and defense; compulsory social security
Section P Education
Section Q Human health and social work activities
Section R Arts, entertainment and recreation
Section S Other service activities
Section T Activities of households as employers; undifferentiated goods- and services-producing activities of households for own use
Section U Activities of extraterritorial organizations and bodies

10. Please categorize the size of your organization/company:

Micro (< 10 employees)
Small (11-49 employees)
Medium (50-249 employees)
Large (> 250 employees)

11. Has your organization/company cooperated with the University of Montenegro?

Yes
No

12. If not, is your organization/company willing to start cooperation with the University of Montenegro?

Yes
No



13. If yes, did your organization/company sign the agreement with the University of Montenegro (e.g. became a member of the teaching or research base)?

Yes

No

14. If yes, please rate quality of the cooperation with the University of Montenegro?

Very good

Good

Fair

Poor

Very poor

15. Please rate the importance of current or future cooperation with the University of Montenegro for your business?

Very important

Important

Fairly important

Slightly important

Not important

16. Please indicate the way of cooperation with the University of Montenegro?
(Multiple choice available)

Cooperation through education

Cooperation through innovation

Cooperation through research

All above listed

Other _____

17. In your opinion, rate importance that students should have experience within the broader fields of Maritime Environmental Protection and Management (MEP&M):

Very important

Important

Fairly important

Slightly important

Not important



18. What is your opinion on the following statements?

Environmentalists are good role models for young people (students)

Strongly Agree

Agree

Neutral

Disagree

Strongly disagree

To act and think environmentally is an important feature of modern life

Strongly Agree

Agree

Neutral

Disagree

Strongly disagree

Students should learn to think and act environmentally during their time at university

Strongly Agree

Agree

Neutral

Disagree

Strongly disagree

Education in broader fields of maritime environmental protection and management should be an integral part of the curriculum at all levels of education

Strongly Agree

Agree

Neutral

Disagree

Strongly disagree

Academic staff should be able to motivate students to think and act environmentally

Strongly Agree

Agree

Neutral

Disagree

Strongly disagree

19. Did the University of Montenegro contact you to participate in designing curricula? (multiple choice available)

Yes, we were regularly involved in course design and delivery

Yes, we were involved in practical lectures at the University of Montenegro

We provided support to academic staff for high-quality course content



We integrated our experience and expertise into the development and delivery of university courses

We supported a diversity of collaborative partnerships with local communities and organizations, local and regional governments, chambers of commerce, industry and university alumni

Other _____

20. Do you find that the University of Montenegro should be committed more to collaboration and knowledge exchange with all actors in the economic market?

Strongly Agree

Agree

Neutral

Disagree

Strongly disagree

21. Do you agree that the University of Montenegro should involve more industry/business sector (wider community) activities to exploit new knowledge?

Strongly Agree

Agree

Neutral

Disagree

Strongly disagree

22. Do you agree that your organization/company should demonstrate active involvement in partnerships and relationships with the University of Montenegro?

Strongly Agree

Agree

Neutral

Disagree

Strongly disagree

23. Your organization/company demonstrates active involvement in partnerships and relationships with a wide range of stakeholders.

Strongly Agree

Agree

Neutral

Disagree

Strongly disagree



24. Your organization/company provides opportunities for students to take part in different activities with business/the external environment.

Strongly Agree

Agree

Neutral

Disagree

Strongly disagree

25. Does your organization/company address some of the activities in the fields of Maritime Environmental Protection and Management?

Often

Sometimes

Rarely

Never

I do not know

26. If yes, please describe specific areas of the activities:

Sustainable development

Entrepreneurship and innovation

International conventions on marine environmental protection

Environmental Law

Maritime transport

Climate change

Marine pollution

Marine resources

Fisheries

Marine ecology

Marine environmental protection

Management of protected marine areas

Management and conservation of marine species

Management of coastal and marine environments

Conservation and management of marine environments

Offshore energy and mineral resources

Natural resources valorization

Integrated coastal zone management

Coastal planning and protection

Marine spatial planning

Maritime safety and security

Other _____



27. Does your organization/company plan to include more activities in its business in the field of Maritime Environmental Protection and Management?

- Definitely
- Probably
- Possibly
- Probably Not
- Definitely Not

28. If there is a 2-year Master degree program in interdisciplinary field of Maritime environmental protection and management on English and adapted for professionals in companies would you have interest in suggesting your colleagues to enroll in order to get deeper knowledge in this field?

- Definitely
- Probably
- Possibly
- Probably Not
- Definitely Not

29. If there is a 2-year Master degree program in interdisciplinary field of Maritime environmental protection and management on English would your company have interest in providing internship for students?

- Definitely
- Probably
- Possibly
- Probably Not
- Definitely Not

30. Questions or remarks?

Annex VI - Survey template for Market Study (Students) (STMSST)

Questionnaire for students

This survey is conducted by the University of Montenegro within a project: „Development of Regional Joint Master Program in Maritime Environmental Protection and Management (MEP&M)” of the Erasmus + program CBHE. This project has been funded with support from the European Commission. Project coordinator is



University of Montenegro, Faculty of maritime studies Kotor. Project duration is 3 years (15/01/2021 – 14/01/2024).

The project will address the following specific objectives:

- Based on the state-of-the-art in Maritime Environmental Protection and Management (MEP&M) education and research, to develop regional joint interdisciplinary master program in the English language for students and professionals having at least a BSc degree, to address the long-term needs in specific issues of coastal and marine environmental protection and management in South Adriatic and Ionian Seas, thus strengthening the international competitiveness of Montenegrin and Albanian HEIs.
- To build up human and technical capacities of PC HEIs to support the new master program in MEP&M.
- To enhance networking among PC HEIs, governmental institutions, Blue Economy sector enterprises, and NGOs in order to act regionally in order to prevent and cope with consequences of global climate change and local/regional marine pollution.

All information will be treated in the strictest confidence and all will be used only for purpose of this study.

1. What is your gender?

M

F

Other

2. What is your age?

18-25

26-30

31-35

More than 36

3. Please choose the name of your Faculty/Institute at the University of Montenegro:

Faculty of Maritime Studies Kotor

Other _____

4. What study program are you enrolled in?



5. What study year are you at?

- BSc 1st year
- BSc 2nd year
- BSc 3rd year
- BSc graduate
- MSc 1st year
- MSc 2nd year
- MSc graduate

6. What is your approximate cumulative grade?

- (A) 9.50-10.00 (B) 8.50-9.49 (C) 7.50-8.49 (D) 6.50-7.49 (E) 6.00-6.49

7. Did you spend part of your higher education abroad (e.g. Erasmus + mobility)?

- Yes
- No

8. If yes, please state the time period you spent abroad?

9. If yes, please rate your satisfaction with this experience?

- Excellent
- Good
- Fair
- Poor
- Very Poor

10. Do you have working/internship experience? (e.g., at Student Service, participation in Work & Travel program, part-time jobs)

- Yes
- No

11. If yes, how many months have you been employed/engaged?

- 0-6
- 7-12
- More than 12

12. If yes, please rate your satisfaction with this experience?

- Excellent
- Good



Fair
Poor
Very Poor

13. In which broader field of Maritime Environmental Protection and Management (MEP&M) are you interested in (multiple option):

Sustainable development
Entrepreneurship and innovation
International conventions on marine environmental protection
Environmental Law
Maritime transport
Climate change
Marine pollution
Marine resources
Fisheries
Marine ecology
Marine environmental protection
Management of protected marine areas
Management and conservation of marine species
Management of coastal and marine environments
Conservation and management of marine environments
Offshore energy and mineral resources
Natural resources valorization
Integrated coastal zone management
Coastal planning and protection
Marine spatial planning
Maritime safety and security
Other _____

14. Did you have courses in broader fields of Maritime Environmental Protection and Management since your enrolment at the University of Montenegro?

Yes
No

15. If yes, please rate your satisfaction with the content of those lectures?

Excellent
Good
Fair
Poor
Very Poor



16. Did you have part of curricula dedicated to fields of Maritime Environmental Protection and Management?

Yes

No

17. If yes, please rate your satisfaction with the content of those lectures?

Excellent

Good

Fair

Poor

Very Poor

18. Do you agree that broader fields of Maritime Environmental Protection and Management education is relevant for your future career?

Strongly Agree

Agree

Undecided

Disagree

Strongly Disagree

19. What kind of other extracurricular activities focusing on broader fields of Maritime Environmental Protection and Management have you experienced?
(Multiple choice available)

Seminars/workshops

Business plan/venture capital competitions

Company visits

Matchmaking events between students and stakeholders

Summer schools

Other _____

20. How often does your faculty make use of the following teaching methods?

Lecturing

Often Sometimes Rarely Never I do not know

Case studies

Often Sometimes Rarely Never I do not know

Project teams

Often Sometimes Rarely Never I do not know

Company visits

Often Sometimes Rarely Never I do not know



Students from different faculties/disciplines to mix in the classroom

Often Sometimes Rarely Never I do not know

Exploring complex real-world problems

Often Sometimes Rarely Never I do not know

21. Do you agree that your faculty should integrate more activities related to broader fields of Maritime Environmental Protection and Management?

Strongly Agree

Agree

Undecided

Disagree

Strongly Disagree

22. Please rate the importance of Maritime Environmental Protection attitudes and culture at your faculty?

Very Important

Important

Moderately Important

Slightly Important

Unimportant

23. Please rate the importance of environmentalist behaviour among student population at your faculty?

Very Important

Important

Moderately Important

Slightly Important

Unimportant

24. If there is a Master degree program in field of Maritime Environmental Protection and Management on English, would you have interest in its enrolment?

Definitely

Probably

Possibly

Probably Not

Definitely Not

25. Rate your knowledge of English language?

A1 – Low beginner



- A2 – Advanced beginner
- B1 – Low intermediate
- B2 – Advanced intermediate
- C1 – Lower advanced native speaker
- C2 – Advanced native speaker

26. Do you have plans to be employed after graduation in one of the mentioned areas of MEP&M?

- Definitely
- Probably
- Possibly
- Probably Not
- Definitely Not

27. If yes in which specific field:

- Sustainable development
- Entrepreneurship and innovation
- International conventions on marine environmental protection
- Environmental Law
- Maritime transport
- Climate change
- Marine pollution
- Marine resources
- Fisheries
- Marine ecology
- Marine environmental protection
- Management of protected marine areas
- Management and conservation of marine species
- Management of coastal and marine environments
- Conservation and management of marine environments
- Offshore energy and mineral resources
- Natural resources valorization
 - Integrated coastal zone management
- Coastal planning and protection
- Marine spatial planning
- Maritime safety and security
- Other _____

28. How familiar are you with online studying?



Extremely familiar
Very familiar
Moderately familiar
Slightly familiar
Not at all familiar

29. How would you evaluate your online courses experience?

Excellent
Good
Fair
Poor
Very Poor

30. How would you assess teaching technology implemented in virtual classes (DL platform, ZOOM, Microsoft Teams, etc.)?

Excellent
Good
Fair
Poor
Very Poor

31. How would you assess teaching methodology implemented in virtual classes?

Excellent
Good
Fair
Poor
Very Poor

32. How would you assess the efficiency of online learning materials used in virtual classes?

Excellent
Good
Fair
Poor
Very Poor

33. How would you assess in general your professor's performance in a virtual classes?

Excellent



Good
Fair
Poor
Very Poor

34. Questions or remarks?

Annex VII - Presentation Template (PT)

<https://docs.google.com/presentation/d/1thMIJyupTn3AkIGHQKd4CKOD2CC2FYMc/edit?rtfpoof=true>

Report adopted in the first reporting period (M21).

Disclaimer

"The European Commission's support for the production of this publication does not constitute an endorsement of the contents, which reflect the views only of the authors, and the Commission cannot be held responsible for any use which may be made of the information contained therein."