



2023

MINUTES

WP 6 PROJECT MANAGEMENT

DEV 6.2 PROJECT MEETING

The meeting was organized by the University of Ljubljana



**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

**PMB Meeting at the University of Ljubljana, Slovenia
Project Management (WP6)**

December 14-15th, 2023

Minutes

The host, Marko Papić welcome all participants to Ljubljana at the University of Ljubljana. He presented the agenda and it is accepted without modifications. Minutes from last PMB meeting were adopted.

Discussion item: WP2 - status on achieved results

Mr. Marko Papić presented the accomplished outcomes of WP2, providing a comprehensive overview. DEV 2.1 was successfully concluded in 2022, followed by the completion of DEV 2.2 in November 2023. The development of e-materials within DEV 2.3 faced an extension until May 2024, following EACEA's decision to approve a project extension until August 14th, 2024. Seeking updates on DEV 2.4, which focuses on accrediting the study program in Montenegro, Mr. Papić inquired with Prof. Nikolić. Prof. Nikolić detailed the prolonged accreditation process in Montenegro, attributing the delay to the extended duration of the National Qualifications Council's decision-making process. Once the required decision was obtained after 6 months, the accreditation process was initiated. After thorough documentation preparation and obtaining a positive opinion from the Faculty Board, all materials were submitted to the Rectorate. Subsequently, the Senate and the University Governing Body endorsed the Faculty of Maritime Studies' request. The National Accreditation Body received the documentation in April 2023, establishing a commission of three external experts for accreditation in June 2023. The commission visited the Faculty of Maritime Studies in September 2023, offering a favorable opinion to the Agency after some time. Currently, the Agency awaits the Government of Montenegro's consent for organizing the joint master program, anticipating a positive decision in January 2024. Following accreditation, the licensing of the program falls under the responsibility of the Ministry of Education, Science, and Innovations. Additionally, the finalization of an agreement among the three universities conducting the joint master program is required before



the program's commencement. Regarding DEV 2.5, it was noted that this deliverable cannot be conducted in person due to the absence of a project implementation extension from EACEA. Consequently, the joint master program is slated to commence two months after the conclusion of the project. It was suggested that EU HEIs record introductory e-lectures that will be presented at the beginning of the joint master program to the students.

Discussion item: WP3 - status on achieved results

Prof. Dr. Ana Macias and Dr. Maria de Andres (UCA_S) presented the progress and current status of WP3. The presentation commenced with a thorough overview of the WP's objectives and description, encompassing four specific Deliverables (DEVs). After a prolonged period, DEV 3.1 and DEV 3.2 were successfully concluded through a joint procurement procedure. DEV 3.3 is poised to commence once the universities finalize the accreditation and licensing procedures, ensuring a seamless transition. Additionally, insights were provided on the final training session, DEV 3.4.5.

Discussion item: WP4 status on achieved results:

Prof. Metalla and Stela Sefa delivered a comprehensive overview of WP4 through the Zoom application. They delved into the survey methodology employed for quality control and project activity monitoring, offering illustrative examples and key insights for the project's progression and development. Currently, DEV 4.2 is an ongoing process, scheduled for completion by the project's conclusion. In DEV 4.3, focusing on external quality and evaluation, an initial report from the external expert, budgeted through the University of Montenegro, has been submitted. The final report is anticipated at the project's culmination. Furthermore, UAMD is actively preparing DEV 4.4, an impact analysis.

Discussion item: WP5 status on achieved results:

Prof. Lapa delivered an insightful presentation on the progress of WP5, focusing on various tasks. Notably, he underscored the advancements in the dissemination and exploitation plan (DEV 5.1), providing metrics such as website and social network visit counts (DEV 5.2). The web presence of partner institutions was highlighted as a visual testament to the project and program's identity. Additionally, all partners contributed to the creation of dissemination products and materials (DEV 5.3). The project's reach was extended through diverse events, including student days, open days, and stakeholder meetings, aimed at promoting the joint master program in the future. Further dedicated events are planned for 2024 to continue promoting the new joint master programs, DEV 5.4. UV is actively preparing reports for DEV 5.5 and DEV 5.6, related to exploitation plan and exploring possibilities for continuation of the cooperation with EU partners. Each meeting is used for this purpose.



Discussion item: WP6 status on achieved results:

Prof. Nikolić proposed plan for the extended period of 7 months. After detailed discussions the plan was adopted by all partners as follows:

Activities		Official due date	New due date	Outcome	Type of event	Travel
DEV	Title					
2.3	Development of e-lectures	15.4.2023	10.05.2024	Report with different e-documents	Meeting in Cadiz	May 9-10, 2024
2.4	Accreditation of master program curricula	15.3.2023	14.02.2024	Certificate and Licence	N/A	-
2.5	Start-up and self-evaluation of the master program	14.1.2024	14.8.2024	Report (by EU HEIs)	Teaching in Kotor Vlore Durres (Pre - Start-up and self-evaluation of the master program will be conducted instead)	-
3.1	Procurement of equipment and e-books for supporting distance learning in MSc MEP&M	15.3.2022	15.7.2023	Report	-	-
3.2	Know-how transfer to technical staff related to the usage of equipment for supporting distance learning	15.3.2022	15.7.2023	Report	-	-
3.3	Development/Redesign of English websites of Montenegrin and Albanian HEIs with information on MSc in MEP&M	14.1.2024	14.08.2024	Report	-	-
4.2	Development and implementation of Internal Quality Control and Monitoring Plan	14.1.2024	14.8.2024	Report	-	-
4.3	External Quality Control and Evaluation (UoM)	14.1.2024	14.8.2024	Report	-	-
4.4	Impact Analysis.	14.1.2024	14.8.2024	Report	-	-
5.1	Development and implementation of dissemination and exploitation plans	14.1.2024	14.8.2024	Report	-	-
5.2	Website of the project and social media accounts	14.1.2024	14.8.2024	Report	-	-
5.3	Dissemination products and materials	14.1.2024	14.8.2024	Report	-	-
5.4	Dissemination and exploitation events	14.1.2024	14.08.2024	Report	Event(s) in Kotor Event(s) in Durres Event(s) in Vlore	February/March 2024
5.5	Development of exploitation roadmap	14.1.2024	14.08.2024	Report	-	-
5.6	Exploring possibilities for continuation of the cooperation with the EU partners	14.1.2024	14.08.2024	Report	Cadiz (along with DEV 2.3, DEV 6.2) Kotor (along with DEV 6.2)	May 9-10, 2024 July 18-19, 2024
6.2	Project meetings	14.1.2024	14.08.2024	Reports	PMB in Cadiz (along DEV 2.3) End of project PMB meeting in Kotor Bilateral meetings	May 9-10, 2024 July 18-19, 2024 2024
6.3	Day-to-day management of the project activities	14.1.2024	14.08.2024	Report	-	-
6.4	Periodic and final reports to EACEA	14.1.2024	14.08.2024	Report	-	-
6.5	External financial control	14.1.2024	14.08.2024	Report	-	-

In addition, Radmila Gagic has presented achievements in regard of PMB meetings in 2023. Also, she presented financial status and financial reporting of the project for the external evaluation which was provided through budget of the University of Montenegro. Main focus was on the type of anticipated costs, structure of the WP and foreseen risks and assumptions. In accordance to the official guidelines of the programme and developed Project Handbook all relevant information and recommendations on deliverables 6.2 Project meetings, 6.3 Day-to-day management of the project, 6.4 Periodic and final reports to EACEA, and 6.5 External financial control were presented in details.



Agenda



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

PMB Meeting @ University of Ljubljana, Slovenia, 14-15/12/2023

Thursday, December 14 th 2022 – Moderators: Marko Papic & Danilo Nikolic	
09:00 – 09:30	Registration of participants
09:30 – 09:45	Official opening
09:45 – 10:45	Status Update on Achievements in Work Package 2 (WP2) – UL Discussions
10:45 – 11:45	Status Update on Achievements in Work Package 3 (WP3) – UCA_E Discussions
11.45 – 12.00	Coffee break
12:00 – 13:00	Status Update on Achievements in Work Package 4 (WP4) – UAMD Discussions
13:00 – 14:00	Status Update on Achievements in Work Package 5 (WP5) – UV Discussions
14:00 – 15:30	Lunch break
15:30 – 16:30	Status Update on Achievements in Work Package 6 (WP6) – UoM Discussions
16:30 – 17:00	General Discussion on Project Activities
17:00	Closure of the Day



Friday, December 15th 2022 – Moderators: Marko Papic & Danilo Nikolic	
09:00 – 11:00	Presentation of the Updated Plan for the Project's Extended 7-Month Period – Danilo Nikolic Discussions Voting
10:30 – 11:00	Coffee break
11:00 – 14:00	Visit to the UL Laboratory for Distance Learning Discussion on proposed draft e-learning materials
14.00 – 15.30	Lunch break
15:30 – 16:30	Preparation with instructions by EU staff of a short pilot e-teaching material on the spot @ UL lab
16:30 – 17:00	General Discussion on Project Activities
17:00	Closure of the Meeting



List of participants 14/12/2023



Attendance list – PMB, project meeting at the University of Ljubljana, 14th and 15th of December, 2023

Project title: »Development of Regional Joint Master Programme in Maritime Environmental Protection and Management«; acronym: »MEP&M«
Location and date: Faculty of Electrical Engineering, Tržaška 25, 1000 Ljubljana; 14th of December 2023

No.	Name and Surname	Organization	E-mail	Signature
1.	Altin Gjeke	UAMN	altin.gjeke@uamn.edu.al	
2.	Miladin Bakalli	UAMN	miladinbakalli@uamn.edu.al	
3.	Denis Kalla	UAMN	deniskalla@uamn.edu.al	
4.	Tamara Horvati	GUJ	horvathorvati@guj.si	
5.	Emmal Oshelley	University of Ulster	emma.oshelley@ulster.ac.uk	
6.	Brunilda Liraj	UAMS	brunilda.liraj@uam.edu.al	





No.	Name and Surname	Organization	E-mail	Signature
7.	Albëta Hyso	UV Albania	albëta_hyso@gmail.com	
8.	Emi chei	UV	emimeli29@gmail.com	
9.	ROSA MOLINA Gil	UCA	rosa.molina@uca.com	
10.	Juan Antonio Be-Fran	UCA	juvantorino.ja@uca.es	
11.	Alvina Elson. Enríquez	UCA	alvina.enri@uca.es	
12.	Shakelo Juri	GTD	moitees.leah@pobkpa.d	





No.	Name and Surname	Organization	E-mail	Signature
13.	Giordano ANFUSO	UCA-ES	gord.anfuso@uca.es	
14.	Aur. M ^o Macas Bieg	UCA-CS	ca.macas@uca.es	
15.	Melgorisa die Laming	UCA-ES	mlegrosa.diez@uca.es	
16.	Javier Irujo Vitorico	UCA-ES	jruir.1rujo@uca.es	
17.	Daniela Mikšić	UM	dankid@ta.uz	
18.	Kristofor LAPP	Uni of Varna, UR	kristofor.lapp@univarna.edu.bg	



Universita' di Genova





No.	Name and Surname	Organization	E-mail	Signature
19.	Radević Bogić	UO M	Radevibogic@up.ac.me	
20.	Đura Babićević Mijović	UO M, FENSK	aur. ba@ucy.ac.me	
21.	Savić Jedinović	UO M	savica.jedinovic@u-m-yg.ba	
22.	Novak Miroslav	UO M	Novak.miroslav@up.ac.me	
23.				
24.				





List of participants 15/12/2023



Attendance list – PMB, project meeting at the University of Ljubljana, 14th and 15th of December, 2023

Project title: »Development of Regional Joint Master Programme in Maritime Environmental Protection and Management«, acronym: »MEP&M«
Location and date: Faculty of Electrical Engineering, Tržaška 25, 1000 Ljubljana; 15th of December 2023

No.	Name and Surname	Organization	E-mail	Signature
1.	Milutin Bakarli	UAMN	milutin.bakarli@uamn.si	
2.	Denis Kulla	UAMN	denis.kulla@uamn.si	
3.	Altu Gela	UAMN	altu.gela@uamn.si	
4.	Tovora Arariz	GW D	Tovora.honzi@pokerparis.si	
5.	Emmal-Melley	University of Viers	emmal.melley@univiers.edu.fr	
6.	Buavolo drey	UAMN	buavolo.drey@yaco.si	



Universitt Sudpfunden





No.	Name and Surname	Organization	E-mail	Signature
7.	Jenny Irujo de la Torre	VCA.es	jenny.irujode@vca.es	
8.	M. Legros Olive Ramirez	VCA	mlegrosa.olive@vca.es	
9.	Ane M ^o Narcis Beas	VCA	ane.marcis@vca.es	
10.	Rosa Molina Gil	VCA	rosa.molinag@vca.es	
11.	Albetea Hygo	UN Vitor	albatea.hygo@guvuel.com	
12.	Emi Jeli	UV	emimeli2909@univl.com	



Universitat de València





No.	Name and Surname	Organization	E-mail	Signature
13.	Martela Jure	GHD	martela.jure@ghp.hr	
14.	Marija Bercelija	UCA	marija.bercelija@uca.es	
15.	Alfred Fter. Saurama	UCA	alfred.fter@uca.es	
16.	Giorgio ANFUSO	UCA - ES	giorgio.anfuso@uca.es	
17.	Kristofor LAPA	Uni of Nova UR	kristofor.lapa@uninova.edu.hr	
18.	Danko Hrdac	UM	dankohrdac@um.si	



UNIVERSITÄT ZÜRICH





No.	Name and Surname	Organization	E-mail	Signature
19.	Radoslavlja Gragic	UoN	radoslavlja@erpc.ac.me	
20.	Alic Babovic Ulayevic	UoN, FOMSK	alic_ba@uey.ac.me	
21.	Sauja Jedinovic	UL	sauja.jedinovic@un-y.si	
22.	Hoja Ruzica Rize	UL	hoja.ruzic@un-y.si	
23.				
24.				

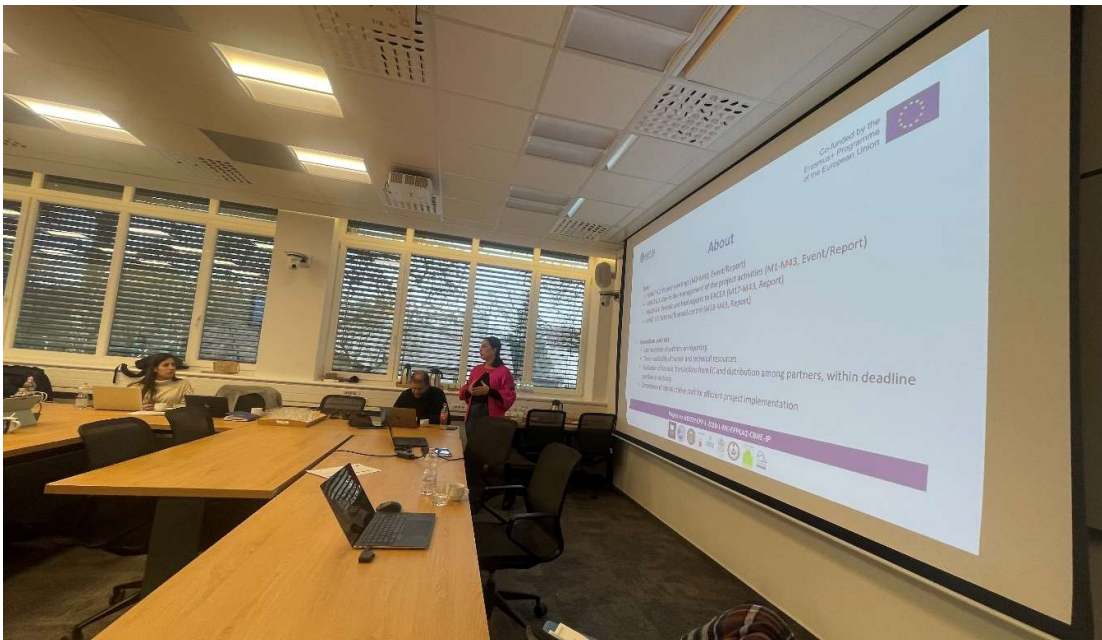


Universitat de València





Photos from the meeting





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."