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WP 4: Quality Control and Monitoring

Status update

Prepared by: Aleksandër Moisiu Universiy Durrës

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

Erasmus + project no: 619239-EPP-1-2020-1-ME-EPPKA2-CBHE-JP

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The Quality Control and Monitoring Package has four (4) Deliverables, respectively:

➢ How indicators were measured:

- *List of QA and PMB body members*
- *QA and Monitoring Plan*
- *QA templates and reports*
- *Event quality reports*
- *External evaluation reports*
- *Impact Analysis document*

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D.4.1. Establishment of Quality Assurance QA body

The first step of this WP was establishment of the QA body, responsible for overseeing the implementation of all project activities and cooperating with the Project Management Board (PMB). QA body consists of one member of each consortium partner. Activities of QA were spread throughout project lifetime. QA body was established during Kick-off meeting at P1.

- Date: 15.02.2021
- Report

No.	Institution	Name
1	University of Montenegro	Dr. Radmila Gagić
2	Aleksander Moisiu University of Durres	Dr. Eli Vyshka
3	University 'Ismail Qemali' Vlore	MSc Erald Aliko
4	University of Ljubljana	Miha Lebič
5	Université Côte d'Azur	Madonna Lamazian
6	University of Cadiz	Prof. Dra. Ana Macías Bedoya
7	General Maritime Directorate	MSc Markela Kurti
8	Nature and Environmental Protection Agency	Milena Bataković
9	Ecological Center DOLPHIN	Žarko Lj. Radulović

- *QA body has developed detailed and precise instructions and forms (questionnaires, reports, evaluation checklists etc.) supported with Internal Quality Control and Monitoring Plan.*
- *QA body members has actively participated in organization and realization of tendering procedure with an aim to contribute in decision making process and support "best value for money" selection.*

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D.4.2. Development and implementation of Internal Quality Control and Monitoring Plan

- ✓ 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.

Quality is measured by using tools such as the monitoring and evaluation questionnaires issued regularly 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.

	EVENTS	YEAR
1.	Questions for the evaluation of the virtual Kick – Off Meeting for the Project "Maritime Environmental Protection and Management (MEP&M), held on 22-23 February 2021. The questionary serves to evaluate the virtual Kick – Off Meeting.	2021
2.	QPLN 4.1: Establishment of Quality Assurance (QA) body, established during the Kick off meeting, held on 22 – 23 February 2021	2021
3.	MNGT 6.1: Establishment of Project management structures – establishment of PMB Kick off Meeting, 22 – 23 February 2021	2021
4.	Questions for the evaluation of the virtual meeting on DEV1.1 "Overview of MSc programs in field of MEP&M at EU HEIs" within WP1 of MEP&M's project, held on March 30, 2021, hosted by University of Côte d'Azur, Nice, France	2021
5.	Guidelines for Quality Assurance (QA) (QPLN 4.2), presented by Aleksander Moisiu University Durres on March 30, 2021	2021
6.	Virtual meeting on DEV1.1: Demonstration and study visit: Digital learning at the University of Ljubjana, held on April 29 2021, hosted by the University of Ljubjana.	2021
7.	Evaluation of DISS&EXPL 5.2: Website of the project and social media accounts – service/ product, designed by the University of Montenegro and the University of Vlora	2021

	EVENTS	YEAR
8.	Event 28-30 Jun 2021: Virtual training on 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, 28 – 30 Jun 2021. Organized by: Universidad de Cádiz, Spain	2021
9.	Event 28-30 Jun 2021: Virtual training on 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, 28 – 30 Jun 2021. Organized by: Universidad de Cádiz, Spain	2021
10.	Event, 15 July 2021: Virtual training on 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, 15 July 2021. Organized by: University Cote d'Azur (UCA-F)	2021
11.	Event, 27 September, 2021: Virtual training on 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, 27 September, 2021. Organized by: University of Cadiz (Spain)	2021
12.	Event, PMB meeting, 2nd year planned activities, 21 December 2021	2021

	REPORTS	YEAR
13.	Report, DISS&EXPL 5.1: Development and implementation of dissemination and exploitation plans – report presented by the University of Vlora March 30, 2021	2021
14.	Report DEV1.1: Overview of MSc programs in field of MEP&M at EU HEIs (WP1), held on 18 – 19 May 2021, hosted by the University of Cadiz, Spain	2021
15.	Report, 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. Date: 02.11.2021	2021

	PROJECTS HANDBOOK	YEAR
16.	Project Handbook evaluation MNGT 6.3: Day-to-day management of the project – Project Handbook, prepared by Project Coordinator	2021

	QUESTIONNAIRE	YEAR
16.	Questionnaire for academic/research staff	2021
17.	Questionnaire for stakeholders	2021
18.	Questionnaire for students	2021

	EVENTS	YEAR
1.	Event, 10 January, 2022: Virtual training on DEV 3.4.2: Know-how transfer related to the latest topics in climate change and marine pollution effects on marine ecosystems. Organized by: University of Cote d`Azur (France)	2022
2.	Event, 20 January, 2022: Virtual training on DEV 3.4.2: Know-how transfer related to the latest topics in climate change and marine pollution effects on marine ecosystems. Organized by: University of Cadiz (Spain)	2022
3.	10t - 11th February 2022. Trilateral Meeting (UoM, UV, UAMD) @University of Montenegro. Organized by: Faculty of Maritime Studies Kotor of the University of Montenegro	2022
4.	Event, 11 March 2022: Virtual training on DEV 3.4.3: Know-how transfer related to the to the latest topics in international laws on climate change and marine pollution. Organized by: University of Cadiz (Spain)	2022
5.	14th – 15th April 2022. Trilateral Meeting (UoM, UV, UAMD) at Aleksander Moisiu University Durres. Organized by: Faculty of Professional Studies at Aleksander Moisiu University Durres	2022
6.	Event, 20 April 2022: Virtual training on DEV 3.4.3: Know-how transfer related to the to the latest topics International Laws on Climate Change and Marine Pollution. Organized by: University Côte d'Azur (UCA-F)	2022
7.	Event, 11 May 2022. MEP&M virtual meeting on accreditation process and course syllabus. Organized: University of Montenegro	2022
8.	DEV.5.3. Promotion materials and products	2022

	EVENTS	YEAR
9.	Know-how transfer to teaching staff related to the environmental management-WP3, DEV.3.4.4. Organized by: University of Montenegro. Date: 11 – 12 July 2022	2022
10.	PMB Meeting, Organized by: University of Montenegro. Date: 11 – 12 July 2022	2022
11.	PMB Meeting, Organized by: University of Cote d`Azur, France. Date: 04 – 05 October 2022	2022

	REPORTS	YEAR
12.	Report, 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, Date: 27.02.2022	2022
13.	Report, DEV 3.4.2: Know-how transfer related to the latest topics in climate change and marine pollution effects on marine ecosystems. Date: 18.03.2022	2022

	EVENTS	YEAR
1.	Know – how transfer WP3 DEV 3.2 & DEV 3.4.5, Training held on June 29 – 30 2023, hosted by Aleksander Moisiu University Durres, Venue: Aleksander Moisiu University Durres, Date: June 29 – 30 2023	2023
2.	PMB meeting "Proposal for extension of the MEP&M project for additional year" – Organized by Aleksander Moisiu University Durres, Date: June 30th, 2023	2023
3.	Training Dev.3.4.5 Training in Kotor, University of Montenegro, 11-12 July 2023	2023
4.	PMB meeting at University of Vlora, Albania, 9 -10 November 2023	2023
5	PMB meeting at University of Ljubjana, Slovenia, 14 -15 December 2023 *(on going)*	2023

CONCLUSIONS of 4.2 Development and implementation of Internal Quality Control and Monitoring Plan:

- All events that has taken during MEP&M project are monitored by meeting the objectives of WP4.
- Quality was measured by using tools such as the monitoring and evaluation questionnaires issued regularly.
- The quality of the project and its deliverables are measured against selected quality standards regarding: *Project Processes* and *Project Deliverables.*
- IQCMP is developed and implemented throughout project lifetime.
- IQCMP is disseminated and incorporated into the general overview report.

D.4.3. External Quality Control and Evaluation

In addition to the project Internal Quality assurance and Monitoring procedure, it is planned to conduct external evaluation two times during the project lifetime.

- External expertise is contracted following collection and assessment of at least three offers coming from established experts. The applications are assessed by QA Body, based on series of criteria that is in detail defined within QA Plan.

- After the process of selection will take place the contracting. Reports serve as another tool for improving overall quality of the implementation and also serve as material for project reports, and as background material for project exploitation plan.

Due to date: 14.01.2024
Targets groups: Teaching staff; Administrative stuff
Dissemination level: Department/Faculty, Institution, Regional, National, International

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D.4.4. Impact Analysis

Impact Analysis 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 4.4: *Impact Analysis.* Aleksander Moisiu University of Durres is Lead Partner (LP) in QCMP (*Quality Control and Monitoring Plan)*

Target groups effected:		Dissemination level:	
- Teaching staff	- Department/ Faculty		- National
- Administrative staff	- Institution	- Regional	- International

TABLE OF INDICATORS AND ANALYSIS

INPUT INDICATORS	
1.	**Budget**: The amount of funding that has been allocated for the project.
2.	**Personnel:** The number and types of staff members who have been hired to implement the project.
3.	**Materials**: The quantity and quality of materials that have been purchased to support the project.
4.	**Equipment**: The type and quantity of equipment that has been acquired to support the project.
5.	**Time**: The amount of time that has been invested in the program or project, including the time spent by staff, volunteers, or other resources.

OUTPUT INDICATORS	
1.	**Timeliness**: The degree to which the project has been delivered within the expected timeframes.
2.	**Quality**: The degree to which the project meets the expected standards of quality.
3.	**Satisfaction:** The level of satisfaction of the beneficiaries by the project.

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INPUT

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- **Equipment:** The type and quantity of equipment that has been acquired to support the project.
- **Time:** The amount of time that has been invested in the project.

ACTIVITIES

- Development of trainings, reports, meetings and all activities according to the WPs of the MEP&M project.
- Capacity building through staff training and equipment purchase.
- Quality Control and Monitoring the project.
- Dissemination and Exploitation of Project results and activities.

OUTPUT

- **Timeliness:** The degree to which the project has been delivered within the expected timeframes.
- **Quality**: The degree to which the project meets the expected standards of quality.
- **Satisfaction:** The level of satisfaction of the beneficiaries by the project.

OUTCOME

- Development of master program curricula.
- Installation of laboratories.
- Development of teaching materials and methodology.
- Accreditation of master program curricula

IMPACT

- Positive effect due to implementation of the joint master program MEP&M to address the long-term needs in specific issues of coastal and marine environmental protection and management.

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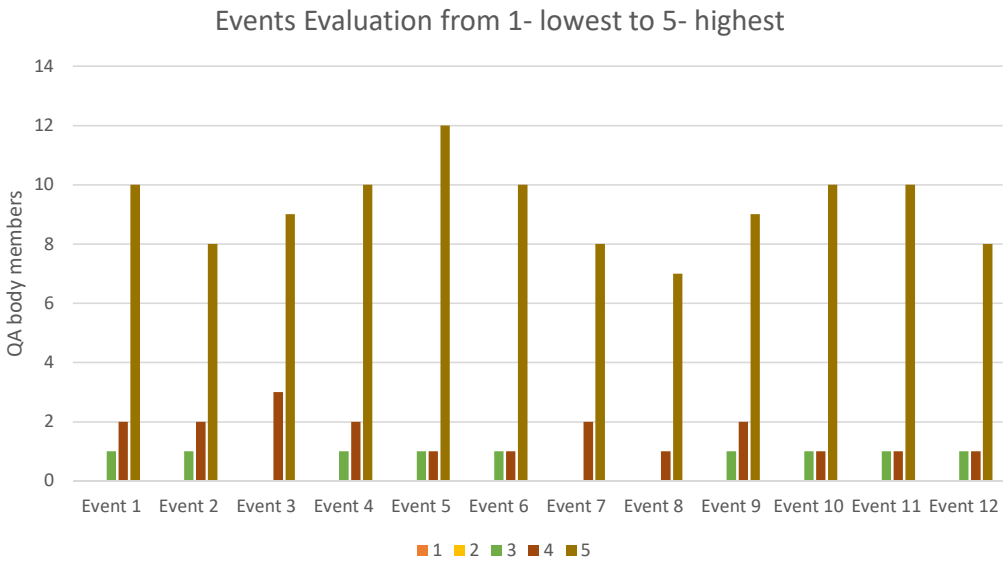
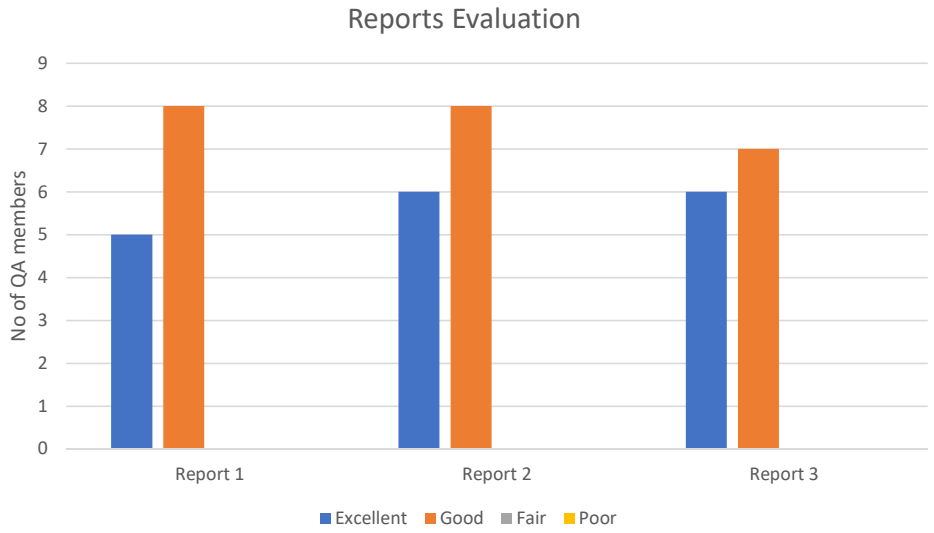
Detailed analysis by years:

Graphic 1 Events evaluation during 2021

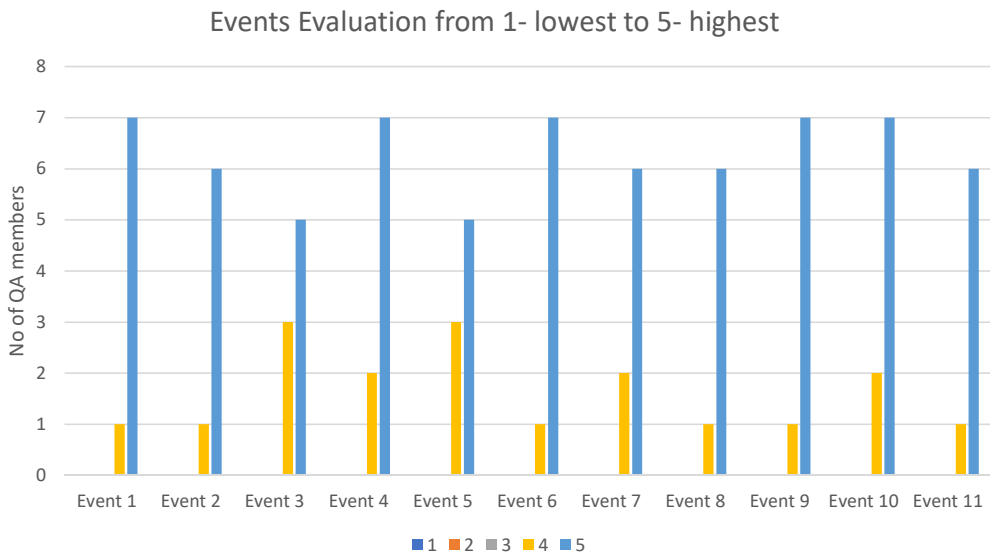


Graphic 2 Report evaluation during 2021

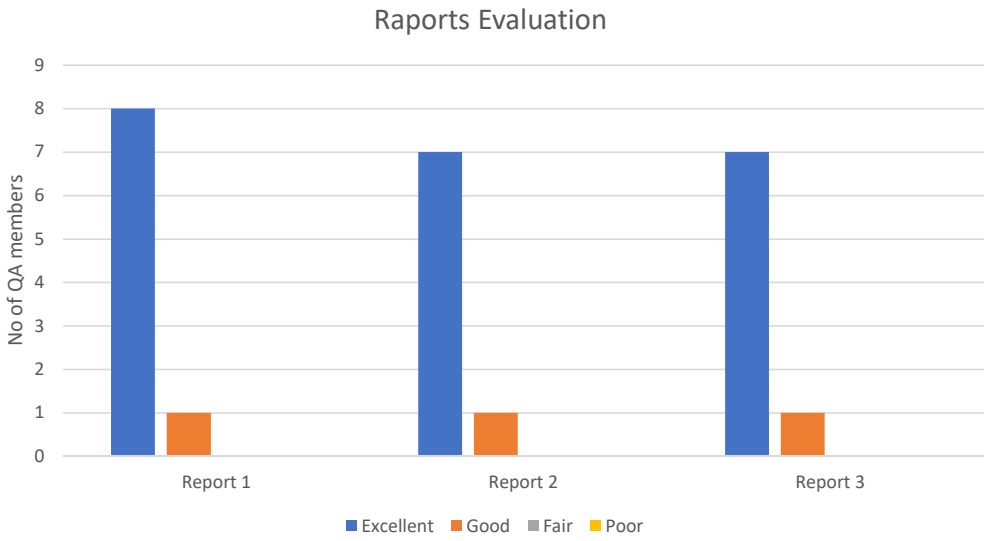


Detailed analysis by years:

Graphic 3 Events evaluation during 2022

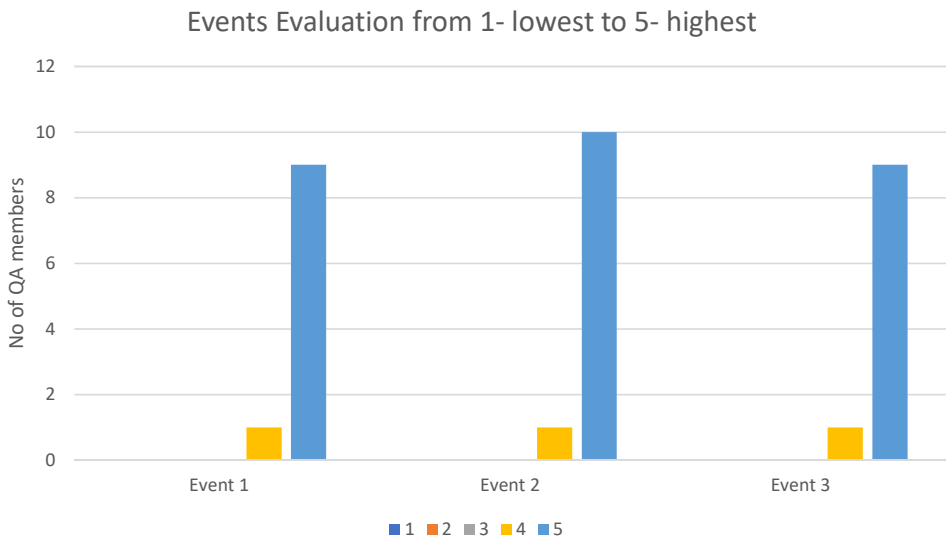


Graphic 4 Report evaluation during 2022

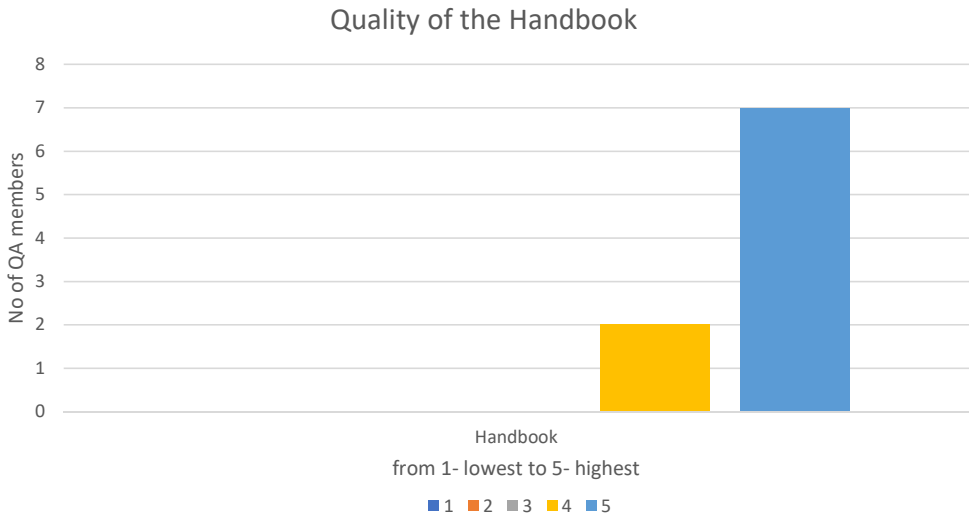


Detailed analysis by years:

Graphic 5 Events evaluation during 2023



Graphic 6 Project handbook evaluation



Conclusions of 4.3 Impact Analysis :

From the detailed analysis of all inputs and outputs indicators to the project, we can say that **the project has been successfully implemented.**

- From the analysis of input indicators, Partners have fulfilled all the tasks of the project in detail, both in the financial plan and in the time, making it possible for the project to be implemented at the right time.

- From the analysis of output indicators, Partners have carried out the best of all trainings and events related to the project activities. The reports, handbook, website page, as well as every meeting, etc., were carried out by fulfilling all the tasks according to the WP.

The only unexpected problem was the late accreditation of this study program.
However, this does not affect the overall quality of the project and its implementation as joint masters in three countries. Therefore, the joint study program MEP&M will open next academic year.

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Thank You

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