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**Strengthening of Internationalization in B&H Higher Education**  
561874-EPP-1-2015-1-BE-EPPKA2-CBHE-SP

## **Report of Monitoring visit held at University of Sarajevo, Rectorate, 30 June 2016.**

**Project number: 561874-EPP-1-2015-1-BE-EPPKA2-CBHE-SP**

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At the University of Sarajevo, in the Rectorate, on 30 June, from 11:00 – 15:30 h, the Monitoring visit of the STINT project was held. This visit was being undertaken in cooperation with Erasmus+ office in Bosnia and Herzegovina and Education Audiovisual and Culture Executive Agency (EACEA) as part of the standard monitoring arrangements for all Erasmus+ projects. The meeting was participated by rector prof. dr Muharem Avdispahic and vice-rector prof. dr Faruk Mektic of the University of Sarajevo, representative of EACEA Franco Burgio, representative of Erasmus+ office in B&H, representative of project coordinator KU Leuven Mr. Geert De Lepeleer, representatives of UNBI – Enes Dedic, Ekrem Pehlic, UBL – Jelena Rozic, RSHEAA – Duska Radmanovic, MPKRS – Jelena Starcevic, HEA – Marina Cicovic, UNTZ – Merima Barakovic, Alma Tanovic, UNZE – Mirza Oruc, Malik Cabaravdic, Amra Muslic, UNSA – Jasna Bosnjovic, Adnan Rahimic, Berina Smajlovic, Mirnes Ibric, UES – Dejan Bokonjic, Nina Licina, Nenad Markovic, UNMO – Maja Kazazic, Alim Abazovic, SVEMO – Inja Bogdan, Ivan Karacic, CIP – Dzenan Omanovic, FMON – Zlatan Buljko.

This visit wasn't planned in the project application but it represents regularly activity of EACEA. So, travel costs and costs of stay to project partners will be paid from the STINT project budget. Before the meeting it was agreed that only one participant, from institutions who selected payment option of travel costs and costs of stay on the individual accounts, can participate to this meeting, and other partners can nominate more participants. From the other side, this visit was opportunity to show to EACEA and to Erasmus+ office in B&H progress of the project and problems faced with.

At the very beginning, the rector of the University of Sarajevo prof. dr Muharem Avdispahic opened the meeting, welcomed all project partners, especially representative of EACEA Mr. Franco Burgio and representative of Erasmus+ office B&H miss Nena Markovic, representative of the STINT project coordinator Mr. Geert De Lepeleer. He emphasized significance of conducting of this type project for B&H, and pointed out importance of realization of all European projects. After, Dejan Bokonjic, vice-rector of UES, as national STINT coordinator, welcomed participants and expressed his satisfaction with this kind of visit of EACEA and Erasmus+ office B&H. Mr. Franco Burgio greeted all participants and elaborated this visit initiated by EACEA.

After welcomed words, vice-rector of UES prof. dr Dejan Bokonjic presented the project in detail, with wider and specific objectives, activities, budget, reasons for its implementation, state in the country related to internationalization and recognition of qualifications, activities which the partners did from the beginning of the project. Also, Dejan Bokonjic presented quality of the QA measures implemented (quality assurance plans, internal QA measures, composition, role and activities of the team in charge of QA and Risk Management, observations from the QA measures taken into account in the ongoing implementation of the project), percentage of deliverables completed (progress achieved in terms of initial plan), visibility and exploitation (web site, substantial visibility of the project results), publicity obligations (logo presented, printing material with support of the Erasmus+ programme), percentage of budget used, respect of the work programme, timetable and contractual requirements for equipment purchase, type of equipment acquired, training of mobility activities.

MSc Nenad Markovic, QA coordinator of UES, presented part Impact and Sustainability, quality of the dissemination, sustainability and exploitation plan, its availability, implementation plan, newsletter,

media activities, academic articles, frequency, target groups, communication channels, data collection, measuring, documentation, measures to guarantee sustainability of the project outcomes, short and midterm level of commitment responsibilities, the quality of web site, Degree (/level) of use (/maintenance / exploitation /mainstreaming / multiplication ) of the project results within the partnership, Efforts made to enhance the maintenance / exploitation /mainstreaming / multiplication of the project results beyond the partnership, Impact on the individuals beneficiaries' enrolment rate and/or career development, Extent to which the project results, new courses / strategies (policies, regulations, etc.) / services (units, centres, etc.) have (/had) an impact beyond the project teams, Extent to which new national cooperation activities (MoUs /research projects / joint publications /participation in networks or associations) have been launched in the (PC) HEIs as a result of the project, Extent to which new international cooperation activities (/ international agreements / MoUs /research projects / joint publications /participation in networks or associations) have been launched in the (PC) HEIs as a result of the project, Extent to which the project contributes to new (/updated) national or regional policies /laws /regulations in HE, Extent to which the project contributes to the establishment (/ further development) of external bodies (/associations /agencies), Extent to which the project has improved the excellence/ competitiveness/attractiveness of the Higher Education institutions, Innovative character of the results (i.e. of the courses developed; the new tools, services, procedures delivered; the strategies implemented for reaching the target groups; etc.), Extent to which the project has paid particular attention to least developed regions/countries, Extent to which the project contributes to engaging PC HEIs in new cooperation modalities with employers and other stakeholders (e.g. NGOs, associations etc.), Extent to which the project contributes to improving lifelong learning approaches in the PC HEIs, Adequacy of the (PC) HEIs institutional support for maintaining the project results, Adequacy of the external support provided for sustaining the project results, Sources of financial (/logistic) support for sustaining the project results, Quality of project management in the partnership, Ownership of Partner Country Partners in the project design/implementation, Active involvement of all partners (/absence of silent or passive partners), Degree of involvement of students in the project implementation, Degree of involvement of non-educational stakeholders in the project implementation.

Representative of the project coordinator KU Leuven Mr. Geert De Lepeleer presented situation with Partnership agreements, Financial management, and relevance.

After presentations Mr. Franco Burgio asked participants some clarifications related to active participation of EU partners in the projects, elaboration related to sustainability of the project, reasons because internal monitoring hasn't started yet, what this project planned to implement.

After lunch organized by University of Sarajevo, the meeting of the STINT project consortium board was organized and last for 2 hours. Project coordinator used opportunity to inform all partners about partnerships agreements and all rules which will be valid during the project lifetime. Partnership agreements were distributed to all partners. All documents related to payment of travel costs and costs of stay are distributed and collected by the project coordinator.

All previous tasks identified during the meeting which was held in Banja Luka from 7-10 March 2016 are mainly realized until now.

Until now, the following activities of the STINT project are done:

- Analysis of literature and existing legislation in B&H about internationalization and recognition mechanisms,
- Creation of important project's plans (see <http://stint-project.net/pages/management-plans>)
- Creation of the organizational structure of the project (see <http://stint-project.net/pages/project-org-structure>)
- Creation of project recognition templates in the forms of logo, word and presentation templates (see <http://stint-project.net/pages/management-project-templates> and <http://stint-project.net/pages/management-project-logo>)
- Creation of quality policy statement (in the attachment)
- Elaboration of different themes for preparing presentations for kick off and 1.1 meetings
- Putting all held presentations at the project's web page (see <http://stint-project.net/pages/events#kick-off> and <http://stint-project.net/pages/events#banjaluka2016>)
- Evaluation of possible risks by all projects participants (see [http://stint-project.net/files/risk\\_management\\_plan.pdf](http://stint-project.net/files/risk_management_plan.pdf), page 9)
- Creation of Newsletter issue 1 (see <http://stint-project.net/pages/publications-newsletter>)
- Publishing news about meeting from the institution's web pages (see <http://stint-project.net/pages/publications-web>)
- Submitting materials for getting VAT exemption (see <http://stint-project.net/pages/management-vat-exemption>)
- Evaluation of held meetings (see <http://stint-project.net/documents/view/68> and <http://stint-project.net/documents/view/67>)
- Creation reports about held meetings (see kick off report <http://stint-project.net/documents/view/1> and report of 1.1 <http://stint-project.net/documents/view/39>)
- Creation of proposals of questionnaires for evaluation internationalization by students, by partners' institutions, and recognition qualifications by partners' institutions (see the attachment and students survey state on 23 06 2016 in the attachment also) – collection suggestions and comments by all partners, adjusting to three languages versions, creation of electronic survey template for each public university.
- Signing of partnership agreements (see <https://drive.google.com/folderview?id=0B6GH-EJTB-YiYmNOcWxzMONONW8&usp=sharing>)
- Creation of dissemination actions report (see Dissemination and Sustainability Plans in the attachment table 4)
- Creation of glossary for Internationalization (see <http://stint-project.net/pages/publications-project>)
- Glossary for Recognition of qualifications is currently on-going activity (see it in the attachment)

At this meeting, the following tasks are identified:

- Next meeting will be organized in Bihać from 5-8 September 2016. This meeting will be about developing of recognition model, int'l strategy and indicators, and presentations of implemented activities related to creation SWOT analysis.
- All universities have to submit their tables about number of students to Nenad Markovic,
- Statistics of students' survey will be submitted to all partners, after their individually request to Nenad Markovic,
- Surveys for internationalization (int'l) of institutions and RC (recognition mechanisms) will be done electronically very soon by National coordinator, and will be conducted from 22 August 2016. at all universities,
- All ministries have to submit their reports about recognition mechanisms and int'l to Nenad Markovic,
- All agencies have to submit their report about int'l to Nenad Markovic,
- CIP has to submit its report about recognition mechanisms,
- All partners will sign Quality policy statement by project coordinators. This form will be adjusted for signing of project coordinators and will be distributed in September at Bihać meeting,
- In the July, the issue 2 of Newsletter will be done in accordance with partners' suggestions,
- CIP has to prepare final version of the recognition mechanisms glossary,
- For Bihać meeting in September 2016 all partners will have to prepare some kind of SWOT analysis about int'l and recognition mechanisms (only CIP and agencies will prepare SWOT analysis for recognition mechanisms not for int'l),
- Andre Govaert will have to prepare reports about state of internationalization and recognition mechanisms in Europe, +
- All partners have to specified equipment lists (in the amount of 13.500 EUR) and books lists (1.500 EUR), and to send to project coordinator for approval.
- Project coordinator has to send official invitation to all partners for Bihać meeting in September.

**STINT Project coordinator**

**STINT National coordinator**