



SEMINAR & LECTURE, 10-14 DEC, UNSA, SARAJEVO

**Erasmus +**

**STEPS**

**Cooperation for innovation and the exchange of good practices  
Capacity Building in the Field of Higher Education**

**Report for 1<sup>st</sup> year, Partner 7 (MESCS USK)**



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

Project number: 598963-EPP-1-2018-1-AL-EPPKA2-CBHE-JP

## Reporting 1<sup>st</sup> year

- Beneficiary data
- Project results
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- Financial statement
- Visibility
- Equipment

## Beneficiary Data

Role	PIC	Name	Country
Co— Beneficiary/Partner	914062526	MINISTRY OF EDUCATION, SCIENCE, CULTURE AND SPORT OF UNA-SANA CANTON	BOSNIA AND HERZEGOVINA

# Project results

## Training and mobilities

Event	Purpose	Type of participants	Gender (Male/Female)	Number	Country of origin	Country of destination	Duration (in days)	% compared to objectives
Study visit at AUT (Tirana, Albania)	Kick-off meeting	Management, research	1/1	2	Bosnia and Herzegovina	Albania	3	100
Study visit at USAMVB (Bucharest, Romania)	Study visit of labs, research objects	Management, research	1/1	2	Bosnia and Herzegovina	Romania	3	100
Visits/Open lectures (Peja, Kosovo)	Open lectures of different topics relevant to MSc	Management, research	3	3	Bosnia and Herzegovina	Kosovo	3	50



## MESCS USK ACHIEVED/PLANNED RESULTS WP1

Title and reference number of the work	Work package (WP): <b>PREPARATION</b> Reference number: <b>1</b>
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Indicators of achievement and or/ performance as indicated in the project proposal	<ul style="list-style-type: none"> <li>Institutions/Organizations/Companies contacted (8)</li> <li>Questionnaires (on-line) delivered, acquired and processed (8)</li> <li>Interviews (deep)of key stakeholders (1)</li> <li>Visits and round tables for different kind (group) of stakeholders (1 round table included 10 stakeholders)</li> </ul>
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**MESCS USK ACHIEVED/PLANNED RESULTS WP1**  
 (Activities carried out to date to achieve the result)

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement
D 1.1	Assessment and analysis report on stakeholders' needs	15.05.2019	15.11.2019	Bihac	Assessment and analysis of stakeholders needs, contacting and meetings with stakeholders (survey, roundtable and in-depth interview).	<ul style="list-style-type: none"> <li>Stakeholder needs are identified</li> <li>Information on the level of knowledge and skills required for STEPS was collected and analyzed</li> <li>Forecasts have been made regarding agro-food labor market</li> </ul>
D 1.3	Review and analysis of best practices	15.05.2019	15.09.2019	Bihac	We analyzed the relevance of STEPS experts in future labor market . The process was conducted primarily through desk research.	<ul style="list-style-type: none"> <li>Anticipated how STEPS MSc programs would be demanded on labor market, social and economic environments and political reforms</li> </ul>

## MESCS USK ACHIEVED/PLANNED RESULTS WP2

Title and reference number of the work	Work package (WP): <b>DEVELOPMENT</b> Reference number: <b>2</b>
Indicators of achievement and or/ performance as indicated in the project proposal	<ul style="list-style-type: none"><li>• Courses designed according to HE national legislation</li></ul>

**MESCS USK ACHIEVED/PLANNED RESULTS WP2**  
 (Activities carried out to date to achieve the result)

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement
D 2.1	Design of STEPS structure	15.06.2019		Bihac	Analysis of STEPS structure drafts in order to ensure its accordance with HE legislation	<ul style="list-style-type: none"> <li>• STEPS structure and courses designed according to HE national legislation)</li> </ul>



## MESCS USK ACHIEVED/PLANNED RESULTS WP6

Title and reference number of the work	Work package (WP): STEPS application for official accreditation Reference number: <b>6</b>
Indicators of achievement and or/ performance as indicated in the project proposal	<ul style="list-style-type: none"><li>• Project partners from WB countries applied for accreditation of STEPS</li></ul>

## MESCS USK ACHIEVED/PLANNED RESULTS WP6

(Activities carried out to date to achieve the result)

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement
D 6.1	Preparation of the application of STEPS programme for accreditation	20.03.2019		Bihac	Analysis of national legislations, overview for partners about accreditation procedures, contacting BiH HE Agency	<ul style="list-style-type: none"> <li>Six HEI from WB project countries started with their internal procedure for accreditation application</li> </ul>

### WP6 Current status:

- National legislation procedures has been identified – there is a difference between Kosovo procedure (where program must be accredited before first academic year) compared with BiH and Albania where program has to have opening procedure (government approval) prior to first academic year, and accreditation procedure follows the end of first generation of students, but HEI can apply during first academic year.
- All three countries (6 HEI) at this moment are waiting finalisation of STEPS structure so that they continue with their procedures.

## MESCS USK ACHIEVED/PLANNED RESULTS WP8

Title and reference number of the work	Work package: <b>QUALITY PLAN</b> Reference number: <b>8</b>
Indicators of achievement and or/ performance as indicated in the project prospal	No of internal evaluation reports No of external evaluation reports Internal quality evaluation of deliverables

## MESECS USK ACHIEVED/PLANNED RESULTS WP8

(Activities carried out to date to achieve the result)

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement
8.1	Organization of internal and external quality teams and development of the quality plan	15.04.2019	15.10.2019	Bihac	Proposed member of STEPS (internal) Quality Team from MESCO USK Proposed members for the external quality team	STEPS Quality Team established External Quality Team Established

## MESCS USK ACHIEVED/PLANNED RESULTS WP10

Title and reference number of the work	Work package: <b>MANAGEMENT</b> Reference number: <b>10</b>
Indicators of achievement and or/ performance as indicated in the project prospal	<ul style="list-style-type: none"><li>• Management plan report</li><li>• Internal communication platform</li><li>• Annual progress reports</li><li>• Project meetings</li></ul>

## MESECS USK ACHIEVED/PLANNED RESULTS WP10

(Activities carried out to date to achieve the result)

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement
10.1	Establishment of management team and working groups	15.01.2019	15.02.2019	Bihac	MESCS USK provided the key staff who will be responsible each WP.	The management for the project was established.
10.2	Internal Communication Platform	20.03.2019	ONGOING	Online	MESCS USK shares documents via the platform	The platform is active.

## MESCS USK - Level of budget

Budget Category	Budget as per project plan (1 <sup>st</sup> instalment)	Budget used so far (enter date: 10.12.2019)	Comments
Staff Cost	17.653 €	0 €	
Travel Cost	3.365 €	1.390,05 €	
Cost of Stay	10.800 €	3.588,54 €	
Equipment	0 €	0 €	
Subcontracting	0 €	0 €	

## Visibility, dissemination and publicity

No.	Country	Description of the activity	Target groups	No. of	No. of	Date	Comments (effects, observations, problems, links, website etc.)
				institutions	persons		
1	BiH	Promotion of project	Stakeholders	8	10	April 2019	Government employees involved in decision making for the area of HE
2	BiH	Roundtable	Stakeholders	1	12	Sept 2019	



## Equipment

*MESCS USK does not have any budget for equipment.*



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WP10: Management (all Partners 1st year Report)

**THANK YOU**



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