

Type of document	MEETING REPORT AND CONCLUSIONS
Specific info	Work package 6 meeting report held on Kick-off meeting on the 598444-EPP-1-2018-1-HR-EPPKA2-CBHE-JP project " Harmonization and Innovation in Ph.D. Study Programs for Plant Health in Sustainable Agriculture –HarISA "
Date of meeting	October 28th, 2019 and October 29th, 2019, Belgrade Serbia
Date of report	October 29th, 2019
Meeting managed by	Mrs. Marija Grgić
Members present at the meeting	Mrs. Marija Grgić Associate professor, Marko Vinceković, PhD Assistant professor Almir Toroman, PhD Prof. Hristina Yancheva, PhD Assistant professor Stefania Pollastro Associate Professor, Ioannis Giannakou, PhD
Meeting topics/tasks	Topic/task 1 – Introduction – Discussion on Quality assurance plan Topic/task 2 – Developing questionnaire for teachers and students Topic/task 3 – Quality assesment of the deliverables produced in first year of the project Topic/task 4 – Preparation of the report on the WP6 workshop results
Meeting conclusions and outcomes	<p>Topic/task 1 – Introduction – Discussion on Quality assurance plan – all members have agreed Action plan that is accepted. There were minor corrections that are already done. This corrected Action Plan for Quality Assurance is adopted by all memebers of WP6.</p> <p>Topic/task 2 – Developing questionnaire for teachers and students – EB members decided has developed two kinds of questionnaire. One is for students and second one is for staff that goes for mobility. Both questionnaires are sent to project managment for further distribution.</p> <p>Topic/task 3 – Quality assesment of the deliverables produced in first year of the project – as well as according to Action Plan for Quality assurance most of WP's leaders did not send reports and informations on time or in format that is acceptable, EB decided to send second/last reminder to all WP's leaders for sending reports and informations that are required. Beside, to avoid any misunderstandings EB organized one to one meetings with WP's leaders to explain all eventional misunderstandings about deliverables required from Action Plan for Quality Assurance. EB granted new deadline for all WP's leaders to send their reports and informations in next 7 working days after this meeting.</p> <p>Topic/task 4 – Preparation of the report on the WP6 workshop results – as a consisting part of Belgrade's meeting is to make report, this report is made under this task and it is belongs as deliverable from this task.</p>
Other information	Not any specific



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University of Zagreb Faculty of Agriculture
Svetosimunska street 25, 10000 Zagreb,
Croatia
Contact: harissa@agr.hr
www.agr.hr

