

Belgrade, December 18, 2012

## MINUTES

**Re: Coordination meeting of the project STRENGTHENING STUDENT ROLE IN GOVERNANCE AND MANAGEMENT AT THE UNIVERSITIES OF SERBIA IN LINE WITH THE BOLOGNA PROCESS (SIGMUS) 511332-TEMPUS-1-2010-1-RS-TEMPUS-SMGRSIGMUS**

PMB meeting,  
December 14, 2012  
Zlatibor, Romania.

Discussed topics were as follows:

1. Administrative/financial management of the project activities
  - Documents for financial revision of the project
  - Financing
  - Pre-financing
  - Co-financing
2. External expert
3. Overview of the project activities
4. SIGMUS web site
5. Application of SKASSS and SKONUS for partnership in SIGMUS project
6. Joint conference SIGMUS and GOMES, January 15, 2013, Belgrade
7. PMB Meeting to be held in Novi Pazar, spring 2013, date to be announced

### *List of participants*

1. University of Belgrade, Belgrade, Serbia (UBG) – R. Maksimovic
2. University of Nis, Nis, Serbia (UNI) – V. Markovic
3. State University of Novi Pazar, Novi Pazar, Serbia (SUNP) – M. Licina
4. The Association of Directors of Serbian Schools of Applied Sciences, Belgrade, Serbia (ADSAS) – G. Peric

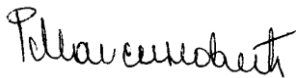
5. University of Singidunum, Belgrade, Serbia (US) – S. Alčaković
6. National Council of Higher Education, Belgrade, Serbia (NCHE) – S. Stankovic
7. University of Megatrend, Belgrade, Serbia (UM) – M. Joksimovic Pajevic, A. Jovncai
8. University of Kragujevac, Kragujevac, Serbia (UKG) – Dj. Damjanović
9. Students' Alliance Belgrade, Belgrade, Serbia (SAB) – K. Davidovic
10. The Association of Directors of Serbian Schools of Applied Sciences, Belgrade, Serbia (ADSAS) and Students Union of Applied Sciences – N. Andrejević

## Conclusions

- All missing documents for financial revision of the project has to be sent by New Year, December 31, 2012. Company for financial revision of the project will be selected by that time based on tender that was released in November 2012. The short listed candidates will be interviewed by officers from the University of Belgrade and the final selection will be completed by December 31, 2012.
- New installment of Tempus grant to University of Belgrade was transferred on December 5, 2012, the rate to be applied is 111,988.
- Every institution is supposed to present with relevant supporting documents 10% pre-financing that should be dated by October 15, 2013
- Proportionally to the actual payment by Tempus, co-financing should be declared as a way of sustainability of the project. Only small amount of co-financing was declared so far and it is expected to be up to 10% of the current budget balance.
- External expert for project evaluation, Prof. Christian Bauman from Austria will perform assessment in January 2013 based on internet presentation of the project and study visit to Belgrade together with his participation at the joint meeting SIGMUS and GOMES.
- Project activities are being performed timely and successfully. There is ongoing questionnaire at the University of Novi Sad. The previous one run by University of Nis has been completed and the results are being published and posted on our website ([www.sigmus.edu.rs](http://www.sigmus.edu.rs)).
- All lead partners are responsible for web presentation of work package where they are the lead partner. Documents, photos, relevant documents and suggested literature should be posted on the website.
- SKASSS and SKONUS has applied for partnership in SIGMUS project that was unanonymously accepted at the PMB. However, due to missing information at one of the supporting document from BOKU, the formal recognition from EACEA has been delayed for a while. According to recent correspondence with Ms. Antonella Giorgio this issue will be solved the soonest.

- Joint conference of SIGMUS and GOMES will be on January 15, 2013, Rectorate, University of Belgrade. Partners of both projects are invited to suggest the most interesting topics to be discussed.
- The next meeting of PMB will be held in Novi Pazar, spring 2013, the final date is still to be determined with the host institution.

The meeting encompasses all work packages of the project and therefore, very important for further running of the activities.



Ružica Maksimović

Coordinator of SIGMUS