



**Fostering Internationalization at Montenegrin HEIs  
through Efficient Strategic Planning - IESP**

**Minutes**

**5thPMB Meeting (on-line), 12<sup>th</sup> November 2021**

**10.00 – 13.00**

**Attendees:**

Prof. Danilo Nikolić, University of Montenegro

Prof. Srdjan Redzepagic, Université Côte d'Azur

Katja Cerar, University of Ljubljana

Miha Lebič, University of Ljubljana

Prof. Milica Vukotić, Universty Donja Gorica

Bojana Mališić, Universty Donja Gorica

Prof. Juan Carlos Garcia Galindo, University of Cadiz

Prof. Radislav Jovović, University Mediterranean

Tijana Stanković, Agency for Control and Quality Assurance of Higher Education

Goran Drobnjak, Ministry of Education, Science, Culture and Sports of Montenegro

Ana Dragutinović, University of Montenegro

Vladan Perazić, University of Montenegro





The meeting was opened by project coordinator prof. Danilo Nikolić. After greeting the participants he reminded the participants that the project was extended by one year by EACEA and that the aim of the meeting is to discuss the possibilities of obtaining approval by EACEA for additional activities in order to spend the budget that has remained unused.

At the beginning Professor Nikolić gave an overview of the activities that were implemented during the 2<sup>nd</sup> project year.

Katja Cerar asked if the partners are expected to organize activities in the next year.

Professor Nikolić explained that this is precisely why the meeting was summoned – to consider what additional activities are realistic to be implemented.

Ana Dragutinović, presented the Work Plan for 3<sup>rd</sup> year that was approved by EACEA and the Annex to the Amendment of the Grant Agreement which states that the project will run until 15 November 2022. It was also pointed out that procurement of software for three Montenegrin universities, which was planned as three separate procurement procedures, was approved to be conducted as a single procurement procedure in order to obtain better value for money and to rationalize the procurement. It was pointed out that postponement of software procurement in the third year would allow to include the functionalities that would allow for implementation of Erasmus without Paper.

The ideas of the partners were put forward in the following part of the meeting.

Tijana Stanković of the Agency for Control and Quality Assurance of Higher Education of Montenegro pointed out that the idea is to focus on accreditation of LLL since there are numerous dilemmas and unclear stipulations in the current law when LLL is concerned and that in view of the preparations for the new law further training in the area of LLL would be useful. She posed the question whether it would be possible to engage experts to come to Montenegro and pay experts who will be working on accreditation of summer schools in English language that are to be accredited with the project. She also put forward proposal to organize study visits that would be focussed on two topics: 1. Compliance with ESGs and 2. LLL programmes accreditation. Study visits should be organized by the Agencies that are part of EQAR – which all three EU countries' agencies are.

Professor Nikolić reminded that University of Montenegro will pay administrative tax to the Agency for accreditation of summer schools. He also used the opportunity to ask what will happen if documentation for accreditation of summer schools in English is submitted after the adoption of the new Higher Education Law i.e. if new requirements for accreditation may be imposed.

Tijana Stanković explained that this depends on whether a transition period will be defined by the new law. According to the current law the Agency has 6 months for accreditation of summer schools, but they expect to complete the process in shorter period of time. It is foreseen that the new Law will





be adopted by the end of the first quarter of 2022. She emphasized that the materials should be sent as soon as possible to the Agency, if possible in January.

Prof. Nikolić commented that the project will try to push the Rectorate to prepare the documents for submission of request for accreditation.

As for the training he explained that Montenegrin participants can go only to agencies located in the countries of the project partners.

Prof. Srđan Redzepagic from Université Côte d'Azur gave an overview of the different activities they had implemented, the initial planning and spending until November 12. He also presented proposal to re-allocate the budget planned for tasks that are difficult to realize due to Covid-19 and the proposal for extra staff costs that was given on 8 March 2021.

Bojana Mališić from UDG presented the implemented activities and costs. She informed the participants that UDG has developed catalogues of courses, designed catalogues in English at some faculties such as Faculty of Tourism, and finalized supporting documentation for internationalization. The documentation was adopted by the Senate and sent to all coordinators at faculty level. When dissemination was concerned, they published a research paper on the topic of internationalization and produced videos and brochures for the project.

Prof. Radislav Jovović from University Mediterranean informed the participants that they also completed the supporting documentation. Catalogues of courses were developed and they worked on dissemination and updated the social media. He asked if there are instructions with regard to the form of teaching materials in English – what type of materials should it be and what volume should be produced? Budget spending was also presented.

Prof. Danilo Nikolić explained guidelines for course materials have not been developed yet.

Prof. Milica Vukotić from University of Donja Gorica informed the participants that the guidelines were discussed at University Donja Gorica, but have not been adopted yet. An example will be delivered to the project coordinator.

Prof. Juan Carlos Garcia Galindo presented the budget of University of Cadiz. They received two instalments. He asked about the possibility to re-allocate 10% of staff costs. Proposal was put forward to organize a staff week in parallel with summer schools or in September next year. Gathering of partners representatives and other participants at a staff week would strengthen sustainability and provide opportunity for networking. This kind of events are usually the occasions when double degree agreements or agreements for co-tutelle of PhDs arise, which are significant instruments of internationalization. The organizing committee can include Montenegrin and EU partners' representatives and the budget of IESP and K107 projects can be used.

Professor Nikolić welcomed the idea of organization of a staff week as this would be a great opportunity to connect with other partners as well. He reminded University of Cadiz and University Cote d Azur that they should spend the unspent budget funds in 3<sup>rd</sup> project year. The two universities





have received 2 instalments and there is 3<sup>rd</sup> instalment to be transferred after they spend 90% of the previous instalments, this is all before the possible 10% to be transferred by EACEA after submission of the final report.

Miha Lebič presented the budget spending of the University Ljubljana. The Project Office supported IESP project implementation and has involved numerous departments and Offices such as International Office. The Project Office also worked with Project Offices of individual faculties, with researchers and teachers, the QA Office and administration and management of project from the level of University of Ljubljana rectorate. He gave an overview of expenditures and reminded that they had already submitted proposals for additional activities.

Goran Drobnjak from the Ministry of Education said he was replacing Ms Neda Ojadnic who is the contact person for the project and that he will inform her of all the developments within project.

Vladan Perzić gave an overview of the budget spending at the level of the entire consortium and presented data per expenditure categories and per partner institutions. He also reminded of the transfers that have already been executed towards partners.

Prof. Danilo Nikolić reminded that up to 10% of modifications to the budget lines are acceptable. He also predicted that all the partners will probably increase staff costs up to 10%.

In order to clarify the issue Prof. Srđan Redžepagić explained the example of University Cote d Azur that has 22000 eur left from different budget categories asking if this means that the money for travel and cost of stay will be returned to EACEA.

Vladan Perazić confirmed that this will happen if the funds are not spent.

Prof. Srdjan Redzepagic asked what happens with 3<sup>rd</sup> instalment. Prof. Danilo Nikolić explained they can ask for 3<sup>rd</sup> instalment after they spend 90% of the previous transfers.

Vladan Perazić confirmed, according to Partnership Agreements, that in order to receive the 2<sup>nd</sup> instalment the partners had to demonstrate they had spent 80% of the first instalment and to receive 3<sup>rd</sup> instalment the partners will have to demonstrate they spent 90% of the total amount received in the first two instalments. The Ministries, for example, did not receive 2<sup>nd</sup> instalment since they did not spend enough budget.

The best scenario is to spend at the consortium level more than 90% of initially awarded grant amount and thus to receive the final/balance payment from EACEA i.e. not to have to return the money.

Prof. Danilo Nikolić asked if all the partners supported the idea that each partner can increase staff costs by 10%. All partners supported the idea.

The final 10% have to be pre-financed, which is normally done through staff costs.

Prof. Juan Carlos confirmed this is usually done through staff costs at University of Cadiz too.





Danilo Nikolić reminded that two events are planned in Montenegro:

1. Summer schools
2. Staff week

EU partners should propose events that could be organized for Montenegrin partners. Professor Nikolić asked EU partners to propose the events in the following 10 days.

Prof. Srdjan Redzepagic said Montenegrin partners are more than welcome in Nice, just the period needs to be determined. University of Montenegro should coordinate possible periods. Prof. Juan Carlos asked if specific ideas and interests could be put forward.

Prof Milica Vukotić proposed that the best period for travel would be March, April, May next year.

Prof. Danilo Nikolić reminded each partner can go to bilateral meetings.

Prof. Srdjan Redzepagić proposed that once they agree with the coordinator Doodle platform can be used to determine the final dates.

In conclusion, prof. Danilo Nikolić asked once again to send the topics and dates so that EACEA could be asked for permission to include them in the Work plan for 3<sup>rd</sup> year.

