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# STEERING COMMITTEE MEETING No 2

## Minutes of the meeting

SKYPE meeting  
Time: 24/06/2020 8:00 CET

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### **ATENDEES**

Representatives of partner institutions:

- University of Novi Sad
- Kostanay engineering and economics university named after M. Dulatov
- Innovative University of Eurasia
- Zhangir Khan West Kazakhstan Agrarian-Technical University
- FH Joanneum Gesellschaft M.B.H
- Duale Hochschule Baden-Württemberg
- LLP SaryarkaAvtoProm

### **AGENDA**

1. Signing of partnership agreement – Report from UNS
2. Current travelling restrictions across partner and program countries
3. WP1 Development of dual study program in IAR – Report from KEEU
4. WP2, Activity 2.1 Purchase of Equipment
5. WP4 Dissemination and Exploitation of Results – Report from KEEU
6. WP4, Activity 4.1 Set-up Dissemination and exploitation plan
7. WP5, Activity 5.1 Defining plan for project quality control (Quality Control Manual MQM)
8. WP6, Activity 6.4 Reporting
9. Future project activities
10. Discussion

### **Remarks:**

1. Signing of partnership agreement – Report from UNS  
Partners were informed that all partnership agreements are signed and delivered to EACEA office in Brussels.
2. Current travelling restrictions across partner and program countries  
At the moment it not possible to organize study visits, but partners will follow closely the situation in their countries and across Europe. If possible, study visits will be organized not before September, taking into account two weeks necessary for visa requirements of Kazakhstan partners.



3. WP1 Development of dual study program in IAR – Report from KEEU  
Meetings with companies were organized, discussing study programs with companies will follow at the end of the week when it comes to KEEU. Other partner will also discuss study programs with employers in the near future. Webinar on dual education will be organized on September 7<sup>th</sup> at 9 a.m. CET.
4. WP2, Activity 2.1 Purchase of Equipment  
Prof. Savic has informed Kazakhstan academic partners that they can change the initial list of equipment if they think that situation on IT market is different regarding prices or if they have different needs in comparison with current specification of equipment. Changed list of equipment must be delivered to coordinator, and then coordinator will ask EACEA officer for the approval. Afterwards purchase of equipment can be organized. Changed list of equipment must be prepared in the same way as the list of equipment in the budget file.
5. WP4 Dissemination and Exploitation of Results – Report from KEEU  
KEEU gave a short report about running dissemination activities.
6. WP4, Activity 4.1 Set-up Dissemination and exploitation plan  
Proposed Dissemination and exploitation plan was accepted by SC members.
7. WP5, Activity 5.1 Defining plan for project quality control (Quality Control Manual MQM)  
Proposed Quality Control Manual MQM was accepted by SC members.
8. WP6, Activity 6.4 Reporting  
Deadline for the first reporting period is 14/07/2020. All Individual Travelling Reports with supporting documents, Joint Declaration and Time sheets must be delivered to coordinator. Coordinator will fill in the financial statement and send it to partners for the approval.
9. Future project activities  
Future project activities will continue under specific conditions related to Covid 19 pandemic until further notice.

Prof. Dr Mirko Savić

Date of approval: 02/07/2020