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STEERING COMMITTEE MEETING No 6

Minutes of the meeting

Location: University of Novi Sad
Time: December 7th 2021, 9:00 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-technology university
- FH Joanneum Gesellschaft M.B.H
- Duale Hochschule Baden-Württemberg (through Zoom link)
- Uralsk Transformer Plant
- LLP SaryarkaAvtoProm

AGENDA

1. 2.1 Purchase of equipment – Report
2. Second purchase of equipment by KEEU
3. 2.3 Guide in dual methodology
4. 2.4 Study visits of staff from Kazakhstan to program countries
5. 2.5 Courses and teaching material
6. 2.6 LLL program: Presentation of the plan for LLL program
7. 3.1 Accreditation of the study program
8. 4. Dissemination activities in the future period
9. 5.2 Metrics for DIARKAZ (statistics) 2 months
10. Language skills of teachers.
11. Discussion

Remarks:

1. INEU will finish the purchase of equipment by the end of 2021. It is crucial for financial reporting to EACEA to finish the purchase on time, because EACEA will reduce the grant for the project if we do not spend at least 70% of received grant by the end of 2021.
2. After all partners finish the first purchase, coordinator will ask project officer in EACEA to approve the second purchase of equipment.



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3. Guide in dual methodology will be finished by the end of 2021.
4. The consortium will discuss the possibility of organizing joint study visits to Graz and Heilbronn in April or May 2021.
5. KEEU, INEU, and WKATU should send the prepared teaching material for study program to coordinator. The material must contain logo of the project and European Commission.
6. WKATU will organize the LLL program in May 2022, while topics of the LLL program will be defined in December 2021.
7. The coordinator will ask the project officer in EACEA for the approval of paying accreditation expenses from subcontracting budget, as soon as translated accreditation offers from agencies are received from all three Kazakhstani universities. The validity of accreditation is one year and afterwards it is necessary to conduct re-accreditation.
8. The coordinator underlined the importance of dissemination activities, asking all partners to promote the project and IAR study program to all stakeholders, and sending the informations and pictures from dissemination events.
9. The coordinator presented the Excel file with statistical indicators to partners. INEU, WKATU, and KEEU must filed in the file with statistics and send it back to coordinator by February 7th 2022.
10. INEU, WKATU and KEEU will send the proofs of organizing language training for their teachers to coordinator by January 7th 2022.
11.
 - The consortium will work on implementation of Erasmus Mundus teacher exchange, and provide the participation of teachers from FHJ, DHBW, and UNS in courses of IAR study program in Kazakhstan.
 - **All partners will send the travelling documents for the trip to Novi Sad by December 17th.**
 - **All partners in Kazakhstan will prepare staff costs (Joint Declaration+Time Sheet) by December 17th.**

Prof. Dr Mirko Savić

Date of approval: 11/12/2021