



Project progress report and further plan
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WP1 – to do list

Act1.1 Mapping research potential at WBC universities

1.1.1	Elaboration of the questionnaire template for WBC partners- UNI in consultation with contact persons from all WBC institutions Questionnaire for mapping the research human potential and issues in WBC universities	Done
1.1.2	Filling up questionnaires and sending them to UNI	Deadline 01.03.2016. P8, P9
1.1.3	UNI sends the Synthesis report to partners for comments	01.05.2016.
1.1.4	Final version of the report – UNI	10.05.2016.



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WP1 – to do list

Act. 1.2 Mapping HR management strategies at EU universities Act. 1.3 Comparative analysis

1.2.1	Meeting in Torino	Almost done
1.2.2	Meeting in Liege	18-22 April, 2016
1.2.3	Meeting in Coventry	20-24 June, 2016
1.3.1	Performing comparative analysis based on collected data	August, 2016



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WP1 – to do list

Act1.5 Purchasing ICT equipment for HR offices and centers

1.5.1	Procedure for ICT equipment for HR offices and centers	April-May, 2016
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WP2 – to do list

Act.2.3. University managements educated on the C&C implementation

It is planned that representatives of the management boards be educated by EU experts on the implementation of the Charter and Code through the “HR Excellence in Research” process at a seminar which will be realized in cooperation with the HR experts from the University of Nis. From each university at least 2 representatives representatives of the management boards (the rector and a vice rector) are to participate. The seminar will be organized in Kragujevac or Belgrade.

2.3.1	Elaboration of meeting – draft (UNS in consultation with EU partners, UNI, UBG and UNIKG)	Deadline 01.04.2016
2.3.2	Defining the dates of visits (ALL)	01.04.2016
2.3.3	Final travel plan with agendas (UNS)	10.04.2016
2.3.4	Organization of meeting (UNIKG)	01.07.2016
2.3.5	Report from the meeting (UNS)	01.08.2016



WP4 – to do list

4.2 Developing relevant documents and templates for QA

4.1	Establishing Quality Assurance Committee (QAC)	Done
4.2	Development of Quality Control and Monitoring Manual (UOM in consultation with UNI)	Done on time
4.3	Preparing reports on WP's progress (UOM, UNI)	01.07.2016
4.4	Preparing annual partners QA reports (UOM, UNI)	01.07.2016



WP5 – to do list

Act 5.1 Creating, maintaining and regularly updating project web-site		
5.1.1	Preparing the web-site content (UNI, CPN)	Done on time
5.1.2	Launching project web site (UNI,CPN)	Done on time
5.1.3	Comments from partners (ALL)	Done on time
5.1.4	Maintenance and updating of project web-site (UNI,CPN)	Continuous
5.1.5	Delivery of news and other dissemination materials from partners for posting on web site (ALL)	Continuous



WP5 – to do list

Act 5.1 Creating, maintaining and regularly updating project web-site		
5.1.1	Preparing the web-site content (UNI, CPN)	Done on time
5.1.2	Launching project web site (UNI,CPN)	Done on time
5.1.3	Comments from partners (ALL)	Done on time
5.1.4	Maintenance and updating of project web-site (UNI,CPN)	Continuous
5.1.5	Delivery of news and other dissemination materials from partners for posting on web site (ALL)	Continuous



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WP5 – to do list

Act 5.2 Designing and distributing of project promotional material		
5.2.1	Design of Re@WBC logo (UNI)	Done on time
5.2.2	Design of promo materials (UNI)	Done on time
5.2.5	Printing promo materials (UNI)	01.05.2016. UNI
5.2.6	Continuous delivery of project documents and information (ALL)	Continuous



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WP6– to do list

Act6.3 Setting-up project management bodies and signing partnership agreements

6.1.1	Organization of kick-off meeting	Done
6.3.1	Setting-up project management bodies	Done
6.3.2	Signing PA from partners (ALL)	Almost done
6.3.6	Transfer of first installments of grant to partners (UNI)	Soon
6.3.9	Overall project management on daily bases	Continuous



WP6– to do list

Act 6.4 Establishing a software platform for efficient project management

6.4.1	A software platform for efficient project management is established (UNI)	Done on time
6.4.2	Collection of all necessary data from the partners(UNI)	Done on time
6.4.3	Continuous distribution of project documents and information using software platform of the project(ALL)	Continuous



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WP6– to do list

Act6.6 Performing financial management and bookkeeping

6.1.1	Manual for contractual and financial management (UNI, UOM)	Done
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THANK YOU!