



PROJECT INFO

Project title	Soil Erosion and Torrential Flood Prevention: <i>Curriculum Development at the Universities of Western Balkan Countries</i>
Project acronym	SETOF
Project reference number	598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018-2579/001-001)
Coordinator	University of Belgrade
Project start date	November 15, 2018
Project duration	36 months

DOCUMENT CONTROL SHEET

Ref. No and Title of Activity	
Title of Deliverable:	Minutes of the 1st Steering Committee Meeting
Institutions:	University of Belgrade
Author/s of the deliverable	Aleksandar Baumgertel, Tijana Vulević
Status of the document:	draft



Summary

This document reports the first **the 1st Steering Committee** of the Erasmus+ Capacity Building in the Field of Higher Education project “Soil Erosion and Torrential Flood Prevention: Curriculum Development at the Universities of Western Balkan Countries” (SETOF) held in Innsbruck, Austria on the 17th of May 2019. The meeting was chaired by Assist. Katarina Lazarević.

The coordinator of The SETOF project, Prof. Nada Dragović briefly report the most important events that occurred in the past 6 months, such as the CBHE Grant holders’ Meeting held on 28-29 January 2019 in Brussels and amendment of Grant Agreement No. 2018- 2579/001-001 related to Change in the partnership composition of the SETOF project. She also reported about the realized, ongoing and future activities of the SETOF project.

Prof. Slobodan Milutinović reported about the Dissemination plan. He emphasized the purpose of dissemination, the important phases (initial, development and final) and Dissemination activity Report form as a main tool for monitoring.

Prof. Mirjana Todosijević presented the financial plan of the SETOF project. She gave the overview on the new budget structure, dynamics of the payments, reporting of costs and panalties.

Research Trainee Aleksandar Baumgertel presented the Guidelines on the reporting and correspondence. He introduced the attendees about the communication, obligations of the partners and reporting on the SETOF project.

Assist. Prof. Tijana Vulević presented the Technical Implementation Report and emphasised that the all documentation should be collected as soon as activities are realized.

The both documents, project Dissemination plan and Guidelines for correspondence and reporting were adopted by all members.

The project partners agreed about the next meeting that are going to be held in Calabria, Italy and Banja Luka, B&H.

After the discussion section, where questions were related to the project roles regarding the Participant Portal and some notes provided regarding the report on Guidelines for correspondence and reporting, the meeting was closed.

Conclusions

The conclusion is that the **1st Steering Committee** on the SETOF project was successfully realized. All presentations and material from the meeting will be sent to the project participants.



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In Belgrade, 1 Jun 2019

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