



Kick off Meeting Agenda

Agricultural University of Tirana, Tirana, 17-20 March 2019
Meeting language: English

LIST OF PARTICIPANTS

Agricultural University of Tirana (AUT), Albania [Leader]

1. Prof. Dr. Renata Kongoli
2. Prof. Dr. Bari Musabelliu
3. Prof. Dr. Maksim Meco
4. Prof. As. Dr. Anila Kopali
5. Dr. Mariola Kodra
6. Dr. Enkeleda Berberi
7. Dr. Luziana Hoxha
8. Edmond Tërthorja
9. Mimoza Kurti
10. Altin Murto
11. Amarildo Lleshi
12. Suzana Lami
13. Albiona Brahillari
14. Mrs. Aida Breti (NEO Coordinator)

Czech University of Life Sciences Prague (CULS), Czech Republic

15. Prof. As. Dr. Lošťák Michal
16. Prof. As. Dr. Jakub Husak

University of Agronomic Sciences and Veterinary Medicine of Bucharest (USAMVB), Romania

17. Lect. Dr. Maria Toader
18. Prof. Dr. Gheorghe Valentin Roman
19. Prof. Dr. Viorel Ion

Technological Educational Institute of Sterea Ellada (TEISTE), Greece

20. Prof. As. Dr. Giannis Tsoulfas
21. Prof. Dr. Catherine Marinagi

Research Innovation and Development Lab Private Company (ReadLab), Greece

22. Mr. Petros Chondros
23. Dr. Alexandros Vouros

European University of Tirana (UET), Albania

24. Dr. Blerjana Bino
25. Prof. Dr. Ermira Qosja
26. MSc. Kebjana Haka

University "Haxhi Zeka" (UHZ), Kosovo

27. Prof. Asoc. Dr. Nexhdet Shala
28. Prof. Asoc. Dr. Arsim Elshani
29. Prof. Asoc. Dr. Ibrahim Hoxha

Universum College (UC), Kosovo

30. MA. Uran Raci
31. MA. Gentiana Berisha
32. MA. Ardit Berisha

University of Bihac (UNBI), Bosnia and Herzegovina

33. Dr. sc. Emir Mujić
34. Dr. sc. Suzana Jahić
35. Dr. sc. Jasmina Ibrahimpašić

University of Sarajevo (UNSA), Bosnia and Herzegovina

36. Prof. Dr. Sabahudin Bajramovic
37. Prof. Dr. Milenko Blesic
38. Prof. Dr. Zlatan Saric

Ministry of Education, Science, Culture and Sport of Una-Sana Canton (MESCS USK), Bosnia and Herzegovina

39. Adnan Kreso
40. Una Redžić



Sunday, 17th March 2019 - ARRIVAL

Arrival of project participants

Monday, 18th March, 2019

Hall "Skënder Xhiku"

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| 9:30 to 10:00 | Registration |
| 10:00 to 10:30 | Opening Ceremony <i>Keynote Adresses</i> <i>Prof. Dr. Renata Kongoli, Contact Person and Project manager</i> <i>Prof. Dr. Bari Musabelliu, Rector AUT</i> <i>Mrs. Aida Breti, Coordinator of National Erasmus+ Office</i> |
| 10:30 to 11:15 | Brief Intro to Agenda STEPS Overview- Project aims and foreseen results <i>Prof. Dr. Renata Kongoli, Contact person and Project manager</i> |
| 11:15 to 11:45 | Coffee break |
| 11:45 to 12:00 | Presentation of Agricultural University of Tirana Study programs at AUT – overall structure, aims, outcomes <i>Prof. As. Dr Anila Kopali, Head of Dep. of Agro food Technology</i> |
| 12:00 to 12:15 | Presentation of EU project partners <i>Czech University of Life Sciences Prague (CULS), Czech Republic</i> <i>Prof. As. Dr. Lošťák Michal</i> |
| 12:15 to 12:30 | Presentation of EU project partners <i>University of Agronomic Sciences and Veterinary Medicine of Bucharest (USAMVB), Romania</i> <i>Prof. Dr. Viorel Ion</i> |
| 12:30 to 12:45 | Presentation of EU project partners <i>Technological Educational Institute of Sterea Ellada (TEISTE), Greece</i> <i>Prof. As. Dr. Giannis Tsoulfas</i> |
| 12:45 to 13:00 | Presentation of EU project partners <i>Research Innovation and Development Lab Private Company - ReadLab P.C. (ReadLab), Greece</i> <i>Dr. Alexandros Vouros</i> |
| 13:00 to 14:00 | Lunch and further project discussions |
| 14:00 to 14:15 | Presentation of PC HEIs Project partners <i>European University of Tirana (UET), Albania</i> <i>Prof. Dr. Ermira Qosja</i> |
| 14:15 to 14:30 | Presentation of PC HEIs Project partners <i>University "Haxhi Zeka" (UHZ), Kosovo</i> <i>Prof. Asoc. Dr. Arsim Elshani</i> |
| 14:30 to 14:45 | Presentation of PC HEIs Project partners <i>Universum College (UC), Kosovo</i> <i>MA. Uran Raci</i> |
| 14:45 to 15:00 | Presentation of PC HEIs Project partners <i>University of Bihac (UNBI), Bosnia and Herzegovina</i> |



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| | <i>Dr. sc. Suzana Jahić</i> |
| 15:00 to 15:15 | Presentation of PC HEIs Project partners <i>University of Sarajevo (UNSA), Bosnia and Herzegovina</i> <i>Prof. Dr. Milenko Blesic</i> |
| 15:15 to 15:30 | Presentation of PC Project partners <i>Ministry of Education, Science, Culture and Sport of Una-Sana Canton (MESCS USK), Bosnia and Herzegovina</i> <i>Mrs. Una Redžić</i> |
| 15:30 to 16:45 | STEPS management: grant and partnerships agreements, relevant documents, guidelines, administration and documentation records <i>Prof. Dr. Renata Kongoli, Contact person and Project manager</i> |
| 16:45 to 17:00 | Concluding Remarks <i>Prof. Dr. Renata Kongoli, Contact person and Project manager</i> |
| 19:00 pm | Social evening <i>[Welcome Dinner]</i> |

Tuesday, 19th March 2019
Hall "Skënder Xhiku"

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| 9:00 – 9:15 | Opening remarks <i>Prof. Dr. Renata Kongoli, Contact person and Project manager</i> |
| 9:15 – 9:45 | WP Presentation WP 1- Connection of the MSc programme with the world of work, the social and the economic environment <i>Dr. Blerjana Bino, UET</i> |
| 9:45 – 10:10 | WP Presentation WP 2- STEPS structure and courses design <i>Prof. Dr. Gheorghe Valentin Roman, USAMVB</i> |
| 10:10 – 10:30 | WP Presentation WP 3- Professional development of scientific staff <i>Prof. Asoc. Dr. Arsim Elshani, UHZ</i> |
| 10:30 – 10:50 | WP Presentation WP 4- STEPS development <i>Prof. Dr. Sabahudin Bajramovic, UNSA</i> |
| 10:50 – 11:10 | WP Presentation WP 5- Development of infrastructures <i>Dr. sc. Emir Mujić, UNBI</i> |
| 11:10 – 11:40 | Coffee break |
| 11:40 – 12:05 | WP Presentation WP 6- STEPS application for official accreditation <i>Mr. Adnan Kreso, MESCS USK</i> |
| 12:05 – 12:30 | WP Presentation WP 7- STEPS programme delivery <i>Dr. sc. Jasmina Ibrahimpašić, UNBI</i> |
| 12:30 – 13:00 | WP Presentation WP 8- Quality plan and evaluation of project progress <i>Mr. Petros Condros, ReadLab</i> |



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| 13:00 – 14:00 | Lunch break |
| 14:00-14:30 | WP Presentation WP 9- Dissemination/Exploitation of STEPS, EU emblem. Project logo. Web site design and content. Project documentation design <i>Dr. Enkeleda Berberi, AUT</i> |
| 14:30 – 15:00 | STEPS management Setting up PMT and working groups. Delegate leading roles for tasks and work packages. Communication Plan-contact list (team member names, roles, departments, e-mails, phone) <i>Prof. Dr. Renata Kongoli, Contact person and Project manager</i> |
| 15:00 – 15:40 | Action plan for the first project year. Travel plan list, Setting up for implementation of WP 1, 2, 3, 4, 5,6, 8: partners tasks, assignment of partners responsibilities. <i>Prof. Dr. Renata Kongoli, Contact person and Project manager</i> |
| 15:40 – 16:00 | Experiences from other Project NETCHEM: “ICT Networking for Overcoming Technical and Social Barriers in Instrumental Analytical Chemistry Education” <i>Dr. Mariola Kodra, Head of Chemistry Department</i> |
| 16:00 – 16:45 | Project finances. Equipment lists <i>Prof. Dr. Renata Kongoli, Contact person and Project manager</i> |
| 16:45 – 17:00 | Concluding Remarks <i>Prof. Dr. Renata Kongoli, Contact person and Project manager</i> |
| 18:00 pm | Social activity <i>(visit to Kruja City)</i> |

Wednesday, 20th March, 2019

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| from 09:30 am | Visit to Agricultural University of Tirana <i>Visit to Scientific Laboratories of Faculty of Biotechnology and Food</i> <i>Visit to Milk Processing Line</i> <i>Visit to Food Research Center</i> Social networking with AUT staff |
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Departure of STEPS kick off meeting participants