



Agenda – Kick-off meeting

Project title: Improving the Traffic Safety in the Western Balkan Countries through Curriculum Innovation and Development of Undergraduate and Master Studies

Acronym: TRAFSAF

Work package	Title
7	Project management
Activity	Title
7.1	Kick-off meeting

Dates	15 th and 16 th January 2019
City	(Arrival date: 14 th January, Departure date: 17 th January 2019)
Meeting venue	Kosovska Mitrovica
Address	University of Pristina in Kosovska Mitrovica, Faculty of Technical Sciences building





Tuesday, 15th January 2019		
Faculty of Technical Sciences building, University of Pristina in Kosovska Mitrovica Knjaza Milosa 7, Kosovska Mitrovica		
10:00-10:30	TRAFSAF participants registration	
First Session - Opening (Open for academic public and press) (Room S3 1st floor)		
10:30-10:40	Welcome speeches	Prof. dr Rade Grbic, Rector of the University of Pristina in Kosovska Mitrovica - UPKM and Prof. dr Nebojsa Arsic, Dean of the Faculty of technical sciences - FTS
10:40-11:00	Short presentation of the Faculty of Technical Sciences/University of Pristina in Kosovska Mitrovica (UPKM)	Aleksandra Petrovic, Erasmus + Officer
11:00-11:30	TRAFSAF project presentation	Prof. dr Nebojsa Arsic, UPKM, Project Coordinator
11:30-12:00	Coffee break (Room S3 1 st floor)	
Second Session - Introducing project management, monitoring, reporting, financial reporting and technical details (Room S3, 1st floor)		
12:00-12:20	Project Management, Reporting and National Erasmus+ Office monitoring	Goran Lazic, Erasmus+ Officer
12:20-12:40	Project finance and financial reporting	Milos Subotic, International Relations Officer -IRO, UPKM
12:40-13:00	Project website and project management platform presentation	Prof. dr Predrag Stanojevic and Jelena Rajovic, Technical Collage of Applied Sciences-TCASU
13:00-14:00	Buffet lunch (Restaurant no. 10)	
Third Session – Partner presentations with special emphasis on their higher education research potential and practices, as well as role in TRAFSAF (Room S3, 1st floor)		
14:00-15:30	Universidad Politécnica de Madrid [UPM]	
	Obuda University [OU]	
	Lublin University of Technology [LUT]	
	UNIVERZA V MARIBORU [UM]	
	Technical College of Applied Sciences Urosevac with temporary seat in Leposavic [TCASU]	



	Center for Development of Local Communities Kosovska Mitrovica [CRLS]	
15:30-17:45	University of Novi Sad [UNS]	
	The Collège of Applied Technical Sciences Niš [VTSNIS]	
	Road Traffic Safety Agency of the Republic of Serbia [ABS]	
	UNIVERSITY OF SARAJEVO [UNSA]	
	Sinergija University Bijeljina[US]	
	Traffic Safety Agency of Republic of Srpska[TSARS]	
	University Adriatic Bar (AUB)	
	UniverzitetCrne Gore [UoM]	
	ALPHA Centre[AC]	
17:45-18:00	Conclusions of the day	
19:30	Dinner at a national restaurant (Mreza)	

Wednesday, 16th January 2019		
Faculty of Technical Sciences Building, University of Pristina in Kosovska Mitrovica Knjaza Milosa 7, Kosovska Mitrovica		
Fourth Session - WPs and action plan (Room S3, 1st floor)		
9:30-10:00	Establishing of the project management structures (Steering Committee - SC, Project Management Committee - PMC, Quality Assurance Committee - QAC, WP Leaders)	Prof. dr Nebojsa Arsic, UPKM
10:00-11:45	WP1 presentation (Analysis of key issues of traffic safety needed to be managed in Western Balkan region) Coordinator UM	UM
	WP2 presentation "Improvement and development of undergraduate/ master curricula" Coordinator OU	OU
	WP3 presentation "Development of trainings for traffic safety professionals" Coordinator LUT	LUT
	WP4 presentation "Implementation of developed undergraduate/master curricula and trainings" Coordinator	UNS



	UNS	
	WP5 presentation “Quality assurance and monitoring” Coordinator UPM	UPM
	WP6 presentation “Dissemination and Exploitation” Coordinator ABS	ABS
	WP7 presentation “Project management” Coordinator UPKM	UPKM
11:45-12:15	Coffee break (Room S3 1st floor)	
12:15-12:40	Overview of the first project year: work plan, tasks and obligations of partners, mobility plan	Prof. dr Nebojsa Arsic, UPKM
12:40-13:10	Administrative issues (meeting with the EU HEIs)	Aleksandra Petrovic, Erasmus+ Officer, UPKM
13:10-13:40	Administrative issues (meeting with the WB HEIs)	Aleksandra Petrovic, Erasmus+ Officer, UPKM
13:40-14:00	General discussion and closing the meeting	