



Advanced Data Analytics in Business (ADA)

EACEA 598829-EPP-1-2018-1-RS-EPPKA2-CBHE-JP

STEERING COMMITTEE MEETING MINUTES OF THE MEETING

Location: CERTH, Thessaloniki, Greece, CERTH-HIT facilities

Time: July 1st 2019, 12-16h

ATENDEES

Representatives of partner institutions:

1. Mirko Savić (UNS)
2. Jelena Stanković (UNI)
3. Vladimir Ranković (UNIKG)
4. Rachid Chelouah (EISTI)
5. Jason Papathanasiou (CERTH)
6. Jelena Bulatović (SAM)

Representatives of UB, WU and UNITOV were not present at the meeting.

Beside partner representatives, other members of project team were present at the meeting, taking part in the discussion.

AGENDA

1. Instructions about financial reporting for the first reporting period (15.11.2018.-30.6.2019.)
2. Action plan for the first year and achieved goals
3. Survey on stakeholders about their needs in BA, presentation of SAM
4. Reports from Serbian partners about implementation of ADA master
5. LLL courses
6. Distance learning
7. Organization of the next study visit
8. Activities in the future period
9. Discussion

REMARKS

1. Instructions about financial reporting for the first reporting period (15.11.2018.-30.6.2019.)
Mirko Savic has made a presentation about reporting for the first period in order to prepare all partners. Partners were introduced with the procedure, necessary supporting documents, referencing etc. Instructions about reporting and space for all documents is provided on the Google Drive of ADA project. The presentation at the SC meeting about reporting can be found on the drive in meetings/03 Thessaloniki/Presentation and additional material/ADA SC Meeting No. 3.pptx).

Additionally, all WP leaders are reminded to submit reports about achievements for every WP:

- WP1 Development of a new program in Advance Data Analytics in Business (UNS)
- WP2 Preparations for implementation of new master program (UB)

- WP3 Implementation of the program (UNI)
- WP4 Dissemination and exploitation of project results (UNIKG)
- WP5 Quality control and monitoring (WU)
- WP6 Project management (UNS)

The deadline for submission of all reports is July 15th 2019.

2. Action plan for the first year and achieved goals

According to Action Plan defined in Cergy, all activities planned for the first year are going according to the schedule, with exception of WP5 Quality Control, where plan for project quality control is still missing. Consortium will try once more to contact Vienna University (WP leader) asking them to finish the task.

3. Survey on stakeholders about their needs in BA, presentation of SAM

Jelena Bulatovic (SAM) has presented the results of survey on stakeholders. The presentation and amount of results was impressive. Consortium now have the reach source of information about employers and their view on data science and business analytics. The final stage of this activity is for SAM to deliver the official report about the survey.

4. Reports from Serbian partners about implementation of ADA master

- Since representatives of UB were not present, Mirko Savic has informed SC that UB has made significant progress regarding master program because the proposal of the program was accepted by University Council. The next phase is preparation of documents for accreditation and submission to National Accreditation Body before the end of the year.
- In the case of UNS, the program was accepted by Teachers' Council of Faculty of Economics and the next phase is submission to rectorate of UNS in August or September.
- Project team of UNI is finishing the program proposal for Teachers' Council of the Faculty of Economics in Nis.

5. LLL courses

After the discussion, the conclusion is that every Serbian partner makes a proposal of three courses for LLL to UNIKG. Afterwards the final proposal of courses will be developed.

The partners must consider the participation of lecturers from companies. The deadline for the proposal of three courses is August 15th.

6. Distance learning

The decision is not to develop specific learning platform for preparatory courses, but all material must be in electronic form available for the students on the website of the study program.

7. Organization of the next study visit

Mirko Savic will contact UNITOV in order to arrange the next study visit in Rome in the autumn (October or November) if possible.

8. Activities in the future period

- UNI will develop and maintain the ADA profile on Instagram social network.
- UB will develop and be in charge of Twitter profile of ADA project.
- All partners were asked to give their contribution to Facebook page and project website: If they promote ADA project in any way, they have to send the pictures and two-three sentences to UNIKG and UNS for the website and fb profile. Every partner institution must deliver at least 10 feeds for dissemination purposes every 6 months.
- UNS and UNI will send the list of the courses to CERTH and EISTI in order for them to propose visiting professors for several courses in the program.
- Roll-up banner will be developed for dissemination purposes (UNIKG).
- All partners should give the list of future events where ADA can be promoted. The list should be delivered to UNIKG.

9. Discussion

Partners are reminded about importance of synergy effects with other projects. UNS will try to develop cooperation with SUSTAIN project, but all other partners must put an effort in that field and to establish at least one cooperation per partner.

Final notes

- The Minutes of the meeting will be uploaded at Google Drive.
- WU should deliver report about quality of Thessaloniki visit.
- Action Plan for the following period is in the Appendix of this document.
- Steering Committee and Local Committee meetings were held jointly at the same time.

Prof. Dr Mirko Savić



Date of approval:
05.07.2019.

Appendix

W P	Activity	Task	Leading partner	Participants	Deadline
W P1	Analysis of best practise and comparative analysis	Survey on stakeholders about their needs in BA (final report)	UNS	SAM	15.7.2019.
W P1	Development of learning outcomes and competencies	Development of booklet	UB	All	M6
W P1	Development of program, modules, syllabi of all courses and ECTS	Preparation of all material	UNS, UB, UNI	All	M11
W P2	Preparation of LLL program	Three proposals of courses from every Serbian partner	UNIKG	UB, UNS, UNI, UNIKG	15.8.2019.
W P2	Purchase of equipment	Public procurement	UNS	UNIKG	Y2/M4
W P3	Accreditation of master study program	Submission for accreditation	UNI	UNS, UB	Y2/M6 (do it earlier)
W P5	Defining plan for project quality control	Draft version	WU	All	M5
W P4	Dissemination	Making of roll-up banner	UNIKG		1.9.2019.
W P4	Dissemination	Instagram profile	UNI		1.9.2019.
W P4	Dissemination	Twitter profile	UB		1.9.2019.
W P4	Dissemination	10 feeds per partner in the next 6 months	UNIKG	All	31.12.2019.
W P6	Organization of coordination meetings	Survey on quality of Thessaloniki study visit	WU	All	1.9.2019.
W P6	Reporting	Reporting for the first reporting period: 15.11.2018.-30.6.2019.	UNS	All	15.7.2019.
W P6	Reporting	Reporting of all WP leaders for the first reporting period	UNS	UNS, UB, UNI, UNIKG, WU	15.7.2019.

W P	Other activities	Task	Participants		
W P4	Synergy effects	Connecting with other consortiums	UNS, UB, UNI, UNIKG		No deadline

W			EISTI,		As soon as
P1	Proposals of visiting professors		CERTH		possible
W		List of events where ADA can be			
P4	Dissemination	promoted in the next year	UNIKG	All	M8