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FINAC

FINancial management,
Accounting & Controlling
in public administration

Financial Management, Accounting & Controlling curricula development for capacity building of public administration

STEERING COMMITTEE

AT UNIVERSITY OF BELGRADE DURING PARTICIPATION OF FINAC PROJECT IN WORK OF INTERNATIONAL CONFERENCE - SymOrg2018

MEETING MINUTES

Prepared by: Sladjana BENKOVIĆ | University of Belgrade | SERBIA

*This project has been funded with support from the European Commission.
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Steering Committee Minutes**MINUTES**

Introduction

The fifth Steering Committee Meeting was held during international conference organized by University of Belgrade, Faculty of Organizational Sciences, Serbia on June 9, 2018. The Steering Committee Meeting was chaired by **Sladjana BENKOVIĆ**, project coordinator and **Aleksandar JOVIĆ**, project secretary. All project partners had received the Agenda and supporting documentation that had to be adopted.

Agenda

FINAC Steering Committee meeting No. 5

University of Belgrade, FINAC on SymOrg 2018, June 9, 2018. 09.00 - 09:40

Chair: *Professor Sladjana Benković, Ph.D., Project Coordinator (University of Belgrade)*
Aleksandar Jović, Project Secretary, (University of Belgrade)

AGENDA

	Item	Time (estimated)	Input prepared by	Voting	Reference documents
1	Establishing the quorum	2 min	N/A	N/A	N/A
2	Adoption of the Agenda	3 min	UBG	Yes	Draft Agenda
3	Adoption of the minutes from Steering Committee meeting #4	3 min	UBG	Yes	<i>Minutes from Steering Committee meeting#4</i> http://www.finac.org.rs/site/results
4	Report on the implementation of the last 4 months activities (adoption)	20 min	UBG	Yes	Power point presentation & oral input
5	Recommendations for financial reporting and money transfers	6 min	UBG	Yes	Oral input
6	Future steps	10 min	UBG	Yes	Power point presentation & oral input
7	AOB (any other business)	3 min	N/A	Possible	N/A

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Item 1: Establishing the quorum

The quorum for Steering Committee No. 5 had been obtained.

Item 2: Adoption of the Agenda

The Agenda proposed at the beginning of the meeting was adopted without any complaints.

Item 3: Adoption of the minutes from Steering Committee meeting #4

Minutes from Steering Committee Meeting no. 4 held during the fourth study visit to Masaryk University, Banska Bistrica, Czech Republic was adopted without any complaints.

Item 4: Report on the implementation of the last 4 months activities (adoption)

Project coordinator, **Slađana BENKOVIĆ**, presented the results of project activities in the last four months of the project duration and informed participants about the progress of work activities on the work packages. Additionally, she emphasized that the implementation of project work packages should be in line with the timeframe. She informed present members of Steering Committee about accomplished activities reached since fourth Steering Committee as it is:

- Preparation & dissemination of Newsletter # 6
- Completing accreditation activities at 3 universities in Serbia
- Completing modernization activities at 1 university in Serbia
- Applying for enrollment of students license at UET and UNISHK and gained feedback from Ministry for Education and Sport of Albania
- Preparation and submission of Report on progress for a first 18 months
- Coordinative meetings in Serbia with representatives of partner universities regarding enrollment of students procedures and policy
- Coordinative meetings in Albania with representatives of partner universities regarding enrollment of students procedures and policy
- Designing materials for promotional activities in Serbia (Albania waiting gaining a license)

The report was adopted without any complaints.

Item 5: Recommendations for financial reporting and money transfers

Project secretary, **Aleksandar JOVIĆ** informed all representatives of Steering Committee that we are still waiting for a new tranche of financial resources for continuing activities, due to till submitting of Report on project progress we have spent 97.5 % of budgeted money for a first 18 months of project duration. He informed all Steering Committee representatives that as soon we get a new tranche of money we will transfer money to all partners for upcoming activities. Also, he noted that in case that we receive second pre-financing from EACEA in June or July, new official project exchange rates need to be applied from June

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1st, i.e. July 1st, respectively, but we will inform project partners about changes in exchange rates immediately.

Item 6: Future steps

Project coordinator, **Slađana BENKOVIĆ** informed and remind representatives of partner institutions on importance of the project deliverables that are expected in next six months. Those deliverables could be summaries through work packages that are following work plan like:

- WP.3 To finish activities of getting a license at UET and UNISHK
- WP.4 –Complete activities for qualification exams in Serbia & Albania (qualification exams in Serbia)
 - - to develop materials for delivering accredited master programme
- WP.5 To finish activities of designing and start with delivering trainings in Albania – UET
- WP.6 Implementation of Quality assurance plan and evaluation of events that will be organized
- WP.7 Issuing 2 more Newsletters to boost project progress
 - 7th issue of Newsletter will be dedicated to results of Report on progress and participation of FINAC ERASMUS+ project in work of international conference SymOrg 2018
 - 8th issue of Newsletter will be dedicated to enrollment activities in September/October
 - Other activities regarding promoting project impact on public administration and society
- WP.8 To follow up implementation of project activities

Item 7: AOB (Any other business)

N/A