TeComp

**Strengthening Teaching Competences
in Higher Education
in Natural and Mathematical Sciences**

Co-funded by the
Erasmus+ Programme
of the European Union

Minutes of Meeting in Kragujevac

15-June-2021

1. Successful presentation of course organized by Ghent University.
2. 66 participants were involved in the course and successfully completed all the tasks.
3. "Learning Key" Portal is installed on University of Nis server. The form for already delivered courses and courses that are planned to be delivered by the end of the project lifetime should be indicated in the Form given in the platform.
4. Training and LCT meeting will be organized in Korce, Albania, in the period from 12th until 18th of September 2021.
5. Jelena will prepare written new guidelines for the platform usage. Training should be organized in IT classroom where everyone should have its own PC/laptop and to work together on the platform under Jelena's instructions.
6. Task: Administrators of each university should open account for each teacher who will use the platform. Administrator should enter teacher names and e-mail addresses (open their accounts) to the platform till 1st July 2021. Teachers should fill in the form with information regarding their courses that will be modified/created and delivered to students.
7. Jelena's task:
   - to contact EU partners regarding their coming in Serbia and Albania and arrange with them their involvement in the training meetings, whether they will be present only by on-line option or physically present in accordance to project application.
8. Workshop in Nish with dissemination activities should be organized in March/April 2022.

16-June-2021

9. Presentation of learning platform LearningKey
   - 3 roles (admin, teacher, student)
   - Local Administrators of the platform: UN – Jelena Ignjatovic, UNS – Zorana Luzanin, UNIKG – Ana Kaplarevic Malisic, ECUG - Isidor Kokalari, UNIKO – Denisa Kafazi, UB – Nebojsa Jasnic
   - Platform constructors:
     Dimitrije Popovic – dimitrije.popovic@badin.rs; Jovan Kocic – jovan.kocic@badin.rs.
     Those are mail address for communication with platform users and improving the quality of the platform.
10. Task for Jelena:
    - To add number of ECTS in description of Course and to add number of Students that will follow the course - DONE.
    - 300 teachers (participants at PPM trainings; already 66 teachers participated at Ghent course), 35 courses, 1200 students (participants); 120 teachers for English competences.

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- The possibility of importing the list of students-participants to courses as **.csv** file (to be checked with Ivan Stankovic)

17-June-2021

11. Each partner university should have minimum 6 new courses approved or accredited.
- Quality standard for university teachers' competences should be clearly defined.
- Those standards should be put in the Strategy for quality assurance and improvement of each of 6 universities.
- The Regulation for CPD of teachers should be set by University of Nis and draft version of it will be presented in Korca.

18-June-2021

12. Editorial Board should send by the end of June to Albanian partners, draft versions of training material in English to be translated in Albanian and resent to Editorial Board.
- The discussion was organized whether it is better to have 1 trilingual publication, 2 bilingual publications (AL-ENG and RS-ENG) or 3 monolingual publications.
  I am not sure what the conclusion is!
- Sinisa Djurasevic and Zorana Luzanin will define a draft version of quality standards for teachers' competences that are to be added the Strategy for the quality assurance.