

## Meeting evaluation questionnaire

From the meeting within the TEMPUS project ECBAC-517200 “**Establishing and Capacity Building of the Southern Serbian Academy and The National Conference for Vocational Higher Education**” held 26th-27th November, 2014 in the premises of the School of Higher Professional Education for Preschool Teachers in Pirot, Serbia.

### 1 What were your expectations related to this meeting and have they been fulfilled?

person	ANSWERS
1.	Before the meeting I did not have any particular expectations concerning optimism that the project will succeed, but I think that we have reached one very good starting level and I truly believe that the proposed model can be implemented.
2.	
3.	
4.	I expected concrete steps towards forming of the Academy. A certain progress has been made in my opinion.
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7.	
8.	I expected to hear about the activities related to further implementation of the project which have indeed been presented.
9.	My expectations were mainly related to the concrete progress in establishing of the Academy and this time I really do hope that my expectations have finally been realized.
10.	Expectations were related to the concrete steps for the full implementation of the project. They have been partially fulfilled.
11.	I expected to see some concrete results of the services and concrete solutions for the finalization of the project. My expectations have been mostly fulfilled. After this meeting, I have a firm belief that the Academy can be established. The model of the Academy seems very reassuring.
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### 2 Evaluate the meeting presentations on the scale from 1 to 5 ( 1- the lowest, 5- the highest mark):

#### ◆ Presentation of the new adapted work plan

person	ANSWERS
1.	5
2.	4
3.	5
4.	5
5.	4
6.	4
7.	3
8.	4
9.	5
10.	5
11.	5
12.	5
13.	5
14.	
15.	
16.	
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◆ Legal framework for establishing the Academy: concrete proposal

person	ANSWERS
1.	3
2.	5
3.	5
4.	5
5.	5
6.	5
7.	3
8.	3
9.	
10.	5
11.	5
12.	5
13.	5
14.	
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◆ Composition of the governing boards of the Academy:activities

person	ANSWERS
1.	4
2.	4
3.	5
4.	
5.	5
6.	4
7.	3
8.	5
9.	4
10.	5
11.	5
12.	5
13.	5
14.	
15.	
16.	
17.	
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◆ Aims of the Academy: Work group 1 -presentation

person	ANSWERS
1.	3
2.	4
3.	5
4.	5
5.	4
6.	4
7.	3
8.	5
9.	4
10.	5
11.	5
12.	5

13.	5
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◆ Work group 2-presentation

person	ANSWERS
1.	4
2.	4
3.	5
4.	5
5.	4
6.	4
7.	3
8.	5
9.	4
10.	5
11.	5
12.	5
13.	5
14.	
15.	
16.	
17.	
18.	

◆ Work group 3-presentation

person	ANSWERS
1.	5
2.	5
3.	5
4.	5
5.	4
6.	5
7.	3
8.	5
9.	4
10.	5
11.	5
12.	5
13.	5
14.	
15.	
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17.	
18.	

◆ Presentation of the realized steps in the action plans of the IRO team

person	ANSWERS
1.	5
2.	4
3.	5
4.	5
5.	4
6.	4
7.	3
8.	5
9.	4

10.	4
11.	4
12.	5
13.	4
14.	
15.	
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18.	

◆ Presentation of the realized steps in the action plans of the Student service team

person	ANSWERS
1.	4
2.	4
3.	5
4.	5
5.	5
6.	4
7.	3
8.	5
9.	4
10.	4
11.	4
12.	5
13.	5
14.	
15.	
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◆ Presentation of the realized steps in the action plans of the QA team

person	ANSWERS
1.	3
2.	5
3.	3
4.	5
5.	5
6.	5
7.	3
8.	5
9.	3
10.	4
11.	5
12.	5
13.	5
14.	
15.	
16.	
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◆ Presentation of the realized steps in the action plan of ICT service team

person	ANSWERS
1.	4
2.	4
3.	5
4.	5
5.	5
6.	4
7.	3
8.	5
9.	4

10.	4
11.	4
12.	5
13.	5
14.	
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◆ Presentation of the Center for Career Development: planning of student fairs

person	ANSWERS
1.	4
2.	5
3.	3
4.	
5.	5
6.	5
7.	3
8.	
9.	4
10.	
11.	4
12.	5
13.	5
14.	
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◆ Organization of study visits to the EU partners: forming of the Student Parliament

person	ANSWERS
1.	5
2.	5
3.	5
4.	5
5.	5
6.	5
7.	3
8.	5
9.	4
10.	3
11.	5
12.	5
13.	5
14.	
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◆ Tendering procedure for equipment

person	ANSWERS
1.	5
2.	3
3.	5
4.	3
5.	4
6.	3
7.	3

8.	4
9.	4
10.	5
11.	
12.	5
13.	5
14.	
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Administrative and financial issues: letter of the EACEA

person	ANSWERS
1.	4
2.	3
3.	5
4.	
5.	5
6.	3
7.	3
8.	
9.	4
10.	3
11.	5
12.	5
13.	5
14.	
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18.	

♦ Dissemination: web site, e-newsletter

person	ANSWERS
1.	4
2.	5
3.	5
4.	4
5.	5
6.	5
7.	3
8.	4
9.	3
10.	5
11.	
12.	5
13.	5
14.	
15.	
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♦ Planning of further dissemination activities

person	ANSWERS
1.	5
2.	5
3.	5
4.	4

5.	5
6.	5
7.	3
8.	5
9.	4
10.	3
11.	
12.	5
13.	5
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◆ Drafting of a long term business and marketing plan

person	ANSWERS
1.	4
2.	4
3.	5
4.	
5.	4
6.	4
7.	3
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9.	3
10.	
11.	
12.	4
13.	5
14.	
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◆ Accreditation standards

person	ANSWERS
1.	5
2.	5
3.	5
4.	
5.	5
6.	5
7.	3
8.	3
9.	4
10.	4
11.	5
12.	4
13.	5
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◆ Capacity building for Vocational Higher Education

person	ANSWERS
1.	3
2.	5
3.	5

4.	
5.	4
6.	5
7.	3
8.	4
9.	4
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11.	
12.	4
13.	5
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◆ Evaluation of the meeting / Planning of further activities

person	ANSWERS
1.	4
2.	5
3.	5
4.	4
5.	4
6.	5
7.	3
8.	5
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10.	3
11.	
12.	4
13.	5
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3 What is your opinion on the meeting agenda in general?

person	ANSWERS
1.	Agenda is ok.
2.	Agenda has been well devised.
3.	The meeting was well organized.
4.	Agenda was well devised. It was dynamic. Absence of some partners has affected the agenda a little bit.
5.	The meeting was well organized.
6.	The agenda was well devised.
7.	
8.	Agenda was good but there were to many items on it for the two days.
9.	The agenda was realistically planned but certain items repeated themselves probably due to the fact that much progress has not been made since previous meetings.
10.	It was ok.
11.	It was well planned.
12.	It was ok.
13.	The agenda was too tight.
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4 What have you learned? Which part of the meeting did you or didn't you like?

person	ANSWERS
1.	I liked that part of the dialogue between Mr. Blagojevi and Mr. Geert concerning the accreditation of the Academy. This is the part where I found out that the project does not comprise the accreditation.
2.	I liked work in work groups on determining the concrete aims of the Academy. I especially liked the presentation of the work group consisting of professors.
3.	I learned that there is no improvisation and that we should follow certain standards when forming an institution such as Academy. I liked the way of communication between participants during the meeting, starting from confronting opinions to finding common solutions.
4.	I liked the development of software for the student administration.
5.	The meeting has completely fulfilled my expectations.
6.	I liked work in work groups especially the one in which were the professors.
7.	
8.	I liked the information on merging of vocational colleges in Belgium.
9.	I always like the part of the meeting which provides concrete solutions.
10.	I liked the part on concrete steps for finalization of the project. I did not like comments on why certain activities have not been finished so far since we normally waited for the results on the request for the prolongation of the project.
11.	I did not like that we started repeating ourselves when working in the work groups. We should focus more in the future on concrete actions and firm plans how to finalize the project.
12.	Everything was ok.
13.	SWOT method is not useful at all.
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**5 What are your expectations to be fulfilled before the next meeting or during the next meeting?  
What are you going to do next?**

person	ANSWERS
1.	
2.	
3.	I hope that the agreement made during this meeting will be further developed and that the new activities in regard to it will be taken in view of establishing the Academy.
4.	It is necessary to take concrete actions for the purchase of the equipment and establishing of the student service.
5.	I think that stronger contact should be established among the members of the Consortium on this project.
6.	I expect even more concrete perception of the tasks in regard to establishing the Academy, the tasks of my school and my personal tasks.
7.	
8.	I expect that the Ministry of education gives its response and that further implementation of the project activities takes place.
9.	We have a lot of obligations. I expect to have the next meeting as soon as possible and to establish concrete services with concrete persons in charge.
10.	It is necessary to finish as soon as possible before the next meeting all the activities we agreed upon.
11.	Partners in Serbia should have more internal meetings to discuss important actions and make final proposal for the cooperation agreement. We do not have much time left to finish the project and we still have a lot of work to do so cooperation and communication should be raised to a higher level.
12.	It is now coordinators' turn.
13.	We should realize everything we agreed upon.
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**6 Other comments:**

<b>person</b>	<b>ANSWERS</b>
1.	
2.	
3.	<b>I think that all the meeting participants have seriously taken the establishing of the Academy and that all of them put their utmost efforts into finding a solution how to establish the Academy and set it in motion.</b>
4.	
5.	<b>No comments.</b>
6.	
7.	
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9.	<b>We have a lot of work to do.</b>
10.	<b>Planning of student fairs is not clear enough. We lack the instructions on it and do not know the amount of the budget for these activities. I also did not like the fact that the EU partners did not approve of the model of the Academy we presented a long time ago according to which the project could have been successfully implemented. In case they did, many activities and the purchase of equipment would have been completed by now.</b>
11.	
12.	<b>All activities should be paid on time.</b>
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