

## 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 29th-30th January, 2014 in the premises of the College of Textile in Leskovac, Serbia.

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

person	ANSWERS
1.	Yes.
2.	
3.	Yes, expectations have been fulfilled. The meeting was better than I expected.
4.	Yes.
5.	Yes.
6.	
7.	Expectations have been partially fulfilled.
8.	Yes.
9.	
10.	
11.	Yes, they have been partially fulfilled.
12.	Expectations have been fulfilled.
13.	Yes, expectations have been fulfilled.
14.	My expectations have been great and they have been completely fulfilled.
15.	Meeting was successful. I expected to clear out certain issues and my expectations have been met.
16.	Yes, my expectations have been related to the realization of the Academy framework and they have been fulfilled.
17.	Yes, the meeting has even exceeded my expectations.
18.	Expectations have been fulfilled.
19.	Yes.
20.	My expectations have been mainly fulfilled.
21.	Expectations have been fulfilled.
22.	My expectations have been fulfilled.
23.	I expected to learn about KPIs and my expectations have been fulfilled.

### 2 Evaluate the meeting presentations on the scale from 1 to 5 ( 1- the lowest, 5- the highest mark):

#### ◆ Information on legal framework to realize the Academy

person	ANSWERS
1.	5
2.	3
3.	5
4.	5
5.	5
6.	5
7.	3
8.	5
9.	5
10.	5
11.	4
12.	5
13.	5
14.	4
15.	4
16.	5
17.	5
18.	5
19.	5
20.	4
21.	
22.	4
23.	5

◆ Presentations of the BIHTEK and SHEQA projects

person	ANSWERS
1.	
2.	3
3.	5
4.	5
5.	5
6.	4
7.	3
8.	4
9.	5
10.	5
11.	
12.	
13.	
14.	5
15.	
16.	4
17.	5
18.	
19.	
20.	
21.	
22.	4
23.	4

◆ Key performance indicators

person	ANSWERS
1.	
2.	5
3.	5
4.	5
5.	5
6.	5
7.	3
8.	5
9.	5
10.	5
11.	5
12.	5
13.	5
14.	5
15.	5
16.	5
17.	5
18.	5
19.	5
20.	5
21.	4
22.	4
23.	5

◆ Realized steps in the action plans of the four services of the Academy

person	ANSWERS
1.	5

2.	3
3.	5
4.	5
5.	4
6.	5
7.	3
8.	4
9.	5
10.	5
11.	3
12.	5
13.	5
14.	4
15.	
16.	5
17.	5
18.	4
19.	5
20.	4
21.	5
22.	5
23.	3

◆ Work group 1: KPIs in the Academy

person	ANSWERS
1.	5
2.	4
3.	5
4.	5
5.	5
6.	5
7.	3
8.	5
9.	4
10.	5
11.	5
12.	5
13.	5
14.	5
15.	5
16.	5
17.	5
18.	5
19.	4
20.	4
21.	5
22.	4
23.	5

◆ Work group 2: KPIs in the Academy

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

9.	4
10.	4
11.	5
12.	5
13.	5
14.	3
15.	5
16.	5
17.	5
18.	5
19.	4
20.	4
21.	5
22.	5
23.	

◆ Work group 1: KPIs in the four services

person	ANSWERS
1.	5
2.	4
3.	5
4.	4
5.	5
6.	5
7.	3
8.	4
9.	4
10.	5
11.	5
12.	5
13.	5
14.	5
15.	4
16.	5
17.	5
18.	4
19.	4
20.	4
21.	5
22.	4
23.	5

◆ Work group2 : KPIs in the four services

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

18.	4
19.	4
20.	4
21.	5
22.	5
23.	3

♦ Presentation of the project's written documents( articles)

person	ANSWERS
1.	5
2.	4
3.	5
4.	4
5.	4
6.	5
7.	3
8.	5
9.	5
10.	4
11.	4
12.	5
13.	
14.	4
15.	5
16.	5
17.	5
18.	4
19.	5
20.	4
21.	5
22.	4
23.	4

Recommendations on the accreditation of study programmes in Serbia

person	ANSWERS
1.	5
2.	4
3.	5
4.	5
5.	5
6.	5
7.	3
8.	3
9.	5
10.	5
11.	4
12.	5
13.	
14.	4
15.	4
16.	5
17.	5
18.	4
19.	4
20.	4
21.	5
22.	4
23.	4

◆ Project Management and financial issues

person	ANSWERS
1.	3
2.	3
3.	5
4.	4
5.	5
6.	5
7.	3
8.	5
9.	4
10.	5
11.	4
12.	5
13.	5
14.	4
15.	5
16.	5
17.	5
18.	4
19.	5
20.	4
21.	5
22.	4
23.	5

◆ Evaluation of the meeting / Planning of next activities

person	ANSWERS
1.	3
2.	3
3.	5
4.	5
5.	5
6.	5
7.	3
8.	5
9.	5
10.	5
11.	5
12.	5
13.	5
14.	5
15.	5
16.	5
17.	5
18.	5
19.	5
20.	4
21.	4
22.	4
23.	5

3 What is your opinion on the meeting agenda in general?

person	ANSWERS
1.	Ok.
2.	It was confusing.
3.	It was excellent.
4.	It has been fulfilled.
5.	It was good.
6.	It was dynamic and well devised.
7.	It is good.

8.	Positive.
9.	Positive.
10.	Positive.
11.	Positive.
12.	Ok.
13.	Ok.
14.	Ok.
15.	Agenda was flexible and it was not too dense. Very good.
16.	The agenda was well planned.
17.	There were slight changes in the agenda. Professors from Bosnia and Herzegovina were not present. Neither was Monica Vieira.
18.	The agenda was fulfilled.
19.	
20.	
21.	I do not have any remarks.
22.	Positive.
23.	The agenda was good.

#### 4 What have you learned? Which part of the meeting did you or didn't you like?

person	ANSWERS
1.	I have learned what KPIs are and how it is possible to determine them.
2.	I liked the part on KPIs.
3.	I learned a lot. I liked the part on the use and application of the KPIs.
4.	I liked how the work groups worked and how they presented their presentations.
5.	We saw the KPIs used in the EU education system.
6.	I liked KPIs and the way to define them.
7.	I learned about KPIs.
8.	I liked best the discussion in the end and the dinner.
9.	I liked the presentation of Sanja Kovačević. We learned something about education in the EU.
10.	I liked the presentation of Sanja Kovačević. I learned something about the KPIs in the European system of education.
11.	I liked the part on QA.
12.	I learned about KPIs. I liked work groups.
13.	I learned about new things such as KPIs.
14.	Sanja's presentations are extra!
15.	I learned all those things I sought to learn. I liked the entire meeting.
16.	I liked the KPIs for the four services.
17.	I liked the entire meeting.
18.	
19.	
20.	I liked KPIs and their use.
21.	I liked to hear about the participants' experience with the evaluation and self-evaluation.
22.	Everything was ok.
23.	I liked the lecture on KPIs.

#### 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.	A presentation on internal and external dissemination should be done.
2.	The procedure for the purchase of equipment must be defined and it is needed to elaborate on the action plans.
3.	I will write a paper on The Quality Framework of the Academy to be established. It is important to organize meetings of the services for international relations, student service, ICT service and QA service.
4.	I will prepare myself for the next meeting.
5.	It is important to organize a dissemination event and to inform all the eight ACAS members about it.
6.	It is important to carry out internal dissemination in schools.
7.	We should continue with the work as it was stated in the action plans.

8.	All the schools must work on dissemination.
9.	All the schools must do dissemination activities.
10.	All the schools must do dissemination activities.
11.	We need to perform an analysis.
12.	We need to carry out internal dissemination.
13.	
14.	We need to implement everything that was agreed upon.
15.	I need to write a script for the video and to follow up the action plans.
16.	I expect that we should start with the teacher and student mobility.
17.	We should put all our agreements and conclusions in practice.
18.	
19.	
20.	
21.	
22.	Standards for accreditation must be delat with.
23.	More activites from the action plans must be done before the next meeting.

#### 6 Other comments:

person	ANSWERS
1.	I hope that I will receive my staff costs since I have been waiting for their payment too long.
2.	Participants had the highest level of devotion to the project so far during the first day of the meeting.
3.	I will quote a PhD professor, Mr. Nebojša Risti who said in his welcome speech: „ The Tempus project is a catalyst of the reforms in higher education in Serbia.”
4.	The Academy will become a reality.
5.	The meeting was very good.
6.	
7.	It would be good to get some presentations in advance, if possible.
8.	
9.	Organzation should be better.
10.	The meeting went fine.
11.	
12.	
13.	
14.	
15.	
16.	Students and teachers should have a chance to improve their knowledge in the EU; Teachers should have visiting lectures and students should have professional practice in the EU; Students should get an opportunity to cooperate with the EU companies in terms of creating technical documentation for the companies in some of the CAD programs.
17.	
18.	
19.	
20.	
21.	
22.	It is urgent to talk with the Ministry of Education about the destiny of the Academy
23.	

**Note:** During the meeting, participants were divided in four work groups to define the KPIs for each of the services within the Academy, that is IR, SS, QA and SS separately.

However, this questionnaire envisaged only 2 groups for defining the KPIs in the services.

Also, during the meeting only one team worked on the KPIs in the Academy.

The questionnaire; however, envisaged two teams instead.

Conclusion: The results of the questionnaire concerning the KPIs in the Academy and its services are thus questionable.



The questionnaire also mentions the presentations of the BIHTEK and SHEQA projects, but these presentations were actually not given during the meeting in Leskovac. The professors who were supposed to give these presentations were prevented from coming to Leskovac by bad weather conditions in BIH.