**E1.1 KICK-OFF MEETING**

**AGENDA**

**Location: University Bijeljina, Bijeljina, Pavlovica put bb St**

**Time: March 29-30, 2023**

Contacts:

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**DAY I**

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| **Wednesday, March 29th 2023, University Bijeljina** |
| 0930 – 1000 h | Registration of participants  |
| **Part I****Opening and welcome speeches, Short presentation of partners** |
| 1000  – 1010 h | Welcome speeches | **Prof. dr Gorica Cvijanović**, Rector of the University Bijeljina**Prof. dr Boro Krstić**, director of the University Bijeljina |
| 1010 – 1050 h | GROWTH project presentation | **Doc. dr Nenad Marković,** external expert and consultant |
| **Partners presentations** |
| 1050 – 1100 h | University of Bijeljina | Representative of UBN |
| 1100 – 1110 h | University College "CEPS-Center for Business Studies" | Representative of CEPS |
| 1110 – 1120 h | University of Herzegovina | Representative of SVEHERC |
| 1120 – 1150 h | *Coffee break + Joint picture + Press releases* |
| 1150 – 1200 h | University Adriatic Bar | Representative of AUB |
| 1200 – 1210 h | Socio economic centre Montenegro | Representative of SECCG |
| 1210 – 1220 h | Academy of Applied Preschool Teaching andHealth Studies | Representative of AVMSS |
| 1220 – 1230 h | University of Applied Sciences Weihenstephan - Triesdorf | Representative of HSWT |
| 1230 – 1240 h | Slovak University of Agriculture in Nitra | Representative of SUA |
| **Part II****Workpackage presentation session** |
| 1240 – 1300 h | WP1: Project preparation | Representative of UBN |
| 1300 – 1320 h | WP2: Optimization of HEIs environment | Representative of HSWT |
| 1320 – 1400 h | *Lunch break at the UBN/ Networking* |
| 1400 – 1420 h | WP3: Green transition in teaching, learning and research | Representative of AVMSS |
| 1420 – 1440 h | WP4: Introduction of digital & sustainable academic mobility | Representative of SUA |
| 1440 – 1500 h | WP5: Communication & exploitation | Representative of CEPS |
| 1500 – 1520 h  | WP6: Project management and quality control | Representative of UBN |
| 1520 – 1540 h | *Final conclusions* |
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| 1900 – 2000 h | *Dinner/ Networking* |

**DAY II**

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| **Thursday, March 30th 2023, University Bijeljina** |
| 0900 – 0920 h | Forming of the management structures (Project consortium, National coordinators, External evaluators) | Representative of UBNAll participants |
| **Part III****Project organization, activities and realization** |
| 0920 – 0950 h | Information about new rules and administrative procedures for Erasmus+ CBHE | Representative of UBNAll participants |
| 0950 – 1000 h | Consortium Agreement – discussion | All participants |
| 1000 – 1015 h | *Coffee break*  |
| 1015 – 1035 h | Budget and equipment | All participants |
| 1035 – 1100 h | Risk Management Plan (RMP). Evaluation Risk Events. | Representative of UBNAll participants |
| 1100 – 1110 h | Presentation of evaluation form for events | Representative of UBNAll participants |
| 1110 – 1130 h | Communication Management Plan | Representative of UBNAll participants |
| 1130 – 1200 h | Project Consortium boardAction plan for the first year of the project realiyation | All participants |
| 1200 – 1330 h | Discussion and closing of the meeting |
| 1330 – 1500 h | *Lunch*  |