

**REVIEW OF IMPLEMENTATION OF PLANNED ACTIVITIES WITHIN THE *MHTSPS* TEMPUS PROJECT FOR THE PERIOD
01/12/2013 – 04/01/2015**

Activity	Activities (as indicated in the LFM)	Start date	Delivery date	Indicator	Quality records	Responsible for the implementation of the activity	Remark
1.1	Situation analysis of current study programs in Serbia	01/12/2013	31/01/2014	Report on comparative analysis of current Tourism study programs in Serbia	The decision on adoption of the Report on analysis of existing curricula at colleges and universities	1.M.Jovanović 2.M. Mandarić 3.T. Gajić 4.D.Stojanović	Report completed, signed and adopted by Project Steering Committee on 31/01/2014
1.2	Market analysis of present needs for qualified workers	01/12/2013	31/01/2014	Report on comparative analysis of present needs for qualified workers in Serbia	The decision on adoption of the Report on the necessary knowledge in the tourism industry	1.N. Benić 2.M.Rađen 3.D. Samardžić 4.Ž. Nestorović	Report completed, signed and sent by e-mail to the members of the Steering Committee for adoption.
1.3	Harmonization with existing EU benchmark standards	01/02/2014	31/03/2014	Report on comparative analysis of current Tourism study programs in Serbia and EU	The decision on adoption of the Report on the need for harmonization of higher education in the EU	1.M.Jovanović 2.M. Mandarić 3.T. Gajić 4.D.Stojanović 5.M.Antonijević 6. M. Koniordos 7.R. Suharoschi	Activity implemented
2.1	Creation of methodology (quality procedures) for the development of more flexible study programs	01/02/2014	31/03/2014	Defined Methodology (quality procedure) for the development of more flexible study programs	The decision on adoption of the Methodology by the Steering Committee	1.M.Đuričić 2. M.Antonijević	Activity implemented
2.2	Tuning outcomes and competencies of existing programs in line with current market needs	01/03/2014	30/04/2014	Report of the Working Groups	The decision to adopt the report on the necessary knowledge and competence of personnel in tourism Serbia	1. M.Jovanović 2. M. Mandarić 3. D. Stojanović	Activity implemented

2.3	Modernization and harmonization of existing undergraduate curricula	01/05/2014	30/09/2014	Report of the Working Groups	Adopted Reports by Steering Committee	M.Đuričić M.Jovanović M.Mandarić D.Stojanović	Activity implemented
2.4	Development of new postgraduate curricula	01/05/2014	30/09/2014	Report of the Working Groups	Adopted Reports by Steering Committee	M.Đuričić M.Jovanović M.Mandarić D.Stojanović	Activity implemented
2.5.	Development of teaching material	01/10/2014	30/05/2015	Report of the Working Groups	Adopted Reports by Steering Committee	M.Đuričić M.Jovanović M.Mandarić D.Stojanović	Activity in progress. Runs as planned.
2.6.	Student recruitment and enrolment campaign	01/12/2014	31/08/2015	Report of the Working Groups	Adopted Reports by Steering Committee	M.Đuričić M.Jovanović M.Mandarić D.Stojanović	Activity in progress. Runs as planned.
2.7	Evaluation of developed programs and program appraisal based on evaluation outcomes	01/10/2016	30/11/2016	Report of the Working Groups	Adopted Reports by Steering Committee	M.Đuričić M.Jovanović M.Mandarić D.Stojanović	Activity in progress. Runs as planned.
3.1.	Language skills	01/12/2014	30/08/2015	Report of the Working Groups	Adopted Reports by Steering Committee	M.Đuričić M.Jovanović M.Mandarić D.Stojanović	Activity in progress. Runs as planned.
3.2	ICT skills	01/12/2014	30/08/2015	Report of the Working Groups	Adopted Reports by Steering Committee	M.Đuričić M.Jovanović M.Mandarić D.Stojanović	Activity in progress. Runs as planned.
3.3	Pedagogical skills	01/12/2014	30/08/2015	Report of the Working Groups	Adopted Reports by Steering Committee	M.Đuričić M.Jovanović M.Mandarić D.Stojanović	Activity in progress. Runs as planned.
3.4	Subject related training	01/01/2015	30/08/2015		Adopted Reports by Steering Committee	M.Đuričić M.Jovanović M.Mandarić D.Stojanović	Activity in progress. Runs as planned.

3.5	Purchasing of equipment for improving infrastructure to support innovation in teaching practice (ICT and laboratory equipment)	01/01/2015	31/03.2015		Adopted Reports by Steering Committee	S.Petrovic S.Aksentijevic D.Milašinović B.Gužvić D.Kotlo	Activity in progress. Runs as planned.
4.1	Design of continuous tourism courses	01/12/2014	31/01/2015		Adopted Reports by Steering Committee	M.Đuričić M.Jovanović M.Mandarić D.Stojanović	Activity implemented.
4.2	Preparation of materials for the courses	01/01/2015	30/02/2015		Adopted Reports by Steering Committee	M.Đuričić M.Jovanović M.Mandarić D.Stojanović	Activity implemented
4.3	Enrolment of tourism employees	01/02/2015	30/04/2015		Adopted Reports by Steering Committee	M.Đuričić M.Jovanović M.Mandarić D.Stojanović M.Rađen D.Samardžić Ž.Nestorović	Activity implemented
4.4	Organization of the courses	01/05/2015	30/11/2015		Adopted Reports by Steering Committee	M.Đuričić M.Jovanović M.Mandarić D.Stojanović M.Rađen D.Samardžić Ž.Nestorović	Activity in progress. Runs as planned.
5.1	Establishment of stakeholder and professional cooperation networks	01/02/2014	30/11/2016	Number of concluded Agreements on cooperation between HEIs and stakeholders	Adopted Report on number of concluded Agreements on cooperation by HEIs and at the Project level	1.M.Jovanović 2.M. Mandarić 3.D.Stojanović 4.N. Benić 5.M.Rađen 6.D. Samardžić 7.Ž. Nestorović	Activity in progress. Runs as planned.

5.3	Development of bilateral agreements in domain of work based learning and business and industrial placement experience	01/02/2014	30/11/2016	Signed inter-institutional agreements	Record on number of concluded agreements by partners and at the Project level	1.M.Jovanović 2.M. Mandarić 3.D.Stojanović	Activity in progress. Runs as planned.
6.1	Defining procedures for project quality control (QC)	01/01/2014	28/02/2014	Designed procedures for project QC	Approved project quality procedure	M.Đuričić M.Antonijević	Activity implemented. Project Quality Plan adopted at the session of the Steering Committee held on 31/01/2014
6.2	Regular internal progress reports / providing overview of the achieved results	01/12/2013	30/11/2016	Designed Reports at partner institution and Project level	Adopted Reports by Steering Committee	M. Đuričić and Contact persons from the partner institutions	Activity in progress. Runs as planned.
6.3.	Monitoring visits by externally appointed peer review and representatives of TEMPUS office	01/09/2014 01/04/2015 01/09/2015	30/09/2014 30/04/2015 30/09/2015		Adopted Reports by Steering Committee	M.Đuričić M.Jovanović M.Mandarić D.Stojanović	Activity implemented
6.4.	Implementation of corrective measures	01/05/2014	30/11/2016		Adopted Reports by Steering Committee	M.Đuričić M.Jovanović M.Mandarić D.Stojanović	Activity in progress. Runs as planned.
7.1	Development and maintenance of project web site and web portal	01/12/2013	30/11/2016	Registered web site and web portal	Corresponding Quality records on web site and web portal	B.Stevanović	Project Web site registered and operative. Web portal will be established upon the acquisition of the necessary equipment.
7.2	Marketing activities	01/05/2015	30/11/2016		Adopted Reports by Steering Committee	M.Đuričić M.Jovanović M.Mandarić	Activity in progress. Runs as planned.

7.3	Project conference	01/10/2014 And 01/10/2015 And 01/10/2016	30/10/2014 And 30/10/ 2015 And 30/10/2016	Conducted Conferences related to dissemination of the Project	Adopted Report on conducted Conferences	M. Jovanović M.Đuričić N.Milutinović	First International Conference successfully organized. Program and Organizational Board of the Second International Conference formed. Form of Paper (instructions for authors) designed.
8.1	Accreditation of modernized and developed programs	01/12/2014	31/05/2015	Accreditation of programmes	Adopted Reports by Steering Committee	M.Đuričić M.Jovanović M.Mandarić D.Stojanović	Activity in progress. Runs as planned.
8.2	Implement employer/professional body/student support committees to help sustain student recruitment	01/01/2015	30/11/2016		Adopted Reports by Steering Committee	M.Đuričić M.Jovanović M.Mandarić D.Stojanović	Activity in progress. Runs as planned.
8.3	Raising community awareness about importance of tourism and tourism education	01/12/2013	30/11/2016	Number of conducted sessions with stakeholders, number of media appearances	Quality records on conducted sessions and media appearances.	1.M.Jovanović 2.M. Mandarić 3.T. Gajić 4.D.Stojanović 5.N. Benić 6.M.Rađen 7.D. Samardžić 8.Ž. Nestorović	Activity in progress. Runs as planned.
8.4	Degree recognition between RS higher education partner institutions	01/05/2015	31/ 07/2015		Adopted Reports by Steering Committee	M.Đuričić M.Jovanović M.Mandarić D.Stojanović	Activity in progress. Runs as planned.
8.5	Development of institutional financial sustainability plan	01/09/2014	28/11/2014	Designed of institutional financial sustainability plan	Adopted Reports by Steering Committee	M.Đuričić M.Jovanović M.Mandarić D.Stojanović	Activity implemented

9.1	Kick-off meeting	01/12/2013	31/12/2014	Meeting was held	Adoption of Minutes from the Kick-off meeting	1.Lj.Diković 2. M.Đuričić	Meeting held. Minutes and Decisions available.
9.2	Regular meetings of Steering Committee	01/11/2014 And 01/11/2015 and 01/11/2016	31/11/2014 And 31/11/2015 and 31/11/2016	Meeting was held	Adoption of Minutes from the meeting	M.Đuričić	Activity in progress. Runs as planned. Communication via e-mail operates successfully.
9.3	Organization and coordination of project activities	01/12/2013	30/11/2016	Is Project implemented according to the adopted plan?	Adopted reports on the implementation of the Project	M.Đuričić	Activity in progress. Runs as planned.
9.4	Project administration management	01/12/2013	30/11/2016	Timely reporting of project activities	Adopted reports on the implementation of the Project	N.Milutinović	Activity in progress. Runs as planned.
9.5	Design of manual for financial project management	01/02/2014	31/03/2014	Designed Manual	Adopted Handbook at Kick off Meeting	1.B.Đuričić 2.M.Đuričić	Manual for financial project management designed and adopted at the session of the Steering Committee held on 31/01/2014