



MINUTES

From the meeting related to the implementation of **Activity DEV 2.5 – Development of teaching material, Activity DEV 5.3 – Development of bilateral agreements, and activities within Work Packages DEV 3 - Staff training and development of teaching resources and DEV 4 - Development of lifelong learning (LLL) courses for tourism employees** of the TEMPUS project entitled: “Modernization and harmonization of Tourism study programs in Serbia - MHTSPS”. The session was held on 6th November, 2014, at Faculty of hotel management and tourism premises in Vrnjacka Banja. The session started at 11:00 CET.

The session was attended by: Milutin Djuricic, PhD, and Nenad Milutinovic, MSc, in front of the BTC Uzice; Milena Marjanovic, PhD, Ivan Mihailovic, PhD, Slavica Siskin and Mr Dragan Stojanovic in front of the HBS Leskovac; Marija Mandaric, PhD, Danko Milasinovic, PhD, Dejan Sekulic, MSc and mr Vesna Milovanovic, in front of the UNIKG.

the following

A G E N D A

was proposed and unanimously adopted:

1. Consultation about the amendment of Work plan and budget of the MHTSPS project (referendary: prof. Milutin Djuricic, PhD, Project Coordinator).
2. Consultation on teaching material (textbooks) design (referendary: prof. Milutin Djuricic, PhD, Marija Mandaric, PhD, and mr Dragan Stojanovic).
3. Consultation on development of business cooperation agreements among academic and non-academic partners from Serbia – Activity DEV 5.3 (referendary: prof. Milutin Djuricic, PhD).
4. Consultations about organization of training courses for teachers – DEV 3.1, DEV 3.2 and DEV 3.3, and training courses for tourism employees – Work Package DEV 4 (referendary: prof. Milutin Djuricic, PhD, Marija Mandaric, PhD, and mr Dragan Stojanovic).
5. Questions and suggestions.

Marija Mandaric and Milutin Djuricic greeted the meeting attendees and wished them a successful work.

Within the first item of the agenda, professor Milutin Djuricic informed the attendees about the result of the conversation in Belgrade, between Project Coordinator, representatives of Tempus Office and director of the Novi Sad Business School. Since the decision of Novi Sad Business School to withdraw from the project is final, it has been discussed about assuming the VPSSS’s tasks by remaining academic partners from Serbia and re-allocation of the budgetary funds. It has also been



agreed that the re-allocation of the budgetary funds will be performed in accordance with VPSSS's tasks assumed by remaining partners. As concerning the assumption of the VPSSS's tasks, BTC Uzice took the responsibility to accredit one more specialist study program (second level of studies), while the activities within the work package DEV 4 – *Organization of training courses for tourism employees* will be equally distributed among the remaining academic partners, in coordination with PKV.

Within the second item of the agenda, the issue of teaching material design was considered. It was discussed about the deadlines, circulation and unification of cover pages for joint textbooks, which will be designed in cooperation among respective subject teachers from all HEIs from Serbia participating in the project. It has been also discussed about the issue of authors' and reviewers' royalties for textbooks design.

Development of bilateral agreements between project participants and tourism business systems in domain of work based learning and business and industrial placement experience, as well as development of agreements on business cooperation among academic and non-academic partners from Serbia participating in the project were discussed within the third item of agenda. BTC will distribute its agreement on business cooperation signed with Tourism Organization of Western Serbia (TOWS) to other partners, so it can be used as a model for design of similar agreements.

Fourth item of agenda was dedicated to training courses for teachers and associates from HEI from Serbia participating in the project and to design of continuous courses for tourism employees. It has been agreed that each partner HEI should engage experts from Teacher Education Faculties to train their personnel in pedagogical skills. Each institution employs foreign language teachers and ICT experts, who will train their colleagues in these skills. It has also been agreed that continuous training courses for tourism employees in ICT skills, foreign languages (primarily English), tourism management, marketing, public relationships etc. should be designed and standardized.

Within the fifth item of agenda, prof. Milutin Djuricic, PhD, mentioned that deadlines for submission of scientific papers for 2nd International Conference "Higher education in function of development of tourism in Serbia and Western Balkans" to be held in October 2015, should be shortened. In this way, all the papers will be submitted before summer vacation season, which will enable detailed review of the papers and better organization of the Conference itself and, consequently, achieving the higher level of the quality of the Conference.

The session ended work at 15:30 CET.

Minutes kept by

Nenad Milutinovic, technical secretary

Project Coordinator

Prof. Milutin Djuricic, PhD