



Western Balkans Academic Education Evolution
and Professional's Sustainable Training for Spatial
Data Infrastructures - BESTSDI

BESTSDI

11TH BESTSDI WORKSHOP

-MEETING MINUTES-

11th BESTSDI workshop July 8-10, 2019, Podgorica, Montenegro



BESTSDI



Funded by the
Erasmus+ Programme
of the European Union



Date:

July 8-10, 2019

Host partners:

University of Montenegro Biotechnical Faculty

Venue of the partner meeting:

University of Montenegro, Rectorate building, Cetinjska 2, 71000 Podgorica, Montenegro



Co-funded by the
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BESTSDI

**BESTSDI – Western Balkans Academic Education
Evolution and Professional’s Sustainable
Training for Spatial Data Infrastructures**

*With the support of the Erasmus+ program:
Higher Education – International Capacity Building
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WORKSHOP PARTICIPANTS:

University of Zagreb Faculty of Geodesy, Zagreb (P01.1) (project coordinator)

- Željko Bačić
- Vesna Poslončec-Petrić
- Dražen Tutić

University of Zagreb, Faculty of Geotechnical Engineering, Varaždin (P01.2)

- Hrvoje Meaški
- Nikola Kranjčić

Catholic University of Leuven, Leuven (P02)

- Joep Crompvoets

St. Cyril and Methodius University Faculty of Civil Engineering, Skopje (P04)

- Zlatko Bogdanovski
- Zlatko Srbinoski
- Gjorgji Gjorgjiev

University of Applied Sciences, Bochum (P05)

- Ulrike Klein

Polytechnic University of Tirana Faculty of Civil Engineering, Tirana (P06.1)

- Gezim Gjata
- Bilbil Nurce

Polytechnic University of Tirana Faculty of Geology and Mining, Tirana (P06.2)

- Edmond Hoxha

Agricultural University of Tirana Faculty of Forestry Sciences Tirana (P07)

- Spiro Grazhdani
- Leonidha Peri

University of Banja Luka, Banja Luka (P08)

- Mladen Amović
- Slavko Vasiljević

University of Mostar, Mostar (P09)

- Snježana Musa
- Dario Šakić

University of Sarajevo Faculty of Civil Engineering, Sarajevo

- Suada Džebo

University of Sarajevo Faculty of Agronomy and Food Sciences, Sarajevo (P10.2)

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University of Tuzla Faculty of Mine, Geology and Civil Engineering, Tuzla (P12)

- Indira Sijerdžić
- Mirza Ponjavić

University for Business and Technology Pristine (P12)

- Naim Preniqi
- Hazir Çadraku
- Ramiz Hoseha

University of Montenegro, Faculty of Philosophy Nikšić (P13.1)

- Goran Barović
- Duško Vujačić

University of Montenegro, Biotechnical Faculty Podgorica (P13.2)

- Mirko Knežević
- Milić Ćurović
- Katarina Pavićević
- Jelena Latinović

University of Beograd Faculty of Forestry (P14)

- Dragomir Grujović

University of Novi Sad Faculty of Technical Sciences (P15.1) (host partner)

- Miro Govedarica
- Dušan Jovanović

University of Novi Sad Faculty of Civil Engineering, Subotica (P15.2)

- Danijel Kukaras

University of Ukshin Hoti Prizren (P16)

- Baskhim Idrizi
- Jasmin Jusufi
- Samedin Krrabaj



PROGRAM

DAY 1: 08.07.2019. (Monday)

Venue: University of Montenegro, Rectorate building, Cetinjska 2, 71000 Podgorica

Timing	Programme	Presenters
12.00-13.00	Registration	
13.00-14.30	Opening session <ul style="list-style-type: none"> - Welcome addresses - Presenting UCG BF - BESTSDI project 	<i>(chairperson Milić Čurović)</i> <ul style="list-style-type: none"> • University of Montenegro – <i>Prof. Nataša Kostić, PhD, Vice-Rector</i> • Real Estate Administration – <i>Mr. Dragan Kovačević, Director</i> • National Erasmus Office – <i>Ranko Lazović</i> • Biotechnical Faculty – <i>Prof. Jelena Latinović, PhD, Vice-Dean for science and international collaboration</i> • GDi I.t.d. Podgorica – <i>Mr. Aleksandar Stijović</i> • BESTSDI project – <i>Prof. Željko Bačić PhD, Project coordinator</i>
14:30-15:15	Group photo and coffee break	
15.15-17.30	About the workshop Implementation of curriculum <ul style="list-style-type: none"> - Task 2.7 Running the courses to students – Draft final report - Task 2.8 Evaluation of implementation – Draft final report - Task 2.9 Revision of project SDI curriculum – draft report - Task 2.1 re-open – project SDI curriculum v2.0 Exploitation <ul style="list-style-type: none"> - Task 4.2 LLL courses – Draft final report - Task 4.5 Exploitation – Consortium Agreement 	<i>Mirko Knežević</i> <i>Edmond Hoxha</i> <i>Danny Vandenbroucke (via video link)</i> <i>Ulrike Klein</i> <i>Dražen Tutić</i> <i>Hrvoje Meaški</i> <i>Gjorgij Gjorgijev</i>

DAY 2: 09.07.2019. (Tuesday)

University of Montenegro, Students sport & culture centre, Baku 1, Podgorica

Timing	Programme	Responsible
08.30-10.00	8th Project Management Board meeting Development <ul style="list-style-type: none"> - 2nd PAC Evaluation Report 	chairperson Željko Bačić Zoran Milovanović, PAC chairman
09.45-10.15	Coffee break	



10:15-12:30	<p>Quality Assurance</p> <ul style="list-style-type: none"> - Task 3.3 Quality Assurance Review M30 - Ad-hoc T2nd PAC Evaluation Report - Task 3.2 Quality Assurance <ul style="list-style-type: none"> ▫ Sub-task 1– <i>Final report</i> ▫ Sub-task 2 -<i>Final report</i> ▫ Sub-task 3– <i>Report</i> - Business-academia European & regional survey <p>Management</p> <ul style="list-style-type: none"> - Task 5.3 National Stakeholder Coordination – 3rd Annual National SDI Report <ul style="list-style-type: none"> - Bosnia and Herzegovina - Kosovo - Montenegro - Serbia 	<p><i>Joep Crompvoets</i> <i>Zoran Milovanović, PAC chairman</i> <i>Andreas Wytzisk (via video link)</i> <i>Anders Östman</i> <i>Gezim Gjata</i> <i>Mirko Knežević</i></p> <p><i>Željko Bačić</i></p> <p><i>Vesna Poslončec-Petrić</i></p> <p><i>Mladen Amović</i> <i>Baskhim Idrizi</i> <i>Duško Vujačić</i> <i>Danijel Kukaras</i></p>
12.30-13.45	Lunch break	
13.45-16.00	<p>Management</p> <ul style="list-style-type: none"> - Financial management & financial audit - Final Conference Sarajevo <ul style="list-style-type: none"> ▫ Dissemination material ▫ Conference agenda & presenters ▫ Logistics - Final Report - 12th Regional Conference on Cadastre and SDI Neum - Individual meetings on financial management with selected partners <ul style="list-style-type: none"> - 15.00 UNI Mostar - 15.15 UNI Sarajevo - 15.30 UNI Banja Luka 	<p><i>Vesna Poslončec-Petrić</i></p> <p><i>Vesna Poslončec Petrić</i> <i>Željko Bačić</i> <i>Suada Džebo</i></p> <p><i>Željko Bačić</i> <i>Željko Bačić</i></p> <p><i>Vesna Poslončec Petrić, Željko Bačić</i></p>
16.30	Social event: visit to Company 13. Jul – Plantaže - Wine Cellars – Šipčanić	
19.30	Social event: Restaurant Pod Volat, Square vojvode Bećir-bega Osmanagića 1	

DAY 3: 10.04.2019. (Wednesday)

Venue: University of Montenegro, Rectorate building, Cetinjska 2, 71000 Podgorica

Timing	Programme	Responsible
09:00-10.00	<p>Management</p> <ul style="list-style-type: none"> - Individual meetings on financial management with selected partners 09.00 UNI Beograd <ul style="list-style-type: none"> - 09.15 PUT Tirana - 09.30 UBT Pristina - 09.00 UNI Prizren 	<i>Vesna Poslončec-Petrić, Željko Bačić</i>
09.45-10.15	Coffee-break	



10.15-11.30	<p>Wrap-up session</p> <ul style="list-style-type: none"> - WP/TG leader's briefings - Reports on Dissemination & Exploitation activities: <ul style="list-style-type: none"> ▫ 23.-24.04.2019. Conference Contemporary Achievements in Civil Engineering 2019, Subotica ▫ 24.-26.06.2019. 1st EO Summit 2019, Leuven ▫ 20.-24.06.2019. Transatlantic training SCERIN Novi Sad - Announcing Dissemination & Exploitation activities: <ul style="list-style-type: none"> ▫ 22.-24.10.2019. INSPIRE Conference Helsinki, Finland ▫ 23.-25.10.2019. Copernicus Hackathon Zagreb 2019 & Copernicus Conference, Zagreb ▫ 29.-31.10.2019. IV. Congress on Cadastre in BiH, Neum ▫ 12.-15.05.2020. INSPIRE Conference Dubrovnik, Croatia ▫ 02.-05.06.2020. 2nd EO Summit 2020, Zagreb - Any other business 	<p>Željko Bačić, Vesna Poslončec-Petrić <i>Željko Bačić</i></p> <p><i>Danijel Kukaras</i></p> <p><i>Željko Bačić</i></p> <p><i>Dušan Jovanović</i></p> <p><i>Željko Bačić</i></p> <p><i>Željko Bačić</i></p> <p><i>Željko Bačić</i></p> <p><i>Vesna Poslončec-Petrić</i></p> <p><i>Željko Bačić</i></p>
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MINUTES

11th BESTSDI WORKSHOP has been held on July 08-10, 2019 at University of Montenegro, Rectorate building, Cetinjska 2 and Students sport & culture centre, Baku 1, Podgorica.

DAY 1: 08.04.2019. (Monday)

Venue: University of Montenegro, Rectorate building, Cetinjska 2, Podgorica

Opening session – Moderator: Milić Čurović

- **Welcome addresses by**
 - Prof. dr. Nataša Kostić, Vice-Rector of University of Montenegro,
 - Mr. Dragan Kovačević, Director of Agency for Real-Estate,
 - Mr. Ranko Lazović, representative of National Erasmus Office Montenegro,
 - Prof. dr. Jelena Latinović, Vice-Dean of Biotechnical Faculty,
 - Mr. Aleksandar Stijović, Director of GDi ltd. Montenegro.
- **Introduction** to BESTSDI project and project status at the 11th BESTSDI workshop (*Željko Bačić*)



The 10th Workshop started on July 8th, 2019, at 12:00, as planned with the registration of the participants. The official opening of the workshop was at 13:00 hrs, by prof. N. Kostić, Vice-Rector of University of Montenegro. In her speech, prof. Kostić welcomed the participants and presented in brief University of Montenegro and relevance of international cooperation for its development.

Following prof. Kostić, director of Agency for Real-Estate of Montenegro, Mr. Dragan Kovačević emphasised relevance of spatial data and Spatial data infrastructure (SDI) for development of the governmental and public sector in Montenegro and for society in general. He presented activities undertaken by the Agency in the field of SDI.

Mr. Ranko Lazović, representing National Erasmus Office (NEO) of Montenegro, gave overview of NEO activities in Montenegro and relevance of Erasmus projects for the country. He also noted that NAO has twice visited BESTSDI project partner from Montenegro and expressed satisfaction with the achieve results.

Prof. Jelena Latinović, Vice-Dean of University of Montenegro Biotechnical Faculty gave a presentation about the Biotechnical Faculty, its organization, human capacities and teaching and scientific activities. She emphasised relevance of BESTSDI project for the Faculty and their devotion for international cooperation.

Mr. Aleksandar Stijović, director of GDi Montenegro Ltd. presented the company and its links to the SDI and academic SDI stakeholders. He presented also model of cooperation which GDi is offering to academic institutions in Montenegro.

Then, project coordinator prof. Željko Bačić saluted all workshop participants and hosts and explained relevance of BESTSDI project, achieve status and importance of this workshop and major topics which will be discussed during it.

Session 2

- Workshop logistic details (Mirko Knežević)

M. Knežević gave overview of logistic details of the workshop.

- Implementation of curriculum

- E. Hoxha, T2.7 Running the courses to student's task leader reported about the status of the task giving draft final report. He informed that partners have delivered great amount of reports about the execution of SDI courses, but also emphasised necessity that all partners submit reports on executed lectures as soon as possible so that Final report can be submitted, and task closed.
- D. Vandenbroucke, T2.8 Evaluation of implementation task leader reported via video link about the task status. He also informed that partners have delivered great amount student evaluation forms which are now under analysis for preparing Final report. Still some partners did not submit those evaluation forms and he urged them to do this as soon as possible.
- Ulrike Klein, Task 2.9 Revision of project SDI curriculum task leader reported about the work of this task group which is related to T2.1 finalization of project SDI curriculum v2.0. So long all topics in curriculum are not submitted the revisor can't deliver their revisions and work of this task group can't be done. Therefore, she raised question when and what will be delivered to this task group. In



discussion which followed it has been agreed that Project Management Board will discuss this issue on its meeting on July 9th and come back to the task group.

- Following the presentation and discussion on previous topic, D. Tutić, project SDI curriculum task leader informed that this task has been closed when curriculum v1.0 has been delivered, but then re-opened when project become aware of necessity to upgrade curriculum and develop v2.0 Since then several new topics have been prepared and now 80% of planned basic topics have been delivered and 50% of advanced ones. He raised the question how we should finish project SDI curriculum v2.0. In discussion which follows A. Östman raised a question of using other BoK materials, books which have been prepared and published under the project. The issue of licencing has been raised in this discussion. Ž. Bačić noted that at very beginning we drafted complete structure of SDI BoK and filtering content of project BoK on the level of topics which will be lectured in practice at partner universities. In discussion which followed it has been agreed that Project Management Board will discuss this issue on its meeting on July 9th and come back to the task group.
- **Exploitation**
- H. Meaški, Task 4.2 LLL courses task leader reported about the status of the task giving draft final report. He informed that partners have delivered great amount of reports about executed LLL courses, but also emphasised necessity that all partners conduct those courses and report on it. In the discussion which followed variety of forms have been emphasized (UNS, UNITZ, UNIBL, ...) as well as the agreements on long run presented (UNSA FAFS).
- G. Gjorgjiev Task 4.5 Exploitation task leader reported about process of signing of Consortia Memorandum of Understanding – MoU (Consortium Agreement). Till Podgorica workshop 10 out of 15 partners have sent back to the University of Zagreb Rectorate signed MoU's. He urged remaining partners (UNIBL, UNIBG, UBT, UKIM and UNIPZ) to contact their rectorates and push them to sign and send the MoU's to Zagreb. In discussion which follows Ž. Bačić noted that MoU will be followed by Project Sustainability Plan which will be prepared for Final Conference in Sarajevo.

DAY 2: 09.07.2019. (Tuesday)

Venue: University of Montenegro, Students sport & culture centre, Baku 1, Podgorica

Project Management Board meeting

There are separate meeting minutes available!

Session 3

- **Quality Assurance**
- J. Cromptvoets Task 3.3 Quality Assurance task leader presented D3.3.7 Monitoring Success Indicators Report no. 7 covering Q11. He noted that there are still some delays on delivery of results, but they have been reduced in comparison with the previous quarter and therefore there is no major risk present in this very moment considering the project.



- Following J. Cromptoets, the Project Advisory Committee Chairman Z. Milovanović presented main results of PAC Evaluation Report for Y2 which is covering five National Annual SDI Reports for Y2 of project lifetime (2018).
- A. Wytzisk Task 3.2 Quality Evaluation task leader and leader of Ad-hoc task gave (via video link) short introduction about the ad-hoc task. His introduction was followed with presentation of final activities in Sub-task 1 (given by A. Östman) and Sub-task 2 (given by G. Gjata), while M. Knežević presented activities which remain to be undertaken by Sub-task 3.
- In continuation, Ž. Bačić gave information about Academia-Business survey on needs and cooperation in field of Spatial Data Infrastructure. The survey has been conducted on European & regional level and till July 7th we received 129 responses from 23 European countries (including all partner countries). Future steps have been presented and BESTSDI-EuroSDR workshop during Final conference in Sarajevo described in more details, as well as workshop web page presented.
- **Management**
- Task 5.3 National Stakeholder Coordination task leader V. Poslončec Petrić gave short introduction about status of Annual National SDI Reports and preparation of 3rd Annual National SDI Report for Albania, Bosnia and Herzegovina, Kosovo, Montenegro and Serbia. In continuation four drafts of 3rd Annual National SDI Report for Bosnia and Herzegovina, Kosovo, Montenegro and Serbia have been presented by:
 - M. Amović for Bosnia and Herzegovina,
 - B. Idrizi for Kosovo,
 - D. Vujačić for Montenegro and
 - D. Kukaras for Serbia.

Session 4

- **Management**
- Ž. Bačić and V. Poslončec-Petrić gave information about the financial status of the project and internal financial audit. They emphasized that in this very moment it is not possible to deliver exact financial figures since all partners did not submit financial documents for Q9, Q10 and respectively Q11. **Therefore, they urged partners to submit missing financial documents asap.** Further, V. Poslončec Petrić explained the activity of internal auditor and stressed the need that all partners check already submitted documents and submit missing or inadequate documents (employment contracts, travel forms, financial statements) which have to be properly signed by the authorized signaturer.
- V. Poslončec Petrić presented activities on preparation of project dissemination materials for Final Conference. We intend to prepare project brochure which should give an overview on the project and achieved results and film a movie. Intention is to present all partners in the brochure each presenting one activity. Idea is to produce a brochure on 36 pages. In discussion which follows A. Östman commented that 36 pages are rather much and that today people are not reading such long documents. He proposes to organize brochure in a manner to address major project outcomes. This proposal has been discussed and accepted. Further to this it has been agreed that Project office will prepare structure and disseminate it among the partners.



- Ž. Bačić presented draft agenda for Final Conference in more detail showing also how many presenters do we expect from outside and the project side. He also noted that proposal of presenters will be disseminated by Project office after the workshop.
- S. Džebo gave presentation about the organisational and logistics preparation of the Final Conference (venue, transportation, accommodation, social events, finances, etc.) emphasising that we are still missing certain amount to close financial construction for the event.
- Ž. Bačić reported about the activities related to preparation of the Final Report. Considering it, the textual part should be drafted till Final Conference and finished on October 15th, so that we can in a month beyond focus on financial part of the report. In this context, Project office will prepare draft textual Financial report for Final Conference and then partners will be tasked to proof read and improve this document till October 15th
- Ž. Bačić informed partners about IMPULS final conference and 12th Regional Conference on Cadastre and SDI to be hold in Neum just after the Final Conference. The final workshop of IMPULS project has been postponed for November, while 12th Regional Conference on Cadastre and SDI will take place on 5th and 6th September. Project partners can participate in this Conference, but they have to register. Details about the Conference and registration will be distributed after this workshop.

Since the session ended 30 minutes earlier, Ž. Bačić and V. Poslončec Petrić hold three individual meetings with project partners on managerial issues:

- *UNI Mostar (S. Musa) tackling execution of courses and financial management.*
- *UNI Sarajevo (S. Džebo) tackling preparation of Final conference and status of partners finances.*
- *UNI Banja Luka (M. Amović and S. Vasiljević) tackling execution of courses, financial management and LLL courses.*

DAY 3: 10.04.2019. (Wednesday)

Venue: University of Montenegro, Rectorate building, Cetinjska 2, Podgorica

Session 5

- WP5 Management

- Ž. Bačić and V. Poslončec-Petrić hold second set of individual meetings on (primarily) financial management with selected partners:
 - *UNI Belgrade (D. Grujović) discussing financial management and results of the meeting with the Vice-Rector hold on July 4th. Concern has been expressed by the Project office on dynamic of use of grant funding and help offered to solve the issue. D. Grujović reported that activities have been set with the Rectorate and that partner is working on delivery of necessary forms so that funding can be spent.*
 - *PUT Tirana (B. Nurce) discussing financial management, regarding which Project office noted that FGM documents are not properly signed and financial statement is mission what makes FGM spending ineligible.*



Prof. Edmond Hoxha also was invited to the meeting (with a request to prepare copies of all financial forms), but he did not attend. Project partner manager (B. Nurce) has been asked to provide support to FGM team to resolve this problem.

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- *UBT Pristina (N. Preniqi) discussing execution of SDI courses and overall financial management. Engagement on signing MoU has been requested from N. Preniqi.*
- *UNI Prizren (J. Jusufi, B. Idrizi) discussing status of the signature (Rector) and financial management. J. Jusufi reported that new rector has been appointed and that question of authorized person for signing the documents has been resolved. Considering missing documents (employment contracts for part of the team) it has been agreed how UNI Prizren should solve it.*

Session 6

- **Reports on Dissemination & Exploitation activities:**
 - D. Kukaras reported about Conference Contemporary Achievements in Civil Engineering 2019, held in Subotica on April 23rd and 24th 2019.
 - Ž. Bačić reported about 1st EO Summit 2019, held in Leuven between June 24 and 27.
 - D. Jovanović reported about Transatlantic training SCERI held in Novi Sad on June 20.-24.
- **Announcing Dissemination & Exploitation activities:**
 - Ž. Bačić presented activities related to Copernicus Hackathon Zagreb 2019 & Copernicus Conference organised by Faculty of Geodesy in Zagreb on 23.-25.10.2019. He invited participants to follow the progress of this event since hackathons are new, very popular form of science and technology promotion events.
 - Ž. Bačić presented INSPIRE Conference 2019 which will be held in Helsinki, Finland on October 22-24, 2019.
 - Ž. Bačić presented IV. Congress on Cadastre in BiH, which will be held in Neum, between 29.-31.10.2019. and invited partners to attend the conference.
 - V Poslončec Petrić informed participants about the INSPIRE Conference 2020 which will be held in Dubrovnik Croatia on May 12-15, 2019.
 - Ž. Bačić informed participants about preparations for 2nd EO Summit 2020 which will be held in Zagreb on 15.-16.06.2020, as one of the official events of Croatian presidency over European Union.
- **Wrap-up**
 - Ž. Bačić made a recapture of the most important items of the Podgorica workshop. He emphasized all developments as listed on the agenda. As a conclusion of the workshop some of the remarks listed below:
 - 8th PMB meeting has been held. Most important decisions were adoption of 7th Monitoring success indicators report and PAC 2nd Evaluation report. Further financial management, Final Conference and Final Report have been discussed. Minutes of this PMB meetings include list of all decisions made!
 - **Until August 1st remaining curricula topics should be loaded in to the data base (T2.1 reopen);**
 - **Until July 25th remaining procurement document should be delivered to task leader D. Šugar (T2.3);**



- **Until July 25th remaining reports of executed university courses should be delivered to task leader E. Hoxha (T2.7);**
- **Until July 25th remaining evaluation forms of executed university courses should be delivered to task leader D. Vandenbroucke (T2.8);**
- **Until August 20th remaining revisions of curricula topics should be delivered to task leader U. Klein (T2.9);**
- **Until August 1st ad-hoc sub task final reports should be delivered to task leader A. Wytzisk (T3.2);**
- **All partners which conducted LLL courses should deliver report and evaluation forms to task leader H. Meaški (T4.2) and to continue with execution of those courses till October 14th;**
- **Until July 28th Project office should prepare structure of Project brochure and disseminate it with tasks to partners. Until August 10th partners should return their contributions to task leader I. Racetin (Task 4.3) and Project office;**
- **Partner which rectors did not jet signed MoU have to engage them and ensure delivery of signed MoU's to UNIZG Rectorate till August 1st (T4.5);**
- **Until July 28th all partners should submit financial forms for Q11 to be included in internal audit process (T5.2);**
- **Until July 28th all partners should deliver other missing documents to be included in internal audit process (T5.2);**
- **Until August 1st national coordinators should finalize 3rd Annual National SDI Report and disseminate it among the stakeholders (T5.3);**
- **Final National report Y3 should be sent to Project Office until 20th August 2019**
- **The next event – Final Conference will be held in Sarajevo from 3rd to 4th September 2019;**

NEXT MEETING'S:

- **Final conference Sarajevo, September 3rd – 4th, 2019.**

MEETING CLOSING

Project coordinator (Željko Bačić) expressed satisfaction of workshop participants with the organization of the workshop and gratitude for warm hospitality from our hosts University of Montenegro Biotechnical Faculty, especially Dr. Mirko Knežević, Dr. Milić Ćurović and their team.

He closed the workshop at 12.00, July 10th, 2019.

Signed: Željko Bačić
Project coordinator



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ANNEXES:

- Annex 1: Presentations held at the workshop
- Annex 2: Daily list of participants
- Annex 3: Participant satisfaction questionnaire

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