

CARDS/Tempus program
CD_JEP_40 035 – 2005
Second Project Year

Third Meeting of the Coordination body,
Faculty of Agricultural and Food sciences,
Sarajevo B&H
19.03.2008.

Participants:

Prof. Dr. Esmā Habul, University of Sarajevo
Doc dr. Nermina Spaho, University of Sarajevo
Ana Sabljo, University of Mostar
Doc dr Slavica Grujić, University of Banja Luka
Igor Pandžić, University of Banja Luka

MINUTES

Prof. dr Esmā Velagić has opened the meeting, suggesting Agenda, which was accepted as follow:

1. Evaluation of activities so far (I semester):
 - Realization of lecture
 - Realization of examinations
 - Internal project quality assurance (IPQA)
 - Teaching material
 2. Realization activities in II semester
 - Realization of lecture in second semester
 - Purchasing books for second semester
 3. Preparing for III semester
 - Schedule of third semester
 - Contac with EU partner professors
 - 4.. Organization of First Students Workshop
 5. Management of the Project
 - Money distribution for student's mobility
 - Equipment
- 1) All students enrolled the second semester. The list of elected module is present et the tab. 1.

Table 1. Elective module sin second semester

Name of students	Naziv modula- Module				
	Dairy technology -	Cereal Technology-	Fermeted Products		Industrija hrane i održivi razvoj-E5
Bajraktarević Asim	+		+	+	
Dobrijević Nina			+	+	+
Dragić Ružica			+	+	+
Nedim Hadžiomerović	+	+		+	
Idžaković Nikolina	+	+		+	
Kaltak Mirela	+	+		+	
Klepo Bernisa	+	+	+		
Musić Berina	+	+	+		
Osmić Dado	+		+	+	
Papoči Sergej			+	+	+
Sakić Svijetlana	+	+	+		
Šuša Aida	+	+		+	

Prof. Kottke did not deliver his lecture in first semester so the students until now did not finish with classes in first semester. Prof. Vukic alone created her module Food industry and Sustainable Development while she did not got any answer from her partner prof. Kottke. It is important that prof. Kotke as soon as possible, take over his obligations. It is decided to write prof. Isengard and ask him to help us. All other lecture in second semester is delivering as it planed. The hard copies of lecture are written at Bosnian language. The students passed four exams in first semester.

While some B&H professors are writing a books without contributions of EU professors the books will be written only on Bosnian language.

In the scope of project quality assurance there were two activities:

- Self-evaluation forms that teachers , involved in the first semester, and students were asked to fill (encosed), and
- Students complain box, the eventual student problems , which arose during the semester.

Table 2: Results of self-evaluation: teachers on students and teaching process

	Question	S* Very much agreed	S agreed	N Don't agree	N* Don't agree very much
1	The teaching is organized in the way that I can explain my subject in the appropriate way	4	1		
2	The students are very much interested in my	5			

	lecture				
3	Students follow lectures with interest	4			
4	Generally, the language (English) is problem		1	1	2
5	Student's questions are in line with subject and I can analyzed and/or comment them in an adequate way	2	3		
6	Generally, student's previous knowledge is a problem (low)		3	1	1
7	In general , the working atmosphere is very good	5			
8	In general, I am satisfy in my involvement in this activity	5			
9	I would like to have some of these students in my lab (for M.A.thesis)	3	1	1	
10	Comments or suggestions (by choice)	1. Not all the students could attend all lectures (personal reasons) 2. The level of English is not the same for all students			

2) In frame of Project follow equipment have already bought:

- 5 books pro each Faculty means 15 books and they are registered in universitys library with inventory number
- Set: laptop + projector pro each University + one more projector for University Sarajevo means 3laptop and 4 projectors
- 2PC pro each University means 6 PC

3) We make agreement considering schedule of third semester. [Link Schedule](#)

4) The first student's workshop will be held in Sarajevo 30.04.2008. The students will be offered information all needed information about EU Universities how could they make decision where they will done their masterwork.

5) We discussed distribution money for students mobility and staff cost. All participants find that distribution money has to be following conducted activities.

So far, the following lab. equipment was ordered:

- Refractometer, CO₂ incubator; pH-meter; Colorimeter; Analytical Balances; Densitometer; Water bath

