

Tempus Cards Project CD_JEP_40035_2005
Building the European Food Science Education in B&H - BEFIT

Minutes of the Second Steering Committee meeting

PARIS Tuesday 30th and Wednesday 31st October 2007

Venue: AgroParisTech, 16, Rue Claude Bernard, 75005 Paris

Tuesday 30th October, Room: Espace René Dubos, AgroParisTech

Wednesday 31st October, Biotechnological Centre in Grignon

Participants:

Prof. Dr. Heinz-Dieter Isengard, University of Hohenheim
Wilfried Weiler, Eastern Europe Centre, University of Hohenheim
Jenny Kopsch, Eastern Europe Centre, University of Hohenheim
Prof. Dr. Eric Spinnler, Institut National Agronomique Paris Grignon
Prof. Dr. Esma Habul, University of Sarajevo
Nermina Spaho, University of Sarajevo
Dr. Slavica Grujic, University of Banja Luka
Prof. Dr. Jure Beljo, University of Mostar

1. Official opening of the meeting

The Meeting was officially opened with a short introduction to the AgroParisTech by Mr. Claude Barbichon, the Deputy Director of the Office of International Affairs of AgroParisTech.

2. Report: Newly established Master of Science Course

- a) Progress of Module development
- b) Students accepted for the course
12 students have been accepted for the course.
Lectures for the 1st semester will be organized in Sarajevo, 2nd Semester in Banja Luka and 3rd semester in Mostar (West)
- c) Schedule and experiences gained during the 1st semester
Ms Spaho reported about the experiences during the first semester:
 - The students are very interested in the topics presented during the lectures.
 - Good cooperation between the three faculties involved
 - No major problems until now
- d) Study program 2nd year
All modules will be prepared as planned, even if only 1 or 2 students choose a specific elective module, At the end of the project all modules will be available for further use. It's up to the responsible EU Partner to decide if it's worth travelling to Bosnia for

delivery of the lectures, if there will be two or less students attending it. In such cases delivery of this part of the lectures could probably be done at the EU partner university during the study period of the master students.

e) Test and Marks

Each lecturer will prepare his own test for the part covered. EU teachers cover their own area in a separate test.

3. First Student Conference in Sarajevo

One representative of each EU partner institution will give a short presentation of the partner university with special emphasis to the possibilities and facilities available for preparation of the students' master thesis. This conference will help the students to choose the most suitable EU partner institution for their specific field of interest for their thesis.

4. Evaluation and Quality Assurance – QA-Report for the first semester

Two activities have been in the scope of the project's quality assurance strategy:

- a) Self-evaluation forms filled by teachers involved in the first semester teaching process as well as by students
- b) Students complain box for all problems arising during the semester.

Results of the evaluation:

Table 1: Results of self-evaluation by teachers (evaluating students' performance and the 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 lecture	5			
3	Students follow lectures with interest	4			
4	Generally, the language (English) is a 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 satisfied with 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 command of English is not the same for all students			

Table 2. Results of self-evaluation by students (students on teachers and the teaching process)

Question	S*	S	N	N*	S*	S	N	N*	S*	S	N	N*	S*	S	N	N*	S*	S	N	N*
	Prof. 1				Prof. 2				Prof. 3				Prof. 4				Prof. 5			
2	8	4			6	1			5				6	3			6	1		
3	5	7			1	5	1		5				8	1			6	1		
4	7	5			4	3			5				3	5			6	1		
5	8	3			5	2			3	2			9				7			
6	10	2			7				4	1			9				6	1		
7	7	5			5	2			5				6	3			6	1		
8	7	5			4	3			3	2			4	5			5	1	1	
9	6	6			5	2			4	1			4	3			5	2		
10	8	2	2		5	2			4	1			3	6			5		2	
11	6	4	2		3	2	2		4	1			4	3	2		4	3		
12	6	5	1		6	1			4	1			3	5			5	2		
13	7	5			4	3			3	2							4	3		
					2	1			5											

All teachers agreed that the biggest problem is teaching in English. This is a weak point and needs to be improved (before students' visits to EU universities). Some teachers indicated a low level of previous knowledge. For some subjects this is acceptable because it was the students' first contacts with the subject (i. e. Biotechnology), in other cases it is not acceptable. All teachers have focused on establishing a good and fruitful working atmosphere.

Students were generally satisfied, therefore most Marks are very high.

Students complain box

At the end of February, students have mailed their complains regarding organization: the majority of the modules have not been finished by end of February as originally planned. Reasons: Due to the ambitious time schedule within the project, we did not succeed in organizing all lectures of partners from abroad in time. This will be addressed for future lectures.

5. Report about financial and organisational issues

The project coordinator presented the financial report for the first project year. Expenses are well within the budget until now.

The organisational budgets for the second and third year have been presented.

Staff costs will be divided among the three Bosnian Universities according to the project activities conducted by the staff members.

The list of equipment was reviewed. In order to ensure sustainability, emphasis will be laid on equipping labs and buying literature, enabling the faculties involved in the course to proceed with the master course in future without regular support by EU partners.

6. Bilateral discussions

Local coordinators had bilateral discussions with the project coordinator concerning current questions of the project management and financial issues.

7. Future activities

Update on the current state of module preparation and exchange visits.

8. Research work done at INRA

Introduction and Visit of the Biotechnological Centre and the experimental station in Grignon

9. Next SCM

Next Steering Committee Meeting is scheduled for October/November 2008 in Bosnia Herzegovina.