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# Digital Internship Model for Higher Professional Studies

Project Number:2020-1-RS01-KA226-HE-094527

Funding Scheme:ERASMUS+ KA226

## MINUTES

### Event: PSC meeting

Date:7<sup>th</sup>October 2021.

Time: 11:00 CET

Venue: Western Academy of Applied Sciences

Trg Sv. Save 34, Uzice, Serbia

Minutes prepared by: (Tatjana Marinkovic, WSAAS)

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## 1 Executive summary of the meeting

The main goal of the transnational project meeting was to discuss the progress in intellectual outputs production and to make arrangements regarding the paperwork required for the virtual internship student exchange. The meeting was organized as a side kick activity of the National workshop for the presentation of DIMPS methodology and platform to the world of work.

Table 1 – Future activities agreed

	<b>Person(s) in charge</b>	<b>Due date</b>
To sign Interinstitutional Agreement between UR -WSAAS and UR-VTSNS	Plamen Zahariev to initiate the Agreement preparation via Erasmus without papers Dashbord Tatjana Marinkovic Branko Savic	18.10.2021.
To prepare Learning Agreement for virtual internship student exchange	Plamen Zahariev Tatjana Marinkovic Branko Savic	30.10.2021.
To provide scans of the contractual and financial documents and send to the project coordinator	All partners	As the document is produced
To prepare report on DIMPS piloting	All partners	01.12.2021.
To translate IO1- DIMPS methodology to the partner country language	Plamen Zahariev Tatjana Marinkovic Michalis Koniordos	01.12.2021.
To finish IO3 production	Plamen Zahariev	15.11.2021.
To translate IO3- toolkit/guide to the partner country language	Plamen Zahariev Tatjana Marinkovic Michalis Koniordos	01.12.2021.
To prepare report on PMI activities in partner institution	All partners	01.12.2021.
To prepare report on Dissemination in partner institution	All partners	01.12.2021.
To prepare financial report for partner institution	All partners	01.12.2021.
To organize TPM3 in University of Ruse	Plamen Zahariev Tatjana Marinkovic	01.12.2021.

## 2 List of participants

### Project partners:

(Person Affiliation)

Present:

1. Plamen Zahariev – University of Ruse
2. Georgi Georgiev – University of Ruse
3. Tatjana Marinkovic – WSAAS
4. Bozo Ilic - VTSNS
5. Miroslava Jordovic Pavlovic - WSAAS
6. Slobodanka Stankov – WSAAS
7. Muric Milorad – WSAAS
8. Radomir Stojanovic - WSAAS

**Quorum present? Yes**

### **3 Minutes of the meeting**

#### **3.1 Welcome/Opening remarks**

Time: 16.30h

Project coordinator welcomed guests and thank partners from University of Ruse for the participation to the Serbian national workshop.

#### **3.2 DIMPS PMI and Quality report**

Time: 16.45h

Tatjana Marinkovic presented the DIMPS project management and implementation progress. The partners concluded that goals and targets, envisioned for this period are reached. For the Quality report, the peer reviews of completed intellectual outputs are required.

#### **3.3 DIMPS Financial plan and reporting**

Time: 17.15h

Partners agreed about the list of documents that should be scanned and sent to the project coordinator for the preparation of final report. The project expenses during period March-September did not exceed planed budget.

#### **3.4. IO1 progress report**

Time 17.45h

Intellectual output 1 package is completed and texts are under the peer review process. Upon finishing of the review, IO1-3 “The methodology for digital internships in professional higher education” has to be translated to the partner languages (Bulgarian, Greek, Serbian)

#### **3.5. IO2 progress report**

Time 17.45h

The main deliverable for the IO2 is the web-based platform for digital internship. As Tatjana Marinkovic presented, the WSAAS team already developed and hosted DIMPS platform. At this time point, the platform working language is English. The translation to the other partnership languages will be responsibilities of the partners, in cooperation with Milorad Muric and Zarko Bogicevic from WSAAS.

Piloting of the platform in WSAAS is ongoing, with very good results so far. For the transnational virtual internship student exchange, it is required for each institution to sign the Interinstitutional agreement and Learning agreement. Plamen Zahariev took responsibility to initiate the process via University of Ruse Erasmus office. Partners agreed to perform the exchange of 3 WSAAS students from ICT department and 2 VTSNS students by the virtual internship in Bulgarian company Tornado, as well as one student from the Tourism by the virtual internship in Bulgarian travel agency.

Partners discussed types and magnitude of the assignments that should be prepared for the virtual exchange internships.



### **3.6 IO3 progress report**

Time: 18.45h

As the production of Intellectual output 3 – the DIMPS toolkit/guide require the writing of the technical guide, the WSAAS staff engaged on DIMPS platform development prepared the draft of the technical guide and submit it to the UR team for the completion. WSAAS and UR staff went through the DIMPS platform again, in order to determine the element of particular importance for the toolkit/guide.

### **3.7 Conclusions**

Transnational project meeting fulfilled its purpose in term of the analysis of the project progress and distribution of following tasks and responsibilities. It was noted that, while the dissemination in Serbia is actively conducted, via presentation in the Serbian broadcasting media, scientific conferences and at the WSAAS and VTSNS institution levels, it is required to intensify the dissemination in Bulgaria and Greece.

For start, it is required that UR and UNIWA partners present DIMPS project to their institutions, via the institutional web sites and, if possible, through organization of staff meetings.