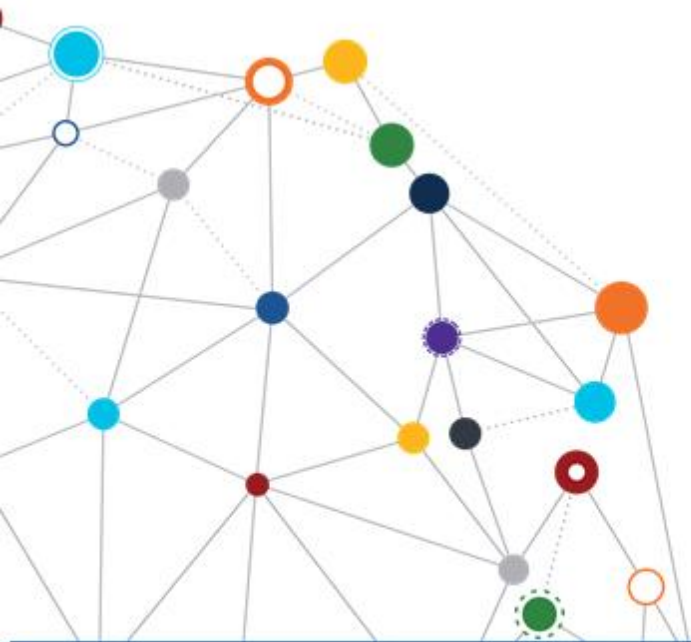




Minutes of Meeting

12 October 2023 | **INTER**nationalization at Home: Embedding Approaches and Structures to Foster Internationalization at Western **BA**lkans

610429-EPP-1-2019-1-AL-EPPKA2-CBHE-JP



Co-funded by the
Erasmus+ Programme
of the European Union



INTERBA



Type	Conference and Management Meeting
Location:	Faculty of Economy, University of Tirana, Tirana, Albania
Date:	12.10.2023
Time:	09:30 - 16:00
Attendees:	<p>P01 - University of Tirana (UT) - Albania</p> <ol style="list-style-type: none"> 1. Fatmir Memaj 2. Kreshnik Vukatana (Online) 3. Nevila Baci 4. Arjan Tushaj 5. Sllavka Kurti 6. Lirola Kerri 7. Ezmolda Barolli 8. Elira Hoxha <p>P02 - Middlesex University London (MUHEC) - United Kingdom</p> <ol style="list-style-type: none"> 9. George Dafoulas (Online) <p>P03 - Hamburg University of Technology (TUHH) - Germany</p> <ol style="list-style-type: none"> 10. Thorsten Blecker 11. Olena Soltmann <p>P04 - University of Cagliari (UniCa) - Italy</p> <ol style="list-style-type: none"> 12. Giorgio Giacinto <p>P06 - European University of Tirana (UET) - Albania</p> <ol style="list-style-type: none"> 13. Ines Troshani 14. Agim Kasaj <p>P07 - Universum College (UC) - Kosovo</p> <ol style="list-style-type: none"> 15. Armend Berisha 16. Avni Alidemaj 17. Filip Ruxho 18. Fejzulla Beha



	<p>19. Alban Maliqi 20. Sejdi Xhemaili 21. Dijana Latifaj 22. Samet Dalipi</p> <p>P08 – University of Prishtina (UP) - Kosovo</p> <p>23. Isak Shabani 24. Qamil Kabashi 25. Hajrullah Hajrullahu</p> <p>P09 – University of Tuzla (UnTz) - Bosnia and Herzegovina</p> <p>26. Elvis Ahmetović 27. Nermina Hadžigrahić 28. Vesna Bratovčić 29. Nijaz Tihić</p> <p>P10 - University of Mostar (UnMo) - Bosnia and Herzegovina</p> <p>30. Maja Kazazić 31. Majra Lalić 32. Aida Džiho Šator 33. Edim Sator 34. Emina Junuz</p>
--	--

Version	Revision	Date	Author	Modification
1	0	18.10.2023	Elira Hoxha (UT)	Version 1.0

Registration and welcome speech by F. Memaj (UT). Discussions about the communication with the Agency and the remaining part of the second tranche of money that will not be delivered for the moment, but it will be considered in the end of the project when EACEA will check the final reports and make the balance of the project. Discussions about the external financial audit that UC is in

charge. We as lead partners are waiting to finalize the dates of the visit of the audit group in order to prepare the documents and be ready to welcome them.

Presentation of KPIs on courses and experts by G. Giacinto (UniCa). Generally, we have achieved good numbers related to the planned KPI, but we might be a little bit behind with the number of experts.

Discussions related to the translation of the courses developed during this project. There are a few problematics regarding the formatting and materials of some of the courses. All partners in charge of translating the course materials have started / concluded the procedures of contracting certified translators. The important conclusion of this part of discussion is that all translations should be finalized before the end of the project.

Presentation of WP3 and WP4 outputs by G. Dafoulas who emphasized once again the importance of concluding any remaining document in time.

The partners were once again reminded to check if they had uploaded all the needed documents in the Moodle platform and in google drive.

Discussions about the last meeting that will be held in Prishtina. As a conclusion the dates that were proposed since the Hamburg meeting didn't change. So, the meeting is planned to be on 6-7 November 2023. It was agreed that it will be a hybrid meeting in order to have the online presence of partners that might not have the possibility to travel to Prishtina. For example, the Bosnia and Herzegovina partners need visas to travel to Kosovo and the procedures for getting these visas are quite complicated since they must apply for these visas from other countries such as North Macedonia.

Discussions from the UET partners related to the WP-es that they oversee. So, a last revision of the Moodle platform structure and presence of materials was demonstrated by A. Kasaj. Then I. Troshani reported that they have done the first newsletter 2 years ago and now the second newsletter is almost finished. Related to WP8.2 the exploitation strategy is completed and approved. Regarding WP8.3, partners from UC and UT are in charge of publishing the 2 papers that are going to be presented later on during the conference. Regarding WP8.4 the dissemination strategy is approved. It was recommended to UP partners to realize another info day or to take part in the Erasmus Days for the Interba project dissemination. WP8.5 is the final conference that is taking place in this meeting. WP8.6 related to the sustainability strategy, will be reported later from the TUHH partner. The draft of this strategy has been completed since the Hamburg meeting in June 2023. Regarding WP8.7, the partners from UC are reminded that they should conclude another MoU with the private sector. Related to the WP8.8 a draft proposal for the engagement of the consortium partners for future collaborations has been sent to them, and after agreeing on the content it needs to be signed.

The TUHH partner O. Soltmann discussed about the place in the Moodle platform where the translated materials can be found and A. Kasaj suggested to open a new section for all the translated courses, or to have an icon next to the title of the course that can be clicked to access the translated documents in Albanian and Bosnian language.

The presentation of the first paper "Practice of Internationalization at Home in Western Balkan countries" with authors K. Vukatana and A. Tushaj from UT, was done by A. Tushaj who emphasized the role of this kind of collaboration in enhancing research capacities and outcomes quality.

The second presentation of “Sustainability & Exploitation” was done by O. Soltmann from TUHH. It was suggested to add around two pages of process description.

V. Bratovčić mentioned the Sustainability Annual Conference for Balkan Universities Association that was held in Bosnia and Herzegovina. She suggested having a mutual e-platform for knowledge exchange and using for this reason the INTERBA Moodle platform which would be a reason to keep it alive and this would lead to real sustainability of the project.

Management and financial issues were discussed in terms of approaching the end of the project.

Confirmed:

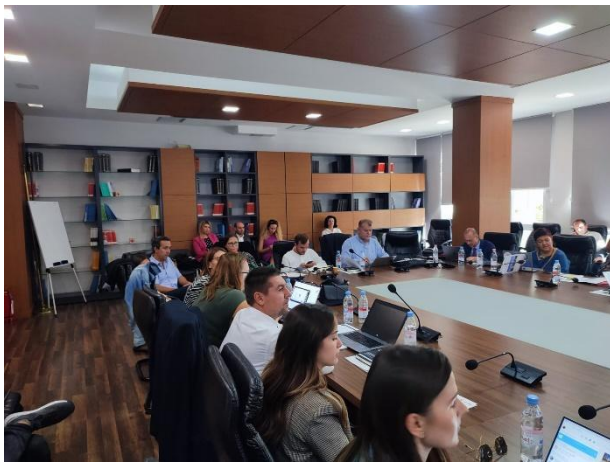
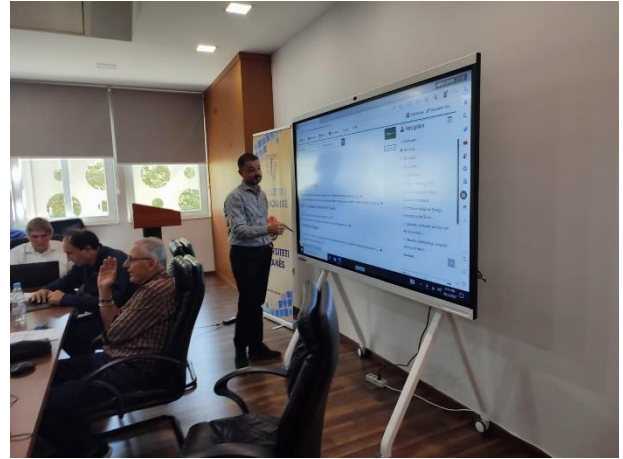
Fatmir Memaj (UT)

Photos from the activity



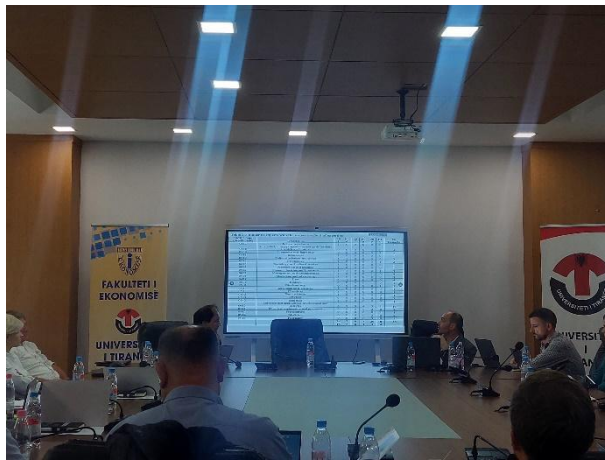


With the support of the
Erasmus+ Programme
of the European Union





With the support of the
Erasmus+ Programme
of the European Union



Middlesex
University
London

TUHH
Hamburg University of Technology



cesie
the world is only one country



KOLEGJI
UNIVERSUM



University of Tuzla
Bosnia and Herzegovina

