**Quality Assurance Committee Report**

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| **Project Acronym:** | **BUGI** |
| **Project Full Title:** | **Western Balkans Urban Agriculture Initiative** |
| **Project No.:** | **586304-EPP-1-2017-BA-EPPKA2-CBHE-JP** |
| **Funding Scheme** | **Erasmus Plus** |
| **Coordinator:** | **University of Sarajevo** |
| **Project Start Date:** | **October 15, 2017** |
| **Project Duration:** | **48 months (originally 36 months)** |

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**VERSIONING AND CONTRIBUTION HISTORY**

|  |  |  |  |
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| Version | Date | Revision Description | Partner responsible |
| v.0 | 06/10/2021 | Final version | P6 with the support of P1 |
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**LIST OF ABBREVIATIONS**

SC Steering Committee

QAC Quality Assurance Committee

EACEA Education, Audiovisual and Culture Executive Agency

GA Grant Agreement

PA Partnership Agreement

WP Work package

P1, UNSA University of Sarajevo

P2, UNMO University “Džemal Bijedić” of Mostar

P3, UDG University Donja Gorica

P4, UP University of Prishtina

P5, UXZ University “Haxhi Zeka” of Peja

P6, UNIBO University of Bologna

P7, SWUAS South Westphalia University of Applied Sciences

P8, UNILJ University of Ljubljana

# 1. QUALITY ASSURANCE COMMITTEE STRUCTURE (QAC) AND TASK

The Quality Assurance Committee is independent internal management body established to ensure quality and transparency of BUGI Project work and outcomes.

Existing Structure: QAC has 4 members with previous experience in QA. To ensure objectivity, QAC members are not engaged in any other project activities. QAC reports to the Project Leader.

Members: Hysen Bytyqi (P4)

Adnan Kafedžić (P1)

Wolf Lorleberg (P7)

Andrej Udovč (P8)

**Purpose and objectives of QAC report**

QAC reports aim is to provide the basis for a critical overview of the project progress which will allow to plan smooth implementation of future activities, envisage problems and suggest/define (if any) changes in planned project execution in order to reach the objectives in the best possible way. Set of measurable benchmarks and indicators are set to ensure that outputs are delivered in accordance to the work plan and support verification of the project outcomes. QAC report is interim assessment of activities/results presented to Steering Committee and BUGI Consortium members. Interim reports are written and disseminated internally to the project partners. The present report takes into consideration the extension of the project duration, increased from 36 to 48 months, following the request for an amendment of the grant agreement, accepted by the EACEA.

**Reports provided to the QAC**

The following areas are evaluated:

* Quality of deliverables,
* Quality of process
  + 1. Transnational partner meetings
    2. Study visits
    3. WP activities
* Quality of dissemination (website evaluation)

The Committee reviewed presentations on:

Internal evaluation: PARTNERS MEETINGS (Podgorica, Bologna, Pristina, Sarajevo, Berlin, Online)

Internal evaluation: PROGRESS OF THE PROJECT (M6, M12, M24, M36)

Internal evaluation WP LEADERS AND COORDINATOR SELF-EVALUATION (M6, M24, M36)

Internal evaluation: STUDY VISITS AND TRAINING (Bologna, Ljubljana, Soest, Venezia, Pordenone, Sarajevo, Berlin)

Internal evaluation: WORKSHOPS (Podgorica)

External evaluation: PROJECT WEB SITE (M8, M24, M36)

External evaluation: DISSEMINATION EVENTS (M36)

External evaluation: QUALITY OF CURRICULUM (both teachers and students) (M36)

# 2. Overview of BUGI Project for period from 15.10.2017 to 14.10.2021

**2.1 Quality of delivery**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **WP1 P1** | | Project due date | Delivered | Timetable respected |
| 1.1. | Survey guide | 15.11.2017. | Yes ⌧ No | Yes ⌧ No |
| 1.2. | Regional and EU action plans and strategies report | 01.01.2018. | Yes ⌧ No | Yes ⌧ No |
| 1.3. | Farms models in region | 01.01.2018. | Yes ⌧ No | Yes ⌧ No |
| 1.4. | Food supply chains analysis | 01.01.2018. | Yes ⌧ No | Yes ⌧ No |
| 1.5. | Consumer’s preferences surveys | 01.01.2018. | Yes ⌧ No | Yes ⌧ No |
| 1.6. | City-adjusted farm strategies in B&H, MN and XK | 01.03.2018. | Yes ⌧ No | Yes ⌧ No |
| 1.7. | Partners HEIs infrastructure and teacher’s assessments | 01.07.2018. | Yes ⌧ No | Yes ⌧ No |
| **WP2 P6** | | | | |
| 2.1. | Curriculum draft | 01.06.2018. | Yes ⌧ No | Yes  No ⌧ |
| 2.2. | Learning projects design guide for teachers | 01.06.2018. | Yes ⌧ No | Yes  No ⌧ |
| 2.3. | Skills and competence evaluation guide | 01.06.2018. | Yes ⌧ No | Yes  No ⌧ |
| 2.4. | Master study and LLL program elaborate | 01.05.2019. | Yes ⌧ No | Yes ⌧ No |
| 2.5. | Module Placement Guide | 01.08.2018. | Yes ⌧ No | Yes  No ⌧ |
| 2.6. | Diploma supplement (DP) | 01.11.2018. | Yes ⌧ No | Yes  No ⌧ |
| 2.7. | Multilateral inter-institutional agreement | 01.11.2018. | Yes ⌧ No | Yes  No ⌧ |
| **WP3 P7** | | | | |
| 3.1. | Infrastructure and teachings staff assessment | 01.06.2018. | Yes ⌧ No | Yes  No ⌧ |
| 3.2. | Study visits and trainings | 09.09.2021. | Yes ⌧No | Yes  No ⌧ |
| 3.3. | PBL and EL in competence-based learning workshop | 01.03.2019. | Yes ⌧ No | Yes ⌧ No |
| 3.4. | Distance learning guide, manual and workshop | 01.03.2019. | Yes ⌧ No | Yes ⌧ No |
| 3.5. | Development of teaching/training tools | 01.07.2019. | Yes ⌧ No | Yes  No ⌧ |
| 3.6. | Purchase and installation of equipment | 06.10.2021. | Yes ⌧No | Yes  No ⌧ |
| 3.7. | Curriculum accreditation | 14.10.2021. | Yes ⌧No | Yes  No ⌧ |
| 3.8. | Curriculum implementation | 14.10.2021. | Yes ⌧No | Yes  No ⌧ |
| **WP4 P6&P1** | | | | |
| 4.1. | Quality performance framework | 31.12.2017. | Yes ⌧ No | Yes ⌧ No |
| 4.2. | WPs quality evaluations and QAC functioning | 14.10.2021. | Yes ⌧ No | Yes ⌧ No |
| 4.3. | Evaluation questionnaires | 01.07.2020. | Yes ⌧ No | Yes ⌧ No |
| 4.4. | Evaluation reports (1 per transnational meeting, 1 per study visit, 1 wp leader evaluation, 1 per website evaluation) | 14.10.2021. | Yes ⌧ No | Yes ⌧ No |
| 4.5. | External evaluations and costs verification | 01.08.2019. | Yes ⌧ No | Yes ⌧ No |
| 14.11.2021. | Yes ⌧ No | Yes ⌧ No |
| 4.6. | Evaluation of curriculum and teaching tools | 01.05.2020. | Yes ⌧ No | Yes ⌧ No |
| **WP5 P8&P1** | | | | |
| 5.1. | Dissemination Strategy | 31.12.2017. | Yes ⌧ No | Yes ⌧ No |
| 5.2. | Project web site and social media channels | 14.10.2021. | Yes ⌧ No | Yes ⌧ No |
| 5.3. | Green Entrepreneurship | 14.10.2021. | Yes ⌧ No | Yes ⌧ No |
| 5.4. | Distance learning platform | 14.10.2020. | Yes ⌧ No | Yes ⌧ No |
| 5.5. | Project promotional materials | 14.10.2021. | Yes ⌧ No | Yes  No ⌧ |
| 5.6. | Scientific contributions [[1]](#footnote-1) | 15.07.2018. | Yes ⌧ No | Yes ⌧ No |
| 15.07.2021. | Yes ⌧ No | Yes ⌧ No |
| 5.7. | Info days, open door day and UA conference | 15.09.2018. | Yes  No ⌧ | Yes  No ⌧ |
| 01.07.2018. | Yes  No ⌧ | Yes  No ⌧ |
| 01.07.2021. | Yes ⌧ No | Yes  No ⌧ |
| 01.09.2021. | Yes ⌧ No | Yes  No ⌧ |
| 08.10.2021. | Yes ⌧ No | Yes ⌧ No |
| 5.8. | Interim and final report on dissemination and exploitation | 15.04.2019. | Yes ⌧ No | Yes ⌧ No |
| 01.10.2021. | Yes ⌧ No | Yes ⌧ No |
| **WP6 P1** | | | | |
| 6.1. | Project management procedures | 31.12.2017. | Yes ⌧ No | Yes ⌧ No |
|  | Regular meetings | 01.11.2017. | Yes ⌧ No | Yes ⌧ No |
|  | 01.05.2018. | Yes ⌧ No | Yes ⌧ No |
|  | 01.11.2018. | Yes ⌧ No | Yes ⌧ No |
| 6.2. | 01.05.2019. | Yes ⌧ No | Yes ⌧ No |
|  | 01.11.2019. | Yes ⌧ No | Yes ⌧ No |
|  | 01.05.2020. |  |  |
|  | 01.10.2020. |  |  |
|  | 06.10.2021. |  |  |
| 6.3. | Management and report on the project activities | 14.10.2021. | Yes ⌧ No | Yes ⌧ No |
| 6.4. | Project finance and administration | 14.10.2021. | Yes ⌧ No | Yes ⌧ No |
| **Percentage of deliverables completed (with the respect to timetable)** | | | | 80% |
|  | Original timetable respected? PARTLY ACHIEVED | | | Yes  No ⌧ |
|  | If your answer is no, provide short explanation  Some initial delay, due to the administrative procedure, has created a postponement of the original time plan. Due to the restrictions imposed by the COVID-19 pandemic, it was necessary to ask for an extension of the project duration. An amendment to the Grant Agreement has been then requested by the project coordinator and accepted by the EACEA. | | | |

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| QAC recommendations:  It is currently not clear, whether the accepted extension of project duration will be enough to compensate COVID-19 caused time lacks, but also delays by institutional barriers (visa requirements etc.) in transnational cooperation of West Balkan states. If possible, another request for extension can be recommended. |

**2.2 Quality of the process**

*Please use Internal evaluation: PROGRESS OF THE PROJECT (M6, M12, M24, M36)*

*Internal evaluation WP LEADERS AND COORDINATOR SELF-EVALUATION (M6, M24, M36)*

**Average score of progress evaluation questionnaire: M6 4,13**

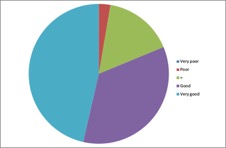
**Average score of progress evaluation questionnaire: M12 4,23**

**Average score of progress evaluation questionnaire: M24 4,39**

**Average score of progress evaluation questionnaire: M36 4,25**

Was the level of satisfaction above 3.5 (score from 1 to 5) Yes ⌧ No

Did project partners proposed actions to improve the quality of process Yes ⌧ No

If your answer is yes, please outline the suggestions received:

A more day-to-day communication on task completion should be adopted on a consortium level and between the different parties in order to increase transparency and overview of the tasks and work still needed to fully meet the project objectives.

**Average score of WP leader and coordinator evaluation: M6 3,73**

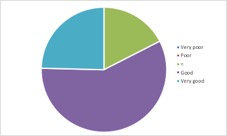
**Average score of WP leader and coordinator evaluation: M24 4,01**

**Average score of WP leader and coordinator evaluation: M36 4,07**

Was the level of satisfaction above 3.5 (score from 1 to 5) Yes ⌧ No

Did WP leaders proposed actions to improve the quality of process Yes ⌧ No

If your answer is yes, please outline the suggestions received:

Communication between partners should be done at a more frequent basis.

Workplan of the different WPs respected Yes  No ⌧

If your answer is no, provide short explanation

Some initial delay, due to the administrative procedure, has created a postponement of the original time plan. Due to the restrictions imposed by the COVID-19 pandemic, it was necessary to ask for an extension of the project duration. An amendment to the Grant Agreement has been then requested by the project coordinator and accepted by the EACEA.

*Please use Internal evaluation: PARTNERS MEETINGS (Podgorica, Bologna, Pristina, Sarajevo, Berlin, Online meeting)*

**Average score of Internal evaluation questionnaire: Podgorica 4,80**

**Average score of Internal evaluation questionnaire: Bologna 4,37**

**Average score of Internal evaluation questionnaire: Pristina 4,65**

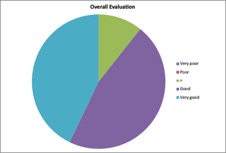
**Average score of Internal evaluation questionnaire: Sarajevo 4,80**

**Average score of Internal evaluation questionnaire: Berlin 4,82**

**Average score of Internal evaluation questionnaire: Online 4,32**

Was the level of satisfaction above 3.5 (score from 1 to 5) Yes ⌧ No

Did project partners proposed actions to improve the quality of meetings? Yes ⌧ No

If your answer is yes, please outline the suggestions received:

We need to improve day-to-day communication and remained each other on deadlines and obligation, have open discussions to prevent problems and motivate each other to deliver good results.

*Please use* Internal evaluation: STUDY VISITS AND TRAINING (Bologna, Ljubljana, Soest, Venezia, Pordenone, Sarajevo, Berlin)

**Average score of Study visit and Training: Bologna 3,65**

**Average score of Study visit and Training: Ljubljana 4,39**

**Average score of Study visit and Training: Soest 4,92**

**Average score of Study visit and Training: Venezia 4,56**

**Average score of Study visit and Training: Pordenone 4,69**

**Average score of Study visit and Training: Sarajevo 4,84**

**Average score of Study visit and Training: Berlin 4,73**

Was the level of satisfaction above 3.5 (score from 1 to 5) Yes ⌧ No

Did project partners proposed actions to improve the quality of study visits? Yes ⌧ No

If your answer is yes, please outline the suggestions received:

In BUGI the focus is on urban agriculture and the study program should keep this focus as much as possible. However, since Urban Agriculture is not yet a well-established there are other topics that emerged as interesting and which are listed as follows: Plant breeding - including vegetables; Adapting teaching tools to vulnerable social categories and to team work.

For countries where Urban Agriculture is already a real business sector the topics requested are: Vertical farming systems and other tools used by in-door farmers to grow more with fewer surfaces; High-tech of urban agriculture production, processing and distribution; Adapting food technology system to existing urban plans food technology system to existing urban plans

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| QAC recommendations:  The above-mentioned suggestions should be taken into account. Due to the difficult circumstances, the processes are running well and are managed quite good. |

**2.3 Quality of dissemination and exploitation**

*Please use External evaluation: WEBSITE (M8, M24, M36)*

**Average score of the website evaluation questionnaire: M8 3,76**

**Average score of the website evaluation questionnaire: M24 4,68**

**Average score of the website evaluation questionnaire: M36 4,43**

Was the level of satisfaction above 3.5 (score from 1 to 5) Yes ⌧ No

Did the expert proposed action to improve the quality of the events? Yes ⌧ No

If your answer is yes, please outline the suggestions received:

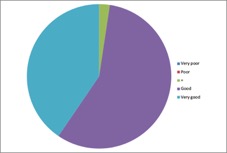
Keep the text shorter, and simplier, now is too technical and long. Description of WPs is too technical, better to focus on activities. Web visitors want to know what they can expect from the project (courses? reports? publications? educational materials) and this is not clear.

*Please use External evaluation: Dissemination Events (M36)*

**Average score of the Dissemination Events evaluation: M36 4,18**

Was the level of satisfaction above 3.5 (score from 1 to 5) Yes ⌧ No

Did the expert proposed action to improve the quality of events? Yes  No ⌧

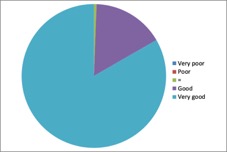


*Please use External evaluation: Workshops (M24)*

**Average score of Workshop: Podgorica 4,81**

Was the level of satisfaction above 3.5 (score from 1 to 5) Yes ⌧ No

Did the participants proposed action to improve the quality of events? Yes  No ⌧



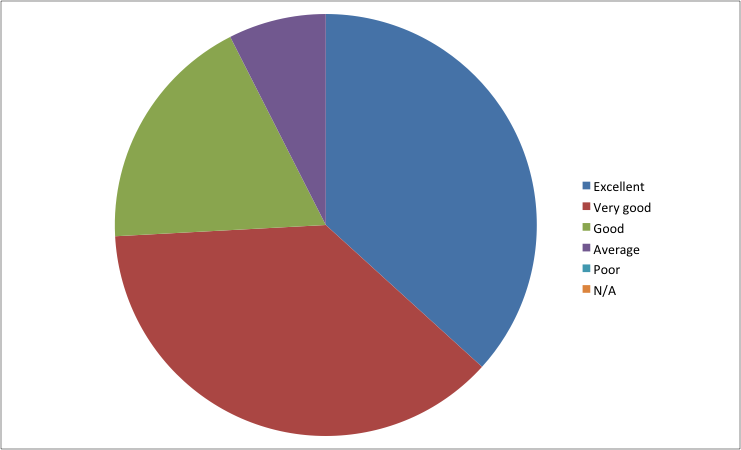
*Please use External evaluation: Teachers and Students satisfaction about the curriculum (M36)*

**Average score of satisfaction of curriculum: Teachers: M36 4,03**

Was the level of satisfaction above 3.5 (score from 1 to 5) Yes ⌧ No

Did the participants proposed action to improve the quality of curriculum? Yes ⌧ No

If your answer is yes, please outline the suggestions received:

To inform much more students and all citizens about the importance of Urban agriculture.

The study program Urban Agriculture aim to increase capacity, visibility, attractiveness and improve positioning in educational and labour markets by developing new master study curriculum. These will enable to discuss issues related to sustainable agriculture, green economy, transfer information and knowledge fostering economic development. New modern teaching/learning environments accompanied with appropriate transferable, competence, entrepreneurial skills will strengthen students’ employability, but also their capability to contribute to active citizenship.

This curriculum addresses the issues of graduate’s employability, learning flexibility, internationalization, cooperation with entrepreneurial sector, urban sustainability, unemployed youth and urban poor.

Sustainable agriculture utilizing green economy concepts is interlinked with a number of challenges in the long-term sustainable development of Europe such as 2020 Strategy for smart, sustainable and inclusive growth, sustainable agriculture and rural development policy - agricultural development.

The study program Master in Urban Agriculture covers relevant didactic and research methods. It is designed to offer students the opportunity to deepen the knowledge on the contribution and the importance of the agricultural sector in the Kosovo’s Urban Agriculture and economic development. After accomplishment of the study program in Urban Agriculture students gain an understanding of advanced Urban Agriculture theory and practice that includes farm management, development and analysis of agricultural and food policies, environmental policies, agricultural production and marketing, problem solving skills into agricultural production, policies and marketing issues. Students’ learning outcomes will be monitored by the academic staff of the FAV designated by the departments. The monitoring of learning results will be based through assessment of feedback questionnaires filled by students at the end of semester.

The programme is well defined and in line with current trends in agriculture. The aims of the programme are clear, well defined and in line with the relevant University’s documents. The concept of the programme is sound and well defined. The structure of the courses is clearly relying on the on local and regional market needs. The syllabus of each course is well described and detailed.

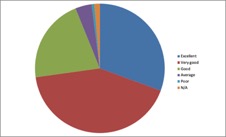
The goals of the programme are very clear and well defined and largely in accordance with the valid documents of the University. The concept of the master programme is very well defined and includes very important chapters such as: sustainable agriculture, precision agriculture and smart food production, economic and organisation of UA production, market needs and renewable energy sources. Fundamental importance within the master course is learning techniques related to problem-based and experiential learning, which promote the development of critical thinking skills, problem-solving skills and communication skills.

**Average score of satisfaction of curriculum: Students: M36 3,95**

Was the level of satisfaction above 3.5 (score from 1 to 5) Yes ⌧ No

Did the participants proposed action to improve the quality of curriculum? Yes ⌧ No

If your answer is yes, please outline the suggestions received:

Improve student enrolment marketing as a collective strategy to attract and engage prospective students, and in today’s fast-paced, global academic environment university marketing strategies have a direct impact on not only enrolment, but recognition and retention. Both domestic and international students have to be informed, through the university marketing and enrolment departments with diverse challenges as well as exciting opportunities to connect with and explore new prospects.

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| QAC recommendations:  The above-mentioned suggestions should be taken into account. Referring curriculum, it is quite important that students have a solid base of general agronomic and business management knowledge, upon that specific Urban Agriculture skills can be added on. If students are enrolled, who did not have these base knowledge, this gap has to be closed within the curriculum by extra modules and/or materials for self-studying. |

**2.4 Relevance**

Is the project implemented in line with the initial objectives? Yes ⌧ No

If no, please describe the changes (if any) that have occurred

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| QAC recommendations:  The project is in line with its objectives and quite relevant for economic and social development in the project member states. |

# 3. Final Discussion and Conclusions

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| Please sum up your key remarks regarding each topic (quality of delivery, quality of the process, quality of dissemination, relevance):  Quality of delivery: Project members do their best – due to unclear circumstances caused by COVID-19, eventually a further extension can be recommended.  Quality of process: Taking difficult external difficulties into account, processes are running quite well and are well managed. Minor improvements are suggested by project members and should be implemented.  Quality of dissemination: See remarks to quality of process.  Relevance: The project is in line with its objectives and quite relevant for economic and social development in the project member states. |

Ein Bild, das Antenne enthält.

Automatisch generierte Beschreibung**Signatures**

Wolf Lorleberg Hysen Bytyqi

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Adnan Kafedžić Andrej Udovč

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# Annexes

Internal evaluation questionnaire: PROGRESS OF THE PROJECT

Internal evaluation questionnaire: WP LEADERS AND COORDINATOR SELF-EVALUATION

Internal evaluation questionnaire: PARTNERS MEETINGS

Internal evaluation questionnaire: STUDY VISITS AND TRAINING

External evaluation questionnaire: PROJECT WEB SITE

External evaluation questionnaire: DISSEMINATION EVENTS

External evaluation questionnaire: WORKSHOPS  
External evaluation questionnaire: SATISFACTION ABOUT THE CURRICULUM, TEACHERS  
External evaluation questionnaire: SATISFACTION ABOUT THE CURRICULUM, STUDENTS

1. Starting from September 2019, five Scientific Papers have been published till now:

   1. Alen Mujčinović, Sabrija Čadro, Mirza Uzunović and Pakeza Drkenda (2019): ENTREPRENEURIAL EDUCATION SKILLS IN URBAN AGRICULTURE OF BOSNIA AND HERZEGOVINA. RADOVI POLJOPRIVREDNO-PREHRAMBENOG FAKULTETA UNIVERZITETA U SARAJEVU. Vol. LXIV, no. 69/2, 122-130.

   2. G. Pennisia, F. Magrefi, N. Michelon, G. Bazzocchi, L. Maia, F. Orsini, E. Sanyé-Mengual and G. Gianquinto (2020): Promoting education and training in urban agriculture building on international projects at the Research Centre on Urban Environment for Agriculture and Biodiversity. Acta Hortic. 1279. ISHS 2020. DOI 10.17660/ActaHortic.2020.1279.7. XXX IHC – Proc. VII International Conference on Landscape and Urban Horticulture.

   3. Nikolić, A., Uzunović, M., & Mujčinović, A. (in press) Urban agriculture in transition economies - perspectives and limitations – Case study of Bosnia and Herzegovina, Djekic, I., Leal, W., Smetana, S., and Kovaleva, M. (Ed.) Handbook of Climate Change Across the Food Supply Chain. (ongoing publication)

   4. Bernd Pölling, Wolf Lorleberg, Pakeza Drkenda and Petar Glamoclija (2019): Urban Agriculture in Western Balkan: Consumer preferences. 29th International Scientific-Expert Conference on Agriculture and Food Industry, Sarajevo.

   5. Alen Mujčinović, Sabrija Čadro, Mirza Uzunović and Pakeza Drkenda (2019): Entrepreneurial education skills in urban agriculture of Bosnia and Herzegovina. 29th International Scientific-Expert Conference on Agriculture and Food Industry, Sarajevo. [↑](#footnote-ref-1)