

## Minutes from the Kick-off Meeting

### Boosting Engagement of Serbian Universities in Open Science (BE-OPEN)

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<b>Event Title:</b>	<b>BE-OPEN Kick-off Meeting</b>	
<b>Event Date:</b>	<b>12 – 13 December 2016</b>	
<b>Event Venue:</b>	<b>University of Novi Sad, Central University Building</b>	
<b>List of participants:</b>	Prof. dr Snezana Smederevac, UNS	Tamara Rokvic, UBG
	Prof. dr Silvia Ghilezan, UNS	Jelena Zekovic Miric, UABG
	Prof. dr Branko Milosavljevic, UNS	Lazar Petrovic, UKG
	Prof. dr Sanja Radovanovic, UNS	Prof. dr Dragan Antic, UNI
	Doc. dr Dejan Pajic, UNS	Stanisa Peric, UNI
	Doc. dr Petar Colovic, UNS	Marko Milojkovic, UNI
	Ana Soti, UNS	Prof. dr Miladin Kostic, SUNP
	Dunja Malbasa, UNS	Prof. dr Edin Dolicanin, SUNP
	Prof. dr Zivoslav Tesic, UBG	Petros Stefaneeas, NTUA
	Biljana Kosanovic, UBG	Marina Lenisa, UNIUD
	Milica Sevkusic, UBG	Clifford Tatum, Leiden Uni
	Dusan Bugarski, UBG	Jelena Sudarov, APV
	Milan Kuzelka, UBG	Halasi Sabolc, APV
	Vladimir Markovic, UB	Ivana Zivadinovic, NEO Serbia

#### Monday, 12 December 2016

University of Novi Sad, the coordinator of Erasmus+ Boosting Engagement of Serbian Universities in Open Science (BE-OPEN project), organized the Kick-off meeting with all partner institutions involved in the project on December 12 and 13, 2016 at the Central University Building at the University of Novi Sad. The E+ BE-OPEN project is funded by the European Commission – Executive Agency for Education, Audiovisual and Culture - within the Erasmus+ programme in the amount of 866,801.00 EUR and it will be realized together with partner institutions from Serbia, Italy, the Netherlands, Greece and United Kingdom. Serbian partner institutions include six state universities from Serbia (Novi Sad, Belgrade, Art Belgrade, Kragujevac, Nis, Novi Pazar) as well as Ministry of Education, Science and Technological Development, while EU partners are University of Udine, National Technical University of Athens and Goldsmith's College, University of London.

**Prof. dr Snezana Smederevac**, coordinator of the BE-OPEN project, together with **prof. dr Svetlana Mihic**, representative of the Provincial Secretariat for Higher Education and Scientific Research, welcomed participants from every partner institution and gave opening remarks on the importance of the Erasmus+ Be-Open project for higher education in Serbia.

According to the agenda, team members from all Serbian partner institutions (University of Novi Sad, University of Belgrade, University of Arts in Belgrade, University of Kragujevac, University of Nis, State University of Novi Pazar and the Ministry of Education, Science and Technological Development) introduced themselves and presented their role in the project, as well as a short overview of the current state of Open Science practice at the institutional level. A representative from the Ministry of Education, Science and Technological Development was not present at the Kick-off meeting even though an official invitation letter was sent both by post and e-mail.

After the presentations of Serbian members, EU partner institutions (University of Udine, Italy, University of Leiden, the Netherlands, National Technical University of Athens, Greece and Goldsmith's College, University of London, Great Britain) introduced themselves and gave a brief outline of their role in the Erasmus+ Be-Open project.

An overview of the Be-Open project's goals and project implementation was given by **prof. dr Snezana Smederevac** and **dr Dejan Pajic**. It was discussed about the intended policy impact, project's structure, workplan and timetable of activities as well as about task distribution.

#### Erasmus+ Be-Open Project Work Packages and WP Leaders

Work Package	Work Package Title	Work Package Leader
<b>WP 1 Preparation</b>	Mapping of the Current Open Science Potentials at Serbian Universities	University of Novi Sad
<b>WP 2 Development</b>	Developing and Adjusting Guidelines, Policies and Incentives	University of Belgrade
<b>WP 3 Development</b>	Infrastructural Support for the Open Science Principles	University of Novi Sad
<b>WP 4 Development</b>	Building Capacities for Implementation of Open Science Principles	University of Novi Sad
<b>WP 5</b>	Quality Plan	University of Kragujevac
<b>WP 6</b>	Dissemination & Exploitation	University of Nis
<b>WP 7</b>	Management	University of Novi Sad

**Ivana Zivadinovic**, representative from the National Erasmus+ Office from Belgrade, held a presentation about overall project management, reporting and NEO monitoring visits throughout the 3-year Erasmus+ project cycle.

During the afternoon session, activities within work packages 1 and 2 were discussed in more detail by WP leaders (putting an emphasis on the 1<sup>st</sup> project year). **Prof. dr Sanja Radovanovic** together with **dr Petar Colovic** presented **WP 1 – Mapping of the current Open Science potentials at Serbian Universities**. In order to map the current situation of Open Science potential at Serbian Universities, a preliminary *Questionnaire for the assessment of familiarity with Open Science principles* was presented to all partner members. The preliminary Questionnaire was created so as to provide the following: (1) General Information about the person filling in the questionnaire, (2) Experience with Open Science principles and (3) Familiarity with Open Science and Open Data principles.

The report on the current state will also include an analysis of existing Open Science legislatives and incentives, an examination of the current Open Science practice and details about existing information infrastructure. The analysis should guide team members to define preliminary directions and standards for open science principles, as well as for required IT infrastructure.

**Biljana Kosanovic** from the University of Belgrade presented activities within **WP 2 – Developing and Adjusting Guidelines, Policies and Incentives**. Activities within WP 2 should ensure better coordination and collaboration among researchers, government bodies, society and industry, as well as promote Open Science principles as a globally accepted mechanism for making research more sensitive towards societal and economic needs. Activities related to WP 2 are to promote digital repositories as a tool for evaluating and improving the accountability of publicly funded research.

## **Tuesday, 13 December 2016**

The presentation of work packages was continued during the second day of the Kick-off meeting. **Prof. dr Branko Milosavljevic** presented activities within **WP 3 - Infrastructural Support for the Open Science Principles**. Based on study visit to EU partners, a report on the current experiences from EU countries regarding technical aspects of the implementation of Open Science principles will be written within WP 1, which will later provide a basis for setting the standards and recommendations at the national level. The report should provide an overview of infrastructure demands (hardware and software requirements), metadata formats, harvesting protocols and user privileges.

Common standards and protocols for all resources and digital services supporting Open Science principles will be defined and adopted at all Serbian higher education institutions. The standards should be based on internationally accepted principles and requirements, as well as on actual information needs of various stakeholders from Serbia.

All universities will establish institutional repositories in accordance with the adopted national regulations, guidelines and technical standards. Universities have the option to develop their institutional repositories jointly or independently. A central search portal for all Serbian universities will be created in order to facilitate knowledge transfer on principles of Open Science from universities to the wider community and industry.

**Dr Dejan Pajic** and **dr Petar Colovic** presented activities within **WP 4 - Building Capacities for Implementation of Open Science Principles** which will include motivating and educating all relevant stakeholders about the advantages and disadvantages, possibilities and limitations, as well as legal and technical aspects of the implementation of Open Science principles. In order to promote Open Science the project will build a registry of private foundations and non-government research funders for Open Science research. A set of monitoring indicators will be defined to evaluate the effects of the implementation of Open Science at the Serbian higher education institutions.

**Lazar Petrovic**, team member from the University of Kragujevac, presented **WP 5 - Quality Plan**. In order to provide efficiency and impact of project activities, the University of Kragujevac will be responsible for ensuring quality reports on project actions, achievements and outcomes. Evaluation reports will be written by EU partners which will trigger fine-tuning activities at Serbian universities. At the end of the project, an external evaluation by an external auditing agency will be provided.

**Stanisa Peric**, team member from the University of Nis, presented **WP 6 – Dissemination & Exploitation**. This work package is intended to raise awareness on Open Science principles and policies by achieving visibility of the Erasmus+ BE-OPEN project and its results. Cooperation with all relevant stakeholders at all levels (international, national, institutional, local) will be established so as to disseminate the results of the project to a wider community during and beyond the lifetime of the project. Two dissemination conferences will be organized together with Consortium meetings, while major project events will be covered by press conferences and public appearances. At the end of the project, a final conference will be organized.

The project website ([beopen.uns.ac.rs](http://beopen.uns.ac.rs)) will serve as of the main dissemination tools that will present the progress and publish all relevant information about project achieved project activities. Updates will be uploaded throughout the project's lifetime with necessary

information about organized events, outcomes and overall progress. Along with the website, an Open Science webpage will be created and embedded into universities' and the

Ministry's websites containing all relevant information on Open Science policies, guidelines, best practices, events, being regularly maintained and updated beyond the project termination.

Promotional materials as well as the project logo are designed and already disseminated at the Kick-off meeting. Printed material will be done in English and Serbian and distributed to all project members.

**Ana Soti**, team member from the University of Novi Sad, presented activities within **WP 7 – Management**. University of Novi Sad, as the leader of WP 7, will be responsible for setting up management bodies and task management groups, as well as for the reports on project management, kick-off and consortium meetings, reports of partners' activities and financial reports.

Steering Committee was set at the Kick-off meeting, where it was unanimously decided SC members would be the appointed contact persons from partner institutions, so as to provide continuity and efficiency in the Project implementation.

Contacts from all project members will be collected and distributed to all partners in the consortium in order to provide sound communication within the project.

Deadlines for financial and narrative reports are defined in the following table:

I	Partner's Financial Report (five reports)	Intermediate Report – 14.04.2018.
		Final report – 14.12.2019.
II	Partner's Financial Report (five reports)	1 <sup>st</sup> report – 01.10.2017.
		2 <sup>nd</sup> report – 14.03.2018.
		3 <sup>rd</sup> report – 01.10.2018.
		4 <sup>th</sup> report – 01.06.2019.
		5 <sup>th</sup> report - 14.10.2019.
III	Reports (two in total) prepared by the Coordinator to be delivered to EACEA	1 <sup>st</sup> report - 14.03.2018.
		2 <sup>nd</sup> report – 14.10.2019.

**Dunja Malbasa**, team member from the University of Novi Sad, talked about the revisions in the budget and about further financial matters.

It was agreed that the following meetings will be:

- Study visit to Leiden University, the Netherlands in April 2017
- Meeting with all Serbian partners regarding current infrastructure for implementing open science principles during Spring
- Study visit & Consortium Meeting at the University of Udine in September 2017

