

Minutes from the UNS Project Coordination Meeting

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

Event Title:	Project Coordination Meeting	
Event Date:	24 December 2018	
Event Venue:	University of Novi Sad	
List of participants:	Prof. dr Snezana Smederevac, UNS	Zarko Milosev, TIAC
	Prof. dr Sanja Radovanovic, UNS	Milos Tepic, TIAC
	Doc. dr Dejan Pajic, UNS	Mita Stojic, TIAC
	Prof. dr Branko Milosavljevic, UNS	Svetlana Kovac, TIAC
	Ana Soti, UNS	Vladimir Mandic, TIAC

Monday, December 24th 2018

The following topics were discussed at the Meeting:

Prof. Dr. Snezana Smederevac informed the TIAC team about the project objectives (software solution to be created for all partner institutions that needs to be open source), as well as of the aim of the meeting. Since TIAC has been chosen to develop the software, the meeting was organized to discuss its desired characteristics and functions, so as to meet the requirements of the consortium.

Vladimir Mandic, TIAC, informed the UNS team on the activities performed up to that moment regarding the software development. They are in continuous contact with Prof. Dr. Branko Milosavljevic referring to certain additional requests in terms of software functionalities which they are going to fulfil as well. Svetlene Kovac is in charge of the project on behalf of TIAC. They have provided an access for UNS team to the internal progress management tool, thus UNS team have gained insight into it.

Prof. Dr. Snezana Smederevac asked TIAC for the details on software functionality, since they are necessary for the procedure of OC institutional policy creation. In order to achieve this, TIAC pointed at the following:

- names of all researchers at the University, together with their details and contacts, to be provided in EXCEL file



- faculties need to appoint administrators who will monitor and check the validity of data to be imported
- the software should gather references, which are to be seen and updated by researchers
- the other university partners should also provide names of researchers at their universities, together with their details and contacts (EXCEL table)
- only systems with same protocols can exchange data.

Also regular meetings on weekly basis will be held between UNS and TIAC team so as to work jointly on the software development.

At the end of January/Februar the first simulation test is to be conducted.