



ANNUAL ACTIVITY REPORT

- December 2016 - December 2017 -

Since the Management board is focused on projects progress in terms of expenditure, use of resources, implementation of activities and the delivery of results, in order to assure achievement of the defined goals of the project, one of its functions is to systematically collect and analyze relevant information about project progress. In that regard, Project management team is submitting this Annual activities report for the first year of the project.

As first activities regarding the project have started in January of 2017, the first monthly report was submitted for this month.

January 2017

By the project description work package Preparation is comprised of the activities that are necessary for the further development of the project. It includes desk-based research as well as field research (in appropriate tasks) in order to identify, translate, document, summaries, compare and analyze, system of studies and problems that are currently present in Montenegro.

During the first month Project coordinator, with the assistance of management team was focused mainly on the activities regarding:

1. Preparation of the necessary documentation that need to be presented at the Kick off meeting in Budva – preparation of the report on Individual syllabi assessment;
2. Preparation of the Amendments to Financial plan of the University of Montenegro for 2017, as a step towards preparation of the public procurement calls for equipment purchase;
3. Communications with consortium members in the preparation stage;
4. Day to day running of the project.

In that regard teaching staff (professors of the Faculty of Law University of Montenegro) have submitted Individual reports on assessment of the currently used syllabi and proposed changes that will be joined into a single report for the consortium members and that will be presented at the Kick off meeting.

February 2017

During the second month Project coordinator, with the assistance of management team was focused mainly on the activities regarding:

5. Preparation of the necessary documentation that need to be presented at the Kick off meeting in Budva – preparation of the Joint report on Individual syllabi assessment;
6. Preparation of the Survey methodology and questionnaire construction, in cooperation with other Consortium members, for the survey that will be conducted by Judicial Training Center of Montenegro and Judicial Council of Montenegro amongst the Montenegrin judges and other prominent members of the legal profession on their conversance of the EU law. This Survey will be used by the management of the project and curriculum development team in order to assess the need for further development of the courses in EU law.;
7. Communications with consortium members in the preparation stage;
8. Preparation of the relevant documentation for the future public procurement calls for the equipment purchase and access to scientific databases;
9. Day to day running of the project.

March 2017

During the third month Project coordinator, with the assistance of management team was focused mainly on the activities regarding:

1. Finalizing of the Joint report on Individual syllabi assessment and its translation.
2. Conduction of the survey by the Judicial Training Center of Montenegro and Judicial Council of Montenegro amongst the Montenegrin judges and other prominent members of the legal profession on their conversance of the EU law and preparation of the final Report.
3. Preparation of the Status Quo Analysis - of newly accredited program at the Faculty of Law University of Montenegro, the system of studies in Montenegro, legal provisions regarding employment of lawyers and labor market needs in Montenegro. This document will be distributed to consortium members in order to present the current program of studies and legal framework of Montenegro regarding accreditation of new programs.
4. Communications with consortium members in the preparation stage.
5. Day to day running of the project.
6. Kick off Meeting in Budva.

From 24th to 26th of March 2017 a Kick off meeting of the project was organized in Budva. Opening remarks were given by Representative of the UoM, Vice-rector prof.dr Maja Bacovic, Representative of the Ministry of education, Mubera Kurpejovic, Dean of Law School University of Montenegro, Prof. dr Velimir Rakocevic, and by Representative of National ERASMUS+office, Vanja Drljevic.

This activity was promoted not only by websites of the Faculty of law CABUFAL project, but by number of Montenegrin printed and electronic Medias.

April 2017

During the fourth month of the project, Project coordinator, with the assistance of project management team was focused mainly on the activities regarding:

- 1) Finalization of the Partnership Agreement text;

- 2) Publication of the public procurement calls for equipment purchase, and its finalization;
- 3) Publication of the public procurement calls for scientific databases access, and its finalization;
- 4) Communications with consortium members in the preparation stage.
- 5) Day to day running of the project.

Since by the rules of the University of Montenegro, all public procurement calls are divided into three types of calls (high value procurement calls, medium value procurement calls and small value procurement calls) all procurements for the CABUFAL project were done with other procurements of its type for the entire University of Montenegro procurement calls but as a separate point of the procurement.

By the rules of the University of Montenegro, and in accordance with the provision of the Montenegrin Law on public procurement, public procurement calls for scientific databases access was published separately.

May 2017

During the fifth month of the project, Project coordinator, with the assistance of project management team was focused mainly on the activities regarding:

- 1) Signing of the Partnership Agreement;
- 2) Delegation of Responsibility for the University Property after the finalization of equipment purchase of small value;
- 3) Communication with consortium member and organization of the first Study visits;
- 4) Preparation of the public procurement call for the purchase of the printed literature for the year 2107;
- 5) Financial management of the project;
- 6) Day to day running of the project.

By the rules of the University of Montenegro, and in accordance with the provision of the Montenegrin Law on public procurement, public procurement calls for acquisition of printed literature for the year 2017 was published separately.

During May of 2017 first study visit was planned with Europa Institute Saarland University in Saarbrücken in the middle of July of 2017.

June 2017

During the sixth month of the project, Project coordinator, with the assistance of project management team was focused mainly on the activities regarding:

- 1) Signing of the Partnership Agreement;
- 2) Delegation of Responsibility for the University Property after the finalization of medium value equipment purchase;
- 3) Communication with consortium member and organization of the first Study visits;
- 4) Publication of the public procurement call for the purchase of the printed literature for the year 2107;
- 5) Financial management of the project;

- 6) Day to day running of the project.

During May of 2017 second study visit was planned with Faculty of law University of Split for the first week of October of 2017.

During May of 2017 third study visit was planned with Faculty of law University of Ljubljana for the second week of October of 2017.

July 2017

During the seventh month of the project, Project coordinator, with the assistance of project management team was focused mainly on the activities regarding:

- 1) Delegation of Responsibility for the University Property after the finalization of high value equipment purchase, and its installation;
- 2) Realization of the first Study visits to the Europa Institute of the Saarland University in Saarbrücken;
- 3) Preparation of the first guest lecture of the representative of the Regens University in Podgorica in September of 2017;
- 4) Financial management of the project;
- 5) Day to day running of the project.

From July 12th to July 16th representatives of the Faculty of Law University of Montenegro have visited Europa Institute – Saarland University in Saarbrücken-u (Germany). This was a first study visit within the project.

The first day began with the welcoming speech of prof. Dr. Tomas Gigerich, Director of the Europa Institute, who gave a lecture on the topic "Teaching Concept of the Law Faculty and the Europa-Institut". The next part of the visit was dedicated to getting to know the library of the Europa Institute, led by the librarian Katrin Luck who spoke on the topic of "Introduction to library research". The second part of the day was dedicated to practical aspects of teaching at Europa Institut - Lecture on Human Rights Protection, by prof. Dr. Jörg Polakiewicz, the Director of Legal Advice and Public International Law (Jurisconsult), Directorate of Legal Advice and Public International Law, Council of Europe, Strasbourg, and Honorary Professor at the Europa-Institut of Saarland University.

The second day was dedicated to the Visit to the Court of Justice of the European Union in Luxembourg. After the tour of the Court one of the lectures was dedicated to the role of the Court of Justice of the European Union

The third day was dedicated to the practical aspects of teaching at Europa Institut, so in that regard we have attended the master course lecture on the Judicial cooperation in the Civil Matters in the European Union II, by the Dr. Cristian Oro Martinez, a lawyer at the Research and Documentation Directorate at the Court of Justice of the European Union in Luxembourg.

August 2017

During this month there were no activities since this month was reserved for the collective vacation of the staff of the Faculty of law University of Montenegro.

September 2017

Special notice must be given that this is the first monthly report after the report for the July, since all employs of the University of Montenegro were on the collective summer vacation.

During the ninth month of the project, Project coordinator, with the assistance of project management team was focused mainly on the activities regarding:

- 1) Realization of the first training - guest lecture of the representative of the Regents University in Podgorica;
- 2) Preparation of the second study visit in 2017 to Faculty of law University of Split;
- 3) Preparation of the third study visit in 2017 to Faculty of law University of Ljubljana;
- 4) Communication with consortium members for the organization of the Management board meetings and Quality control board meetings planned in 2017;
- 5) Financial management of the project;
- 6) Day to day running of the project.

First training - guest lecture of the representative of the Regents University in Podgorica was realized on 21st and 22nd September by Dr Mireille Hebing, Senior Lecturer in Sociology and Politics on the following topic:

I. Higher Education Academy

II. Methodology in Teaching Different Standards and Programmes at UK Universities, i.e., 3 years degrees, 4 year degrees, 1 year MAs and 2 year Mas, similar programmes at different universities.

III. Comparative analysis with some other European systems.

IV. Validating programmes

V. Brexit and Higher Education

October 2017

During the tenth month of the project, Project coordinator, with the assistance of project management team was focused mainly on the activities regarding:

- 1) Realization of the second study visit in 2017 to Faculty of law University of Split;
- 2) Realization of the third study visit in 2017 to Faculty of law University of Ljubljana;
- 3) Communication with consortium members for the organization of the Management board meetings and Quality control board meetings planned in 2017;
- 4) Financial management of the project;
- 5) Day to day running of the project.

November 2017

During the eleventh month of the project, Project coordinator, with the assistance of project management team was focused mainly on the activities regarding:

- 1) Communication with consortium members for the organization of the Management board and Quality control board meetings planned in 2017;
- 2) Financial management of the project;

- 3) Day to day running of the project;
- 4) First Monitoring of the CABUFAL project by representatives of the National Erasmus + Office

The meeting was held in the Dean of the Law Faculty of the University of Montenegro on November 10, 2017.

The meeting was attended by: Vanja Drljević, NEO, Ranko Lazović, NEO, Prof. dr Aneta Spaić, project coordinator, Prof. dr Vladimir Savković, Doc.dr Bojana Lakicevic Djuranović, Dr Nikola Dožić, Dr Velibor Korać, members of the project team, Prof. dr Ljiljana Jokić, vice dean for development – Faculty of Law UoM, Prof. dr Gordana Paović Jeknić, member of the Management board CABUFAL, Daliborka Vuksanović, representative of the Judicial Council, Branislav Popović, representative of the Centre for Training in Judiciary and State Prosecution Service.

During the meeting, prof. dr Aneta Spaić, project coordinator, presented the results achieved during the first year of the project. Representatives of the National Erasmus + Office pointed out the purpose of the visit, which is primarily preventive one, in view of the upcoming activities, in reporting to the European Commission, and also to provide advices that can influence the successful evaluation of the project itself.

Representatives of the National Erasmus + Office in the discussion with the representatives of the Law Faculty formulated the following conclusions:

1. That project activities are taking place by the planned dynamics;
2. That the problems arising in the realization of some study visits are expected and justified, as the NEO office and program manager EACEA is immediately acquainted with;
3. That one study visit during 2018 will have a larger number of representatives than planned, given that some study visits were attended by a small number of representatives of the Faculty of Law in 2017;
4. That technical and financial support, by the Universities, to international projects was expected and required in the latest EC report. This statement was reinforced by the advances of the Faculty of Mechanical Engineering, which financed an additional number of representatives in study visits and examples of additional funding for an existing number of representatives in cases where the appropriated funds are insufficient to realize these visits in view of the limited resources allocated by the project budget;
5. That the procurement of equipment foreseen by the project during the first year has been realized, which is the basic condition for realization in Erasmus + projects;
6. That the dissemination of project activities is at an enviable level, and it is especially praiseworthy that all documents related to project activities are publicly available on the web site of the project <http://www.cabufal.ac.me/>;
7. That it is necessary, at project website, to pay special attention to the fact that this is a project with the basic idea of developing the Curriculum of the Law Faculty since the project was approved under the KA2 Erasmus + campaign;
8. That the activities that will enable the submission of proposals for changing the curriculum of the basic studies of the Faculty of Law before the enrollment of the generation of students 2019/2020 of the study year are realized, and that change will not require the re-accreditation of the curriculum of the basic studies;

The meeting was concluded at 2 pm, after which representatives of the National Erasmus + Office visited the premises of the Faculty of Law and got acquainted with the use of the equipment that was purchased from the project funds.