



DEMUSIS Meeting Minutes Report

Subject of the Meeting:	Annual Project Management Board meeting 2021
Date:	13-14 December 2021
Minutes Prepared by:	Dušanka Jelenković Vidović
Time and Location:	12:00, University of Kragujevac, Rectorate building, and online (Zoom platform) – hybrid format

1a. Attendance at Meeting (online)

Name	Institution	Signature
Aleksandar Mijatović	University of Arts in Belgrade (P1)	
Bojana Borković	Academy of Arts, University of Novi Sad (P2)	
Elsa Ferreira	Royal Conservatoire The Hague (P4)	
Ira Prodanov Krajišnik	Academy of Arts, University of Novi Sad (P2)	
Martin Prchal	Royal Conservatoire The Hague (P4)	
Marijana Gojković	Radio-Television of Serbia (P7)	
Olivera Gračanin	Academy of Arts, University of Novi Sad (P2)	
Rima Rimšaite	Lithuanian Academy of Music and Theatre (P6)	
Sanela Nikolić	Faculty of Music, University of Arts in Belgrade (P1)	
Siniša Bokan	Academy of Arts, University of Novi Sad (P2)	
Vladimir Cvijić	Faculty of Music, University of Arts in Belgrade (P1)	

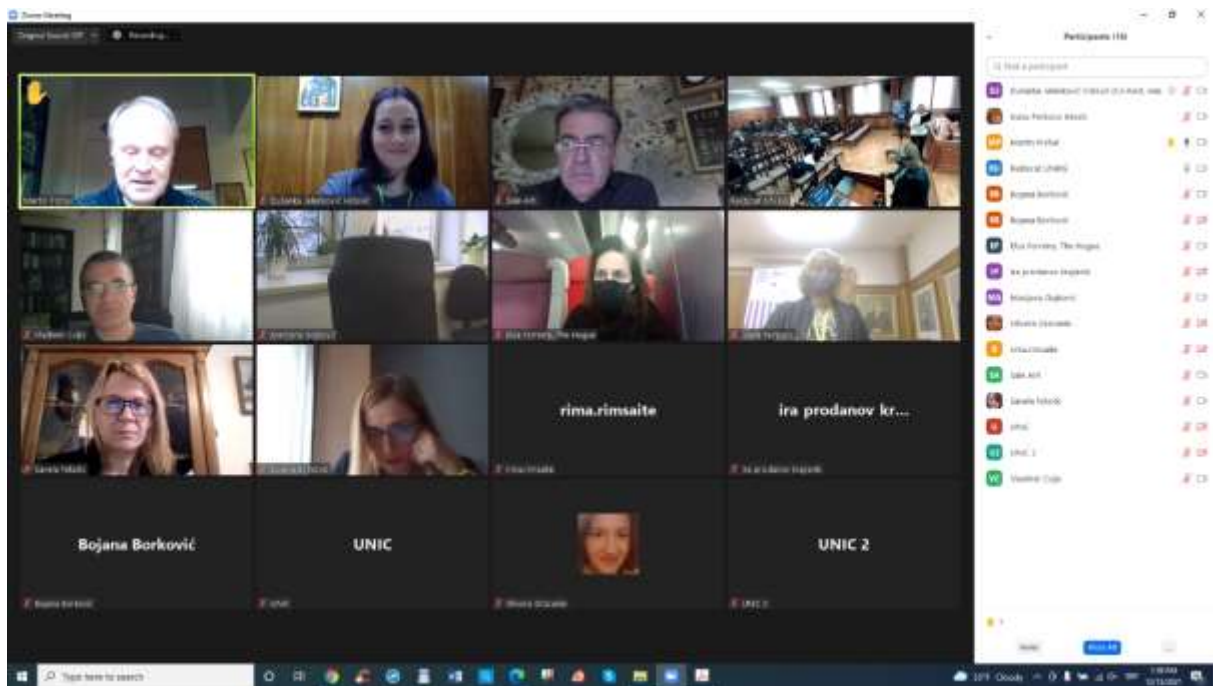
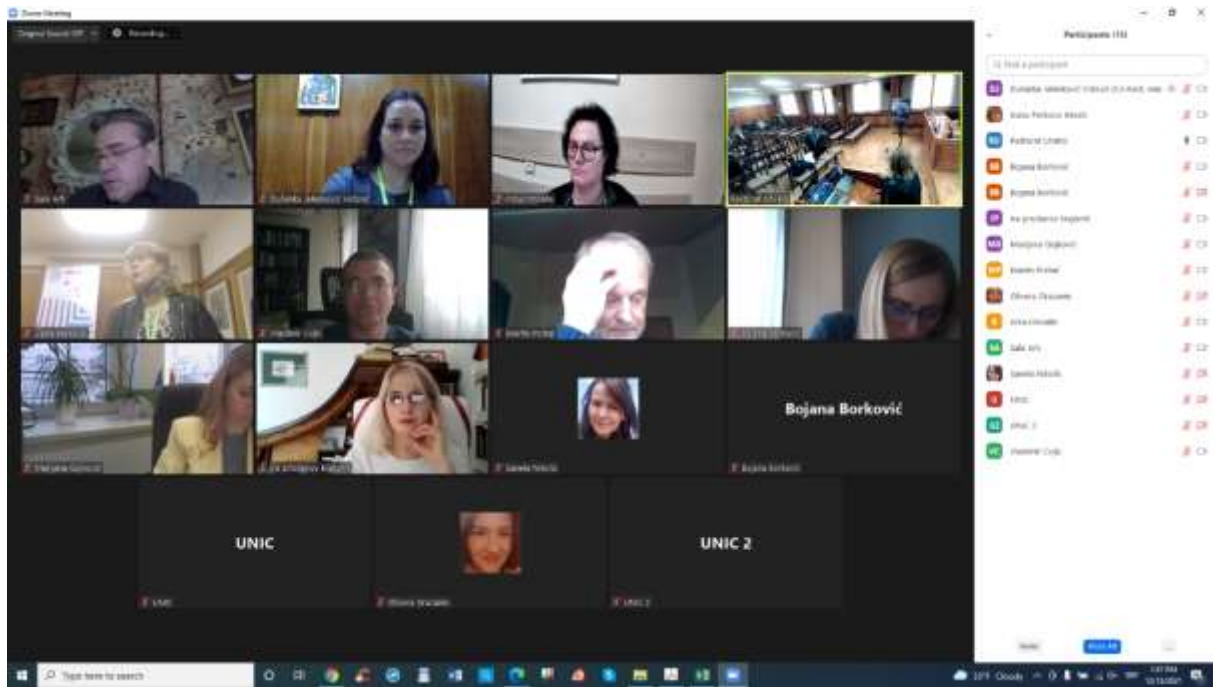


DEMUSIS

Enhancing the digital competencies and entrepreneurship skills of academic musicians in Serbia for culturally more engaged society



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



www.demusis.ac.rs

University of Arts in Belgrade, Kosančićev venac 29, 11000 Belgrade, Serbia

The European Commission support for the production of this publication does not constitute an endorsement of the contents which reflects the views only of the authors, and the Commission cannot be held responsible for any use which may be made of the information contained therein



1b. Attendance at Meeting (in-person)

Biljana Mandić	Faculty of Philology and Arts, University of Kragujevac (P3)	
Vladimir Trmčić	Faculty of Philology and Arts, University of Kragujevac (P3)	
Dejan Sinadinović	Faculty of Music, University of Arts in Belgrade (P1)	
Dimitrije Cvetković	Mad Head Games (P10)	
Dragana Jovanović	Faculty of Music, University of Arts in Belgrade (P1)	
Dužanka Jelenković Vidović	Faculty of Music, University of Arts in Belgrade (P1)	
Zoran Komadina	Faculty of Philology and Arts, University of Kragujevac (P3)	
Ivana Perkočić	Faculty of Music, University of Arts in Belgrade (P1)	
Jelena Jevtović	University of Kragujevac (P3)	
Mantautas Krukauskas	Lithuanian Academy of Music and Theatre (P6)	
Marija Karan	Faculty of Music, University of Arts in Belgrade (P1)	
Milena Stanišić	Faculty of Music, University of Arts in Belgrade (P1)	
Nataša Crnjanski	Academy of Arts, University of Novi Sad (P2)	
Nenad Filipović	University of Kragujevac (P3)	
Olivera Mijatović	University of Kragujevac (P3)	
Sanela Nikolić	Faculty of Music, University of Arts in Belgrade (P1)	
Sanja Žugić	Mad Head Games (P10)	
Stefan Adamović	Faculty of Philology and Arts, University of Kragujevac (P3)	
Stefan Gies	Association Européenne des Conservatoires, Académies de Musique et Musikhochschulen – AEC (P9)	
Tanja Gerdec Mrda	Academy of Arts, University of Novi Sad (P2)	
Neda Štećković	Faculty of Philology and Arts (P3)	
Vladimir Trmčić	Faculty of Philology and Arts	



Name	Institution	Signature
Biljana Mandić	Faculty of Philology and Arts, University of Kragujevac (P3)	
Vladimir Blagojević	Faculty of Philology and Arts, University of Kragujevac (P3)	
Vladimir Trmčić	Faculty of Philology and Arts, University of Kragujevac (P3)	
Dejan Sinadinović	Faculty of Music, University of Arts in Belgrade (P1)	
Dimitrije Cvetković	Mad Head Games (P10)	
Dragana Jovanović	Faculty of Music, University of Arts in Belgrade (P1)	
Dužanka Jelenković Vidović	Faculty of Music, University of Arts in Belgrade (P1)	
Zoran Komadina	Faculty of Philology and Arts, University of Kragujevac (P3)	
Ivana Perković	Faculty of Music, University of Arts in Belgrade (P1)	
Jelena Jevtović	University of Kragujevac (P3)	
Mantautas Krukauskas	Lithuanian Academy of Music and Theatre (P6)	
Marija Karan	Faculty of Music, University of Arts in Belgrade (P1)	
Milena Stanišić	Faculty of Music, University of Arts in Belgrade (P1)	
Nataša Crnjanski	Academy of Arts, University of Novi Sad (P2)	
Nenad Filipović	University of Kragujevac (P3)	
Olivera Mijatović	University of Kragujevac (P3)	
Sanela Nikolić	Faculty of Music, University of Arts in Belgrade (P1)	
Sanja Žugić	Mad Head Games (P10)	
Stefan Adamović	Faculty of Philology and Arts, University of Kragujevac (P3)	
Stefan Gies	Association Européenne des Conservatoires, Académies de Musique et Musikhochschulen – AEC (P9)	
Tanja Gerdec Mrđa	Academy of Arts, University of Novi Sad (P2)	
Jelena Jovanović	Faculty of Philology and Arts, University of Kragujevac (P3)	



2. Meeting Purpose

Annual Project Management Board meeting 2021

3. Meeting Agenda

MONDAY, DECEMBER 13TH 2021

12:00–12:15 Musical welcome

Marija Turšijan, MAS accordion student, Faculty of Philology and Arts

12:15-12:30 Welcome words

Vladimir Ranković, Vice-rector, University of Kragujevac

Aleksandar Mijatović, Vice-rector, University of Arts in Belgrade

Siniša Bokan, Dean, Academy of Arts, Novi Sad

Zoran Komadina, Dean, Faculty of Philology and Arts, Kragujevac

12:30–13:15 Opening of the Annual DEMUSIS PMB meeting 2021 – *Ivana Perković*, chair

Meeting agenda – to be approved (Appendix 1)

Minutes of previous PMB meeting (10-11.12.2020) - to be approved (Appendix 2)

Summary of the project progress in 2021

13:15–14:00 WP 8 Project management – *Ivana Perković*, chair

Project eligibility period extension

PA Annexes (due to the project extension)

PMP updates (personnel changes and project extension) – to be approved (Appendix 3)

Timelines update (*Dušanka Jelenković Vidović*)

(Appendix 4)

Financial management and reporting (*Milena Stanišić*)

Discussion

15:00–16:00 WP 3 Staff training and development of teaching resources – *Ira Prodanov*, chair

Teacher training by P4-P6 in (post-)Covid circumstances 2021-22: online, hybrid and live? Participants, setting exact dates and integration with WP4.3 and 4.4



(Appendix 5)
Report on WP3 activities
Discussion

16:15–17:30 WP 7 Dissemination and exploitation – *Olivera Gračanin, chair*

Dissemination and exploitation activities in 2021
Approval of Academic and Sustainability Plan (draft)
(Appendix 6)
Realization of activities 7.4, 7.5 and 7.6 in 2021
Setting the date and preliminary program for 7.7 (including the Entrepreneurial bootcamp for music students in Serbia 2022)
(Appendix 7)
Discussion

17:30 Short wrap-up, end of the first day

TUESDAY, DECEMBER 14TH 2021

10:00–11:00 WP 4 Implementation of reformed & new study programmes – *Olivera Gračanin, chair*

Student placements in 2021 at P7 and P10 – *Marijana Gojković, Dimitrije Cvetković*
Implementation of modernized and new study programmes: EU HEI partners teaching visits (same as agreed for the WP3)
Discussion

11:00–12:00 WP 5 LLL courses development and implementation – *Biljana Mandić, chair*

Design and accreditation of LLL courses (ZUOV invitation, the deadline 25.12.2021)
Preparation of learning materials for LLL courses
Implementation of LLL courses
Alternative actions to realize professional development for music professionals
Discussion

12:15–13:15 WP 6 Quality Control and Monitoring – *Vladimir Blagojević, chair*

Annual Review of the QA
(Appendix 8)
Short Quality Monitoring Reports
Discussion

14:45-15:00 WP1 Preparation and analysis

WP1.5 P2 new master program (*Olivera Gračanin*)
Discussion

**15:00–16:00 Final discussion and wrap-up – Ivana Perković, chair**

Approval of the timeline for 2022-2023
Project Final Report
Final discussion
Closing remarks, end of the meeting

4. Meeting Notes, Decisions, Issues

Opening addresses: Vladimir Ranković and Aleksandar Mijatović, vice-rectors of the host and coordinating institutions respectively, as well as deans of the Academy of Arts in Novi Sad and Faculty of Philology and Arts in Kragujevac – Siniša Bokan and Zoran Komadina, greeted participants in Kragujevac and online, expressed their content with the participation of their institutions in the project, with its results and impact on the partner institutions and higher education in Serbia, as well as with partners' dedication and good cooperation within the project consortium.

WP 8 Project management

Agenda approved.

PMB meeting minutes 2020 approved. It was concluded that all the activities planned and stated in the Actions section are done, except for the deadline for ASFP which had to include the deadline LLL courses accreditation, published only in November 2021.

In [Brief summary of the project progress](#), Ivana Perković reminded of the key moments chronologically – activities, outcomes, along with insights and the starting point for the final project year.

[Timeline update](#) includes the additional year 2022 and activities in WPs 3-8, either with continuation of the activities or start of implementation, previously stalled by the pandemic. Timeline update adopted, to be shared on the project website.

[Updated Project Management Plan](#) contains changes in members of PMB and QAG and the new dates of partnership and other reports in accordance of with the project eligibility period extension approved by EACEA in July 2021.

Annexes to the Partnership Agreements are prepared and signed by the coordinating institution, pending partners' signing.

[Financial management and reporting:](#) Milena Stanišić asked partners to bear in mind that a lot of financial management requires significant amount of time for processing. A lot of work at all partner institutions is already done, but these staff costs have to be claimed and the documentation sent in partnership reports. The staff costs for WP3.1 teacher training by P5&P6 teachers not yet declared even though the training was done; the same goes for work in WP4.3 for online teaching done since December 2020.



Travel costs in the Development WP (for teaching visits) are not spent due to COVID-19 pandemic, which is why for many partners most of the staff costs are also unspent, as they closely related to live teaching visits and travel.

The partners which so far have submitted only one request for payment have to file the next one(s) ASAP, providing that the financial documentation is submitted and in order.

WP 3 Staff training and development of teaching resources

[Ira Prodanov explained that all the work done in WP3](#) is a result of team work. An overview of dates and topics of completed WP 3.1 Teacher training by P4-P6 followed.

Study visits schedule proposal for 2022 (Appendix 5) discussed. List of visiting teachers for P4 and P6 confirmed (P5 representatives absent for medical issues). Their work can include individual classes, teaching in small or bigger groups, specific format of teaching (bootcamp-like) and other.

Details about the profile of students and teachers with whom visiting teachers will be working, in order to address both the needs of hosting institutions and competencies and knowledge of visiting teachers will be further discussed and agreed in online bilateral meetings P1-P3 with P4/P5/P6, most probably in January 2022.

These teaching visits will include also a follow-up WP3.1 in addition to guest teaching in WP4.3.

In WP3.3 regarding development and publishing of teaching materials, 6 textbooks and manuals were prepared and published so far:

- Basics of Psychology of Entrepreneur Skills by prof. Blanka Bogunović i Dejana Mutavdžin;
- Music, Value and Market – Marketing Approach by prof. Anđela Mikić
- Digital Methods in Music Research and Data Related to Music by Ivana Perković and Ivana Miladinović Prica
- Music Education in Digital Environment by Ira Prodanov Krajišnik, Nataša Crnjanski and Milan Milojković as an [e-book](#) and printed issue
- Basics of Music Entrepreneurship by Duško Marić
- Computer Notoigraphy by Vladimir Trmčić

P1 representatives additionally remarked that several video tutorials and manuals are in preparation, intended for internal student use only. After a discussion on how to declare they're done and in use, it was agreed that it would suffice to make available a short clip from video tutorial or a few pages from the manual. Furthermore, it would be good to make quality control questionnaires for students about the materials, which are perceived as an important indicator of a specific outcome.

In a discussion on how to publish video tutorials and protect copyright in them (for example, Atila Sabo, Assist. Prof. at P1 made a video tutorial for the new course Basics of digital literacy for professional musicians, already in use since the start of the pandemic), no firm conclusion was made, but to contact legal advisers about the issue.

WP 7 Dissemination and exploitation:

[Promo video about the bootcamp 2021](#) premiered and warmly welcomed. It will be shared through project online dissemination channels (YouTube, Facebook, project website, etc).



An overview of the dissemination WP and activities so far was offered by Olivera Gračanin, additionally explaining the current phase in the dissemination plan and announcing activities in the last phase, planned for the final project year.

In addition to active Facebook and Instagram pages and profiles, she also revealed plans to open project's TikTok profile in order to correspond better to students' social media activity and interest. It could be used to publish excerpts from students' works or similar content. Link will be shared upon opening the profile.

WP 7.3 Academic and Financial Sustainability Plan was prior to the meeting shared in meeting materials and further discussed in the meeting.

Regarding academic sustainability, specific project outcomes such as modernized study programmes, online courses, new elective courses and new study programs developed, accredited and introduced, already make main project results sustainable.

It was stressed that plans for financial sustainability have to be realistic ones.

Once accredited, LLL courses will have strong impact on financial sustainability, as these courses are nationally accredited for the 3-year period. Also, the interest of the students from the region for two new master programs at P1 (about the third of students come from ex-Yugoslavia countries), if the trend continues, will contribute significantly to the financial sustainability, as foreign students pay full tuition fee (higher than national students). Plans were disclosed therefore, to specifically target the region in the online campaign for the enrollment to new master study programmes in 2022.

An open discussion ensued with suggestions for further contributions to project sustainability. To that end, setting up joint courses was considered, primarily with P4, in a field of music entrepreneurship. P2 shared its experience in establishing MA joint module with music academy in Trieste and long and sometimes tedious national procedure the process acquired, as something to have in mind for potential future joint modules. It was concluded that this option can be further looked into in 2022.

Additionally, synergy with other EU projects, similar to the connection established with results of the RENEW and SMS projects through the Music – Here and Now bootcamp 2021, is seen as important for sustainability of project results. Stefan Gies pointed out that AEC just got approved a new Creative Europe project kicking off in 2022 "Artists as Makers of Society", which is a follow-up to the SMS project making it, in that way, an excellent potential for synergy with DEMUSIS. This link will be further explored in 2022.

Since Serbia became an Erasmus+ programme country in 2019, various possibilities for EU funding are now available.

Other possible follow-up projects could include cooperation projects if well targeted, with good framework, smaller and more manageable that way. In that regard, strategic partnership, knowledge alliances, Creative Europe are seen as options. Music Moves Europe Creative Europe call was also commented upon, its specific being that the main applicant should be from outside the music education sector and reaching out to HMEIs and with the objective to reach out more to free markets.

Moreover, wishes were expressed that partnerships established in the DEMUSIS project continue after the project's end, confirmed by inter-institutional agreements, or as partners in other projects

AFSP 1st final version date is expected for 1st June 2022.



WP7.7 Public debate in Novi Sad – EU Capital of Culture 2022: The Public debate will address the role of artistic music and academic musicians in contemporary society. The importance of this event cannot be overestimated. In addition to being the key dissemination event, it also has a great importance for sustainability, as it should also provide some answers on how various stakeholders can be engaged further after the end of the project.

It was agreed that it will include not only the public debate promised by the project application, but would rather be stretched as a week event incorporating:

- a student bootcamp done with P4 teachers with socially engaged small student projects developed and presented publicly
- a small scientific conference (up to 10 speakers) on project related topics with invited speakers and researchers from national and EU (academic) partner institutions
- Public Debate participating: students from the bootcamp presenting their experience, public figures active in artistic and popular music, state institutions' representatives (Ministry of culture or education, representatives of municipal or regional government), members of the profession. Duration: 2 hours maximum.

Timeline set as: 5-10 September preparation, 11-16 September bootcamp, 17 September Public debate and the conference.

Date set: Saturday 17th September 2022

Olivera Gračanin will inform NS EU Capital of Culture foundation. The event will be done in synergy, which will enable even higher level of publicity.

The event will also be streamed online, providing both a greater reach, as well as material, to be used afterward in further dissemination and promotional activities.

In order to have a more of strategical/political impact, a joint statement should be drafted and prepared beforehand, read on the occasion and published/shared afterwards.

Deadline for preparations of the complete event: Spring 2022, early summer the latest.

WP 4 Implementation of reformed and new study programmes:

Programme and outcomes of [Student placements at P7](#) on 15-26 November 2021 were presented by Marijana Gojković, general secretary at the Radio Television of Serbia (P7). Placements included visits and practical work in various radio and television studios, recording and editing studios, as well as in music production, with 5 P1-P3 BA and MA students attending. Another round is planned for Spring 2022. Both students and P7 staff feedback is extremely positive, with, for example, P2 student with some background in working in the radio, describing participation in P7 placements as "the most important experience of her life", while their mentor at Radio Belgrade station found that the students came with significant pre-existing knowledge from DEMUSIS introduced courses and programs about "how the system works", with general conclusion that student practical placements at P7 "hit the target" for everyone in the process.

It was suggested that student impressions should be recorded and shared through project dissemination channels and their feedback included in the final report.

Dimitrije Cvetković from Mad Head Games (P10) offered [overview of two rounds of practical student placements at P10](#), in September and November 2021, with their different content, particularly created and adapted to answer the needs of profiles and knowledge of participating students, based on the survey preceding the placements. In that sense, the agenda for the first group of 6 P1 and P3 students, who had little experience with digital audio editing and mixing, was centered more around the general video games concept and



role of music and sound, whereas with the second group of P1-P2 students who were more experienced in working with digital audio and highly motivated to try composing music for video games and learning about implementation, the program focused on practical work in the game engine and audio middleware. However, both groups of students carried out practical assignments at the end of their placements and to great success, with some examples of those tasks played at the meeting ([Example1](#), [Example2](#), [Example3](#)). The approach, program and results of the student practical placements at P10 was lauded by PMB members, particularly favorably stressing the appreciation of P10 involvement in the project, its commitment and value it brings, expressing the wish for the partner collaboration to be extended not only in 2022 but after the project ends. On behalf of the P10, Cvetković confirmed MHG wish to support the DEMUSIS project through 2022 and beyond, with additional work with students interested for work in game audio production, additional lectures within the field offered at national academic partner institutions, student visits to MHG studios, mentoring work with particular practical student assignments, and other. It was concluded furthermore that in the final project year, these and other sustainable options for extending collaboration will be developed and discussed with partners.

Teaching visits WP 4.3 & 3.1: As P4 and P6 representatives present at the meeting (P5 representatives justifiably absent due to medical issues) confirmed the proposed lists of visiting teachers to P1-P3 in 2022, it was concluded that further details of teaching visits will be discussed in bilateral meetings with the coordinator at the end of December or in January.

WP 5 LLL courses: [Work done and planned for WP5](#) presented by Biljana Mandić.

Usually LLL courses start in October, although a few can start in September 2022.

Preparation of teaching materials (WP 5.2) should be planned for Summer 2022.

In project proposal due to an oversight, in LFM there was at least 500 participants of LLL courses stated as a quantitative indicator, whereas in all the other parts of the proposal at least 200 participants was indicated. Project contact person will write to project officer Ms. Giulia Moro to explain the situation and ask for the approval to accept the lesser number as a realistic indicator. It will be also taken into consideration for the QA assessment of project deliverables.

Biljana Mandić has so far carried out several extensive online surveys on music teachers' needs. Majority of participants were music teachers with 20-25 years of work experience from Serbia and the (WB) region. In surveys they were particularly interested in courses dealing with music entrepreneurship, but also digital skills and some soft skills as such communication skills as well.

LLL accreditation process: each (national) institution registers itself on ZUOV portal, upon which individual courses are submitted.

Discussion on participation fee followed.

Set the price of the course in accreditation form, the price cannot be changed for the whole 3-year cycle. However, in order to secure the higher number of the participants and also, because courses were developed as part of the EU co-funded project, a discount can be offered during the project. Each course can have a different fee. The fees are paid by the host school. Ira Prodanov remarked that fees can divert from the disclaimed one in the application form if such an agreement is set with the hosting school, particularly during the project's run.

LLL courses can be accredited as both in person and online.



Alternatives for LLL courses were also discussed, in case of the call postponement by ZUOV, unsuccessful accreditation or other issues:

- accreditation of courses within professional meetings: approved by ZUOV at least 10 days prior to the event
- asking direct approval by Minister for education based on discretionary power to approve LLL courses created in the framework of international EU projects, aside from official national ZUOV call for accreditation.

LLL courses are accredited for a 3-year period (academic years 2022/23, 2023/24 and 2024/25); their implementation will therefore exceed project eligibility period, significantly contributing in that manner to the sustainability of project results after its end.

How to motivate (greater) number of music teachers to apply for LLL courses was one of main discussion topics, with conclusion including engaging teachers experienced with this type of courses and who have been having a great number of attendees in recent years. Additionally, greater number of credits awarded per course (recommendation being at least 16 points) and possibility for online courses in addition to live ones.

Dissemination would be one of key issues once the courses are accredited. In that respect, it would be important to contact local municipal schools and inform about LLL courses, along with using social networks, institutional websites and personal contacts to reach as many colleagues possible. Each institution is responsible for dissemination of its own LLL courses. Deadline for LLL courses accreditation is 25 December 2021. The process is long so those institutions who haven't applied yet should react promptly.

All P1-P3 representatives agreed to include reference „done in the framework of Erasmus+ DEMUSIS project“ in the names of courses developed within the project.

P2 submitted 4 courses so far, focusing on improvisation in teaching, music teaching methods in digital environment, digital notography and communication with audience.

P3 plans to offer 5 or 6 courses, whereas P1 will offer at least 3 courses with topics of music entrepreneurship and social engagement of musicians.

After submission, all applications should be sent to WP5 Chair for the documentation and following purposes.

Conclusions for ASFP:

- offer discounts,
- ensure sustainability through LLL courses

WP 6 Quality Control and Monitoring: [The Annual review of QAG](#) was presented by Vladimir Blagojević with summaries of the short Quality Monitoring Reports on project deliverables 2.5, 3.1, 3.2, 3.3, 3.4, 4.1, 4.2, 4.5, 5.1, 5.2, 6.4, 7.3, 7.4, 7.6, 7.7 and 8.2 (also shared in meeting materials with PMB members prior to the meeting).

The adjustments are recommendable to be made and approved by PMB in Project Quality Assurance Plan with Appendixes I and IV, concerning the replacements of the QAG members and newly suggested dates for the evaluations of the appropriate deliverables, following the one-year extension of the DEMUSIS Project as well as changes caused by the coronavirus pandemic.

The QAG shared the conclusion that 2021 can be assessed as successful year for the project, with many deliverables reached and even exceeded, despite constraints posed by operating in the pandemic context. Most of the planned activities are carried out without major disturbance.



Comment by P1: information from P1 on 3.2 and 3.3 not included in DRPIE, so QAG was asked to take that into account, such as additional training for Moodle platform being held and a lot of online courses implemented, but not included in statistics presented. It was agreed that the reports will be amended to include these data as well. Ivana Perkovic offered help in gathering information from all partners for the next annual review and making sure everything is included.

Additional note was made regarding deliverable 7.6: all 9 student projects realized and presented in the bootcamp Music - Here and Now included digital skills and knowledge, so indeed 50% of this deliverable is already implemented. However, this outcome is closely related to the Public debate, so in the next year this goal will also be overreached.

Plan for 2022: all contact persons to distribute student questionnaires for Wp4.3 made by QAG to teachers and students of new courses and study programmes, as they are seen as very important in assessing project outcomes and deliverables.

WP1 Preparation and analysis:

Inspired by the DEMUSIS project and insight gained in preparation and analysis for new study programmes at P1 as well as internal study of needs, one-year MA Music production study programme was developed by P2 and is now ready for national accreditation. There is already BA Music production introduced 2014/15 at the Academy of Arts in Novi Sad, and so far, very successful and in demand.

Overview of the study programme was presented with compulsory and elective courses, number of lectures and practical work. Beside Music Production as a main subject and related compulsory subjects such as Current tendencies in music production, a number of courses were introduced in fields closely related to the project topics. To that extent, the curriculum includes courses such as Music-Event-Audience (included specifically because of the experience of the bootcamp in May 2021, stressing importance for music professionals of the communication with audience), Music industry, Entrepreneurship in creative industries MEDIG (developed and introduced to modernized MA studies in the framework of the project in 2019/20), as well as Composing music for AV media, production of music for video games (with plans to engage Mad Head Games in future), etc.

It will be accredited for up to 10 students.

Final discussion and wrap-up

Timeline for 2022 approved (sent in Meeting materials).

Project Final report was briefly discussed. The deadline is 2 months after the project's end the latest, that is 14 March 2023. The form is similar to Technical Implementation Report one. It contains several sections: e-form (relying on partnership reports particularly in numbers, as it is important to be precise and accurate), table of achieved results (the same as the one which is part of regular partnership reports), budget and financial statement, a Declaration of honor. A plea for partners who has not updated their documentation in accordance with project standards given in the [Project Management Plan](#), nor requested payments lately, to start working on it. As this can be very time demanding, it is crucial to start working on it. Final installment from the Commission will depend on the quality of the report.

Supporting documentation will not to be submitted at this stage, but has to be gathered and ready to be sent upon request from the Agency. Staff and other supporting documentation will be necessary for audits.



The next annual PMB meeting won't be in December but in the final week of November 2022, particularly to give us time to prepare everything and solve potential issues by 14 January 2023.

Conclusions and Draft timeline for 2022 according to WPs:

Wp1 MA Music production to be submitted for national accreditation. First generation expected for enrollment in 2022/23

WP3.1 & 4: WP3.1 follow-up will be done with live teaching visit in 4.3.

Names and topics for P4 and P6 agreed and confirmed. Exchange emails and set the dates for meetings with EU partners, preferably by the end of December. To define dates, target groups who will participate.

Additional teaching materials still to be produced. Help needed in putting video tutorials online while protecting copyright

WP5 Work done commended. LLL courses to be submitted for national accreditation by December 25th. P1-P3 are advised to animate colleagues from other institutions, and use personal contacts to disseminate the activity as much as possible. Internal and institutional dissemination also very important and needed. Courses accredited in previous call and running might now be updated with introduction of DEMUSIS related topics or methodology and accredited in the current call for the next 3 years.

WP6 QAG work commended, particularly related to change in composition of the group that didn't have consequences on the high level of performance, nor smooth realization of activities.

WP7 Excellent promo video for student bootcamp Music – Here and Now 2021. Will be put online. Promotional material printed wonderful and much appreciated.

WP7.7. will be broader than just the Public debate but a broader one week event. Brainstorming meeting to be held with all interested people from all partner institutions to be included (AEC and MHG already have some very good ideas) / proposal for the meeting to be held in Spring.

By 1 June ASFP has to be done. Kind reminder for all PMB representatives to send their suggestions, comments and ideas for the plan so that 1st version can be finalized by 01 06. Final version by the end of 2022, to include insights and inputs gained from the Public debate and discussions on future partnerships that could be clearer and agreed in the fall 2022.

WP8 running well and smoothly.

5. Actions

Action	Assigned to	Due Date
LLL courses developed and submitted to ZUOV for national accreditation	P1-P3	25 December 2021
Online meetings with P4-P6 to define names and target groups for teaching visits	P1-P6	End of December 2021/January 2022
Live follow-up to teacher training	P1-P6	Spring and Fall semesters 2022



Live teaching visits to P1-P3: 5 teachers from P4, 4 from P5, 4 from P6	P4-P6	Spring and Fall semesters 2022
Meeting of all partners regarding the WP7.7 event to be held online	P1-P10	Spring 2022
Academic and financial sustainability plan 1 st version	P2	1 June 2022
Accreditation of new MA study program Music Production (WP1.5)	P2	By September 2022
Student bootcamp held in Novi Sad	P1-P4	11-16 September 2022
Scientific conference on social engagement of musicians	P1-P6	17 September 2022
Public debate held in Novi Sad	P1-P10	17 September 2022
LLL courses implemented	P1-P3	September-December 2022
Additional student manuals and tutorials published	P1-P3	By December 2022
Academic and financial sustainability plan final version	P2	By December 2022

6. Attachments (documents/handouts to bring, reading material, etc.)

Description	Prepared by
Appendix 1: DEMUSIS PMB Annual hybrid Meeting Agenda 2021	P1
Appendix 2: Meeting Minutes Report – DEMUSIS Annual PMB meeting 2020	Duška Jelenković Vidović
Appendix 3: Project Management Plan DEMUSIS updated	Ivana Perković
Appendix 4: Project timeline updated	Duška Jelenković Vidović
Appendix 5: DEMUSIS Study visits in 2022 WP4.3 and 3.1 (follow-up) – proposed schedule	P1-P6
Appendix 6 DEMUSIS Academic and Financial Plan draft	Olivera Gračanin, Ivana Perković
Appendix 7_WP 7.7 Preliminary agenda	
Appendix 8: Annual Review of the QAG 2021	QAG
Appendix 8: Project Quality Assurance Plan with Appendix I and IV updated	QAG
Appendix 8: Quality Monitoring Reports for deliverables 2.5, 3.1, 3.3, 3.4, 4.1, 4.2, 4.5, 5.1, 5.2, 7.4, 7.6, 7.7	QAG



7. Next Scheduled Meeting

Date:	Last week of November 2022
Time:	TBD
Location:	University of Arts in Belgrade