



Project name: Increasing the Financial Autonomy and accountability at public higher education institutions in Kosova

Project acronym: FAITH

Project no: 544142-TEMPUS-1-2013-1-AT-TEMPUS-SMGR

Subject:	The first internal workshop "Financial autonomy and accountability" @ University of Prishtina "Hasan Prishtina"
Date:	May 27, 2016
Venue:	University of Prishtina "Hasan Prishtina" Senate's Hall, Rectorate Building of the UP Rr. "Nëna Terezë", p.n. 10 000 Prishtinë
Prepared by	Vlora Prenaj
Status:	Minutes of the Meeting

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1. AGENDA

The first internal workshop

"Financial autonomy and accountability" @ University of Prishtina "Hasan Prishtina"

Venue: *University of Prishtina "Hasan Prishtina"*
Senate's Hall, Rectorate Building of the UP,

Target faculties: Faculty of Philosophy; Faculty of Mathematics and Natural Sciences; Faculty of Philology; Faculty of Law; Faculty of Economics; Faculty of Engineering and Architecture; Faculty of Electrical and Computer Engineering; Faculty of Mechanical Engineering; Faculty of Medicine; Faculty of Arts; Faculty of Agriculture and Veterinary; Faculty of Sport Sciences; Faculty of Education.

Target group: Vice Deans for Finance, IT responsible persons, finance responsible persons of the all UP units/13 faculties

May 27, 2016

Time	Description	Venue
15.00	Introductory meeting related to the White Paper and issues on Financial Autonomy and Accountability: <ul style="list-style-type: none">- Representative- Prof. Dr. Myrvete Badivuku, Vice – Rector for Budget and Finance,- Prof. Dr. Isak Shabani, Head of IT Department of the UP,- Mr. Ilir Hajdaraj, Director of the Department of Budget and Finances of the UP,- Prof. Ass. Dr. But Dedaj, Project Coordinator of the FAITH Project.	

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2. LIST OF PARTICIPANTS

Name and Surname	University/Institution	Position
Njomza Dugolli	Department of Finance	Officer for Wages
Fahrie Gashi	Faculty of Medicine	Senior Officer for Finance and Accounting
Drita Konjusha	Faculty of Electrical and Computer Engineering	Chief of Finance
Zelfije Abdyli	Rectorate	Treasurer
Bashkim Trupaj	Faculty of Mathematical and Natural Sciences	Information Technology Officer
Mentor Maka	Faculty of Philosophy	Information Technology Officer
Hilmi Vardari	Rectorate	Server Administrator
Hajrullah Hajrullahu	Rectorate	Website Administrator
Nazim Merovci	Faculty of Agriculture and Veterinary	Chief Finance Officer
Bekim Selimi	Faculty of Agriculture and Veterinary	Information Technology Officer
Hajrip Mehmeti	Faculty of Agriculture and Veterinary	Professor
Agim Gashi	Faculty of Mathematical and Natural Sciences	Professor
Ardita Kastrati	Rectorate	Educational Issues Officer
Vlora Prenaj	Faculty of Economics	Assistant
Saranda Leka	Rectorate	Educational Issues Officer
Sinavere Ukshini	Rectorate	Scientific Matters Officer
Lirim Bylygbashi	Faculty of Electrical and Computer Engineering	Information Technology Officer
Afrim Koca	Faculty of Physical Education and Sport	Professor
Shaban Ukshini	Faculty of Physical Education and Sport	Information Technology Officer
Agon Beqiri	Faculty of Engineering and Architecture	Information Technology Officer
Kosovar Sopjani	Rectorate	Accounting Officer
Ganimete Pacarizi	Rectorate	Assets Officer
Artan Alidema	Faculty of Mathematical and Natural Sciences	Computer Network Administrator
Isa Shabani	Rectorate	IT Service Director
Myrvete Badivuku	Rectorate	Professor
But Dedaj	Faculty of Economics	Dean

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Ilir Hajdaraj	Rectorate	Director of Finance and Budget
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3. MINUTES OF THE MEETING

The 1st Joint Meeting:

The aim of the meeting was to be an introductory meeting related to the project, White Paper, issues on Financial Autonomy and Accountability of the public universities, expected changes in the processes of financial management of UP and organization of the internal workshop.

The meeting was open by Prof. Dr. Myrvete Badivuku, Vice – Rector for Budget and Finance, who informed the staff of UP related to the engagement of the Management and its priorities related to the targeted field of the project. Prof. Dr. But Dedaj, Project Coordinator of the FAITH Project, informed the participants about the implementation of the project and its impact at national and institutional levels.

Mr. Ilir Hajdaraj, Director of Budget and Finance gave a short overview related to the current challenges in the processes Finance Department. Whereas, Prof. Dr. Isak Shabani gave an overview related to the expected modernization of IT systems of financial management for the three beneficiaries universities (UP, UHZ and UPZ).

The trainings for the 13 faculties of the University of Prishtina, will be divided into 4 groups as follows:

The first Group, on 6th June 2016

1. Faculty of Philosophy
2. Faculty of Philology
3. Faculty of Sport Sciences
4. Faculty of Education.

The second Group, on 7th June 2016

1. Faculty of Mathematics and Natural Sciences
2. Faculty of Medicine
3. Faculty of Agriculture and Veterinary

The third Group, on 8th June 2016

1. Faculty of Engineering and Architecture

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2. Faculty of Electrical and
Computer Engineering
3. Faculty of Mechanical Engineering

The fourth Group, at 9th June 2016

1. Faculty of Law
2. Faculty of Economics
3. Faculty of Arts

Trainings for the staff of the four groups of faculties includes: Financial Autonomy Accountability; IT- Systems for Financial Management; Resource allocation, internal governance and budgeting processes; Fundraising; University place Management.

The trainings and meetings will be organized by the UP's staffs, who have participated in the trainings, workshops and study visits.

The 2nd Joint Meeting, at 16th June 2016

The aim of the 2nd joint meeting with all faculties will be to reflect on the results of the implemented trainings so far and also further reflect on the workshop topics.

Annexes of the Minutes:

1. *Agenda*
2. *Signed list of participants*
3. *Action plan for delivering trainings in grouped units/faculties*

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