



## MINUTES Steering Committee

*T@sk*

*Towards increased Awareness, Responsibility and shared Quality in Social Work*

February 26<sup>th</sup> 2018

### Participants:

Giorgia Bulli, Erika Cellini (Unifi - Florence)  
Marta Blanco substitutes David Alonso (UCM – Madrid)  
Jorge Ferreira (Iscte, Lisbon)  
Rudina Rama (University of Tirana)  
Visar Dizdar (University of Scutari)  
Elisabeta Osmanaj (absent due to technical reasons)  
Eltona Tila (Ordine Assistenti Sociali)

### The meeting starts at 15:30 with the following agenda:

1. planning of the activities in the next meeting in Tirana;
2. check of the Syllabi circulation;
3. check of particular problems in the organization that might have occurred;
4. check of P.A. signing; Financial Form filling and money transfer;
5. assessment of first ideas on quality procedures;
6. decision on the logo- web site evaluation)

### The discussion starts with point 4.

Bulli communicates that the administration of the University of Florence is ready for the money transfer of the 50% of the budget quota to the following Partners: University Of Madrid, Iscte and Ordine degli Assistenti Sociali. The University of Skhoder has started the procedures for the opening of the bank account, the University of Tirana will be provided with the original signatures of the P.A: by all partners in Tirana in the week 5-11march; the University of Elbasan must fill the Financial Form with the data already available of the bank account.

### The discussion continues with point 2.

Rama says that the translations from Tirana will arrive by Thursday 1<sup>st</sup> March. All the partners agree to send the syllabi by that date. Blanco says she will send the link with all the info in English in the afternoon.

### The discussion continues with point 1.

Bulli remembers the structure for the meeting in Tirana agreed upon during the KOM in Florence.



Sunday 4/3/2018	Monday 5/3/2018	Tuesday 6/3/2018	Wednesday 7/3/2018	Thursday 8/3/2018	Friday 9/3/2018	Saturday/Sunday 10-11/3/2018
Participants arrival in Tirana	Brain Storming/State of the Art on Social Services in Albania + Discussion on the Syllabi	Introduction on Sociological Observation (what and how to observe for the research activities of P4 P5 P6 on the Social Services in Tirana, Scutari and Elbasan	Visit of Social Service in Tirana and follow up	Visit of Social Service in Scutari and Elbasan and follow up	Visit of Social Service in Scutari and Elbasan and follow up	Return to the respective cities

Rama updates on the organization of the first training days in Tirana. She has already established contacts with the Associated Partners with regards to the focus on the target groups (minors and women) and with representatives of the government with regards to the description of the situation of the Social Services in Albania. She will complete the list of the appointments and she will circulate it in the next days.

Ferreira underlines the necessity for the whole partners to have some detailed information regarding relevant aspects of the political, social, economic structures of the Albanian democracy and on the beneficiaries of the Social Services in Albania. This information shall be useful for the discussion among the partners foreseen for days 1 and 2 in Tirana. Bulli suggest to circulate these questions among the partners on Basecamp, so as to create an efficient basis for the discussion in Tirana. In this respect, she asks if some other partners have reflected on the structure of the discussion and illustrates some suggestions drafted by the University of Florence members for the discussion of Monday and Tuesday.

Bulli states she will upload the 2 files on the Basecamp platform. Ferreira makes reference to the possibility of publishing the results of the research carried on in Albania. Bulli remembers in this respect the structure of the project with regards to the research activities: the 3 Albanian Universities will make a specific research on the structure of the Social Services in the 3 areas with particular attention to the 2 target groups (unprivileged children and women). Each Albanian University will be supervised by one MP. The project expects the realization of 3 reports and a final book regarding the state of the art of the Albanian Social Services. Therefore, there will be many occasions to publish on Albanian issues and in a comparative perspective also.

The discussion continues with point 6.

Bulli communicates that the implementation of the web site is going on. The logo proposals will be presented soon,

The discussion continues with point 5.



Bulli proposes to discuss about the quality procedures in Tirana and in the occasion of the next Steering Committee. She asks for suggestions on this point from experienced partners in the field of European projects.

In the end, Blanco asks for some details regarding the email address of the persons to be included in the receivers of the questionnaire on the use of the ICT by the BPs necessary for carrying on the WP 1.3. ICT preparatory structuring.

The questionnaire will be sent in the afternoon. The deadline for the questionnaire filling is March, the 2<sup>nd</sup>.

The meeting ends at 16:30. The date of the next meeting of the Steering Committee will be decided in Tirana.