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**"ESTABLISHMENT OF NATIONAL FRAMEWORK OF KEY PERFORMANCE INDICATORS FOR GOOD GOVERNANCE AND QUALITY TOWARDS INCLUSIVE, DIGITAL AND GREEN ORIENTED HIGHER EDUCATION IN ARMENIA" (KPI4HE)
ERASMUS + Project#101128552**

**«ՀԱՅԱՍՏԱՆՈՒՄ ՆԵՐԱՌԱԿԱՆ, ԹՎԱՅԻՆ ԵՒ ԿԱՆԱԶ ՈՒՂՂՎԱԾՈՒԹՅԱՄԲ ԲԱՐՁՐԱԳՈՒՅՆ ԿՐԹՈՒԹՅԱՆ ՊԱՏՇԱՃ ԿԱՌԱՎԱՐՄԱՆ ԵՒ ՈՐԱԿԻ ԳՈՐԾՈՒՆԵՈՒԹՅԱՆ ԱՌԱՆՑՔԱՅԻՆ ՑՈՒՑԱՆԻՇՆԵՐԻ ԱԶԳԱՅԻՆ ՇՐՋԱՆԱԿԻ (ԳԱՑԱՇ) ՄՏԵՂԾՈՒՄ»
«ԷՐԱՉՄՈՒՄ+ ՆԱԽԱԳԻԾ` 101128552»**

KICK-OFF MEETING

ՄԵԿՆԱՐԿԱՅԻՆ ԱՇԽԱՏԱԺՈՂՈՎ

30-31 JANUARY, 2024, YSU, YEREVAN, ARMENIA

ՀՈՒՆՎԱՐԻ 30-31, 2024Թ., ԵՊՀ, ԵՐԵՎԱՆ, ՀՀ



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YEREVAN
STATE
UNIVERSITY



KPI4HE PROJECT

WP6 MANAGEMENT: OVERALL AND DAILY MANAGEMENT OF THE PROJECT

Prof. Dr. Alexander Markarov,

Coordinator of the KPI4HE project

Head of International Cooperation Office, YSU

KPI4HE

- The feasibility of the project outcomes is greatly connected with the **involvement, the ownership and commitment of institutional leaders of each institution**, as well as the **staff** involved from the national authorities. The feasibility of the project is also guaranteed by efficient job division between the administrative, academic and scientific staff, as well as EU partners.
- The project will be managed in such a way as to **promote a sense of ownership and motivation for each** of the partners. YSU (P1) will be the project coordinator responsible for the overall operation of the project and its smooth running, financial and administrative management including the preparation of budget and reports, timeliness and accomplishment, in addition to being responsible to the EC for the activities of the consortium. The coordinator is responsible for the administrative management of the project including coordination of reporting, budget implementation & communication with the EACEA.

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- By utilizing the project management principles, YSU will establish an environment in which creativity and innovation is encouraged and project goals are accomplished.
- For the smooth implementation of the project conflict resolution measures will also be defined and approved by all the HEIs participating in the project.
- The Project Kick-off meeting ensures that all partners are familiar with and share a common understanding are aware of the methodology and steps to be completed according to the project Work Plan.
- The focus will be on establishment of the Project Governing Board (GB) and Rules of its functioning, Quality Assurance Strategy (QAS), Executive Management Team (EMT) and adoption of methodology of project daily and financial management covering the contractual obligations and rights, roles and tasks of each consortium member and project time-frames, reporting modalities etc.

GOVERNING BOARD

- The Governing Board is composed by one representative for each partner of the project will be formed for the strategic decisions (institutional coordinators).
- GB will make strategic decisions about the development of the project and ensure that activities are well organized and completed on time, it will mitigate risks and adjust the timeline in case if needed. The GB coordination meetings are planned on monthly basis during which the current stage of implementation of project Work Plan, the upcoming plans, refinement of plans, the quality expert reports, as well as difficulties faced will be discussed.

Executive Management Team



- At the level of operational management each partner will appoint a project officer for the Project Executive Management Team (EMT). The EMT will take care of day-to-day management of the project, technical and financial issues as well as keeping track records of all the activities at the overall consortium level.

An executive management team (EMT) with involvement of EU experts will be established in order to efficiently implement the Project. Along with the EMT the establishment of Project

- Governing Board (GB) will ensure the inclusive management and collegial decision taking of the Project. The collegial approach will be applied in the activities of the Governing Board as the main decision-making body and it will include representatives from all the partners which have experience in similar projects.

- For the smooth implementation of the project, conflict resolution measures will also be defined and approved by all the HEIs participating in the project.



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WP 6 MANAGEMENT: Overall and daily management of the project

Objective

- To ensure proper coordination across the tasks and partners in order to achieve the overall project objectives within the set up time, quality and budget.

Description

1. Organization of project Kick off meeting in Yerevan and establishment of Project Governing Board (GB) and Executive Management Team (EMT).
2. Purchase of equipment for IRPS and project team.

Partners will be provided with necessary equipment. A tender for purchase of equipment in line with Erasmus+ programme requirements, contracts of provision of the necessary equipment for 6 IRPS and prove of use of provided equipment will be announced and selected.

3. Day-to-day, financial and overall management of the project.
4. Preparation of coordination meetings and reporting.
5. Elaboration of Intermediate and final financial audit for factual findings.
6. Elaboration of project progress and final reports



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WP 6 MANAGEMENT: Overall and daily management of the project

Deliverable

- D 6.1 – Compendium of presentations and Minutes of project coordination

M1, M12, M24, M36

D6.2 – WP Implementation report-1 **MONTH 12**

D6.3 – WP Implementation report-2

D6.4 – Progress report

Milestones

- Contribution to fact-finding intermediate and final reports; EC approved final report of the project



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