

EUT⁺

EUROPEAN UNIVERSITY OF TECHNOLOGY

Deliverable D7

D.1.1.4c Minutes of StratAB - D.1.1.5c Guidance reports of StratAB to partners

Del. Rel. No D1.7

WP 1

Description : Minutes of the main meetings of the Strategic Advisory Board ;Reports from Strategic Advisory Board to every partner outlining general directions

Comments: Due to the drawbacks encountered in the process of organizing Strategic Advisory Boards detailed in the present deliverable, caused by the emerging need for awareness and appropriation of EUT+ at first, the focus of activity has been put on developing structured Rectors Boards and advising sectoral committees.

Dissemination level: **PU**-Public

<https://www.univ-tech.eu/phase-1-results>

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Foreword common to Deliverables D5 to D8

Setting up the Strategic Advisory Board (StratAB) required a general and homogeneous internal awareness of the objectives and structure of EUT+, both as a project and as an initiative, so as to bring the debate from internal players to the external parties that compose the StratAB. As indicated in previous deliverables, this awareness was built up gradually, but through internal tensions which led (1) to the destabilization of the governing board as initially planned and (2) to the creation of Rectors Board, Student Board and sectoral committees (education, research, then IT). These bodies brought together top-level representatives from each sector. Before they could consider EUT+ collectively, it became clear that they needed to get to know each other and integrate EUT+ issues into each of their sectors. These meetings were structured progressively: a constitutive text is not enough to create a functional body, and a gradual awareness was needed, enabling a generally non-linear trajectory of appropriation. Significant time was needed to reach an effective operation of these bodies.

The absence of a truly functional Governing Board meant that clear problematics could not be brought to the attention of an external body such as StratAB. Moreover, initial contacts with potential StratAB members showed that they were particularly interested and curious about the question, but expected more information than they were able to give a critical view of our approach.

StratAB meetings could theoretically have been held, but their contribution would not have fulfilled expectations. As initial appropriation required more internal work than external advice, our resources (and strengths) were focused on setting up and supporting the bodies mentioned above.

The following table shows the gradual build-up of these bodies over time:

Numbers of meetings						
Deliv. No	Covered period	Rectors board	Student board	Education committee	Research committee	IT committee
D5	Until 12.2021	4	0	0	0	0
D6	1.2022 → 6.2022	8	0	0	0	0
D7	7.2022 → 1.2023	3	4	2	3	0
D8	Since 2.2023	6	6	5	2	2

The Covid crisis has also had a natural impact on the start-up and implementation of all the bodies (initially planned, or following the steering reorientations described above).

We provide then here the public extracts of the minutes of the bodies' meetings.

An intermediary version between the StratAB and internal representation bodies will be gradually set up in phase 2, in the form of the Supervisory Board, combining internal and external members, and dealing with material that is much more clearly defined.

Attached minutes of bodies

Appendix 1 : Rectors board

- Minutes of 17.07.2022 Rectors board
- Minutes of 24.11.2022 Rectors board
- Minutes of 19.01.2022 Rectors board

Appendix 2 : Student board

- Minutes of 7.11.2022 Student board
- Minutes of 5.12.2022 Student board
- Minutes of 2.01.2023 Student board
- Minutes of 30.01.2023 Student board

Appendix 3 : Education committee

- Minutes of 22.11.2022 Education committee
- Minutes of 16.12.2022 Education committee

Appendix 4 : Research committee

- Minutes of 29.07.2022 Research committee
- Minutes of 27.09.2022 Research committee
- Minutes of 7.12.2022 Research committee

EUT⁺ RECTORS BOARD – MINUTES

Date: Thursday, 19 January 2023
Time: 09:30–11:30; 15:30–16:30 EET

TOPIC 1 OPENING AND APPROVALS

The agenda has been approved by all and the minutes of the previous meeting, that were not available, will be validated during the next Rectors Meeting.

TOPIC 2 Application for next phase

The name of the 2nd phase proposal has been open to suggestions. “EUt+ Accelerate” has been suggested and approved.

Work packages and tasks affectation have been discussed. Each work package would comprise about 4 tasks, meaning that each partner will be in charge of an average of four tasks, even if the weight of the tasks might vary a lot. It is mentioned that the links between work packages and tasks need to be clear in the proposal to show the coherence of the proposal. In case of ulterior comment, members will contact the writing team directly.

Following proposition suggested in Barcelona in January 2023 within the writing framework, the budget has been discussed. It has been agreed that even though many parameters may be taken into consideration regarding budget division, an equal repartition of budget between the 9 members (and the Secretariat General considered as such) was a good option: it is a strong political message that goes beyond technical considerations.

The “Long-term vision” and “Governance” paragraphs of the proposal will be isolated and sent to each member before the end of next week as to be reviewed in priority by partners. Finally, regarding the Mission Statement, members will have the “header” stating the Missions Statement is not changing for Phase 2 read by their Rectors, Presidents or Directors.

TOPIC 3 Commissioner visit

A presentation has been suggested by the Secretariat General and accepted by Rectors. Its theme, “long-term vision on merging”, has been agreed to be the most relevant one in the circumstances in order to inform the Commissioner on EUt+’s vision.

Rectors of all 8 current members agreed to sign the *Sofia Declaration* in front of European Commissioner Mariya Gabriel.

TOPIC 5 IT Working Group

The establishment of an IT working group as a sectional committee has been agreed. The guidelines describing the group need to be specified. This will be their first activity. For starting the IT working group participants from each partner university need to be assigned. For the beginning it is to be one person per member.

TOPIC 6 EUT+ Open Research Statement

The EUT+ *Open Research Statement* has been signed.

TOPIC 7 Agreement for EUT+ Graduate Research School

The EUT+ *Agreement for EUT+ Graduate Research School* has been signed.

TOPIC 8 Zero emission cities/climate-neutral and smart cities

Limassol, Cluj, Dublin, Sofia and Riga, being already in the *EU Mission for 100 climate-neutral and smart cities by 2030* may be involved in a MoU on zero emission cities. CUT suggests proposing a general agreement between the EUT+ members and these cities. Each university mentioned above agrees on contacting its municipality.

TOPIC 9 AOB

The Student Board proposed a declaration which they would like the Rectors to endorse. Several points must be reviewed by Student Representatives before resubmission of the Declaration in the next meeting. It is agreed that students must sign their declaration first, then the Rectors agree on approving and signing it.

On the next phase of EUT+, a task will be dedicated to onboarding students, according to the feedback from the Commission regarding the Mid-term report.

The meeting is concluded at 16 hrs. EET



EUT⁺ RECTORS MEETING – MINUTES OF MEETING

Date: 17 July 2022

TOPIC 1 MEETING OPENING AND AGENDA

The meeting is opened. The presence of a representative from seven EUT+ members is determined. The minutes of the meeting from 30 June are approved as is. The agenda for the meeting is approved as is.

TOPIC 3 AOB

No items are given.

The meeting is concluded at 12.20. hrs.

EUT+ RECTORS MEETING – MINUTES OF MEETING

Date: Thursday, 24 November 2022
Time: 10:00 – 16:30 hrs. CET

TOPIC 1 OPENING AND APPROVALS

The start of the formal meeting was foreseen for 13.00 hrs. with prior informal meeting options in the morning. In answering to the travel plans of the attendees it was agreed to start earlier at 10.00 hrs. Representation from each member is determined. The agenda is approved with the additional topic of adjustment of the organisation of the board meetings.

Amendments to the procedure of the meeting organisation are discussed and agreed:

- In order to ensure timely distribution of the agenda latest one week prior, the Secretariat General needs to appoint a person in charge. The agreement on the agenda is on the understanding that it is agreed unless an objection is given.
- The presidency of the rectors board and with this chairing of the meetings shall be based on a term of 6 months. The hosting rector during an EUT+ week shall be acting as co-chair. The Secretary General remains as is in charge of organising the agenda. This organisation does not need to be done by the office or secretary of the presiding rector.
- Starting from January 2023, the presidency will start in alphabetical order by default (as per the official name of the institution in the ECHE) with room for preferences, when justified. UPCT requests the presidency for the 2nd semester of 2023, so that it matches the Spanish presidency of the EU Council and the 25th anniversary of UPCT. This is agreed.
- It is suggested to have in the agenda a regular point dedicated to following-up on the progress of the WPs and tasks. The Secretariat General shall prepare a proposal (including a template) for progress report to be provided to the rectors. This is to be handled by the SG, and it is understood that requires a strong admin support. This report should be done quarterly, starting from March 1, 2023.

TOPIC 5 Participants for IT Working Group

As a new sectional committee, the establishment of an IT working group is proposed. The need, purpose and potential participants are introduced and discussed. The members of the working group are supposed to support in the sense of translating between technical oriented work requirements and domain expertise requirements. An example for a given need is the technical implementation and general availability of the mobility maps. For the next rectors board meeting a document with the guiding principles will be prepared by the Secretariat General.

The meeting ends at 16.30 hrs.



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EUT+ STUDENT BOARD – MINUTES

Date: 7 November 2022

TOPIC 1 MONITORING

Is this meeting open to everyone? We decided that someone will make a doodle to make a meeting with the student pool and the student pool will decide how to organize themselves (regular meetings or not, the tools, etc).

We had the feedback that students coming to the discord don't know what to do to get involved. This meeting would be an opportunity to onboard them in EUT+ dynamics.

TOPIC 2: ORGANIZATION OF THE DISCORD SERVER

We should be looking for the tasks that we are automatically in as student rep. Furthermore, individually, we should be gathering information about the different tasks and choose 1,2... that we are interested in, then register thanks to the emoji on discord, to the one we are interested in. Irish representatives are not listed on the website to this day.

The issue that newcomers are maybe lost in the discord server is raised. Should we make the process clearer and easier? The meeting we are planning with all the student pool should answer this "onboarding" problem.

TOPIC 3: PRESENTATION OF EUC

The slides have been added on Agora (drive of EUT+ Students sphere).

Discussion on the differences of European Student Unions (ESU): political organization, alliances / everyone, students + staff members.

EUC and ESU will impact FOREU2. ESU is going to ask information to FOREU2 group. We need to keep in mind.

Proposal: have a specific meeting on that EUC/ESU/FOREU2/etc (European networks in general and how to participate). The chair might make a presentation of FOREU2 next time (to be confirmed).

TOPIC 4: PREPARATION OF DARMSTADT WEEK

Hybrid meeting would be relevant if there is enough people at Darmstadt. This will be decided next week.

TOPIC 5: INVOLVEMENT OF WRITING THE 2ND PROPOSAL

No information about an agenda for the draft.

EUT⁺ STUDENT BOARD – MINUTES

Date: 5 December 2022

TOPIC 1 ASSIGNMENT OF TASKS IN THE STUDENT BOARD

Proposal to make task assignments to prepare the agenda for next time to share more equally the task load.

TOPIC 3: PHASE 2

We should have our proper statements. Bringing up to the steering committee some proposals. We should have a clear position: how and where we want to be engaged. What is our place in the governing structure?

Suggested repartition of the different sections to read to participate to the 2nd phase writing.

Decision to have teams of at least 2 different countries per section (document have been sent by email to all representatives).

- Section 1: Relevance: 2 persons
- Section 2: Quality: 2 persons
- Section 3: Impact": 2 persons
- Section 4: workpackages: 3 persons



EUT+ STUDENT BOARD – MINUTES

Date: 2 January 2023

FOCUS OF MEETING: PHASE 2 PROPOSAL DRAFT

The full draft has been read ahead of meeting and is now reviewed.

Discussions are held on the different sections of the phase 2 bid and the way students could be involved in each of them. A focus is put on lifelong learning and more globally on the involvement of students in education-related direct matters.



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EUT⁺ STUDENT BOARD – MINUTES

Date: 30rd January 2023

TOPIC OF MEETING: QUICK INTRODUCTION OF FOREU2

One of the members of the Student Board is co-chair of FOREU2 student communities and would like more people from EUT+ to attend the FOREU2 meetings.

He presents the overall interest and purpose of FOREU2 and more precisely the student community. It is clear that a wider participation to this student group would be a way to have EUT+ recognised but also to draw from other alliances' best practices regarding students and implement them at EUT+ level (e.g., wider student representation in work packages).



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EUT+ EDUCATION COMMITTEE – MINUTES

Date: 22 November 2023

TOPIC 1 EDUCATION COMMITTEE ESTABLISHMENT

The Education Committee has read the document named “EUt+ Establishment of the EUt+ Education Committee” and suggested certain elements.

TOPIC 2: EUt+ CERTIFICATE

Participants agreed on the need to supply an EUt+ certificate as an incentive to encourage involvement of students. The majority of participants propose that the certificate should be awarded to EUt+ students according to the following conditions:

- A minimum of 25 ECTS obtained during a semester mobility at an EUt+ partner campus,
- Validation of at least 5 ECTS through the study of national language assessing at least A1 level,
- Achievement of the prescribed level in foreign languages or by completing workshops or courses relevant to EUT+ core principles such as “Think Human First” offered by , for example, the ECT+ Lab.
- Fulfilling the national conditions of validation of the degree.

TOPIC 3: CREATION OF A QUALITY ASSURANCE NETWORK

Participants propose that each member identifies relevant administrative staff within their own institutions with expertise in quality assurance and accreditation procedures. These individuals should ideally meet before the next scheduled EUt+ week to exchange perspectives and identify key issues while also preparing a comprehensive presentation for the Education Committee.

EUT⁺ EDUCATION COMMITTEE – MINUTES

Date: 16 December 2023

TOPIC 2: PRESENTATION OF UNIVERSITIES

All Presentations will be saved in agora sphere “Education Committee”. The Spanish representative has presented the Technical University of Cartagena and further presentations in meetings will take place in order for each partner to have a global understanding of others’ processes.



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EUT+ RESEARCH COMMITTEE MEETING – MINUTES OF MEETING

Date: 29 July 2022

TOPIC 1 OPENING

The meeting is opened by the work package leader of WP4. The presence of participants is determined and the agenda presented and agreed.

TOPIC 2 ESTABLISHMENT OF THE COMMITTEE

The research committee is a sectional committee comprising the partners' vice presidents for research and a deputy for each one of them. The terms of reference have been created as per the EUT+ standard for committees of such kind. The document has been distributed prior to the meeting. It also shows in the annex the member list as well and needs to be completed. The document is distributed to all committee members and the Secretariat General.

TOPIC 4 EUT+ OPEN RESEARCH STATEMENT

The open research team in work package 8 has developed an EUT+ Open Research Statement. The document has been distributed prior to the meeting. The statement is discussed in depth. It offers consistency across the members and is to be given to the members' HR departments so that researcher mobility and research assessment in the sense of Open Research is taking into account to reflect research conduction at EUT+ as an item and mission. The committee agrees to the statement as it is and to requests the Secretariat General to request approval of the Rectors Board and signature by the Rectors in the board meeting.

TOPIC 5 COMMON IT-SUPPORT

The given pressing need for being able to share research related information is presented and discussed. It is suggest to explore the possibility for establishing a common CRIS system as a usable research information portal. In addition, a need for potential call matching with researchers working on applications is discussed, as inhouse competition is not considered acceptable. For both, IT systems are required and the options are discussed.

TOPIC 6 AGREEMENT ON REFORMING RESEARCH ASSESSMENT

This year the final version of the Agreement on Reforming Research Assessment has been published by the DGRI. The document has been distributed prior to the meeting. It is briefly discussed and postponed to the next meeting.

TOPIC 7 AOB

No AOB are requested.

The meeting is concluded at 12.05 hrs.

EUT⁺ RESEARCH COMMITTEE MEETING – MINUTES OF MEETING

Date: 27 September 2022
Time: 16.15 – 17.30 hrs. CET

TOPIC 1 OPENING

The meeting is opened by the work package leader of WP4. The presence of participants is determined and the agenda presented and agreed.

TOPIC 3 UPDATE OF SIGNATURE OF DOCUMENTS

A report is made on the status of the signing of the Agreement for the EUT+ European Graduate Research School and the EUT+ Open Research Statement. Both documents are included for signature in an upcoming Rectors Board Meeting.

TOPIC 6 AOB

No AOB are requested.

The meeting is concluded at 12.05 hrs.

EUT⁺ RESEARCH COMMITTEE MEETING – MINUTES OF MEETING

Date: 7 December 2022
Time: 14.30 – 15.30 hrs. CET

TOPIC 1 OPENING

The meeting is opened by the work package leader of WP4. The presence of participants is determined, and the agenda presented and agreed.

TOPIC 2 OPEN RESEARCH STATEMENT – APPROVAL OF REVISION

The rectors requested one extension in the document for including the EUT+ Academic Press for open access enablement in the initiative. The suggested wording for this is agreed on so that the signature of the document can be prepared for the upcoming Rectors Board meeting.

TOPIC 6 AOB

It is suggested to preplan a regular meeting schedule.

The meeting is concluded at 15.15 hrs.



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