EULiST Governing and Management Board Kick-Off 2\textsuperscript{nd} & 3\textsuperscript{rd} November 2023 in Hannover

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Decisions

- Continuous discussion and mapping of contributions and priorities of each member university to the implementation of the project and the long-term development of EULiST; responsible: all members.
- Templates for competencies and skill sets for Task Group members and timeline; responsible: WP and Task Group Leads and Co-leads.
- Discussion on the need of a central PR officer at the General Assembly in May 2024; responsible: GB.
- Elaboration of EULiST Organigram; responsible: Central Coordinator.
- Establishing and inviting the Advisory Council to an online meeting during the General Assembly in May 2024 and option to come to Brno by mid-November, deputy is optional, SB will delegate 2 representatives; responsible: GB / Central Coordinator. TUW and UnivAq will nominate
- Implementation of the Operational Plan 2023/24 approved by the Governing Board; responsible: MB, CO, PSC and Task Leads and Co-leads.
- All members look for possible university partner in UK by end of the next week.

Project Manager and Central Coordinator

- Job advertisement for a EULiST Project Manager; responsible: LUH, Nerrolyn, Katerina and Jari.
- Job description for Project manager and Central Coordinator will be improved and finalised before hiring the Project Manager; responsible: Co and GB/MB.
- Until Project Manager starts working: Central Coordinator assumes the tasks and will be supported for PR / Communication Unit by Natália Gursky, for Erasmus Task Force by Anne Makkonen and for chairing organization committees for the General Assembly and the Staff Day of the Coordination Office by Nerrolyn Ramstrand and Martin Očko.

Management Board and Project Steering Committee

- Meeting scheme for MB and PSC: next PSC meeting in November and joint meeting MB and PSC in December, trying to find a fixed day of the week; responsible: Project Manager/Central Coordinator.
- Agreement on timeline for review of "Partnership (Consortium) Agreement" and "Code of Conduct" by GB, draft by mid-January 2024; responsible: Task 1.1.
- Mapping institutional and legal hurdles and elaboration of interim solutions; responsible: Local Coordinators and/or local Project Managers in close cooperation with WP Leads and Co-leads.
- MB chair establish subgroup for developing guidelines for policy and procedures when needed; responsible: MB chair.
Requirements by EC/EACEA

As part of being a European University the European Commission and European Education and Culture Agency impose the following requirements:

- Ensure that Alliances communicate on their activities, disseminate results to targeted audience and make projects visible (e.g., use of EU logo, disclaimers, etc.).
- Ensure that a proper data protection regulation is applied throughout all the activities, including communication/dissemination strategies/plans (e.g., research with China).
- The financing is now a lump sum financing in contrast with budget based financing. There’s little experience at the agency with this kind of financing. Therefore outside the box thinking might be appropriate.

Legal Status

- Current proposal is to start with an association embedded in Belgian law. Until the final establishment we will wait for more conclusive information and experiences. Establishment expected in 2024
- Find provisional solutions for legal status of students, tax and insurance problems for our employees, invest and manage common facilities e.g. IT platforms, manage data, intellectual property, contract services etc...

Report Work Packages

Work Package 1 Management, Coordination and Strategy

- WP 1 is crosscutting all other work packages and tasks. Focus needs to be determined by members. Furthermore, student engagement needs to be fostered. In line with that the students are presenting their results from Bratislava after the WP presentations
- Tasks in WP are more purely project related compared to other WPs
- Task 1.1 (Sustainable Governance)
  - Code of Conduct: principles of quality management, risk management, compliance and legal issues, diversity issues, conflict management
  - Consortium agreement: Consider existing Governance Structure (GA Athens), EULiST Partnership Agreement (March 2022) and EU Proposal.
- Task 1.4 (Quality Assessment)
  - Clarify focus: QM system of the alliance vs. everyday QM in the alliance vs. QM of the project.
  - KPI clear definition / structure for measuring / frequency
- Task 1.5 (Strategy for SDGs)
  - Identify and map crucial and complementary issues in project proposal and identify gaps not covered
  - Create links to all WPs and student representatives
  - Define contribution of EULiST activities to SDGs with indicators and target values
Work Package 2 EULiST Campus

- WP2 will contribute to EULiST by developing:
  - opportunities for collaboration and sharing of information/resources (Knowledge Hub)
  - sustainable EULiST Campus’
  - accessible attractive services
  - increasing mobility
  - inclusive and equitable learning environments (particularly in STEM)

- Task 2.1 Digital campus
  - Survey to review available infrastructure is being drafted
  - 4 universities involved in a technical group for a digital campus
    - They are the frontrunners others have to follow then.

- Task 2.2 & 2.3 Knowledge hub
  - Inventory available resources, survey in draft form (deliverable M6)
  - Concept for EULiST library and information center (deliverable M48)

- Task 2.4 Sustainable campus
  - Workshop to present LUT model being planned
  - Model for calculating carbon footprint on EULiST campuses (deliverable M24)
    - Common definition needed

- Task 2.5 Academic support Centre
  - data collection complete for survey of available services, benchmarking activities under discussion.
  - joint course catalogue of courses that are open for international students, including masters programs (deliverable M24)
  - Technical plan for joint course catalogue, including plan for course registration (deliverable M36)

Work Package 3 Teaching and Learning

- Goals of WP 3 are:
  - Flagship: Agora of Education
    - Workshops to reach common understanding on scope by WP3 members, students and with WP2 for technical possibilities
  - Linking Science and Society
  - designing an EULiST master program
  - Develop the framework need to implement the EULiST master
    - Legal, technical, organizational and financial framework

- Profile and Qualifications for task group members are developed. Basis for nomination form member universities. Detailed roadmaps are designed.

- Task 3.1 - Flexible Educational Activities
  - A common course catalogue should be developed.
  - Several activities are already in progress: Microcredentials, Summer schools, BIPs, teach the trainer
  - Next Step:
    - Exchange Best Practice Examples between partners
    - Agree on a shared definition of microcredentials

- Task 3.2 - Innovative Teaching and Learning Methodologies
  - Make an inventory of already existing methodologies and review them.

- Task 3.3 - Artificial Intelligence Tools
  - Roadmap and next steps ready and communicated
• Task 3.4 – Life-Long Learning Practices
  o Kick-off soon

• Task 3.5 - Recognition Framework
  o Look at current processes at the partner universities concerning admission and recognition on the several levels of student mobility as mentioned above to get a good overview.
  o ERASMUS already gives a framework for how to work with mobilities. We need to find out what we need beyond that to make mobility in the alliance as easy as possible in all regards.

Work Package 4 Research and Innovation

• Next steps
  o R&I strategy of each partner’s University
  o Bullets of best practices in order to improve the QS Rankings (LUT)
  o Joint research projects of your University with at least one other EULiST Partner
  o Joint publications (SCOPUS) (NTUA)
  o Joint patents
  o Conferences where EULiST could participate
  o Contact other European Universities clusters to assess their activities (ALL)
  o More BIPs to come for common research topics
  o Common EULiST Paper in ECOS2024
  o Fridays for Research activation starting from January
  o Participation in summer schools
  o Common PhDs starting from January

• Results from Bratislava
  o In order to reach the goal of WP4 which is to evaluate and align the research focus areas and expertise of each EULiST Member and establish synergies for creating a solid basis for joint scientific excellence, the Common Strategy to be derived should be:
    ▪ Simple
    ▪ Compendious

• Research Fridays, EULiST Early Career Research Centre
  o Start on the FIRST Friday after the beginning of the funding (>1st December).
  o It will take place every FIRST Friday of the month
  o Two parallel panels, very much concentrated on specific research topics

• Research calls for collaboration
  o Every University provides a call for collaboration in specific dates in topics that interest the host
  o University for 2-3 months time
  o Applicants/researchers from the EULIST Universities apply until a specific deadline
  o The host University accepts applicants from each University (Ideally at least one per University)
  o They are working on Labs or at research teams of the host University
  o The aim is:
    ▪ At least 2 common PhDs per year
    ▪ At least 10 researchers mobilized in the EULIST Universities
Work Package 5 Outreach, Engagement and Transfer

- Deliverables
  - EULiST Outreach and Dissemination Strategy (M12)
  - EULiST Stakeholders Interactive Database (M12)
  - Guidelines for effective science communication (M24)

- Strategic key components
  - Create EULiST identity
  - Strategy of communication and dissemination
  - Events
    - Global South
    - Make EULiST voice heard in Europe
  - Cooperation structures for outreach
    - Spin-offs
    - Living labs incubators
    - Knowledge transfer

- Budget
  - Balanced among partners
  - 40% personnel + 60% purchasing

- Results from Bratislava
  - T 5.1. PR Unit
    - Lobbying and “make science matter” -> Seminars, …
  - T 5.3. Global South
    - Mapping -> Large Events
  - T 5.5. Communication strategy
    - Discuss actions to be taken
    - Budget for these actions
    - Means of communication
    - Guidelines of skills and competencies for members

Student Board Road Map presentation

- Student conference for summer 2024
  - Potential workshops to work on many topics in EULiST
- EULiST day as an event idea
- Presentation of primary and secondary task groups
  - Primary, those that we strive to be represented at all times
  - Secondary, those that have representation based on interest
- Travel costs coverage to join events needs to be ensured
Discussion of WP results

- **Priorities of each member university** in terms of strategic key components and their complementarity to ensure a high-quality implementation of the proposal and the strategic vision of our alliance.
- How to **integrate EULiST in the strategies and the daily work** at each member university (e.g., recruiting permanent staff for the Task Groups, incentives for professors, accreditation of study programmes)?

- Templates for skill set of Task members -> right people for right position
- Embedding EULiST activities in local strategic plan for project + alliance / EULIST as tool for local goals (e.g., TUW + BUT + LUH)
- Strategy how to engage and involve researchers -> incentives
- EULiST Brand management
- EULiST Success stories e.g., research proposal emerged from Research Friday
- Work on "Linking Technology and Society"
- Small projects e.g., virtual green campus
- Present one or two success stories, in one year time
- Tangible results are needed, concerning the creation of the alliance, and the project related issues