



1st EUNIS BOARD MEETING

MINUTES

- Date and Time:** Monday June 8th 2015 – 14:00-19:00
- Venue:** The Boardroom, Abertay University, Bell Street, Dundee, Scotland DD1 1HG
- Present:** Jan Madey (President), Ilkka Siissalo (Vice-President), Hans-Dieter Weckmann (Treasurer), John Murphy (Secretary), Mikael Berglund, Ramon Grau Sala, Uwe Hübner, Pekka Kähköpuro (Vice-President), Michele Mennielli, Lígia Ribeiro, Gill Ferrell, Valérie Le Strat, Bas Cordewener.
- In Attendance:** Michael Turpie (point 4), Elsa Cardoso (point 6 by video conference), Jean-François Desnos (Executive Secretary), Anna Pacholak (President's Assistant), Harald Spiegl (Treasurer's Assistant), Yves Epelboin (Past President)
- Apologies:** None.

1. Welcome and agreement of Board Agenda.

The President welcomed the two co-opted members Valérie (replacing Marc) and Bas (replacing Gill) to the meeting. The draft agenda for the meeting was approved.

2. The Board approved the minutes of the last meeting on the 9th November 2014, in Abertay, Dundee with no corrections.

3. Matters arising (not covered on the agenda)

A report on ET2020 Working Group meeting on Digital and Online Learning EC (18-19 March 2015, Brussels) from Yves had been circulated to the Board in advance of the meeting. Yves commented on the current situation within the EU and the lack of progress to date. There is however an opportunity for EUNIS to increase its profile and show how EUNIS can add value with the EC. Yves suggested designing a short survey (on OER Repositories) that would be sent to all EUNIS members. The Board requested that in advance of a survey being circulated that Yves would prepare a two-pager that Pekka would view in the first instance and then it would be reviewed by the EUNIS Board.

4. Congresses and events

The Chair of the EUNIS 2015 organising committee gave a detailed presentation to the Board. Michael provided information on the number of papers (97 abstracts), attendees (246) by nationality (25 countries), details of the workshops and social events that have been organized. He projected an estimated surplus of approximately £13.5K based on projected income of £168,670 versus outgoings of £155,390. Michael

highlighted the importance of sponsors to the success of the Congress. He also mentioned that the airport transfers from Edinburgh to Dundee were well received and oversubscribed. On the question of track chairs there appeared to be confusion over how these were appointed. The President thanked Michael and his team for their work to date and stated that he was looking forward to a successful Congress.

When Mr. Turpie left the room there was considerable discussion on two topics. The first was the selection and rejection of papers by The Scientific Committee and the second was on the process for appointing track chairs. Board members commented that the rejection process for papers was difficult to understand and some people were quite upset that their papers had been rejected. Some members of the Board expressed concern on the process to appoint track Chairs at the Congress. It was agreed that the EUNIS Congress guidelines for conference organisers would need to be updated as it was important for the EUNIS Board to have a level of control over these two areas.

There was some discussion on abstracts and papers. It was agreed that the guidelines for abstracts need to be clearer. A simple template with clear instructions is required. It should be required to have all abstracts on a USB for each congress and all papers should be published on the Web.

Action: The Executive Secretary working with the Board to update the Congress guidelines “using a soft approach” that brings a level of control to the EUNIS Congress Scientific Committee and Organising Committee that is more in line with the “spirit of EUNIS”.

Rectors’ conferences 2016 and 2018 – It was agreed that action is required soon on the promotion of the Rectors’ Conference in Krakow in April 2016. Some Board members expressed concern that time was running out. It was agreed that action was required by the end of this week.

The Board agreed that the Rectors’ Conference in 2018 would take place in Porto, Portugal in April.

5. Update of the documents "Congress and events agreement and guidelines"

Due to an issue with the Video Conferencing link the presentation from Thessaloniki did not go ahead. It was agreed that a meeting would take place with the Thessaloniki organisers on Friday morning at 08:30 in the Abertay Board Room. The Secretary was requested to inform the EUNIS 2015 organizing committee.

6. Task Forces updates

Elsa Cardoso, the leader of the **BI** Task Force updated the Board by video conference.

- **Current activities**
 - 2015 BI maturity survey (2nd edition)
 - Presentation at the meeting of CRUE-TIC, Nov. 2014, Barcelona, Spain
 - “Institutional Intelligence in Universities”, joint event promoted by CRUE-TIC and EUNIS-BITF, May 2015, Madrid, Spain (70 participants)
- **What’s next?**
 - “BI in Portuguese HE Institutions”. Joint event promoted by EUNIS-BITF and FCCN/FCT, 9th of July 2015, Lisbon, Portugal
 - Next annual event planned for Nov. 2015 (3rd EUNIS BI Conference) at AMUE
- Edition of an issue of EUNIS journal dedicated to BI (Sep. 2015)BI track at EUNIS 2016;

Elsa asked the Board for €2k as a support for the events planned. The Board accepted this budget.

Gill Ferrell updated the Board on developments from the **ELTF**.

- **Current activities**
 - focus on assessment and feedback – workshop (63 participants) and piloting of tools & resources developed by member organisations;

- e-learning award 2015
- learning and teaching focused edition of EUNIS journal autumn 2015
- **What's next?**
 - webinars with key suppliers
 - extending assessment resource pilots
 - input from Board members and others in EUNIS

Ilkka Siissalo updated the Board on developments on **BencHEIT**.

- **Current activities**
 - Results for the 2014 survey published to participants: 48 organizations in 8 countries (total amount of IT costs covered: €3 438 million)
 - Co-operation within the CHEITA group
- **What's next?**
 - Workshop on November 13, 2015 in Barcelona
 - Ongoing recruitment for new participants
 - Preparations for the next round

Victoriano Giralt updated the Board on developments on **Interoperability**.

- **Current activities**
 - Involvement in projects on academic information exchange like: EMREX, Erasmus without papers, Groningen Declaration pilot between Flanders and Holland
 - Collaboration with the Mozilla Foundation and other groups to gauge the impact of Open Badges in classical academic achievements.
 - Meeting in Rome last November to organize coming activities. Foundation for an infographic about academic data interoperability currently on the works.
 - A pre-congress workshop in Dundee in collaboration with the STORK2.0 project
- **What's next?**
 - Keep our participation in projects and networks like the Groningen Declaration
 - Organize some activity related to Open Badges; finalize the infographic
 - Increase task force visibility

Michele Mennielli updated on **ERAI**.

- **Current activities**
 - EUNIS Journal of Higher Education IT is in place (3 issues so far)
 - Survey on Research has been launched together with euroCRIS
 - ERAI blogging has commenced; 2 ERAI specific articles have been published
 - Annual thematic plan for publication and analysis; marketing the initiative
- **What's next?**
 - Continue publication of articles, interviews and case studies
 - Continue building the network and plan future thematic work
 - Explore funding opportunities

7. Preparation of the GA on Thursday 12th

The Treasurer and his assistant updated the Board on the current situation with the accounts. The updated accounts and related documents had been circulated to the Board on 3rd June 2015. We have nine new members (including the corporate one) and nobody (to date) have cancelled their membership.

The Treasurer presented the budget for 2014/15 which was agreed at the general assembly. Currently there is a surplus of nearly €20k. This is normal as we are not at the end of the financial year and there are some outstanding invoices to be paid. Some variations in the actual are that ORACLE made a large sponsorship donation of €15K. Membership income is good also. There is a balance of €120k in the EUNIS account. Next year's budget (2015/16) will be nearly the same with the following exceptions. We will need to make funds available to the Rectors' Conference (the budget for the event raised to €9k). €2k will be allocated to ERAI. We are optimistic that membership will increase in 2015/16. There was some discussion on the figures and the accuracy of same. Some corrections were made to the spreadsheet by the Treasurer. There was also discussion on separation of duties between the Secretary and the Treasurer. It was suggested that the Secretary is to be responsible for memberships' contacts with the Treasurer being responsible for invoices. It was agreed that this would be discussed as part of a broader discussion on Board members' roles and responsibilities in advance of the next meeting.

Action: The Secretary to update and circulate the document on current roles and responsibilities of Board members for discussion in advance of the next Board meeting in November.

The Board approved the budgets as presented by the Treasurer.

Elections to the Board 2015. Three members will leave the Board this year. The President, Treasurer and Gill Ferrell will all leave and will not be reelected. Mikael Berglund has completed one term and will apply for re-election.

7. Relationships with EUNIS partners

The Secretary updated the Board on changes within Terena/GEANT. The Secretary to follow up with new contact in GEANT on possible joint initiatives between the organisations including exploring the possibility of an MOU.

8. Date and time of next Board meeting (to be held after the General Assembly)

The new Board will meet on Thursday 11th June, at 1500hr in the Boardroom, Abertay University, Bell Street, Dundee, Scotland DD1 1HG.

9. Farewell to our departing President, Treasurer and ETLF leader

The President of EUNIS, the Treasurer of EUNIS and the ETLF leader will all leave the Board this week and will not be re-elected. The ETLF leader will remain as head of her respective Task Force.

10. Any other business.

The meeting concluded at 18:40.