

# EUNIS Board VC meeting 18th of September 2017

16.00-17.30 CET

**Present (Board members):** Raimund Vogl (President), Yiannis Salmatzidis (Treasurer), Outi Tasala (Secretary), Ilkka Siissalo (Vice-President), Freddy Barstad, Thierry Koscielniak (Vice-Secretary), Ramon Grau Sala.

**In Attendance:** Anna Pacholak (Board Administrator)

**Excused:** Jean-François Desnos (Ex. Secretary), Mikael Berglund, Bas Cordewener, Ligia Ribeiro, Tomasz Szmuc (Vice-President), Malte Dreyer.

## Minutes

### 1. Update on finance and memberships – Yiannis

- Yiannis presented the update on financial issues. Current balance is 67.888,41€.  
Invoices for academic year 2017-2018 will be dispatched by the end of September.
- Welcome letter for corporate members is needed. This can be updated on the basis of the current letter:  
<https://docs.google.com/document/d/1th8pSP6EynwZqxjv4Kk7IzEkancCT7Yb9p9Uglqc-c/edit>
- EUNIS' account options in other banks: Jean Francois investigated on the other banks' options; Thierry will check the bank (Banque Populaire) used by CPU  
Conférence des Présidents d'Université = French association which is member of AMUE board. The option selected should include an English interface.

### 2. Update on EUNIS 2018 - Thierry (and all)

- Provisional budget for 350 participants is being prepared; the price for the catering is not known yet. Venue for the gala dinner has been booked.
- An insurance in case of terrorism is considered.
- A lot of space for sponsors' stands can be offered (approx. 15).
- Easy Chair will be opened soon, hopefully mid-October, and call for papers will be carried out through it.
- Programme Committee (PC) and Scientific Committee (SC) will be formed - members for the SC have already been suggested by JF and Yves.
- A celebration for the Eunis board alumni (and other active members?) was suggested. Thierry will request the organizing committee for a space for this; the organisers will pay for the costs.
- Thierry will draft a contract for Eunis and the organising institutions (AMUE, CSIESR and MNHN) to be presented in the next board meeting in Paris (on the basis of the previous year's template).

- IT Leaders' Forum (to be held during the congress) needs an assigned person responsible. IT Leaders' Retreat was planned for autumn 2017 but since moved to spring 2018. This also needs an organiser that will work on the date, venue, topics, speakers, programme.
- BenchEIT task force and possibly other task forces and networks need a timeslots and rooms for pre-congress workshops and other meetings. Thierry told the organisers should be able to accommodate these needs.
- Board members attending to 18-20 october visit in Paris are welcomed to fill the online table before Friday 22:  
<https://docs.google.com/spreadsheets/d/1xgRhpQ31Q7aY4JMpLR89eNGP72YssO0WUDzCP-aNH1E/edit#gid=0>

Organizers will need a precise number of attendees (dinners and gala exhibition hall free tickets).

**Action:** Ramon and Freddy will take the lead in organising, Outi and Ilkka will help and Raimund requested to be informed (as CC in emails). Thierry will request a space for the Eunis alumni celebration.

### 3. Update on EUNIS Rectors' 2018 – Ligia

#### 4. TFs - update - Anna, Ilkka

- Infosec and BenchEIT meetings/workshops in December in Portugal according to plan.
- registration for the joint L&T and BI TFs workshop in Manchester (7th Nov) is already opened.

The TFs VC will be held on Monday 25th Sep chaired by Bas Cordewener. TF/project leaders are requested to outline their preliminary plans for 2018.

#### 5. Relations with partnership organisations (optionally, to be discussed in Paris)

- EUNIS representative at euroCRIS conference in Bratislava (Slovakia): 20-22 Nov - Ligia Ribeiro will be representing EUNIS.
- EUNIS representative at EDUCAUSE: Thierry is a member of the French delegation at EDUCAUSE, Johan Bergstrom and Outi will attend too.
- GEANT MoU/agreement (?)
- TNC (TERENA) conference: Freddy will check how the co-operation could look like (including annual conference speakers exchange) and what topics are of interest for of both conferences (Eunis Congress and TNC)
- EUNIS workshop at OEB Berlin (Thierry): the subject of Blockchain has been proposed by Dominique Verez (CSIESR VP) and Perrine de Coetlogon (French ministry taskforce leader and Germany liaison officer for academic affairs). The French HigherEd Ministry will have a stand as during former years. Investigation in on its way to know the costs of this workshop. The idea would be to organise a workshop free for to EUNIS members and make a fee for non-members.

## 6. Update on the consolidation of cloud services/google docs/drive usage - Thierry, Anna, Outi

- EUNIS.org
  - Johan Bergström has requested the hosting of the Eunis website to be moved from Umeå University, and suggested WordPress hosting system: [www.siteground.com](http://www.siteground.com), which costs him 77€/year. In moving the website we need to ensure that the people who have access to it now still have access after the change. Using a different template was suggested, as the look of the page could be more appealing. Web presentation should be reorganised when the website is moved to Siteground. Thierry suggests a formal request document co-written by board volunteers to benchmark templates.
- G-Suite
  - Thierry made Friday 15/09 a demo to Outi, Anna and Johan of the management of CSIESR G-Suite using his superuser account. The main uses are: creating emails account, files sharing, group mailing and training sessions subscription or survey forms.
  - Thierry, Outi and Anna agreed in their preparatory meeting that a generic account of G-Suite could be suitable for the needs of Eunis, and for non-profit organisations this should be free. Board members will get emails with [firstname.lastname@eunis.org](mailto:firstname.lastname@eunis.org); generic emails such as [president@eunis.org](mailto:president@eunis.org), [treasurer@eunis.org](mailto:treasurer@eunis.org), [secretary@eunis.org](mailto:secretary@eunis.org) will be created.
  - G-Suite should be opened first before the website migration to another hosting service in order to use a generic email account to move all digital services that have been opened using personal data such as: eunis.org domain name (Jean-François), Twitter account (Gill), Instagram (Thierry), etc.

**Action:** Thierry, Outi and Anna will collaborate in opening a G-Suite account, and gather input from the board on the site content. Thierry will get the non profit proof that allow free G suite and get a price quota for the website hosting service.

## 7. Next Board meeting in Paris: October 18-20 - all

- Agenda:
  - Preliminary results of the 1-to-1 meetings - roles and responsibilities, priorities for activities (Raimund)
  - Update on finance and memberships
  - Congresses:
    - report from the 2017 Congress
    - preparations for the 2018 Congress
  - Rectors' Conference update
  - Plans of Task Forces for 2017/2018: webinars, meetings, etc.
  - IT Leaders' Forum (Ramon, Freddy)

- relations with the international organisations
- relations with sponsors
- administration and communication management for EUNIS
- the website

**Action:** Anna will make a draft agenda, and ask input and comments from the board. Ramon and Freddy will present an outline for the IT Leader's Forum (?).

## **8. AOB**

No other businesses were raised.