



EUNIS Board meeting, 27-28 November 2015, Thessaloniki

Minutes

Present (Board members): Pekka Kähköpuro (President), Ilkka Siissalo, Raimund Vogl (Treasurer), John Murphy (Secretary), Mikael Berglund, Ramon Grau Sala, Michele Mennielli, Lígia Ribeiro, Tomasz Szmuc, Bas Cordewener, Valérie Le Strat

In attendance: Jan Madey (Past President), Kristel Sarlin (Past President), Jean-François Desnos (Executive Secretary), Anna Pacholak (President's Assistant), Harald Spiegl (Treasurer's Assistant)

Apologies: Yves Epelboin (Past President)

Invited (for relevant parts of the meeting) on EUNIS 2016 progress report and EUNIS 2015 final report:

Organising Committee 2016: Yiannis Salmatzidis, Angeliki Agorogianni, Dimitris Daskopoulos

Organising Committee 2015: Michael Turpie, Louis Natanson, Claire McCurley

1. EUNIS 2016 in Thessaloniki

Yiannis Salmatzidis presented the progress report ([Appendix 1](#)).

Key Decisions:

- The title of the Congress will be: “**Crossroads where the past meets the future**”.
- Congress' venues were approved. Aldebaran chosen for the Fusion event and Polis Convention Centre for the Gala Dinner.
- Program Committee: Michael Turpie replaces Uwe Huebner, who has resigned from the Board.
- Papers Review
 - Easy Chair software extended version will be used (€180 additional charge for the software)
 - Template and guidelines for reviewers will be issued soon.
 - 5 track leaders have already nominated.
 - 8-10 papers per reviewer – 3 reviews per paper.
 - Reviewers from EUNIS and partners are welcome (Michele)
 - Papers will be allocated to reviewers at the end of February 2016
- General Assembly: The organising committee were asked to plan for not less than 1.5 hours
- Budget: The board requested that the organising committee to attempt to decrease the staff costs, by asking for subsidies from the university and the City.
- Communication: a mobile application to be implemented. Ligia to forward the details.

The President on behalf of the Board congratulated the organising committee on work carried out to date.

2. 2015 Congress Report

Michael Turpie, Louis Natanson and Claire McCurley presented the 2015 Congress Report ([Appendix 2](#)).

- In Dundee, 96 papers were submitted, and 23 rejected. For the future, Louis recommends to give authors a chance to improve a paper instead of rejecting it immediately.
- Claire recommends a wide choice of accommodations to be proposed to delegates.

A surplus of €3,800 will be allocated to EUNIS. The organisers were warmly thanked and congratulated.

3. Approval of the minutes from the last Board meeting in Dundee, June 2015

The minutes were approved and are available on the EUNIS website.

4. Moving the official domicile to Maison des Universités in Paris

Decision: Due to Yves' retirement from Université Pierre et Marie Curie, the proposal of Maison des Universités in Paris to host the domicile of EUNIS was unanimously accepted. The management address will be at the Executive Secretary domicile.

The official address for future correspondence will be: **EUNIS, Maison des Universités, 103 Boulevard Saint Michel, 75005 Paris, France.**

The management address (where mail will continue to be forwarded to) is:
EUNIS, 8 Avenue Bougault, 38640 Claix, France.

5. Uwe Huebner (HIS) resignation from the Board

Three candidates came forward to replace Uwe Huebner. HIS proposed Malte Dreyer, member of HIS board and CIO of Humbolt University in Berlin. There were two other candidates: Michael Turpie and Yiannis Salmatzidis.

Following an informal discussion, the board voted and agreed to co-opt Malte Dreyer (8 votes for 3 votes against).

6. EUNIS' President resign

On January 1st 2016, Pekka Kähköpuro will leave Aalto University to take up a new post of CIO at Brunel University in the UK. After some discussion at the Board meeting, Pekka decided that it would be in the best interests of his new employer and EUNIS if he was to step down. He agreed to remain in place until the 31st December 2015 to ensure a smooth handover to a newly elected President.

A new president will be elected within the board before end of December 2015. A secret electronic ballot will be arranged.

Candidates were invited to submit applications before 12:00 CET on Sunday 6th December 2015. The new President will be announced by the Executive Secretary on Monday 14th December 2015. All board members are eligible to vote, including Pekka and Malte.

7. Roles and responsibilities (based on the on-line-meeting discussion on November 2nd)

Pekka Kähköpuro introduced the discussion around some different models.

Some alternatives could be:

- A full time Executive Secretary
- A new role for the Secretary to the Board with a greater focus on memberships
- Several part-time staff, including the Executive Secretary

It was agreed that a new mailing list would be setup for Board that only Board members would have access to. It was also agreed that former Presidents would be invited to the Board if and when required and their role going forward was to be looked at.

A skill matrix to be developed to ensure that the Board has the required skills to function effectively. Board members: each member should have his/her own area of expertise/responsibility.

Some further examples of some changes that may be possible:

- A dedicated event coordinator providing support and working with local event organisers
- A communication officer and commercial officer to ensure that EUNIS communications are consistent and a commercial officer to work with organisations/suppliers on sponsorship
- Vice-presidents (numbers, role and possible change of title)
- Task Forces and ERAI. Task Force leaders invited to the Board meetings if and as required but at least annually.

These roles should be implemented with the support from the Executive Secretary and Board Administrator, with a clear demarcation of work between board members and the Executive Secretary and other Board members.

Action: Board members requested to suggest to what kind of activity in EUNIS they have expertise in or could be assigned to.

8. Report of the Treasurer

Raimund Vogl presented the state of EUNIS finances ([Appendix 3](#)). He proposed:

- To align the fiscal (calendar) year with academic year
- To retain a strategic financial reserve with a minimum of €50,000
- The Treasurer advised that the current budget does not allow for full time staff hiring but there may be some scope for some other strategic initiatives.
- To use surpluses for financing strategic activities.

The Board approved the Treasurers report.

9. Task Forces Reports

BencHEIT: see Ilkka Siissalo's report on [Appendix 4](#).

- There was a successful event held on Nov. 13th in Barcelona, with 34 participants from 13 countries.
- Five benchmarking projects were presented.
- Yiannis Salmatzidis has been proposed as a new member
- There are still some vacancies on the organisational side of BencHEIT
- Next BencHEIT event is planned in Trondheim, Norway in 2016.

Business Intelligence: see Elsa Cardoso's report on [Appendix 5](#).

- Two local events in 2015: CRUE-TIC & EUNIS BI event in Madrid on May 20, and EUNIS BI & FCNN/FCT (National Science Foundation) in Lisbon on Nov 23.

Next activities for 2016:

- BI Maturity Survey

- Edition of an issue of EUNIS journal dedicated to BI,
- Organisation of 3rd BITF international conference in Paris.
- Master thesis about data mining on the proceedings of EUNIS (last 20 years).
- Elsa is a track leader at EUNIS 2016 and will possibly set a pre-congress workshop.

E-Learning Task Force: see Gill's report ([Appendix 6](#)).

- In Dundee, ELTF event (pre-Congress workshops) was very successful with 61 attendees.
- Gill was a keynote speaker at a SURF event in the Netherlands in June and at a Norwegian universities event in Oslo in September.
- Bas Cordewener will coordinate the 2016 ELTF pre-Congress workshop organisation.

Interoperability Mikael Berglund described the activity with two projects:

- Erasmus without papers (including University of Umea, University of Warsaw, University of Porto, SIGMA) an EU funded project (500k € budget),
- MREX (students' mobility, 15k€ budget).

Board remarks: these projects should be more promoted by EUNIS; EUNIS in itself could be an associate.

- Webinar on Dec. 15 sponsored by Software2 for EUNIS members/attendees.

Relations with the EC: report from Yves Epelboin on [Appendix 7](#).

- EUNIS is strongly recommended to answer the call on digital skills and competencies announced for January 2016,
- Board members are advised to spread the news among the EUNIS community.

ERAI: Michele Mennielli gave an overview on ERAI progress.

- A survey on CRIS information systems was carried out
- Four issues of the EUNIS Journal of Higher Education IT have been already released
- A redesign of the website is planned
- Next issues of the Journal will present interviews with CIOs (Valerie Le Strat will help)
- A special issue of the Journal will be dedicated to the Rectors' Conference
- TERENA and euroCRIS interested in the Journal for their Congress publications
- ERAI could stand as a hub for other organisations dealing with IT in Higher Education
- The editorial plan for 2016 will be presented to the Board.

Board discussion about Task Forces:

- Task force leaders to be reminded of the value of linking their events to EUNIS and promoting these events through EUNIS
- At least one international event per year needed for each Task Force
- Changing a Task Force leader is possible if required to do so
- New task forces can be created.

10. Update on the 2016 Rectors' Conference: see report of Tomasz Szmuc on [Appendix 8](#).

- Esa Hämäläinen (President of HUMANE) to be invited as a speaker.
- Bas and Ramon will send some topics for panel discussions.
- A pre-Congress workshops may be considered to brief the Rectors' Conference? (Michele).

11. Rectors' 2018 in Porto

The Rectors' 2018 Conference in Porto was confirmed by the Board.

12. 2017 Congress:

Two proposals one from the University of Nitra and a second from the University of Münster ([Appendix 9](#)).

- It was decided that the Congress in 2017 would be in Münster, Germany.
- The proposal from Nitra will be considered for 2018.