



Network of Universities
from the Capitals of Europe

UNICA CP/IRO MEETING 2011
Tallinn University, Mare Building, Uus Sadama 5, M-218
Saturday, October 15, 2011, 9-10 a.m.

MINUTES

Chair: Trine SAND (IRO Observer, University of Copenhagen)
Minutes: Marta WASOWSKA (UNICA Secretariat)

1. Approval of the agenda

The agenda is approved. Calendar of UNICA meetings and EU/Nordic Council of Ministers' funding program for Belorussian students are added as additional points to the agenda.

2. Approval of minutes

The minutes of the UNICA IRO meeting 2011, University of Oslo, 4-6 May 2011, are notified.

3. Feedback on the UNICA General Assembly 2011

- Trine SAND (University of Copenhagen) thanks Tallinn University for excellent hosting and preparation of the event.
- Ursula HANS (Humboldt Universität zu Berlin) appreciates the presentations of new member universities and suggests that similar presentations of UNICA member universities (more detailed, discussing the strategic concerns of universities) could be featured in the GA's regular programme. Antonella CAMMISA (Università degli Studi di Roma "La Sapienza") adds that the GA should be also a platform for exchange of opinion on government policies. Trine SAND highlights that the GA programme should be more interactive.
- Gregory MAKRIDES (University of Cyprus) stresses that a lack of presence of 15 UNICA member universities is an issue as General Assembly is a crucial meeting for the Network. He suggests that statistics of participation of UNICA members in the General Assembly are prepared.

4. Preparation of the UNICA IRO meeting, Université de Lausanne, 2-4 May 2012

- Trine SAND reminds that the **IRO meeting 2012** will take place at the **Université de Lausanne, 2-4 May 2012**
- The participants go through the suggested list of topics for the IRO meeting which was prepared at the UNICA meeting held in the framework of the EAIE Conference 2011, 16 September 2011
- Jolanta URBANIK (University of Warsaw) asks about the plans of UNICA joining the Scholars At Risk Network (SAR). UNICA Secretary General responds that UNICA Secretariat is in regular contact with SAR representatives and the type of membership which will be most suitable for

UNICA as a Network is currently being discussed. **TO DO:** A representative of Scholars At Risk Network will be invited for the upcoming UNICA IRO meeting 2012 to provide the IROs with insights into the work of SAR and possible contributions of UNICA universities.

- Ursula HANS (Humboldt Universität zu Berlin) suggests adding summer and winter schools at UNICA member universities as another topic for the IRO meeting 2012. She refers to the Utrecht Network database of summer schools as a good tool of promoting the summer programmes of individual members of the Network.
- Marina TESAURO (Università degli Studi di Roma "Tor Vergata") recommends that a list of summer schools organised by UNICA members is made. **TO DO:** A list of summer schools held at UNICA member universities will be drawn up by April 2012.
- **TO DO:** Prof. Andrejs Rauhvargers (President of Latvian Rectors' Council, EUA Senior Adviser) will be invited as a speaker to the IRO meeting to give a presentation on rankings.
- Markus LAITINEN (University of Helsinki) stresses that the topic of rankings should be approached from the standpoint of International Relations' Officers. Ursula HANS (Humboldt Universität zu Berlin) suggests having a presentation on internationalisation audits.

5. Participation charts 2007-2011

- The Participants are asked for their feedback regarding the participation charts 2007-2011 which had been sent to UNICA universities before the General Assembly.
- Guri VESTAD (University of Oslo) proposes that the next year's participation charts are published online. UNICA Secretary General explains that such data cannot be made public.
- Markus LAITINEN (University of Helsinki) points out that especially now when UNICA is engaged in the green academic footprint initiative, printing large amounts of conference documents for UNICA events should to be avoided.
- Ursula HANS (Humboldt Universität zu Berlin) proposes that UNICA IRO meeting 2012 becomes a pilot project for a "paper-free" UNICA event. **TO DO:** UNICA Secretariat will inform the participants of the IRO meeting that the hard copies of conference materials will not be distributed at the meeting.
- Ursula HANS (Humboldt Universität zu Berlin) raises the issue of internal meetings held in order to discuss the participation charts. She notes that it is hard to find a date that would fit in the agendas of all the people concerned. UNICA Secretary General explains that such meetings are essential for a better overview of needs member universities have. They provide an important feedback for UNICA but can also be a tool for the universities themselves, which demonstrates how members take advantage of UNICA activities. **TO DO:** A feedback form will be introduced in the new version of participation charts.

6. Update of the UNICA database

UNICA Secretariat announces that new questionnaires will be sent to the members in order to update the UNICA database.

7. Miscellaneous and communications

- **Calendar of UNICA activities**

Guri VESTAD (University of Oslo) proposes that the UNICA activities (UNICA General Assembly) finish by Friday to allow the participants to take flights back home on Friday evenings/Saturday mornings. Trine SAND (University of Copenhagen) suggests this point is brought to the Steering Committee meeting in Lausanne.

- **EU/Nordic Council of Ministers' funding program for Belorussian students**

Markus LAITINEN (University of Helsinki) informs the IROs and CPs about a new scholarship scheme for Belorussian students studying in EU/EEA countries (Master and Bachelor level). The scholarship covers the student's tuition fee, travel and accommodation, He asks the UNICA IROs and CPs to disseminate the information among students with Belorussian citizenship. **TO DO:** UNICA Secretariat will send out an e-mail to UNICA CPs and IROs with full information about the scholarship.

Trine SAND (University of Copenhagen) thanks the participants for their feedback and adjourns the meeting.
