



EMREX Steering Group Meeting

Minutes of Meeting 6-2016

Date: 25.5.2016
Time: 13.00 – 15.00 CET, 14.00-16.00 EET
Location: telco

Participants

- Kaisu-Maria Piironen, Ministry of Education and Culture, Finland (chairman)
- Marianne Granfelt, The Association of Swedish Higher Education, Sweden
- Janina Mincer-Daszkiewicz, University of Warsaw, Poland
- Ebba Ehlers, The Ministry of Higher Education and Science, Denmark
- Mats Lindstedt, CSC-EMREX Project Manager (secretary)

Not Present

- NN, Ministry of University and Research, Italy
- Tone Flood Strøm, Ministry of Education and Research, Norway (was available and logged in at the start, but a technical problem with adobe connet)

Minutes

1. Opening of meeting

Kaisu opened the meeting at 14.05.

It was noted that no Italian member was present.

2. Approving the agenda for the meeting

The agenda was approved.

3. Minutes from last meeting

It was noted that the MoM from the last meeting has been approved and can be found here: <https://confluence.csc.fi/display/EMREX/Steering+Group>



4. Participation in SG meetings

Marzia informed the SG earlier that she was no longer available for SG duty. KION has been looking for a replacement, but so far not found one. Mats informed the SG about the latest status, i.e. that there are some changes going on at KION that could also affect the situation, but that Marzia gave us a couple of names at the ministry to contact.

The SG asked Mats and Janina to be in contact with KION and the new CEO to ask for a speedier process. Mats will also send the contact names to Kaisu, if she happens to know any of them. Also if any SG member are in contact with their Italian counterparts, they can ask for assistance in finding a new SG member from Italy.

5. Project status and field trial

Mats presented the project status. The field trial is ongoing with about 50+ unique users (although not all of them are exchange students). At the moment Norway and Sweden are fully in production and Finland partly. Denmark is expected to finish development by late June and Italy is in final testing phase.

EMREX was visibly present at the Groningen Declaration Network meeting and is investigating co-operation with DUO in Netherlands and CHESICC in China.

Mats also presented Pamela Engström's slides about the field trial. A one-way-in support has been created and a key success factor is the personal contact with the students. The first feedback from the users has been very positive, EMREX is easy to use. Some minor glitches have also been corrected. The next key milestone is in June, when a lot of students will be returning from the spring semester abroad.

Janina described the evaluation package and the current status of the long survey results. The results can be shown to others also, but it should be remembered that the response is mostly from Finland and from non-emrex-users at the moment. But over 600 participants so far, which is very good. The survey will be ongoing until 2017.

6. Other Issues

In a separate telco between the SG and the project group, it was agreed that Anders would prepare a short document by end of April to be used for e.g. the Bologna follow-up group. Mats explained that the document is almost ready and will be made public very soon.

7. Next meeting, date and location

The next meeting will be a f2f meeting in Stockholm 29.9.2016. The invitations have already been sent. Marianne will inform the SG later about the exact address.

8. Meeting ends



The meeting ended at 14.45

Kaisu-Maria Piironen, chairman

Mats Lindstedt, secretary

Decision log

Date	Decision	Who	Status
17.2.2015	Kaisu-Maria Piironen was elected chairman and Mats Lindstedt secretary	SG	Ok
17.2.2015	Way of Working was approved	SG	Ok
17.2.2015	If a member of the SG is not present in two or more meetings, the SG can decide to ask the Partners (Project Group) to take action and possible replace the member with another representative from that country.	SG	Ok
17.2.2015	Marzia Foroni will attend the EACEA meeting. If not able to, Kaisu will take her place.	Marzia and Kaisu	Ok
17.2.2015	SG will meet quarterly, every other meeting f2f and every other telco	SG	Ok
24.9.2015	The SG stressed once more that all partners are obliged to report the spending and other figures to the co-ordinator. Failing to do so will result in freezing any further funds from the project	SG	Ok
24.9.2015	Anders will elaborate on each slot in the program for the Stakeholder Forum and send a new agenda by Thu 1.10. Anders will also find facilitators for the topics.	Anders	Ok
24.9.2015	Lene Oftedal informed the SG that she will be going to work on a project for UNESCO in Paris and does leaving the EMREX SG. Tone Flood Strøm will be taking her place.	Lene	Ok
24.9.2015	Mats will inform Janina of the SG's concerns about the participation of the Polish representative.	Mats	Ok
10.3.2016	Ebba Ehlers is the new Danish and Tone Flood Strom is the new Norwegian SG member	SG	Ok
10.3.2016	Arrange a joint telco between the project	Mats, Anders	Ok



	group and the steering group about “engage the ministries more”		
10.3.2016	The SG would like to stress the importance of attending the SG meetings to keep up-to-date with the projects. If one is not able to personally attend, a substitute should be sent.	SG	Ok
10.3.2016	Mats to check if the SG can meet in Italy in Sep	Mats	Done, will be in Stockholm
10.3.2016	SG suggested to add a conference list to the emrex.eu website	Mats/Anders	Ok
25.5.2016	Mats to contact KION about finding a SG member and also to send the contact names to Kaisu	Mats	Open