

## European Space University for Earth and Humanity

*UNIVERSEH is an alliance of five European universities established to develop a new way of collaboration in the field of Space, within the “European Universities” initiative.*

*The alliance aims to create new higher education interactive experiences for the university community, teachers and students, and for the benefit of society as a whole. Such initiatives will enable broadminded, informed and conscientious European citizens to capture and create new knowledge and become smart actors of European innovation, valorisation and societal dissemination within the Space sector, from science, engineering, liberal arts to culture.*

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### D 1.12 Minutes of the governance and coordination bodies meetings M9

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Version: final

#### Dissemination level

<b>PU</b>	Public	X
<b>CO</b>	Confidential, only for members of the consortium	

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## Document History

Version	Date	Author	Partner	Summary of main changes
1.0	16/07/2021	Mathilde Marcel	UT	N/A
1.1	22/07/2021	Hélène Gentils	UT	Minutes of SC added

## Summary

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## 1. Deliverable description

This deliverable gathers the minutes of all the governance bodies meetings that took place in the first 6 months of the year 2021. All of the meetings have been held online, due to the sanitary situation in Europe.

The Student Council met on the 3<sup>rd</sup> of February in order to plan their tasks for the months ahead and identify contacts for WP groups. The Academic Council met on 24<sup>th</sup> of June to validate the UNIVERSEH courses qualification system and the Steering Committee met on 25<sup>th</sup> of February, 30<sup>th</sup> of April and 26<sup>th</sup> of June as part of the agreed frequency of their discussions. Finally, the Quality Assurance held its first meeting on 28<sup>th</sup> of June, to secure the quality assurance process.

## 2. Annexes

- **Student Council of 03.02.2021**

### Attendees

Albin Allevret (LTU), Alessio Buscemi (uni.lu), Axel Lindgren (LTU), Łukasz Lis (AGH), Nicola Schreiner (uni.lu), Elizaveta Shashkova (UT), Agata Zwolak (AGH)

### Informations

December-January were busy months for everyone. There is already a small local team in Toulouse. Short feedback of the Kick-Off meeting.

### Decisions

Need to recruit people for local teams. Student

representatives in WP:

- WP2: Mobility and multilinguism -> Alessio BUSCEMI
- WP3: Interdisciplinarity and cross-sectoral curricula -> François RULIER
- WP4: Innovative pedagogical models -> Agata ZWOLAK
- WP5: Entrepreneurship and innovation -> Nicola SCHREINER
- WP6 and WP7 : Equity, Inclusion and Diversity and Sustainability and Dissemination -> from Dusseldorf or local teams ?

A collaboration between the UniversEH Student Council and the Student Councils from the partner

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universities, initiated by the AGH Student Council, would be a good opportunity to exchange good practices and help each other and the development of the project. Local Student Councils offer an additional student input. Their already established network and community can help us to reach more people in order to get more people involved in the local teams and promote the project.

Short film to present the different profiles of the partner universities: In the native languages of the speakers with subtitles. Try to get a profile per box of the “Comprehensive University” in the overall consortium (24 boxes/5 universities: 4-5 profiles per university). Each speaker would present his/her activity very shortly in 45 seconds in front of typical places of our cities/universities. These are just ideas and the precise modalities will be discussed during the next meeting at which will also be invited the communication responsible of UniverEH to get his input. Precise modalities need to be defined in order to get a coherent result. The meeting will also allow us to discuss the different profiles that we would have found and share the boxes to fill among the universities.

Presentation of the Student Council on the UniverEH social medias.

Student consultation event: Each university will organise it independently but we need to determine together the kind of questions that need to be answered and we will help each other for the organization. Afterwards we will share the results.

Student Council meetings: Monthly at the beginning of each month. One week before: choose a date with Doodle + define the agenda of the meeting. We will take turns to take the Minutes of Meeting. Next meeting: beginning of march.

### Questions

Do we have any news from Dusseldorf student representatives?

Can local team members join the WP if the Dusseldorf student representatives are not interested?

Can the MoM from the committees' meetings be shared among the Student Council?

### Summary of actions

- All-

- Start to recruit people for the local teams;
- Update LinkedIn profiles to include UniverEH;
- Contact the local Student Councils of the partner universities in order to present them the project and start a collaboration with them;
- Start looking for interesting profiles (students, researchers, club presidents,...) in our universities to

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fill the matrix, share them of the dedicated Slack channel (to be created).

- Choose a photograph and write a short presentation to be posted on UniversEH Social Media. *Post it on Slack first so we can review them together.*

#### - Elizaveta-

- Answer the questions.
- Create Slack channel for the presentation movie project and student consultations.
- Send an email about the student representatives in WP to WP leaders.
- Send these MoM to H el ene Gentils.
- Add documents to the Drive.

#### - Alessio-

- Invite the Communication Coordinator of UniversEH to the next meeting (beginning of March).
- Create a Drive for the Student Council.

- **Academic Council of 24.06.2021**

#### Attendees

Sophie SIXOU (UT), H el ene GENTILS (UT), Claude MARANGES (UT), Rafa  Da nko (AGH), Stefan Marschall (UDUS), Mats N asstr om (LTU), Catherine L eglu (uni.lu), Fran ois RULIER (UT, student representative), Agata ZWOLAK (AGH, student representative), Adam WALTERS (UT, WP3 Leader), Moa JOHANSSON (LTU, actual student representative) and Amanda JONSSON (LTU, future student representative)

#### Discussions

##### 1. Decision on the 5-star rating for UNIVERSEH courses

*Presentation of the "What could be a UNIVERSEH course" by Adam Walters, WP3 leader.*

A minimum of 10 courses will be proposed by the consortium, with a target of 3 ECTS for each course. The idea behind short courses is to allow for flexible curricula for students, and enable the inclusion of these courses into universities programmes. It can be any type of course, but it is compulsory for a course to be given in at least two partner universities. The courses are intended to be integrated into existing or new programmes and, ultimately, to be integrated into the UNIVERSEH programmes and diplomas.

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To be labelled UNIVERSEH, a course has to have at least 3 among the 5 UNIVERSEH stars:

- Active learning techniques – a student-centered teaching
- Digital content
- Interdisciplinarity – at least two different academic fields
- Multilingualism – teaching in two different languages with a significant use of each.
- European

The stars given to a course will be validated by the Academic Council, who will be provided with all relevant information to make a decision. Each partner can propose as many courses as they have the resources for.

Webinars on these elements have been given, and they are now available on the [YouTube Channel](#) of the UNIVERSEH project.

A concern is raised regarding the objective for all courses to have 5 stars after 4 years, which could lead to the impossibility of having specialisation courses. The aim is to strive to achieve this, so there is no real impossibility to have specialisation courses.

A concern is raised about the languages and the fact that it is not mandatory to have English as the second language of the course, which would be much more inclusive for all students of the programmes. This is the result of a compromise with some WP2 colleagues who were opposed to this. However, in practice, a lot of teachers are more at ease with English than any other language and will choose to deliver the course in their language as well as English. So in practice a lot of the courses will probably be in English, but it is still possible to propose a course in two languages other than English for the first years. In the 7-year vision, it will be mandatory to include the English to ensure the course is accessible to everybody.

Ultimately, it is up to the Academic Council to accept or not a course, so if not enough of the proposed courses include English, the Academic Council members will be able to set a limit.

The courses can be asynchronous: they have to be given during a given academic year in two different places, but it doesn't have to be at the same time.

**The proposed 5-star guidance document is agreed as it was presented to the academic council and attached to these minutes.**

*Presentation of the template for courses proposal and the list of courses being developed for proposal by partners by Adam Walters*

WP3 colleagues have collated a table with 34 proposed courses ideas, currently being developed, some of them more probable than others. Some courses could be ready now, others at the beginning of September, other at end of 2021. Some of the proposed courses are based on existing collaborations, but there are very little existing courses proposed without significant modification.

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The current list of courses will be shared with the Academic Council members.

**2. Decision on the use of Moodle for all UNIVERSEH courses**

No legal or GDPR-related issues were reported.

The use of Moodle for all UNIVERSEH courses is agreed.

**3. Decision on a process to confirm UNIVERSEH courses chosen in the framework of WP3**

Given the calendar of WP3 activities, the validation process for UNIVERSEH courses needs to be initiated very soon.

Members agree to have an initial meeting at the beginning of September to discuss and validate the first courses ready. UT to send a Doodle to schedule the meeting.

Members agree that the course proposal template presented will be used for all new courses submitted for validation. After the first round of validation, amendments of the template will be proposed if needed.

Members agree to use the written procedure if needed at a later stage, after getting used to evaluating the proposals together. The written procedure would be as follows:



**4. Discussion on the number of students per course**

No concern is raised regarding the proposal of using formulations that state that each Partner in charge of a course is responsible for the planning and execution of the course, in such a way that quality can be assured for all participating students. For each course organized, the partner is responsible to divide the students into groups, if needed, in order to ensure group sizes are not larger than 30 students.

The proposed phrasing is agreed.

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## 5. A.O.B.

Next meetings:

- September 2021, virtually – doodle to be sent
- October 5th – in Toulouse
- December 2021, virtually – doodle to be sent

The next meeting will mainly focus on the validation of new courses. Partners are welcome to suggest additional agenda item.

### Actions

UT – sending a doodle to schedule meetings early September and mid-December.

UT – to send minutes and all WP3 documents presented (course proposal template, current courses proposal, calendar...)

- **Steering Committee of 25.02.2021**

### *Minutes*

### Attendees

Emmanuel ZENOU (UT), Eric TSCHIRART (UNI.LU), Jonny JOHANSSON (LTU), Malin LARSSON LINDBÄCK (LTU), Jean-Paul HOFFMANN (uni.lu), Joanna PYRKOSZ-PACYNA (AGH), Tadeusz UHL (AGH), Nicole DITTRICH (UDUS), Elizaveta SHASHKOVA (SC), Adam WALTERS (UT), Florence VOITIER-SIENZONIT, Hélène GENTILS (UT), Mathilde MARCEL (UT).

Excused: Albin ALLEVRET (SC)

### Discussions/Decisions

#### - Quality Assurance

Quality Assurance Process: UT is currently working on a draft of a dashboard with indicators per WP, and a description of the Quality Assurance process.

Quality Assurance Committee: 2 partner representatives are missing + the stakeholder representative.

Timeline: around Mid-March is expected a final draft of the QAP and a dashboard ready. First QAC meeting is expected Mid/End-March.

#### - Structure for the Advisory Board and Advisory Committee

Stakeholders will be able to register to working groups for each WP of UNIVERSEH and BEYOND UNIVERSEH.

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Each partner needs to name a contact person in charge of coordinating the local stakeholders' involvement.

The remaining challenge is to develop a genuine two-way exchange where they bring expertise to the project and we also offer interesting things to them. A representative of each WP would be working with the stakeholders to ensure this two-way exchange is efficient.

A meeting with the stakeholders will be held before the next Steering Committee meeting to present the WPs and invite them to take part.

### - Decision-making process for courses approval (WP3)

Star rating process for new UNIVERSEH courses:

- \* Active learning techniques
- \* Digital Content
- \* Interdisciplinary
- \* Multilingual
- \* Joint project with another UNIVERSEH partner

Each course should have a minimum of 3\* to be accepted as part of UNIVERSEH. Each criterion can be defined and validated by the academic council.

10 courses will be selected in priority, with a final approval by the Academic Council. WP4 is interested to be involved in course selection.

### - Student Council - members and activities

From April, UDUS should have student assistants to help them to participate in the Student Council.

The last meeting took place in the beginning of February, next one during the week of the 01.03. Student representatives are joining the different WPs.

Main updates:

- Local teams' recruitment process
- Short film to be presented in the Autumn event, which should be ready before the summer holidays
- A student consultation survey regarding Space University should give inputs to the WPs

### - AGH's budget transfers between WPs

The problem was solved by AGH; it was an overlapping issue in the WPs.

### - WP updates

WP1:

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5 deliverables have been submitted. Currently working on:

- Dashboard to monitor activities progress
- Templates
- CA is being proofread in Toulouse
- Quality Assurance Process
- Brand registration

Next:

- Data management plan

WP2:

Last meeting on 19.02. Currently working on:

- 3 deliverables are due in April
- MOPLAT is due at the end of April

Several problems coming up:

- Language courses: start date to be defined by WP2 team
- Virtual mobility: to be defined by the European Commission

WP3:

Roadmap and timeline are done. Currently working on:

- Task 3.1: mapping of existing courses and proposition for new courses
- Task 3.2: mapping future needed competences from stakeholders
- Task 3.3: course design

This WP is missing an HHU representative.

WP4:

No deliverable before M15. Currently working on:

- Structure of WP4 and division of work
- Contacts with other WPs

WP5:

Currently working on:

- Google platform setting up
- Discussion with agencies wishing to become part of the AB

WP6:

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Currently working on:

- Conduct of interviews from disadvantaged background students
- Developing ideas to cooperate with high schools
- Networking with women in the space sector – video testimonials of women in the space sector
- Guidelines on inclusion and diversity in UNIVERSEH – a shorter version should come early to help internal cooperation
- Staff seminar in May – smaller seminars with partners
- Student conference in October in Toulouse
- Research on students' attitudes regarding space studies – before summer break

WP7:

Currently working on:

- Comms plan and roadmap
- Marketing materials

WP7 could develop clear guidelines to communicate around UNIVERSEH.

#### - Beyond UNIVERSEH

The project has been approved. The GA is expected to be signed late June or July. *Note: the CA needs to be signed before the GA.*

A lot of work has been done to meet the EC's requests.

Several points have been validated by the Steering Committee:

#### Criterion 1 – excellence

- Specifications on the agenda for the next 30 years: specify in WP 2 (T2.1) that in the discussions with competent authorities the funding will be addressed
- Specifications expected to detail the setup of a single lab and community: single lab and research community (WP3) seems to be well described at that point. The very purpose of these activities will be to define the roadmap and define what to be done.
- Details expected for solutions for legal and financial issues: the very purpose of the workshops (WP 2 et 3) will be to identify issues and find proper and adapted solutions. At that point except identifying the type of obstacles we cannot make a detailed list of all the obstacles of the implementation of a single lab and research community

#### Criterion 2 – impact

- Areas of the call: 1.2 section table further detailed
- Details on stakeholders and policy makers: the WP6 specifically foresees to identify and list the relevant partners for communication and dissemination

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- Details on exploitation plans, of IP and data: at the project stage it will be a matter of setting a common framework in terms of common management in the research community of IP issues or data collection.

### Criterion 3 – implementation

- Distribution of resources and staff effort: each partner needs to review the distribution
- Complementarity between partners

### Deliverables

Deleted deliverables:

- Consortium Agreement M1
- Minutes of governance coordination bodies meetings M9
- Minutes of governance coordination bodies meetings M27
- Risk register M26

Added deliverables:

- Policy brief M18
- Policy brief M36

“Grouping” of deliverables (in order to reduce their number):

- D3.X “Blueprint for UNIVERSEH single lab and research community”: D3.7 “Towards a common virtual lab”, D3.8 “Joint PhD programme”, D3.9 “Identification of a major programme”, D3.10 “Report on researchers’ motilities”, D3.13 “Monitoring of indicators for inclusion and diversity”
- D3.X “Report for the strengthening of Beyond UNIVERSEH dissemination”: D6.3 “List of relevant partner components”, D6.4 “Analysis of communication and dissemination gasps”, D6.5 “Dissemination material”

### - Autumn event in Toulouse – set a date

Initially planned in Spring, an event for UNIVERSEH, the KOM of Beyond UNIVERSEH and the Student conference. It can be organised either on 4/5 or 11/12 of October.

UPDATE: due to the availability of the venue (Cité de l’Espace), the event will be held on the 4<sup>th</sup> of October.

### - Dates of the next steering committee meetings

The next meeting will be held by videoconference on 30.04 at 10:00.

Physical meeting (fingers crossed!) at the end of June. Uni.Lu offers to host the meeting.

### Summary of next steps

- UT to send ToR about the quality assurance committee

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- UT to prepare a proposed list of members of the advisory board
- UT to share the templates and the activities progress dashboard
- UT to share AGH guidelines regarding equity and inclusion
- UT to share with student council the list of contacts
- UT to share a table of changes that have been made to Beyond UNIVERSEH
- ALL to name a contact person in charge of coordinating the local stakeholders' involvement.

- **Steering Committee of 30.04.2021**

**Attendees**

Jonas EKMAN (LTU), Hélène GENTILS (UT), Jean-Paul HOFFMAN (UNI.LU), Benjamin IRKENS (UDUS), Malin LARSSON LINDBÄCK (LTU), Mathilde MARCEL (UT), Stefan MARSCHALL (UNI.LU), Britta MOORMANN (UDUS), Joanna PYRKOSZ-PACYNA (AGH), Eric TSCHIRHART (UNI.LU), Tadeusz UHL (AGH), Axelle VANHAECKE (SC), Adam WALTERS (UT), Emmanuel ZENOU (UT).

**Excused:** Elizaveta SHASHKOVA (SC).

**Discussions**

**- Deliverables review for year 1**

The steering committee agrees to change some deliverable due dates as per the table below.

UT (HG) will update the project officer with these new due dates.

As a reminder, WP leaders are responsible to prepare the deliverables which are submitted by UT (HG/MM) on the EC platform.

#	Deliverable name	Due date	Updated due date
D1.1	Consortium agreement	M1 (1 <sup>st</sup> Dec 2020)	M7 (1 <sup>st</sup> June 2021)
D1.2	Terms of reference of each governance body	M2 (1 <sup>st</sup> Jan 2020)	Submitted & approved
D1.3	Administrative toolkit	M1 (1 <sup>st</sup> Dec 2020)	Submitted
D1.4	Data management Plan	M6 (1 <sup>st</sup> May 2021)	M9 (1 <sup>st</sup> August 2021)

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D1.5	Quality assurance process	M4 (1 <sup>st</sup> March 2021)	M9 (1 <sup>st</sup> August 2021)
D1.6	Quality assurance report M12	M12 (1 <sup>st</sup> Nov 2021)	On time
D1.7	Minutes of the governance and coordination bodies meetings M1	M1 (1 <sup>st</sup> Dec 2020)	Submitted & approved
D1.8	Risk register M2	M2 (1 <sup>st</sup> Jan 2020)	Submitted
D1.12	Minutes of the governance and coordination bodies meetings M9	M9 (1 <sup>st</sup> August 2021)	On time
D2.3	Analysis report on students mobility experience within the Alliance	M12 (1st Nov 2021)	M24 (1st Nov 2022)
D2.4	Content of the European History and Culture course	M6 (1st May 2021)	Submitted
D2.5	Brochure	M6 (1st May 2021)	On time
D2.6	MOPLAT section on UNIVERSEH website	M6 (1st May 2021)	Submitted
D2.7	Feel at home program	M10 (End August 2021)	On time
D2.9	Summer/Winter School reports M12	M12 (1st Nov 2021)	On time
D2.10	Implementation plan for family support for staff mobility	M12 (1st Nov 2021)	On time
D2.11	UNIVERSEH multilingualism plan	M6 (1st May 2021)	Submitted
D2.14	Report on UNIVERSEH going digital M10	M10 (1st Sept 2021)	On time
D3.1	Consortium course and competence overview related to space and humanities	M9 (1st August 2021)	On time
D3.2	Identification of future needs for student competences	M12 (1st Nov 2021)	On time
D4.6	Prerequisites for hybrid learning and virtual classroom	M12 (1st Nov 2021)	On time

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D5.1	List of UNIVERSEH courses in Entrepreneurship and Innovation (M12)	M12 (1st Nov 2021)	On time
D5.4	Report on the geo data program	M12 (1st Nov 2021)	On time
D5.7	Report on networking and mentoring programs M12	M12 (1st Nov 2021)	On time
D5.8	Monitoring report on the development of cooperation between the Alliance and external stakeholders M12	M12 (1st Nov 2021)	On time
D5.9	Report on events organised to support students' projects M12	M12 (1st Nov 2021)	On time
D6.1	Report on staff seminars	M8 (1st July 2021)	On time
D6.2	Development plan for EuroCharter on Equity, Inclusion and Diversity: towards European standards.	M8 (1st July 2021)	On time
D6.4	Minutes on mobility scholarships for students with specific needs	M8 (1st July 2021)	On time
D6.5	Catalogue of online guidelines on services for students with specific needs	M12 (1st Nov 2021)	On time
D6.8	Testimonial videos of Women in the Space sector	M12 (1st Nov 2021)	On time
D6.9	Blog for students with specific needs sharing experiences on MOPLAT	M12 (1st Nov 2021)	M24 (1st Nov 2022)
D6.10	Report on support services for migrants and refugees	M12 (1st Nov 2021)	On time
D6.11	Reports on a yearly joint conference on diversity and inclusion M12	M12 (1st Nov 2021)	On time
D7.1	Dissemination plan	M3 (1st Feb 2021)	M9 (1st August 2021)
D7.2	Visual identity	M3 (1st Feb 2021)	Submitted & approved
D7.3	Website	M6 (1st May 2021)	On time

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D7.4	Social media accounts	M3 (1st Feb 2021)	Submitted & approved
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### - Erasmus multilateral agreement

LTU is currently taking care of preparing the document so the process can be started as soon as possible. They are waiting for the new document under the new Erasmus+ programme to be ready.

### - Autumn Event

October 4<sup>th</sup>: political event “Space and the Universities of the future in Europe” – max. 300 attendees (on invitation only).

- 11:00-14:00 Registration of participants
- 12:00-14:00 Buffet lunch
- 14:00 Opening of the conference
  - Welcome by Philippe Rimbault, President of UT
- 14:15-14:45 Presentation of UNIVERSEH and Beyond UNIVERSEH
  - Emmanuel Zenou, project coordinator
- 14:45-15:30 Keynote addresses
  - Thierry Breton, European Commissioner, invited
  - Mariya Gabriel, European Commissioner, invited
  - Josef Aschbacher, ESA Director General, invited
  - Claudie Haigneré, ESA astronaut invited
- 15:30-16:30 Session 1 “The universities of the future and their ecosystem”
- 16:30-17:00 Coffee Break
- 17:00-18:00 Session 2 “Ensuring equal access of all students to a high quality education”
- 18:00-20:00 Visit of the Cité de l’Espace
- 20:00 Cocktail and Dinner

**Regarding the 2 round tables, all partners should send suggestions for possible participants, in order to have a representative panel of stakeholders from the 5 UNIVERSEH countries.**

The budget will be divided into several “service packages” to encourage stakeholders to take part in the funding of the event.

Services	Cost
Cité de l’espace <i>Privatisation of the venue + staff (security, manager, facilitators...) + one movie session</i>	14 000 €
Cité de l’espace - option <i>« Mapping » on the Ariane rocket (UNIVERSEH logo)</i>	6 000 €
Cité de l’espace - option	1 200 €

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<i>Photographer / videographer (3 min video clip)</i>	
Cité de l'espace - option <i>Receptionists</i>	1 716 €
Cité de l'espace – option <i>Jazz band (quartet with singer)</i>	2 100 €
Caterer <i>Lunch 200 personnes</i>	4 600 €
Caterer <i>Dinner 200 personnes</i>	5 600 €
Caterer <i>Coffee break 200 personnes</i>	900 €

October 5<sup>th</sup>: UNIVERSEH meetings – only WP + Steering Committee people

- 9:30-12:30 UNIVERSEH Work Package Groups meetings
- 12:30-14:00 Lunch
- 14:00-16:00 Governance Bodies meetings
  - UNIVERSEH Steering Committee
  - UNIVERSEH Academic Council
  - Advisory Board (UNIVERSEH & Beyond UNIVERSEH)
  - Governing Board (UNIVERSEH & Beyond UNIVERSEH)
  - Student Board (UNIVERSEH & Beyond UNIVERSEH)
- 17:00-18:00 Welcome by a City Council Member  
Toulouse City Hall – Capitole (TBC)

October 6<sup>th</sup>: Beyond UNIVERSEH meetings – only WP + Steering Committee people

- 9:30-12:30 Beyond UNIVERSEH Work Package Groups meetings
- 12:30-14:00 Lunch
- 14:00-16:00 Governance Bodies meetings
  - Beyond UNIVERSEH Steering Committee
  - Beyond UNIVERSEH Research Policy Council

“Plan B event” in case the sanitary situation makes a physical event impossible: the virtual KOM for Beyond UNIVERSEH. UT to get in touch with UDUS (BM) to make this virtual KOM more interactive.

#### - WP updates

The activities monitoring spreadsheet will be uploaded on Google Workspace to enable WP leaders to update it on a regular basis and in particular ahead of the steering committees.

#### WP1

9 deliverables have been submitted, 4 have been approved.

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The "UNIVERSEH" trademark has been registered. A signature of the Consortium Agreement is still missing to complete the process. The Data Management Plan is a work in progress, as well as the Quality Assurance Process. The first Quality Assurance Committee's meeting is expected to be held in June.

#### WP2

3 deliverables have been submitted: the history course outline, the moplant presentation, and the multilingualism plan.

See the MOPLAT presentation attached.

#### WP3

Task 3.1 – mapping of the existing courses. There is a synthetic overview of the existing courses.

Task 3.2 – mapping future needed competences from interested parties. The questionnaire is being prepared.

Task 3.3 – course design. Currently, the WP3 is working on the qualification and definition of the UNIVERSEH courses.

A series of 3 webinars will be held on "UNIVERSEH: What could be a course?".

Some decisions need to be taken by the Academic Council (validation of the 5-star system, use of Moodle as a common platform for UNIVERSEH courses...).

#### WP4

Collaboration between WP3 and WP4 – especially on the mismatch of timelines: WP4 is exploring, testing new pedagogical models, for roll-out after the initial 3-year period, when WP3 is creating new courses, integrating these new methods as part of the initial 3-year project. Regarding the indicators and objectives set out in the proposal, for example, the number of students participating will be low because the initial focus is on teachers. UT (HG) and LTU (ML) to schedule a meeting to discuss indicators.

There is a question regarding the choice of the common pedagogical platform. As Moodle remains a possibility because some of the partners already uses it, this question needs to be answered in the Academic Council. This topic will be added to the next Academic Council's agenda, but all partners need to check internally for any barriers to using it.

Another question relates to the incentives for teacher courses: a teaching course/diploma could be created, to ensure recognition and basic common knowledge for so every teacher/professor contributing to UNIVERSEH. Guiding templates and regular guidelines on "how to design a course" will be elaborated, but mandatory teaching classes could have the undesired side-effect of preventing teachers to get involved. This idea could be implemented on the longer-term of the project.

#### WP5

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The WP5 matrix is ready. Before autumn, there should be a complete description of what is expected as entrepreneurship courses.

A support event for students and entrepreneurship should happen in Autumn with a UNIVERSEH label in Luxemburg. A student fair for space should also happen in Luxemburg in September and October in which UNIVERSEH will be included in a space corner (unicareers).

#### WP6

A staff seminar will be hosted in May about inclusion and diversity in the project mobility.

The deliverable of mobility scholarships for students with specific needs is a work in progress. The objective is to fund 2 or 3 scholarships, with an amount of twice the usual Erasmus scholarship. WP6 contacts are checking what is possible internally.

Regarding the October student conference and its accompanying events, the theme has not been settled yet. Most workshops will be held on "face to face" with a streaming option. The choice of the language of the accompanying events is up to the Universities.

Regarding the video testimonials, each partner is responsible for its recordings. The profiles of the interviewees should be agreed next week.

The cooperation with high schools will consist of a game and a quiz. The game will take time to prepare, as it will be a multiplayer online game about landing on a planet and solving puzzles. Students are currently working on it. The quiz will be ready sooner, as it will consist in fun facts questions about space in English and translated in each language of the consortium.

The discussions are ongoing regarding digital accessibility trainings.

A survey on space exploration perception has been conducted on 2 groups with interesting insights. It could be interesting to have insights of the other consortium countries.

#### WP7

Several communication materials have been prepared such as an ambassador kit, a new version of the flyer and guidelines documents. It is very important that those guidelines are respected in every UNIVERSEH material.

Work on website updates and October event.

#### **- Student Council update**

There are now 20 members in the Toulouse local groups, and local groups are in the process of recruiting members. Social media pages are soon to be launched to improve communication. A video on student profiles should be ready for the end of June for Toulouse and October for all partners.

UDUS representatives are still missing.

#### **- Advisory Board**

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**All partners should communicate a local point of contact regarding stakeholders.**

**A communication will be held on May 20<sup>th</sup> during lunchtime.** EZ will talk to stakeholders to briefly present UNIVERSEH and Beyond UNIVERSEH. The focus will be done on their involvement in the project for each WP.

**- Next meetings**

**29.06.2021** - wait until mid-May to decide if meeting is going to be “in person”.

**05.10.2021** – in Toulouse.

Doodles to schedule meetings for early September and mid-December.

**AOB**

**- Agreement on maximum number of students in language courses**

Difficult to have more than 25 students/course for technical reasons (videoconference courses), but for LTU a course is not financially viable under 30 students. This should be discussed at the academic council.

**- Relationship with learned societies**

To be discussed with the coordinator. Linked with the discussions around the creation of a legal entity for UNIVERSEH – this would be relevant for such cases as this.

**- UDUS participation in WP3 meetings**

BI will try to take part according his schedule.

**Actions**

- All partners should communicate a local point of contact regarding stakeholders.

- All partners to send suggestions of panellists for October’s roundtables.

- UT to share the deliverables and the activities monitoring spreadsheet on GWS.

- WP leaders to prepare deliverables and send to UT (HG/MM) ahead of deadlines.

- LTU to check the legal barriers to the use of Moodle. ALL partners to check the possibility to use moodle ahead of the Academic Council.

- UT to send doodles to set a date for September and mid-December’s meetings.

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- **Steering Committee of 26.06.2021**

**Attendees**

Jonas EKMAN (LTU), Jean-Paul HOFFMAN (Uni.lu), Benjamin IRKENS (UDUS), H el ene GENTILS (UT), Malin LARSSON LINDBACK (LTU), Mathilde MARCEL (UT), Stefan MARSHHALL (UDUS), Britta MOORMANN (UDUS), Joanna PYRKOSZ-PACYNA (AGH), Elizaveta SHASHKOVA (Student representative), Eric TSCHIRHART (Uni.lu), Tadeusz UHL (AGH), Florence VOITIER-SIENZONIT (UT), Adam WALTERS (UT), Emmanuel ZENOU (UT).

**Discussions**

**- Beyond UNIVERSEH**

Grant Agreement preparation: all the project officer's comments have been addressed, currently waiting for final confirmation before signature.

Consortium Agreement preparation: all partners had until 14.06 to give feedback. The signing process will begin after UT legal services' review. Summer holidays will be taken into consideration in the signature process.

All partners must fill the Beyond UNIVERSEH contact sheet on GWS under General information>Contacts. The deadline is the 1<sup>st</sup> of September (official start of the project).

**- Autumn event**

The invitation prepared by Uni.lu, including the programme of the day, is ready to be circulated. The deadline to register is first week of September.

Each partner can invite up to 40 people, including staff, students and stakeholders.

The agenda and registration link for the working sessions of the 4<sup>th</sup> and 5<sup>th</sup> of October will be circulated with the invitation.

**- Risk Register**

2 changes have been made since December:

- Change in partner's contacts: likelihood reduced to 3 as the teams are now in place and vacant positions have been filled.
- Change of PM: impact reduced to 2 and mitigation tasks updated. GWS up and running, documents of all governing bodies on shared drives, WP contacts using shared drives as well...

The full risk register table is available on GWS under Steering Committee> Meetings>2021.06.29.

**- Advisory Board/stakeholders update**

SH correspondents are needed in each University – please send E. Zenou a contact person dedicated to relations with local stakeholders.

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A dedicated presentation for stakeholders is available.

3 stakeholders per partner area are needed to participate to the Advisory Board.

Stakeholders need to be involved in the project and it takes quite a lot of time to take care of the task.

The Advisory Board setting up should be finalised for September.

#### **- Feedback from Governance bodies**

Academic Council, 24.06.2021:

- Approval of the 5-star rating for UNIVERSEH courses
- Approval of the use of Moodle for all UNIVERSEH courses
- Next meeting in September to discuss/approve proposed UNIVERSEH courses

To help partners with the use of Moodle, a dedicated person is to be recruited at UT. A local hub in Toulouse would be in charge of handling Moodle, alongside with skilled people in each University.

Quality Assurance Committee, 28.06.2021:

- Quality Assurance Process approved with modifications:
  - More details on the role of the QAC
  - More details on the proposed quality assurance report
- Quality monitoring table (performance and quality indicators) approved with modifications of some of the indicators
  - Suggestion to create an alumni association – to be discussed with student council
  - Suggestion to ask WP leaders to set the baseline for some of the indicators (eg existing intra-Alliance student and staff mobility (pre-covid) to show the impact of UNIVERSEH...
  - Suggestion to ask WP leaders to set targets for some of the indicators (some targets were set at the application stage).
- Need for definitions: UNIVERSEH student; mobility.

#### **- Data Management Plan (D1.4) for validation**

The Data Management Plan will describe how generated data and results will be exploited or made accessible for verification and re-use, and how it will be preserved after the end of the project. It will be updated as the project takes shape.

The document is available on GWS under Steering Committee> Meetings>2021.06.29 and will be submitted in the coming week.

#### **- Definitions of “UNIVERSEH student” and “mobility”**

These definitions have been proposed as a basis for discussion:

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*UNIVERSEH student: any person enrolled in one of the UNIVERSEH Alliance partner or third party including at short-cycle, bachelor, master or doctoral level or equivalent, that attended a course or teaching module that has received the "UNIVERSEH" label (subjected to the approval of the academic council).*

*Intra Alliance mobility:*

*For Students: any form of learning mobility including moving physically to a country other than the country of residence, and/or using ICT tools in order to undertake study, training or non-formal or informal learning for a minimum of a week (e.g. summer schools) or 3 ECTS credits.*

*For Staff: any form of learning mobility including moving physically to a country other than the country of residence, or using ICT tools in order to undertake study, shadowing, workshops or seminars for a minimum of 3 days.*

Remarks

A difference should be made between students who followed a 3 ECTS module and full programme students: possibility to differentiate UNIVERSEH "students" from "graduates".

Further need to discuss/rethink virtual mobility. Virtual mobility should not become the main form of mobility in the alliance. Nevertheless, it cannot be ruled out as it offers significant advantages for the project, such as making our courses more inclusive and more transportable to be taught in the different Universities.

The definition of mobility should remain quite permissive to remain compatible with the project targets.

Virtual mobility could also help the Consortium to meet the initial target number of mobilities within the alliance, that was quite ambitious. A seminar could also help us to inflate mobility numbers.

It would be possible to integrate mobility in the definition of "UNIVERSEH student/graduates" to emphasize its importance.

In order to fully discuss those issues, WP2 will think of detailed definitions in the meetings of 29.06 and of the week of 05.07. After those discussions, a document will be created on GWS so any member can amend it over the summer. In September, a specific session could be arranged if needed.

**- European Universities' potential enlargement**

EC encourages current alliances to enlarge for the renewal, to increase significantly the budget. This issue will be discussed among rectors.

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	Helpful to achieving the objective	Harmful to achieving the objective
Internal origin	<p><b>Strengths</b></p> <ul style="list-style-type: none"> <li>- Boosted creativity: more activities, more programs &amp; courses</li> <li>- Solid student &amp; staff exchanges</li> <li>- Reinforced network?</li> <li>- Improved network stability</li> <li>- Augmented diversity</li> <li>- Genuine European image</li> </ul>	<p><b>Weaknesses</b></p> <ul style="list-style-type: none"> <li>- Demanding organisation</li> <li>- Arduous and slower decision-making</li> <li>- Reduced visibility of individual current member?</li> <li>- Potential narrow institutional engagement combined to a limited interest in Space: heftier workload</li> <li>- Call for renewal: restricted capacity (final report to be delivered simultaneously)</li> </ul>
External origin	<p><b>Opportunities</b></p> <ul style="list-style-type: none"> <li>- Funding x2</li> <li>- Gain in influence &amp; visibility</li> <li>- Possibly increased lobbying wrt EU, ESA, politics, etc</li> <li>- Grasp southern countries such as Italy, Greece, Malta...</li> <li>- More participation to EU discussions</li> <li>- Legal entity needed: GEC/EGTC, A(I)SBL...</li> </ul>	<p><b>Threats</b></p> <ul style="list-style-type: none"> <li>- Risk of ineligibility for the next call (no southern country today)</li> <li>- Be second in class as a 'E-U'</li> <li>- Partner search can be laborious</li> <li>- Loss in Space &amp; New Space policy contribution</li> <li>- Loss of students' interest</li> <li>- Loss of stakeholders' attention</li> <li>- Missing the call for renewal</li> </ul>

For UNIVERSEH Alliance, this would be the opportunity to include a partner from South of Europe. A partner from Italy could be a suitable choice because of the country's implication in the European Space sector.

Potential partners must be located in: Belgium, Bulgaria, Czech Republic, Denmark, Germany, Estonia, Ireland, Greece, Spain, France, Croatia, Italy, Cyprus, Latvia, Lithuania, Luxembourg, Hungary, Malta, Netherlands, Austria, Poland, Portugal, Romania, Slovenia, Slovakia, Finland, Sweden, Republic of North Macedonia, Serbia, Iceland, Liechtenstein, Norway, Turkey.

Partners can approach private contacts from potential partners and discuss it with the rest of the consortium afterwards, without promising anything. Nothing should be established until EC confirmation of enlargement, however, reaching out to potential partners after the EC confirmation would be too late.

**- WPs update**

WP1

Current tasks:

- Quality Monitoring

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- Data Management Plan
- Academic Council
- Risk register update
- Autumn event planning

Reporting :

- 12 deliverables submitted
- 4 deliverables approved
- 2 deliverables behind schedule, submitted mid-July at the latest

WP2

Regarding mobility:

- Learn abroad & validate at home workshop as cooperative effort between WP2 & WP4.6
- Arctic Winter School 2022 at LTU
  - Open for all students, all disciplines, no specific knowledge is required
  - Approximately 10 students per university (waiting list)
- Feel at Home Program #D2.6
  - Relabel Join the Crew Program
  - Outline of joint services developed
- UNIVERSEH going digital #D2.13
  - Community of Practice initiated, coordinated by ULUX
  - Aim: exchange obstacles linked to the EWP implementation process on operational level
  - Representatives of all 5 partners across offices (IO, IT, Administration) invited

Regarding multilingualism:

- New team members are on board (2 UDUS /2 UFT)
- Space Dictionary project started
- Language course planning is moving forward
- Student activities/virtual language cafés planned to start in October

Obstacles:

- Information on the multilateral agreements from European Commission
- Inscription into language courses (virtual/hybrid format)
  - UDUS only officially enrolled students can sign up for language courses
- Student involvement in the WP (Alessio Buscemi for WP2)
- Approval of a broad definition of intra-UNIVERSEH (student/staff) mobility

WP3

3.1 mapping for existing courses: deliverable is ready for submission.

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3.2 mapping future needed competences from stakeholders: 33%. The questionnaire content is done and published on Lime survey. In July it will be distributed, and analyse results are in September and October.

3.3 Course design: 25%. The 5-Star guideline have been validated by the Academic Council. Webinars on how to design courses are online. Course ideas and status of prepared courses towards validation are available on a Google document. The courses designed and the template are ready for validation. Approximately 24 courses and many more ideas are expected from June-December.

The longer-term target is to find new partners for giving courses in 2022-23 and integrate the courses in local syllabuses.

#### WP4

Collaboration and activities from instructional designers/pedagogical technicians are needed to help teachers to adapt their courses on Moodle for UNIVERSEH. Moodle courses are planned to help teachers in using tools and regarding inclusivity.

Struggle with finding a repository regarding the dissemination of support material to use digital and innovative pedagogical tools. There is a need for a repository platform to reach outside of the inner circle of producers. Moodle would be the ideal choice but before it is implemented with all partners, there is a need for a temporary solution. Uni.lu could create a "hidden" page for teachers to access this content before a Moodle dedicated space is ready.

A teacher/staff in each University could be appointed to support teachers to create courses using Moodle and other digital/innovative tools. A meeting could be organised for this group but Universities have to communicate points of contact first.

#### WP5

Course inventory:

- Inventory ok, using WP3 matrix + specific aspect on Ent & Innov
- Data collection led to heterogeneous formats
- Work to "clear" data
- Deliverable will be ok in November

Events:

- On time
- Large collection, but no date
- Calendar has to be setup
- Unicareers Student fair (internship + jobs) ok in Luxembourg, with space companies, including SES for ex.
- There will be a "Space corner" reserved in the student fair (±4000 visitors)
- Suggestions for companies, please e-mail
- If covid-blocked, there is a virtual software solution also foreseen, and running

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## WP6

3 deliverables have been submitted:

- Report on staff seminar
- Development plan for EuroCharter on Equity, Inclusion and Diversity: towards European standards.
- Minutes on mobility scholarships for students with specific needs

Next deliverables:

- Student conference in Toulouse: French students are organising the local event with their European partners. Accompanying events are expected online and offline, in English and consortium languages, to be as inclusive as possible.
- Video testimonials from women in aerospace: some delays have occurred because of technical issues

Tools and guidelines for students with specific needs: work in progress.

## WP7

Dissemination plan deliverable have been submitted.

Several updates on the website and significant work on the October event invitation have been conducted.

Video introducing and promoting UNIVERSEH: work in progress.

### **- Student Council**

Dusseldorf student representatives joined the Student Council.

Local teams are being formed, some will recruit students in September.

Currently working together on the Autumn Event (our involvement in the 4th of October and the conference day of the 6th).

### **- Next meetings**

September 9<sup>th</sup>. 10-12h by video conference.

October 5<sup>th</sup> 14h-16h, in Toulouse.

December 9<sup>th</sup>, by video conference:

- Budget reporting
- Risk register update

## **Summary of next steps**

- All partners to fill Beyond UNIVERSEH contact sheet on GWS under General information>Contacts by the 1<sup>st</sup> of September.

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- All partners to give a point of contact in charge of local stakeholders relations.
- WP2 team to discuss “UNIVERSEH student” and “intra alliance mobility” definitions and to draft discussions in a GWS document for feedback.
- WP6 leader to share the invitation for the student conference to be included in the invitation.
- All partners to approach potential new partners for enlargement.
- All partners to give a point of contact in their University for digital pedagogical tools.
- UT to share recap information about the Autumn event, as well as accommodation possibilities in Toulouse.

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- **Quality Assurance Committee of 28.06.2021**

**Attendees**

Bjarne BERRGQUIST (LTU), Michel BOSCO (stakeholder representative), Alessio BUSCEMI (student representative, uni.lu), H el ene GENTILS (UT), Lukasz LIS (student representative, AGH), Mathilde MARCEL (UT), Pawel PACKO (AGH), Kirsten TUSCHLING (HHU), Jan ZUTAVERN (uni.lu).

**Discussions**

**- Introduction**

Members of the Quality Assurance Committee (QAC):

- One representative per partner
- One external stakeholder representative
- Two student representatives

Members can be represented and in case members are missing, the quorum is set at 2/3 of the members.

The QAC meets once a year, but will meet twice this year because the process needs to be put in place.

QAC's role:

- Definition of standards, criteria and quality indicators;
- Setting up of the quality review processes;
- Carrying out of self-evaluation procedures for the Alliance;
- Planning and preparation of the activities related to monitoring and quality control;
- Reporting to the Steering Committee on the situation in the field of quality, at least annually

A dedicated QAC shared drive will be used on UNIVERSEH GWS.

The quality is assessed for UNIVERSEH (education-focused, Erasmus+ funded) and Beyond UNIVERSEH (research focused, Horizon 2020 funded).

**- Discussion on the draft Quality Assurance Process**

WP leaders will collect information thanks to the pre-established indicators in the Quality Monitoring Table. From then the quality report will be made by the QAC.

The reports will be presented to the Steering Committee, then enhancement measures will be taken. The reports will be published in the Citizen Summary to disseminate good practices and to enable experience sharing with other alliances.

3 reports + citizen's summaries to produce:

- November 2021 (M12) for the period covering 01/11/2020 to 31/10/2021;
- November 2022 (M24) for the period covering 01/11/2021 to 31/10/2022;
- November 2023 (M36) for the period covering 01/11/2022 to 31/10/2023.

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Remarks:

The support of WP leaders is to be thought through, as the QAC could build up tools to help them assess the quality of their work. The QAC could give WP leaders methodology to self-reflect and self-evaluate the use of indicators.

The QMT has to be feasible and has to demonstrate the project objectives. The first thing to do would be to define which aspects the quality must cover and to elaborate action plans for change if the results are not as expected.

The objectives assessed by the quality assurance process could be the ones for the future application.

The expected content of the QA Report should be defined at this stage. Suggestions from QAC members include:

- Analysis of the indicators findings for each objective and
- Comments and proposed correction measures in the form of an action plan from the Quality Assurance Committee members (setting targets and timeline to review of the implementation of the action plan)
- Feedback from students
- Feedback from businesses involved

The QA Process document should be updated to reflect better the involvement of the QA Committee, especially in terms of monitoring the implementation of the action plan.

Implementing targets:

External targets are identified in the proposal; internal targets could be implemented to help WP leaders to conduct their tasks. Those targets could structure quality reports.

The first year could be dedicated to define those targets with WP leaders and Student Council Chair representative, as well as to define the first steps to be taken in achieving those targets.

**- Discussion on the draft Quality Monitoring Table**

12 objectives discussed with WP leaders:

- Involvement of students in the development of UNIVERSEH
- Contributing to regional development
- Ensuring a long-term strategy for coordination and management of UNIVERSEH
- Sound financial management and sustainability
- Acting as role-model for other HEI
- Enhancing student, staff and researcher mobility within the Alliance
- Promoting multilingualism
- Offering multi-disciplinary courses to train students for the jobs of today and tomorrow
- Developing innovative approaches to teaching and learning
- Supporting entrepreneurship and innovation mind-set and skills
- Developing university-business cooperation

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- Making UNIVERSEH inclusive and more connected to society.

2 types of indicators:

- Performance indicators - quantitative achievement of our objectives;
- Quality indicators - quality of the project's achievements.

### Objective 1 – Involvement of students in the development of UNIVERSEH

#### Performance indicators

*How will we measure the achievement of our objectives?*

By measuring the number of students involved in the project:

- \_ Number of students involved in governing bodies: Governing Board, Academic Council, Steering Committee, Quality Assurance Committee and Student Council (target: at least 10)
- \_ Number of activities developed in collaboration with ESN (target: at least 10)
- \_ Number of student-led activities/events implemented
- \_ Number of followers on student social media

#### Quality Indicators

*How will we assess the quality of our results?*

By assessing the impact of student involvement in the project:

- \_ Recognition of student involvement in the project (in diploma supplement? other method?)
- \_ Evaluation of student's feeling involved in the projet (survey with a 1-6 mark, percentage of 4+ marks)
- \_ Ratio of students involved in the implementation of the project activities compared to staff / professors
- \_ **Creation of a UNIVERSEH alumni association (indicator added)**

#### How will we progress after 3 years?

- \_ improve as per survey data, increase ratios
- \_ **increase in number of members of the UNIVERSEH alumni association (indicator added)**

### Objective 2: Contributing to regional development

#### Performance indicators

*How will we measure the achievement of our objectives?*

By measuring UNIVERSEH activities having a potential economic impact:

- \_ Number of activities organised with the support of local and regional stakeholders
- \_ Number of job offers collected from local and regional stakeholders

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- \_ Number of internship offers collected from local and regional stakeholders
- \_ Number of start-ups created by UNIVERSEH alumni

**Quality Indicators**

*How will we assess the quality of our results?*

By assessing the impact of UNIVERSEH on the regional economy of partners' areas:

- \_ Number of UNIVERSEH students finding jobs in the Alliance partner's regions
- \_ Number of UNIVERSEH students finding an internship in the Alliance partner's regions
- ~~\_ Number of start-ups still open after 6 and 12 months (indicator removed)~~

Remark: The Alumni association would help the assessment.

How will we progress after 3 years?

- ~~\_ number of start-ups still open after 6,12, 24 and 36 months (indicator removed)~~

Remark: the definitions of "UNIVERSEH student" and "mobility" will be discussed at the steering committee meeting of 29.06.2021. They need to be settled before the QA Process starts.

Objective 3: ensuring a long-term strategy for coordination and management of UNIVERSEH

**Performance indicators**

*How will we measure the achievement of our objectives?*

By measuring the steps towards the a long term strategy for UNIVERSEH:

- \_ Design of a common diploma supplement
- \_ Number of people involved in the UNIVERSEH Alliance governance (Governing Board, Steering Committee, Student Board, Academic Council, Quality Assurance Committee and Advisory Board)
- \_ Number and frequency of governing bodies meetings (Governing Board, Steering Committee, Student Board, Academic Council, Quality Assurance Committee and Advisory Board)
- \_ Number of users of the European Student Card
- \_ Number of meetings to define the shape of a potential legal entity for UNIVERSEH

**Quality Indicators**

*How will we assess the quality of our results?*

By assessing how the long-term strategy is being implemented:

- \_ Adoption of the diploma supplement by all partners and third parties
- \_ Number of diploma supplement awarded by the end of the project
- \_ Creation and/or roadmap for the creation of a legal entity for UNIVERSEH

How will we progress after 3 years?

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Number of diploma supplement awarded increasing, creation/functioning of the legal entity

**Objective 4: Sound financial management and sustainability**

**Performance indicators**  
*How will we measure the achievement of our objectives?*

By monitoring the project budget is spent:  
 \_ Number of joint EU project submitted for funding  
 \_ Variation rate between planned budget and actual spent

**Quality Indicators**  
*How will we assess the quality of our results?*

By assessing the quality of financial management:  
 \_ Number of joint EU projects approved  
 \_ Amount of complementary funding received  
 \_ Positive EU-commissioned audit conclusions

How will we progress after 3 years?

improving for the follow-up project

On UNIVERSEH, there is one financial report at the end of the project. However, we might have a financial or operational audit.

**Objective 5: acting as a role model for other HEIs**

**Performance indicators**  
*How will we measure the achievement of our objectives?*

**By measuring the activities aiming at increasing the visibility of UNIVERSEH in the education and space communities in Europe (rephrased):**  
 \_ Number of external events attended by project partners to present UNIVERSEH  
 \_ Number of non-partner HEIs attending UNIVERSEH events

**Quality Indicators**  
*How will we assess the quality of our results?*

By assessing the attractiveness of the UNIVERSEH project/alliance:  
 \_ Interest of HEIs to join the UNIVERSEH alliance (call for further funding in 2023)  
 \_ Relevance of new partners (complementarity with existing Alliance, **partners from countries with a high spend profile in space research (contribution to ESA budget) (last part added)**)

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Objective 6: enhancing student, staff and researcher mobility within the Alliance

**Performance indicators**

*How will we measure the achievement of our objectives?*

By measuring the activities promoting mobility for staff and students:

- \_ Number of events organised to promote staff mobility in partner universities (target: at least 15)
- \_ Number of staff mobility within the alliance (target: 100 for 2022-23 and 150 for 2023-24)
- \_ Number of joint staff seminars organised within the alliance
- \_ Number of events organised to promote student mobility (target: at least 30)
- \_ Number of student mobility within the alliance (target: 4000 for 2022-23 and 5000 for 2023-24)

**Quality Indicators**

*How will we assess the quality of our results?*

By assessing the effectiveness of mobility promotion activities and the satisfaction level of students and staff:

- \_ Ratio of staff mobility within the alliance (increase)
- \_ Ratio of student mobility within the alliance (increase)
- \_ Number of users of the European Student Card
- \_ Evaluation of student's short-term mobility experience (survey with a 1-6 mark, percentage of 4+ marks)
- \_ Evaluation of student's long-term mobility experience (survey with a 1-6 mark, percentage of 4+ marks)
- \_ Evaluation of staff's mobility experience (survey with a 1-6 mark, percentage of 4+ marks)

How will we progress after 3 years?

figures increasing after 2023, improving as per survey feedback

Objective 7: Promoting multilingualism:

**Performance indicators**

*How will we measure the achievement of our objectives?*

By measuring the activities promoting multilingualism:

- \_ Number of events in a language other than English
- \_ Number of bilingual and bicultural tandems between students created
- \_ Number of UNIVERSEH students in mobility attending local language classes

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**Quality Indicators**

*How will we assess the quality of our results?*

**By assessing the students language skills:**

~~\_ Percentage of UNIVERSEH students increasing the number of languages they speak~~

~~\_ Percentage of UNIVERSEH students improving their language skills (on CEFR scale) (indicators removed)~~

**By assessing the students' attendance in languages classes:**

\_ Percentage of UNIVERSEH students completing a language course (*indicator added*)

\_ Evaluation of student's satisfaction of language courses (survey with a 1-6 mark, percentage of 4+ marks) (*indicator added*)

How will we progress after 3 years?

figures increasing after 2023, improving as per survey feedback

Objective 8: offering multi-disciplinary courses to train students for the jobs of today and tomorrow

**Performance indicators**

*How will we measure the achievement of our objectives?*

By measuring the number of UNIVERSEH courses:

- \_ Number of courses created (target: 10)
- \_ Number of ECTS of courses created (target: 30)
- \_ Number of programmes designed (target: 1)
- \_ Number of students following UNIVERSEH courses
- \_ Number of faculties involved in designing and delivering courses

**Quality Indicators**

*How will we assess the quality of our results?*

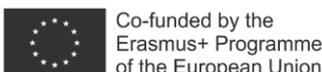
By assessing the courses quality level and their fitness for purpose :

- \_ Number of courses with five stars
- \_ Number of courses with 4 stars
- \_ Number of courses with 3 stars
- \_ Satisfaction level of students regarding the teaching quality of the course (survey with a 1-6 mark, percentage of 4+ marks)
- ~~\_ Number of student complaints received (indicator removed)~~
- \_ Level of completion of the matrix

The focus should be on satisfaction level and not student complaints, also for confidential reasons.

How will we progress after 3 years?

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Number of programmes created and implemented increasing, improving as per survey feedback

### Objective 9 – developing innovative approaches to teaching and learning

#### Performance indicators

*How will we measure the achievement of our objectives?*

By measuring the activities promoting innovative approaches to teaching and learning, **as defined in the stars on active learning techniques and digital content in the 5-star rating guidelines document, annexed to the QMT): (last part added)**

- \_ Number of courses involving innovative pedagogical method (i.e. having stars on active learning content and digital content)
- \_ Number of pilot actions implemented to test an innovative learning method
- \_ Number of students involved in the development of innovative approaches to teaching and learning
- \_ Number of teachers involved in the development of innovative approaches to teaching and learning
- \_ Number of workshops or webinars delivered on innovative learning and UNIVERSEH courses
- \_ Number of live participants in the workshops or webinars
- \_ Number of views of the recorded webinars
- \_ List of the innovative methods used

#### Quality Indicators

*How will we assess the quality of our results?*

By assessing the quality and attractiveness of UNIVERSEH courses:

- \_ Satisfaction level of teachers regarding the attractiveness of the course (survey with a 1-6 mark, percentage of 4+ marks)
- \_ Satisfaction level of students regarding the teaching quality of the course (survey with a 1-6 mark, percentage of 4+ marks)

How will we progress after 3 years?

questionnaires from employers - feedback on employing UNIVERSEH alumni, improving as per survey feedback

### Objective 10 – supporting entrepreneurship and innovation mind set and skills

#### Performance indicators

*How will we measure the achievement of our objectives?*

By measuring the activities promoting entrepreneurship and innovation skills:

- \_ Number of entrepreneurship courses within the alliance

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- \_ Number of practical entrepreneurship activities (hackathons etc)
- \_ Number of UNIVERSEH students attending European hackathon or similar practical entrepreneurship activities and contests
- \_ Number of students attending entrepreneurship courses within the alliance

### Quality Indicators

*How will we assess the quality of our results?*

By assessing the inclusivity and quality of entrepreneurship courses:

- ~~\_ Ratio of female students attending entrepreneurship courses (indicator removed)~~
- ~~\_ Ratio of students from disadvantaged background attending entrepreneurship courses (indicator removed)~~
- ~~\_ Ratio of female students attending practical entrepreneurship activities (hackathons etc) (indicator removed)~~
- ~~\_ Ratio of students from disadvantaged background attending practical entrepreneurship activities (hackathons etc) (indicator removed)~~
- \_ Satisfaction level of students regarding the teaching quality of entrepreneurship courses (survey with a 1-6 mark, percentage of 4+ marks)

Remark: Students from disadvantaged background are not easily identifiable, and the level of complexity linked with indicators related to sex would complexify data collection therefore the indicators have been removed

How will we progress after 3 years?

ratio figures improving, improving as per survey feedback

## Objective 11 Developing university-business cooperation

### Performance indicators

*How will we measure the achievement of our objectives?*

By measuring the activities aiming at developing university-business cooperation:

- \_ Number of businesses involved in UNIVERSEH activities (target: 25)
- \_ Number of activities developed in collaboration with businesses (target: 10)

### Quality Indicators

*How will we assess the quality of our results?*

By assessing the attractiveness of UNIVERSEH to businesses:

- \_ Number of businesses supporting UNIVERSEH application for further funding in 2023
- \_ Creation of a UNIVERSEH Club for businesses
- \_ Number, type and location of members of the UNIVERSEH Club
- \_ **Satisfaction level of businesses taking part in UNIVERSEH activities (survey with a 1-6 mark, percentage of 4+ marks) (indicator added)**

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How will we progress after 3 years?

number of businesses involved in UNIVERSEH club increasing, roadmap of business involvement in funding the sustainability of UNIVERSEH

Objective 12 – making UNIVERSEH inclusive and more connected to society

**Performance indicators**

*How will we measure the achievement of our objectives?*

By measuring the activities aiming at improving the inclusiveness of UNIVERSEH:

- \_ Number of women involved in WP management
- \_ Number of female students doing a mobility within the alliance
- ~~\_ Number of students from a disadvantaged background doing a mobility within the alliance (indicator removed)~~
- \_ Number of students with a disability doing a mobility within the alliance
- \_ Number of female staff doing a mobility within the alliance
- \_ Number of events organised by partners aimed at the general public (i.e. aimed at non-professional people outside the existing alliance)
- \_ Number of newspapers articles published on UNIVERSEH

**Quality Indicators**

*How will we assess the quality of our results?*

By assessing the inclusiveness of UNIVERSEH:

- \_ Ratio of women involved in WP management
- \_ Ratio of women within the students doing a mobility within the alliance
- \_ Ratio of women within the staff doing a mobility within the alliance
- \_ Satisfaction level of students with specific needs regarding their mobility experience (survey with a 1-6 mark, percentage of 4+ marks)

How will we progress after 3 years?

improving as per survey feedback, ratio figures improving, adding new stats once we have a more significant number of UNIVERSEH students and courses (Ratio of start-ups created by women, ratio of start-ups created by UNIVERSEH alumni from disadvantaged backgrounds; Number of female students attending entrepreneurship courses and practical entrepreneurship activities; Number of students from disadvantaged background attending entrepreneurship courses and practical entrepreneurship activities...)

**- AOB**

UNIVERSEH Conference on October 4<sup>th</sup> in Toulouse – QA Committee Members are invited

On October 5<sup>th</sup>, work meetings will take place in Toulouse. A QA Committee Meeting will take place on the 6<sup>th</sup> of October, and will cover both the UNIVERSEH and Beyond UNIVERSEH projects.

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- Links with the project “Developing a European Approach for Comprehensive QA of (European) University Networks” (EUniQ) are discussed. QA Committee Members are welcome to give feedback on the implementation of this project during meetings.

### **Summary of next steps**

- All QAC members should have access to UNIVERSEH Google Work Space. If not, please contact [mathilde.marcel@univ-toulouse.fr](mailto:mathilde.marcel@univ-toulouse.fr)
- UT to share the 5-star rating guidelines document for UNIVERSEH courses.
- UT to amend the Quality Assurance Process as per the discussions: including the expected contents of the QA report, more details on the cycle of the QA report (drafting, action plan, monitoring change...)
- UT to propose to WP to set targets for the indicators
- UT to amend the Quality Monitoring table according to discussions

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