

## 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 1.13 Minutes of the governance and coordination bodies meetings M18

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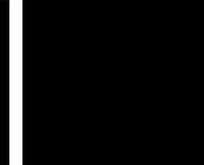
Organisation responsible for this deliverable: UT

*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	26/04/2021	Mathilde Marcel	UT	N/A
1.1	04/05/2022	Mathilde Marcel	UT	Addition of the Steering Committee minutes of April 30 <sup>th</sup> 2022.

## Summary

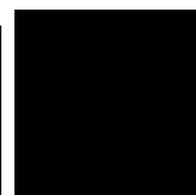
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## 1. Deliverable description

This deliverable gathers the minutes of all the governance bodies meetings that took place from August 2021 (M10) to April 2022 (M18). The vast majority of these meetings have been held online, due to the sanitary situation in Europe.

The Student Council met on September 15<sup>th</sup>, October 21<sup>st</sup>, and December 14<sup>th</sup> in 2021, and on January 18<sup>th</sup>, February 22<sup>nd</sup> and April 6<sup>th</sup> 2022. The Steering Committee has met every two months. The Academic Council met on several occasions: on 19<sup>th</sup> of September 2021, on 13<sup>th</sup> of December 2021, on 19<sup>th</sup> of January 2022 and on 14<sup>th</sup> of March 2022 due to the significant course creation activity during the last eight months. The Advisory Board has held its first meeting on 4<sup>th</sup> of March 2022. The Governing Board has met on 05<sup>th</sup> of October 2021 and on 09<sup>th</sup> of February 2022. Finally, the Quality Assurance met on the 06<sup>th</sup> of September 2021, 06<sup>th</sup> of October 2021 and on the 28<sup>th</sup> of June 2021, to secure the quality assurance process.

## 2. Annexes

- **Student Council of 15.09.2021**

### Attendees

Alessio BUSCEMI, Milan GRIGULL, Linnea HOFVERBERG, Llukasz LIS, François RULIER, Nicola SCHREINER, Elizaveta SHASHKOVA, Magnus STENFELT, Agata ZWOLAK.

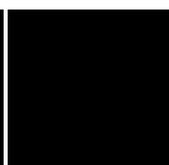
### Decisions

Magnus STENFELT has been elected at the UniversEH Steering Committee. He will be the student representative at the UniversEH WP6. Milan GRIGULL has been elected at the Beyond UniversEH Steering Committee. He will be the student representative at the UniversEH WP7.

The position at the Beyond UNIVERSEH Research Policy Council remains open. The Student Council considers that its members are not enough to attend to the WP of the Beyond UniversEH project and suggests to have between 2 and 3 student representatives per partner in order for them to join the Beyond UniversEH WP. They shall be PhD students. Until then, the current members of the Student Council will attend the Beyond UniversEH meeting as follows:

- WP2: Llukasz LIS
- WP3: Linnea HOFVERBERG
- WP4: Alessio BUSCEMI
- WP5: Elizaveta SHASHKOVA
- WP6: Magnus STENFELT

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### Summary of actions

The suggestion for the extension of the Student Council will be presented at the next Steering Committee. If it is accepted, the new student representatives should be recruited and elected.

A second student representative from HHU should be chosen.

- **Student Council of 21.10.2021**

### Attendees

Alessio BUSCEMI (LUX), Milan GRIGULL (HHU), Linnea HOFVERBERG (LTU) Llukas LIS (AGH), François RULIER (UFT), Nicola SCHREINER (LUX), Elizaveta SHASHKOVA (UFT), Magnus STEINFELT (LTU), Agata ZWOLAK (AGH).

### Decisions and updates

Elizaveta Shashkova is elected President of the Student Council. Her duties include organising and leading the SC meetings as well as taking the notes. This role shall be included in the Terms of Reference for the SC.

The SC proposition of having 3 student representatives per partner has been accepted by the Steering Committee. This also shall be included in the ToR.

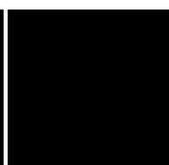
When a student representative leaves the SC, it is his or her responsibility to find and coach his or her replacement. The face-to-face event at the beginning of October went very well. The SC considers that the invitation to this kind of events is the best possible recognition of student involvement. So it recommends organising a student event at the end of each academic year for all the students involved in the project to meet and possibly get a supplement to their diploma. This year it could be done in LTU.

The next student council should take place on the 10th of December in Luxembourg and in February in Lulea.

On the UNIVERSEH webpage, the names of the SC members are the old ones and shall be changed as well as the frequency of our meetings which is once a month instead of twice a year. It would be great to include our emails there for people who would like to contact us.

Dagmara will replace Llukas in December.

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- **Student Council of 14.12.2021**

**Attendees**

Long CHEN (HHU), Milan GRIGULL (HHU), Linnea HOFVERBERG (LTU), Ruth LAU (LUX), Liukas LIS (AGH), François RULIER (UFT), Nicola SCHREINER (LUX), Elizaveta SHASHKOVA (UFT), Dagmara STASIOWSKA (AGH), Magnus STEINFELT (LTU), Burak SUBASI (HHU), Agata ZWOLAK (AGH)

**Decisions and updates**

New members have joined the SC: Andreea, Long Chen, Dagmara and Burak.

The new representative roles are as follows:

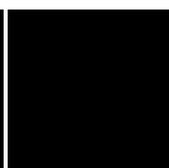
- WP11 : Elizaveta
  - WP12 : Long Chen
  - WP13 : Milan
  - WP14 : Agata
  - WP15 : Andrea
  - WP16 : Magnus
  - WP17 : Ruth
  - WP21 : Liza
  - WP22 : François
  - WP23 : Towards a UNIVERSEH single lab & research Community – no representative
  - WP24 : Dagmara or Burak, to be discussed
  - WP25 : Outside the Lab – no representative
  - WP26 : Dissemination and collaboration with policymakers and other European Universities – no representative
- 
- Governing board : Elizaveta
  - UniversEH Steering Committee: Elizaveta and Magnus
  - Beyond Steering Committee: Burak, Milan
  - Academic Council: Linnea, Francois, Agata
  - Quality Assurance Committee: Andrea and Lukasz
  - Research policy council – no representative

The ToR of the Student Council must be modified.

Elizaveta will represent UNIVERSEH to the European Student Assembly in March.

**The subject of how a student can create a course content for the Moodle shall be discussed withing the WP14 as some students have expressed their interest to create a course for UNIVERSEH.**

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It is too difficult to comply with the terms defined previously for a face-to-face meeting (60% of all the members and at least one from each partner).

The European University Group is looking for student rpm for student engagement and student communities. Burak will join the student involvement group.

There will be a student conference organized Krakow in 2022 during which around 120 students will be working on a problem. A Student Council will also be organized there.

The members of the SC shall contact their contact in the project to organize the travel to Kiruna.

A zoom account should be created for the SC.

- **Student Council of 18.01.2022**

**Attendees**

Thomas CALVY (UFT), Long CHEN (HHU), Milan GRIGULL (HHU), Linnea HOFVERBERG (LTU), Elizaveta SHASHKOVA (UFT), Dagmara STASIOWSKA (AGH), Magnus STEINFELT (LTU), Burak SUBASI (HHU), Axelle VANHAECKE (UFT), Agata ZWOLAK (AGH).

**Decisions and updates**

Thomas is joining the SC as the 3rd student representative from Toulouse and Axelle will be replacing François. A 3rd student representative must be found for AGH and LUX.

Thomas will join the Beyond Steering Committee, the Research Policy Council and the WP24.

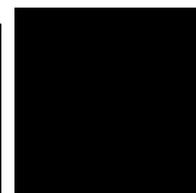
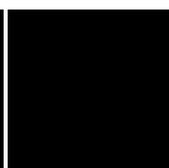
The president of the Student Council shall be involved in one of the Steering Committees.

In February, Elizaveta will organize a workshop on the topic she will be working on during the European Student Assembly: Online is good, in person is better!? How to build future-oriented, digitalized, and yet inclusive higher education systems across the European Union?

The SC would like to create an Alumni group for student representatives who left the project. The decided name is Pioneer Group.

A form on indicators on the student involvement in UNIVERSEH will be created and sent to all the members of the SC to be distributed and answered by all the students involved in the project.

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- **Student Council of 22.02.2022**

**Attendees**

Thomas CALVY (UFT), Long CHEN (HHU), Milan GRIGULL (HHU), Linnea HOFVERBERG (LTU), Elizaveta SHASHKOVA (UFT), Dagmara STASIOWSKA (AGH), Magnus STEINFELT (LTU), Burak SUBASI (HHU), Agata ZWOLAK (AGH).

**Decisions and updates**

For the next time, all the members of the Student Council should list all the students involved in the project in their university to be able to create local teams as it has been done in Toulouse. A formal document will be written by student representatives in Toulouse to explain the building and functioning of their local team.

The Toulouse Local Team has sent an application to participate to the week of Europe in Toulouse with a conference on European cooperation in the space field

Thomas is also going to a forum in Montpellier in the end of march on the governance of European universities, as Burak is representing UNIVERSEH in the 4EU2+ subgroup on this subject, it would be nice to organise a meeting with subgroup to discuss and compare the student role in all these different European universities and get the opinion of the students representatives on what's good what's can be improved.

The objectives of the indicators on the student involvement in the project have been met (average of the questionnaire > 4/6).

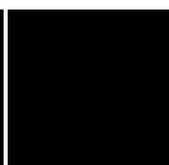
The SC considers that the fact that a student is involved in the project should be considered in the selection for UNIVERSEH events as Summer and Winter schools or student conferences.

The SC would like to be involved in the definition of the conditions to get a certificate of involvement (organization of events and/or student local team meetings not just attending but contributing to the exchange) and in the deliberations on who will get it as they are leading the local student teams and might better know the involvement of the students who are part of it. The SC recommends creating a committee for student certificates with WP13, WP16 and Student Council who would meet once per semester locally.

These certificates would be distributed during in July at an event organized by HHU. The event could include a ceremony, a dinner, a gala, with the invitation of the people in UNIVERSEH who worked with students, a conference on our projects, a workshop on student involvement and ideas for the future of UNIVERSEH.

The creation of the Pioneer group has been confirmed and the ToR for this group as well as for the SC have been accepted.

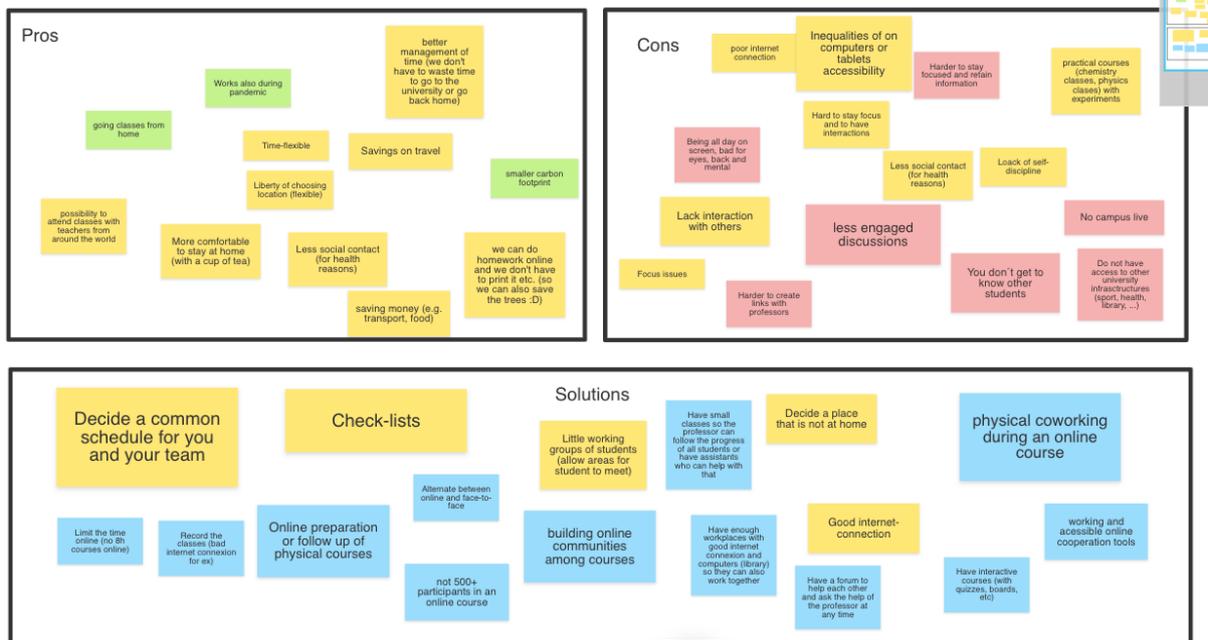
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Milan is interested to join the Student Community subgroup of 4EU2+. The email of the leader: maxime.geerts@student.uclouvain.be. The drive with all the documents:

<https://drive.google.com/drive/folders/1FNu4hyRLJxRgRdo8z3zC66GskkdickZM?usp=sharing> .

The SC does a workshop to prepare for the European Student Assembly:



• **Student Council of 06.04.2022**

**Attendees**

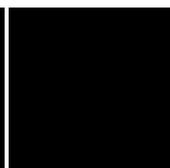
Thomas CALVY (UFT), Long CHEN (HHU), Milan GRIGULL (HHU), Linnea HOFVERBERG (LTU), Marie PHAN-THANH (UFT), Elizaveta SHASHKOVA (UFT), Magnus STENFELT (LTU), Burak SUBASI (HHU), Axelle VANHAECKE (UFT), Filip WYLEGALA (AGH), Agata ZWOLAK (AGH).

**Summary of the meeting**

Marie PHAN-THANH replaces Elizaveta SHASHKOVA as a student representative from UFT.

Filip WYLEGALA is the new representative for AGH and replaces Agata ZWOLAK in the WP14, he will also join the Beyond UNIVERSEH Steering Committee. Long CHEN has contacted the leader of the

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WP15 on the 8th of March and got an answer saying that he will get the minutes and will be invited to meetings but there has not been any updates since.

For the recognition of the student involvement, the Pioneer group has been officialised, an excel with the information from previous student representatives will be created by Elizaveta SHASHKOVA in April. We need a meeting – to be organised by Magnus - between the WP13 and WP16 representatives as well as Burak, Thomas, Magnus and Milan from the Student Council and Emmanuel ZENOU and Hélène GENTILS to discuss the certificates of involvement as the Student Council shall participate to the decisions as the student representatives might better know the involvement of students locally. The Student Council also would like for the certificates to be distributed annually at an end of the academical year event organised for all the students involved in the project.

Thomas, Dagmara and Marie did not get any information on the meetings for respectively WP22, WP24 and WP26.

There are still no student representative for WP23.

The Toulouse Student Local Team is working with ESN Toulouse to welcome Ukrainian students in Toulouse.

In AGH, there are 2 student associations and some of the students are working with WP16 to organise the conference in May. They also prepare rockets workshops and events in local high schools. A list of these students should be consulted to create a student local team.

The student council has discussed the possibility of dissociating the concepts of Student Conference and Student Contests and include them both in the next call. It has been decided to keep both concept under the Conference name.

Thomas CALVY is elected as the president of the Student Council. He will join the Governing Board.

The academic council organises the summer and winter schools.

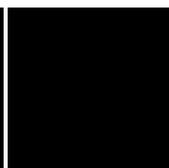
There have been no invitations to Beyond Steering Committee meetings for Thomas and Burak and no informations for the ForEU2+ group.

Thomas participated to an event on student commitment in European Universities organised in Montpellier by Charm EU. Some student representatives in other alliances are paid for their work, and some have difficulties to make their voice heard due to their student status. The motivation behind students work and how to handle continuity have been discussed. At the next Student Council, Thomas will present in details the results of the workshop.

Magnus will be leaving the project this summer.

This has been the last Student Council for Elizaveta SHASHKOVA who appreciated a lot working with this team and wishes the best for the future of the project.

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- **Steering Committee of 09.09.2021**

**Attendees**

Nicole DITTRICH, Jonas EKMAN, H el ene GENTILS, Jean-Paul HOFFMANN, Benjamin IRKENS, Malin LARSSON LINDBACK, Mathilde MARCEL, Joanna PYRKOSZ-PACYNA, Elizaveta SHASHKOVA, Eric TSCHIRHART, Tadeusz UHL, Florence VOITIER-SIENZONIT, Adam WALTERS, Emmanuel ZENOU, Magnus STENFELT.

**Discussions**

**- Beyond UNIVERSEH**

All partners will receive the 80%-5% prefinancing shortly.

All partners to fill the contacts sheet on [GWS](#) as soon as possible. The first Beyond UNIVERSEH meetings will take place on October 6<sup>th</sup> in Toulouse.

All partners to print and send 5 signed pages of the Consortium Agreement to Toulouse by mail post.

**- Autumn Event**

**Registration deadline: September 19<sup>th</sup>.** Exceptional registrations may be possible after this date, but only by email. For organisational reasons, please respect the deadline as much as possible.

October 4<sup>th</sup>: [registration here](#)

Roundtables' panellists list is on [GWS](#).

The event will be moderated by Lisa Burke.

October 5<sup>th</sup>-6<sup>th</sup>: [registration here](#)

Working sessions – please register to the meetings you need to attend and specify if you will be needing lunch.

Cocktail reception in Toulouse city hall, the Capitole on the 5<sup>th</sup> – registration compulsory to attend.

**- Definitions of “UNIVERSEH student”, “UNIVERSEH graduate” and “mobility”**

This topic is to be discussed during the next Steering Committee meeting, following a discussion within WP2.

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### **- Student Council**

The next Student Council meeting is scheduled for September.

Elections for the student representatives in Beyond UNIVERSEH governance bodies are ongoing.

For the autumn event in Toulouse, students are preparing videos of students' projects. 1 or 2 videos per partners are expected.

The student conference of October 6<sup>th</sup> is being set up. Students will also be offered a tour of Toulouse on October 5<sup>th</sup> and a Student Council meeting will take place later in the day.

### **- Advisory Board**

An Advisory Board meeting will take place in Toulouse, on October 4<sup>th</sup>, if possible.

All partners are reminded to invite stakeholders' representatives.

### **- WPs updates**

#### WP1

WP1 team focused on organising the autumn event and on Beyond UNIVERSEH start preparation.

#### WP2

WP2 team prepared 2 deliverables.

Language courses have started in UDUS as a kick-off of multilingualism in UNIVERSEH. Attention should be paid to the different schedules so that as many students as possible can participate in the courses.

Need to increase overall visibility for UNIVERSEH with social media activities and website updates. On this matter, Krystina GARYBIAN has joined UNI.LU to be in charge of social media visibility for UNIVERSEH. To ensure a smooth running of the project's external communication, all partners are to make sure that their Universities respond quickly to Krystina's requests.

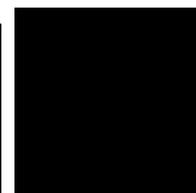
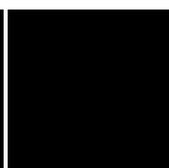
#### WP3

WP3 team prepared 1 deliverable.

The questionnaire for stakeholders is being disseminated and the results will be known in October.

A first wave of courses will be proposed for validation by the Academic Council on September 13<sup>th</sup>.

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#### WP4

WP4 team's tasks are on board.

Need to determine working hours/ECTS correspondence in Universities to harmonize the courses. ECTS numbers depend on the workload that is placed on the student.

A recruitment process to support professors in course design is planned for several partners. There is also a need to organise IT support services in the Universities.

Need to increase cooperation between WPs.

#### WP5

WP5 team is preparing the courses inventory.

[UNICAREERS](#) will be held online from Luxembourg with a UNIVERSEH virtual desk in the space corner. All partners are welcomed to invite their students to submit an application to take part.

#### WP6

WP6 team has been working on the October 6<sup>th</sup> student conference preparation.

Need to increase visibility and share the programme, registration link and poster on UNIVERSEH social medias and website. Guests will be invited from the October 4<sup>th</sup>'s conference attendees list.

#### WP7

WP7 team welcomes Krystina GARYBIAN, currently working on a brief presentation video of the UNIVERSEH that is to be presented on October 4<sup>th</sup>. Krystina (krystina.garibyan@uni.lu) is the contact person for social networks of UNIVERSEH; she currently contacts all com heads to implement a process which enable us to fuel appropriately the networks.

Partners wishing to have the site updated should send the content to the WP7 team. WP7 team should be privileged with communication requests.

Need to produce communication materials for stakeholders, and poster templates for events.

As a reminder graphic material is available webpage is: <https://universeh.eu/partner-communication-material/> and password is: *communicate*; all this has been communicated previously to WP7 members.

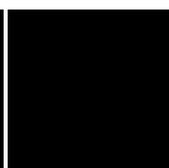
#### **- Potential enlargement**

Enlargement is still not a certainty. All partners are welcomed to share ideas of potential candidates.

#### **- Next meetings**

- October 5<sup>th</sup> in Toulouse

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- December 9<sup>th</sup> – location TBD

### Summary of next steps

- All partners to think about WPs crossed-cooperation or increasing WP leaders meetings.
- All partners to fill the Beyond UNIVERSEH contacts sheet on [GWS](#) as soon as possible.
- All partners to send stakeholders contacts for the Advisory Board meeting on October 4<sup>th</sup>.
- All partners to print and send 5 signed pages of the Consortium Agreement to Toulouse by mail post.
- WP2 team to prepare the definitions for the next steering committee meeting.

- **Steering Committee of 05.10.2021**

### Attendees

Nicole DITTRICH, Jonas EKMAN, H el ene GENTILS, Jean-Paul HOFFMANN, Malin LARSSON LINDB ACK, Mathilde MARCEL, Pascal MAUSSION, Joanna PYRKOSZ-PACYNA, Elizaveta SHASHKOVA, Magnus STENFELT, Eric TSCHIRHART, Tadeusz UHL, Adam WALTERS, Emmanuel ZENOU.

### Discussions

#### **- WP updates**

#### WP7

The website has been updated and the WP7 team is currently working on templates upon the request of other WPs.

A new project to be carried out around the development of stories of the people involved in our project, such as those heard during the roundtables on October 4.

#### WP6

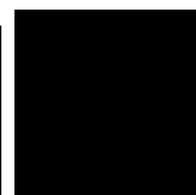
The WP6 team has worked on the Student Conference's preparation. Communication has not been very effective around the event.

The matter of student and staff mobility is under discussion to harmonise the practices of each partner.

Another important issue is the recognition of the students' involvement in the project and the shape it should take. This can not necessarily be a diploma but a simple document to specify what students did, including a "VIP certificate" for some students that are really involved, or demonstrated a special effort.

Video testimonials of Women in Space are on the [UNIVERSEH YouTube channel](#).

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#### WP5

20-30 students will take part in test courses for September 2022.

A 3-day virtual space hackathon is about to take place in Luxembourg, on November 12-13-14. There will be 20 participants from UNIVERSEH EU network.

800 hits were made to UNIVERSEH during the previous job fair.

The WP5 lacks a UT representative – to be solved.

UDUS representative could not make it to Toulouse for the reunion – to be solved.

#### WP4

The WP4 team is currently working on helping teachers with the course designing process. The goal is to create quality courses involving reasonable costs and to integrate the student's perspective, even if this last target is difficult to achieve at the moment.

Another remaining question: the rights regarding the created pedagogical tools.

UT/Uni.Lu to propose a solution, possibly under a creative commons licence, to be approved by all legal services of partners.

#### WP3

The questionnaire of the task 3.2 has been shared with stakeholders. There are currently around 40 exploitable answers and the analysis process will start soon. The first draft of analysis will be completed for mid-October.

The courses catalogue of the task 3.3 is a work in progress. Currently, 3 courses have been validated by the Academic Council and 1 is now being submitted for validation. 4 other courses will be proposed to the Academic Council for December. At the moment, UDUS is not taking part in any of the mentioned courses.

A successful meeting with WP4 was held to define the process of WP3 and WP4 working together. A WP3&4 meeting is planned for mid-January in Kiruna.

The discussions around the common UNIVERSEH diploma of task 3.4 are ongoing. The diploma supplement is commonly accepted but lacks of visibility for students. Alternative solutions are being investigated, as micro-credentials or a common diploma that is difficult to implement.

#### WP2

2 deliverables have been submitted over the summer.

The WP2 team is working on “UNIVERSEH student”, “UNIVERSEH graduate” and “UNIVERSEH mobility” definitions. This topic will be on the next Steering Committee's agenda in December.

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## WP1

The WP1 team is working on the start of Beyond UNIVERSEH. The Consortium Agreement still needs LTU's and UNI.LU's signatures.

All partners should prepare the financial reporting of year 1 to present to the next Steering Committee meeting of December.

### **- Steering Committee organisation with Beyond UNIVERSEH**

Discussion on the frequency of in person meetings vs zoom meetings.

The conclusion would be to have a meeting in person, and then two virtual meetings. The next meeting in December will be a virtual one, with the next one in February in Lulea/Kiruna.

The working sessions will include the Steering Committees of UNIVERSEH and Beyond UNIVERSEH, as well as inter-WP coordination meetings if needed.

### **- Student Council update**

Need to appoint 1 student representative from UDUS. There are currently no student representatives for Beyond UNIVERSEH's WPs.

The student asked for the possibility to appoint 3 students per partner instead of 2, in order to be able to have student representatives in Beyond UNIVERSEH WPs as well. **This was agreed.**

## **Next meetings**

December 9, 2021: virtual meeting. Zoom link to be sent.

Week commencing February 7<sup>th</sup> (TBC) in Lulea/Kiruna

UT to send doodles to set 2022 Steering Committee meetings.

## **Summary of next steps**

- All partners should prepare the financial reporting of year 1 to present to the next Steering Committee meeting of December – and send their data to Mathilde and H  l  ne before the end of November.

- WP2 to present drafts definitions.

- Partners to agree on the intellectual property status of the courses created within UNIVERSEH.

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- **Steering Committee of 09.12.2021**

**Attendees**

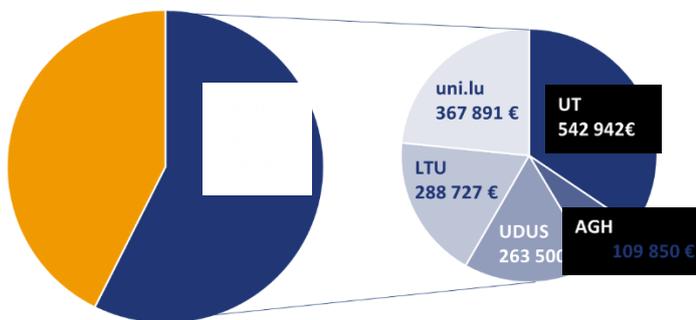
Jonas EKMAN, Nicole DITTRICH, H  l  ne GENTILS, Jean-Paul HOFFMANN, Mathilde MARCEL, Malin LARSSON LINDBACK, Joanna PYRKOSZ-PACYNA, Elizaveta SHASHKOVA, Magnus STENFLET, Tadeusz ULH, Florence VOITIER-SIENZONIT, Adam WALTERS, Eric TSCHIRHART, Emmanuel ZENOU.

**Discussions**

**1. Financial reporting and budget changes**

UT – missing data from a third party still missing.

Currently about 40% underspent.

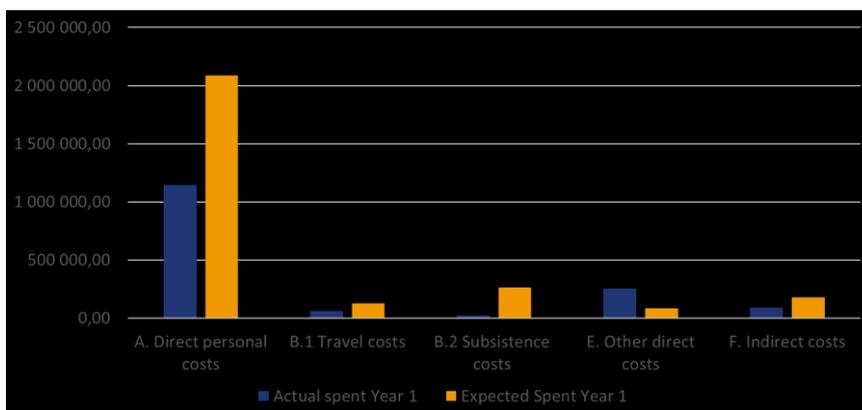
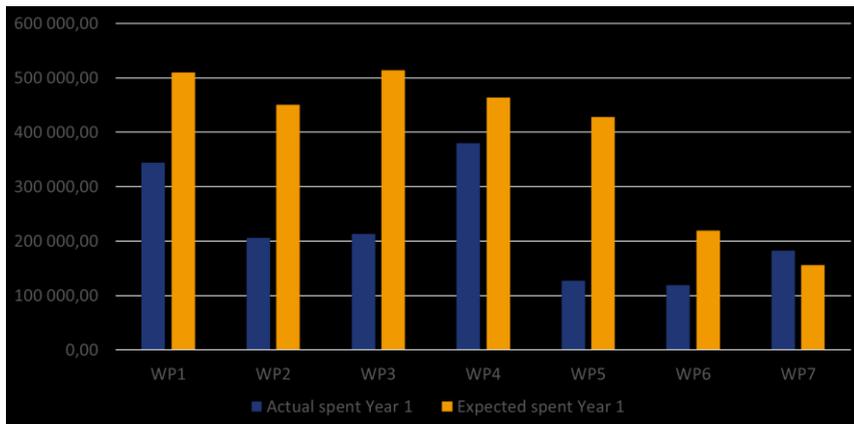


Total available budget year 1: 2.7M  .

The full budget table is available on [GWS](#).

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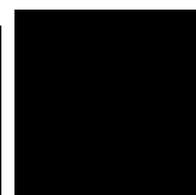
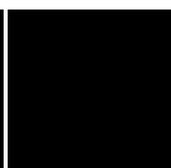
Possibility for all partners to transfer between budget categories and work packages:

- Transfers between WP and/or budget lines within legal constraints (eg : “other costs” max 5% of direct costs, no sub-contracting added)
- No change to the total amount
- No change to WP content / coordination
- Including a detailed justification of the changes

**Deadline to send H el ene/Mathilde proposed changes and justification using the template is 20<sup>th</sup> of January.**

The budget changes will be discussed during the Steering Committee meeting of February 8th and finally approved February 9th.

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## 2. Update risk register

Area	Staffing
Risk name	Lack of teacher engagement
Risk description	Teachers need to be involved in the delivery of the project, namely developing and delivering new courses
Likelihood	2
Impact	4
Risk score	8
Tasks to mitigate the risk	Webinars have been put in place to encourage teachers to develop new courses, workshops and dedicated support from the instructional designer's team will be organised, discussions regarding the recognition of teachers' time are ongoing in some of the partner universities
Risk owner	Project Manager
Changes	Risk added

No objection.

## 3. Meetings in Kiruna

07/02	<ul style="list-style-type: none"> <li>• Visits and socials (TBC)</li> </ul>
08/02	<ul style="list-style-type: none"> <li>• UNIVERSEH Steering Committee (morning)</li> <li>• Beyond UNIVERSEH Steering Committee (afternoon)</li> <li>• UNIVERSEH WP3&amp;4 meeting (TBC)</li> <li>• UNIVERSEH WP6 meeting (TBC)</li> <li>• Student Council (TBC)</li> </ul>
09/02	<ul style="list-style-type: none"> <li>• WP3&amp;4 meeting</li> <li>• 14:00-16:00 Meeting between UNIVERSEH and Beyond UNIVERSEH WP coordinators and Governing Board</li> <li>• 16:00-17:00 Governing Board</li> </ul>

## 4. WP2 Definitions

Based on the original definitions given by the steering committee, the changes are in bold below:

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UNIVERSEH student: “any person enrolled in one of the UNIVERSEH alliance partner or third party including a short cycle, bachelor, master or doctoral level or equivalent, **and** that attended a course or teaching module that has received the UNIVERSEH label subjected to the approval of the academic council **or a UNIVERSEH language course**”.

UNIVERSEH intra-alliance mobility:

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

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 2 days”.

Comments:

Short programmes are not yet submitted to Academic Council yet but it should be taken into consideration – so every course should have the same look.

Student engagement is in the development of the project via the quality indicators.

Change subjected to approval of – to “overseen by”

**5. [Horizon Europe call on Education and skills for the EU space sector](#)**

EZ has been contacted by Politecnico di Torino regarding the call mentioned above.

EZ will come back to the partners with more detailed information next week.

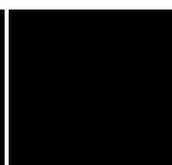
**6. WP updates**

- WP1

Update on year 1 deliverables:

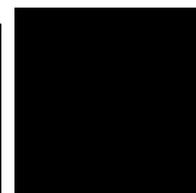
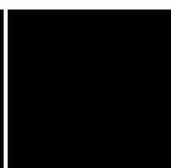
WP s	Submitted	Delayed
WP 1	D1.1 - Consortium agreement D1.2 - Terms of reference of each governance body D1.3 - Administrative toolkit D1.4 - Data management Plan D1.5 - Quality assurance process	D1.6 - Quality assurance report M12 to M17 (subject to approval)

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	<p>D1.7 - Minutes of the governance and coordination bodies meetings M1</p> <p>D1.8 - Risk register M2</p> <p>D1.12 - Minutes of the governance and coordination bodies meetings M9</p>	
<b>WP 2</b>	<p>D2.4 - Content of the European History and Culture course</p> <p>D2.5 - Brochure</p> <p>D2.6 - MOPLAT section on UNIVERSEH website</p> <p>D2.7 - Feel at home program</p> <p>D2.8 - Report on UNIVERSEH collaboration with Erasmus Student Network M12</p> <p>D2.10 - Implementation plan for family support for staff mobility</p> <p>D2.11 - UNIVERSEH multilingualism plan</p> <p>D2.14 - Report on UNIVERSEH going digital M10</p>	<p>D2.3 - Analysis report on students mobility experience within the Alliance to M24</p> <p>D2.9 - Summer/Winter School reports M12 to M17</p>
<b>WP 3</b>	<p>D3.1 - Consortium course and competence overview related to space and humanities</p> <p>D3.2 - Identification of future needs for student competences</p>	
<b>WP 4</b>	<p>D4.7 - Implementation of Hybrid and virtual classroom; experience and recommendation</p>	
<b>WP 5</b>	<p>D5.4 - Report on the geo <b>data</b> program</p>	<p>D5.1 - List of UNIVERSEH courses in Entrepreneurship and Innovation to M15 (subject to approval)</p> <p>D5.7 - Report on networking and mentoring programs to M24 (subject to approval)</p> <p>D5.8 - Monitoring report on the development of cooperation between the Alliance and external stakeholders to M18 (subject to approval)</p> <p>D5.9 - Report on events organised to support</p>

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		students' projects to M24 (subject to approval)
<b>WP 6</b>	<p>D6.1 - Report on staff seminars</p> <p>D6.2 - Development plan for EuroCharter on Equity, Inclusion and Diversity: towards European standards.</p> <p>D6.4 - Minutes on mobility scholarships for students with specific needs</p> <p>D6.5 - Catalogue of online guidelines on services for students with specific needs</p> <p>D6.8 - Testimonial videos of Women in the Space sector</p> <p>D6.10 - Report on support services for migrants and refugees</p> <p>D6.11 - Reports on a yearly joint conference on diversity and inclusion M12</p>	<p>D6.7 - Report on personalised support services for students with specific needs and from a disadvantaged background to M36 (subject to approval)</p> <p>D6.9 - Blog for students with specific needs sharing experiences on MOPLAT to M24</p>
<b>WP 7</b>	<p>D7.1 - Dissemination plan</p> <p>D7.2 - Visual identity</p> <p>D7.3 - Website</p> <p>D7.4 - Social media accounts</p>	

Next steps for WP1:

- Quality assurance report: launch of the quality data collection. The drafting of the report will follow, then it will be validated by the QAC and presented to the Steering Committee.
- Mid-term report – April 2022: the template is expected at the end of the year.

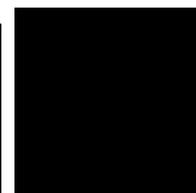
- WP2

WP2 mobility is finalising the MIIA, and completing updates on MOPLAT.

The Arctic Winter School will take place in Kiruna in February 2022. 10 students per university alliance are expected. WP2 staff mobility is also expected.

The Summer School will take place in Krakow from May 16<sup>th</sup> to May 20<sup>th</sup>, WP2 team is currently working on the programme.

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The Summer School of 2023 in Germany will happen from 12-16 June 2023.

The WP2 mobility team is working on reporting tools across all WPs to monitor mobilities.

WP2 multilingualism is working on a multilingualism programme information webpage and a Dictionary of Space concepts.

3 language cafés meetings have been hosted by HHU, LTU and AGH.

The "Introduction to plurilingualism" workshop was organised on October 22.

Online courses have launched:

- English refresher courses (B2-C2)
- Intensive French A1
- Intensive German A1

Next steps for WP2 multilingualism:

- Testing/validation of Dictionary of Space concepts prototype
- Language cafés further development
- E-tandems to be developed in parallel of language cafés
- C1 English course development with a focus on Space sector
- Intercultural training workshops
- Trilingual courses
- Multilingualism Seminar – conceptualisation of a semester-long course

### - WP3

The tasks 3.1 and 3.2 are complete.

Regarding the task 3.3 (course designing), 4 courses are already validated and potentially 8 new courses are to be expected before the end of the year.

AW to check with course designers to share information about their courses on the UNIVERSEH website.

WP3 and WP4 teams have been working together.

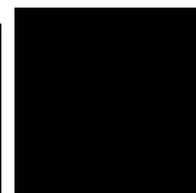
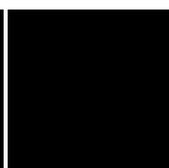
### -WP4

The WP4 team is working on the development of task 4.2 (teacher pedagogical training), which highlights several questions regarding methodology. The goal is to develop ideas leading to a simple and efficient training focused on the needs of the student.

Groups are composed of teachers, innovative task leaders, instructional designer and students to work together. Hopefully the process will start shortly so early courses can be developed by the end of 2022.

All these teams will report to Moodle coordinator network of IDs.

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Difficulties arise regarding collaboration.

LMS play an essential role to deliver content to students – they must include 5 actions points:

- 1) Privacy by design
- 2) Infrastructure mapping
- 3) Establishing a team with active representation from each partner
- 4) Define a list of requirement based on WP3, WP4 and WP5
- 5) Training and content

Regarding the Learning Management System, see relevant documents on [GWS](#).

- WP5

The Space hack online event was held on November 18<sup>th</sup> around 3 different themes. 13 students from the UNIVERSEH alliance took part.

The Unicareers job fair happened virtually, with 489 visitors to the UNIVERSEH stand, mainly graduate students.

The new course “Space Innovation, Business & Law” was submitted to the Academic Council meeting on December 13<sup>th</sup>.

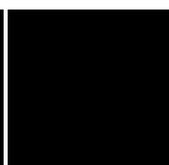
Some WP5 deliverables were postponed.

The Asteroid Foundation’s mission is to promote worldwide awareness of the opportunities and challenges surrounding asteroids, and the emerging space economy. A partnership with UNIVERSEH could be considered, as well as being an associated partner in the future call for the renewal UNIVERSEH.

Current Advisory Board composition:

<b>Christophe Grudler</b>	European Parliament	EU
<b>Géraldine Naja</b>	ESA	EU
<b>Tomasz Kozlowski</b>	EIF	EU
<b>Kevin Ramirez</b>	EIT Climate KIC	EU
<b>Mathias Van Den Bossche</b>	Thales-Alenia-Space	FR - EU
<b>Philippe Trillat</b>	Airbus DS	FR - EU
<b>Denis Bousquet</b>	AXA XL	FR - EU
<b>Ferdinand Kayser</b>	SES Satellites	LUX

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<b>Agata Kołodziejczyk</b>	Analog Astronaut Training Center	POL
<b>Michel Bosco</b>	RHEA Group	B
<b>Emil Vinterhav</b>	PASQ Space	

- WP6

On time regarding WP6 deliverables, except for the report on mobility for students with disabilities and from disadvantageous backgrounds but need to have a clearer view of mobility dates to know the delay.

The WP6 team is working on planning the next student conference on May 20<sup>th</sup> and has contacted the WP7 team to start communication activities around the event. The SDT should be released before the end of the year.

Diplomas regarding UNIVERSEH student engagement is to be discussed in Kiruna.

The views of students regarding space exploration is to be published and presented to the next Steering Committee meeting in Kiruna.

- WP7

Updated resources and website.

Difficult to organise and share the workload of WP7.

**7. Student Council update**

Changes to the SC organisation:

- 3 European Student Representatives - recruitment in process - changes in the WP and governing bodies representation incoming.
- ES has been elected president of the Student Council
- Change the ToR of the Student Council – and amendment to the Consortium Agreement to include the 3 students per partner university

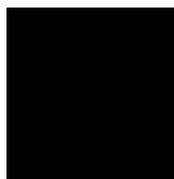
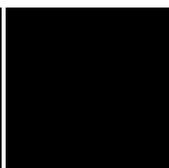
Involvement in the project:

- Define the status of the students involved in the creation of the Project and how to recognize it - presentation in February
- Creation of an “Alumni/Advising” group for people leaving the Project but who would like to stay involved in any manner?

Participation to the European Student Assembly at the European Parliament in March.

WP related questions:

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- WP2: Meeting with the ESN local associations to discuss a possible partnership for students' mobility.
- WP4: Need for students: send local representatives? How a student can create a course on the LMS?
- WP7: Meeting to determine how to attract students in the project.

### Summary of next steps

- Kiruna finalised programme

- **Steering Committee of 08.02.2022.**

### Attendees

Nicole DITTRICH, Jonas EKMAN, H  l  ne GENTILS, Jean-Paul HOFFMANN, Malin LARSSON LINDB  CK, Mathilde MARCEL, Stefan MARSHALL, Pascal MAUSSION, Joanna PYRKOSZ, Elizaveta SHASHKOVA, Vincent SIMOULIN, Christina STANGE-FAYOS, Magnus STENFLET, Eric TSCHIRHART, Adam WALTERS, Florence VOITIER-SIENZONIT, Emmanuel ZENOU.

### Excused

Tadeusz UHL.

### Discussions

#### **1. Attitude towards space exploration – pilot study by Joanna Pyrkosz-Pacyna, Katarzyna Cie  lak and Marcin Zwier  dzy  ski**

The pilot study covered the perception of space exploration by students and its relation with engaging in space education or career on the space industry.

See results on the attached presentation.

All partners agree this study is at most importance for the alliance and needs to be replicated in other universities. The results would also be very important for course designing.

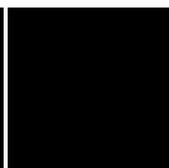
It will possible to communicate about the study once it has been published.

#### **2. “SHS” working group**

The University of Toulouse Jean-Jaur  s (UT2J) is a UT 3<sup>rd</sup> party, focused on Social Sciences and Humanities (SHS).

“SHS” Universities are not directly addressed for Space studies, or at least not a priority. The experience of UT2J is mostly one of difficulty to involve Professors and students in the project.

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To address this issue, UT proposes to establish a “SHS” working group and find possibilities to provide prospects for students in “SHS” and offer new research and funding opportunities to professors.

To join the group, please contact: [vpdreri@univ-tlse2.fr](mailto:vpdreri@univ-tlse2.fr) ; [vincent.simoulin@univ-tlse2.fr](mailto:vincent.simoulin@univ-tlse2.fr) ; [emmanuel.zenou@isae.fr](mailto:emmanuel.zenou@isae.fr).

From Uni.lu, E. Tschirhart is interested to join the group. From AGH, a solution to involve “SHS” students was to create student jobs to offer opportunities in space-related topics.

### 3. Budget changes

LTU and AGH sent their budgets, other partner needed more time.

More time needed for uni.lu (costs associated with Moodle), UDUS (WP details) and UT (reallocation between third parties).

Final changes presented in an extraordinary Steering Committee in March focusing only on budget + approval by Governing Board.

### 4. Course presentation on Moodle

LMS plays an essential role to deliver content to students – they must include 5 actions points:

- 1) Privacy by design
- 2) Infrastructure mapping
- 3) Establishing a team with active representation from each partner
- 4) Define a list of requirement based on WP3, WP4 and WP5
- 5) Training and content

Objectives:

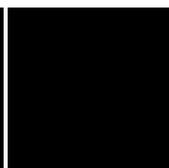
- Courses validated by the Academic Council to be uploaded into Moodle
- Executive summaries visible to all public
- Course description for insiders

Process:

- Handover aligned with Toulouse
- Virtual scalable machines, including backups installed in Luxembourg
- Lux IT support department: top priority project (learning initiative)
- Team of 2 developers in charge + e-learning specialist + head of IT department
- Helping site in development within universeh.eu landing page

Finalisation timeline: Easter 2022.

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The transfer of courses to the Moodle platform needs to be discussed by partners: priority of certain courses, how the IDs should be distributed, etc. WP3 and WP4 jointly will discuss those issues, then it can be approved by the Steering Committee.

Information about soon-to-be available courses should be advertised on the website when necessary.

## 5. Consortium enlargement & legal entity

### Consortium enlargement

The funding depends on the number of partners:

- Currently: 5 partners: 5.40 M€
- If we expand to 6: 6.48 M€
- If we expand to 7 partners: 11.20 M€
- If we expand to 8: 12,8 M€
- If we expand to 9 or more: 14,4M€...

It is compulsory to have partners from all the regions of the EU: UNIVERSEH needs a new partner from the South of Europe

For all the details – call document. + SWOT analysis available [on GWS.](#)

### Potential legal entity for UNIVERSEH

The EC is currently working on a legal entity for European Universities.

In a nutshell:

- 2 years to develop a legal statute
- Mapping of existing solutions / development of a new model
- Nothing compulsory

Call for pilots, working with Member States – launch in 2022, 1M€ for 1 year, 3 to 5 projects

## 6. Student Council update

Contacts points have been renewed.

The SC takes part in the European Student Assembly in early March and in the FOREU2 group.

FOREU2 group:

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B. Subasi is part of the student engagement subgroup.

A. Vanhaecke and E. Shashkova are part of the student communities' subgroup.

#### European Student Assembly:

3-5 March in Strasbourg. The goal is to write recommendations for European policymaking on how to build future-oriented digitalised and yet inclusive higher education.

#### Update of the Student Council ToR.

To better reflect current functioning of the Student Council and include the representation in Beyond UNIVERSEH, the SC has updated the ToR.

Summary of changes:

- 2-3 student representatives/partner
- The president elected by an absolute majority of the SC + present at one of the Steering Committees chairs the meetings.
- Presence at meetings: 60% of the SC + mn 1 representative per partner.

Functioning:

- 8 meetings per year (summer break)
- president sends the invitation and the MoM with extended deadlines (7(3) days for invitations, 15 days for MoM).
- When a representative leaves, he/she is responsible for finding a replacement.

Role:

- 2 representatives for Beyond UNIVERSEH Steerco and 2 for the Research Policy Council
- 1 representative/WP

A pioneers' group is to be created for students that were involved in UNIVERSEH.

All partners to communicate the list of students involved in the project locally.

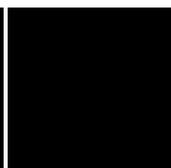
## **7. WPs updates**

### WP7

The WP7 is working on the communication plan for 2022:

- Promotion of study programmes via Moodle and website
- Newsletter
- Creation of a student kit

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- Populate the website and social media channels: Beyond UNIVERSEH webpage, news and snippets
- Promote UNIVERSEH events (student conference, summer school, language cafés)
- Promote UNIVERSEH third-party events such as IAC (Paris, 2022), Luxembourg Space Week (Lux May 2022)
- Promote student initiatives (participation at the European Student Assembly, conference on space tourism, etc.)
- Video launched

#### Social media and website impact

- Website: 12k unique users
- LinkedIn: 539 followers-23 posts
- Twitter: 236 followers-120 tweets
- Facebook: 371 followers-26 posts
- Instagram: 233 followers-7 posts
- YouTube: 60 subscribers

#### WP6

The WP6 is working on the upcoming tasks:

- The students' conference in Krakow will be held on 20.05.2022 – alongside the Summer School from 15 to 19 May.
- Collaboration with High Schools
- Diplomas for students' engagement
- Developing training for instructional designers on diversity and inclusion in UNIVERSEH education
- Mentoring and peer to peer support
- Personalised support services for students with special needs and from disadvantaged background related to mobility
- Information about possibilities for participation in the project.

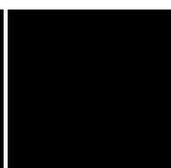
The Students' conference will host a "dark side of the moon challenge", that is an interdisciplinary and intercultural team collaboration, including tasks related to construction, programming, languages, social skills, science communication, basic space facts, resources management, etc. The experts to be involved are Dr. Kolodziejzyk (part of the AB) and Rafal Czarny game designer and special guests from the Space community are to be expected.

A preconference for bonding and visit of local brewery are planned.

Diplomas for students' engagement:

- 1- Certificate of attendance – awarded to students taking part in mobility, conferences and other activities as participants.

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- 2- Diploma of engagement in UNIVERSEH project – awarded to students actively involved in the project for example by helping with organisational issues. Consisting of a description of type of engagement and its evaluation provided by the project staff member who supervised said students work.
- 3- Diploma of outstanding contribution to the UNIVERSEH project – awarded to students who devoted a considerable amount of time and effort to the project. Consisting of a description of type of engagement and its evaluation provided by the project staff member.

To match UNIVERSEH communication guidelines, the WP7 could provide a template for the diplomas.

The term of “diploma” could be replaced as “certificate” to not be confused with other UNIVERSEH diplomas.

### Summary of next steps

- UT to send [a doodle](#) for an extraordinary Steering Committee meeting in March : for budget changes + updates from WPs that were unable to present due to time constraints

- Following the Governing Board of the 09.02.2022 and the proposal from AGH Rector Jerzy Lys, **the governance meetings in Krakow will be held from the 30.05.2022 to the 03.05.2022: official meetings on the 30<sup>th</sup> and 31<sup>st</sup> and optional WP meetings to be scheduled later in the week.**

- **Steering Committee of 25.03.2022**

### Attendees

Nicole DITTRICH, Jonas EKMAN, Hélène GENTILS, Jean-Paul HOFFMANN, Mathilde MARCEL, Pascal MAUSSION, Marie PHAN-THAN, Joanna PYRKOSZ, Elizaveta SHASHKOVA, Magnus STENFELT, Eric TSCHIRHART, Tadeusz UHL, Adam WALTERS, Andreas WHALSTROM, Emmanuel ZENOU.

### Excused

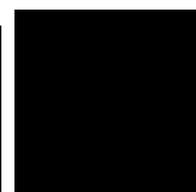
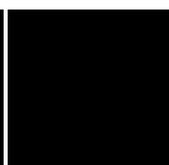
Malin LARSSON LINDBACK.

### Discussions

#### **Steering Committee organisation**

The Steering Committee will meet every month, with a shorter meeting of 1h30 max. This new format will include shorter WP updates about the progress of their WP (3mn, 1 slide).

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WP leaders are invited to add items to the agenda if they have a specific topic to discuss (other than WP updates).

Agendas will be sent one week before the meeting and will include supporting documents.

The terms of reference of the Steering Committee will be amended accordingly and circulated to the members.

## 1. Meetings in Krakow

30.05.2022

- 13:30 – 14:30 Lunch
- 15:00 – 16:00 General Meeting
- 16:00 – 18:00 Steering Committee UNIVERSEH
- 18:30 Transfer from AGH to the Studio Club
- 19:00 Dinner in the studio club and entertainment

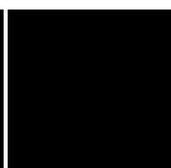
31.05.2022

- 8:45 Transfer from the hotel to AGH
- 9:00 – 10:00
  - Steering Committee Beyond UNIVERSEH
  - Student Council (stationary only)
  - Academic Council (stationary only)
- 10:00 – 10:30 Coffee break
- 10:30 – 12:00
  - Academic Council (stationary only)
  - Governing Board (hybrid possible)
  - Advisory Board (hybrid possible)
- 12:00 – 13:00 Governing Board + Advisory Board (hybrid possible)
- 13:00- 14:30 Lunch
- 14.30 Transfer to Wieliczka Salt Mine
- 15:30 – 17:30 Wieliczka Salt Mine tour
- 18:30 Transfer to the hotel
- 19:00 Dinner in the hotel

01.06.2022

- WPs meetings

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02.06.2022

- 8:00 – 10:00 Brainstorming session: future application
- 10:00 – 10:30 Coffee break
- 10:30 – 12:30 Brainstorming session

Regarding brainstorming sessions, a questionnaire will be sent to all people participating in UNIVERSEH. [Link to draft.](#)

An issue is raised regarding the Student Council, which cannot be at the same time as other meetings due to student representation in all other governance bodies. The programme will be amended accordingly.

## 2. Consortium enlargement

The call has been published on the [UNIVERSEH website.](#)

The new partners are expected:

- Not to be involved in another European University
- To have a valid Erasmus Charter
- To have a significant activity in Space and/or a very strong strategic development of space activities
- To have sustained clear activities in art and Humanities, social sciences, journalism and information related to the space sector would be a plus, to reinforce the multidisciplinary activities of UNIVERSEH.

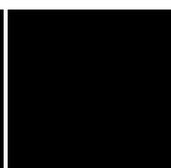
In order to ensure the geographical balance of the project, at least one of the new partners needs to be situated in Southern Europe (Cyprus, Greece, Italy, Malta, Portugal, Spain, Turkey).

Timeline:

- 16th of May 2022: Deadline for applicant partners to send their Expression of Interest, signed by their legal representative.
- 31th of May 2022: Governing Board meeting where the rectors of the UNIVERSEH Alliance will review the list of potential partners and select two of them.
- From September 2022: Development of the application

The University of La Laguna and the University of Patras are potential candidates.

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### 3. Budget changes

Cf. excel document attached.

### 4. Governance bodies meetings

#### Advisory Board of 04.03.2022

Members:

- Michel Bosco (RHEA group)
- Denis Bousquet (AXA XL)
- Christophe Grudler (EP)
- Ferdinand Kaiser (SES)
- Agata Kołodziejczyk (Analog Training Center)
- Tomasz Kozłowski (EIF)
- Géraldine Naja (ESA)
- Kevin Ramirez (Climate-KIC)
- Philippe Trillat (Airbus DS)
- Emil Vinterhav (PASQ AB)

Appointment of **Agata Kołodziejczyk** as Chair of the Advisory Board.

Update of the Advisory Board page on the [UNIVERSEH website](#).

A meeting of the AB is planned in Krakow, as well as a meeting together with the Governing Board.

#### Academic Council of 14.03.2022

4 courses have been validated:

- Summer School on Space Resources and Mining
- Arctic Winter School
- Dictionary of Space Concepts Course
- Critical Space Studies: Introductory Seminar and Lecture Series

Discussions on the harmonisation of the alliance's evaluation systems.

Beginning of reflection on UNIVERSEH programmes.

### 5. Procedure for the signature of partnerships between UNIVERSEH and other organisations

Proposal 1

- UT rector (Philippe Raimbault) signs the contract after approval of the Governing Board
- Legal review: UT legal services

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Proposal 2

- The rector of the University where the contact/contract originates signs the contract after the approval of the Governing Board
- Legal review: legal services of the signatory university

This topic will be discussed during the next Governing Board meeting.

**6. Alliance joint academic calendar**

There is a need to define common periods of classes for students to follow, as well as to define mobility periods. Elaborating a common calendar is quite complex, but possible solutions can be common weeks depending on the student level or flexible programs.

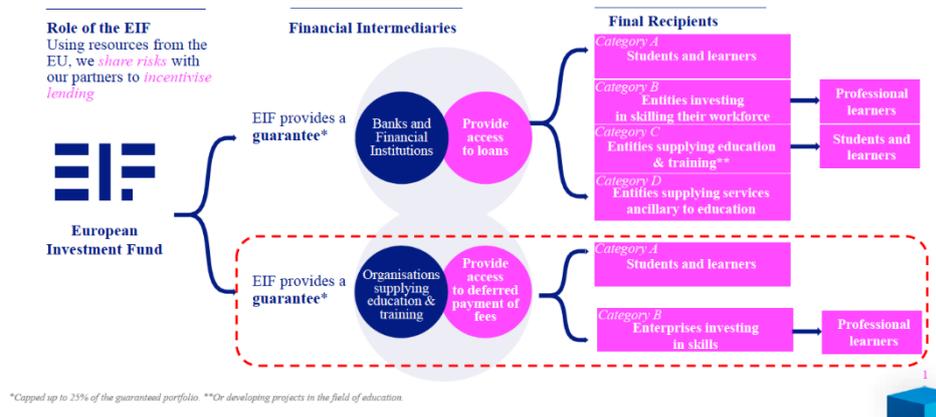
E. Tschirhart will coordinate the work on the common academic calendar.

**7. EIF proposal**

InvestEU Skills and Education Guarantee

**The Skills and Education guarantee**

Sharing risks with our partners



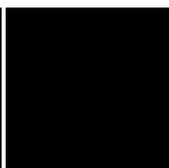
Concretely, EIF offers a zero-fee loan scheme with insurance for students.

**8. WPs updates**

WP7

Work on the courses presentation on the website, as well as the Moodle module with website information.

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The UNIVERSEH alliance should be represented at the IAC, but quite expensive. LTU, Uni.Lu and AGH are willing to split costs.

#### WP6

Work on the Student Conference preparation will be shaped as a Challenge event. Preparation of a pre-event, so students can get to know each other.

Summer school students will be invited to the Student Conference.

Work on developing activities with high schools and organisation of a conference with WP4 to make information to students clearer. A calendar of events could be relevant to students so they are aware of the activities they can be a part of.

#### WP5

Work on developing new common course/entrepreneurship module adapted to the European Space sector.

Deliverables:

- Develop Development plan for UNIVERSEH curriculum in Entrepreneurship and Innovation with a focus on Space field (June 2022 M20)

Regarding Moodle, see attached ppt.

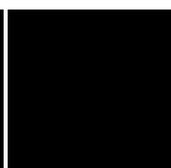
#### WP4

Andreas Whalstrom is now coordinating tasks 4.2 and 4.5.

- Workshop with teachers to start-up course design process
- Closer collaboration with WP3 (strategies for collaboration between us and teacher and IDs)
- WP5 and WP6 Workshops with iDs: Inclusion and Entrepreneurship as part of course fundamentals
  - Workshops led by Joanna Pyrkosz-Pacyna end of March
- Still waiting for an instructional designer from Krakow, coordinator replaces in the meantime
- Two deliverables done:
  - 4.12 Background of ADNs, elements of production, and ecosystem – integration to platforms MLEARN
  - and Moodle. Also some use cases.
  - 4.14 Report describing different reality processing concepts impact and usability in learning. Some examples and experience of using (VR, AR, AI simulation)
- One upcoming: 4.3 Pilots with PLN at LTU
- Continuous: webinar series on AI and Social learning in “GatherTown” (VR web-conferencing software)

Course priority access: will be in next meeting's agenda.

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### WP3

16 courses have been validated.

Work on the diploma supplement and digital badges (deliverable due in May 2022).

Preparation of the work on UNIVERSEH programs. Need to reflect on how topics will be chosen, which format, joint diplomat, etc. A letter is to be prepared asking each partner to prepare for joint discussions.

Harmonization of evaluating systems [eagracons system](#) could be a solution.

### WP2

#### *Mobility*

A Meeting of the mobility team will take place in Brussels next week.

The MIA has been finalised.

The Summer School preparation is well underway.

Current work is focusing on Moplat's further development and mobility indicators and development of tool to register mobility within the alliance

HHU has applied for Blended intensive programmes (BIPs) for Summer school at HHU next year.

#### *Multilingualism:*

Current work is focusing on the Dictionary of Space concept. EZ reminds the Steerco that this dictionary was supposed to be an illustrated one.

E-tandems to be developed in conjunction with language cafes, as well as C1-English focused on space sector

UDUS continues to offer intensive courses in French and German, English courses during semester all online and open to UNIVERSEH students (budget 55 000€). Preparation courses for language certificates are financed by DAAD.

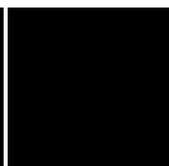
Communication work has taken place:

- Join the crew student community/development and communication material have been developed.
- Nicole has been interviewed in a DAAD podcast + presentation of UNIVERSEH at a European alliance forum of the DAAD
- more stakeholders are supporting the project in Germany

### WP1

The next (and only) progress report for the EC is due at the end of June. WP leaders will be asked to fill in a part of the report, pre-filled by UT.

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An e-mail with all the info will be sent to explain further.

### **Next steps**

UT to revise the Steering Committee ToR and circulate

[Doodle for next meeting](#)

- **Steering Committee of 29.04.2022**

### **Attendees**

Nicole DITTRICH, H  l  ne GENTILS, Jean-Paul HOFFMANN, Joanna H  BINETTE, Jonny JOHANNSON, Mathilde MARCEL, Marie PHAN-THANH, Joanna PYRKOSZ Magnus STENFLET, Florence VOITIER-SIENZONIT, Tadeusz UHL, Eric TSCHIRHART, Adam WALTERS, Emmanuel ZENOU.

### **Excused**

Jonas EKMAN, Malin LARSSON LINDBACK, Andreas W  HLSTR  M.

### **Discussions**

#### **1. Meetings in Krakow**

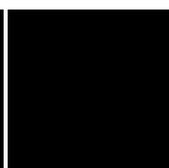
Monday, May 30th

- 13:30 – 14:30 Lunch
- 15:00 – 16:00 General Meeting
- 16:00 – 18:00 Steering Committee UNIVERSEH

Tuesday, May 31st

- 8:00 – 09:00 Student Council
- 9:00 – 10:00 Steering Committee Beyond UNIVERSEH
- 10:00 – 10:30 Coffee break
- 10:30 – 12:00 Academic Council - Governing Board (hybrid possible) - Advisory Board (hybrid possible)

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- 12:00 – 13:00 Governing Board + Advisory Board (hybrid possible)
- 13:00- 14:30 Lunch
- 15:30 – 17:30 Wieliczka Salt Mine tour
- 19:00 Dinner in the hotel
- 19:00 Dinner at the STUDIO club & entertainment

**1st June 2022– Pitch per WP & Work Package meetings**

TIME	Room 158	Room 106	Room 213	Assembly Hall	Professors Club
8:15-8:45		Pitch per WP Beyond		Pitch per WP UNIVERSEH	
9:00-11:00	WP3 BEYOND	WP5 UNIVERSEH		WP7 UNIVERSEH	WP2 UNIVERSEH Multilingualism
11:00-12:30	WP1 UNIVERSEH+BEYOND	WP5 UNIVERSEH	WP6 BEYOND	WP7 UNIVERSEH	WP2 UNIVERSEH Multilingualism
12:30-13:00	Lunch	Lunch	Lunch	Lunch	Lunch
13:00-15:00	WP4 UNIVERSEH	WP4 BEYOND	WP6 BEYOND	WP3 UNIVERSEH	WP2 UNIVERSEH Mobility
15:00-16:30	WP4 UNIVERSEH	WP5 BEYOND		WP3 UNIVERSEH	WP2 UNIVERSEH Mobility
16:30-18:00		WP5 BEYOND		WP3+WP4 UNIVERSEH	WP2 BEYOND

**2nd June 2022 – Wrap-up per WP & Brainstorm meeting ( Brainstorm is for WP Leaders only)**

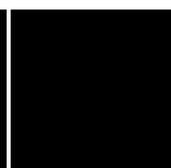
TIME	Room 158	Room 106	Room 213	Assembly Hall	Professors Club
8:15-8:45	Wrap-up per WP Beyond			Wrap-up per WP UNIVERSEH	
9:00-12:00	Brainstorm				
12:00-16:00					WP2 UNIVERSEH

**2. Consortium enlargement**

Potential candidates:

- University of Tor Vergata (Rome II)
- University of Bari (Puglia region in Italy)

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An Italian partner would be appreciated as the country is very active in the Space sector.

### 3. Moodle update

LMS vision:

- Collaboration is one of the efficient ways to learn
- Technology offers creative ways for students and teachers/educators to collaborate
- A hybrid educational experience offers more accessibility and is more inclusive.

Mix of skills and competences:

- David Constant, head of IT
- Marc El Alami, software developer
- François-Xavier Boulanger, Infrastructure and Architecture Engineer
- Dmitrii Efremov, project manager
- Carolina Sandoval Durazo, E-learning specialist
- Eric Tschirhart, UNIVERSEH coordinator

Next steps: 5 action points

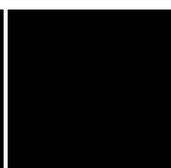
#### 1. Privacy by Design:

- a) Define where the data will be stored.
- b) Identify the data controller and DPO.
- c) Start Data Protection Documents.
- d) Establish a Registrar

#### 2. Infrastructure Mapping:

- a) Identify server and main active directory.
- b) Define user data processing and transfer from each university  /
- c) Define user data processing and transfer to the innovative digital tools (Mlearn, iReal, ADNs). N.A
- d) Define user data processing and integration between other UNIVERSEH platforms and tools (webpage, Moplat etc) – SSO  /
- e) Establish processes and procedures for maintenance of the infrastructure.
- f) Create a sustainable plan on course and user creation, maintenance, etc.

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g) Define a UI that reflects UNIVERSEH's image and graphics.

3. Establishing a team with active representation from each partner:

a) Assign an IT Manager, applications manager, etc.

b) Define clear user roles and permissions.

c) Define the role of the instructional designer and provide training. WP4/COM

4. Define list of requirements based on WP3, WP4 and WP5 needs:

a) Create a cohesive list of tools required for innovative learning (i.e. plug-ins) WP4

b) Establish academic administrative procedures and requirements, such as course naming protocols, course registration and archiving, etc.

5. Training and content - Teacher's corner

a) Create teacher material and resources

Updates:

Main features:

- 100% Customized for UNIVERSEH
- SSO
- Guest access
- Site Announcements
- UNIVERSEH event calendar
- Customized default template for courses

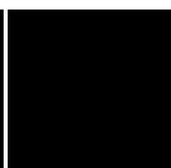
Future priorities:

- Course data for migration
- Define digital tools to be integrated in Moodle
- Identify needs from all WP's
- Customize login page
- Students' Corner

Teacher's corner to provide support with:

- On-boarding
- Moodle how-to's
- Moodle documentation and resources

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- Centralization of pedagogical guidelines for teachers (from WP3 and WP4)
- Tech support

See sample courses:

- [Space Innovation, Business and Law](#)
- [Satellite Communications, Regulation and Business](#)
- [Become an Entrepreneur](#)

Proposal to be made in Krakow:

Objectives:

- Finalization of Moodle structure
- Finalization of Moodle management

Tasks:

- Present the state of Moodle development to WP3 and WP4 members, and Instructional Designers
- Collect opinions
- Present technology
- Consider technology (plug-ins) updates
- Course migration: what, how, when? If any...

Presenters:

- Carolina Sandoval Durazo: e-learning specialist + GDPR compliance
- Marc El Alami, software developer ("Moodleman")
- Dmitri Efremov, IT education innovation team (tentative)

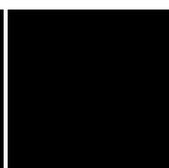
See further details on [GWS](#).

**All partners should send an IT contact from their Universities as soon as possible.**

#### 4. Course priority process with instructional designers (WP4)

See documents on [GWS](#).

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Some courses are starting for the first semester (autumn 2022) and the question of the priority of those courses is raised to establish a work schedule for IDs.

Teachers that work with ID:

- helps with the implementation of pedagogical concepts, inclusion, entrepreneurship
- course design and innovative digital tools for active learning
- help with the course production process

Another question to be raised is whether a quality check should be implemented before teaching the course.

To be further discussed in Krakow during with WP4 representatives.

## 5. Student Council

New Student Council President: Thomas Calvy.

Meeting to be held on rewarding student engagement in the project.

All WPs should have active representatives.

Student Council meeting may be on line in Krakow because not a lot of people can attend in person.

## 6. WPs updates

### WP1

Progress report – ongoing, deadlines for contributions 15th June

- WP leaders informed
- UDUS in charge of mobility indicators
- WP1 in charge of budget info

Consortium Agreement amendment – ongoing

- To be sent for approval
- Will be signed by YouSign
- Consolidated version (unofficial) on GWS

Deliverables to be published on the website

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Preparation of the future application

- Reminder to fill in [the questionnaire](#)
- [Call summary](#) available on GWS (more summaries of key EU documents to follow)

## WP2

Meeting was held in Brussels from 31.03 to 01.04.

### Mobility:

- Deliverables: list of mobility indicators and mobility tool to track mobility to streamline the tracking and evaluation of mobilities happening in our alliance. Each WP leader should share the link with WP members.

### Multilingualism:

- Definition of multilingualism for UNIVERSEH in collaboration with WP3 and WP4 in progress.
- Redefining multilingualism plan
- Language courses, cafes and e-tandem have started again for a new semester
- Upcoming event: European Allianz week (9/5 to 13/5 financed by DAAD (German academic exchange service)).

## WP3

As courses will start soon, need to find a way to track UNIVERSEH students.

Collaboration ongoing with WP4 for course creation and with WP2 for mobility – regular joint discussions.

Need to set specific working groups regarding the creation of programmes. First discussions to be held in Krakow.

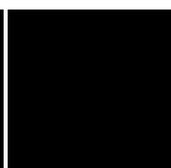
Diploma supplement model nearing completed. This will subsequently need recognition from partners. To recognize student engagement in the project, digital Open Badges are to be tried out for the Summer School in Krakow.

Need to create a tool to gather and disseminate UNIVERSEH opportunities, conferences and offers for students (a mailing list or a jobteaser account are being reviewed as possible solutions).

## WP4

-

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## WP5

### Task 5.2

Objective & Deliverables:

- Develop a plan for UNIVERSEH curriculum in Entrepreneurship and Innovation with a focus on Space field (June 2022 @ M20)

Plan development and execution:

- PART 1 - Theory part: Spine/Management/Engineering part) - 3 ECTS
  - Run in Autumn
  - 6 modules from spine and 4 selectable out of 8 (i.e. 4 per engineering/ business path)
- PART 2 - Execution part: Blended Intensive Programme (BIP) – 3 ECTS
  - First part is a prerequisite to attend
  - Run in Spring
  - Introduction theme, teambuilding and introduction to project before the event (5h/20h)
  - 1 week of work 6h/day (20h of teaching/mentoring 20h teamwork)
  - Final teamwork and documentation (5h/20h)

### Task 5.6

Objective:

- Stimulate entrepreneurial mindset and creativity for all members of the universities' communities

Status: 3 possible concepts of mentoring program

- Accelerator programs
- Involvement of stakeholders
- Issue mapping for UNIVERSEH - Resolution
- Program start in Autumn

### NewSpace venture talks

Event on April 28<sup>th</sup> in Luxembourg aimed at gathering professionals from commercial space sector and exchanging on related opportunities.

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[Link here.](#)

#### NewSpace education and experiential learning

SpaceHack will become an evaluation procedure for UNIVERSEH students enrolled in Law, Business and Innovation class.

#### WP6

Preparation of the Summer School and Student Conference.

Preconference event last week online for students to meet, a postconference is to be held as well at the request of students who want to present but who will not have time during the event.

Working on activities with high-schoolers.

Organisation of an online space day for refugee students from Ukraine in Poland.

Working on the EuroCharter that is due shortly.

The representatives from UDUS and Uni.Lu are missing from WP6.

#### WP7

New events page on the website that will need to be regularly updated by partners via a designed form.

International Astronomical Congress in Paris in September – the event is a valuable opportunity to raise the visibility of the project among space stakeholders. The reservation of a booth for the project is decided. Documents regarding the event and the budget are available on [GWS](#).

## 7. AOBs

For next meeting, all partners should review their “other costs” spending that are used for “common expenses” (e.g. website, common events, etc.)

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Partner	Type of cost	Amount	Total per partner
UT	Trademark registration UNIVERSEH	1 200,00 €	43 547,33 €
	Legal support for trademark registration contestation	1 020,00 €	
	Cité de l'Espace rental October 4th	23 000,00 €	
	Catering October 4th	13 294,25 €	
	Catering WP meetings October 5th 6th	2 932,44 €	
	Catering Student Conference	1 342,00 €	
	Catering Startech	758,64 €	
AGH			0,00 €
UDUS			0,00 €
LTU			0,00 €
uni.lu			0,00 €

The table will be sent to WP1 contacts.

**Summary of next steps**

- Decision to be taken shortly regarding the IAC
- All partners should communicate an IT representative from their Universities
- All partners should fill the “common expenses” table.

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- **Quality Assurance Committee of 06.10.2021**

**Attendees**

Bjarne BERGQVIST, H  l  ne GENTILS, Linnea HOFEBERG, Lukasz LIS, Mathilde MARCEL, Pawel PACKO, Kristen TUSCHLING, Jan ZUTAVERN

**Excused**

Ana  s REYNAUD, Florence VOITIER-SIENZONIT

**Discussions**

**- Introductions and roundtables**

**- Update on the definitions of UNIVERSEH Student, UNIVERSEH mobility and UNIVERSEH Alumni**

WP2 is still working on these definitions. This matter will be on the agenda of the next QAC meeting.

**- Update on Beyond UNIVERSEH**

The project has started on September 1, 2021. It is the research component of UNIVERSEH. The two projects have two different funding schemes.

Beyond UNIVERSEH is not a research project per se, but develop a common understanding on how we can do research together, involving citizens and communication on research. This project also includes a strong business component, with a focus on how to involve businesses in research.

**- Discussions and proposal for a Beyond UNIVERSEH Quality Monitoring Table**

12 objectives:

- 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
- Making UNIVERSEH inclusive and more connected to society

2 types of indicators:

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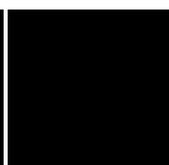


- Performance indicators - quantitative achievement of our objectives;
- Quality indicators - quality of the project's achievements.

The table below summarises discussions during the QAC meeting. It will be further detailed

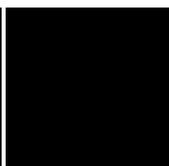
<b>UNIVERSEH Objective</b>	<b>Performance indicators</b> <i>How will we measure the achievement of our objectives?</i>	<b>Quality indicators</b> <i>How will we assess the quality of our results?</i>	<i>How we will progress after 3 years?</i>
<b>The identification of the needs (present and future societal challenges) that space-related research can solve</b>	Conferences presentations. How to get input from external people : politicians, businesses : response / engagement + how well they perceive our work	Peer review from science / stakeholder / students	
<b>The identification of the barriers hampering research collaboration on space topics or hampering interdisciplinary research</b>			
<b>The elaboration of a UNIVERSEH research roadmap for 2035 – interdisciplinary, collaborative, innovative, scaling excellence by joining forces</b>	Interviews conducted, range of stakeholders / participants to the workshops	Perception of our work Support to work packages – integrate feedback instrument into planning Interdisciplinary Measure progress	
<b>The elaboration of a UNIVERSEH vision for 2050</b>			
<b>The development of a virtual single lab and research community among the UNIVERSEH partners</b>	Number of applications  New collaboration / joint application  Researcher mobility: from different backgrounds, not just professors, Define criteria of at least 1 woman, student, older person, range of	Feedback instrument  Number of successful application, amount of funding attracted  Feedback report : what they learnt from partners / collaborations	

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	<p>people that can fit in that.</p> <p>Disability</p> <p>Parenthood – number of publications.</p> <p>Comparison of types of indicators.</p>		
<p><b>The reinforcement of the links between the UNIVERSEH research community and its economic ecosystem, focusing on industry-academia collaborations</b></p>	<p>Number of researchers using it, whether or not useful,</p> <p>Role model (big companies)</p>	Feedback	
<p><b>The reinforcement of the links between the UNIVERSEH research community and the citizens</b></p>	<p>Checking consistency of deliverables etc. against overarching objectives of the project.</p> <p>Best practice – how is it used to move closer to the objectives of what we want to achieve.</p> <p>Survey: how often have you / are planning to use these best practice reports.</p> <p>Use it / change practices/ realistic??</p> <p>Time allowing?</p> <p>How do we force partners to implement a survey towards the end of the project / further application</p>	Peer review of best practice.	
<p><b>The sharing of the project results and the formulation of policy recommendations to improve research cooperation among European universities.</b></p>			

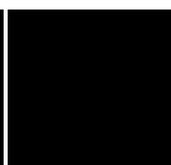
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**Summary of next steps**

- HG to send a survey to share the workload of WPs between QAC members.

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- **Governing Board of 05.10.2021**

**Attendees**

Stéphane Pallage (Uni.lu), Philipp. Raimbault (UT), Jerzy Lis (AGH), Rafał Wiśniowski (AGH), Stefan Marshall (UDUS)

**Excused**

Birgitta Bergvall-Kåreborn (LTU), Anja Steinbeck (UDUS)

**Beyond Universeh**

Ph. Raimbault delivers a quick presentation of Beyond UNIVERSEH, main aims and WP.

J. Lis considers it very important to increase these missions: necessity to explore the possibility of a special centre for space, as a joint lab for example.

St. Pallage insists on the necessity to develop staff mobility and programs of invited professors between the 5 partners to develop mutual understanding.

St Marshall highlights that research is fundamental to attract good students.

Ph. Raimbault informs that it could be interesting to associate the Toulouse's SATTT (Society in charge of accelerating technology transfer) in the framework of WP4 about innovation. Other partners are interested in sharing this experience.

Each partner has to check that all the appointments of contacts for each work package have been made and ensuring a strong link between UNIVERSEH and Beyond.

Priority for WP2 and WP3 of Beyond: the rectors would like to get more information about the way Beyond is currently working.

**Legal entity for Universeh**

All the partners consider that there is no real benefit at this time to create a legal entity for UNIVERSEH: it could be heavy, difficult and with a high cost. But it is impossible to decide definitively now because this question could be a crucial part of the evaluation of the project.

It is decided to keep an eye on the institutional evolutions that other alliances could develop or on a new model proposed in European law for Alliances.

Another legal question is the unique European diploma: French presidency of EU should support such an evolution in the next few months. All partners consider that this topic is really important for the future.

The UNIVERSEH partners also decided to quickly work about the formalisation of the diploma for 2023, before the eventual creation of a European Master degree. To this aim, St. Pallage will propose a model used in the framework of Uniger.

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### **Enlargement of the UNIVERSEH Alliance**

All partners agree that enlargement is not the first priority. Strengthening the Alliance is more important than adding new partners. The French government will support the idea of preferring the reinforcement between initial partners before enlarging alliances, but the EC could have a different approach.

Without external pressure, no new partners at this time. In the case of mandatory enlargement, the priority could be for southern partners, especially Italy.

### **Next meeting**

Everybody considers that this first physical meeting was very important and that we need, at the beginning of the project, to organize regular meetings, more often than once a year.

The next one could be in January (13/14) in Krakow; necessary to define the good perimeter (coordinators of each WP at least).

- **Governing Board of 09.02.2022**

Videoconference meeting

#### **Attendees**

##### **Governing Board Members**

Stéphane Pallage (Uni.lu), Philippe Raimbault (UT), Jerzy Lis (AGH), Stefan Marshall (UDUS), Birgitta Bergvall-Kåreborn (LTU), Anja Steinbeck (UDUS), Elizaveta Shashkova (UT – student representative)

WP leaders UNIVERSEH

Hélène Gentils (UT – WP1), Nicole Dittrich (UDUS – WP2), Adam Walters (UT – WP3), Malin Larsson Lindbäk (LTU – WP4), Eric Tschirhart (uni.lu – WP5), Joanna Pyrkosz (AGH - WP6), Jean-Paul Hoffmann (uni.lu – WP7 + Beyond UNIVERSEH WP6).

WP leaders Beyond UNIVERSEH

Florence Voitier-Sienzonit (UT – WP1), René Laufer (LTU – WP2), Pascal Maussion (UT – WP3), Tadeusz Uhl (AGH – WP4), Laura Ferschinger (UDUS – WP5)

#### **Excused**

Sophie Sixou (UT)

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## **Part 1: Update on work packages' implementation and Academic Council & Student Council work**

See presentations for WP details.

The rectors thanked the WP coordinators and student representative for their presentations. They follow the project from afar but it is important to see all that has already been accomplished.

Stefan Marshall underlines the need for more events to build the community.

Birgitta Bergvall-Kåreborn very much agrees, as it was very nice to meet in Toulouse. She underlines that it is important to keep an open and innovative view for definition of mobility, and anticipate how it will be in the future, to ensure the sustainability of this aspect of the project. The same goes for keeping an open and flexible view on the recommendation of 3 ECTS per course. We can strive for that, but to ensure a good offer for our students, maybe some courses need to be smaller than that. Finally, it is really important to look at the different dimensions of the project and to ensure we involve as many women as men.

Anja Steinbeck was able to join for the first time and finds the presentations really interesting.

Jerzy Lis thanks the WP coordinators for their reports as it shows the work delivered is very fruitful, we see all the great things done together.

He invites the partners for meetings in Krakow on the 30th and 31st of May.

## **Part 2: Governing Board meeting**

### **1. Future call for the extension of the project (expected end 2022)**

The conclusion of the last Governing Board meeting was that it wasn't a priority to enlarge. However, there is new information regarding the funding and the need to have a partner from the South of Europe, which can change the analysis the rectors had.

All rectors agree that since we have to expand to 6 (to include a partner from the south of Europe), it is better to extend to 7 partners, given the significant budget increase it would imply.

They all agree that it would be much more difficult to extend to 9, as it would significantly change the balance of the partnership. All underline the complexity to work with 5 partners, and the need to really include the extra 2 partners in the project's achievements so far as well as in the application process.

All underline the need to carefully select the partners, within a constraint timeline in order to make sure they are involved in the application process.

A working group needs to be set up, in order to ensure the choice of the new partners can be made during the Governing Board meeting in Krakow at the end of May.

For the new call, there will be a need to redefine the work packages and maybe to open new areas of work with the new partners. The potential partners need to have strong space activities.

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The Governing Board asks the Steering Committee to work on this and propose candidates for the meeting in May.

## 2. Structuring the UNIVERSEH alliance through the creation of a legal structure

The conclusion of the previous Governing Board meeting was that it wasn't a priority. However, we can keep monitoring the EC policy development on this matter and see how the EC can propose new legal tools in the next few years, but the focus needs to be on our education and scientific programmes.

All rectors agree that it would be hard to have their respective boards approve the creation of a legal entity for UNIVERSEH, and that it is easier to work informally as we've done since the beginning. Moreover, LTU being a governmental body, it wouldn't be possible for them to go forward by law.

## 3. AOBs

Recognition of student engagement in the project

There are two elements:

- an official joint degree

Examples are provided by Uni.lu and LTU which could be signed by all the rectors. For this, there is no need to have a legal status, but a convention specifying how the joint degree is awarded. For the Polish partners, issuing such a document needs to be done in parallel with their own national diploma. The EC is working on the European Degree, so as an alliance we also need to monitor these developments.

- an unofficial document, or another form of recognition of students particularly involved in the implementation of the project.

The Student Council proposes to draw a list of all students involved in the project, and review their engagement against a set of criteria to know who can receive the student certificate.

They would also like to have more meetings to meet together and exchange about space. Additionally, a big event to officially give the diplomas would reinforce the recognition of student's engagement.

The rectors agree on both ideas, provided there are clear rules on the allocation of certificates.

Way of working of the Governing Board (exceptional meetings / consultations in writing)

All rectors agree that if they need to make a decision at their level, on a matter that has already been agreed by the Steering Committee, this can be done by e-mail.

Conclusions

Birgitta Bergvall-Kåreborn underlines the importance to have an open and flexible view on mobility, to reach our goals. We need to move our students, but we also need to have other ways to experience

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inter-culturality. We can't really think that the only way to do that in today's situation is physical mobility. It is also extremely important to be sustainable and responsible regarding mobility.

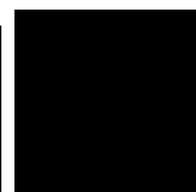
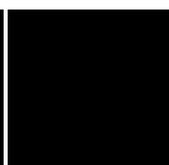
Elizaveta Shashkova adds that this was her first and last meeting of the Governing Board. She would like to thank the rectors for welcoming the students in the project and hearing their opinion – as it is not the case in all the alliances.

All rectors agree that it is very important for is to feel students strongly involved in the project.

### **Next meeting**

In Krakow – May 30th and 31st.

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- **Academic Council of 13.09.2021**

**Attendees**

Sophie SIXOU (UT), H el ene GENTILS (UT), Claude MARANGES (UT), Rafa l Da nko (AGH), Mats N asstr om (LTU), Fran ois RULIER (UT, student representative), Victor CEBOTARI (Uni.Lu), Linnea Hofverberg (LTU, student representative), Manon Veyret (UT), Nicole Dittrich (UDUS), Stefan Marschall (UDUS), Pascal MAUSSION (UT)

**Excused**

Agata ZWOLAK (AGH, student representative), Catherine LEGLU (Uni.lu), Adam WALTERS (UT)

**Discussions**

1. Validation of UNIVERSEH courses

  Satellite Communications, Regulation and Business – 5\* course (see document attached for details)

Some of the languages proposed (Czech and Russian) – are based in the languages spoken by the students, but the lectures will be given in English, and the module will also include lectures and projects. In the framework of these projects, interactions between students and between students and professors will happen in the various languages.

The course is mainly project-based (30 teaching hours and 75 hours' student project work), in order to encourage active learning techniques. Student project work will be supervised by professors.

2022 will be an experimental year for UNIVERSEH, being the first year when the courses will be delivered. For this test year, we will select the students (12 students in Uni.lu and 12 students in UT (Toulouse INP)). After the experimental year, we hope to open the selection of students to incoming students.

Validation of the courses will happen during the presentation of the student's projects (if possible during in-person visits) in front of an international jury composed of teachers from Luxembourg and Toulouse. Students project teams would be composed of students from both Uni.lu and Toulouse INP.

Thales Alenia Space will provide specific question for the students.

The course is approved with 5 stars. No specific recommendations are formulated.

  Cubesat platform: an introduction – 3\* course (see document attached for details)

There are two themes but integrated into one project.

Business or entrepreneurship aspects could be included in the future development of the course, and therefore the multidisciplinary star could be applied for.

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The multilingualism star would be more complex to implement, although in future developments, we are planning for possible mobility and exchanges between the students, but it is not the main goal.

Welcoming students from other universities would be very difficult, so for the first test year, we will limit it to students from LTU and Toulouse INP and depending how things happen, the course could be opened to other students.

The personal workload of students would be around 50hours, but it is not written down in the course proposal.

The course is approved with 3 stars. The recommendation is to complete the information regarding the expected workload for students (and in all future courses).

□ Stratospheric balloon - student projects – 3\* course (see document attached for details)

English will be the main language, support will also be provided in French and Swedish, so there is a potential to develop this multilingualism approach in the future.

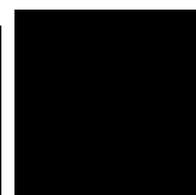
The professors involved are from engineering background, and there are plans to involve other disciplines (eg. involvement of an incubator), but discussions are not advanced enough to apply for the multidisciplinary star yet.

The course is approved with 3 stars. Recommendation is to further the work on the multidisciplinary aspect of the course to reach the 4\* course.

Summary of the courses approved:

Course name	Active learning techniques	Digital content	Inter-disciplinary	Multilingual	Cooperation with another UNIVERSEH partner
#1. Satellite Communications, Regulation and Business	X	X	X	X	X
#2. Cubesat platform: an introduction	X	X			X
#3. Stratospheric balloon - student projects	X	X			X

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For information, in the table available on GWS, Academic Council members can see the courses in preparation, that will be submitted for approval during the next meetings.

There is a lack of courses at bachelor level compared to courses at Master's level. The general feeling in WP3 was that the cooperation was harder to set at the bachelor level. There is also a lack of programmes focusing on PhDs.

HHU asked for cooperation on a course on water management in space vehicles to propose a course with UT.

All courses should ultimately integrate minimum 2 partners, and co-construction of the courses is essential.

The personal workload should be mentioned in all templates.

Any course can be submitted again to apply for a new star.

Before Year 3 starts, any change in the template of the course should be sent to the Academic Council for an update of all documents (even if no validation is necessary) – until end of July 2022

## **2. A.O.B.**

Next meetings:

- October 5th – in Toulouse – 14:00-16:00 please make sure you register here before the 19th of September.
- December 13th 2021, virtually – 09:00-10:30

## **Actions**

UT to check how many hours of students' time 1ECTS credit should involve and compared it with the proposed workload of the approved courses.

- A student is supposed to work 1500 to 1800 hours during one academic year, to validate 60 ECTS.

- Then, one ECTS credit represents 25 to 30 hours of study (including class attendance).

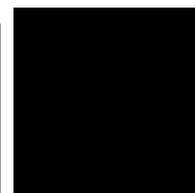
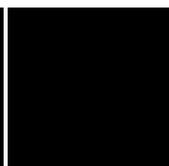
- UNIVERSEH courses, 3 ECTS : 75 to 90 hours

o If 30 hours lectures, then 45 to 60 hours of personal work.

HHU to check the best contact person for the proposed course on water management in space vehicles.

ALL to send any update regarding courses already approved.

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- **Academic Council of 05.10.2021**

**Attendees**

Sophie SIXOU (UT), Rafał DANKO (AGH), Catherine LEGLU (Uni.Lu), Jonny JOHANSSON (LTU), Benjamin IRKENS (HHU), François RULIER (UT, student representative), Victor CEBOTARI (Uni.Lu), Linnea HOFVERBERG (LTU, student representative), Agata ZWOLAK (AGH, student representative), Adam WALTERS (UT, WP3)

**Excused**

Claude MARANGES (UT), Stefan MARSCHALL (UDUS), Mats NÄSSTRÖM (LTU), Hélène GENTILS (UT),

**1. Validation of UNIVERSEH courses #4**

COURSE #4:

Title: Introduction to Space Medicine

Partners: UT.TLSE-UT3/MEDES & AGH & LTU

Bachelor/ 1<sup>st</sup> year Master

5 star rating: 4\* course

Active learning techniques / Digital content / Interdisciplinarity/ European

Mobility

No mobility will be needed, as all courses will be provided in an asynchronous format. The practical cases will be performed, using virtual laboratory only.

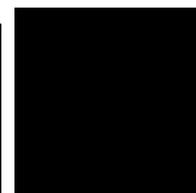
Balance of the partner cooperation

The course is mainly based on teaching from Toulouse partners (23h), for this Introduction course. AGH, MEDES and LTU will be in charge of the practical cases (7h), using virtual laboratory. This first course, initiated by UT (UT3 and MEDES), has been the basis to build a long-term strong collaboration. The clear plan for the tripartite team (UT, AGH and LTU) is to create other Spatial Medicine courses, with a higher input of AGL and LTU, and a lower one from UT.

Languages

Many languages will be obviously used in each UniverseH course by small groups of students and/or teachers, from the same nationality and/or university (their native or usual language). Nonetheless, multilingualism will be defined as mentioned in the Guidelines document as “teaching in two different languages with a significant use of each”. The mention of various languages scarcely used could be omitted, to avoid any confusion.

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Public and perspectives

The public may be either Bachelor last year students (AGH, and maybe LTU) or Master 1 student (UT-ISAE Supaero), with a scientific background. A long-term ambitious, but very interesting perspective may be to create a semester program on space medicine for engineers.

The information regarding the requirement of a solid scientific background (bottom of page 9) has to be outlined for the students. The prerequisite for the incoming students should be clearly stated in all course templates.

Conclusion:

The course is approved with the 4 stars proposed. The recommendation is to complete the information regarding the prerequisite for incoming students (and in all future courses), and to highlight it in the document.

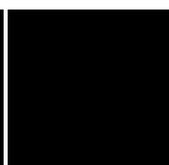
Summary of the courses approved:

Course name	Active learning techniques	Digital content	Inter-disciplinary	Multilingual	Cooperation with another UNIVERSEH partner
#1. Satellite Communications, Regulation and Business	X	X	X	X	X
#2. Cubesat platform: an introduction	X	X			X
#3. Stratospheric balloon - student projects	X	X			X
#4. Introduction to space Medicine	X	X	X		X

**Discussions**

Issues and future goals for WP3

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WP3 should be able to propose enough courses (target of minimum of 10 courses of 3 ECTS each for 2022-23) with a wide set of areas, including both general Bachelor and more specialized Master. A structure is now needed, to fill in all the empty cases.

The missing courses should be identified, with the specific domain to fill:

Humanities, sociology, from UT-UT2, Uni. Lu, HHU for example

All partner universities should be involved

The courses identified above should be proposed in priority by the partners who have not been too involved yet

Dusseldorf: Literature possible, but a human resource problem exists as people have interest but no time. There is also a problem in knowing how to reward time spent by teaching staff preparing courses while respecting administrative procedures.

The solution could include adapting, improving and sharing existing courses

#### Next meetings:

December 13<sup>th</sup> 2021, 9 am, by Zoom

Agenda:

Next courses validation (Goal : another 6 courses of 3 ECTS)

Subsequent validations: course approval by written procedure

2022 Academic Council planning

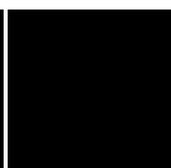
The next meeting will mainly focus on the validation of new courses. Partners are welcome to suggest additional agenda item.

#### Actions

UT – to send minutes and all WP3 documents to be presented (next courses proposal)

WP3 – summary of the missing courses in the specific domains/area.

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- **Academic Council of 13.12.2021**

**Attendees**

Catherine LEGLU (UniL), Claude MARANGES (UT), Mathilde MARCEL (UT), Stefan MARSCHALL (HHU), Mats NÄSSTRÖM (LTU), François RULIER (Student representative UT), Sophie SIXOU (UT), Adam WALTERS (WP3, UT), Agata ZWOLAK (student representative AGH), Linnea HOFVEBERG (student representative LTU),.

**Excused**

Rafal DANKO (AGH).

**Discussions**

**- Preliminary remarks**

The course offer is highly promising but in order to fulfil the required and ambitious characteristics in the creation of courses, some questions need to be better addressed.

- Prerequisites need to be made clearer in the template, as well as learning outcomes. These would ensure an effective recruitment of students.
- In particular, the English-level prerequisite should be harmonized: all partners agree to set a B2 entry level for each class, with a possibility to recommend a higher level for master-level classes.
- The overall evaluation and grading system should be harmonized between partners. The Academic council will take up this issue, after leaders from WP3 provide propositions.
- If tests are in the mother tongue for Bachelor students, this may be a problem for international recruitments with students having 3, 4 or 5 different nationalities. English may be better for all, Bachelor and Master, students.
- It is stressed that the multilingualism star should be only given when the courses are given with at least 2 languages for all students (see available help-guide for more details), It is not a problem to have an excellent course with "only" 3 or 4 stars. Missing stars can also be worked on later.
- Attention has to be paid to harmonising the teaching periods, presented either as Semester (1 or 2) or as Fall/Winter/Spring/Summer according to the universities.
- Specific terms such as a "Jigsaw classroom", "Stellarium", "Ireal", should be explained briefly.
- Student-written dictionaries should be further discussed by the Academic Council. The idea of asking students to create dictionaries (which can be found in several courses, not just the Dictionary course #14 below), is questionable.

The templates are written to prepare the start of course design, and are made to be included in an existing curriculum. Descriptions need to be in general less rhetoric, and more scientific rigor would

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appeal to students. Once validated and course-content created, the templates should be specifically adapted to answer students' questions and expectations.

## 1. Validation of UNIVERSEH courses

### **Course #5: Ultimate Question of Life, the Universe, and Everything**

**Module 1: The buddies in space** – partners: AGH & UT3, 80/20% - Bachelor or Master

– 5 stars: active learning techniques, digital content, interdisciplinary, multilingualism, European.

Comments/recommendations: **Validated with 5 stars**

- The languages mentioned in “documents in Greek, Arabic, Latin, Polish and others” to be questioned – will the students be able to handle all these diverse languages. Recommended that the class be limited to the consortium native languages.

- Disjoint use of French and Polish languages may exclude other students of the consortium. Efforts have to be made for real multilingualism (see help guide).

- More details are needed regarding the overall course, pre-requisites, learning outcomes and descriptions of how the course will be evaluated.

### **Course #6: Ultimate Question of Life, the Universe, and Everything**

**Module 2: History of Anatomy** – partners: UT3 & AGH, 80/20% - Bachelor or Master

– 5 stars: active learning techniques, digital content, interdisciplinary, multilingualism, European.

Comments/recommendations: **Validated with 5 stars**

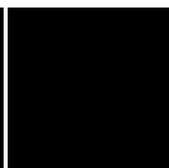
- Disjoint use of French and Polish languages may exclude other students of the consortium. Efforts have to be made for real multilingualism (see help guide).

### **Course #7: Introduction to Space Tourism**

Partners: UT3 & LTU – 80%/20% - Master or Doctorate

– 4 stars: active learning techniques, digital content, interdisciplinary, European.

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Comments: **May be validated in January with 4 stars**

- The main point of concern is the missing information about which students are targeted. Student skills/profiles (prerequisites) should be identified clearly to be sure this course can be attractive.

- More details needed regarding the overall course description and the scientific focus are needed:

Unclear statements about the purpose of this course and its academic/scientific relevance. We think that the description needs to be rewritten. For example: Why would this topic need to be taught at a university, in particular from this non-scientific perspective? There is no mention of environmental aspects, or of the general economic merits of space tourism

### **Course #8 Medical Engineering for Space and Earth (after Course #4 Introduction to Space Medicine)**

Partners: AGH & UT3/MEDES & LTU - 70/20/10% - Master or Bachelor

– 4 stars: active learning techniques, digital content, interdisciplinary, European.

Comments/recommendations: **Validated with 4 stars**

- The content and learning outcomes, appear overly ambitious for a 3 (ECTS) credit course and should be more focused.

### **Course #10 Elastic metamaterials and actuators for space applications**

Partners: AGH & INP – 50/50% - Master 2 or Ph.D.

- 3 stars: active learning techniques, digital content, European.

Comments/recommendations: **Validated with 3 stars (not multilingualism)**

- The Multilingualism star is not validated at this stage: teaching in English, French and Polish raises questions about co-requisites: does the student need to have a good level of each language? The idea of the tandem teachers has to be clarified.

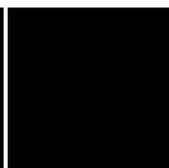
- The target profile of students is vague and needs to be improved. It will be fine for the first experimental year but thought should be given for future enlargement.

### **Course #11 Monitoring and economic control of climate change**

Partners: INP & TBS & LTU – 50/35/15% - Master 2 – 4 stars: active learning techniques, digital content, interdisciplinary, European.

Comments: **Will be discussed in January**

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- More focus is needed regarding the overall course description.
- The term “Jupyter notebooks” should be clarified and a more precise explanation given of how they will be used.
- This course will be evaluated again in January.

### **Course #12 Snow and Ice throughout the Solar System**

Partners: LTU & AGH – 60/40% - Master

– 4 stars: active learning techniques, digital content, interdisciplinary, European.

Comments/recommendations: **Validated with 4 stars**

- Details are needed regarding the overall evaluation process, and should be mentioned in a specific section (to harmonize for all courses). They should not uniquely concern the Multilingualism part.

### **Course #13 Space Innovation, Business and Law**

Partners: ISAE & TBS & UNI.LU.

- 4 stars: active learning techniques, digital content, interdisciplinary, European.

This course is a collaboration between WP3 and WP5.

Comments/recommendations: **Validated with 4 stars**

- The target of 50 plus than 60 participants in 2023 appears overly ambitious. The exact contribution of the 60 Space Hack participants should be clarified. More information is needed about the recruitment of students.

### **Course #14 Dictionary of Space Concepts course**

Partners: UDUS & AGH – 60/40% - Bachelor or Master. 4 stars: active learning techniques, digital content, interdisciplinary, European.

Comments: **Will be discussed in January**

- This course needs to be discussed furthermore by all members of the Academic Council.
- The interdisciplinary characteristic needs to be clarified, as well as the overall relevance of the course. The gain for students is not clear. See general comment above.

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### Decisions

Courses #5, #6, #8, #10, #12, #13 are validated with comments.

Course #7 : will be evaluated again in January, with the information required

Courses #11 and #14 are still to be discussed by the Academic Council in January.

### Next actions

- UT - to send minutes and all WP3 documents to be presented (next course proposal)
- UT- All partners to agree on a meeting date in early January, a doodle will be sent.
- WP3 - AW to summarize the evaluation systems of the alliance to initiate an attempt to harmonise the evaluation of UNIVERSEH courses.
- AC (with WP3 support) - Summary of how the new courses fit into the matrix of academic fields and space sectors. Do they contribute to reinforcing the weaker boxes? (from Oct. 5h AC).

- **Academic Council of 19.01.2022**

### Attendees

Rafal DANKO (AGH), Linnea HOFVEBERG (student representative LTU), Catherine LEGLU (UniL), Mathilde MARCEL (UT), Stefan MARSCHALL (HHU), Mats NÄSSTRÖM (LTU), François RULIER (Student representative UT), Sophie SIXOU (UT), Adam WALTERS (WP3, UT), Agata ZWOLAK (student representative AGH),

### Excused

Claude MARANGES (UT).

### Discussions

#### **- Summary of 13.12.21 Academic Council meeting**

Validated courses:

- #5 & #6 Ultimate Question of Life, the Universe, and Everything (2 modules),
- #8 Medical Engineering for Space and Earth (after Course #4 Introduction to Space Medicine),
- #10 Elastic metamaterials and actuators for space applications,
- #12 Snow and Ice throughout the Solar System
- #13 Space Innovation, Business and Law.

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Courses to be further discussed: #7 Introduction to Space Tourism, #11 Monitoring and economic control of climate change and #14 Dictionary of Space Concepts course

## 2. Validation of UNIVERSEH courses

### Course #7: Introduction to Space Tourism

Partners: UT3 & LTU – 80%/20% - Master or Doctorate

– 4 stars: active learning techniques, digital content, interdisciplinary, European.

Comments: Removed by the PI, too busy to make the course

### Course #11 Monitoring and economic control of climate change

Partners: INP & TBS & LTU – 50/35/15% - Master 2 – 4 stars requested: active learning techniques, digital content, interdisciplinary, European.

Comments: Validated with 3 stars (not the European one)

- Regarding the previous remark made by the Council that the information given was not clear and precise enough, the new version is much more detailed and overall satisfactory. These improvements have been much appreciated.

- 15% of LTU participation is quite low. Below 20% of participation of a partner, the European star is not likely to be fulfilled. However, the Academic Council encourages LTU to get involved up to 20% to meet the criterion. In this case the star could be validated later.

- **The Five-star document should be updated with this mention of minimum 20% requirement for the European star. For some specific cases (e.g. 80/10/10 for 3 partners), the 20% minimum involvement criterion remains at the discretion of the Academic Council.**

### Course #14 Dictionary of Space Concepts course

Partners: UDUS & AGH – 60/40% - Bachelor or Master. 4 stars: active learning techniques, digital content, interdisciplinary, European.

Comments: Revised version to be submitted beginning of March

- The Dictionary is initially a UNIVERSEH project requirement for WP2 meant to be developed by specialists. The idea of this course is to involve students who must gain new academic skills in this way.

- The terms of what is expected from students in this course need to be redefined so as to be clearer. Students should be supervised and their scope of participation clearly defined. Various pedagogical

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approaches should be considered to maximise the structure of the course: case studies, projects, etc. The overall direction of the course and its outcomes for students need to be made clearer.

- The course has to be more attractive for students:

. Explain that it is part of a group (WP2) working already at minimum 80%, potentially 100%, and what the product will be, independently of the student participation.

. Emphasize the project mode for students: work more on the collaborative aspects, be sure students have a real input, besides translation, with media aspects for example (associate/create links, examples, videos associated to the words, ...)

- The number of students is quite ambitious compared to the foreseen number of teachers, and considering that each student will need to be guided carefully.

- The B2 English entry level will require supervision.

- Be aware that other courses introduce the participation to “Dictionaries” (e.g. courses #15, #16): this should be discussed and clarified in order that the students understand if it is related to the same project or not.

- The Academic Council is nevertheless enthusiastic about this ambitious course, as long as it is built solidly enough, with clear achievements for the students, so as to be very beneficial for them. The members look forward to receive the updated version.

### **Course #15 Machine learning in robotics and edge devices for space exploration**

Partners: AGH & LTU 54/41/5% (Slovenia) - Bachelor B3 & Future: more advanced version, Master, Ph.D. – 4 stars requested: active learning techniques, digital content, interdisciplinary, European.

### **Comments/recommendations: Validated with 3 stars (not the Interdisciplinary one)**

- A 5% participation is not a real collaboration, there is no point to mention it, except if more developed. Percentages are approximate and 41% should be rounded to 40%

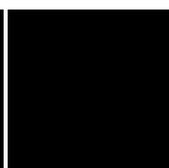
- The digital content part is too detailed in the template that should consider real specialized techniques: e.g. connecting to Eduroam is not considered as a pedagogical digital tool, so no need to mention it.

- The multilingualism star is not convincing, as stated in the template, as English will be the main language.

- The dictionary mentioned does not refer to #14 Dictionary of Space concepts and appears disconnected from other aspects of the UniverseH Space Dictionary. This has to be clarified.

- Interdisciplinarity cannot rely on one or a few courses presenting examples of applications. The Academic Council does not grant the interdisciplinarity star. The Academic Council recommends that

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that this first course is presented as general aspects of Machine learning and then, more advanced courses may be developed in the future to focus on the applications in different areas.

**Course #16 Arctic Winter Schools**

Partners: LTU, UT.TLSE-INP, UT.TLSE-UT2J, AGH - Every year. (2022: Feb. 28th-March 5th 2022) in Kiruna + 2 weeks at home universities - Bachelor (B1-3) and Master (M1-2) - 4 stars: active learning techniques, digital content, interdisciplinary, European.

This course is a collaboration between WP3 and WP5.

Comments/recommendations:

**No decision taken, waiting for WP3 and WP3 discussions**

- The February 2022 Arctic Winter School is cancelled due to Covid-related restrictions. The Academic Councils thinks it may be more beneficial to wait for another template of the Summer School in Krakow to make a decision. Discussions within WP3 and with WP2 have to be finalized for the whole annual organization, budget...
- The 7,5 ECTS prerequisite refers to LTU practices of validating one course, this has to be clarified in order to be understood by all.
- The dictionary mentioned referring to #14 Dictionary of Space course, has to be clarified with the Course #14 and for the students.

**3. The evolution of the matrix along with the new courses**

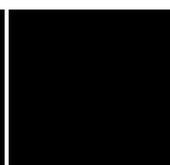
Academic Fields & Space Segments represented in validated courses				
	Our Earth and space	Sustainable Space (e.g. earth orbit)	Space Settlement and resources	Space Exploration & discovery
Science & Engineering	7,4	2,3	2,0	4,4
Economy, Business, Finance	3,7	1,6	0,3	0,0
Medicine & Health	1,7	0,0	0,5	0,9
Social & Human Sciences	3,1	1,8	0,8	1,0
Art & Cultural Studies	0,5	0,3	0,3	0,3
Innovation & Patents, Entrepreneurship	3,3	1,1	0,8	1,2
Total	19,7	7,1	4,5	7,8

Colour coding from initial analysis

Figures show new additions

Nb of ECTS / Course	3
Nb of course	13
Total ECTS	39,0

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For the next wave of course design, WP3 should try as far as it is reasonable to fill the missing spots, as it is a UNIVERSEH engagement. However, the courses must remain coherent and consistent from a pedagogical and curriculum perspective.

Before the next wave of course design, collecting feedback from students would be very helpful.

#### 4. Issues and future goals for WP3

At the moment, around 4 templates are in preparation.

##### Summary of next steps

The Academic Council will meet again in March 2022. Please fill the [doodle](#) with your availabilities.

The evaluation systems in the alliance will be on the agenda of the next meeting.

The 5-star evaluation document should be amended with the 20% of cooperation required for the European star.

- **Academic Council of 14.03.22**

##### Attendees

Rafal DANKO, Nicole DITTRICH, Anne-Laure FRANCO, Linnea HOFVERBERG, Catherine LEGLU, Mathilde MARCEL, Adam WALTERS, Mats NÄSSTRÖM, Axelle VANHECKE, Emmanuel ZENOU, Agata ZWOLAK.

##### Excused

Stefan MARSCHALL, Sophie SIXOU.

#### 1. Validation of courses

##### Course #18 Summer School on Space Resources and Mining

Partners: AGH & LTU & LUX & HHU – 70%/15%/5%-10% - Bachelor or Master

**Comments: validated with 3 stars: active learning techniques, digital content, interdisciplinary.**

The “active learning techniques” and “digital content” stars are validated with no difficulty. Even if the course has not applied for the “digital content” star, the presence of digital quizzes validates the star.

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Regarding interdisciplinarity, the star is awarded but it is important to ensure that interdisciplinary aspects (at least two lines in the matrix 3.1) are effectively included in a significant way in the program. The course description in the template needs to be subsequently updated and completed to highlight the interdisciplinary aspects.

For the stars not awarded on the basis of information in the template it is possible to come back and ask for the star at a later date if these aspects are subsequently developed.

Regarding multilingualism, some efforts need to be made in the next years to validate the star.

Regarding cooperation with other partners, the “European” star is not granted as the criterion of 20% of involvement of another partner is not met. More involvement is expected in the coming years. There is a possibility to invite at least one professor from a partner University, or find a way to encourage Professors from the alliance to meet.

### **Course #16 Arctic Winter School**

Partners: LTU, UT.TLSE-INP, UT.TLSE-UT2J, - Bachelor (B1-3) and Master (M1-2).

**Comments: validated with 3 stars: active learning techniques, digital content, interdisciplinary.**

The “active learning techniques”, “digital content” and “interdisciplinary” stars are validated with no difficulty.

Regarding multilingualism and the cooperation with the other partners, similar comments as for Course #18.

### **Course #14 Dictionary of Space Concepts Course**

Partners: HHU & AGH – 60%/40% - All students.

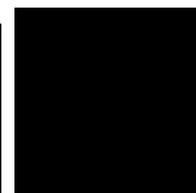
**Comments: validated with 4 stars: active learning techniques, digital content, multilingual, European.**

The Academic Council appreciates a lot of effort has been made since the last meeting. However, the course description still needs to be improved. Even if the course is validated by the Academic Council today, the template needs to be updated as details of the course are worked out.

The “active learning techniques”, “digital content”, and “multilingualism” stars are validated with no difficulty. Regarding the “European” star, more information should be mentioned regarding the cooperation between the two partners.

Regarding the “interdisciplinary” star, the teaching team is not yet shown to be interdisciplinary, the content needs to be more detailed and the template would need to be updated to show that interdisciplinary expertise is effectively available.

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### **Course #17 Critical Space Studies: Introductory Seminar and Lecture Series**

Partners: UT2J & HHU – 50%/50% - All students.

**Comments: validated with 4 stars: active learning techniques, digital content, interdisciplinary, European.**

The “active learning techniques”, “interdisciplinary” and “European” stars are validated with no difficulty.

Insufficient information is given on the digital content star since a lot of the items cited moodle, zoom, webex are becoming standard and more is expected for this star. However, it is understood that this aspect will be further developed during course creation. The star is given but the template should be subsequently updated with more information on digital tools used.

Sufficient information is not yet given on the multilingual aspects that could be developed in future for example for the second year of the course.

## **2. Evaluation systems in the alliance**

Cf. A suggested marking equivalences table attached. It needs to be validated by each partner.

<http://egracons.eu> is a possible harmonization system to be adopted by partners. This system is the result of a project funded by the European Commission DG EAC through the Lifelong Learning Programme. (Note added after the meeting – this would require partners to provide statistics on the % number of students receiving each marking range)

To be further discussed, the Academic Council waits for feedback from partners.

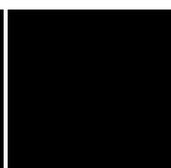
## **3. Issues and future goals for WP3**

The next step is to start to work on programs. The present idea is to develop UNIVERSEH semesters focussed on topics related to space that can be combined with existing courses in the partners so as to create joint programs. Each partner needs to discuss internally possible semesters when their students would be able to carry out mobility as part of their studies as well as programs in which they would be interested, their topics and broad curricula.

The role of the Academic Council is to be rethought regarding this next step. Each representative of the Academic Council will be in contact with their University to discuss possibilities of semesters and programs. Then, a brainstorming session could be organised in Krakow on May 31<sup>st</sup>.

**Next meeting: May 31<sup>st</sup>, in Krakow (Poland).**

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- **Advisory Board of 04.03.2022**

### **Attendees**

Michel Bosco (RHEA Group), Denis Bousquet (AXA XL), Christophe Grudler (European Parliament), Ferdinand Kayser (SES Satellites), Agata Kołodziejczyk (Analog Astronaut Training Center), Tomasz Kozłowski (European Investment Fund), Kevin Ramirez (European Institute of Innovation & Technology Climate-KIC), Eric Tschirhart (University of Luxembourg), Philippe Trillat (Airbus Space & Defence), Emil Vinterhav (Pasq Space), Emmanuel Zenou (UFTMiP / ISAE-SUPAERO).

Alvina Ammoun (European Parliament), Antoine Schibler (European Parliament)

### **Excused**

Géraldine Naja (European Space Agency), Alexandre Tisserant (Kinéis/Club Galaxie), Mathias Van Den Bossche (Thales-Alenia-Space).

### **Minutes**

Nathalie Klopfenstein (University of Luxembourg)

### **Discussions/Decisions**

#### **1. Welcome and Introduction**

The composition of the board can be consulted on [UNIVERSEH website/Governance/Advisory Board](#), with the members' information received so far.

#### **2. Brief update on UNIVERSEH and Beyond UNIVERSEH**

##### **What is UNIVERSEH?**

UNIVERSEH is an alliance of five European Universities including Université Fédérale Toulouse Midi-Pyrénées (France), University of Luxembourg (Luxembourg), Lulea University of Technology (Sweden), Heinrich-Heine-Universität Düsseldorf (Germany) and AGH University of Science and Technology (Poland).

Created in 2020 as part of the European Commission's "European Universities" initiative, and co-funded by Erasmus+, UNIVERSEH's purpose is to provide comprehensive higher education programmes in space technology, data and science and to develop new ways of European collaboration in the field of Space.

##### **UNIVERSEH objective**

UNIVERSEH goal is to offer interdisciplinary study programmes across four pillars: Space for societal challenges, space sustainability, space exploration, space resources and settlement, in a range of key

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areas, such as: Science, Engineering, Economy, Social and Human Sciences, Entrepreneurship & Innovation, Medicine and Culture.

UNIVERSEH four main objectives are to:

- develop **new innovative approaches** to shape teaching and learning experience,
- become an **entrepreneurial university**,
- facilitate **mobility and multilingualism**,
- promote **inclusion and diversity**.

### Beyond UNIVERSEH

“Beyond UNIVERSEH”, co-funded by the Horizon 2020 “Science with and for Society (SwafS) programme of the European Commission complements and supports the Research and Innovation dimension of UNIVERSEH.

Its ambition is to:

- develop and propose a **research policy roadmap for 2035 and a vision for 2050 within the space sector**,
- create a **shared and collaborative virtual single lab and a research community**, spearheading **new collaborative and interdisciplinary methodologies**, to further enhance Space research and innovation outputs.

### Stakeholders

A wide range of partners joined UNIVERSEH in this endeavour, such as students’ associations, space agencies, industrial and private partners as well as public bodies.

### Timeline

**Nov. 2020:** Official launch of UNIVERSEH (Teaching) for 3 years

**Sept. 2021:** Official launch of Beyond UNIVERSEH (Research) for 3 years

**2023:** Activation of the UNIVERSEH teaching and learning programmes

**2023-2027:** Second phase of UNIVERSEH project

**2027:** Comprehensive University in Teaching & Learning, Research & Innovation

### Main Achievements in 2021

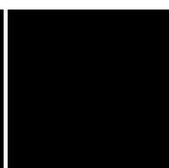
*Courses and innovative pedagogical models:*

- Mapping of existing courses related to Space
- **12 new courses** created and validated by the Academic Council
- First conclusions on the **stakeholder questionnaires** identifying key competences to be acquired by students **in future space-related activities**

*Mobility & Multilingualism:*

- Creation of a **mobility platform (MOPLAT) for students and staff**
- Arctic Winter School, 50 students in Kiruna (Sweden) - **postponed**
- Signature of a multilateral Inter-Institutional Agreement (MIIA) for staff and student exchange within the consortium

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*Equity, Diversity & Inclusion:*

- Organisation of a Students' conference on Diversity and Inclusion in the Space sector, Toulouse (France) and additional events at partners universities

*Entrepreneurship & Innovation:*

- Existing courses mapping, new courses design launched
- Startech programme (France): Earth observation data-driven apps
- SpaceHack2021 (Luxembourg): "design the future lunar settlement foundations", a 72-hour entrepreneurial journey
- Connection with the Stakeholders
- Establishment of the Advisory Board

*Dissemination:*

- UNIVERSEH website, communication collateral (flyers...)
- Videos: promotional video and inaugural conference of Oct. 2021
- Asteroid Foundation (Luxembourg): promote worldwide awareness on asteroids, and the emerging space economy

## Key actions for 2022

*Courses and innovative pedagogical models:*

- Shared Learning Management System (Moodle)
- Roll-out of UNIVERSEH's educational and research programme, incl. virtual classroom

*Mobility & Multilingualism:*

- May 2022: Summer school on Space Resources and Mining in Krakow (Poland) – with 50 students
- May 2022: Next students' conference on Diversity and Inclusion in the Space sector, Krakow (Poland)
- Launch of multilingualism programme
- First version of the Dictionary of Space Concepts

*Entrepreneurship & Innovation:*

- Finalization of the plan for a full curriculum in Entrepreneurship & Innovation for Space and New Space

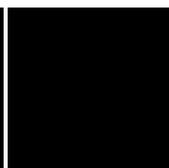
*2035 Space Research Roadmap:*

- Mapping of Space Technology oriented use cases/pilots and end-user driven needs

## Future key challenges

- **Alliance enlargement** - conditions:
  - Two new partners
  - At least one from Southern Europe (Cyprus, Greece, Italy, Malta, Portugal, Spain, Turkey)
  - Strong activity in the space sector
  - Humanities and Social Science activities

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- Legal entity for UNIVERSEH
  - European Grouping of Territorial Cooperation (EGTC): contractualisation possibilities
- **Second phase of UNIVERSEH project (2023-2027)**
  - New Erasmus+ call in November 2022 for post 2023 funding
  - Objective: further deepen, intensify, and expand UNIVERSEH towards a fully-fledged 'European University'

### 3. Why an advisory board?

#### UNIVERSEH Governance

The project foresees that "In addition of the governing bodies, an Advisory Board is established to coordinate stakeholders' involvement in the project":

- The **Stakeholders Committee** regroups all interested stakeholders in the UNIVERSEH project at local, regional, national, and European scales. All societal sectors are concerned: economic, industrial, social, cultural, political, associative, educational sectors...
- The **Advisory Board (AB)** is a representative subgroup of the advisory committee. It reflects, as much as possible, a good geographical distribution and a distribution of different types of stakeholders.

The **role of the Stakeholders Committee** shall be to:

- **Entail** in the project, through participation to the project's work-packages and activities
- **Help** the Alliance with new partners, new stakeholders...
- **Support student engagement** (traineeship, internship, mentoring, networking)
- **Collect and consolidate ideas** for the maturation of UNIVERSEH for 2023-2027

The **Advisory Board's role** shall consist in:

- **Representing** the Stakeholders' Committee
- **Advising** the Governing Board **on objectives, strategies and means for 2023-2027**
- **Assisting** the construction of **the project of tomorrow**
- **Acting as an Ambassador** of the Project

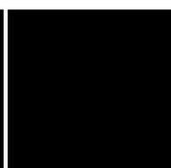
Its **objectives** shall be to:

- **Facilitate** the implementation of the project
- **Support** the **UNIVERSEH projects** through proposals and inputs from the Stakeholders' Committee
- **Maximise the impact** of its results, **liaise** with relevant stakeholders and **engage** them in project activities
- **Catalyse** the **sustainability** of the UNIVERSEH project

#### Board functioning:

- The Advisory Board shall **meet at least twice a year**. An annual meeting should also be planned with the Governing Board.

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- An **administrator** will be provided to the Board in the person of **Nathalie Klopfenstein** ([nathalie.klopfenstein@uni.lu](mailto:nathalie.klopfenstein@uni.lu)).
- Other aspects of functioning such as meetings with steering committee representatives, the definition of the role of the Chair or the evolution of the Advisory Board might still be considered and discussed.

**Members' perspective** [open discussion on how the members see the advisory board operating and the contributions they hope it can make to UNIVERSEH]

Stakeholders' input is essential to UNIVERSEH at all levels: technological, financial, venture capital solutions, specific areas *i.e.*, innovation, job quality, academic/policy engagement.

More specifically, this engagement could take multiple forms, such as:

- A more operational role in the overall development and/or in the ongoing work of the project by nominating one stakeholders' representative on the existing work packages of interest for his/her company and/or by creating specific stakeholder working groups including collaborators from his/her company/institution/organisation.

In this context, input would be particularly needed for the second phase of UNIVERSEH (2023-2027) to help guide future actions and missions.

- A further role of the Advisory Board would be to assist UNIVERSEH in approaching Higher Education Institutions in the South of Europe in order to catalyse the alliance enlargement prerequisite for the second part of the project.

Considering that stakeholders might impact UNIVERSEH development in different ways, members agree that UNIVERSEH needs should be expressed in a document to allocate a clear task to the Advisory Board; this will allow members to mobilise on the different priorities. The role of the Board may evolve over time and according to the needs of the alliance.

→ UNIVERSEH to send the call for expression of interest to join the Alliance (consortium enlargement).

→ UNIVERSEH & Advisory Board Chair to propose an organisational scheme to ensure collection and selection of priorities and tasks

→ UNIVERSEH & Advisory Board Chair to prepare a document on identified priorities and tasks for the Advisory Board to work on.

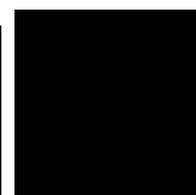
#### 4. General obligation of confidentiality (NDA)

The terms of the grant agreement signed between the European Commission and UNIVERSEH alliance provide for a non-disclosure agreement to be signed between all parties and each member of the Advisory Board.

The members request that the proposed Confidentiality Agreement, sent in preparation of the present meeting, be amended as follows:

- The Advisory Board members should be clearly identified as a representative of his/her company/institution/organisation in UNIVERSEH and not as a member in his/her personal capacity;
- "Confidential information" should be defined as information marked or designated as 'confidential' or otherwise clearly indicated as confidential at the time of disclosure;
- The Board member shall limit the use of and access to UNIVERSEH confidential information to his/her company/institution/organisation's employees who have a need to know and have been

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notified that such information is Confidential Information to be used solely for the business purpose.

→ UNIVERSEH to send an amended Confidentiality Agreement.

### 5. Election of a Chairperson

After discussion, the members unanimously agree to appoint **Mrs Agata Kołodziejczyk** as Chair of the Advisory Board for a one-year renewable term.

### 6. Election of a Secretary General

*This item is postponed.*

### 7. Next meeting (in Krakow?)

Meetings are foreseen in Krakow from 30 May to 2 June 2022 with:

- Governance meetings (incl. Advisory Board) on 30 and 31 May;
- Optional WP meetings later in the week

Board members are willing to go to Krakow on this occasion to meet each other for the first time (which will facilitate future interactions at a distance) and to meet the Governing Board (presidents and rectors) as well as, all participants of UNIVERSEH.

→ UNIVERSEH to send a draft programme as soon as possible.

### 8. AOB

*No items were added.*

#### Summary of next steps:

- UNIVERSEH to send the call for expression of interest to join the Alliance (consortium enlargement).
- UNIVERSEH & Advisory Board Chair to propose an organisational scheme to ensure collection and selection of priorities and tasks.
- UNIVERSEH & Advisory Board Chair to prepare a document on identified priorities and tasks for the Advisory Board to work on.
- UNIVERSEH to send an amended Confidentiality Agreement.
- UNIVERSEH to send details on the schedule and programme of the meetings planned in Krakow.

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