



Board meeting

June 11, 2015, 13-15 hrs

Hotel Saga, Room Esja, Hagatorg, Reykjavik, Iceland

MINUTES

Participants:

Anna Bergek, Vice-Dean, Linköping University

Alfonsas Daniunas, Rector, Vilnius Gediminas Technical University

Bruno Grasmanis, Vice-Rector, Riga Technical University

Juris Iljnins, Int'l Institutional Cooperation Unit, Riga Technical University

Jakob Kübarsepp, Vice—Rector, Tallinn University of Technology

Toomas Käbin, Head of BALTECH Secretariat, Tallinn University of Technology

Neringa Narbutiene, Int'l Relations Director, Kaunas Technical University

Leonids Ribickis, Rector, Riga Technical University

1. Opening of the meeting & words of welcome

Jakob Kübarsepp welcomed the delegates emphasizing the importance of activities.

2. Election of Chairman, Minute keeper and approval of Agenda

- Jakob Kübarsepp was elected Chairman.
- Toomas Käbin was elected Minute Keeper
- The agenda was approved of.

3. Overview of 2014 activities, approval of 2014 Annual Report

Jakob Kübarsepp stressed the following issues from the Annual Report:

- In 2014 TUT coordinated and run a Nordplus project with four BALTECH universities participating.
- A meeting for administrative staff took place with six out of seven BALTECH universities participating.
- The annual conference was organized jointly with Nordtek with active participation from BALTECH.
- Scholarships were awarded to 16 student. Over 200 students have taken part of the mobility programs since the initiation.

The BALTECH Secretariat will be transferred from TUT to RTU by September 1, 2015.

The 2014 Annual Report was approved of.

4. BALTECH Statutes (Article 3: Governing body of BALTECH)

Because of some confusion with the BALTECH Statutes, article 3, *Governing body of BALTECH*, the following clarifications were made: 3.1 The board is the highest decision making body of BALTECH

3.2 The Board consists of

3.2.1 rector or a representative appointed by the rector of each university member.

3.2.2 two representatives of the BALTECH Student Union who are appointed by the students.

5. Activities (education, research, administrative staff, student meetings etc)

The discussion focused on strategies for 2015 and beyond.

Proposals:

- Cooperation within multinational education and research projects. The focus areas and levels (bachelor, master, PhD) should be identified. Mechanical engineering, e-health and cyber security were suggested.
- Compensation of costs for project writing within research projects and educational/master projects.
- Support to joint summer schools in order to attract and involve more students within all levels. Renewable energy and food sciences were suggested.
- Joint master programs should be worked out.
- Promotion of student conferences with awards for the best projects in order to increase interest.

6. Cooperation between administrative units

The next administrative staff meeting will be arranged by RTU in Riga, September 24.

Topic: national financing models of universities and internal distribution models.

Target group: financial officers and university staff involved in financing processes.

The 2016 topic could focus around communication and marketing.

7. Scholarships

The mobility scholarship program should be continued. Information to students has to be improved.

8. Cooperation with Nordtek

Cooperation with Nordtek should be continued.

A meeting between Nordtek and BALTECH Secretariats will be arranged in the fall 2015.

9. Approval of 2015 budget

The approved 2015 budget is attached separately.

The annual fee will remain unchanged at 4.000 euro.

10. Transfer of the BALTECH Secretariat from TUT to RTU (including accounts and IP address.

The BALTECH Secretariat will be transferred from TUT to RTU by September 1. 2015. RTU will provide TUT with an agreement in order to effectuate money transfer and IP transfer. RTU has registered a separate NGO that will be responsible for BALTECH.

11. Nordtek-BALTECH Conference 2018 in Riga

The Nordtek-BALTECH annual conference will be hosted by RTU in 2018 which coincides with the centennial of the declaration of independence of Estonia, Latvia and Lithuania. The next conference sites will be Odense 2016 and Helsinki 2017.

12. Other topics

Information on BALTECH must be improved.

Proposal to arrange a student meeting on representation and involvement of international students and integration with local students.

The next board meeting will be arranged in connection with the Nordtek Annual Conference June 9-11, 2016 in Odense, Denmark.

Toomas Käbin