



## BALTIC SEA REGION UNIVERSITY NETWORK

### STEERING COMMITTEE MEETING

#### Minutes

Date: Friday, 4 November 2011 at 12-15  
 Place: University of Latvia, Riga (main building), room 240

#### Members

Kari Hyppönen President Chairman  
 Janis Stonis Vice-president, Vice-chairman (item 11)  
~~Eliisa Särkilahti University of Turku~~  
 Aleksas Pikturna Vilnius University  
 Aniela Tejchman Gdansk University of Technology  
 Elzbieta Fonberg-Stokluska Warsaw School of Economics  
~~Mart Susi University of Tartu~~  
 Regina Karvelienė Šiauliai University  
 Irina Ledchenkova Yanka Kupala State University of Grodno  
 Stanislav Tkachenko St. Petersburg State University  
 Igor Zhoukovski Immanuel Kant Baltic Federal University

#### Substitutes

Uldis Sukovskis Riga Technical University  
 Markku Sutinen University of Turku  
 Arūnas Komka Vilnius Gediminas Technical University  
 Szczepan Figiel University of Warmia and Mazury in Olsztyn  
 Anna Sadecka University of Warsaw  
~~Aira Lepik Tallinn University~~  
 Zoya Scheglova Yanka Kupala State University of Grodno  
 Dmitry Vasilenko St. Petersburg State University of Economics and Finance  
 Elvira Kaminskaya Yaroslav-the-Wise Novgorod State University

#### Secretariat

Alina Grzhibovska  
 Ieva Stendere-Shteinberga

#### Invited:

Aila Grönholm University of Turku

#### 1. Opening of the meeting

Chairman opened the meeting and welcomed the participants. The SC members and substitutes introduced themselves.

#### 2. Adoption of the agenda

Agenda circulated to SC on 17 October 2011 was adopted.

#### 3. Approval of the minutes of the previous meeting

Draft minutes of the SC meeting held in Riga on 5 May 2011 and circulated on 13 June 2011 were approved – **Annex 1**

<http://www.bsr.un.org/organisation/committee-meetings/>

#### 4. Announcements

- Chairman's information (meetings and visits)

BSRUN brochure as a paper copy was made in August 2011. The electronic version was circulated to all BSRUN members and is available on BSRUN web page (<http://www.bsr.un.org/general/brochure/>)

According to the decision of the Parliament of the Republic of Lithuania the name of the Lithuanian University of Agriculture has changed to Aleksandras Stulginskis University (the abbreviation is ASU).

Aleksandras Stulginskis University has taken over all obligations and functions of the former Lithuanian University of Agriculture.

The new internet address is: [www.asu.lt](http://www.asu.lt)

The Tallinn seminar on Communication and Dissemination of Information in Networks (Tallinn University; 22-23 September 2011) was postponed to November 2011 and integrated in the Vilnius seminar on Marketing and Networking for Internationalization which takes place in Vilnius at the University of Vilnius on 25 November 2011.

Pskov State University has been established and will start to work after a one year transition period in April 2012. According to rector's information newly established university wants to join BSRUN.

Chairman has agreed with the rector of Gdansk University of Technology the topic for BSUA 2012 "Education, Research, Innovation"

Chairman has participated in the Baltic Education Forum in Svetlogorsk, Kaliningrad on 7-8 October 2011.

BSRUN seminar in Minsk on University-Business cooperation was organized at Belarusian State University (BSU) on 13 October 2011.

## 5. Composition of SC

PM decided that one of the SC ordinary members comes from Šiauliai University and his/her substitute from Vytautas Magnus University, which is no longer a member of BSRUN (suspended membership in 2011)

The new substitute should be discussed by the Lithuanian members to find an acceptable solution.

Chairman suggested and SC agreed that Aleksas Pikturna could find a substitute for Regina Karveliėne (Šiauliai University) from one of the member institutions from Lithuania.

Elzbieta Fonberg-Stokluska suggested continuing inviting and sending information about forthcoming events to Vytautas Magnus University.

SC agreed that the University of Eastern Finland should have an opportunity to appoint a substitute since UTU is no longer the only member in Finland.

## 6. Membership situation

Vice-president informed about current membership situation and payment of membership fees.

Vytautas Magnus University – no longer a member of BSRUN (suspended membership in 2011).

Chairman advised to send the membership fee payment bills to rectors with a copy to contact persons and the deadline should be put till the end of April to guarantee the final payment of fees before the holiday season.

## 7. BSRUN budget 2011

- BSRUN agreement para. 3.3.6. stipulates that SC decides annually on the use of the collected fees on the basis of the proposal and the report of expenditures by the coordinating institution (now the University of Latvia).

SC finalised the budget for 2011. At last SC meeting on 5 May 2011 SC agreed to postpone the budget finalisation for 2011 till the next meeting – **Annex 2**

## 8. BSRUN events

- BSRUN seminar on University-Business Cooperation at the Belarusian State University in Minsk 13-14 October 2011 – **Annex 3** (programme and list of participants)

Chairman informed SC about the event.

Meetings with BSU representatives, Nikolai Listopad (Coordinator of National Tempus Office), Minister Sergey Maskevich.

- BSRUN seminar on Marketing and Networking for Internationalization at Vilnius University in Vilnius on 25 November 2011

Chairman and Aleksas Pikturna informed SC about the current state of planning.

- BSRUN workshop for Finance directors on Full Cost Model and Integration of University Data System at the University of Latvia on 23 March 2012 – **Annex 4** (invitation letter for finance directors)

Vice-president informed SC about the current state of planning.

Personal invitation letter has already been prepared and will be signed by the Chancellor of UL Mr Gundars Berzins. The list of administrators, finance directors and human resources directors made by BSRUN Secretariat will help to reach the relevant persons at the member institutions.

Irina Ledchenkova: the lack of English knowledge for the participants from Belarus. The invitation letter should be written also in Russian.

Uldis Sukovskis suggested that we should ask which language would be more appropriate for the event.

Chairman reminded that it will be a workshop not a seminar, more concentrated on discussion's format not on presentations.

SC agreed that BSRUN Secretariat should ask Belarusian and Russian member institutions to indicate the language for the workshop.

- BSRUN Rectors Meeting on Legislation and Government Structures at the University of Latvia on 11-12 April 2012 – **Annex 5** (invitation letter for rectors meeting; sent out to all BSRUN Rectors on 7 October 2011 )

Vice-president informed SC about the current state of planning.

One and a half year has passed since the UL started to be the coordinating institution of BSRUN and seven years have passed in progress with the legislation. This meeting will be a platform for discussions for broader and closer cooperation in the region. The invitation letters should be sent also to the non-member rectors around the Baltic Sea.

The meeting could have three parts:

- I discussions about the network
- II legislation structures
- III closer cooperation across BSRUN borders

Uldis Sukovskis suggested that there should be a separate meeting with BSRUN rectors and a joint event should be organized with other rectors around the Baltic Sea.

BSRUN Secretariat should inform also the contacts about the rectors meeting.

SC decided that Elzbieta Fonberg-Stokluska will help with checking the list of the non-member rectors from Poland and Irina Ledchenkova with the non-member rectors from Belarus.

Vice-president will make a proposal about those to be invited.

SC agreed to cover one night accommodation expenses for the BSRUN rectors.

The list of participants will be known quite precisely in March.

- Baltic Seminar of University Administrators (BSUA) in Gdansk at Gdansk University of Technology in Gdansk on 10-11 May 2012

Chairman has agreed on topic "Education, Research, Innovation"

Rector of Gdansk University of Technology should send the invitation letter for the BSUA before the holiday season in late 2011.

- BSRUN seminar on Double diplomas at St.-Petersburg State University of Economics and Finance (FINEC)

Chairman informed about the current state of planning.

Elzbieta Fonberg-Stokluska: the main target group could be Russian and Belarusian universities.

#### 9. Initiatives for BSRUN future activities

BSRUN Secretariat has made a list in order to reach different groups of administrators, Finance directors and human resources directors –

##### **Annex 6**

Chairman informed that there is a problem with dissemination of information. Open question: does the information get to the relevant persons. This list will help find the target groups for the forthcoming workshop for Finance directors on Full Cost Model and Integration of University Data System at the University of Latvia on 23 March 2012.

SC members and contact persons should be asked to check the list in order to reach relevant persons at their universities.

Cooperation between Baltic Region Healthy Cities Association and Baltic Region University Network: the letter from Ms. Johanna Reiman (Executive Director of Baltic Region Healthy Cities Association)

- third mission of the universities

- a seminar could be organized on topic about university and environment.

#### 10. BSRUN Scholarships

Vice-president informed about possible scholarships.

BSRUN target group for the scholarships should be staff members not students.

Erasmus staff exchange money within EU countries for the BSRUN member institutions.

Good example: Santander group – Santander Erasmus staff exchange using Erasmus money within the bilateral agreements.

- BSRUN grants for attending events: OECD, EAIR etc.
- BSRUN grants for Russian and Belarusian members for coming to BSRUN seminars and workshops.

How this could work for other groups of administrators:

1. Scholarships for administrators to go to BSRUN member and partner institutions (NUAS, ESMU, EAIR) – three scholarships
2. For covering the BSRUN events' registration fee – three scholarships

Highest level management conference: OECD/ IMHE

BSRUN could cover half of the registration fee for the OECD/ IMHE General conference.

Vice-president will explore this with the IMHE Secretariat.

BSRUN could establish scholarships for the participation in:

- ESMU Winter School for new administrators
- BSUA 2012 in Gdansk, Poland
- EAIR 2012 in Stavanger, Norway

11. BSRUN president's workload compensation.

BSRUN president left the room for this topic.

BSRUN president has been actively involved in preparing different activities.

Vice-chairman informed about the workload compensation for the one and a half year job.

SC approved the workload compensation (incl. taxes – 6 500 EUR) for the BSRUN president – **Annex 2**

12. Cooperation with other organizations:

-EAIR

The 33rd EAIR Forum 2011 "Bridging cultures, promoting diversity: higher education in search of an equilibrium" took place in Warsaw at the Warsaw School of Economics, 28-31 August.

The 34th EAIR Forum 2012 will take place in Stavanger, Norway on 5-8 September 2012

The 35th EAIR Forum 2013 will take place in Rotterdam, the Netherlands 28-31 August 2013

Chairman and Vice-president informed SC about current joint endeavours (e.g. NUAS in Vilnius).

13. Date of the next meeting

At the previous SC meeting in Riga on 5 May 2011 it was decided that SC will meet, on an average, three times per year.

The next SC meeting will be held in Riga, at the University of Latvia on 27 January 2012 (at 12-15).

14. Any other business

There was no other business.

15. Closing of the meeting

Chairman closed the meeting at 15, thanked SC for their dedicated and active contribution to the success of BSRUN and invited SC to lunch.