



PROTOCOL
BALTECH Board meeting
December 1, 2009

KTH Library Building, Osquars Backe 31, 4th floor, room Studio C, 14.00-17.00

Participants:

Board members:

Viktor Arnell, LiU (stand in for Ulf Nilsson)
Bruno Grasmanis, RTU
Jakob Kübarsepp, TUT
Robertas, Kupstas, KTU
Minna Söderqvist, TKK (stand in for Olavi Nevanlinna).

Others:

Maret Hein, TUT
Toomas Käbin, TUT
Hedvi Valgemäe, TUT.

01 .Opening of the meeting

The meeting was opened by Jakob Kübarsepp

02. Election of chairman

Jakob Kübarsepp was elected Chairman of the meeting.

03. Election of minute keeper

Toomas Käbin was elected Minute Keeper of the meeting.

04. Approval of agenda

The agenda, which had been sent eight days before the meeting, was approved of.

05. Research and Education

Collaboration in research and education has been some of the primary objectives of BALTECH.

It is time to make an evaluation of the work within research and education. Has the work been successful? How can it be done better? What should we and/skip?

Board members were asked to comment the situation and come up with ideas!

05. 01 Research

The BALTECH research projects are jointly called Task Forces. The aim of the Task forces has been to identify research areas of common interest. The Task Forces are in reality dormant, especially after the death of our previous KTH board member Lennart Nilsson, who was responsible for the BALTECH research projects. Lennart put a lot of energy into the



work, but as we know, research projects will not get off the ground if there is no genuine interest or need for them.

The aim of BALTECH in this field has been to bring together researchers interested in collaboration and to support initiation of projects, after which they would live their own lives.

An inventory of the Task Forces shows the following:

Product Development – The group is not working (prof Conrad Luttrup).

Clean Energy – The group is not working (prof Dagnija Blumberga).

Integrated Management Systems – The group is working (prof Jens Dahlgaard) with KTU, LiU and VGTU, but 100. 000 SEK (10.000 Euro) has been requested from BALTECH.

Nanotechnologies – The group was initiated through a workshop in Riga in 2007. Not much has happened since.

The following Task Forces have been phased out in previous years:

Eco Systems Management

Sustainable Transport

As from 2008 the web www.baltech.info has been open for proposals for task force projects, but no proposals have been made so far.

Decision:

It was decided to skip close dormant Task Forces, after yet one check among people involved. The only one to remain, and where there is an interest to continue is Integrated Management Systems. The Secretariat has received an overview of present and future activities. Professor Jens J. Dahlgaard from the Task Force has requested support in the range of 10.000 euro for a workshop in 2010. The Secretariat will ask for a project description and breakdown of the costs.

05.02 Education:

Two Erasmus Mundus applications were handed in the spring of 2009 (*Environmental Management and Cleaner Production* and *Industrial Engineering and Management*) Previous applications have been rejected. Is it wise to go on? Should applications be handed in from Sweden and/or Finland, which would improve the chances for approval.

Decision:

As a first step, interested partners have to be identified; these should also be willing to act as coordinators of the ER-projects. A minimum of three universities is needed, with subjects of common interest.

The following areas are of potential interest:

Environmental management and Cleaner Production

Materials and Process of Sustainable Energetics

E-health

Climate Engineering.

Any other new programs are welcome, provided there is an interest.

Board members are asked to come up with proposals.

The likelihood for approval of ER-projects is bigger for applications from the old EU-countries. Thus, it would be advisable to have coordinators from the BALTECH universities



in Sweden or Finland. LiU and TKK are willing to act as coordinators, provided applications are handed in at an early stage, not the least, in order to clear possible juridical formalities.

05.03 Centres of Excellence and Graduate/Doctoral Schools

Would it be useful and of interest to look into possibilities for an extended cooperation between doctoral schools? Are there common denominators? What about set-up, legal issues, best practices, exchange programs, networking, staff mobility, resource utilization, factors influencing efficiency, etc.

Decision

BALTECH will focus more attention to cooperation within the framework of the European Research Area and taking into account the newly adopted EU Baltic Sea Strategy Document on support to graduate/doctoral schools.

This will include:

- *Mobility for younger researchers.*
- *Joint networking between the graduate/doctoral schools, including short term study visits.*
- *Joint research seminars and conferences.*
- *Coordination of activities.*

Instruments for the measures will be worked out by the Secretariat. Further, actions will be based on feed back from graduate/doctoral schools.

06. Collaboration between administrative staff

Two meetings for administrative staff were arranged during 2008 (International Relations Offices and Admissions Offices).

A meeting for staff from career services was arranged in Tallinn on November 23 – 24.

Decision:

Based on the positive outcome of the administrative staff meetings, the program will continue in 2010 with a meeting for librarians in the spring 2010 and for PR and Marketing staff in the fall 2010.

Additional staff categories are alumni, work-placement, financing and accounting, research innovation and innovation centres.

07. External Funding / Toomas Käbin

07.01 Nordplus

The 2009 Nordplus application was rejected. Support was asked for funding of administrative staff and student union activities.

In 2009 Nordplus approved decided to finance the project E-health, with two BALTECH universities involved (TKK and TUT). However BALTECH was not involved in the application procedure.

The 2010 application deadline is March 1, 2010. The Secretariat has contacted Nordplus for advice on how to improve the 2010 application.

Obviously chances for approval are much bigger if the application is handed in from Sweden or Finland.



Decision:

A new proposal will be handed in 2010. This will be written by the research and innovation staff at TUT. The application will be handed in by HUT/Aalto University, since the likelihood for approval is bigger for applications from Finland/Sweden than for the Baltic countries. The application has to be submitted to HUT/Aalto University not later than six weeks before the application deadline.

07.02 SIDA Öst

An application from KTH to The Swedish Development Agency SIDA Öst for support of the BALTECH has been accepted. KTH/BALTECH will receive a maximum of SEK 120.000 (ca 12.000 Euro).

Decision:

The Secretariat will investigate future financing from Sida-Öst.

08 Scholarships/Toomas Käbin

08.01 BALTECH Mobility Scholarship

So far, in 2009, three Baltech mobility scholarship calls have been concluded, with closing dates on 15/2, 15/5, 15/9, 15/12.

The number of applicants has been: 37, out of which 17 have been approved of.

Not all scholarships have been claimed. If this is not done by December 31, 2009, they will be void.

The final application deadline for 2009 is December 15.

Decision:

In order to increase the attractiveness of the BALTECH mobility scholarships, they will be extended from a maximum of eight weeks to twelve weeks. Other conditions will remain unchanged.

08.02 ÅF Grant

Applications dates 2009: 15/2, 31/5.

The applications have been processed through the BALTECH Secretariat but the decisions are made by ÅF-Consult in Stockholm. In 2009, two candidates were approved of.

Decision:

The Secretariat will contact ÅF-Forsk for 2010 activities.

Professor Hans G Forsberg has confirmed that the grant will be available also in 2010.

08.03 TKK PhD scholarships

TKK has introduced a separate one year scholarship for PhD students which will be administered by BALTECH.

See enclosure.

Decision:

More information about the scholarship has to be provided, since no applications have been handed in to TKK.



09. Student activities/BALTECH Student Union

09.01 The Student Exchange Project

The Student Exchange Project on a faculty to faculty level will continue. The guidelines and application system will be improved and posted on the web.

A formula will be worked out for cost compensation because of the different cost levels in the BALTECH countries. 12 meetings will be arranged this year.

09.02 Energy Crossroads

BALTECH supported eight students from Estonia, Finland and Lithuania to take part of the seminar/workshop Energy Crossroads on March 11-12, 2009 in Copenhagen.

A chapter of Energy Crossroads will be set up in the Baltic region by the BALTECH student Union. Energy Crossroads was once initiated at Stanford University, CA, USA.

09.03 Baltic Development Forum

BALTECH supported the participation for two students from the BALTECH Student Union to take part of the 2009 Baltic Development Forum in Stockholm on October 5 – 7. This is the most prominent forum for politicians, academia, business, environment and energy in the region. This year was especially important in light of the newly approved EU Baltic Sea Strategy Document and since Sweden is EU Chairman during the second half of 2009.

The Student Union representatives have come up with an idea to set up a study program for Baltic studies.

09.04 Arkad

BALTECH supported the participation for two students from the BALTECH Student Union to take part of the Arkad Career Service event arranged by Lund University on November 10 – 11. The aim was to create contacts with Lund, to get ideas for a formalized participation in the future and to present the BALTECH universities.

Decision:

The Board and Secretariat will evaluate the BALTECH Student Union 2009 activities and 2010 plans, including budget, that were presented by Juris Iljins, RTU Student Union Chairman.

BALTECH will support:

- A continuation of the Faculty to Faculty project.*
- Participation at the Baltic Development Forum in Vilnius in 2010 for one BALTECH Student Union representatives from each university. A concrete action plan with assignments and duties at the conference will have to be worked out.*
- Participation at career service events such as Arkad in order to provide more contacts between universities and companies, with an employment aim.*

Students will add student specific information to the web-site. It is important not to create a new site.

The BALTECH Student Union has decided to change some of their statutes. The new Chairman will be represented by RTU and the vice-chairman by TUT.

10. Cooperation with Nordtek/Toomas Käbin



10.01 Toomas Käbin/The BALTECH Secretariat took part of the 2009 Nortek annual conference in Reykjavik on June 13-15. The topic was *Engineers without borders*. A short overview of BALTECH activities was given at the administrative staff meeting.

10.02 Nordtek has accepted an invitation from BALTECH to arrange its 2012 annual meeting in Tallinn.

Decision:

BALTECH will confirm that Nordtek is welcome to arrange the 2012 annual meeting in Tallinn and will look into possible financing of the event, although costs will be carried by Nordtek.

11. Budget, action plan 2009 and 2010/Jakob Kübarsepp

The 2009 budget/outcome and the 2010 were discussed.
See enclosure: BALTECH 2009 budget-outcome EURO.

Decision:

*Emphasis will be given students and research projects.
The 2010 budget is formally approved of by at the Rectors' meeting.
A proposal is attached in the enclosure.*

12. Web page/Hedvi Valgemäe

The latest developments of the renewed BALTECH web-site were presented.

Decision:

The BALTECH student web should be integrated with that of BALECH, www.baltech.info. Every Baltech member should look into the partner overview section (<http://www.baltech.info/?id=1085>) and any forthcoming international conferences and send the information to Baltech secretariat.

13. Next conference and topic/Jakob Kübarsepp

The topic of the BALTECH 2010 spring conference will be *Quality assessment and indicators of higher education*.
The conference will be held in Kaunas by mid April 2010.

Decision:

The date has to be fixed by KTU.

14. Next rectors' and board meetings/Jakob Kübarsepp

The next rectors' meeting will be arranged parallel to the BALTECH 2010 spring conference in Kaunas.

15. The EU Strategy for the Baltic Sea Region

The European Council signed the "The EU Strategy for the Baltic Sea Region" on October 29 – 30 together with an "Action Plan".

http://ec.europa.eu/regional_policy/cooperation/baltic/documents_en.htm

http://ec.europa.eu/regional_policy/cooperation/baltic/pdf/communication/com_baltic_en.pdf

http://ec.europa.eu/regional_policy/cooperation/baltic/pdf/communication/action2009.pdf



Decision:

The EU Strategy for the Baltic Sea Region will act as an important policy document and guideline for future BALTECH activities. It is thus important to follow next developments and to see how and if it can be beneficial to BALTECH and how and if BALTECH can contribute to its implementation.

16. Audition

The question on audition of BALTECH was brought up by the Secretariat at the rectors' meeting on March 27, 2009. BALTECH is a TUT project and integrated with the TUT accounting system. TUT is audited by Price Waterhouse Coopers on an annual basis.

Decision:

A certificate from the TUT chief accountant will be requested, that best accounting practices according to Estonian law are followed.

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The board meeting was followed by a reception hosted by the Estonian Embassy in Stockholm and with a dinner at the restaurant *Klas på Hörnet* together with participants at the BALTECH conference Universities – a vehicle for innovation, arranged at KTH on December 2, 2009.
