



**Riga Airport, October 26, 2007, Main Building, Conference Area, „Horizonts“ Room
11.15 – 15.45 hrs**

Participants, connected to the board

KTH: Lennart Nilsson
KTU: Daiva Dumciuviene, Andrius Guzavicius
LiU: Ulf Nilsson
LTU: Per Hagander
RTU: Ivars Knets, Uldis Sukovskis, Leonids Ribickis
TKK: Anneli Lappalainen
TUT: Jakob Kübarsepp, Hedvi Valgemäe, Toomas Käbin
VGTU: Liudvikas Rimkus

Participants, others

RTU Aviation Institute, Jurij Paramonov
RTU Student Union, Liga Indriksone.

**Rector Ivars Knets welcomed the board members and participants to Riga.
Jakob Kübarsepp was elected chairman.
Toomas Käbin was elected secretary.
The agenda was approved of.**

AGENDA

1. BALTECH annual conference, Riga, March 13-14, 2008 (Jakob Kübarsepp)

Proposal from Jakob Kübarsepp

The topic is: „Attractiveness of Science and Technology Education – problems and solutions with student enrolment in science and technology programs“.

Decision:

The conference will be given the following set-up:

- 1.1 Three levels as on earlier conferences, i.e. European, national and university.
- 1.2 Two day conference, mid-day March 13 to mid-day March 14, rectors' conference and board meeting in either end.
- 1.3 Papers from every country, Latvian Ministry of Education, business representatives, two students, employer's unions, secondary school representatives.
- 1.4 Venue: Riga
2. Contacts will be taken with the European University Association and with Anders Flodström.
3. BALTECH board members will come up with names on possible topics and speakers
4. Work-shops could be used.
5. Costs will be covered for external speakers as well as for 2 – 3 students per university.

2. Collaboration within education

2.1 Erasmus Mundus application (Lennart Nilsson)

Altogether 23 applications were approved of, out of which 96 came from the old EU nations. Our applications were not approved of.

KTH is investigating the underlying reasons for the situation. More evaluators are needed from the new EU countries.

2.2 Meeting for directors of study programs and IRO staff (Jakob Kübarsepp)

At the rectors' meeting on June 7, 2007 it was decided to support meetings for IRO staff and program directors with an aim to develop mobility issues.

Decision

In order to arrange meetings for IRO staff and program directors, all universities are asked to come up with names of appropriate staff from fields related to BALTECH programs within a week after the board meeting.

The meetings could take place early 2008. The location has to be agreed upon. BALTECH will finance the meeting

Below are some topics that could be included in such meetings:

Directors of study programs

2.2.1 Internationalization of study programs within the BALTECH framework, looking five years back and looking five years ahead.

2.2.2 Harmonization and joint utilization of e-learning. Virtual mobility between the universities.

2.2.3 Harmonization of study programs, with a possibility to choose optional course from other BALTECH universities.

2.2.4 Identification of master programs, similar to the ongoing Environmental Management and Cleaner production and Industrial Engineering and Management new topics such as technology governance and information technology could be added.

IRO

2.2.5 Internationalization of study programs within the BALTECH framework, looking five years back and looking five years ahead.

2.2.6 Harmonization and joint utilization of e-learning. Virtual mobility between the universities.

2.2.7 Accreditation of study programs.

2.2.8 Erasmus student exchange, in addition to the exchange taking place within the BALTECH mobility scholarship framework. Identification of master programs, similar to the ongoing Environment Management and Cleaner production and Industrial Engineering and Management new topics such as technology governance and information technology could be added.

2.2.9 Harmonization of study programs, with a possibility to choose optional course from other BALTECH universities.

2.2.10 Organizational issues that could be of mutual interest.

2.2.11 Statistics, exchange of information between different universities and units.

2.2.12 Set up of lists of academic staff interested in exchange and mobility.

2.2.13. Participation in summer schools offering credit points.

3. Collaboration in research (Lennart Nilsson)

3.1 Integrated management systems for sustainability

A works shop was held in Helsingborg ,Sweden and attracted 20 participants. The Task force will start with its first project to develop „integrated management systems” for local authorities in cooperation between Linköping and Kaunas. KTH, LiU, KTU participated in Helsingborg. The meeting was financed by BALTECH.

3.2 Eco systems management

A course has been carried out in Kaunas, but the task force will be closed down.

3.3 Nano Technologies

The rectors have made a proposal for a nano technology task force. A work shop was arranged in Riga in 2006, after which a position paper was worked out. A core committee of five people has been set up who are identifying the joint areas of interest within nano-technology.

3.4 Clean energy

The task force has to be reactivated, but the financial needs are too big . They have proposed a summer course, but BALTECH is not in a position to support it financially.

4. Student Activities (Liga Indriksone)

Liga Indriksone from the RTU student union made a presentation of the summer camp in Kaunas, Lithuania on July 9 - 12, 2007, see enclosure.

Unfortunately there were no participants from Sweden and Finland.

The BALTECH Student Union Annual Meeting will take place on November 23 – 24, 2007.

Decision

The student union will look into the possibility to arrange something in connection with the XXIV SELL games in Helsinki on May 22 – 25, 2008 in Helsinki.

5. Scholarship (Toomas Käbin)

5.1 BALTECH Mobility scholarship

The scholarship has been announced twice this year. The first round has been closed, the second round attracted four applicants, out of which three met the formal requirements. The applications have been evaluated by Maret Hein, IRO, TUT and Toomas Käbin and will be sent to the board members for formal approval. Mobility is the main criterion in order to qualify.

Decision

In 2008 the scholarship will be announced four times a year. The Secretariat will present the opening dates.

5.2 ÅF Research Foundation

Statutes have been worked out in cooperation with ÅF Research Foundation and the scholarship can be announced.

In 2008, 300.000 SEK (approx 30.000 Euro) will be available for students from Kaunas, Riga, Tallinn and Vilnius. Besides, ÅF will compensate the BALTECH secretariat for administrative costs.

Decision:

Information on the scholarship and posters will be sent to the IRO offices of the BALTECH universities and will be made available on the web-site.

6. Budget and Action Plan (Toomas Käbin)

The budget and action plan for 2008 was presented, see enclosure.

Decision

Money from 2007 will be carried over to 2008.

The Secretariat will look into possible financing from Nordplus.

7. www.baltech.info (Hedvi Valgemäe)

No big changes have been made on the webpage, but information has been sent to the editors at the universities for updates

Decision

Board members should remind the web managers to look into changes.

Information on e-learning courses in English should be included.

Promotional materials about BALTECH, including the master program and the ÅF scholarship will be worked out.

8. TKK 100 and TUT 90 (Anneli Lappalainen, Jakob Kübarsepp)

TKK and TUT will presents its jubilee activities on the BALTECH web-site.

TKK and TUT will look into which events could be connected and linked to BALTECH activities.

Jakob Kübarsepp invited BALTECH to take part of the TUT jubilee festivities on September 16 – 17, 2008 in Tallinn.

Anneli Lappalainen invited BALTECH to arrange a conference on September 25-26, 2008 titled “Lifelong learning and qualification frameworks in Higher Education”. She proposed that BALTECH does it in cooperation with Nordtek.

Ivar Knets reminded that RTU celebrated its 145th anniversary in October, 2008.

9. Next board meeting and preparations for the rectors’ meeting

The next board meeting and the rectors meeting will take place on March 13, 2008 in connection with the annual conference. It has still not been decided in which order the meetings will take place. The suggestion is to start with the board meeting on March 13 and to conclude with the rectors’ meeting after the conference on March 14.

10. Rotation of the Presidency and Secretariat

The BALTECH presidency and secretariat have to rotate in 2008. All universities have an equal chance to take over apply as candidates.

Decision

Rector Peep Sürje will address his colleagues in order to find out which university is prepared to take over the Presidency and the Secretariat. The question has to be settled before the rectors' meeting in March, 2008.

Jakob Kübarsepp

Toomas Käbin

Riga, October 26, 2007