**INVITED PARTICIPANTS**

**BOARD MEMBERS:**

Martin Gerzabek, CASEE President (BOKU, Rector)

Jiri Balik, CASEE Vice-President (CULS, Rector)

Marek Szyndel (WULS)

Zoran Grgic (Uni Zagreb, Dean)

**GUESTS:**

Florin Stanica, Vice-Rector (USAMV, Bucharest organizing committee 2018)

Ecaterina Stefan (USAMV, Bucharest organizing committee 2018)

Cristiana Grossu (USAMV, Bucharest organizing committee 2018)

Ana Butcaru (USAMV, Bucharest organizing committee 2018)

Michal Lostak (CULS, Vice-Rector)

Teodor Trasca (USAMVBT Timisoara, Vice-Dean)

**CASEE Secretariat:**

Margarita Calderón-Peter (BOKU, CASEE Secretary General)

Gudrun Reisinger (BOKU, CASEE Executive Secretary)

**Excused:**

Istvan Szabo, CASEE Treasurer (Szent István University, Vice-Rector)

Florian Borlea (USAMVBT Timisoara, Vice-Rector)

Doru Pamfil (USAMV Cluj-Napoca, Rector)

Sasa Orlovic (UNS, Vice-Rector)

**Minutes for the CASEE Board Videoconference meeting on 20 September 2017, 9:00 – 10:30 am**

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|  |  | **Comments:** |
| **0** | **Changes in the CASEE Executive Secretariat** | As DI Lisa Kargl has changed the job within the Center for International Relations at BOKU, Mag. Gudrun Reisinger started her work as new CASEE Executive Secretary on 18 September. |
| **1.** | **Minutes of the CASEE Board meeting in Warsaw, May 14th, 18 – 20 o’clock** **DOC 1:** Draft minutes | Minutes unanimously accepted. |
| **2.** | **CASEE Conference 2018 in Bucharest.** “Research based education at life science universities in the Danube region towards a sustainable future”, 6 – 9 June 2018**DOC 2:** Drafts CASEE 2018 | 1. **VR Stanica presents the progress for the Conference in Bucharest**
* Florin Stanica has already sent the drafts (see attached invitation, preliminary program and call for abstracts); some comments should be discussed with the organizers.
* The CASEE Conference will take place together with A4L/L4A conference (8-10 June 2017) in Bucharest; this gives the opportunity to bring together a lot of universities (40 countries are participating every year); the organizers will try to separate the two conferences as much as possible from the formal point of view.

**Preliminary Program:**Already agreed: 6 June 2018: board meeting - 7 as first full day of the conference - 8 June 2018: GA - Excursion: 9 June – Sweet Cherry Festival* Official parts should be included in the program -> shorten plenary sessions/keynote speakers if necessary

**Wednesday 6 June:** CASEE Board Meeting should be included from 5 to 6.45 pm (between registration and welcome cocktail)**Thursday 7 June:** Thematic sessions will take place in the afternoon (approx. 2 sessions)**Friday 8 June:**1-2 thematic session in the morning, e.g.* + 9-10.30am: 1st session
	+ 10.30-11am: coffee break
	+ 11am-12.30pm: 2nd session
	+ 12.30-1.30pm: lunch

**1:30 – 3:30pm: GA** (election of the new CASEE board); to be considered: return travels of the meeting members (→ check the flights)Excursion on **Saturday 9 June** (optionally): Sweet cherry festival, field visits, wine tasting, etc. * DAFM Meeting upon invitation and Workshops Donau Soja and EFNet have still to be included in the conference program (see attached updated preliminary program).

**Call for abstracts** (see attached updated Call for abstracts)**:**Deadline for submission of abstracts: **11 December**The most important aim is to have enough good abstracts to fill all the oral and poster sessions – papers can also be published after the conference.**Deadline(s) for submission of papers:** * **15 April** (as planned in the time schedule for planning the CASEE conference 2018)
* 28 February (deadline for publishing the paper before the conference, proposed by the organizers): a sentence explaining the two deadlines was added in the call for abstracts.
* Journals for publication: by now there are journals of USAMV and BOKU; if requested other journals can be added.
* Additionally, on the website of the CASEE conference 2018 all journals will be specified with reference to SCI ranking; normally papers that are selected for oral presentations should be eligible for full papers
* “Oasis”-professional abstract submission system (provided by MedAcademy) should be used (see online submission-tool on the website of the last CASEE conference, organized by the CASEE Secretariat); the costs for the submission-system have to be included in the conference budget (the fee depends on the number of submitted abstracts)
* Conference fees are still online from the last conference → see <http://casee2017.sggw.pl/en/payments>, this year’s fees should be similar
* Evaluation of all submitted abstracts by the Scientific Committee (easier handling if there is an automatically generated “book of abstracts”)
* Discussion of the evaluation results at the Board Meeting in the 2nd half of January

Recommendation from Teodor Trasca: adapt the conference to the CASEE-conference system; after the selection of papers for the oral presentations, there oral presenters will get an e-mail to choose in which journal the selected paper will be published).**Scientific Committee - suggestions:*** Subtopic a.: Modern agriculture and rural development (including landscape planning)

Michael Gerzabek + Florin Stanica* Subtopic b.: Renewable resources – possibilities and constraints (including forests and biotechnology)

Florian Borlea + Doru Pamfil (tbc)* Subtopic c.: Sustainable food systems and qualityEwa Rembiałkowska + Teodor Trasca
* Subtopic d.: environmental safety and climate changeDr. Elena Mateescu, (General Manager of the National Meteorological Agency, Associate professor of USAMV Bucharest); Michal Lostak will also ask for a nomination; Margarita checks if Walter Wenzel will be able to join.
* Subtopic e.: Agricultural engineering (ATAE):

ATAE will be asked for nominations (usually Prof. Gronauer from BOKU and a colleague from Zagreb) Committee* Subtopic f.: New challenges in animal sciences and veterinary medicine:

Prof. Mariana Ionita, Faculty of Veterinary Medicine, USAMV Bucharest + Zoran Grgic will send a nomination for a Scientific Committee member* Michal Lostak offers to check socio-economic topics of all subtopics (horizontal review)
* Since the Scientific Committee is not complete yet, please send names of possible members asap to the CASEE secretariat.
* **Deadline: 29 September**

**Keynote speakers - suggestions:**Suggested keynote speaker for the main topic of the conference “**research based education at life science universities in the Danube region towards a sustainable future**”:* + Barbara Hinterstoisser (Margarita will ask her)

**Keynotes speakers for the subtopics**:* + **Gina Fintineru (USAMV Bucharest & Gabriele Mack Agroscope, Switzerland: “*Impact of the CAP payments on the vitality of rural areas”***
	+ 3 more speakers (upon suggestions)
* Suggestions for Keynote speakers should be sent to the CASEE secretariat **by 29 September** (as they have to be included in the draft program to be sent out)

**Further suggestions to combine the CASEE conference with A4L,L4A conference:*** + Opening and plenary session 1 together with the A4L,L4A-conference; with Barbara Hinterstoisser as chairperson of the ICA-Edu network
	+ plenary session 2: e.g. 4 keynote speakers together to foster the interchange of the participants of the two conferences; after that, participants split up for thematic sessions and poster sessions
* 1 suggestion for keynote speakers of every board member; USAMV will nominate one keynote speaker from their university.

**Next steps:*** **Deadline for Keynote speakers and Scientific Committee members: 29 September.**
* **Invitation** will be sent out **on 6 October** – Rector Gerzabek will also sign the invitation as CASEE president (→ see attached invitation).
* **Conference website** should be online at the **beginning of October**.
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| **3** | **CASEE-Board questions** | The presidency of Rector Gerzabek will end in June 2018 – decision on successor and time-schedule for handing over the secretariat has to be defined.**Decision on successors in the CASEE board:**President Gerzabek talked with Hubert Hasenauer (Prof. of Silviculture at BOKU) – he will be the new rector of BOKU from February 2018 onwards; Prof. Hasenauer was attending CASEE as a Keynote speaker in Zagreb; President Gerzabek asked Prof. Hasenauer if he or one of the vice-rectors would be available to join the board of CASEE.* Every board member should think about proposals for board members and send them → discussion in the next CASEE Board meeting.
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| **4.** | **CASEE Co-operation with ICA and other networks**  | 1. Co-operation option with **ACADEMIA DANUBIANA** (Prof. Stöglehner)

Prof. Stöglehner is working on the Academia Danubiana; it should be included in the strategy for all the international activities as it could be a platform for the CASEE universities to develop LLL programs together; Prof. Stöglehner is willing to coordinate this; please contact him if there are any ideas how to connect with Academia Danubiana (up to now there was no contact from CASEE network).1. Update on **ICA**-activities (by Marek Szyndel)
* Invitation from Marek Szyndel to the 7th ICA rectors/vice-rectors and deans Forum 19 & 20 October 2017 (Catholic University Leuven, Belgium) for all the CASEE rectors/vice-rectors and deans.
* The information about the forum will be sent out in the next CASEE-newsletter again.
1. **Co-operation with ATAE**
* Margarita will ask ATEA for their nominations for the Scientific Committee.
* The next ATAE conference will take place in Opatja from 27 February to 2 March 2018 - Istvan Szabo will present the CASEE network there.
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| **5.** | **Overview on other CASEE projects ongoing / planned****DOC 3:** CASEE In project: Student feedback questionnaires | 1. **Update on IMPULSE Program: CASEE-In project** (by Margarita Calderón-Peter)
* Students were participating at the CASEE-In project during the conference in Warsaw; big thanks to Warsaw for the organization; the students liked the E-Learning Course very much and were even more satisfied with the conference than last year; more than ½ of the respondents indicated that they achieved scientific knowledge.
* There will be a final meeting for the CASEE-In project in October to finalize the draft manual for internationalization of the universities; future projects will also be discussed within the CASEE network.
1. **EMJMD**-Application of the **DAFM** Master (Update by MCP)

Unfortunately the application was not successful again; together with Zsuzsanna Tarr the application will be resubmitted; update will follow. |
| **6.** | **CASEE involvement in working groups of EUSDR priority areas** | * Activities for the **DREAM project** have been continued.
* The Austrian co-ordination platform for EUSDR will meet on 26 September and Prof. Stöglehner will represent ACADEMIA DANUBIANA + CASEE there.
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| **7.** | **Next CASEE Board meeting dates** | * **7 November 2017, 11.00-12.30 CET** (Decision on program)

Agenda (among others): * + final keynote speakers will be fixed (if still necessary)
	+ discussion of the next Call for FfI
* **22 January 2018, 14.00-15.30 CET** (instead of 19 January 2018)
* **13 March 2018, 09.00-10.30 CET** (Finalizations for annual conference)
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| **8.** | **Any other competent business** | -  |