

**CASEE - the ICA Regional Network for Central and South Eastern Europe**  
**ivzw - International Non-Profit Organization**  
**Registration number (ondernemingsnummer): 0546.953.997**  
**Marcus van Vaernewijkstraat 23**  
**9030 Mariakerke-Gent**



**INVITED PARTICIPANTS**

**BOARD MEMBERS:**

Martin Gerzabek, CASEE President (BOKU)  
 Florian Borlea (USAMVBT Timisoara, Vice-Rector)  
 Marek Szyndel (WULS)  
 Doru Pamfil (USAMV Cluj-Napoca, Rector)  
 Florin Stanica, Vice-Rector (USAMV, Bucharest organizing committee 2018)  
 Jiri Balik, CASEE Vice-President (CULS, Rector)  
 Zoran Grgic (Uni Zagreb, Dean)  
 Istvan Szabo, CASEE Treasurer (Szent István University, Vice-Rector)

Sasa Orlovic (UNS, Vice-Rector)

**CASEE Secretariat:**

Margarita Calderón-Peter (BOKU, CASEE Secretary General)  
 Gudrun Reisinger (BOKU, CASEE Executive Secretary)

**GUESTS:**

**Excused:**

**Draft Agenda for the CASEE Board Videoconference meeting on March 13<sup>th</sup>, 2018, 9 – 11:00 am**

		Comments:
1.	<p><b>Minutes of the CASEE Board VC meeting on January 22<sup>nd</sup>, 2018</b>                      DOC 1: Draft minutes</p>	
2.	<p><b>9<sup>th</sup> CASEE Conference 2018 in Bucharest.</b>                      “Research based education at life science universities in the Danube region towards a sustainable future”, 6 – 9 June 2018</p> <p><b>DOC 2:</b> Abstract table  <b>DOC 3:</b> Draft Agenda for GA</p>	<p><b>Update on progress for the Conference in Bucharest (by VR Stanica)</b></p> <p><b>Questions to be discussed:</b></p> <ul style="list-style-type: none"> <li>• <b>Decision on the final list of oral and poster presenters, including the decision on the 20 PhD students exempted from registration fee</b></li> <li>• <b>Decision on Draft Agenda for the GA</b></li> </ul>



<b>3</b>	<b>CASEE-Board questions</b>	<p><b>1. Decisions concerning presidency and board constituency have to be taken:</b>  Current nominations:</p> <ul style="list-style-type: none"> <li>a) Prof. Hubert Hasenauer, new BOKU rector</li> <li>b) Vice-rector Szabo from SZIU as CASEE president (pending rectorate's elections results at SZIU)</li> <li>c) VR Michal Lostak from CULS</li> </ul>
<b>4.</b>	<b>CASEE Co-operation with ICA and other networks, as well as working groups of the EUSDR Priority areas</b>	<ul style="list-style-type: none"> <li>1) Co-operation option with <b>ACADEMIA DANUBIANA</b> - will be presented at CASEE GA by Prof. Stöglehner</li> <li>2) <b>Update on ICA-activities (by Marek Szyndel)</b></li> <li>3) <b>Co-operation with ATAE:</b> Report from VR Szabo about the ATAE Conference in Opatija and discussions on how CASEE could be integrated in that conference in the future as well as the survey project idea of ATAE</li> </ul>
<b>5.</b>	<p><b>Overview on other CASEE projects ongoing / planned</b></p> <p><b>DOC 4:</b> Applications for Ffl received</p>	<p><b>1) Decision on Ffl-Applications is required</b></p> <ul style="list-style-type: none"> <li>• Application 1: CASEE Intensive Summer course: Sustainable Food Production Chain (project coordinator: Ewa Rembalkowska + Renata Kazmierczak)</li> <li>• Application 2: EFNet staff training: Set up and management of field trials to determine ecosystem services (project coordinator: Pia Eutenauer, BOKU)</li> </ul> <p><b>2) Update on IMPULSE Program: CASEE-In project (by Margarita Calderón-Peter)</b>  Final project report was submitted on March 1<sup>st</sup>; CASEE-In project guidelines for internationalization will be presented during the CASEE Conference</p>

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6.	<b>Next CASEE Board meeting dates</b>	<ul style="list-style-type: none"><li>• <b>6th June, 2018, 17 – 18:45 CET in Bucharest</b> (Prof. Blesic from University of Sarajevo is invited to present the preparations for CASEE Conference 2019) <b>and</b></li><li>• <b>8<sup>th</sup> of June, 15:30 – 16:00 EET, after the GA, for 30 minutes</b> to discuss further steps for the new CASEE Board (for handing over to the new Board)</li></ul>
7.	<b>Any other competent business</b>	

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 Doru Pamfil (USAMV Cluj-Napoca, Rector)

Renata Bazok (UNIZG)  
 Zsuzsanna Tarr (SZIU)

**CASEE Secretariat:**

Margarita Calderón-Peter (BOKU, CASEE Secretary General)  
 Gudrun Reisinger (BOKU, CASEE Executive Secretary)

**GUESTS:**

Ana Butcaru (USAMV, Bucharest organizing committee 2018)  
 Ecaterina Stefan (USAMV Bucharest organizing committee 2018)  
 Cristiana Grosu (BUASMV Bucharest organizing committee 2018)  
 Marian Velcea (USAMV Bucharest organizing committee 2018)  
 Michal Lostak (CULS)  
 Ivona Filipovic (UNIZG)

**Excused:**

Florin Stanica, Vice-Rector (USAMV, Bucharest organizing committee 2018)  
 Jiri Balik, CASEE Vice-President (CULS, Rector)  
 Zoran Grgic (Uni Zagreb, Dean)  
 Istvan Szabo, CASEE Treasurer (Szent István University, Vice-Rector)  
 Sasa Orlovic (UNS, Vice-Rector)

**Minutes for the CASEE Board Videoconference meeting on January 22<sup>nd</sup>, 2018, 14.00-15.30 am**

		<b>Comments:</b>
<b>1.</b>	<b>Minutes of the CASEE Board VC meeting on November 7<sup>th</sup>, 2017</b> DOC 1: Draft minutes	Minutes unanimously accepted.
<b>2.</b>	<b>CASEE Conference 2018 in Bucharest.</b> "Research based education at life science universities in the Danube region towards a sustainable future", 6 – 9 June 2018  DOC 2: Abstract table	<b>Update on progress for the Conference in Bucharest (by VR Stanica)</b> Instead of VR Stanica (excused) Ana Butcaru will answer all questions concerning the CASEE conference.  <b>Questions to be discussed:</b> <ul style="list-style-type: none"> <li>• <b>Online registration on conference website:</b> <ul style="list-style-type: none"> <li>○ When will be hotel booking online available?</li> </ul> </li> </ul> Feedback from Organizing Committee: A hotel booking form is online available on <a href="https://casee2018.usamv.ro/">https://casee2018.usamv.ro/</a> →

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click on Pullman Hotel → see paragraph “Important ...”; all participants have to fill out the form and send it back; at the moment this form is quite difficult to find.

→ USAMV Bucharest will highlight the hotel booking on the conference website and also add this information/link in the registration area.

• **Extended abstract submission deadline:**

- **31 January – promotion wanted – all Board members are kindly asked to keep promoting it!**
- **Info from USAMV: paper published in journals that are “ISI quoted” -> further details for promotion?**

5 of the 7 mentioned journals of USAMV Bucharest are ISI quoted, this helps us to promote the Call for Abstracts even better; at the moment this information is not available on the conference website.

→ USAMV Bucharest will provide this information on the conference website (which journals are ISI quoted), so all CASEE members can refer to it.

- **16 abstracts submitted by 11 December (from BOKU, UNS, USAMV Bucharest, IASI, UNIZG, WULS, USAMVBT)**

By today we only have 17 (!) submitted abstracts and the final submission deadline is approaching quite fast (31 January); that means we are still lacking abstracts for the 9<sup>th</sup> CASEE conference from all CASEE member universities; from some members we even do not have any submitted abstract, e.g. from SZIU, CULS, Nitra, Sarajevo, Albania, Slovenia,...; from the organizing university USAMV Bucharest we only have 1 abstract submitted at the moment!

BOKU will promote the CASEE Call for Abstracts at the so-called CAS (Center of Agricultural Sciences) Touchdown event on 25 January where students will win prizes for their best thesis; one prize will be the participation at the CASEE conference where the best thesis could be presented then.

→ We urgently need abstracts from all member university!!! **Last deadline: 31 January**

→ Please do more promotional activities at your universities - **contact professors directly**, just sending e-mails is not enough!



		<ul style="list-style-type: none"> <li>• <b>Full paper submission deadlines &amp; decision on the final list of oral and poster presenters, including the decision on the 20 PhD students exempted from registration fee</b></li> </ul> <p>Due to the extended submission deadline a full paper submission until 28 February will not be possible; the CASEE Board will need another date to finalize the program of the thematic sessions and we have to decide which PhDs will be exempted from the registration fee; before, all submitted abstracts have to be reviewed by the scientific committee members, this should be done latest in February. The CASEE Secretariat will send out the information for the reviewing phase in February to all scientific committee members (after the submission deadline).</p> <p>→ USAMV Bucharest will update the information (full paper submission until 15 April only) on the conference website.</p>
3	CASEE-Board questions	<p><b>1. Decisions concerning presidency and board constituency have to be taken:</b></p> <p>There are still <b>too few candidates</b> for future CASEE-Board members, <b>NO</b> Nominations received by January 10<sup>th</sup>:</p> <p>There were no nominations sent to the CASEE Secretariat so far; from BOKU-side we have already the future rector as new nominated Board member and we have the nomination of vice-rector Szabo from SZIU as CASEE president; however, the CASEE Board needs more nominations and should really think about candidates that should be elected in June; the GA in June will be an important meeting and will open the doors for the next years of the CASEE network.</p> <p>→ <b>Please hand in your nominations from your university until latest 31 January (new deadline)!</b></p>
4.	CASEE Co-operation with ICA and other networks, as well as working groups of the EUSDR Priority areas	<p>1) Co-operation option with <b>ACADEMIA DANUBIANA</b> (Prof. Stöglehner)</p> <p>New project submitted: “Interreg Danube Transnational Programme – Seed Money Facility” with project partners BOKU, CULS, UNIZG and USAVMB Timisoara; this project deals with peripheral, rural areas with structural weakness and selective migration; the aim of the project is to achieve education programs for local administrations and civil society; we hope that the program will be funded and we have a first successful project</p>

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with Academia Danubiana.

Academia Danubiana and Prof. Stöglehner are also planning an abstract submission for the 9<sup>th</sup> CASEE conference; Academia Danubiana hopes to get new ideas during the conference for future co-operation.

**2) Update on ICA-activities (by Marek Szyndel)**

Marek Szyndel apologizes that he was not able to participate at the last CASEE Board meeting; ICA will still have the secretary in Prague for the next years; the DRC was held in October and there is a summary provided on the ICA-website; during the General Assembly in October ICA gained new members from Scotland (Scotland's Rural College) and Spain (University of Orihuela) and Agreenium (France);

Next important events: ICA Forum on 25<sup>th</sup> and 26<sup>th</sup> October at the University of Wageningen that will include the 30<sup>th</sup> anniversary celebrations of ICA (the invitation was already sent out); a bio-economy workshop and the next Global Bioeconomy Summit 2018 will be held in Berlin; the next ICA Board meeting will take place in Vilnius on 9<sup>th</sup> of February; ICA is still working on the conference with American and Canadian colleagues; the conference is postponed for next year (April); all members are welcomed to join the ICA Forum in Wageningen; CASEE will promote ICA activities in the next newsletter.

3) **Co-operation with ATAE:** VR Szabo is asked to report at the CASEE Board Meeting in March about the ATAE Conference in Opatija from February 27<sup>th</sup> to March 2<sup>nd</sup>, 2018 and discussions on how CASEE could be integrated in that conference in the future.

New idea from ATAE: development of a survey that deals with educational issues on Agricultural Engineering and questions about what would be expected of AE in future; this topic could be linked to the thematic area Agriculture 4.0; Digitalization will be a great challenge for ATAE universities and it should be discussed how to link it with research and teaching projects; e.g. BOKU included this topic in its new development plan and is planning to implement two new professorships in digitalization (main topics: mobility & agriculture and forestry); AE is a focal point of digitalization; therefore president Gerzabek emphasizes that this joint activity is very interesting and he suggests to integrate digitalization in the survey; Prof. Gronauer from BOKU is well informed about the mentioned



		<p>developing plan and the area of digitalization.          Regarding the 9<sup>th</sup> CASEE conference ATAE asked if it's possible to postpone the abstract submission deadline for their papers (to the end of the conference in Opatija on 2<sup>nd</sup> March); therefore a decision is needed if the CASEE Board agrees with this exception:          For all CASEE Board members this option is ok, if ATAE:</p> <ul style="list-style-type: none"> <li>○ finalizes the ATAE-session by itself then;</li> <li>○ plans all slots, poster presentations, etc. for the ATAE thematic session by itself;</li> <li>○ submits the abstracts online immediately after the conference in Opatija because the abstracts have to be included in the online abstract submission system for the Book of abstracts</li> </ul>
5.	<p><b>Overview on other CASEE projects ongoing / planned</b></p>	<p>1) <b>Update on IMPULSE Program: CASEE-In project</b> (by Margarita Calderón-Peter)          CASEE-In project is starting to print the guidelines for internationalization which will be presented during the CASEE Conference; the CASEE-In project ends at the end of January 2018; the English version is already finalized; partner universities translate and finalize it by the end of January; Ivona from UNIZG will bring them to the next Meeting in Vienna on 2<sup>nd</sup> February.</p> <p>2) <b>EMJMD-Re- Application of the DAFM Master</b> (Update by Zsuzsanna Tarr)          January is the last month to prepare the proposal; colleagues from SZIU, UNIZG, BOKU had a meeting in December at SZIU and worked together on the proposal; the Consortium agreed to share the proposal with an expert from a “best practice” proposal to get some advice how to improve the last application; Zsuzsanna Tarr will send the final proposal draft to the consortium soon; a proof-reader at SZIU is doing the grammatical review; the proposal has to be finalized until February 15; the mandates will be sent out this week from Zsuzsanna; most of the support letters have already been organized by the project partners.</p> <p>3) <b>Request for CASEE to be Co-Organiser</b> of the Conference “SMALL-SCALE FOOD PRODUCTION SYSTEMS (MICRO-FARMING): PERSPECTIVES FOR SUSTAINABLE LAND USE”, 24.-25.4.2018 at BOKU UFT Tulln; see:</p>



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[http://www.unserboden.at/761-0-Ankuendigung\\_DLT\\_Tagung\\_2018.htm?&goback=51](http://www.unserboden.at/761-0-Ankuendigung_DLT_Tagung_2018.htm?&goback=51)

The conference will be held at the third BOKU site in Tulln; it's a good opportunity for CASEE to be visible there as well; the CASEE Board agrees to be co-organizer; the information will be published on the CASEE website and CASEE will show-up on the event's website and with its CASEE Logo during the conference.

4) Suggestion from Prof. Blesic **University of Sarajevo to combine the 10th CASEE conference 2019** with the 31st International Scientific-Expert Conference of Agriculture and Food Industries.

*"It is a conference that usually attracts about 200 presenters, mostly from the Balkans, Central Europe, Turkey and some Asian countries. We would like to know opinions of the CASEE Secretariat about the following suggestions:*

*- Does CASEE considers that the 2019 CASEE Conference and the 31st International Scientific-Expert Conference of Agriculture and Food Industries could be held at the same time and in the same place during, let's say, 3 to 4 days?*

*- If the first proposal is acceptable, does CASEE insists on its usual term of the CASEE Conference (end May, beginning of June) or it is also acceptable the usual and for us more convenient term of our conference (the last week of September)?*

*Please note that these are only suggestions that, if accepted, would facilitate our logistical issues. All possible further details would be discussed, let's say during the 2018 CASEE Conference in Bucharest. If the CASEE administration's position regarding the first proposal is negative, we remain firmly committed to being the organizer of the 2019 CASEE Conference on its usual term in May and in its usual format."*

Since the other mentioned conference has about 200 participants (double size of the usual CASEE conferences) there could be the risk and danger that the 10th CASEE conference is losing its profile and disappears if combined; the CASEE Board does not think that there will be great advantages for CASEE in combining those conferences; therefore and because of organizational issues the CASEE Board prefers to keep the usual format and period of the year (May/June) for the 10th conference; in addition the 10th CASEE conference is an anniversary for CASEE and should be considered as a jubilee conference.



<b>6.</b>	<b>Next CASEE Board meeting dates</b>	<ul style="list-style-type: none"> <li>• <b>NEW VC Date in February is needed</b> because of postponed abstract submission deadline.</li> </ul> <p>There will be no extra meeting in February but the CASEE Board meeting on 13<sup>th</sup> of March will last 2 hours, so all Board members have enough time to discuss the conference program; all members try to be prepared very well for the program beforehand; all submitted abstracts have to be reviewed 2 weeks earlier by the Scientific Committee members (latest deadline: end of February); for the meeting on 13<sup>th</sup> of March a quite settled program and quite clear suggestions for oral and poster presentations are needed!</p> <ul style="list-style-type: none"> <li>• <b>13 March 2018, 09.00-11.00 CET</b> (finalizations for annual conference and GA + decision on Fund for Incentives + decision on the draft agenda for the GA, including membership application of SAUM Moldova and changes in the Board/Presidency + final discussion of the program for the 9<sup>th</sup> CASEE Conference + discussions of all submitted nominations)</li> <li>• <b>6th June, 2018, 17 – 18:45 CET in Bucharest and</b></li> <li>• <b>9<sup>th</sup> of June, after the GA, for 30 minutes</b> to discuss further steps for the new CASEE Board (for handing over to the new Board)</li> </ul>
<b>7.</b>	<b>Any other competent business</b>	<ul style="list-style-type: none"> <li>➔ The Board members are kindly asked <b>to promote the deadline for the CASEE Fund for Incentives (February 11<sup>th</sup>, 2018) within their institutions!</b></li> <li>• Zsuzsanna Tarr informs that there will be a rector's election in April/May at SZIU that could cause some changes and could affect the planned nomination of Istvan Szabo. Therefore his nomination as CASEE president has to be considered as tentative nomination for the GA during the CASEE conference.</li> </ul>

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**Draft Agenda for the**  
**5th CASEE ivzw General Assembly and Permanent Committee Meeting,**  
**8.6.2018, USAMV Bucharest, Romania**

**AGENDA**

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1. **Opening and Adoption of the Agenda – CASEE President, Martin Gerzabek**
2. **Adoption of the Minutes of the last CASEE GA and PC on 16.05.2017 in Warsaw**  
*Please find attached the minutes (DOC 1)*
3. **Report of the CASEE President**
  - a) CASEE involvement in the EU strategy for the Danube Region
  - b) Co-operation with other networks (ICA, DRC, ATAE, Academia Danubiana,...)
  - c) CASEE Activities 2017/18
  - d) Results of the Call for applications for the Fund for Incentives 2018
    - .....
  - e) Reports on the Ffl projects of 2016/17
  - f) Changes in the CASEE Membership:
    - Membership cancellation:
      - .....
      - Members to be suspended due to non-payment of fees:
        - .....
    - Applications for new membership (tbc):
      - SAUM Moldova (presentation by N.N; tbc)
4. **Report of the Treasurer**
  - a. Current CASEE Budget situation
  - b. Proposed Budget

*The budget report 2017 and the draft budget 2019 will be sent out soon*  
**➔ GA DECISION ON: Approval of budget report and draft budget**
5. **GA Decision on: Release of liability to be granted to the Board members**
6. **GA Decision on: Election of Board Members**
  - a) Prof. Hubert Hasenauer, new BOKU rector
  - b) Vice-rector Szabo from SZIU as CASEE president (pending rectorate's elections results at SZIU)
  - c) VR Michal Lostak from CULS
7. **Activities planned within CASEE**
  - a. Presentations on projects planned:
    - Project UNIZG
    - INTERREG project UNS
    - .....
9. **Updates on venue and date of the next CASEE Conference, as adopted by the GA 2017:**  
**2019:** University of Sarajevo, Bosnia-Herzegovina  
**2020:** CULS , Czech Republic
10. **Candidates for next CASEE conference 2021?**

DOC 3



11. **Report on the CASEE website and promotional activities (CASEE Executive Secretary)**
12. **Any other competent business**