



7th Consortium Meeting

MINUTES OF THE MEETING

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| Project Acronym: | MINERVA |
| Project No: | 597912-EPP-1-2018-1-MD-EPPKA2-CBHE-SP |
| WP / Deliverable/ Action: | WP7/D7.1/Act. 7.1.3 - Consortium meetings |
| Project partner (s) | P1-Academy of Economic Studies of Moldova (ASEM) |
| Place/ Date | Online zoom meeting / 07 September 2021 |

- 1. Welcome from the Grant Coordinator-Dr. Olesia SIRBU.**
- 2. Project partner's teams presentation; Presentation of new team members.**
 - All partners are asked to update the project contact list on TRELLO or send the contacts of new members to the Grant coordinator.
- 3. OPERATIONAL PLAN:**

WP2: Harmonization of legislative framework on Open Science. WP Leader - P14-UCA/FR; co-leader - P5-MECRRM/MD P10-MoESRA/AM

(D2.2/A2.2) Define a set of guidelines and directives for successful implementation of OS principles in research and education at the national level:

- Separate meetings will be realised with the Ministry of Education of Moldova and Ministry of Education of Armenia;
- 1) National Roadmap on OS (including Action plan):
 - Template/example: **15th September 2021** (provided by P1-ASEM & P5-MECCRM)
 - Draft version: **15th October 2021**
 - Final draft version: **15th November 2021**
 - Public discussion: till **10th December 2021**

(D2.3/A2.3) Formulate and adopt institutional policies and adjust bylaws of OS:

- 1) **Open Science University Strategy (including Action plan)**
 - Template (example of the University strategy on Internationalization, elaborated within ELEVATE project) has been uploaded on Trello in order to see the structure of the Strategy;
 - University strategy on OS have to include at least four main pillars, such as: **Open Access, Open Data, OS evaluation, OS tools.** Any other relevant OS segment can be included.
 - University Strategy and Action plan must be elaborated and uploaded in TRELLO by **October 1st, 2021;**
 - Strategy must be adopted by the University senate by **November 15th, 2021;** Each partner must inform the Grant coordinator the exact date Strategy will be approved by the senate.
- 2) **Open Access University Policy:**



- Partner Universities where the OS University Policy has been elaborated, must update the document, in order to be relevant to MINERVA project and introduce issues on OS principle.
- OS policy examples from ASEM, UTM, USMF that can be used by colleagues from Armenia.
- Draft version of the document (updated or elaborated) must be uploaded to TRELLO by **October 1st, 2021**;

3) Signatory of the Berlin Declaration

- Achieved by all partners, except P3-TUM, will be finalised by **October 30th, 2021**.

4) Regulation on institutional repository

- MD partner HEIs must upload updated version of the regulation, including the benefits and improvements caused by equipment received within the project by **September 15th, 2021**.
- AM partner HEIs must upload the draft version of regulation by **October 1st, 2021**.

WP3: Developing Infrastructure for Open Science. WP Leader - P13-UV/ES; co-leader - P3-TUM/MD; P8- YSU/AM.

(D3.1/Act.3.1.) Study visit to the University of Liege, BELGIUM (P11-ULIEGE/BE) – Postponed by **Spring 2022** due to the pandemic caused by Covid-19.

- Taking in to account the economies achieved because of the inability to realise study visits, the MINERVA grant coordinator will ask EACEA for authorisation to realise the SVs in spring 2022. The SVs will aim at consolidation of the legislative framework elaborated within the project by December 2021.
- As a result, partner HEIs will update and consolidate institutional legislative framework elaborated within the project.

(D3.2/A3.2) Define the national guidelines for the development of OS infrastructure - national guidelines for the development of web services, institutional repositories and databases enabling the implementation of open science principles.

- Template elaborated by P1-ASEM and P5-MECRRM and uploaded to Trello **15th September 2021**.

(D3.3/Act.3.3.) Develop institutional repositories:

- Partner from MD and AM must upload on TRELLO the brochures about the institutional repositories, in order to prove the use of the equipment by **15th October 2021**.

(D3.3./A3.3) Design, develop and maintain OS national platforms:

- Draft version will be uploaded by September 20th, 2021. Will be discussed directly with the Ministries of Education of Moldova and Armenia.

WP4: Building capacities of research management. WP leader - P11- ULIEGE /BE, co-leader - P1-ASEM/MD; P7- ASUE/AM.



(D4.1/A4.1.2) Creation and adoption of bylaws relevant for HR enhancement: Regulation documents on research have to be adopted by each MD and AM university. List has been prepared and proposed by P7-ASUE/AM.

- The **Commitment letter of the creation of the new Regulation documents on Research management at university level** have to be uploaded by each MD and AM HEIs: **15th September 2021**. The document available in TRELLO!
- All the documents proposed must be elaborated and adopted by the senate by **December 2021**, the latest.

(A4.2.1) Seminars on HRS4R development:

- P11- ULIEGE/BE will *realise joint online workshop on EURAXESS* issues. The doodle will be sent with the dates **by 15th September 2021**. **Topics to be discussed: rules and guidelines of the EURAXESS, obstacles. Partners may send their expectations for the workshop before.**

(A4.2.2) Preparing and adopting HRS4R:

- Template uploaded in Trello **by 15th September 2021** (P1-ASEM, P2-USMF).

(A4.3.1) Seminars on HRS4R assessment:

- P1-ASEM & P2-USMF are working on updated HRS4R strategy that must be uploaded to Trello by **15th September 2021**
- P11- ULIEGE /BE to send feedback by **15th October 2021**
- Final version to be uploaded in Trello **by 15th November 2021**

(A4.3.2) Preparing and adopting improved HRS4R

- P1-ASEM & P2-USMF /adopted by Senate versions to be uploaded in Trello: **31th December 2021**

(D4.4/A4.4) Implementing plagiarism monitoring tools:

- MD partner HEIs sent offer concerning the plagiarism tool. The Romanian antiplagiarism tool will be purchased.
- AM partner HEIs are waiting to find the provider: **October 1st, 2021**.
- The request to EACEA has been submitted. The total amount varies for MD partner HEIs and must be clarified to EACEA on request. Separate calls will be arranged.
- Grant coordinator proposes to purchase one of the following subscriptions in order to raise the scientific journals authority: Scientific Journals (in English): iThenticate (benefits: Impact Factor + Web of Science) / Conferences: plagiarismcheckerx.com. Request will be sent via email.

WP6: Dissemination & Exploitation

(D6.2/A6.2.) Design, develop and maintain project website:

- All partner HEIs from AM and MD must upload on TRELLO link to the web page dedicated to MINERVA project.



- The Open Science tab with all the documents elaborated within the project must be provided by all MD and AM partners. Please provide the link to the OS institutional platform by **October 1st, 2021**.

(D6.3/A6.3.) Design and run the dissemination to TG raise awareness on research and OSP.

- Calendar for the realisation of the **TG Information Session** (*Institutional Dissemination event on Research and OS*) covering period January-December 2021 to be uploaded by each MD & AM HEIs in TRELLO: **by 15th September 2021**. Separate email will be sent.

(D6.4/A6.4.) Organize and run career development sessions for TGs:

Calendar for the realisation of the **TG Orientation Session** (*Institutional Career development event on Research and OS*) covering period January-December 2021 to be uploaded by each MD & AM HEIs in TRELLO: **by 15th September 2021**. Separate email will be sent.

(D6.5/A6.5.) Organise and run multiplier events:

“International Workshop on OS” will be hosted by P8-YSU/AM and realised at the **7-8 October 2021 as HYBRID event (face-to-face & online)** Event will involve all MD, AM and EU partners.

- Each partner will have to delegate one expert to be involved in discussions during the Workshop; **by 15th September 2021**.
- Partner must respect selection procedures and nominate members who can travel to Armenia respecting epidemiological requirements imposed by partner countries authorities.
- The working language of the event will be English without translation.
- Draft programme of the workshop has been sent to all partners. Partner HEIs must provide confirmation regarding the names of expert and titles of the presentations by **September 15th, 2021**.
- It is advised to use the budget correctly, purchase the tickets with cancellation costs id budget limits allow. Additional question can be addressed to the project finance manager.

WP7: Project Management. WP Leader – P1-ASEM/MD.

(D7.1/A7.1.3) 5th Consortium meeting will take place in **November 2021**, Doodle will be sent to all partners.

(D7.2/A7.2) Financial management:

- All partner must submit **financial report for the period (14 July 2020 -15 July 2021): by 20th September 2021**
- The financial instalment to each partner will be transferred after the approval of the financial report by grant coordinator.
- For any question contact P1-ASEM financial manager – Anna MADAN.

4. Thanks and closing.