



MINUTES of the Management Meeting

ERASMUS+ Project Advocacy Establishment for Students through Ombudsman Position (AESOP)

Project number: 561640-EPP-1-2015-1-AZ-EPPKA2-CBHE-JP

The meeting was hosted by Austrian Student Ombudsman in Vienna, Austria on June 12-13, 2018. It was the meeting in the frame of WP 5 after the activity 5.1 *Run pilot training program in student advocacy* (in collaboration with the new ombuds person) for faculty, administration and students of one non-EU partner university.

Representatives of the following AESOP Partners attended the meeting:

Akaki Tsereteli State University, Georgia
Khazar University, Azerbaijan
Nakhchivan State University, Azerbaijan
Ganja State University, Azerbaijan
Nakhchivan University, Azerbaijan
Ministry of Education, Azerbaijan
Caucasus University, Georgia
Georgian American University, Georgia
Poltava University of Economics and Trade, Ukraine
Kyiv National Economic University, Ukraine
Office of the Austrian Student Ombudsmen, Austria
University of Warsaw, Poland
University of Jyväskylä, Finland
Middlesex University, UK

Representatives of Minho University (Portugal) and L'Aquila University (Italy) were absent.

Tuesday, June 12, 2018 –Day I

The First Day was dedicated to the overview of the activities that took place. Introduction of the results of WP4 and current situation was done by the representatives of each non EU partner Universities that was followed by questions and discussion. The WP4 dealt with 4.1 Acceptance of guidelines at university level; 4.2 Establishment of an Ombudsman Office; 4.3 Training for an ombudsman in roles and responsibilities. Khazar University presented results of Pilot Training (WP5) that based on the Project content took place at Khazar University. Training results were discussed so that other non EU universities could make decisions and



necessary changes before full training at their Universities. Khazar University shared its experiences with other non-EU partners before they begin their own training events. Discussion with participation of EU partners took place.

Dr. Josef Leidenfrost, Austrian Student Ombudsman presented the topic *The Austrian Student Ombudsman at the Ministry of Education, Science and Research: How and Why?* Later Dr. Josef Leidenfrost and Dr. Wolfram Aigner, Ombudsman of the University of Linz spoke about Austrian Network of Ombudsmen in Higher Education, Regional Ombudsmen and Issues of Interaction.

The second part of the day continued by the site visit to University of Vienna where presentations Conflict Management at Austria's Biggest University; The ombuds Office for International Students were done by Mag. Christian Albert, Conflict Manager and Dr. Lottelis Moser, Ombudswoman at the University of Vienna respectively.

At the end of the day participants of the meeting were hosted by the Austrian Ministry of Education, Science and Research at Bundesministerium Bildung, Wissenschaft und Forschung.

June 13, 2018 –Day II

The second day started with the presentation of Mag. Ulrike Grieshofer JSM, Executive Director of the International Ombudsman Institute (IOI), and presentation of the European Network of Ombudsmen in Higher Education (ENOHE). The presentation - Promoting research integrity via networking and training – was done by Dr. Nicole Foger, the Head of the Administrative Office of the Austrian Agency for Research Integrity (OeAWI), representative of European Network of Research Ethics and Research Integrity (ENERI) and European Network of Research Integrity Offices (ENRIO) on issues of academic integrity and scientific misconduct- a challenging issues for students/staff and Universities.

The second part of the meeting was dedicated to the work of Quality team with the Participants of the project. Work in teams and discussion took place regarding the training and survey that were to be conducted at GE, AZ and AU Universities. The list of questions was proposed and a draft of the questionnaires was prepared and approved by the participants. Dissemination Materials for the upcoming training were presented and discussed. Participants were brought their attention to the rules for printed dissemination materials (logos of the institution, the project and the Erasmus+, disclaimers).

Before the discussion on financial and Administrative issues with the Participants of the Consortium, the Coordinator of the Project and the President of ENOHE (European Network of Ombudsman Offices) announced that at ENOHE and ACCUO (Association of Canadian College and University Ombudspersons) Conference on June 6-8, 2018 newly established Ombuds Offices in Georgia, Azerbaijan and Ukraine were added to the list of the Countries that have Higher Education Ombudsman Offices and Ombudsman Position.

The second day was finalized by the presentation made by ATSU on the future activities. Coming activities, and deadlines were discussed and approved.

6.1 training programs in each university (mid-September 2018) **(September-October 2018)**

- Each regional partner university will run a training program in student advocacy for students and staff



working in collaboration with the new ombuds

6.2 report on training program results (October 2018) (**November-December 2018**)

the reports on the results of trainings will be prepare by each regional partner university

6.3 Hold survey in regional partner universities to measure impact of ombudsman offices (November-December 2018) (**January-February 2019**)

Random survey among students, administrators and staff of the Universities will take place to measure the impact of ombudsman offices and changes in attitudes toward student advocacy.

The periods for the next face-to-face meetings were discussed:

Ukraine – the end of March 2019 (the end of WP 6)

Baku - May 2019 (the end of WP 7)

Kutaisi - July 2019 (Conference)

