



Minutes of the 11th meeting

05-09-2024

Location:

online

Attendees

University of Barcelona

Rita Berger - ritaberger@ub.edu

Trendhuis - Mechelen, Belgium

Nathalie Bekx - nathalie.bekx@trendhuis.be

Véronique Verbraeken - veronique.verbraeken@trendhuis.be

University of Camerino, Italy

Andrea Marconi - andrea.marconi@unicam.it

Momentum, Leitrim, Ireland

Laurence Cole - laurence@momentumconsulting.ie

Excused

Jan Philipp Czakert - philippczakert@ub.edu

Fabrizio Fornari - fabrizio.fornari@unicam.it

Arianna Bartoletti - arianna.bartoletti@unicam.it

Absent

ACEEU - Münster, Germany

Thorsten Kliewe - chair@aceeu.org

This meeting has been recorded. Trendhuis will send a link by mail.

Further steps WP2, WP4 and WP5

WP4 Feedback manual

Nathalie mentioned it is important that we agree about the structure of the nudging manual today, so that we can go on. We only received full feedback from the University of Camerino and Momentum.

We will address HE administrators and HE educators separately. We also plan to include a Playbook showcasing practical examples and case studies for both.

Nathalie presented a word document (annex 1) with an adapted approach for the Nudging Roadmap and Playbook, featuring the suggested changes.

There were no further comments today. Trendhuis will use all your comments so far, for the first version of the manual. They will present a new table of contents in Camerino, where we can discuss the approach.

Andrea asked to let Camerino know by mail if they forgot any tasks. At the moment there are no pending tasks, except for the organisation of our meeting in Italy.

-----TO DO-----

Trendhuis: make a new table of contents for the manual, considering the feedback about the structure.

WP5 Suggestions

Nathalie suggested to make a video with a QR-code for the playbook. So people can see something in real life.

Laurence understands WP5 consists of on the one hand an online MOOC and on the other hand a training guide. This training guide is a video guide as well. The purpose of the MOOC and training guide is to train people how to use the toolkits we produce.

WP5 is planned to start in december, but Laurence wants to discuss the approach of WP5 earlier. He suggests to provide at least one hour during our meeting in Camerino for this. He wants to have an overview of what is expected, so we are all on the same page about it.

Laurence would like some suggestions from all partners. He suggest we can make an animated video. Another suggestion is to record ourselves speaking in Camerino (if desired in our own language with subtitles).

-----TO DO-----

All partners: send your suggestions about the approach of WP5 to Laurence by mail.

Momentum: prepare a presentation on how to tackle WP5

Our next meeting in Camerino

Arianna is preparing everything for your stay in Italy and the dissemination of the materials. She also set up a meeting agenda (annex 2).

-----REMARKS / TO DO-----

Accessibility: the best way to reach the university of Camerino is by rental car from either Bologna or Rome airport.

Questions: if you have any questions concerning our meeting in Camerino, please write to Andrea, Fabrizio and Arianna.

Trendhuis: send powerpoint template again (annex 3)

Camerino has created a platform with examples of nudges. They will present it during our visit to Camerino. Nathalie suggested this can be in the playbook.

WP2 The ethical council

Trendhuis has send emails to all partners about today's meeting. All partners were present, except ACEEU. Thorsten (chair@aceeu.org) did not respond to the emails.

Nathalie asked Andrea if Thorsten will join us in Camerino to discuss WP2. Andrea confirmed that ACEEU will be present and also mentioned another email adres to try and reach ACEEU: lina@aceeu.org.

-----TO DO-----

Trendhuis: Send an email to both ACEEU email addresses to ask how they will proceed with the ethical council, because further steps are needed.

ACEEU: Decide on the next steps for WP2, establishing a working ethical council

Topics to be addressed in Camerino

Further steps of WP2:

ACEEU - How will we go on with the ethical council?
Plan a first meeting for the ethical council.

Development of WP4:

The university of Camerino - platform with examples
Trendhuis - a new table of contents for the manual
All partners - discussion about WP4

A look at WP5:

Momentum - ideas for the approach of WP5
All partners - discussion about WP5

Next online meeting:

How we can create a follow-up. Pick a date and
Make a list of things to be done.

Varia ...