

Una.Resin Kick Off Meeting Agenda

Tuesday 23rd & Wednesday 24th February, 2021 - Online

Version 1.0. Áine Ryan, Laura Jiménez, 28/01/2021

Programme Day 1: Tuesday 23 February 2021

Timing (CET)	Item	Presenters	Invitees <i>(Refer to Appendix 1 for lists of members of each group)</i>	Expected Outcomes
09:00 – 11:00	Plenary session <ul style="list-style-type: none"> - Welcoming remarks - Policy context overview from EC - Overview of project 	<ul style="list-style-type: none"> • Prof James Smith, Edinburgh, Vice Principal International, Project Coordinator, UoE (CHAIR) • Prof Jonathan Seckl, Senior Vice Principal, UoE • Prof Peter Lievens, Vice-Rector International KULeuven • Lia Karamali, Head of Unit, Academic Research and Innovation Organisations • Work Package leads <ul style="list-style-type: none"> ○ WP1 – Elina ○ WP2 – Alessia ○ WP3 – Bartosz ○ WP4 – Laura • Discussion / closing comments 	<ul style="list-style-type: none"> - VIP Speaker: Prof Jonathan Seckl, UoE - Una Europa BoD - Una.Resin PSC (including WP leads & co-leads) - Una Europa vzw. - Una Europa R&I Taskforce - Other Research Office contacts not in R&I Task Force - Other key 1Europe / Una Europa internal stakeholders - EC reps – DG RTD (Stijn/Lia) - Una.Resin EC Project Officer, Paula Mota-Alves 	Information Sharing: <ul style="list-style-type: none"> - European R&I Background and project long term objectives - Raised awareness of Una.Resin project goals & overall vision with key Una Europa internal stakeholders - Raised awareness of relevant EC policy wrt R&I dimension of European Unis - Introduction of WP leads. Brief description of the 4 work packages, their main milestones and outputs

11:00 – 11:30	BREAK			
11:30 – 13:00	Project management session - Overview of project management including legal and financial aspects	<ul style="list-style-type: none"> • Áine Ryan, Deputy Project Coordinator, UoE • Laura Jiménez, PPC Manager, UoE • Paula Mota-Alves, EC Project Office 	<ul style="list-style-type: none"> - Key project delivery contacts e.g. WP leads, Project Manager, Project Coordinator & Deputy Project Coordinator (required) - Una Europa vzw. Contacts (optional) - Representatives from individual University Research offices (optional) 	Information Sharing: <ul style="list-style-type: none"> - Key Una.Resin internal stakeholders will understand the planned project management & project communication / dissemination activities - Key Una.Resin internal stakeholders will understand expectation of all beneficiaries wrt WP4 activities e.g. project monitoring, reporting, financial aspects etc - Key Una.Resin internal stakeholders will understand rules & regulations specific to the implementation of lump sum projects
13:30 – 14:30	BREAK			
14:30 – 15:30	WP1 initial planning meeting - First formal meeting of WP1 group - Overview of WP activities - Planning for initial activities	WP1 lead - Elina Tonteri, UH	<ul style="list-style-type: none"> - WP1 lead and co-lead key contacts - PPC manager - Deputy Project Coordinator - Project Coordinator (optional) - Secretary General (optional) 	Information Sharing: <ul style="list-style-type: none"> - All stakeholders will have a clear understanding of their roles and responsibilities including work towards achieving deliverables, and reporting/monitoring responsibilities etc - WP lead / co-lead will have a clear understanding of level of support available from PPC manager - WP leader to present most significant milestones for WP1 and intermediate goals within 6 months to achieve these milestones Decision making: <ul style="list-style-type: none"> - An initial set of actions for WP delivery - An agreement on frequency of meetings - An agreement on modes of communication

15:30 – 16:30	WP2 initial planning meeting <ul style="list-style-type: none"> - First formal meeting of WP2 group - Overview of WP activities - Planning for initial activities 	WP2 lead <ul style="list-style-type: none"> - Alessia Franchini, UNIBO 	<ul style="list-style-type: none"> - WP2 lead and co-lead key contacts - PPC manager - Deputy Project Coordinator - Project Coordinator (optional) - Secretary General (optional) 	Information Sharing: <ul style="list-style-type: none"> - All stakeholders will have a clear understanding of their roles and responsibilities including work towards achieving deliverables, and reporting/monitoring responsibilities etc - WP lead / co-lead will have a clear understanding of level of support available from PPC manager Decision making: <ul style="list-style-type: none"> - An initial set of actions for WP delivery - An agreement on frequency of meetings - An agreement on modes of communication - WP leader to present most significant milestones for WP1 and intermediate goals within 6 months to achieve these milestones
16:30	CLOSE DAY 1			

Programme Day 2: Wednesday 24 February 2021

Timing (CET)	Item	Presenters	Invitees	Expected Outcomes
10:00 – 11:00	WP3 initial planning meeting <ul style="list-style-type: none"> - First formal meeting of WP3 group - Overview of WP activities - Planning for initial activities 	WP3 <ul style="list-style-type: none"> - Jerzy Rosiński, UJ 	<ul style="list-style-type: none"> - WP3 lead & co-lead key contacts - PPC manager - Deputy Project Coordinator - Project Coordinator (optional) - Secretary General (optional) 	Information Sharing: <ul style="list-style-type: none"> - All stakeholders will have a clear understanding of their roles and responsibilities including work towards achieving deliverables, and reporting/monitoring responsibilities etc - WP lead / co-lead will have a clear understanding of level of support available from PPC manager - WP leader to present most significant milestones for WP1 and intermediate goals within 6 months to achieve these milestones Decision making: <ul style="list-style-type: none"> - An initial set of actions for WP delivery - An agreement on frequency of meetings - An agreement on modes of communication
11:00 – 11:30	BREAK			
11:30 – 13:00	Initial PSC meeting. <ul style="list-style-type: none"> - Present outcomes of 	James Smith (CHAIR) <ul style="list-style-type: none"> - WP1 report – Elina - WP2 update – Alessia 	<ul style="list-style-type: none"> - PSC members (required) - Chair of BoD (optional) - Una Europa vzw. other staff (optional) - 1Europe Project Officer 	Information Sharing: <ul style="list-style-type: none"> - PSC will be aware of intended initial actions to be taken in each / all WP Decision making:

	<p>WP meetings to PSC.</p> <ul style="list-style-type: none"> - Planning discussions. - Next steps 	<ul style="list-style-type: none"> - WP3 report – Bartosz - WP4 report - Áine 		<ul style="list-style-type: none"> - PSC will agree collectively next steps / initial actions for whole consortium - PSC will agree frequency and content of future PSC meetings - PSC to agree list of first actions after the Kick-off Meeting
13:00	CLOSE			

Appendix 1 Members of various groups

Una.Resin Project Steering Committee (PSC) members

Name	Role	Organisation
James Smith (CHAIR)	Project Coordinator	UEDIN
Áine Ryan	Deputy Project Coordinator	UEDIN
Laura Jiménez	Project, Partnerships & Communications (PPC) Manager	UEDIN
Elina Tonteri	WP1 Lead	UH
Maija Urponen	WP1	UH
Thomas Weitner	WP1 Co-Lead	FUB
Claudia Niggebrügge	WP1 Co-Lead	FUB
Alessia Franchini	WP2 Lead	UNIBO
Wannes Ribbens	WP2 Co-Lead	KULEUVEN
Veerle Bruggeman	WP2 Co-Lead	KULEUVEN
Maria Gravari	WP2/WP3 Co-Lead	UP1
Pascale Goetschel	WP2 Co-Lead	UP1

Isabelle LeBescond	WP2 Co-Lead	UP1
Davide Chopard-Lallier	WP2 Co-Lead	UP1
Bartos Brožek	WP3 Lead	UJ
Jerzy Rosiński	WP3 Lead	UJ
José Manuel Bautista	WP3 Co-Lead	UCM
Begoña García Greciano	WP3 Co-Lead	UCM
Sandra Laugier	WP3 Co-Lead	UP1
Emily Palmer	Secretary General	vzw
Inga Odenthal	Communications Manager	vzw
Marta Molino	1Europe Project Officer	KULEUVEN
Kristof Vlaeminck	Senior External Funding Officer	vzw

Una.Resin Executive Committee members

Name	Role	Organisation
James Smith (CHAIR)	Project Coordinator	UEDIN
Verena Blechinger-Talcott	Board of Directors Chair	FUB
Alessandra Scagliarini	Board of Directors	UNIBO

Hannah Kylliki Snellman	Board of Directors	UH
Peter Lievens	Board of Directors	KU Leuven
Damaso Lopez	Board of Directors	UCM
Maria Gravari-Barbas	Board of Directors	UP1
Stanisław Kirstyn	Board of Directors	UJ
Emily Palmer	Secretary General	vzw
Áine Ryan	Deputy Project Coordinator	UEDIN
Laura Jiménez	PPC Manager	UEDIN
Elina Tonteri	WP1 Lead	UH
Maija Urponen	WP1	UH
Thomas Weitner	WP1 Co-Lead	FUB
Claudia Niggebrügge	WP1 Co-Lead	FUB
Alessia Franchini	WP2 Lead	UNIBO
Wannes Ribbens	WP2 Co-Lead	KULEUVEN
Veerle Bruggeman	WP2 Co-Lead	KULEUVEN
Maria Gravari-Barbas	WP2/WP3 Co-Lead	UP1
Pascale Goetschel	WP2 Co-Lead	UP1

Isabelle LeBescond	WP2 Co-Lead	UP1
Davide Chopard-Lallier	WP2 Co-Lead	UP1
Bartos Brožek	WP3 Lead	UJ
Jerzy Rosiński	WP3 Lead	UJ
José Manuel Bautista	WP3 Co-Lead	UCM
Begoña García Greciano	WP3 Co-Lead	UCM
Sandra Laugier	WP3 Co-Lead	UP1

Una Europa Board of Directors

Name	Organisation
Verena Blechinger-Talcott (CHAIR)	FUB
James Smith	UEDIN
Alessandra Scagliarini	UNIBO
Hannah Kylliki Snellman	UH
Peter Lievens	KU Leuven
Damaso Lopez	UCM
Maria Gravari-Barbas	UP1

Stanisław Kirstyn	UJ
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Una Europa vzw

Name	Role
Emily Palmer	Secretary General
Inga Odenthal	Communications Manager
Melissa Claessens	Management Assistant
Kristof Vlaeminck	Senior External Funding Officer

Una Europa Research & Innovation Task Force

Name	Role (Vice Rector Research or Research Office Contact)	Organisation
Victoria Abakumovskikh	Research Office Contact	FUB
Marta Arregui	Una Europa Operational Lead	UCM
Verdiana Bandidi	Research Office Contact	UNIBO
Marianne Braig	Vice-President for Research	FUB
Bartosz Brożek	JU Coordinator for UNA Europa	JU

Paula Eerola	Vice Rector Research	UCM
Alessia Franchini	Research Office Contact	UNIBO
Maria Gravari-Barbas	Vice president for international policy	Paris 1
Piotr Kustrowski	Vice-Rector for Research	JU
Sandra Mereu	Research Office Contact	Paris1
Reine Meylaerts	Vice Rector for Research	KU Leuven
Wannes Ribbens	Research Office Contact	KULeuven
Antonino Rotolo	Vice Rector Research	UNIBO
Áine Ryan	Research Office Contact	UEDIN
Margarita San Andres Moya	Vice Rector Research	UCM
James Smith	Vice Rector Research	UEDIN
Maija Urponen	International affairs	UH
Eric Zyla	Research Office Contact	Paris1

Other invitees to Plenary not included in above groupings

Name	Role	Organisation
Lia Karamali	Head of Unit	EC

Lia Karamali	Head of Unit	EC
Paula Mota Alves	Project Officer	EC
Jonathan Seckl	Senior Vice-Principal	UEDIN
Michael Rovatsos	Self Steering Committee	UEDIN
Jan Wouters	Self Steering Committee	KULEUVEN
Olli Peltoniemi	Self Steering Committee	UP1
Brigitta Schuett	Self Steering Committee	FUB
Tom Böhling	Diversity Council	UH
Kurt De Wit	Diversity Council	KULEUVEN
Joyce Koeman	Diversity Council	KULEUVEN
Mercedes Garcia	Diversity Council	UCM
Marianne Blidon	Diversity Council	UP1
Gabriele Rosenstreich	Diversity Council	FUB
Katarzyna Jurzak	Diversity Council	UJ
Gülay Çağlar	Diversity Council	FUB
Chiara Elefante	Diversity Council	UNIBO
Hilde Feys	Diversity Council	KULEUVEN

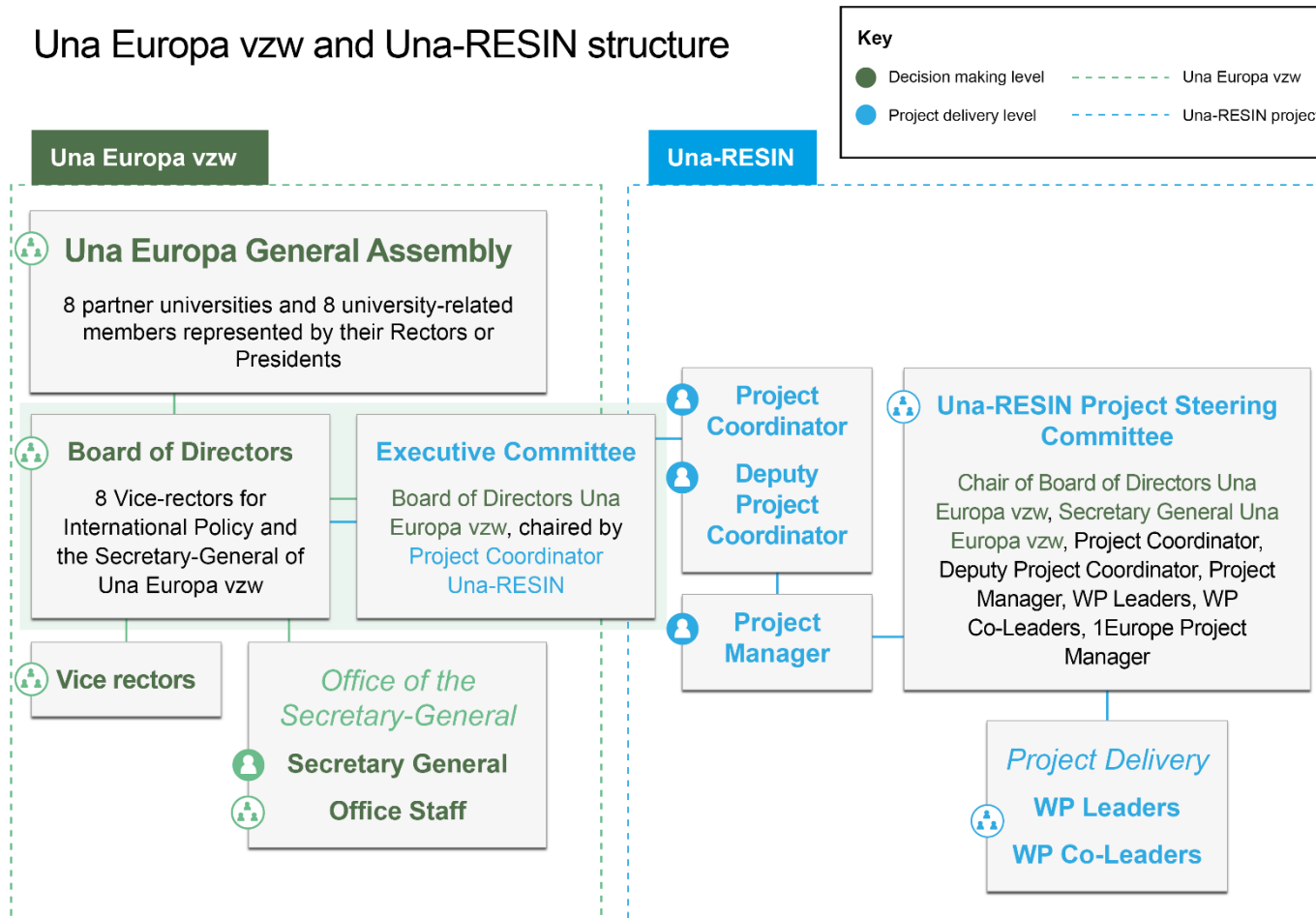
Clara Guilló	Diversity Council	UCM
Sarah Cunningham-Burley	Diversity Council	UEDIN
Rita Monticelli	Diversity Council	UNIBO
Mirko Degli Esposti	Future UniLab	UNIBO
Radosław Rybkowski	Future UniLab	UJ
Sian Bayne	Future UniLab	UEDIN
Georges Haddad	Future UniLab	UP1
Michael Gallagher	Future UniLab	UEDIN
Manuel Sintubin	Future UniLab	KULEUVEN
Gonzalo Jover Olmeda	Future UniLab	UCM
Anna-Maria Salmi	Future UniLab	UH
Britta Piel	Future UniLab	UFB
Sari Lindblom	QAB	UH
Francisca Cabezas	QAB	UP1
Miguel Ángel Sastre	QAB	UCM
Hauke Heekeren	QAB	FUB
Tina Harisson	QAB	UEDIN

Justyna Bugaj	QAB	UJ
Tine Baelmans	QAB	KULEUVEN
Gian Luca Marzocchi	QAB	UNIBO
Giovanna Filippini	Operational Lead	UNIBO
Herbert Grieshop	Operational Lead	FUB
Sonja Yeh	Operational Lead	FUB
Juliana Valasquez Ochoa	Operational Lead	UNIBO
Lola Prieto	Operational Lead	UCM
Julien Frémont	Operational Lead	UP1
Mariet Vriens	Operational Lead	KULEUVEN
Helen McMillan	Operational Lead	UEDIN
Alan Kennedy	Operational Lead	UEDIN
Hanna Gemza	Operational Lead	UJ
Mehdi Amrani	Operational Lead	UP1
Izabela Krajewska	Operational Lead	UJ
Isabell Majewsky	WP Leader	UEDIN
Aranza Mota	WP Leader	UCM

Terry Burté	WP Leader	UP1
Séverine Bortot	Director of project management and development Department	UP1
Michael Jansen	Senior Advisor for International Research Projects	UP1
Katrien Vanelven	WP Leader	KU Leuven
Dorota Maciejowska	Operational Lead	UJ

Appendix 2 Una.Resin governance structure

Una Europa vzw and Una-RESIN structure



Appendix 3: List of Attendees, TBC

Name	Role in Una Europa / Una.Resin	Organisation	Job Title