

## AGENDA COUNCIL MEETING 17 JANUARY 2025

### 1. **Get to know each other** (welcome new members)

A fond welcome and congratulations were expressed to the newly elected council members and president.

### 2. **Individual superpower:** divide role and responsibilities based in *COEHRE Structure*<sup>1</sup>

#### a. **Financial & Legal committee**

A shared responsibility of the council. This will be discussed in another meeting.

#### b. **Content committee**

- Look into the activity proposals for the coming years in close collaboration with the Content Committee Team.

#### c. **Organization committee**

- Execute the practical arrangements of the activities by
  - o coordinating with speakers
  - o completing the break-even analysis
  - o managing resources
  - o establishing timetables
- Take info to the council to get the go-ahead

#### d. **Communication & Marketing committee**

- Complete the communication calendar with an overview of top topics, activities, newsletters, social media updates, articles...
- Suggestions for
  - o Social Media posts
  - o Articles that may engage our members
  - o Subjects for the Newsletters
- Annual report: content (the majority of which will have been provided during the year)

The entire council is interconnected with all committees, as the appointed council members from each committee will report back to ensure complete transparency and foster a unified team approach. They will also present any concerns or suggestions to the council meetings. This structure will facilitate a smoother transition should any person of the chain become unavailable.

The COEHRE Teams platform will be structured as such to have all essential documents in one place, enabling the effective execution of each role. It will serve as our archive.

The level of personal interest in each committee was assessed, resulting in provisional results.

3. Analyse **Brainstorming of Members** in Ghent Conference VS **Strategic Plan 25-28**  
The Strategic Plan will be our guide to steer COEHRE in the right direction. The attachment is a proposal.

#### 4. Priorities in action

It was urged to announce activities well beforehand, enabling people to plan for their participation. The agenda focus will include a variety of formats and cater to different target groups.

##### 4.1. Timetable of COEHRE Activities<sup>2</sup>

Focus on Diversity of:

<b>Format</b>	Webinar	A session related to topics of interest to members f.ex. AI
	Open research	Focus on inviting researchers to share their papers and expertise. An opportunity to present relevant topics and discuss findings with peers. Fostering a collaborative environment for knowledge exchange
	Masterclasses	Open classes/courses at your own institution to the members.
	Live Virtual Events	BIP in PT, international students will present results in BIP. Show it as a live event.
	Capacity Building Seminars	(hybrid)
	Conference	Staff & Students
	Symposium	SUPSI

<b>Target Group</b>	Teachers	
	Students	
	International coord. Project Managers	Act to empower them f.ex. Key Action 2
	Management	Rectors, CEO's... Policy or sustainability could be for teachers and/or management. f.ex One annual activity focused on <u>sustainability</u> of the campus, practices, efforts aimed at transforming the campus into an eco-campus.

It was noted that Strategic Management couldn't be reached in the past due to their commitments. Additionally, it was proposed to revise the organizational

structure, to allow the COHEHRE Research dept. to invest more time in other research activities apart from the conference.

Furthermore, it was recommended to engage and include more non-members in the activities, which could potentially lead to an increase in membership

4.2. Dissemination/Marketing:

Website and Social Media need to be boosted; online personal contact with members & ex-members. Focus on Symposium & Timetable activities.

**5. CA Agenda 2025**

Proposals will be sent through Doodle.

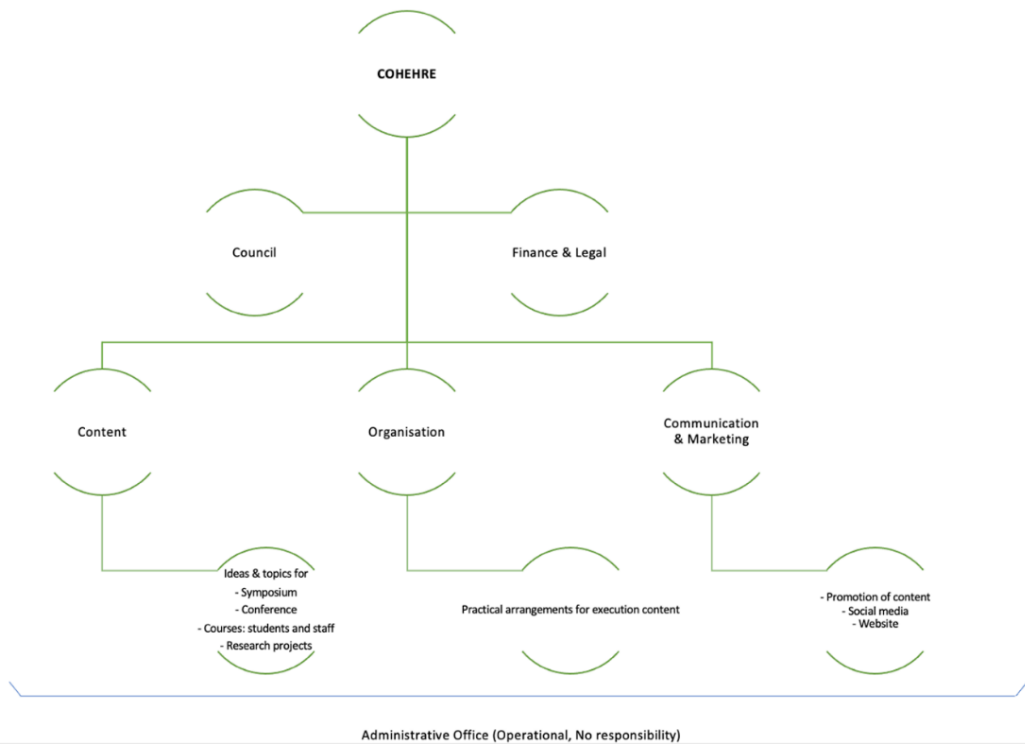
Next council meeting on 31/01.

**6. E-coffee meeting**

Strategy for Information + engagement + commitment.

Once a month 11 people of the Content Committee Team gather with Content Committee Council Members and other interested council members for an informal meeting. This meeting facilitates input, encourages reflection on ideas and allows for a return to the content committee for further discussion.

## 1 – COEHRE Structure



## <sup>2</sup> – Timetable of COEHRE Activities

The example of how the calendar used to be kept up-to-date can be found in Teams.

It is THE place to

- have an overview of all the activities
- fill in the 'action' moments  
f.ex. post on Social Media, an invitation for participation to the members by mail, update on the website, top topical...  
It's the place to add all of the activities
- keep track of when to post a newsletter and add content

Other remarks or comments on activities can be found below:

Annual conference	<p>Regarding the annual conference for 2026, it is being considered to host it in Portugal, for both staff and students (on member request).</p> <p>The concept of alternating between Symposium and Conference will be examined. This idea will not be discarded; rather, it will be scrutinized to determine the feasibility of both formats coexisting.</p>
Activities by diff. members	<p>It was proposed that various member countries take the initiative in organizing activities, thereby enhancing their visibility and highlighting the contributions of our members. Efforts should be made to ensure that multiple members, rather than a single institution, are given the opportunity to shine.</p>
Content Committee Team	<p>The Content Committee Team has showed a lot of initiative in proposing various activity ideas. It is now essential to concentrate on establishing dates for the implementation of each of these activities.</p> <p>Additionally, we should consider ideas for the years 2025-2026 and 2026-2027 and incorporate them into the timetable.</p>
Activity goals	<p>It was remarked that the goals of the activities are not clearly defined. The strategic plan should align with these goals.</p>
Research activities	<p>The research team faced challenges related to resource and time constraints while coordinating the research part of the conference. There was insufficient time to organize additional research activities.</p> <p>As a network, we have the capacity to share projects related to open research, presenting opportunities that can be offered to our members.</p>
Organisation of BIPs	<p>COEHRE organized intensive programs, BIPs. The students will not pay a fee as the funding for the BIPs is already secured.</p> <p>Assist our members in organizing BIPs.</p>



<sup>2</sup> – Timetable of COEHRE Activities

	Academic Year 24/25		Academic Year 25/26		Academic Year 26/27		Academic Year 27/28	
Target Group	Autumn	Spring	Autumn	Spring	Autumn	Spring	Autumn	Spring
Staff	2 Workshops 1 webinar 1 Open Research	1 Symposium 1 Live Virtual Event 1 Open Research 1 Student act.		COEHRE Annual Conference & Student Conference				
Students	1 Masterclass 1 Webinar	1 Masterclass 1 Webinar		COEHRE Annual Conference & Student Conference				

**Autumn semester 24/25**

Workshops	20-23 Jan 25 @ online, Portuguese Catholic University, PT Learning Service Workshops	
Webinar	Staff	Collaborative Online International Learning - COIL <b>xx</b> February by António Ferreira (ESSNorteCVP, PT) & Meritxell Mondejar Pont (UVic; Spain)
	Student	<b>define relevant topic</b>
Masterclass (for students)	Students Mental Health in Higher Education: from needs to best practices, by Francisco Sampaio (ESEP, PT)	
Open Research (staff & master students)	Artificial Intelligence in the Organization of Nursing Care by João Ventura (ESSNorteCVP, PT)	

**Spring semester 24/25:**

Symposium	15-16 May 25 @SUPSI, Switzerland ADVOCACY FOR VALUES IN HEALTH CARE Which challenges need to be faced to ensure core values and sustainability in the healthcare system, in this current era?
Workshops	
Webinar	Gamification Applied to Organizations and Education By Ricardo Queirós (Oporto University, PT)
Masterclass	in area of Rehabilitation
Open Research	EHECADI - European Health Care Final Dissertation: Enabling healthcare students to address societal challenges by Ester Goutan (Uvic, Spain)
Live Virtual Event	Social Transformation: Pathway for a Better Future, in BIP Final Event
Student event	5-9 May 25 @ FHGOO, Austria Diversity and Social Inclusion (DiSI)

**Autumm semester 25/26:**

Workshops	
Webinar	
Masterclass	
Open Research	

**Spring semester 25/26:**

Conference	<b>COEHRE Annual Conference &amp; Student Conference</b> Portugal? in April 2026?
Workshops	
Webinar	



Masterclass	
Open Research	

#### Autumm semester 26/27:

Workshops	
Webinar	
Masterclass	
Open Research	

#### Spring semester 26/27:

Conference	<b>COHEHRE Annual Conference &amp; Student Conference</b> (Country Host – open call, April 2027)
Workshops	
Webinar	
Masterclass	
Open Research	

