

Working Group Minutes

June 2022

Working Group 2 University

Meeting # 1

Date: June 14th,2022*Minutes prepared by Christer Bergman – June 20th, 2022*

Participants

| University | Contact name | Present/Not present |
|-----------------------------------|--|----------------------------|
| Chalmers University of Technology | Jens Hansson | Present |
| University of Gothenburg | Hans Abenius | Present |
| Jönköping University | Heidi.Woodhouse-Schmit | Not present |
| Karolinska Institute | Mia Bjerke | Present |
| KTH Royal Institute of Technology | Ronald T Nordqvist | Present |
| Linköping University | Margareta Alfredson | Present |
| Linnaeus University | Ingela Åberg | Present |
| Luleå University of Technology | Maria Vyatkina | Present |
| Lund University | Pouneh Eftekhari | Present |
| Mid Sweden University | Anna Lindahl | Present |
| Mälardalen University | Pablo Camacho Sanhueza Eva Maaninen-Olsson | Not present Not present |
| Uppsala University | Philipp Baur | Present (Gustaf Cars) |
| Partners | | |
| Swedish Embassy | Maria Brogren | Not present |
| Swedish Institute | Lisa Truedsson | Not present |
| SACC USA | Cecilia Kullman | Present |
| SACC USA | Christer Bergman | Present & Group Leader |

Agenda

1. Introduction of all participants
2. Review of our task
3. Review of the proposed goals, subgoals and activities
- (4. Proposal for change of some goals, subgoals and/or activities)
- (5. Working Group leadership)
6. Timeline and meeting frequencies
7. AOB

Presentation material

During the meeting a ppt presentation was used containing information that was sent out prior to the meeting. This ppt presentation will be sent out alongside the minutes.

Minutes

1. The group made a brief introduction and most of the participants knew each other since before due to other affiliations and similar positions at the universities. Uppsala University was represented by Gustaf Cars since Philipp could not make the meeting.
2. The group briefly reviewed the task for the working group and concluded that it is a very straight forward and simple task, but the instructions for the working groups are very open and need to be created and built during the project. We also emphasized that the working groups should be ready to propose changes to the task and goals/subgoals/activities during the project.
A conversation regarding the overall task and needed resources took place and it was concluded that the current scope is very broad, and we most likely need to focus on certain areas. A question regarding the participation from SI and the Swedish Embassy was asked. Christer explained their supporting roles and that they are part of the working group but could not make it for this meeting. A conversation regarding mapping of the needs from the universities was discussed and emphasized to be crucial for the project. A comment was also made that the working group #1 and #2 might have overlapping activities. A question regarding how we can combine the needs from the group vs the needs from a single university was raised. Christer mentioned that in the project there is a reference to common vs individual action plans. We will have to do both and try to find a way to focus and document the different action plans. The organization ISEP was mentioned, and we all agreed that it would be a good idea to reach out to ISEP and explore the possibility for mutual beneficial activities and cooperation.
[Action: Christer to ensure that ISEP activities will be included in the plan]
3. The proposed goals/subgoals and activities (that is part of the project plan and that was distributed prior to the meeting) was reviewed and the decision was that each participant will review the information during the next two weeks and send to Christer. He will then summarize the feedback and make a proposal for a revised plan before the next meeting. The group will then recommend an updated plan for the group - major changes must be decided by the Steering Committee. ***[Action: Each participant sends in feedback to Christer before Mid-July]***
4. This topic was referred to as per above (3).
5. Christer proposed that he would continue to be the group leader for the next meeting (meetings), but the preferred group leader would come from a group participant since the topic is very familiar and current for them. Christer emphasized that SIREUS project resources will continue to be involved, be responsible for administration and execution of the activities. He asked the participants to let him know if any participant would like to be the group leader and/or if any would like to propose another participant for the role. Christer will then reach out and discuss the possibility, the role and how this would work. ***[Action: Interested in being the group leader, let Christer know asap]***
6. Christer proposed the next two meetings to be on July 26th and September 5th. It was concluded that these dates would not work due to summer vacation, and Christer asked for input to the dates from the participants. **The new dates are Tuesday August 16th @ 15.00 and Tuesday September 27th @ 15.00.** Christer will invite to those meetings.

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