

Meeting N	4th monthly meet	Type:	online online/virtual online
Date(s)	10 Jan 2024 (14:30 – 16:00 pm of Helsinki time)		
Place	online/ zoom		
Host/ Organizer	UH		
Participants (provide Names, Surnames, Affiliations)	<p>16 persons</p> <p><i>Hanna K. Lappalainen, UH, FI</i></p> <p><i>Laura Riuttanen, UH, FI</i></p> <p><i>Maria Dominguez, UH,FI</i></p> <p><i>Alla Borisova, UH, FI</i></p> <p><i>Alexander Mahura, UH, FI</i></p> <p><i>Piritta Puhto, BioArt, FI</i></p> <p><i>Yvonne Billimore, BioArt, Fi</i></p> <p><i>Alexander Baklanov, UCPH, DK</i></p> <p><i>Roman Nuterman, UCPH, DK</i></p> <p><i>Arsen Aproyan, YSU, AM</i></p> <p><i>Hasmik Movsesyan, YSU, AM</i></p> <p><i>Karen Ghazaryan, YSU, AM</i></p> <p><i>Olga Shevchenko, TSNUK, UA</i></p> <p><i>Oleh Shablii, OSENU, UA - absence excused (univ reorganization meeting)</i></p> <p><i>Valeriya Ovcharuk, OSENU, UA - absence excused (univ reorganization meeting)</i></p> <p><i>Inna Khomenko, OSENU, UA - absence excused (univ reorganization meeting)</i></p> <p>+</p> <p><i>Katja Lauri, UH, FI - ExpertAB member</i></p> <p><i>Katerina Saloid, TSNUK, UA - StudentAB member</i></p> <p><i>Maher Sahyoun, UCPH, DK - StudentAB member</i></p>		
Objective(s)	<p>1. Follow up of the Helsinki hybrid k-o-meeting & 29 Nov 2023 monthly zoom-meet</p> <p>2. Welcoming new member of CLUVEX UHEL Team</p>		

	<p>3. Status/ update on WPs & Tasks & Del & Mils</p> <p>4. Discussions on the CLUVEX work</p>
Reference to CLUVEX WPs/Tasks	Overall + WPs 1-5
Agenda	<p>(*) Follow up of the Helsinki hybrid k-o-meeting & 29 Nov 2023 monthly zoom-meet</p> <p>(*) Welcoming Maria Dominguez, UH Team, to CLUVEX (HL)</p> <p>(*) WP1 Management</p> <ul style="list-style-type: none"> • Pre-payments received : check-out - All • Reporting status : Deliverables in the ECAS system, HL • All partners prepare summary reports (for M01-03 & M04-06); request-e-mail with template sending (AB, AM) Deliverables (M1-M6) <ul style="list-style-type: none"> + Del 1.1 - Website (https://www.atm.helsinki.fi/cluvex) + Del 1.2 - Reportings + Del 1.3 - MSQAPlan - https://docs.google.com/document/d/1PiA23qrOnvHT378ntvMIA2b7WzKJBS-l/edit <p>(*) WP2 Preparatory work for VE</p> <ul style="list-style-type: none"> • 1st draft of a Group Exercise for VE Week - Laura, Maria, Yvonne (UH & BioArt) • 2nd draft of the VE GuideBook - Valeriya, Oleh (OSENU) + contributions from All • 1st version of the Climate Literature Guide - tbc, NN • VE Week - 1 credit for students granted by UH (draft) – Alekski & UH team • “Climate University Agreement” with CLUVEX partners for opening a free participation to the Climate University online courses – Laura, Alekski (UH) • D2.3 - Climate Messenger Code of Conduct (CMC) to be discussed - All • D2.4 - Training programs / syllabi to be discussed - All <p>(*) WP3 - VEs for moderators/facilitators</p> <ul style="list-style-type: none"> • List of moderators/facilitators, current status – Olga (TSNUK) <p>https://docs.google.com/spreadsheets/d/1irnxY1W14nX5Lp-aqqXVZSmcDZs57Bzk/edit</p> <ul style="list-style-type: none"> • Moderator registration form at CLUVEX website; https://www.atm.helsinki.fi/cluvex/?page_id=668

	<ul style="list-style-type: none"> • Greetings and feedback from 1st SAB zoom-meet: incl. (i) SAB members as potential moderators; (ii) SAB members as ambassadors for inviting new moderators/students for VEs - Maria (UH) • Moderators' education & tentative plan; discussion – All (i) 5 trainings/workshops (max 2-3 days each; max up to 3 h per day) (ii) Moderators' education/ training in spring 2024 / early autumn (iii) Content of the moderators' trainings: <ol style="list-style-type: none"> 1. Introduction to CLUVEX VE concept & CLUVEX Group Exercise & use different platforms, NN 2. How to use Zoom & Flinga for group working e.g. technical skills (NN UH tech.staff, Mikko Kulmala, Juha Sulo, tbc) 3. Introduction to DigiCampus https://digicampus.fi and administrative aspects - Alekski Vauhkonen) + (ERDA - DK) 4. Introduction to soft skills, how to support and help the students during the VE, NN 5. Introduction to Climate University online courses (after VE), (Laura, NN) (*) WP4 - VEs for students (to become Climate Messengers) preparatory work • Continued: All Partners are welcomed to provide ideas for the Group Exercise in google-docs: https://docs.google.com/document/d/1Hlz4euIDDohP3xUVXAv7RitTB3VNsWYd/edit • Registration of students for VE Week (through UH Open University system). Course description by UH (HL, LR, AV) (*) WP5 - Dissemination, Visibility and Sustainability • Dissemination Plan (Del 5.1) - Arsen, YSU & Oleh, OSENU https://docs.google.com/document/d/1Hhgh3JA3ag0uo-Aswms-NQICmhJY9UVS/edit • Recent/ upcoming outreach activities - All • CLUVEX Flyer/Leaflet (*) Discussions on the CLUVEX work • Next steps & action items • Next (5th) monthly zoom-meeting (date + time) • AOB
Results/ Notes	<p>1. Short update about CLUVEX: Hanna Lappalainen, UH - (i) informed about agenda of this meeting & in brief, about project activities (since hybrid k-o-meet & monthly meet in 28 Nov 2023); (ii) introduced new member of UH team - Maria Dominguez; (iii) Upcoming issues in spring 2024:</p>

- climate Literacy Guidebook (CLG)” (D2.2) DL M09 = **31.March.24**
- Climate Messenger Code of Conduct (CMC)” (D.2.3) DL M09= **31.March.24**
- ”Training programs syllabus” (D2.4) DL M12=**31.June.24**
- Moderators’ training program + pre-recordings (list of moderators per partners) (All)
- Students’ training program for ”Virtual Exchange week”, the exercise (All)
- Setting up the registration system for the students & certificates (at U-Helsinki)
- Formalize the 1 Credit point at the University of Helsinki
- Students to participate in Climate University’s e-learning courses after VE Weeks; an agreement with CLUVEX Partners on ”Climate University MOOCs” and UH that it would be free for the students who participated in CLUVEX, by UH (HL, LR, Helsinki team) (U-Helsinki)
- Identify the research questions to study the Virtual Exchange concept (overview papers, thesis) (All) + collection feedback on moderators’ training, VE week
- Preparations for Call-for-Virtual Exchange, contacting networks (e.g. EAB members) (WP5)

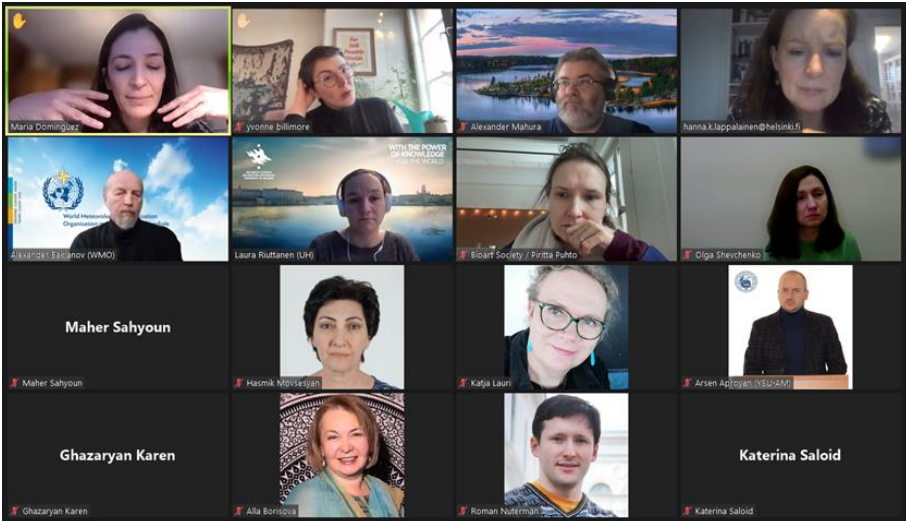
2. **WP1 reported:** Alexander Mahura, UH - reported/ updated on: (i) status/ progress of WP1 Tasks/ Mils/ Dels & reminded about WP & Partner/Team leaders about quarterly (covering period 1 Oct - 31 Dec 2023) reportings to coordinator; (ii) CLUVEX project monitoring & quality assurance are done through: summary from each project meetings; quarterly quality monitoring reporting by Partners’ leader & by WP leaders; questionnaires on cooperation with partners, information and management & on partner’s view on project and its development (by Partner/Team leaders).

3. **WP2 reported:** (i) Laura Riuttanen, UH - presented the 1st draft of a Group Exercise plan for VE Week; discussion; next group meeting to prepare the 2nd draft will be on 12.01;

Feedback and discussion for the a Group Exercise plan:

- term ”Utopia” vs. Possible Futures to be considered
- important to take into account a) different backgrounds and scientific disciplines of the participating students and b) if the participating students are master, bachelor or doctoral students (we can as this when the student is registering and use this information when dividing the students to groups)
- as a part of exercise
 - we will pre-recorded plenary talk by all partners, 20 min each. For example; Introduction-to-IPCC-scenarios by Helsinki

	<ul style="list-style-type: none"> ● climate literature document as a background material <p>(ii) Hanna Lappalainen, UH - presented the VE GuideBook (https://docs.google.com/document/d/1JnIjVqfVhOwsp_XJ0bCU9r5dmExCHlpX/edit); (iii) Hanna Lappalainen, UH - informed that task of 1 credit for VE students granted by UH is in process; (iv) “Climate University Agreement” with CLUVEX partners for opening a free participation to the Climate University online courses -postponed; ...</p> <p>4. WP3 reported: Olga Shevchenko (TSNUK) reported on (i) the status on WP3 objectives and paid attention that the list of moderators (https://docs.google.com/spreadsheets/d/1irnXy1W14nX5Lp-aqqXVZSmcDZs57Bzk/edit) is filled fully (10 from each partner) only by TSNUK, OSENU, and YSU; (ii) The leaflet about the call for Virtual Exchange (VE) moderators was translated and posted this information on the official website of the Geography faculty of TSNUK (https://geo.knu.ua/%d0%b1%d0%b5%d0%b7-%d0%ba%d0%b0%d1%82%d0%b5%d0%b3%d0%be%d1%80%d1%96%d1%97/doluchajtes-do-projektu-cluvex-v-yakosti-moderatora-grupy-virtualnogo-obminu/); (iii) Maria Dominguez informed about the Get-to-know meeting with SAB on 19.12.2023, next one will be on 23.01.2024.</p> <p>5. WP4 reported: Alexander Baklanov (UCPH) informed, that (i) WMO AB member Yinka R. Adebayo will be retired soon, probably new person(s) will replace her; (ii) Group Exercise draft in google-docs: https://docs.google.com/document/d/1HIz4euIDDohP3xUVXAv7RItTB3VNsWYd/edit; (iii) ...</p> <p>6. WP5 reported: Arsen Aproyan, YSU: (i) dissemination report form has been sent to all partners and we are waiting for everyone's 6-month reports by January 15th, 2024; (ii) information dissemination and activity of all partners on the also to Facebook and LinkedIn pages of the CLUVEX project is necessary - https://www.facebook.com/cluvex; https://www.linkedin.com/company/cluvexcomuniversity; (iii). Links to FB and LinkedIn to be added to website.</p>
Decisions made	<ol style="list-style-type: none"> 1. for WP3 - UH and UCPH - to recruit remaining moderators and add to list, the latest by end March 2024 (https://docs.google.com/spreadsheets/d/1irnXy1W14nX5Lp-aqqXVZSmcDZs57Bzk/edit). 2. for WPs 2&4 - Partners, SAB, EAB are welcome to contribute to VE Week Group Exercise draft in google-docs: https://docs.google.com/document/d/1HIz4euIDDohP3xUVXAv7RItTB3VNsWYd/edit 3. for WP2 - to make first draft of Climate Literature Guidebook (CLG, Del 2.2) 4. for WP4 - to collect tentative topics per partner for the VE Weeks for plenary presentations

	<p>5. Next SAB meeting will be held on 23.01.2024</p> <p>6. for WP5 - to add links https://www.facebook.com/cluvex; https://www.linkedin.com/company/cluvexcomuniversity to the CLUVEX website & to make Twitter account for CLUVEX</p> <p>7. for WP1 - to send guidelines e.g template for the Financial reporting to YSU, OSENU, TSNUK Partners</p> <p>8. Next CLUVEX Partners monthly zoom-meeting will be on 28 of February, 2024 at 14:30 (Helsinki time).</p>
<p>Meeting evidence (provide exact link to google-doc)</p>	<p>this doc with summary notes - https://docs.google.com/document/d/1IjF3zbTB-hX5kY22vR4Qs5WbeMkDJNw7/edit folder with this meeting presents - https://drive.google.com/drive/folders/1x1IX3FhiTJDjj_rX6wrGd9x7nmkT5o0l</p> 

Meeting N	5th monthly meet	Type:	online online/virtual online
Date(s)	28 Feb 2024 (14:30 – 16:00 pm of Helsinki time)		
Place	online/ zoom https://helsinki.zoom.us/j/261041646		
Host/ Organizer	UH		
Participants (provide Names, Surnames, Affiliations)	<p>22 persons</p> <p><i>Hanna K. Lappalainen, UH, FI</i></p> <p><i>Laura Riuttanen, UH, FI</i></p> <p><i>Maria Dominguez, UH,FI</i></p> <p><i>Alla Borisova, UH, FI</i></p> <p><i>Alexander Mahura, UH, FI</i></p> <p><i>Piritta Puhto, BioArt, FI</i></p> <p><i>Yvonne Billimore, BioArt, Fi</i></p> <p><i>Roman Nuterman, UCPH, DK</i></p> <p><i>Arsen Aproyan, YSU, AM</i></p> <p><i>Hasmik Movsesyan, YSU, AM</i></p> <p><i>Karen Ghazaryan, YSU, AM</i></p> <p><i>Aleksandr Yesayan, YSU, AM</i></p> <p><i>Anna Harutyunyan, YSU, AM</i></p> <p><i>Gohar Margaryan, YSU, AM</i></p> <p><i>Olga Shevchenko, TSNUK, UA</i></p> <p><i>Oleh Shablii, OSENU, UA</i></p> <p><i>Valeriya Ovcharuk, OSENU, UA</i></p> <p><i>Sergiy Stepanenko, OSENU, UA</i></p> <p>+</p> <p><i>Katerina Saloid, TSNUK, UA - StudentAB member</i></p> <p><i>Mykyta Rozvod, OSENU, UA - StudentAB member</i></p> <p><i>Maher Sahyoun, UCPH, DK - StudentAB member</i></p> <p><i>Elmeri Putkinen, UH, FI - StudentAB member</i></p>		

Objective(s)	1. Follow up of the of the monthly zoom-meet (10 Jan 2024) 2. Status/ update on WPs & Tasks & Del & Mills 3. Discussions on the CLUVEX work
Reference to CLUVEX WPs/Tasks	Overall + WPs 1-5
Agenda	<p>(*) Agenda of this meeting & Follow up of the monthly zoom-meet (10 Jan 2024), VEGbook (ver 1), Draft of VE Week, Group Exercise “Utopia”, lectures/ tools/ group work during days of VE Week, CLGbook (drafting doc), CLUVEX on Facebook + LinkedIn + Twitter, financial reporting from Partners - HL (UH)</p> <p>(*) WP1 Management</p> <ul style="list-style-type: none"> • Reporting status: Deliverables in the ECAS system - HL, AM, AB (UH) • All partners should send summary reports (for M01-03 as 1 Jul - 30 Sep 2023 & M04-06 as 1 Oct - 31 Dec 2023); request-e-mail with template sending (AB); status about sent forms: https://docs.google.com/spreadsheets/d/1DEWlptl0hGKnqZPUV-lf7_TysuJzGVvs/edit • Deliverables (M1-M6) + Del 1.1 – Website (https://www.atm.helsinki.fi/cluvex) - continuously updated + Del 1.2 – Reportings (1st reporting - M06, Dec 2023; 2nd – expected M12, Jun 2024) https://drive.google.com/drive/folders/1hpQrbT61yM6PN98Xp4loj7ARmIlVZG4g + Del 1.3 – MSQAPlan (ver1 - M03, Sep 2023; 1st update – M06, Dec 2023; 2nd – expected M12, Jun 2024) https://docs.google.com/document/d/1PiA23qrOnvHT378ntvMIA2b7WzKJBS-l/edit + (!) includes internal reportings forms/ questionnaires by WP leaders & by Team leaders (2 forms - every 3 months) by Team leaders (1- every 6 months, 1 - every 12 months) https://drive.google.com/drive/folders/1tytKZ3jfFD-KqUhpKXfKcWuQ6pmdkVLQ <p>(*) WP2 Preparatory work for VE</p> <ul style="list-style-type: none"> • Del 2.2 – Climate Literacy Guidebook, CLG - MD, UH • Del 2.3 – Climate Messenger Code of Conduct, CMC - VO, OSENU https://drive.google.com/drive/folders/1hKVvUoBKZMfhLhZTqRED61rJMIFyTJ1g • Del 2.4 – Training programs/ syllabi DL 31.June (group exercise) • 1 credit point for the VE Week granted by UH - HL, UH

(*) WP3 - VEs for moderators/facilitators

- Update on list of moderators, current status (OSENU, TSNUK, YSU, BioArt & UH, UCPH) - OS, TSNUK
<https://docs.google.com/spreadsheets/d/1irnX1W14nX5Lp-aqqXVZSmcDZs57Bzk/edit>
- Partners (!) Remember & Remind (!) Moderator's registration web-form at the CLUVEX website
https://www.atm.helsinki.fi/cluvex/?page_id=668
- Partners (!) Reminder (!) upload your Call-for-Moderators (announced at your Universities & BioArt) to google-folder
https://drive.google.com/drive/folders/1RBbjqUYwD6kE_XNtA1BBSIOFG3u61EDX
- D3.1: "Set of online tutorials/ recordings for the CLUVEX trainings and course modules"; DL 31 Jun 2024, M12 (next updates in M15, M18); Moderators' education & tentative plan & preparation steps for 5 trainings/workshops (max 2-3 days each; max up to 3 h per day) – discussion – OS + All

(*) WP4 - VEs for students (to become Climate Messengers) preparatory work

- Continued: All Partners are welcomed to provide ideas for the Group Exercise in google-docs:
<https://docs.google.com/document/d/1Hlz4euIDDohP3xUVXAv7RitTB3VNsWYd/edit>
- Registration of students for VE Week (through UH Open University system). Course description by UH (HL, LR, AV)
- Group Exercise, HL

(*) WP5 - Dissemination, Visibility and Sustainability

- Dissemination Plan (Del 5.1) - Arsen, YSU & Oleh, OSENU
<https://docs.google.com/document/d/1Hhgh3JA3ag0uo-Aswms-NQICmhJY9UVS/edit>
- Update to PARTNER DISSEMINATION REPORT FORM, Recent/ upcoming outreach activities - All
<https://drive.google.com/drive/u/1/folders/1Qg6hAL0Cqf1OM5z5r6p1duJKG5i0bLWh>
missing report from OSENU and BioArt
- CLUVEX Flyer/Leaflet
- Internal communication e.g one-to-one Zooms

(*) Discussions on the CLUVEX work

- Next steps & action items
- Next monthly zoom-meeting (date + time)
- AOB

<p>Results/ Notes</p>	<p>1. Short update about CLUVEX: Hanna Lappalainen (UH): We have focused on the WP2 and the upcoming deliverables. WP3 “Training Program for the moderators” will start and needs to be ready before 31.June</p> <ul style="list-style-type: none"> • WP2; VE Guide Book ver. 1.0 was submitted to ECAS Portal. Next update take place 31.June.2024 • WP2; VE Week Group Exercise for the students is ready. Some fine tuning will take place. UH organized one-to-one partner Zooms & discussions in February with all partners on the exercise (https://docs.google.com/presentation/d/1_sGOI2zKCPf_GhWUs8Y2nxT_WVYefp-5/edit?rtprof=true) • WP2:Climate Literature Guidebook draft (CLG, Del 2.2) is in progress, DL 31. March. It is a pre-materia for the students who will participate the VE Week. Documents includes descriptions of the Group Exercise (https://docs.google.com/document/d/1vXp6yCcV1P1brRa9fZ357Ia76Pj5iACg/edit) • WP2; Del 2.3 Climate Messengers Code of Conduct, DL 31. March (VO) is in progress , available for the comments (https://docs.google.com/document/d/10AL1jnOHpjRelTyKpdWnYjJ2fivavFXA/edit) • WP2; Del 2.3. Climate Messengers`Code of Conduct (VO), DL 31.March.24 , 1st draft is available for the comments (https://drive.google.com/drive/folders/1e6BkBnUBx4cGUim0Q87mSQ-7m8kOTUnm) • WP2; Del 2.4 Training programs, DL 31.June, for the moderators not yet available in the Google Drive. We need to start the discussions as soon as possible on the • WP3; We need start planning the moderators training • WP5 Dissemination; Facebook & LinkedIn pages has been established https://www.facebook.com/cluvex https://www.linkedin.com/company/cluvexcomuniversity) Twitter account for CLUVEX will be established in a near future. <p>2. WP1 reported: Alexander Mahura, UH: (i) status of Dels (2 submitted) in the ECAS system; (ii) status on Team & WP Leaders reports (3m and 6m) to UH coordinator; (iii) partners should send summary reports (for M01-03 as 1 Jul - 30 Sep 2023 & M04-06 as 1 Oct - 31 Dec 2023) + includes internal reportings forms/ questionnaires by WP leaders & by Team leaders (2 forms - every 3 months) by Team leaders (1- every 6 m, 1 - every 12 m); (iv) Del 1.1 – CLUVEX website is continuously updated; (v) Del 1.2 – Reportings (1st reporting - M06, Dec 2023 - done; 2nd – expected M12, Jun 2024); (vi) Del 1.3 – MSQAPlan (ver1 - M03, Sep 2023; 1st update – M06, Dec 2023; 2nd – expected M12, Jun 2024); (vii) All CLUVEX Dels are “Public” & need be linked to CLUVEX website</p>
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	<p>3. WP2 reported: Valeriay Ovcharuk (OSENU), Maria Dominguez (UH): Status of Del 2.2 - Climate Literacy Guidebook (CLG), Del 2.3 - Climate Messengers Code of Conduct (CMC); Del 2.4 - Training programs</p> <p>4. WP3 reported: Olga Shevchenko (TSNUK), Maria Dominguez (UH): (1) SUMUP — (i) 5 VE trainings to educate CLUVEX moderators during Spr-Sum 2024; (ii) All 5 trainings are linked to Tasks 3.1+3.2+3.3; (iii) update on List of Moderators (OSENU, TSNUK, YSU, BioArt - OK & UH, UCPH - still missing); (iv) reminder moderators to register through CLUVEX web-page “Join Us”; (v) Del 3.1 is expected by 30 Jun 2024, M12 (next updates in M15, M18); (v) Roman Nuterman (UCPH) can help with explanation for ERDA system (separate meet is needed) for moderators’ training (TR1 on tech.skills); (vi) HL will ask EU Sci.Offiicer to change status from “Public” to “Confidential” for moderator trainings materials (Del 3.1) (2) Moderators’ trainings will take place during spring-summer 2024 & include: TR1 - CLUVEX concept & technical skills; TR2 - Climate University MOOCs; TR3 - Soft skills; TR4 - CLUVEX handbooks & materials - introduction to CLUVEX WP2 materials (VEGbook + CLGbook + CMC); TR5 - CLUVEX Group Exercise for VE Weeks (3) All TRs for moderators will be recorded and made available from the CLUVEX website (Del3.1; M12, M15, M18) (4) Recruiting more moderators: (i) Educate CLUVEX Partners colleagues as moderators; (ii) Members of SAB are also encouraged to become moderators; (iii) (?) New Call for moderators to-be-organized in autumn 2024; (iv) (!) Motivation - moderators will get 2-3 credit points from UH</p> <p>5. WP4 reported: Discussed by Roman Nuterrman (UCPH): see WP3 discussion on the ERDA tool.</p> <p>6. WP5 reported: Arsen Aproyan, YSU: (i) The project's Facebook page (19 likes, 39 followers) and LinkedIn page (17 followers) do not show much activity. It is desirable that all colleagues actively disseminate information among colleagues and students. It is especially important to ensure the participation of moderators; (ii) It is important that OSUNU refine and send the final version of the Dissemination Strategy and we can upload it to the portal; (iii) CLUVEX Flyer/Leaflet - all partners must actively distribute; (iv) It is necessary to start active dissemination and promotion of the program among students, young people, and external partners.</p>
<p>Decisions made / Action Items</p>	<p>1. for WP1: (i) send guidelines/ template for financial reporting to YSU, OSENU, TSNUK partners; (ii) All Partners should send summary reports (for M01-03 as 1 Jul - 30 Sep 2023 & M04-06 as 1 Oct - 31 Dec 2023) using provided standard MS Word template to Alla Borisova (with CC to Hanna Lappalainen); (iii) completed Dels are linked (publicly</p>

available) to CLUVEX website https://www.atm.helsinki.fi/cluvex/?page_id=33 /see the Table for Deliverables/. Maria will re-check status.

2. for WP2: IT SHOULD BE WRITTEN HERE ABOUT DECISIONS !!!

& THE PART BELOW SHOULD BE MOVED TO ABOVE SECTION “Results/ Notes”

(i) Del 2.2 “pre-material for the students”; we have pending lecture descriptions, which needs to send to Univ.Helsinki, to Maria as soon as possible. The Deliverable 2.2 will be finalized in March.

Del 2.2. Climate Literacy Guidebook, DL 31.March.2024

(L) Lectures & (T)tool’s demonstration lectures		Ready material
L1	Navigating Planetary Boundaries: Our Blueprint for Sustainable Future (IK, OSENU)	✓
L2	Climate Change and Air Quality (AB, UC)	
L3	Climate change impact on water resources (SS&OS, TSNU)	
L4	Nature hazards: floods (VO, OSENU)	✓
L5	Impacts of Climate Change and Future Outlook (HM, YU)	
L6	<i>Tbc: Critical thinking (BioArt)</i>	
T1	Environment & data visualization. PRESENT (& PAST) (AM, UH)	✓
T2	Analyses of socio-economic and political causes for Climate Change. Past (& Future) Stefan Fronzek SYKE (<i>Confirmed his collaboration</i>)	
T3	Climate scenarios (Future) (RM, UH)	

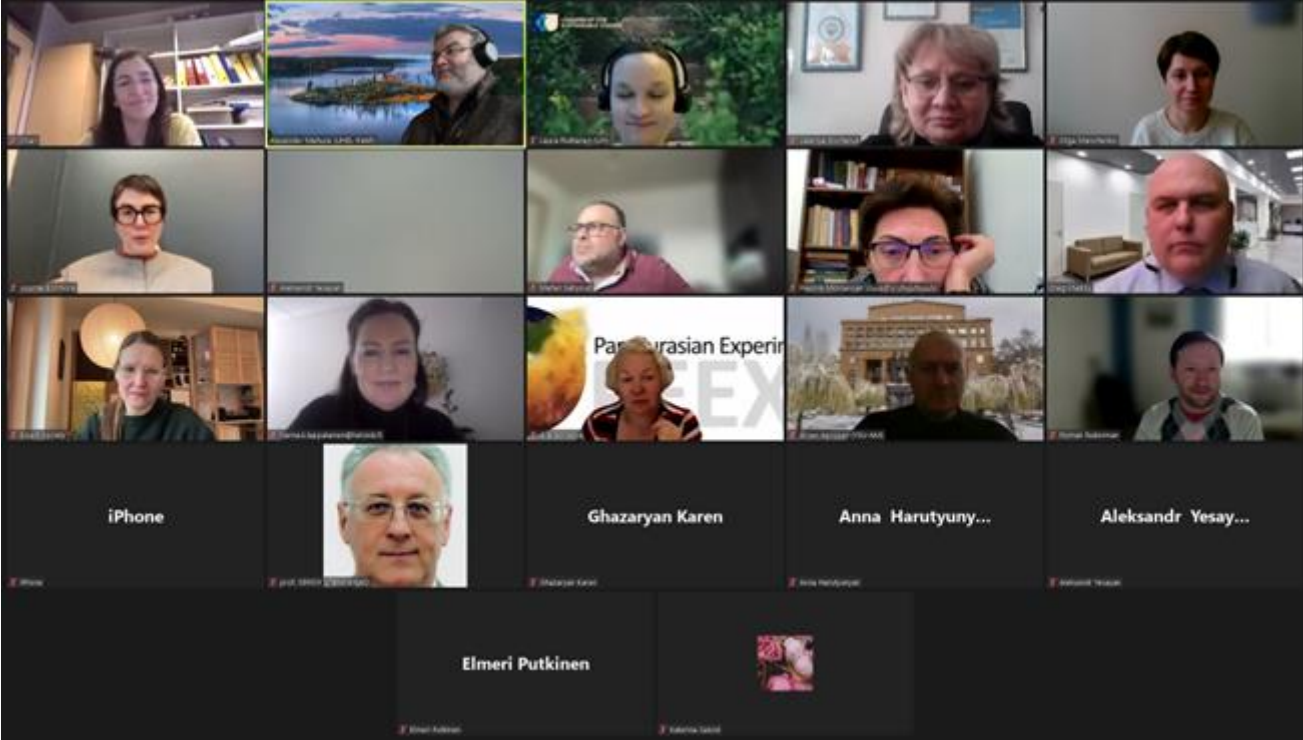
- For the Group Exercise; Zoom discussion on the ERDA tool with Roman and Alexander to be organized asap in March.
- For the Group Exercise; Also Smart-SMEAR tool (UH) could be considered

(ii) comments for **Del 2.3. Climate Messengers´Code of Conduct (VO), DL 31.March.24 from all partners asap** <https://drive.google.com/drive/folders/1e6BkBnUBx4cGUim0Q87mSQ-7m8kOTUnm>

(iii) Del 2.4. Training programs for the Moderators, DL 31. June; UN / Maria will contact partners and agree, who will be given the tutorials. Recordings (max 15 min per topic) will be organized in April/May at the latest.

- qTR1 - CLUVEX concept & tech.skills:
 - 1.CLUVEX concept - give overview on VE concept and CLUVEX project; & use different planforms (Hanna Lappalainen)
 - 2. Zoom - how to use for group working (YouTube; + UH tech.staff, Mikko Kulmala, NN, tbc);

- 3.Flinga (<https://flinga.fi>) learn to use this platform in Zoom sessions, for UTOPIA e-canvas, for group work (NN, University of Helsinki);
 - 4.DigiCampus (<https://digicampus.fi>) (Laura Riuttanen, Aleksi Vauhkonen, UH) + (ERDA - DK)
 - qTR2 - Climate University MOOCs - introduction to CU online courses, Laura Riuttanen, UH
 - qTR3 - Soft skills - introduction to soft skills, how moderators can support multicultural group working (Lisa Kalkowski?, BioArt)
 - qTR4 & TR5 - CLUVEX handbooks & materials - introduction to CLUVEX materialsà Climate Literacy Guidebook (OSENU?WHO?) + CLUVEX exercise for VE Weeks - introduction to CLUVEX group work / exercise; feedback & questions & discussion between the trained moderators and educatorsà (Maria tbc, All partners)
 - UninHelsinki / Maria organizes one-to-one partner Zooms for discussions in March:
 - preliminary schedule and practical arrangements to be discussed / agreed
 - *DigiCampus platform established in **April/May** (Aleksi Vauhkonen, UH)*
 - for pre-materials (Del 2.2) for the registrated students
 - for moderators' materials e.g. tutorial / recordings
 - *qTR1-5 recordings made in **March / April**, and made available at the latest in May 2024*
 - *Call-for Moderators / List of moderators per university ready **at the latest in June 2024***
 - *Moderators training in **Aug-Sep 2024***
 - how to organize; It can consist of listening the recordings and then joint Zoom for questions etc.
 - *Opening Call-for-Virtual Exchange in May (?), **at the latest in Aug 2024.***
 - Website
 - e-mail lists
 - SOME e.g. LinkedIn, Facebook
 - e.g other CLUVEX partner universities' communication channels
 - **1st Virtua Exchange Week in late October 2024 tbc**
3. **for WP3:** (i) HL will ask EU Sci.Officer to change status from “Public” to “Confidential” for moderator trainings materials (Del 3.1; DL 31.03.2024); (ii) providing materials for recording; to start scheduling training dates (doodle?)...
4. **for WP4:** to discuss if we include ERDA; SMEAR data tools (see above)

	<p>5. for WP5: Twitter account to be established by YSU (Arsen);</p> <p>6. Next SAB meeting will be held on 26 May at 16:00 - 17:30 Helsinki time</p> <p>7. Next CLUVEX Partners monthly zoom-meeting will be on 27 of March, 2024 at 14:30 (Helsinki time).</p>
<p>Meeting evidence (provide exact link to google-doc)</p>	<p>this doc with summary notes - https://docs.google.com/document/d/14M77FLUXmLN6Pr_lhBdrq_nc9HUP60G-/edit folder with this meeting presents - https://drive.google.com/drive/folders/1cIQHjHvF7mqjpnR_HdrrKBoAaNn1eiJp</p> 

Meeting N	6th monthly meet	Type:	online online/virtual online
Date(s)	27 Mar 2024 (14:30 – 16:00 pm of Helsinki time)		
Place	online/ zoom https://helsinki.zoom.us/j/261041646		
Host/ Organizer	UH		
Participants (provide Names, Surnames, Affiliations)	<p>19 persons</p> <p><i>Hanna K. Lappalainen, UH, FI</i></p> <p><i>Laura Riuttanen, UH, FI</i></p> <p><i>Maria Dominguez, UH,FI</i></p> <p><i>Alla Borisova, UH, FI</i></p> <p><i>Alexander Mahura, UH, FI</i></p> <p><i>Julia Karhumaa, UH, FI (New member in CLUVEX)</i></p> <p><i>Piritta Puhto, BioArt, FI</i></p> <p><i>Roman Nuterman, UCPH, DK</i></p> <p><i>Arsen Aproyan, YSU, AM</i></p> <p><i>Hasmik Movsesyan, YSU, AM</i></p> <p><i>Karen Ghazaryan, YSU, AM</i></p> <p><i>Aleksandr Yesayan, YSU, AM</i></p> <p><i>Olga Shevchenko, TSNUK, UA</i></p> <p><i>Oleh Shablii, OSENU, UA</i></p> <p><i>Valeriya Ovcharuk, OSENU, UA</i></p> <p><i>Inna Khomenko, OSENU, UA</i></p> <p>+</p> <p><i>Katerina Saloid, TSNUK, UA - StudentAB member</i></p> <p><i>Mykyta Rozvod, OSENU, UA - StudentAB member</i></p> <p><i>Natalia Chebotarova, OSENU, UA .-StudentAB member</i></p>		
Objective(s)	<ol style="list-style-type: none"> 1. Follow up of the of the monthly zoom-meet (28 Feb 2024) 2. Status/ update on WPs & Tasks & Del & Mills 		

	3. Discussions on the CLUVEX work
Reference to CLUVEX WPs/Tasks	Overall + WPs 1-5
Agenda	<p>(*) Agenda of this meeting & Follow up of the previous monthly zoom-meet (28 Feb 2024) - HL (UH)</p> <p>(*) WP1 Management</p> <ul style="list-style-type: none"> ● Reporting status: Deliverables in the ECAS system - HL, AM, AB (UH) ● All partners should send summary reports (for M07-09 as 1 Jan - 31 Mar 2024); reminder e-mail with template sent on 26 Mar 2024 (AM); status about sent forms: <ul style="list-style-type: none"> ○ https://docs.google.com/spreadsheets/d/1DEWlptl0hGKnqZPUV-lf7_TysuJzGVvs/edit ● Deliverables: ● Del 1.1 – Website (https://www.atm.helsinki.fi/cluvex) - continuously updated ● Del 1.2 – Reportings (2nd reporting – expected M12, Jun 2024) <ul style="list-style-type: none"> ○ https://drive.google.com/drive/folders/1hpQrbT61yM6PN98Xp4loj7ARmIIVZG4g ● Del 1.3 – MSQAPlan (2nd update – expected M12, Jun 2024) <ul style="list-style-type: none"> ○ https://docs.google.com/document/d/1PiA23qrOnvHT378ntvMIA2b7WzKJBS-l/edit ● (!) includes internal reportings forms/ questionnaires by WP leaders & by Team leaders (2 forms - every 3 months) <ul style="list-style-type: none"> ● by Team leaders (1- every 6 months, 1 - every 12 months) <ul style="list-style-type: none"> ○ https://drive.google.com/drive/folders/1tytKZ3jfFD-KqUhpKXfKcWuQ6pmdkVLQ <p>(*) WP2 Preparatory work for VE</p> <ul style="list-style-type: none"> ● Del 2.2 Climate Literacy Guidebook (CLG) – feedbacks and status DL 31. March (Maria) ● Del 2.3 Climate Messengers Code of conduct (CMC) – feedbacks and status DL 31. March (Maria) ● Del 2.4 Training programs/ syllabi - DL 31. June (Hanna) <p>(*) WP3 - VEs for staff (Moderators/ Facilitators)</p> <ul style="list-style-type: none"> ● 1st Moderators training workshop in Zoom in May (Olga, Hanna)

	<ul style="list-style-type: none"> • Discussion on the tentative agenda & fixing the date <p>(*) WP4 - VEs for students (Climate Messengers)</p> <ul style="list-style-type: none"> • Discussion on “Climate-Utopia” Exercise (All) <p>(*) WP5 - Dissemination, Visibility and Sustainability</p> <ul style="list-style-type: none"> • Dissemination Plan (Del 5.1) - updates (Arsen) • Updates by the CLUVEX Teams <p>(*) AOB</p> <ul style="list-style-type: none"> • Next monthly zoom-meeting (date + time) • AOB
Results/ Notes	<p>1. Short update about CLUVEX reported: Hanna Lappalainen (UH): (i) outlined agenda of this monthly meeting; (ii) outlined planned activities during spring- summer- autumn of 2024; (iii) planned recording (dates in Apr & May 2024) for lectures and tools demonstration (listed in CLGbook, Del 2.2); (iv) summary of VE Week program and moderator training programs; needs to discuss further group work on “Climate Utopia” group exercise, content and schedule for training for moderators; (v) Call-for-Moderators dissemination (try to recruit more than 50 for the 3 years); (vi) DigiCampus platform is open, to upload material for students and moderators; (vii) good idea to contact school leaders to spread the word; (ix) informing/ confirming that students outside University of Helsinki and outside Finland, could obtain 3-5 credits (through Open University) after moderating 2-4 or more VE Weeks and project’s report. Spread the call for moderators through Master’s programs’ leaders.</p> <p>2. WP1 reported: Alexander Mahura (UH): (i) updated on reporting in ECAS web-portal (Dels, Mils); (ii) updated on internal reporting to coordinator (1st + 2nd reporting periods are OK; reminder about reporting for 3rd period sent to all WPs & Teams Leaders)</p> <p>3. WP2 reported: Valeriay Ovcharuk (OSENU), Laura Riutanen (UH): Discussions on Del 2.2. and Del 2.3. (DL 31. March). Del 2.2. almost ready, Del 2.3. needs recommendations and translation into Ukrainian and Armenian.</p>

	<p>4. WP3 reported: Olga Shevchenko (TSNUK): 2 slides sumup & followed by discussions on organizing 5 training events for moderators, recording material to upload in DigiCampus, to organize trainings. Current status: 30+ moderators registered, in total 50 (or more) for 1st VE Week. Training program needs to be ready before summer holidays. Discussions about teaching Miro or Flinga to moderators since it seems not to work easily. Technical skills training. Maybe give instructions to all moderators, but give the opportunity to be flexible in the format for the group exercise, word document, one of the team writing ideas, power point or Miro Flinga or other google open tools.</p> <p>5. WP4 reported: Alexander Baklanov, UCPH (& Sergiy Snizhko, TSNUK) is absent today. Discussion on how to develop in detail activities for the Group Exercise “Climate Utopia”. Now outline + short description of lectures are available, easier to think more in detail about activities.</p> <p>6. WP5 reported: Arsen Aproyan (YSU): Communication reports status: missing first 6 month dissemination report from OSENU team. Next reporting on dissemination from Partners is expected by end June 2024. YSU can start to include info from Partners’ dissemination reports into ECAS we-portal.</p>
<p>Decisions made</p>	<p>1. for WP1: (i) All WP & Team Leaders should send reports for 3rd period (1 Jan - 31 Mar 2024) by end Apr 2024</p> <p>2. for WP2: (i) Lectures’ recordings by the end of Apr; (ii) Del 2.2. - GLGbook - to finalize & to submit/ upload into ECAS web-portal - DL 31.March; Lecture & tools recordings files to be send to Helsinki at the latest by the 30 April:</p> <ul style="list-style-type: none"> ● Tool 1. Stefan F. ● Tool 2. Alexander M. ● Tool 3. Risto M. ● L1 & L4. Inna K. & Valeriya O. ● L2. Alexander B. ● L3. Olga S & Sergeiy S ● L5 & L6 Hasim M ● L7, Yvonne ● ERDA, Roman

	<p>(iii) Del 2.3 - CMC - to update protocol for emergency situations, translation into Ukrainian and Armenian languages as-soon-as-possible, before submission into ECAS web-portal - DL 31.March</p> <p>3. for WP3: planned scheduled trainings for moderators (programs and recordings): <u>TR1-TR2-TR3 before end June 2024:</u> (1) TR1 - CLUVEX concept & tech.skills: Hanna L. et al. - 8 May at 14:00 EET (2) TR2 - Climate University MOOCs: Laura R. - 14 May at 14.00 EET (3) TR3 - Soft skills: Lisa K., Arsen A., Olga S. & Valeriya O. - 27 May at 14:00 EET <u>TR4 & TR5 - after summer vacation: a few weeks before 1st VE Week</u> (4) TR4 - CLUVEX handbooks & materials - Maria D., dd.mm.hh early Sep (5) TR5 - CLUVEX GroupExercise Climate Utopia” - Maria D. et al., dd.mm.hh early Sep (with +tools - Alexander, Risto, Stefan, Roman (ERDA), Joula (Miro) (6) Spreading the Call-for-Moderators & Call-for-Students: contact with Master’s programs leaders, Climate University network, UArctic Network of Universities, Black Sea Universities Network (BSUN) T. In local seminars, etc. UH will make the Call announcement(s) which all of us can use a such or make a modified version (language versions if needed) which would best fit-for-the-purpose at their universities</p> <p>4. for WP4: Laura R. (Utopia’s author), Maria D. and Hanna L. will arrange a zoom meeting (first week 2 May at 14:30-15:30) with Alexander M., Risto M. and Stefan F. (responsible for tools demonstration) to discuss about type of activities/ exercises to develop for the GE “Climate Utopia”</p> <p>5. for WP5: (i) Arsen A., YSU will start prepare 1st annual dissemination report (DL Jun 2024) & add info into ECAS</p> <p>6. Next CLUVEX Partners monthly zoom-meeting will be on 29 of April, 2024 at 14:30 (Helsinki time)</p> <p>7.</p>
<p>Meeting evidence (provide exact link to google-doc)</p>	<p>this doc with summary notes - https://docs.google.com/document/d/1o2JZp-TXzs1v4v3CLmebgJLmlPvcE3JC/edit folder with this meeting presents - https://drive.google.com/drive/folders/1v2vKQCP6YPUP-L731ETqolvNaQKuac7W</p>



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Meeting N	7th monthly meet	Type:	online online/virtual online
Date(s)	29 Apr 2024 (14:30 – 16:00 pm of Helsinki time)		
Place	online/ zoom https://helsinki.zoom.us/j/261041646		
Host/ Organizer	UH		
Participants (provide Names, Surnames, Affiliations)	<p>15 persons</p> <p><i>Hanna K. Lappalainen, UH, FI</i></p> <p><i>Laura Riuttanen, UH, FI</i></p> <p><i>Alla Borisova, UH, FI</i></p> <p><i>Alexander Mahura, UH, FI</i></p> <p><i>Aleksi Vauhkonen</i></p> <p><i>Yvonne Billimore, BioArt, FI</i></p> <p><i>Arsen Aproyan, YSU, AM</i></p> <p><i>Hasmik Movsesyan, YSU, AM</i></p> <p><i>Karen Ghazaryan, YSU, AM</i></p> <p><i>Valeriya Ovcharuk, OSENU, UA</i></p> <p><i>Sergiy Snizhko, TSNUK, UA</i></p> <p>+</p> <p><i>Ruben Häberli, UCPH, DK- new member of StudentAB</i></p> <p><i>Katerina Saloid, TSNUK, UA - StudentAB member</i></p> <p><i>Mykyta Rozvod, OSENU, UA - StudentAB member</i></p> <p><i>Maher Sahyoun, UCPH, DK - StudentAB member</i></p>		
Objective(s)	<ol style="list-style-type: none"> 1. Follow up of the of the monthly zoom-meet (27 March 2024) 2. Status/ update on WPs & Tasks & Del & Mils 3. Discussions on the CLUVEX work 		
Reference to CLUVEX WPs/Tasks	Overall + WPs 1-5		
Agenda	(*) Start from YSU short info-update about WP5 issues (Arsen)		

(* **Agenda** of this meeting & **Follow up** of the previous monthly zoom-meet (27 Mar 2024) - HL (UH) & welcoming Ruben Häberli, new SAB member from UCPH

General updates:

- **Mark your calendar: 2.May Mini workshop at 14-16 Helsinki time in Zoom (WP4)**

- Scope / aim: The program of the virtual exchange week on Tuesday, Wednesday and Thursday includes presentations of different climate tools (presentations by Risto, Alexander, Steffan) and then 2 hours of moderated discussions. The discussion on past-present-future will be based on the Climate Utopia concept developed by Antti R.
- In this mini workshop, we will discuss the topics of the discussions in small, moderated groups.
- 2h discussion for present (Tue)
- 2h discussion for past (Wed)
- 2h discussion for future & build joint climate utopia (Thu)
- At least, one representative from each CLUVEX team needs to be presented
- ===== Agenda =====
- Laura R.: Utopia's workshop background
- Antti R. : What "Utopia" is
- Risto M. : IPPC tool
- Alexander M. : Explore5 tool
- Steffan F.: SSP tool (cannot attend this time, but in a communication loop)
- Discussion & brainstorming
- Zoom-link is:

<https://helsinki.zoom.us/j/67313136820?pwd=NTBUaHp0cktBOE0wTFJ1N0NtN3lFUT09>

- **Reminder:** Apr/May: video recordings of lectures (20 min) & demo tools (10 min) for VE Weeks (WP3)

- Recordings: 20 min per topic, for students coming from different disciplines !
- Alexander B. / Yvonne / Hasmik pls download your presentation here, [Recordings for WP2 \(students\) and WP3 \(moderators\)](#)
- Valeyria's & Inna's recording are already available in the Google Drive
- Recording files at the Google Drive by 31.April / week 18

- Recordings for the tools (Risto, Alexander, Stefan) will be made in May - as soon as we have had the mini Utopia WS (2.May)
- **Preparations for e-platforms by University of Helsinki (WP2/4)**
 - opening DigiCampus is in-progress by Alekski Vauhkonen
 - there will be separated DigiCampus platforms for the registrated students & moderators
- **Preparations for opening the Call-for-Virtual-Exchange course**
 - Univ.Helsinki will prepare the call-text, which can be modified and used by the partner universities for the further distribution
 - We should consider having meetings with the master / doctoral school leaders so that they could distribute the call for the students

(*) **WP1 Management** (lead UH)

- Reporting status: Deliverables in the ECAS system - HL, AM, MD (UH)
- All partners should send summary reports (for M07-09 as 1 Jan - 31 Mar 2024); reminder e-mail with template sent on 26 Mar & 24 Apr 2024 (AM); status about sent forms:
 - https://docs.google.com/spreadsheets/d/1DEWlptl0hGKnqZPUV-If7_TysuJzGVvs/edit
- Deliverables:
- **Del 1.1** – Website (<https://www.atm.helsinki.fi/cluvex>) - continuously updated
- **Del 1.2** – Reportings (2nd reporting – expected M12, Jun 2024)
 - <https://drive.google.com/drive/folders/1hpQrbT61yM6PN98Xp4loj7ARmllVZG4g>
- **Del 1.3** – MSQAPlan (2nd update – expected M12, Jun 2024)
 - <https://docs.google.com/document/d/1PiA23qrOnvHT378ntvMIA2b7WzKJBS-l/edit>
- (!) includes internal reportings forms/ questionnaires by WP leaders & by Team leaders (2 forms - every 3 months)
- by Team leaders (1- every 6 months, 1 - every 12 months)
 - <https://drive.google.com/drive/folders/1tytKZ3jffFD-KqUhpKXfKcWuQ6pmdkVLQ>

(*) **WP2 Preparatory work for VE**

- **Del 2.2** Climate Literacy Guidebook (CLG) – in ECAS & <https://www.atm.helsinki.fi/cluvex/?p=820>
- **Del 2.3** Climate Messengers Code of conduct (CMC) – in ECAS & <https://www.atm.helsinki.fi/cluvex/?p=820>
- **T2.4** /lead OSENU/ — “Developing new climate training guidelines” & **Del 2.4:** Training programs/ syllabi (lead OSENU; M12; Report/ Public; Online, English) - **DL 30.Jun**



- parts 1 and 3 of Del_ 2.4 prepared by the OSENU team, the second part is in progress >>
- <https://docs.google.com/document/d/1TUxGiPFyCs4ZWp4WA4ZJ6hF3BldisXHFC0xEKwi2Jk/edit>
- **Guidelines for Administrators, IT Staff, and Moderators /** Training guidelines/syllabi
- https://docs.google.com/document/d/1j4R0MK06prDFFfbFuzmtb9xu8DmhnT3ezWOn3uP_Mhk/edit
- **T2.5** /lead OSENU/ — “Climate University content library and interactive exercises” & **Del 2.5**: “e-Living Annex to VEGbook (lead OSENU; M12; DEM, DATA; Online, English) - **DL 30 Jun**
- **MS4** /lead OSENU/ - M09, **DL - 31 Mar** — “VE concept for climate education and training” (VEGbook, CLGbook, CMC to be developed, formatted, and ready for use in trainings) - availability of 3 docs at CLUVEX website
- **MS5** /lead OSENU/ - M12, **DL - 30 Jun** — “Training guidelines/ syllabus” (developed for moderators and students)

(*) **WP3 - VEs for staff (Moderators/ Facilitators)**

- Status on Moderators (<https://docs.google.com/spreadsheets/d/1irnxY1W14nX5Lp-aqqXVZSmcDZs57Bzk/edit>)
- Training #1 (CLUVEX VE concept & tech. skills) in zoom for moderators is on 8 May 2024 - status/ update (HL)
- Alias e-mail list for moderator was created on 26 Apr (cluvex-moderators@helsinki.fi) & announcement for TR1 sent
- Discussion on e-form for feedback from moderators after trainings (to ask about their needs in training, especially related to soft skills in moderating online)
- **T3.1/ T3.2/ T3.3** /lead TSNUK/ — to arrange & carry out trainings for moderators:
 - **TR1** – CLUVEX concept & tech.skills. **8 May** at 14:00-15:00 EET/Helsinki time (**2nd day - questions**)
 - **TR2** – Climate University MOOCs. **14 May** at 14.00-15:00 EET/Helsinki time
 - **TR3** – Soft skills. **27 May** at 14:00-15:00 EET/Helsinki time
 - **TR4** – CLUVEX handbooks & materials. **June / early Sep**
 - **TR5** – CLUVEX Group Exercise Climate Utopia” **June / early Sep**
- **MS6** /lead TSNUK/ - M10, **DL - 30 Apr** — “Preparedness of moderators (IT staff, administrators, teachers, researchers) for VE leaning process” - all materials are in progress / available
 - TR1, TR2, TR3 will be recorded in May and made available for the moderators in the DigiCampus
- **MS7** /lead TSNUK/ - M12, **DL - 30 Jun** — “Moderators passed tests demonstrating ability/skills to moderate students’ group in VE Weeks” - number of persons attended trainings/ passed tests

	<ul style="list-style-type: none"> ○ first set of moderators' training TR1,2,3 will be carried out in May/June, TR 4,5 are scheduled in early September ● Del 3.1: Set of online tutorials/ recordings for the CLUVEX trainings and lectures+tools for VE Weeks (lead TSNUK; M12; Report/ Public; Online, English) - DL 30 Jun & then update on M15 - DL 30 Sep <ul style="list-style-type: none"> ○ all the tutorials / lectures recorded will be made available also at the CLUVEX website as soon as they are available <p>(*) WP4 - VEs for students (Climate Messengers)</p> <ul style="list-style-type: none"> ● Discussion on “Climate-Utopia” Group Exercise (All) <p>(*) WP5 - Dissemination, Visibility and Sustainability</p> <ul style="list-style-type: none"> ● Del 5.1: Dissemination Plan - updates (Arsen) ● MS11 /lead YSU/ - M12, DL - 30 Jun — “Project’s outreach” - publications on CLUVEX social media networks, regional mass media (news, radio, TV), presentations on conferences, forums, etc. ● Updates by the CLUVEX Teams: <p>(*) AOB</p> <ul style="list-style-type: none"> ● Next monthly zoom-meeting (date + time) ● AOB
<p>Results/ Notes</p>	<p>1. Short update about CLUVEX: Hanna L. (UH): (i) agenda; (ii) outline of planned zoom-workshop “Climate-Utopia” (past-present-future) Group Exercise on 2 May 2024; (iii) video-recordings of 7 lectures and 3 tools (May-June) & upload in google-drive; (iv) Open University & DigiCampus; (v) drafting Call-for-VE-Week for students - in progress; (vi) trainings for moderators & call for moderators; (vii) 1st VE Week (Oct 2024); (viii) time-line for planned activities during Apr - Dec 2024</p> <p>2. WP1 reported: Alexander M. (UH): (i) Del 1.1 – Website (continuously updated), https://www.atm.helsinki.fi/cluvex; (ii) Del 1.2 – Reportings (2nd reporting – expected M12, Jun 2024); https://drive.google.com/drive/folders/1hpQrbT61yM6PN98Xp4loj7ARmIIVZG4g;</p>

(iii) Del 1.3 – MSQA Plan (2nd update – expected M12, Jun 2024), <https://docs.google.com/document/d/1PiA23qrOnvHT378ntvMIA2b7WzKJBS-l/edit> , (!) includes internal reportings forms/questionnaires by WP leaders & by Team leaders (2 forms - every 3 months) & by Team leaders (1- every 6 months, 1 - every 12 months) <https://drive.google.com/drive/folders/1BVzxoUgllpbH6sme2dG0fAnejvDme5i> ;
(iv) status Dels & Mils in ECAS system; (v) internal check on Dels & Mils to be delivered & already delivered.

3. **WP2 reported**: Valeriay O. (OSENU), Laura R. (UH):

(i) Del 2.2 (CLG) & Del 2.3 (CMC) submitted to ECAS + publicly available at CLUVEX website; in news - <https://www.atm.helsinki.fi/cluvex/?p=820>;

(ii) slides on lectures+tools & video-recordings of lectures+tools - in progress (by end May - beg June);

(iii) Task 2.4/ Del 2.4 - in progress/ first drafts by OSENU team are in google-folder -

https://drive.google.com/drive/folders/19gMekplvXSp5vs2Lwp2r2gtl0aY_QYLD:

(iii-a) Part 1 - Guidelines for Administrators, IT Staff, and Moderators

(https://docs.google.com/document/d/1j4R0MK06prDFFfbFuzmtb9xu8DmhnT3ezWOn3uP_Mhk/edit);

(ii-c) Part 3 - Introduction to the Exchange Guidebook for Climate / Earth System Sciences Education and Services Designers (<https://docs.google.com/document/d/1TUxGiPFyCs4ZWp4WA4ZJ6hF3BldisXHFC0xEKwi2Jk/edit>); and

(ii-b) Part 2 - in progress

4. **WP3 reported**: Olga Sh. (TSNUK)/ Alexander M. (UH):

(i) Tasks 3.1 + 3.2 + 3.3 cover 5 trainings - to-be-organized, to teach the CLUVEX moderators;

(ii) update on 3 trainings for moderators in May 2024;

(iii) MS6 /lead TSNUK/ - M10, DL - 30 Apr — “Preparedness of moderators (IT staff, administrators, teachers, researchers) for VE leaning process” - all materials are available;

(iv) MS7 /lead TSNUK/ - M12, DL - 30 Jun — “Moderators passed tests demonstrating ability/skills to moderate students’ group in VE Weeks” - number of persons attended trainings/ passed tests;

(v) D3.1 /lead TSNUK/: “Set of online tutorials/ recordings for the CLUVEX trainings and course modules” (Report/ Public/ in electronic format, EN/Partners’ languages)

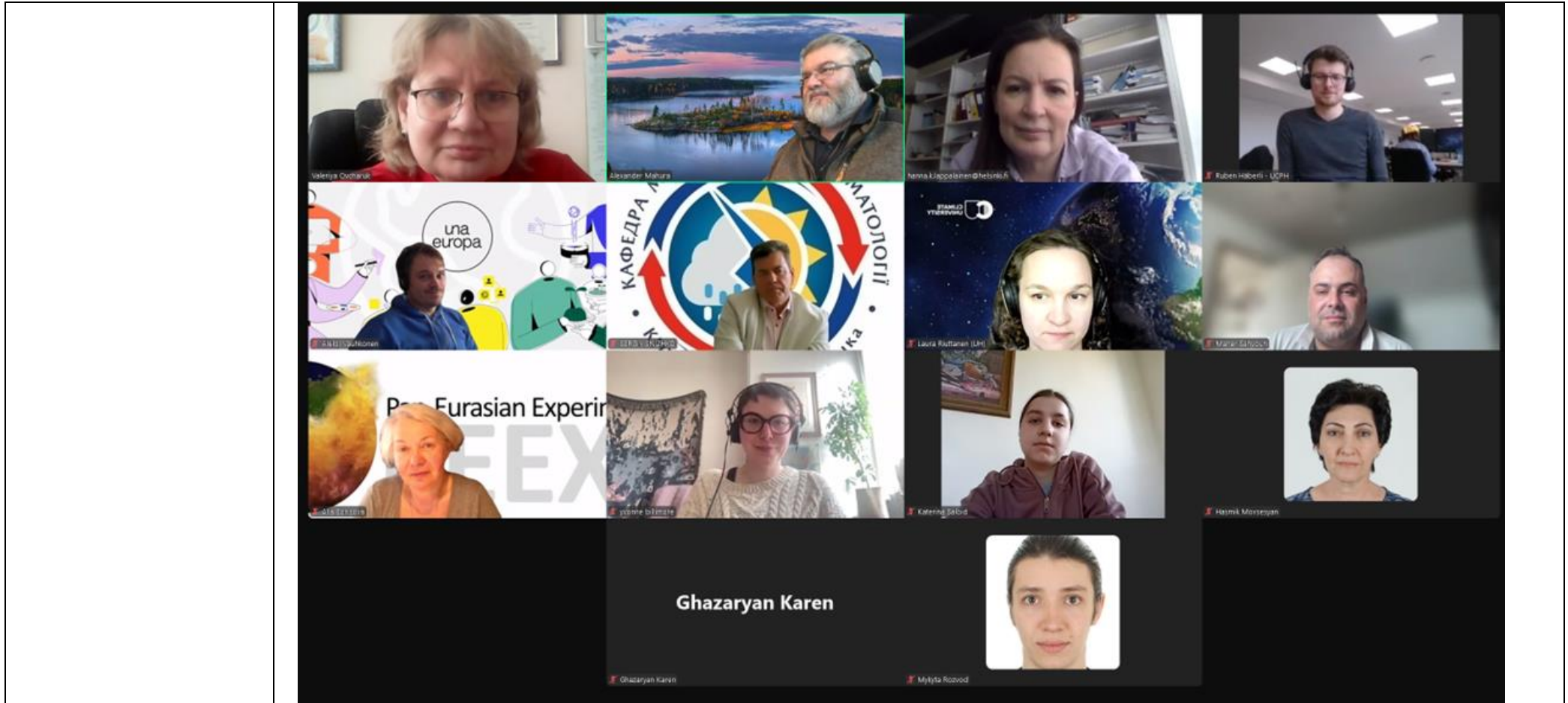
(vi) List of moderators: <https://docs.google.com/spreadsheets/d/1irnXy1W14nX5Lp-agqXVZSmcDZs57Bzk/edit> - update (Olga Sh. & Maria D. - cross-check all persons)

5. **WP4 reported**: Hanna L. & Laura R. (UH):



	<p>(i) Call-for-VE-Week draft in-progress (HL, MD, AV et al.): https://docs.google.com/document/d/1YCId6RPbcMI6V70EpAx9uCV2rNjvzJ1/edit (but affiliated with UH course ATM398);</p> <p>(ii) pre-advertising at the CLUVEX Partner universities & other Universities in the countries;</p> <p>(iii) UH piloted "Climate Utopia" (used as a reference https://blogs.helsinki.fi/nuorten-ilmasto-utopia/);</p> <p>(iv) outline of planned zoom-workshop "Climate-Utopia" (past-present-future) Group Exercise on 2 May 2024</p> <p>6. WP5 reported: Arsen A. (YSU):</p> <p>Reporting dissemination activities at the ECAS portal by U-Yurevan (Aresen) (WP5)</p> <ul style="list-style-type: none"> ○ Aresen reminded the ECAS reporting for the dissemination activities ○ there will be a new template from collecting information from the partners, Arsen will come back to us soon with further details <p>(i) communication reports status: missing 2nd 6M dissemination reports/ next reporting - by end May 2024 by new template-form (https://docs.google.com/document/u/1/d/11YoUIEzC4DHWDAso5Jf0SICBIYBrk_b9/edit).</p> <p>(ii) YSU will start to include info from Partners' dissemination reports into ECAS web-portal May, 2024-for the 1st reports, June, 2024-for the 2nd reports.</p> <p>(iii) updates on presentations: (1) EGU, Vienna, AU, Apr 2024 - CLUVEX overview - oral talk (https://www.atm.helsinki.fi/cluvex/?p=812); (2) 3rd ACCC Impact Week, Helsinki, FI, Apr 2024 - CLUVEX project & Call-for-Moderators talks and discussions (https://www.atm.helsinki.fi/cluvex/?p=802); (3) Sustainability Science (HELSUS) guest seminar, Helsinki, FI, Mar 2024 - CLUVEX project overview oral talk (https://www.atm.helsinki.fi/cluvex/?p=799); (4) abstract in prep for 4th International Forum on Big Data for Sustainable Development Goals (FBAS 2024), Beijing, CN, Sep 2024</p>
<p>Decisions made</p>	<p>1. for WP1: (i) All Team & WP Leaders should finalize reporting for 3rd period (1 Jan - 31 Mr 2024) & send to UH coordinator Hanna L., with CC to Alla B., Alexander M.</p> <p>2. for WP2: (i) prepare/finalize slides & video-recordings on lectures+tools by end April/May); (ii) provide comments using "Suggesting mode" to doc "Guidelines for Administrators, IT Staff, and Moderators" (https://docs.google.com/document/d/1j4R0MK06prDFFfbFuzmtb9xu8DmhnT3ezWOn3uP_Mhk/edit); & to doc "Introduction to the Exchange Guidebook for Climate / Earth System Sciences Education and Services Designers" (https://docs.google.com/document/d/1TUxGiPFyCs4ZWp4WA4ZJ6hF3BldisIXHFC0xEKwi2Jk/edit)</p>

	<p>3. for WP3: (i) carry out trainings for moderators: TR#1 “CLUVEX concept & tech.skills” on 8 May 2024; TR#2 “Climate University MOOCs” on 14 May; TR#3 “Soft skills” on 27 May; (ii) Olga & Maria - asap - cross-check list of moderators from CLUVEX Partners/Teams vs. registered through CLUVEX website & finalize for cluvex-moderators@helsinki.fi</p> <p>4. for WP4: (i) carry out zoom-workshop “Climate-Utopia” (past-present-future) Group Exercise on 2 May 2024</p> <p>5. for WP5: (i) All Partners should prepare own dissemination reports (using new template/ download from https://docs.google.com/document/u/1/d/11YoUIEzC4DHWDAs05Jf0SICBIYBrk_b9/edit) for 2nd reporting period (1 Jan - 30 Jun 2024) & send to Arsen, YSU by end May 2024</p> <p>6. Next CLUVEX Partners monthly zoom-meeting will be on 28 May, 2024 at 14:30 (Helsinki time).</p>
<p>Meeting evidence (provide exact link to google-doc)</p>	<p>this doc with summary notes - https://docs.google.com/document/d/1bGovZGwzLvyy8dOA2s6ymxmc5pPZs_Ao/edit</p> <p>this file with slides (presentation) - https://docs.google.com/presentation/d/1MqMI5nTU6Stab32vfn_bakqVjlvx7qB/edit</p> <p>folder with this meeting presents - https://drive.google.com/drive/folders/1ep0qUy6PcOHTAqFMBhtUUxH8ArIsYhyn</p>



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Meeting N	8th monthly meet Type:	online online/virtual online
Date(s)	28 May 2024 (14:30 – 16:00 pm of Helsinki time)	
Place	online/ zoom https://helsinki.zoom.us/j/261041646	
Host/ Organizer	UH	
Participants (provide Names, Surnames, Affiliations)	<p>10 persons</p> <p><i>Hanna K. Lappalainen, UH, FI</i></p> <p><i>Maria Dominguez, UH, FI</i></p> <p><i>Alexander Mahura, UH, FI</i></p> <p><i>Yvonne Billimore, BioArt, FI</i></p> <p><i>Arsen Aproyan, YSU, AM</i></p> <p><i>Oleh Shablii, OSENU, UA</i></p> <p><i>Inna Khomenko, OSENU, UA</i></p> <p><i>Alexander Baklanov, UCPH, DK,</i></p> <p><i>Maher Sahyoun, UCPH, DK</i></p> <p><i>Roman Nuterman, UCPH, DK</i></p>	
Objective(s)	<ol style="list-style-type: none"> 1. Follow up of the of the monthly zoom-meet (29 April 2024) 2. Status/ update on WPs & Tasks & Del & Mills 3. Discussions on the CLUVEX work 	
Reference to CLUVEX WPs/Tasks	Overall + WPs 1-5	
Agenda	<p>(*) Agenda of this meeting & Follow up of the previous monthly zoom-meet (29 April 2024) - HL (UH)</p> <p>(*) WP1 Management (lead UH)</p> <ul style="list-style-type: none"> ● Reporting status: Deliverables in the ECAS system - HL, AM, MD (UH) ● All partners should send summary reports (for M07-09 as 1 Jan - 31 Mar 2024); reminder e-mail with template sent on 24 Apr 2024 (AM); status about sent forms: 	

- https://docs.google.com/spreadsheets/d/1DEWlptl0hGKnqZPUV-lf7_TysuJzGVvs/edit
 - Deliverables:
 - **Del 1.1** – Website (<https://www.atm.helsinki.fi/cluvex>) - continuously updated
 - **Del 1.2** – Reportings (2nd reporting – expected M12, Jun 2024)
 - <https://drive.google.com/drive/folders/1hpQrbT61yM6PN98Xp4loj7ARmIIVZG4g>
 - **Del 1.3** – MSQAPlan (2nd update – expected M12, Jun 2024)
 - <https://docs.google.com/document/d/1PiA23qrOnvHT378ntvMIA2b7WzKJBS-l/edit>
 - (!) includes internal reportings forms/ questionnaires by WP leaders & by Team leaders (2 forms - every 3 months)
 - by Team leaders (1- every 6 months, 1 - every 12 months)
 - <https://drive.google.com/drive/folders/1tytKZ3jfFD-KqUhpKXfKcWuQ6pmdkVLQ>
- (*) **WP2 Preparatory work for VE (by Inna Khomenko, OSENU; Valeriya Ovcharuk is absent, on travel)**
- **T2.4** /lead OSENU/ — “Developing new climate training guidelines” & **Del 2.4**: Training programs/ syllabi (lead OSENU; M12; Report/ Public; Online, English) - **DL 30 Jun**
 - **T2.5** /lead OSENU/ — “Climate University content library and interactive exercises” & **Del 2.5**: “e-Living Annex to VEGbook (lead OSENU; M12; DEM, DATA; Online, English) - **DL 30 Jun**
 - **MS5** /lead OSENU/ - M12, **DL - 30 Jun** — “Training guidelines/ syllabus” (developed for moderators and students)
- (*) **WP3 - VEs for staff (Moderators/ Facilitators) - Olga Shevchenko, TSNUK**
- Status on Moderators (<https://docs.google.com/spreadsheets/d/1irnXy1W14nX5Lp-aqqXVZSmcDZs57Bzk/edit>)
 - Alias e-mail list for moderator was created on 26 Apr (cluvex-moderators@helsinki.fi) & updated with new members & announcements for TR1, TR2, TR3 were sent in due time
 - Discussion on e-form for feedback from moderators after 1st VE Week for students (to ask about their needs in training, especially related to soft skills in moderating online)
 - **T3.1/ T3.2/ T3.3** /lead TSNUK/ — to arrange & carry out trainings for moderators:
 - **TR1** – CLUVEX concept & tech.skills. 8 May at 14:00-15:00 EET/Helsinki time - **COMPLETED**
 - **TR2** – Climate University MOOCs. 14 May at 14.00-15:00 EET/Helsinki time - **COMPLETED**
 - **TR3** – Soft skills. 27 May at 14:00-15:00 EET/Helsinki time - **COMPLETED** (lessons learnt - must have pre-recordings of presentations)
 - **TR4** – CLUVEX handbooks (VEGbook, CLGbook, CMC) & materials (recorded videos + slides of lectures and tools + list of questions from lecturers, up to 10 each). **early Sep**

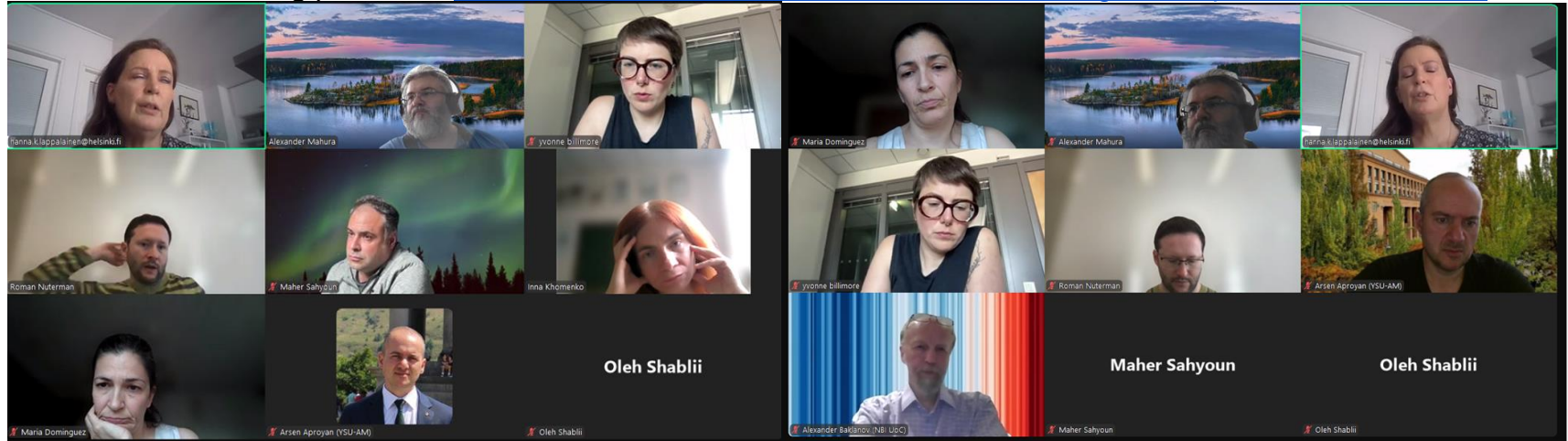
	<ul style="list-style-type: none"> ○ TR5 – CLUVEX Group Exercise “Climate Utopia” early Sep ● MS6 /lead TSNUK/ - M10, DL - 30 Apr — “Preparedness of moderators (IT staff, administrators, teachers, researchers) for VE leaning process” - all materials are available (ready for Trainings) ● MS7 /lead TSNUK/ - M12, DL - 30 Jun — “Moderators passed tests demonstrating ability/skills to moderate students’ group in VE Weeks” - number of persons attended trainings/ passed tests & all available materials in DigiCampus (Maria will upload) ● Del 3.1: Set of online tutorials/ recordings for the CLUVEX trainings and lectures+tools for VE Weeks (lead TSNUK; M12; Report/ Public; Online, English) - DL 30.Jun (<i>materials from Tr#1,#2,#3 for moderators & lectures +tools</i>) & then update on M15 - DL 30 Sep (<i>materials for VE Week Group Exercise “Climate Utopia”</i>) <p>(*) WP4 - VEs for students (Climate Messengers)</p> <ul style="list-style-type: none"> ● Update on Discussion on “Climate-Utopia” Group Exercise (2 May 2024 zoom-meet) ● Update on 1st Call for VEWeek for students (in Oct 2024) <p>(*) WP5 - Dissemination, Visibility and Sustainability</p> <ul style="list-style-type: none"> ● Del 5.1: Dissemination Plan - updates (Arsen) ● MS11 /lead YSU/ - M12, DL - 30 Jun — “Project’s outreach” - publications on CLUVEX social media networks, regional mass media (news, radio, TV), presentations on conferences, forums, etc. ● Updates from CLUVEX Teams <p>(*) AOB</p> <ul style="list-style-type: none"> ● Next monthly zoom-meeting (date + time) ● AOB
Results/ Notes	<p>1. Short update about CLUVEX: Hanna L. (UH):</p> <ul style="list-style-type: none"> ● Moderators training (i) started now in May (TR1,2,3 - completed); (ii) number of moderators participating the on-line training so far is ca 35-58; (iii) new moderators can still join in, by Sep 2024, we need 50 moderators in total; (iv) “Soft skills” TR3 recordings from Lisa (BioArt), Arsen (YSU) are needed asap to DigiCampus; (v) TR4,5 will take place in early September, date to be fixed asap ● VE Week lectures recordings have been made and are available at the Moderators’ DigiCampus

	<ul style="list-style-type: none"> ● VE Week tools demonstration recordings are in progress (Alexander, Risto, Stefan; to be done in Jun 2024) to be added to DigiCampus ● “Climate Utopia” Group Exercise: (i) progress, 2 separate online meetings took place; https://docs.google.com/document/d/1FTxv1UFAELM10NKInNvKKAio1EHeQDLI/edit; (ii) Stefan, Risto, Alexander will comment the draft + Laura, Hanna, Julia et al. the general description; (iii) 10 questions per lecture are asked from lecturers (Inna Kh., Alexander B., Yvonne B., Hamsik M., Olga Sh., Sergiy S., Valeriay O.) - to be a part of GE ● Call for Virtual Exchange Week for students has been distributed. You are also wellcome to make a language translations if needed (in Armenia, Ukraine) https://docs.google.com/document/d/1uz6MYTJmFsnC38JMpHgLgub6l0fM6OA4/edit ● All partners need to distribute the Call at their university platforms (newsletters etc.) and contact master / Doctoral schools leaders. Also wider distribution to other universities in the CLUVEX partner countries’ universities is welcome ● DigiCampus for Moderators opened / registration is in progress (> 40 moderators registered); https://digicampus.fi/course/view.php?id=5195 registration code: cluvexmod24 ● DigiCampus for Students (UH CLimate University for Virtual Exchanges 1) opened / in-progress; https://digicampus.fi/course/view.php?id=5193 registration code: cluvexweek1 <p>2. WP1 reported: Alexander M. (UH): (i) update on Del & Mils in ECAS and internal; (ii) update on reporting to the coordinator from Partners (YSU is missing reporting for Jan-Mar 2024)</p> <p>3. WP2 reported: Valeriay O. (OSENu) - on travel; Laura R. (UH): Inna Khomenko, OSENuM reported; (i) writing Del 2.4 is in progress; (ii) Dels 2.1, 2.2. and 2.3 in ECAS system & linked at CLUVEX website)</p> <p>4. WP3 reported: Olga Sh. (TSNUK), Alexander M. (UH): (i) TR#1,#2,#3 for moderators completed in May & all materials to be available ASAP in DigiCampus; (ii) All CLUVEX Partners reported all required number of moderators from each University; (iii) TR4,5 - in early Sep 2024</p> <p>5. WP4 reported: Alexander B. (UPCH), Sergiy Snizhko (TSNUK): progress is based on Hanna L., UH presented slides</p> <p>6. WP5 reported: Arsen A. (YSU), Oleh Sh. (OSENu): (i) YSU & UH seem to be most active in reacting in CLUVEX dissemination channels; (ii) preparing following Communication report for Commission</p>
Decisions made	<p>1. for WP1: (i) monitor Dels & Mils with DL by end June 2024; (ii) YSU - provide 3 m report (Jan-Mar 2024) to coordinator;</p> <p>2. for WP2: (ii) continue work on Del 2.4 (in collabor. with UH), dl 30 Jun 2024, to ECAS</p>

3. for WP3: (i) TR3 on Soft Skills - video-recording + slides to be available ASAP in DigiCampus; (ii) arrange TR4 & TR5 for moderators in early Sep 2024; (iii) "test skills for moderators" = certificates on completed all TR#1-#5
4. for WP4: (i) 1st Call for VE Week for students - to be distributed among Univ of CLUVEX Partners; (ii) continue development of GE CLimate Utopia
5. for WP5: (i) to update QR code on webpage (Mikko K); (ii) Partners need to be more active in CLUVEX LinkedIn, Facebook, etc. communities
6. Next **CLUVEX Partners monthly zoom-meeting will be on 24 June, 2024 at 14:30 (Helsinki time).**

Meeting evidence
(provide exact link to google-doc)

this doc with summary notes - https://docs.google.com/document/d/1zfgbuQqvg_GnlzWstiyXQ_3SNqPangQb/edit
 this do with slides: <https://docs.google.com/presentation/d/1aujMGUhlJZegqvdyzS4PUE4FnsYIntnx/edit>
 folder with this meeting presents - <https://drive.google.com/drive/folders/1S-NRnNsogVrmUzqN31ib27EwNU5i3cfv>



Meeting N	9th monthly meet Type: online online/virtual online
Date(s)	24 June 2024 (14:30 – 16:00 pm of Helsinki time)
Place	online/ zoom https://helsinki.zoom.us/j/261041646
Host/ Organizer	UH
Participants (provide Names, Surnames, Affiliations)	<p>10 persons</p> <p><i>Hanna K. Lappalainen, UH, FI</i></p> <p><i>Laura Riuttanen, UH, FI</i></p> <p><i>Julia Karhumaa, UH, FI</i></p> <p><i>Aleksi Vauhkonen, UH, FI</i></p> <p><i>Yvonne Billimore, BioArt, Fi</i></p> <p><i>Alexander Baklanov, UCPH, DK</i></p> <p><i>Roman Nuterman, UCPH, DK</i></p> <p><i>Arsen Aproyan, YSU, AM</i></p> <p><i>Olga Shevchenko, TSNUK, UA</i></p> <p><i>Katerina Saloid</i></p>
Objective(s)	<ol style="list-style-type: none"> 1. Follow up of the of the monthly zoom-meet (28 May 2024) 2. Status/ update on WPs & Tasks & Del & Mills 3. Discussions on the CLUVEX work
Reference to CLUVEX WPs/Tasks	Overall + WPs 1-5
Agenda	<p>(*) Agenda of this meeting & Follow up of the previous monthly zoom-meet (28 May 2024) - HL (UH)</p> <p>(*) WP1 Management (lead UH)</p> <ul style="list-style-type: none"> ● Reporting status: Deliverables in the ECAS system - HL, AM (UH) ● All partners should send summary reports: <ul style="list-style-type: none"> ○ Partner/Team Quarterly Quality Monitoring Reporting to Coordinator (period #4: 1 Apr - 30 Jun 2024)

- Partner/Team Cooperation Reporting to Coordinator (period #2: 1 Jan - 30 Jun 2024)
- Partner's/Team's View on Project & Its Development -- Rep. to Coord. (period #1: 1 Jul 2023 - 30 Jun 2024)
- WPs Quarterly Reporting to Coordinator (period #4: 1 Apr - 30 Jun 2024)
- reminder e-mail with template sent on 11 June 2024 (AM); status about sent forms:
- https://docs.google.com/spreadsheets/d/1DEWIptl0hGKnqZPUV-lf7_TysuJzGVvs/edit
- Deliverables:
- **Del 1.1** – Website (<https://www.atm.helsinki.fi/cluvex>) - continuously updated
- **Del 1.2** – Reportings (2nd reporting – expected M12, Jun 2024)
 - <https://drive.google.com/drive/folders/1hpQrbT61yM6PN98Xp4loj7ARmIlVZG4g>
- **Del 1.3** – MSQAPlan (2nd update – expected M12, Jun 2024) / OK
 - <https://docs.google.com/document/d/1PiA23qrOnvHT378ntvMIA2b7WzKJBS-l/edit>
- (!) includes internal reportings forms/ questionnaires by WP leaders (every 3 months) & by Team leaders (1 - every 3 months + 1- every 6 months + 1 - every 12 months)
 - <https://drive.google.com/drive/folders/1tytKZ3jfFD-KqUhpKXfKcWuQ6pmdkVLQ>

(*) **WP2 Preparatory work for VE**

- **T2.4** /lead OSENU/ — “Developing new climate training guidelines” & **Del 2.4**: Training programs/ syllabi (lead OSENU; M12; Report/ Public; Online, English) - DL 30 Jun
- **T2.5** /lead OSENU/ — “Climate University content library and interactive exercises” & **Del 2.5**: “e-Living Annex to VEGbook (lead OSENU; M12; DEM, DATA; Online, English) - DL 30 Jun
- **MS5** /lead OSENU/ - M12, DL - 30 Jun — “Training guidelines/ syllabus” (developed for moderators and students)
- ???

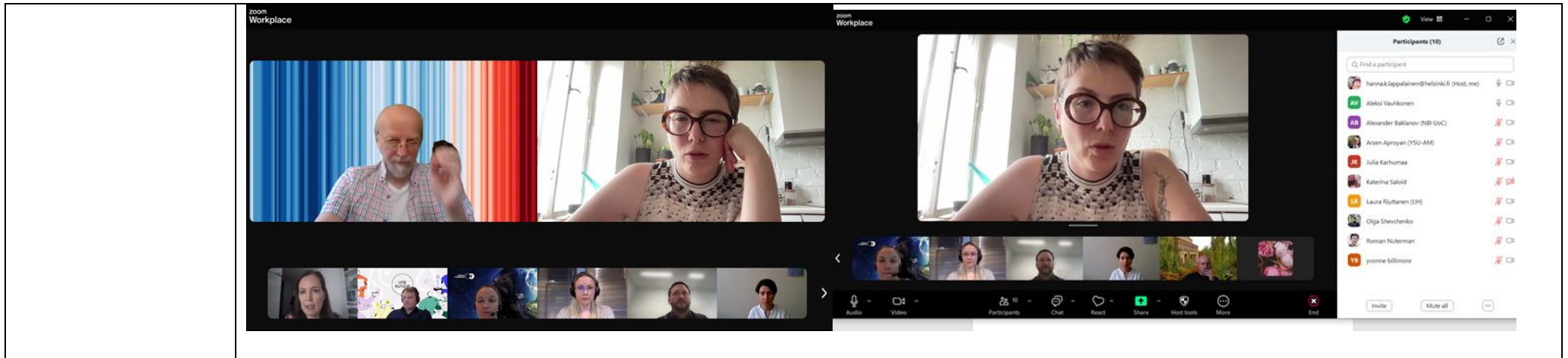
(*) **WP3 - VEs for staff (Moderators/ Facilitators) - Olga Shevchenko, TSNUK**

- Moderators status **OK** (<https://docs.google.com/spreadsheets/d/1irnXy1W14nX5Lp-aqqXVZSmcDZs57Bzk/edit>)
- Alias e-mail list for moderator (cluvex-moderators@helsinki.fi) & Alla B. updated with new members & announcements for TR4 & TR5 were sent in June
- Discussion on e-form for feedback-questionnaire (10 qns) from moderators after 1st VE Week for students (to ask about their needs in training, especially related to soft skills in moderating online) & ask WP4 about qnarie for students' feedback
- **T3.1/ T3.2/ T3.3** /lead TSNUK/ — to arrange & carry out trainings for moderators:

- **TR4** – CLUVEX handbooks (VEGbook, CLGbook, CMC) & materials (recorded videos + slides of lectures and tools + list of questions from lecturers, up to 10 each) - **5 Sep 2024**, at 14:00 pm (all materials will be here - <https://drive.google.com/drive/folders/1JWlc8x9SmzLkTKnSaSnIR0R91u1HBtW> + DigiCampus (Julia, UH will upload)
 - **TR5** – CLUVEX Group Exercise “Climate Utopia” (concept of group exercise + 3 tools) - **12 Sep 2024**, at 14:00 pm (all materials are here - <https://drive.google.com/drive/folders/1OjIErmCfBxc2kS0ApQQu0NJseCRe10Mm> + DigiCampus (Julia, UH will upload)
 - **MS7** /lead TSNUK/ - M12, **DL - 30 Jun** — “Moderators passed tests demonstrating ability/skills to moderate students’ group in VE Weeks” - number of persons attended trainings/ passed tests & all available materials in DigiCampus (Julia will upload)
 - **Del 3.1**: Set of online tutorials/ recordings for the CLUVEX trainings and lectures+tools for VE Weeks (lead TSNUK; M12; Report/ Public; Online, English) - **DL 30 Jun** (materials from Tr#1,#2,#3 for moderators & lectures +tools) & then update on M15 - **DL 30 Sep** (materials for TR#4 & #5 for VE Week Group Exercise “Climate Utopia”)
 - ???
- (*) **WP4 - VEs for students (Climate Messengers)**
- UCPH CLUVEX Team & moderators feedback, comments/ remarks/ suggestions/ etc. (Maher’s e-mail) - observations and suggestions for improvement - 2 slides
 - Discussion on “Climate-Utopia” Group Exercise (All)
 - ???
- (*) **WP5 - Dissemination, Visibility and Sustainability**
- **Del 5.1**: Dissemination Plan - updates (Arsen)
 - **MS11** /lead YSU/ - M12, **DL - 30 Jun** — “Project’s outreach” - publications on CLUVEX social media networks, regional mass media (news, radio, TV), presentations on conferences, forums, etc.
 - Updates by the CLUVEX Teams:
 - update from UH team — (i) ...; (ii) ...
 - update from YSU team — (i) ...; (ii) ...
 - update from TSNUK team — (i) ...; (ii) ...
 - update from OSENU team — (i) ...; (ii) ...

	<ul style="list-style-type: none"> ○ update from TSNUK team — (i) ...; (ii) ... ○ update from BioArt team — (i) ...; (ii) ... <p>(*) AOB</p> <ul style="list-style-type: none"> ● Next monthly zoom-meeting (date + time) ● AOB
Results/ Notes	<ol style="list-style-type: none"> 1. Short update about CLUVEX: Hanna L. (UH): <ul style="list-style-type: none"> ● Climate Utopia exercise nearly finished. 10Q from Alexander B. and Valerya are still pending. Julia (UH) will finalize the Climate Utopia exercise by the end of August. We will add a lecture (+ recording) by Antti Rajala (UH) on Climate Utopia to the Virtual Exchange Week program on Monday 14.Oct. ● TR#3 “Soft skills” program was canceled at the last minute and instead, the DigiCampus platform was introduced. This may have caused confusion among the moderators. The “soft skills” topic is extremely important to on Update from the moderators’ 3. training (Soft skills). The recordings may not be enough, need for live sessions / more discussion? ● VE program: almost all lectures recorded and uploaded on DigiCampus, only “tools lectures” and Rajala’s Utopia not finished. ● Recruiting moderators, need to distribute the Call for moderators (call closes in September). 2. WP1 reported: Alexander M. (UH): <ul style="list-style-type: none"> (i) Deliverables well in place 3. WP2 reported: Valeriay O. (OSENU), Laura R. (UH): <ul style="list-style-type: none"> (i) Training programs Deliverable DL 30 June (discussion continues on Wed 26th) 4. WP3 reported: Olga Sh. (TSNUK), Alexander M. (UH): <ul style="list-style-type: none"> (i) TR1-TR3 completed. TR4 5 Sep 2024 and TR5 12 Sep 2024 (ii) All WP3 materials on the shared Drive. List of moderators on Google Drive. 5. WP4 reported: Alexander B. (UPCH), Sergiy Snizhko (TSNUK):

	<p>(i) Copenhagen has 10 moderators, recruitment for students ongoing</p> <p>(ii) Feedback from Copenhagen based on moderators' TR1-TR3:</p> <ul style="list-style-type: none"> ● Challenges with speaking English / online conversation, shyness in the international group. ● Yerevan moderators: How to work with students from other countries need to be discussed. ● Future trainings: need to discuss intercultural competence as working in international groups is a central part of the VE. ● 1st VE Week timing: Fall holiday in Denmark. However hard find optimal timing in anycase. ● Need to clarify UH's email communication -> one email address. (Maria Dominguez is no longer working with VEs) ● Need to organize a question session for the moderators. This will be organized end of September after all TRs has been carried out. ● Questionnaires for moderators; Julia will work during the summer time. <p>(iii) Julia presented the latest version of the utopia exercise.</p> <p>6. WP5 reported: Arsen A. (YSU), Oleh Sh</p> <p>(i) Pre-advertising CLUVEX: materials needed in all languages Need to distribute the call for VE participants: Facebook, LinkedIn, X ...</p>
<p>Decisions made / Action items:</p>	<p>1. for WP1: normal work / progress</p> <p>2. for WP2: Del. 2.4 to be finalized for the submission by the end of June.</p> <p>3. for WP3: We all need to continue recruiting new moderators: Call-for-Moderators is available at the CLUVEX website: https://www.atm.helsinki.fi/cluvex/?page_id=873</p> <p>4. for WP4: All active advertisement of the 1st VE week at your networks</p> <p>5. for WP5: All active advertisement of the 1st VE week at CLUVEX Facebook, LinkedIn etc SOME & your personal SOME accounts like X 1st Virtual Exchange Week Call available at the CLUVEX website: https://www.atm.helsinki.fi/cluvex/?page_id=869</p> <p>6. Next CLUVEX Partners monthly zoom-meeting will be on 26th August 2024 at 14:30 (Helsinki time). (Live meeting on 26th June in Helsinki with colleagues from Ukraine.)</p>
<p>Meeting evidence (provide exact link to google-doc)</p>	<p>this doc with summary notes - https://docs.google.com/document/d/10id_uRVJB6XQzt6ilmYamhYI9nZswqLR/edit</p> <p>this doc with slides - https://docs.google.com/presentation/d/1zya-mlKPSmF9QJgQCXor4fOLkloMXqDQ/edit</p> <p>folder with this meeting presents - https://drive.google.com/drive/folders/1GHqiaRF-nEC0HBYgalFCpbi1QbR4Tz1m</p>



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