

<b>Meeting N</b>	10th monthly meet	<b>Type:</b>	online   <b>online/virtual</b>   online
<b>Date(s)</b>	26 August 2024 (14:30 – 16:00 pm of Helsinki time)		
<b>Place</b>	<b>online/ zoom</b> <a href="https://helsinki.zoom.us/j/261041646">https://helsinki.zoom.us/j/261041646</a>		
<b>Host/ Organizer</b>	UH		
<b>Participants</b> (provide Names, Surnames, Affiliations)	<i>Hanna K. Lappalainen, UH, FI</i> <i>Laura Riuttanen, UH, FI</i> <i>Julia Karhumaa, UH, FI</i> <i>Alla Borisova, UH, FI</i> <i>Alexander Mahura, UH, FI</i> <i>Aleksi Vauhkonen, UH, FI</i> <i>Prita Puhto, BioArt, FI</i> <i>Alexander Baklanov, UCPH, DK</i> <i>Roman Nuterman, UCPH, DK</i> <i>Eigil Kaas, UCPH, DK</i> <i>Maher Sahyoun, UCPH, DK</i> <i>Arsen Aproyan, YSU, AM</i> <i>Valeriya Ovcharuk, ONU, UA</i> <i>Mykyta Rozvod, ONU, UA</i> <i>Oleh Shablii, OSENU, UA</i>		
<b>Objective(s)</b>	1. Follow up of the of the monthly zoom-meet (24 June 2024) 2. Status/ update on WPs & Tasks & Del & Mils 3. Discussions on the CLUVEX work		
<b>Reference to CLUVEX WPs/Tasks</b>	Overall + WPs 1-5		
<b>Agenda</b>	(*) <b>Agenda</b> of this meeting & <b>Follow up</b> of the previous monthly zoom-meet (24 June 2024) - HL (UH)		

- Update on WPs 1-5
- CLUVEX Associated Partners vs. Associated Collaborators (e-mail from Oleh Sh. & AM's reply)

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

- Reporting status: Deliverables in the ECAS system - HL, AM (UH)
- All partners should send summary reports:
  - 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)
  - 1st reminder e-mail with template sent on **11 June 2024** (AM) & 2nd reminder **5 Aug 2024** (AM); status about sent forms:
    - [https://docs.google.com/spreadsheets/d/1DEWlptl0hGKnqZPUV-lf7\\_TysuJzGVvs/edit](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) - **compile all notes from meetings which took place during 1 Jan - 30 Jun 2024 (AB)**
    - <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 - Valeriay Ovcharuk, OSNU /now ONU/**

- **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](mailto:cluvex-moderators@helsinki.fi)):
  - Alla B. needs to update alialias with excluded old vs included new moderators
  - announcements for TR4 & TR5 were sent in June
  - additional reminder will be send by **28 Aug 2024**, Wednesday, for TR#4
- Initiate Discussion on e-form for feedback-questionnaire (10 qns):
  - for moderators after the 5th Training for moderators & 1st VE Week for students (to ask about their needs in training, especially related to soft skills in moderating online) - web-forms already done (Julia, UH)
  - for students - ask WP4 about qnaire for students' feedback - web-forms already done (Julia, UH)
- **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 Horizon” (concept of group exercise + 3 tools) - **12 Sep 2024**, at 14:00 pm (all materials to be here - <https://drive.google.com/drive/folders/1OjIErmCfBxc2kS0ApQQu0NJseCRe10Mm> + DigiCampus (Julia, UH 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*
  - **DL 30 Sep** - *updated materials for TR#1, #2, #3 & TR#4 for Guidebooks & #5 for VE Week Group Exercise “Climate Horizon”*

(\*) **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)

	<p>(*) <b>WP5 - Dissemination, Visibility and Sustainability</b></p> <ul style="list-style-type: none"> <li>● <b>Del 5.1:</b> Dissemination Plan - updates (Arsen)</li> <li>● <b>MS11</b> /lead YSU/ - M12, <b>DL - 30 Jun</b> — “Project’s outreach” - publications on CLUVEX social media networks, regional mass media (news, radio, TV), presentations on conferences, forums, etc.</li> <li>● Updates by the CLUVEX Teams:</li> </ul> <p>(*) <b>AOB</b></p> <ul style="list-style-type: none"> <li>● Next monthly zoom-meeting (date + time)</li> <li>● AOB</li> </ul>
<b>Results/ Notes</b>	<p>1. <b>Short update about CLUVEX:</b> Hanna L. (UH):</p> <ul style="list-style-type: none"> <li>● Greetings from the Helsinki meeting 26 June; changing the ‘Climate Utopia’ to ‘Climate Horizon’. <ul style="list-style-type: none"> <li>○ Julia will re-check the Call documents etc. that the name is changed</li> </ul> </li> <li>● Discussion on the time of the VE sessions, keeping the original time table.</li> </ul> <p>2. <b>WP1 reported:</b> Hanna L., Alexander M. (UH):</p> <p>(i) Status/ summary reporting on Dels 1.1, 1.2., and 1.3; CLUVEX public website updated continuously - OK;</p> <p>(ii) Update on the status of the CLUVEX Dels &amp; Mils in ECAS and following project DoW and fo new upcoming Dels &amp; Mils (after M12, Jun 2024)</p> <p>(iii) Update on reporting-to-coordinator (not all reports for period #4 - Apr-June 2024 were sent by WP &amp; Team leaders); the 2nd e-mail reminder sent on 5 Aug &amp; next one will be sent soon</p> <p>3. <b>WP2 reported:</b> Valeriay O. (OSENU), Laura R. (UH):</p> <p>(i) Introducing the “Climate Horizon exercise”.</p> <ul style="list-style-type: none"> <li>● Comment: stating the purpose of the guiding questions for the moderators to-be-added (Julia)</li> </ul> <p>(ii) Del 2.4 on syllabus - submitted on 26 Jun 2024  (<a href="https://drive.google.com/drive/u/0/folders/19gMekplvXSp5vs2Lwp2r2gtl0aY_QYLD">https://drive.google.com/drive/u/0/folders/19gMekplvXSp5vs2Lwp2r2gtl0aY_QYLD</a>)</p> <p>(iii) Name of OSENU changed:</p> <ul style="list-style-type: none"> <li>● substitute Odessa State Environmental University (OSENU) by Odesa Mechnikov National University (ONU) in the CUVEX partnership</li> </ul>

- need to update the documents through amendment to project & contact with EC Science Officer of the project and the Cluvex website.

(iv) Tool 3, IPCC Web-based Atlas (Risto M.) finished, to be uploaded into DigiCampus; Stefan and Alexander M. will send their tools recordings asap

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

(i) Update on completed moderator training schedule and materials (TR1-3 on digicampus) & waiting for TR4-5;

(ii) **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, additional reminder will be send by **28 Aug 2024**, Wednesday, for TR#4; (all materials will be here -

<https://drive.google.com/drive/folders/1JWlc8x9SmzLkTKnSaSnIR0R91u1HBtW> + DigiCampus (Julia, UH will upload)

(iii) **TR5** – CLUVEX Group Exercise “Climate Horizon” (concept of group exercise + 3 tools) - **12 Sep 2024**, at 14:00 pm (all materials to be here - <https://drive.google.com/drive/folders/1OjIErmCfBxc2kS0ApQQu0NJseCRe10Mm> + DigiCampus (Julia, UH will upload)

(iv) Climate Horizon Group Exercise - by Julia, UH

(v) List of moderators: the number of non-university staff moderators is 45-50.

- SAB members are encouraged to become moderators.
- All partners need to go through the moderator list and check who are moderators / staff members. In minimum 10 active moderators per partner would be optimal.
- We need for more moderators just in case, 50+ moderators needed.
- CLUVEX Partners need to advert continuously the Call-for-moderators;
- Alla B. needs to update alias ( [cluvex-moderators@helsinki.fi](mailto:cluvex-moderators@helsinki.fi) ) with excluded old vs included new moderators.

<https://docs.google.com/spreadsheets/d/1irnXy1W14nX5Lp-aqqXVZSmcDZs57Bzk/edit>

(vi) web-based qnaire: for moderators after the 5th Training for moderators - web-forms already done (Julia, UH)

**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

- **DL 30 Sep** - updated materials for TR#1, #2, #3 & TR#4 for Guidebooks & #5 for VE Week Group Exercise “Climate Horizon”)

**5. WP4 reported:** Alexander B. (UPCH), Sergiy S. (TSNUK):

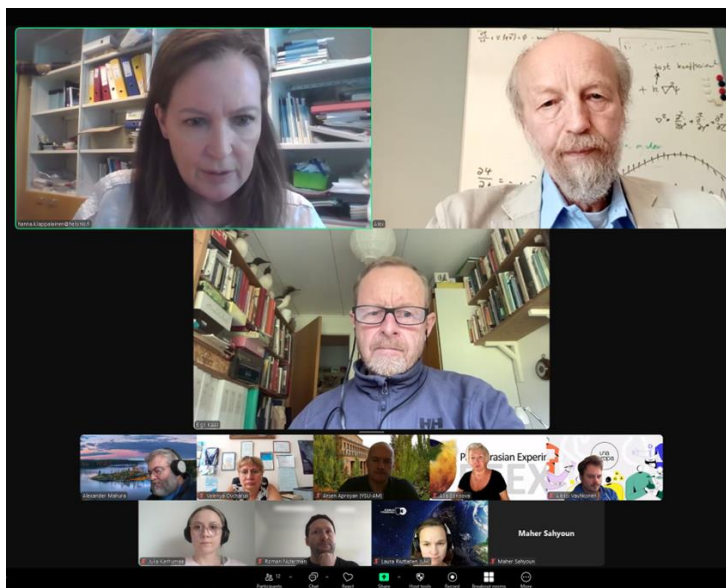


	<p>(i) Questionnaires: for 1st VE Week for students (to ask about their needs in training, especially related to soft skills in moderating online) &amp; for students - ask WP4 about qnaire for students' feedback - web-forms already done (Julia, UH)</p> <ul style="list-style-type: none"> <li>• Julia will connect the qnaire(s) to Moderators' and Students' Digicampus. Some testing is needed.</li> </ul> <p>(ii) UCPH team &amp; DK moderators gave useful comments on the moderator training</p> <p><b>6. WP5 reported:</b> Arsen A. (YSU), Oleh Sh. (OSENU)</p> <p>(i) Call-for-VE-Week-for-students - need to start advertising asap in Aug+Sep. Advertising first in home institutions &amp; then other universities in the CLUVEX partners' countries (FI, DK, UA, AR)</p> <ul style="list-style-type: none"> <li>• The Call text is available at CLUVEX website ! <ul style="list-style-type: none"> <li>◦ Call for students <a href="https://www.atm.helsinki.fi/cluvex/?page_id=869">https://www.atm.helsinki.fi/cluvex/?page_id=869</a></li> </ul> </li> <li>• Call for moderators <a href="https://www.atm.helsinki.fi/cluvex/?page_id=873">https://www.atm.helsinki.fi/cluvex/?page_id=873</a></li> </ul> <p>(ii) Distributing the Call-for-VE-Week-for-students through various networks of institutions, in social media etc. in Finland, Denmark, Ukraine, Armenia!!</p> <p><b>AOB &amp; NEXT STEPS</b></p> <ul style="list-style-type: none"> <li>• Getting the moderators together for questions, practicalities and final instructions (max 2 h). Fri 27th Sep, 14:00 - 16:00 (Helsinki time)</li> <li>• Need for intensive distribution of the Call for VE-Week-for-students (Oct 2024)</li> <li>• Starting the discussion for VE-Week-for-students for the spring semester of 2025 <ul style="list-style-type: none"> <li>◦ Doodle !</li> </ul> </li> <li>• Need to continuously recruit moderators for VEs.</li> </ul>
<p><b>Decisions made / Action items:</b></p>	<ol style="list-style-type: none"> <li>1. for WP1: (i) remind WP and Team leaders about required reporting-to-coordinator; (ii) WP2 (Valeriya O.) should provide the 1st reporting for Del 2.5 (delivery month was M12, end Jun 2024 &amp; then, next by M18, before Christmas) ); (iii) WP3 (Olga Sh.) should provide the first reporting for Del 3.1 (delivery month was M12, end Jun 2024 &amp; then, next by M18, before Christmas)</li> <li>2. for WP2: (i)</li> <li>3. for WP3: (i) Zoom "get-moderators-together" - on 27 Sep 2024, 14:00 pm; (ii) All CLUVEX Team leaders should recheck that their moderators understand the real commitment to VE-Weeks-for-students as well as moderators' trainings (TR1-5)</li> </ol>

4. for WP4: (i) doodle should be arranged for selection of weeks (dates from Mon to Fri) for VE-Week-for-students
5. for WP5: (i) All CLUVEX Partners should distribute during Aug-Sep 2024 the advertisement for Oct 2024 VE-Week-for-students
6. **Next CLUVEX Partners monthly zoom-meeting will be on Fri 20th September 2024 at 12:00 (Helsinki time).**

**Meeting evidence**  
(provide exact link to google-doc)

this doc with summary notes - [https://docs.google.com/document/d/1A7NkU4aTZIyVDnNjeXkQTL75Z\\_Pfr\\_LD/edit](https://docs.google.com/document/d/1A7NkU4aTZIyVDnNjeXkQTL75Z_Pfr_LD/edit)  
 this doc with slides - [https://docs.google.com/presentation/d/1Jv4S0ffEc3L3X\\_JEMarUXLPahIjPiLS/edit](https://docs.google.com/presentation/d/1Jv4S0ffEc3L3X_JEMarUXLPahIjPiLS/edit)  
 folder with this meeting presents - <https://drive.google.com/drive/folders/15jYXLmh4otzvfYsyz72vKemdjDWxwc9e>



<b>Meeting N</b>	11th monthly meet	<b>Type:</b>	online   <b>online/virtual</b>   online
<b>Date(s)</b>	20 September 2024 (12:00 – 13:30 pm of Helsinki time)		
<b>Place</b>	<b>online/ zoom</b> <a href="https://helsinki.zoom.us/j/261041646">https://helsinki.zoom.us/j/261041646</a>		
<b>Host/ Organizer</b>	UH		
<b>Participants</b> (provide Names, Surnames, Affiliations)	<p>9 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>Mikko Kulmala, UH, FI</i></p> <p><i>Alexander Mahura, UH, FI</i></p> <p><i>Alexander Baklanov, UCPH, DK</i></p> <p><i>Maher Sahyoun, UCPH, DK</i></p> <p><i>Yvonne Billimore, BioArt society</i></p> <p><i>Mykyta Rozvod, ONU, UA (SAB member)</i></p>		
<b>Objective(s)</b>	<ol style="list-style-type: none"> <li>1. Follow up of the of the monthly zoom-meet (26 August 2024)</li> <li>2. Status/ update on WPs &amp; Tasks &amp; Del &amp; Mils</li> <li>3. Discussions on the CLUVEX work</li> </ol>		
<b>Reference to CLUVEX WPs/Tasks</b>	Overall + WPs 1-5		
<b>Agenda</b>	<p>(*) <b>Agenda</b> of this meeting &amp; <b>Follow up</b> of the previous monthly zoom-meet (26 August 2024) - HL, JK (UH)</p> <ul style="list-style-type: none"> <li>● Update &amp; discussion for organizing the 1st VE Week <ul style="list-style-type: none"> <li>○ Moderators status</li> <li>○ Number of students registered for the VE Week</li> <li>○ Technical setup (Zoom)</li> <li>○ “Climate Horizon” Group Exercise</li> </ul> </li> </ul>		

- CLUVEX Associated Partners vs. Associated Collaborators (e-mail from Oleh Sh. & AM's reply)

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

- Reporting status: Deliverables & Milestones in the ECAS system vs. CLUVEX project DoW - HL, AM (UH)
- All partners should send to coordinator: internal reportings (forms/questionnaires) to report to coordinator :(1) Self-evaluation: quality of WPs/Task management; (2) Quarterly Quality Monitoring Report; (3) Cooperation with Partners, information and financial management; and (4) Partners' view on project and its development & upload reports into CLUVEX google-subfolder called "Reports-to-Coordinator "(  
<https://drive.google.com/drive/folders/1BVzxoUgllpbH6sme2dG0fAnejvDme5i> )
- **Del 1.1** – Public CLUVEX Website - continuously updated
- **Del 1.2** – Reportings (next reporting – expected M18, Dec 2024) - i.e., compiling notes of all meeting within a period
- **Del 1.3** – MSQAPlan (next update – expected M18, Dec 2024)

(\*) **WP2 Preparatory work for VE - Valeriya O., OSNU /now ONU/, co-Leader Laura R.**

- updated VEG guidebook (ver 2) [https://www.atm.helsinki.fi/cluvex/wp-content/uploads/2024/09/CLUVEX\\_VEGguidebook\\_ver2.pdf](https://www.atm.helsinki.fi/cluvex/wp-content/uploads/2024/09/CLUVEX_VEGguidebook_ver2.pdf)
- Status: Del 2.1 (VEG, ver2), Del 2.2 (CLG, ver1), Del 2.3 (CMC, ver1) - ready in educ.platform
- **Task 2.5, Del 2.5** – e-Living Annex to VEG (M12 - Jun 2024, M18 - Dec 2024): expected with 3 updates: 1) based on observations, and suggestions for improvements (from UCPH team); 2) after evaluation and questionnaire from Trainings for moderators; and 3) after 1st VE Week for students based on questionnaires from students and moderators
- Final Status: All video-recordings + slides of VEG + CLG + CMC Guidebooks - all done & same was done for all Lectures 1-7
- Future updates: slides of guidebooks & lectures; 2nd versions of CLG + CMC; extra updates after 1st VE Week

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

- Status: All 5 trainings for moderators - completed + Tr#6 is on 27 Sep 2024, 14-16 h of Helsinki time
- Moderators' expectations & feedback questionnaires (1st version, Julia): 1) Expectations before the 1st VE Week for students & 2) Feedback after the 1st VE Week for students
- Initiate Discussion on e-form for feedback-questionnaire (10 qns) for moderators after TR#6

	<ul style="list-style-type: none"> <li>● Status: <b>Del 3.1:</b> Set of online tutorials/ recordings for the CLUVEX trainings and lectures+tools for VE Weeks (lead TSNUK; Report/ Public; Online, English): - DL 30 Sep - <i>materials for TR#1, #2, #3 &amp; TR#4 for Guidebooks &amp; #5 for VE Week Group Exercise “Climate Horizon”</i> in DigiCampus &amp; CLUVEX Google-Drive</li> <li>● Update on: (1) Google-subfolder for all WP3 materials; (2) List of moderators, current status &amp; re-check (all Partners) - need 50 moderators (not the same as staff member), ca. 45-53 persons; (3) Partners should Continuously Remind interested persons to become moderators; (4) YSU &amp; BioArt - upload your Call-for-Moderators (which were announced at your Universities &amp; BioArt)</li> </ul> <p>(*) <b>WP4 - VEs for students (Climate Messengers)</b></p> <ul style="list-style-type: none"> <li>● Students’ Registration status for Virtual Exchange Week on 14-19.Oct (Julia)</li> <li>● UCPH CLUVEX Team &amp; moderators feedback, comments/ remarks/ suggestions/ etc. (Maher’s e-mail) - observations and suggestions for improvement - 2 slides</li> <li>● Discussion on “Climate Horizon” Group Exercise (All)</li> </ul> <p>(*) <b>WP5 - Dissemination, Visibility and Sustainability</b></p> <ul style="list-style-type: none"> <li>● <b>Del 5.1:</b> Dissemination Plan - updates (Arsen)</li> <li>● <b>MS11</b> /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.</li> <li>● Updates by the CLUVEX Teams:</li> </ul> <p>(*) <b>AOB</b></p> <ul style="list-style-type: none"> <li>● Next monthly zoom-meeting (date + time)</li> <li>● AOB</li> </ul>
<b>Results/ Notes</b>	<p>1. <b>Short update about CLUVEX:</b> Hanna L. (UH):</p> <ul style="list-style-type: none"> <li>● Discussion on the meeting practicalities: every institution should have a representative on the monthly meetings.</li> <li>● Moderator status: 60. The real number is 30-40 (attendees in live moderator trainings).</li> <li>● Student status: ~120. Need to recruit more, esp. in Denmark. Extensive advertising needed next week.</li> <li>● Student Call can be distributed to EU countries and EU near East countries (excluding Belarus, Russia)</li> <li>● Postponing the registration date (30 Sep -&gt; 4th October) to recruit more students.</li> <li>● Climate Horizon exercise instructions and model answers will be uploaded on digicampus.</li> <li>● Mikko Kulmala will be technical administrator during the virtual exchange.</li> </ul>

- Nationality and institution of the participants will be asked in *Expectation questionnaire* sent 1-2 weeks prior to the VE to moderators and students
- The student call will be distributed wider to Non-EU countries to meet the goal number. (Eu Commission list)

**2. WP1 reported:** Hanna L., Alexander M. (UH): reported by AM

(i) Status on Dels: 1) Del 1.1 – Website (continuously updated); 2) Del 1.2 – Reportings (next expected M18, Dec 2024); Del 1.3 – MSQA Plan “CLUVEX Monitoring Strategy & Quality Assurance Plan and Reports on QA” (next expected M18, Dec 2024)

(ii) Status in ECAS: 3 Dels - expected by Dec 2024 & 3 Mils - by Oct & Dec 2024

(iii) missing reporting to coordinator: OSENU - 5 reports, BioArt - 4, TSNUK - 4, YSU - 2, UCPH - 2 & uploading to upload into google-folder “Reports-to-Coordinator”; <https://drive.google.com/drive/folders/1BVzxoUgllpbH6sme2dG0fAnejvDme5i>

**3. WP2 reported:** Valeriay O. (ONU/OSENU), Laura R. (UH): reported by AM

(i) updated VEG guidebook (ver 2)

[https://www.atm.helsinki.fi/cluvex/wp-content/uploads/2024/09/CLUVEX\\_VEGguidebook\\_ver2.pdf](https://www.atm.helsinki.fi/cluvex/wp-content/uploads/2024/09/CLUVEX_VEGguidebook_ver2.pdf)

(ii) All WP2 materials (slides + video-recording) - Del 2.1 (VEG, ver2), Del 2.2 (CLG, ver1), Del 2.3 (CMC, ver1) → in ECAS + CLUVEX Google Drive + CLUVEX website + DigiCampus

(iii) Task 2.5, Del 2.5 – e-Living Annex to VEG (M12 - Jun 2024, M18 - Dec 2024) - 1) 1st ver of e-doc - soon to be released; 2) 2nd ver - after evaluation and questionnaire from Trainings for moderators; 3) 3rd - after 1st VE Week for students based on questionnaires from students and moderators

**4. WP3 reported:** Olga Sh. (TSNUK), Alexander M. (UH): reported by AM

(i) All 5 trainings for moderators - completed; TR#6 “Moderators-get-together” is on 27 Sep

(ii) Moderators’ (+ students’) expectations & feedback questionnaires (1st ver, Julia) - will be uploaded on DigiCampus

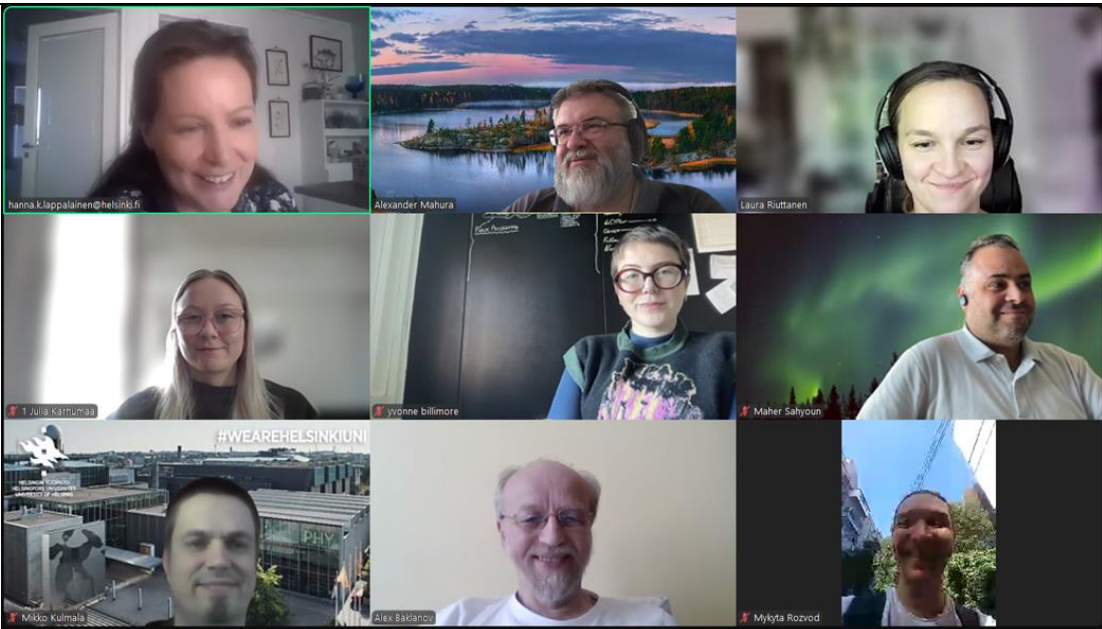
(iii) Initiate discussion & making draft (i.e., qnarie for moderators after TRs#1-#6; on a scale of 1-10)

(iv) Del 3.1 - DL 30 Sep 2024 (update M15 - Sep 2024) - added to DigiCampus & CLUVEX Google-Drive - all materials relevant to TR#4 & TR#5 ; DL 31 Dec 2024 (next update M18 - Dec 2024) when at end (!!!) Materials from all 5 trainings for CLUVEX moderators + materials of all 7 lectures + 3 tools for analysis of climate related data + Group Exercise “Climate Horizon” - added also to CLUVEX public website

(v) Always remind interested persons to act as Moderator (registration: [https://www.atm.helsinki.fi/cluvex/?page\\_id=668](https://www.atm.helsinki.fi/cluvex/?page_id=668))

(vi) YSU & BioArt - upload your Call-for-Moderators (announced at your Universities & BioArt)

	<p>(vii) (Discussion on challenges of moderators' training: 1) improvement from previous trainings, but some participants are still not active enough; 2) Checklist for moderators is needed: main things to take account during VE Week</p> <p><b>5. WP4 reported:</b> Alexander B. (UPCH), Sergiy S. (TSNUK): reported by ALB</p> <p>(i) update on Task 4.1 led by UH</p> <p>(ii) Promised quotas for the 1st VE Week 14-18 Oct 2024: UHEL - 150 students; UCPH - 100 students; TSNUK - 100; OSENU/ONU - 90; and YSU - 60 students</p> <p>(iii) Students' expectations &amp; feedback questionnaires; these qnaires - will be sent to <a href="mailto:cluvex-lis@helsinki.fi">cluvex-lis@helsinki.fi</a> for comments.</p> <p>(iv) extension of deadline to 4 Oct 2024 for students applications to VE Week</p> <p><b>6. WP5 reported:</b> Arsen A. (YSU), Oleh Sh. (OSENU)</p> <p>(i) University of Arctic network was used for recruiting students for VE Week</p> <p>(ii) Advertising materials for recruiting students on CLUVEX google-folder <i>ADVERTISING MATERIAL</i>  <a href="https://drive.google.com/drive/folders/131zz8f5weH88--UTKNrXJU5OIIZLJtXe">https://drive.google.com/drive/folders/131zz8f5weH88--UTKNrXJU5OIIZLJtXe</a></p> <p><b>AOB &amp; NEXT STEPS</b></p> <p>(i) New countries to recruit students: Azerbaijan, Georgia, Kazakhstan, Kyrgyzstan, Moldova, Tajikistan, Turkmenistan and Uzbekistan</p> <p>(ii) Mid-term (M18) reporting to EC takes place in Dec 2024; will be evaluated based on “number of students” participated in VE Weeks &amp; “number of moderators” prepared and participated in VE Weeks</p> <p>(iii) Materials for VE Weeks: slides and video-recordings - these are intended to be updated based on moderators' / students' feedback if the need arises.</p> <p>(iv) discuss/ agree on the VE Week dates in spring 2025 (make a doodle after 1st VE Week</p> <p>(v) recruitment of moderators must be continued after the 1st VE Week, some moderators are only involved for 1 VE Week.</p>
<p><b>Decisions made / Action items:</b></p>	<ul style="list-style-type: none"> <li>● Student Call for VE Week - extended to 4 Oct 2024 &amp; updated Call text (Julia) will be send to staff list + updated on website</li> <li>● Student recruiting will be extended to new countries: all EU countries + countries listed in AOB + University of Arctic and other networks, incl. for Greenland, DK -&gt; task for All Partners</li> <li>● Julia will send advert materials made by Kumpula campus communication officer at UHEL</li> </ul>

	<ul style="list-style-type: none"> <li>● Julia will send the elaborated “VE Week questionnaires for students &amp; moderators” -&gt; All should comment</li> <li>● Next CLUVEX Partners monthly zoom-meeting will be on <b>5 November 2024 at 14:00</b> (Helsinki time). <ul style="list-style-type: none"> <li>○ new associated partners: Odesa Polytechnic National University, Kyiv National University of Construction and Architecture to-be-confirmed</li> </ul> </li> <li>● Substitutes (today’s case for YSU, OSENU, TSNUK - you should find persons to involve from your University) are required to attend the monthly zoom meet</li> <li>● <b>Discussion on the 1st VE Week pilot; CLUVEX SAB &amp; Steering Group members to be invited</b></li> </ul>
<b>Meeting evidence</b> (provide exact link to google-doc)	this doc with summary notes - <a href="https://docs.google.com/document/d/1aE_8IAGM3G1j5CxXfLe21HixOw4z8sJk/edit">https://docs.google.com/document/d/1aE_8IAGM3G1j5CxXfLe21HixOw4z8sJk/edit</a> this doc with slides - <a href="https://docs.google.com/presentation/d/15O8NjhKQ6iXThh2dKRlo4R7ztid2ZeFr/edit">https://docs.google.com/presentation/d/15O8NjhKQ6iXThh2dKRlo4R7ztid2ZeFr/edit</a> folder with this meeting presents - <a href="https://drive.google.com/drive/folders/1PEBh2oVe7X8JXwumSykurvCFsn7uA9Mu">https://drive.google.com/drive/folders/1PEBh2oVe7X8JXwumSykurvCFsn7uA9Mu</a>
	

<b>Meeting N</b>	12th monthly meet	<b>Type:</b>	online   <b>online/virtual</b>   online
<b>Date(s)</b>	5 November 2024 (14:00 – 15:30 pm of Helsinki time)		
<b>Place</b>	<b>online/ zoom</b> <a href="https://helsinki.zoom.us/j/261041646">https://helsinki.zoom.us/j/261041646</a>		
<b>Host/ Organizer</b>	UH		
<b>Participants</b> (provide Names, Surnames, Affiliations)	<b>14 persons</b> Hanna K. Lappalainen, UH, FI Julia Karhumaa, UH, FI Alla Borisova, UH, FI Alexander Mahura, UH, FI Aleksi Vauhkonen, UH, FI Mikko Kulmala, UH, FI Pirita Puhto, BioArt, FI Alexander Baklanov, UCPH, DK Roman Nuterman, UCPH, DK Maher Sahyoun, UCPH, DK Arsen Aproyan, YSU, AM Hasmik Movsesyan, YSU, AM Nataliia Kriuchkova, ONU, UA Olga Shvehenko, TSNUK, UA		
<b>Objective(s)</b>	1. Follow up of the of the monthly zoom-meet (20 September 2024) & 1st VE Week for students (14-18 Oct 2024) 2. Short update about Status/ update on WPs & Tasks & Del & Mils 3. Discussions on work		
<b>Reference to CLUVEX WPs/Tasks</b>	Overall + 1st VE Week for students outcomes + WPs 1-5		

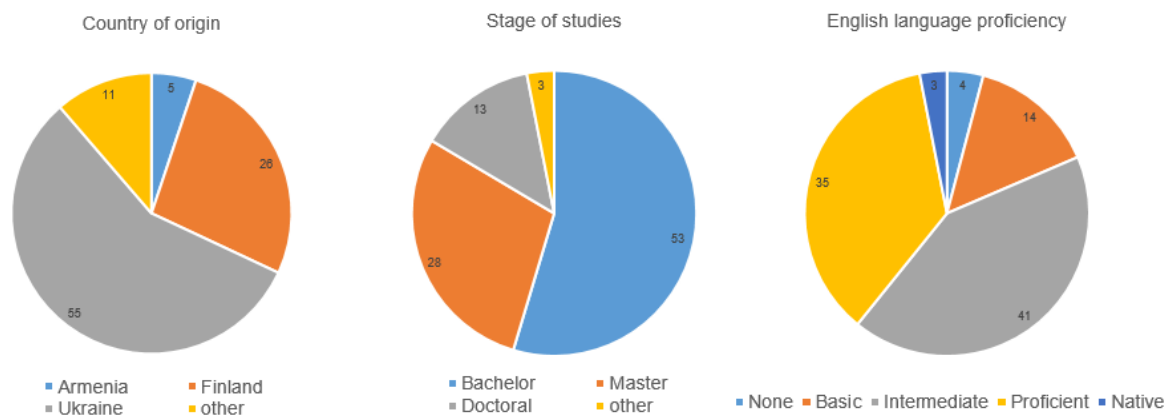
<p><b>Agenda/ 1st VE Week</b></p>	<p>(*) <b>Agenda</b> of this meeting &amp; <b>Follow up</b> of the previous monthly zoom-meet (20 September 2024) - HL, JK (UH)</p> <ul style="list-style-type: none"> <li>● Update &amp; discussion for organizing the 1st VE Week <ul style="list-style-type: none"> <li>○ Moderators status</li> <li>○ Number of students registered for the VE Week</li> <li>○ Technical setup (Zoom)</li> <li>○ “Climate Horizon” Group Exercise</li> </ul> </li> <li>● CLUVEX Associated Partners vs. Associated Collaborators (e-mail from Oleh Sh. &amp; AM’s reply)</li> </ul> <p><b>1ST VE WEEK</b></p> <p>(*) <b>1st VE Week (14-18 Oct 2024) sumup:</b></p> <ul style="list-style-type: none"> <li>● More than 400 students had registered on DigiCampus</li> <li>● Out of all registered students, more than 200 students actively participated in the whole week’s program</li> <li>● CREDITs (97 accepted +33 pending +5 unclear reports) &amp; CERTIFICATES (ca 250) sent / to be send to moderators &amp; students this week</li> <li>● Students: <ul style="list-style-type: none"> <li>○ <b>50% drop-out</b> versus registered &amp; active participation</li> <li>○ most of the students were from Finland &amp; Ukraine</li> <li>○ partner universities have different practices, e.g. pre-agreed and attendance of overlapping lectures</li> <li>○ <b>better <u>scheduling</u> - overlap with exam period /vacations /other events - for the 2nd VE Week 2025 needed</b></li> </ul> </li> <li>● Moderators: <ul style="list-style-type: none"> <li>○ some of the moderators were very motivated, some just dropped out</li> <li>○ “the absence of the moderators at the last minute causes chaos”; group division gets messed up</li> <li>○ <b>important to consider how we <u>engage Moderators</u> (getting a credit is only one way)</b></li> </ul> </li> <li>● Lectures (tutorials , tools) &amp; Climate Horizons Exercise <ul style="list-style-type: none"> <li>○ the lectures were clear, the tools were interesting, R. Makkonen's presentation was especially praised tips: <a href="https://www.climateinteractive.org/c-roads/">https://www.climateinteractive.org/c-roads/</a> (Moderator Rezaul Karim UH )</li> <li>○ the exercise was well received and understood correctly</li> <li>○ the Miros were great and we also got good students’ and moderators’ reports</li> </ul> </li> </ul>
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- we also received a lot of research material (Miro(s), reports, feedback surveys)
- **basically we use the same materials for the 2nd VE Week 2025, only minor updates are needed**
- questionnaire feedback, so far 97 replies, see the separate ppt by Aleksi Vauhkonen in Google Drive

### Student feedback (97 answers)



#### Student demographics



- 
- Zoom setup
  - Zoom max capacity 500 participants : 440 students + 50 moderators + 10 staff / lectures etc.
  - Laura as a **main host** & **we need new candidates** (Copenhagen/Odessa/Kyiv/Yerevan) for hosting
  - Mikko as a **Zoom administrator** & we need **backup person(s)**
  - Julia & Aleksi in **Helpdesk** room & organizing small groups
    - can be very challenging task when moderator do not show up
- DigiCampus
  - students / moderators as new users quickly learn to use

- **unnecessary registrations on the platform (drop outs) be minimized;** answering the pre-questionnaire could be a condition for getting credentials for DigiCampus
  - VE week pilot showed that our CLUVEX planned concept / Horizon Exercise worked in practice
  - now we have a joint vision and understanding how to organize a good VE week event
  - the event involves several technical e-platforms: DigiCampus, Zoom, Miro
  - it is also important to remember the challenges of remote communication:
    - technical interruptions and the special circumstances of the Ukrainian wartime (air alarms, access to the internet / electricity)
    - language (English)
    - soft skills
- Comments of moderator from UCPH team:
  - The presentations on the first day have to be better prepared. The speakers were underwhelming: (1) No reading off a paper, never. Show some emotions and make it a presentation that is worth listening to; (2) Go through the presentations with the speakers beforehand, give honest feedback and improve presentations. If necessary, offer them help to give good presentations; (3) Speak with a microphone (from a headset or different), not on a loudspeaker. Definitely in a quiet place; (4) No effects on the slides (videos, gifs, ...), it just does not work over zoom.
  - The zoom chat was very difficult to operate, every time I was looking at a response from a comment and someone would send a message, the whole chat shifted and I had to search where I was reading.
  - On the first day there were supposed to be 7 students, only 3 showed up, of which two never attended again: (1) There has to be some accountability for the students to show up and participate; (2) As a moderator, I have no way of encouraging the students to talk in the group. If they do not say anything all week but hand in a report, they will get the ECTS.
  - The English requirements have to be enforced. Some students would not speak at all
  - I am not sure if it is a good idea to have 1h presentation and then 2h group, maybe split it up into changing more often between groups and presentation (just an idea, I don't know if that would work)



(\* ) **2nd VE week dates:** options (A) 5-9. MAY 2025; (B) 12-16 MAY 2025; (C) 2-6 JUNE 2025

It was agreed that next **2nd VE Week will take place 12-16 MAY 2025, 14 pm + 3h (Helsinki time)**

### Discussion:

- **YSU (Karen Ghazaryan): starting at 15:00, Yerevan time and at the beginning of May, i.e. from May 5-9, 2025**
- *We would like to especially emphasize that the first virtual week, in our opinion, was quite successful and interesting. Nevertheless, despite the fact that 39 students were registered from Armenia, most of them were not able to participate in the activities of the virtual week due to the fact that the lectures and discussions of the virtual week overlapped with their lectures. We also note that this period was inconvenient for the teachers as well. We will be very grateful if the next virtual week is organized starting at 15:00, Yerevan time and at the beginning of May, i.e. from May 5-9, 2025. In addition, since our students were very willing to participate in the activities of the virtual week, but not all of them were fluent in English, it would be a good idea to include at least a few students from Armenia in the same break-out group in the future, so that the students support each other and the discussions are more effective (fully understanding and supporting your intention to create international groups).*
- *We would like to note that there were some organizational slips, as some of our moderators for some reason were sent to break-out groups as students and when trying to somehow resolve this issue by contacting the organizers, they never received an answer. We are fully aware that holding such an event is associated with certain difficulties and we hope that with joint efforts we will achieve an excellent result.*
- **TSNUK (Olga Shevchenko): 12-16 May 2025. Time does not matter as students in different courses study at different times.**
- *During the VE week in October, we had the same problem as our colleagues from Yerevan State University - the activities during the VE week overlapped with the university lectures. However, we resolved this issue - students who participated in the VE week were allowed to take tasks from lectures and complete the tasks on their own in the disciplines they missed. The teachers involved as moderators were allowed to reschedule classes for another time in agreement with the students and the dean's office. I think we will follow the same practice during the next week of virtual exchange. Because it is very difficult to choose the dates and times which would be ideal for everyone - both students of different courses and our teachers, so that no one misses their classes.*
- *To be ready to discuss VE week at the next monthly meeting, tomorrow I have a meeting with all the moderators from TSNUK to get their feedback on the virtual exchange week.*
- Bioart (Yvonne Billimore): Any of these dates for 2025 are ok for us.
- ONU (Nataliia Kriuchkova): supports the proposal to hold the next VE Week on 12-16 May, 2025.
- The most convenient time for our students and moderators would be 16.00 p.m. (Kiev time).



	<ul style="list-style-type: none"> <li>● UCPH: (Alexander B., MS, RN): 12-16 MAY 2025, 14 pm + 3h (Helsinki time)</li> <li>● UHEL (Hanna L., Laura R.): 12-16 MAY 2025, 14 pm + 3h (Helsinki time)</li> </ul>
<b>Agenda/ WPs</b>	<p><b>WORK PACKAGES</b></p> <p>(*) <b>WP1 Management</b> (lead UH)</p> <ul style="list-style-type: none"> <li>● Information about personnel changes: BioArt - Piritta Puhto moved to new duties and Eliisa Suvanto will take responsibility &amp; updated - website and mailing lists accordingly; (2) Natalia Kriuchkova and Natalia Bulat are new members of ONU team (Oleg Shablii and Sergiy Stepanenko moved to new duties) &amp; updated - website and mailing lists accordingly;</li> <li>● Reporting status: Deliverables &amp; Milestones in the ECAS system vs. CLUVEX project DoW - HL, AM (UH)</li> <li>● All partners should send to coordinator: internal reportings (forms/questionnaires) to report to coordinator : (1) Self-evaluation: quality of WPs/Task management; (2) Quarterly Quality Monitoring Report; (3) Cooperation with Partners, information and financial management; and (4) Partners' view on project and its development &amp; upload reports into CLUVEX google-subfolder called "Reports-to-Coordinator" (<a href="https://drive.google.com/drive/folders/1BVzxoUqllpbH6sme2dG0fAnejvvDme5i">https://drive.google.com/drive/folders/1BVzxoUqllpbH6sme2dG0fAnejvvDme5i</a> )</li> <li>● <b>Del 1.1</b> – Public CLUVEX Website - continuously updated</li> <li>● <b>Del 1.2</b> – Reportings (next reporting – <b>expected M18, Dec 2024</b>) - i.e., compiling notes of all meeting within a period</li> <li>● <b>Del 1.3</b> – MSQAPlan (next update – <b>expected M18, Dec 2024</b>)</li> </ul> <p>(*) <b>WP2 Preparatory work for VE - Valeriya O. (ONU) &amp; co-leader Laura R. (UHEL)</b></p> <ul style="list-style-type: none"> <li>● updated VEG guidebook (ver 2) <a href="https://www.atm.helsinki.fi/cluvex/wp-content/uploads/2024/09/CLUVEX_VEGguidebook_ver2.pdf">https://www.atm.helsinki.fi/cluvex/wp-content/uploads/2024/09/CLUVEX_VEGguidebook_ver2.pdf</a></li> <li>● Status: Del 2.1 (VEG, ver2), Del 2.2 (CLG, ver1), Del 2.3 (CMC, ver1) - ready in educ.platform</li> <li>● <b>Task 2.5, Del 2.5</b> – e-Living Annex to VEG (M12 - Jun 2024, <b>M18 - Dec 2024</b>): expected with 3 updates: 1) based on observations, and suggestions for improvements (from UCPH team); 2) after evaluation and questionnaire from Trainings for moderators; and 3) after 1st VE Week for students based on questionnaires from students and moderators</li> <li>● Future updates: slides of guidebooks &amp; lectures; final versions (<b>M18 - Dec 2024</b>) of VEG + CLG + CMC with extra updates after 1st VE Week</li> </ul>

	<p>(*) <b>WP3 - VEs for staff (Moderators/ Facilitators) - Olga Sh. (TSNUK) &amp; co-leader Alexander M. (UHEL)</b></p> <ul style="list-style-type: none"> <li>• Moderators' expectations &amp; feedback questionnaires: 1) Expectations before the 1st VE Week for students &amp; 2) Feedback after the 1st VE Week for students (<b>ASAP</b>)</li> <li>• E-form for feedback-questionnaire (10 qns) for moderators after all 5 CLUVEX Trainings-for-Moderators (<b>ASAP</b>)</li> <li>• Status: <b>Del 3.1</b>: Set of online tutorials/ recordings for the CLUVEX trainings and lectures+tools for VE Weeks (lead TSNUK; Report/ Public; Online, English): - <b>DL 30 Sep</b> - materials for TRs 1-5 in DigiCampus &amp; CLUVEX Google-Drive (not yet released to public)</li> <li>• Update on: (1) Google-subfolder for all WP3 materials; (2) List of moderators, current status &amp; re-check (all Partners) - need 50 moderators (not the same as staff member), ca. 45-53 persons; (3) Partners should Continuously Remind interested persons to become moderators; (4) YSU &amp; BioArt - upload your Call-for-Moderators (which were announced at your Universities &amp; BioArt)</li> </ul> <p>(*) <b>WP4 - VEs for students (Climate Messengers) - Alexander B. (UCPH) &amp; co-leader Sergiy S. (TSNUK)</b></p> <ul style="list-style-type: none"> <li>• 1st VE Week completed &amp; reporting (Del 4.1, led by UHEL) is expected by Dec 2024;</li> <li>• Other WP4 Tasks are in progress;</li> </ul> <p>(*) <b>WP5 - Dissemination, Visibility and Sustainability - Arsen A. (YSU) &amp; co-leader ??? (ONU)</b></p> <ul style="list-style-type: none"> <li>• <b>Del 5.1</b>: Dissemination Plan - updates (Arsen)</li> <li>• <b>MS11</b> /lead YSU/ - M12, <b>DL - 30 Jun</b> — “Project’s outreach” - publications on CLUVEX social media networks, regional mass media (news, radio, TV), presentations on conferences, forums, etc.</li> <li>• Updates by the CLUVEX Teams: UHEL - poster at Climate University conference in Oulu, FI (6-8 Nov 2024); UHEL - poster/oral? at ACCC+FASN conference in Helsinki, FI (11-12 Nov 2024);</li> </ul> <p>(*) <b>AOB</b></p> <ul style="list-style-type: none"> <li>• Next monthly zoom-meeting (date + time)</li> <li>• AOB</li> </ul>
<b>Results/ Notes</b>	<p>1. <b>Short summary about CLUVEX 1st VE Week</b>: Hanna L. (UH): slides 3-11</p> <p>(i) 400 students (registered on DigiCampus) &amp; &gt;200 students actively participated in the whole week’s program;</p> <p>(ii) Credits: 97 accepted +33 pending +5 unclear reports;</p> <p>(iii) Certificates: ca. 250 sent / to be send to moderators &amp; students;</p>

(iv) Lessons-learnt: Attendance of students & moderators;

(v) Lessons-learnt: Materials

(vi) Lessons-learnt: Zoom & DigiCampus e-platform

(vii) Lessons-learnt: Overall sumup

(viii) Lessons-learnt: Pending issues

(ix) Proposed dates for 2nd VE Week

(x) Next steps

Aleksi V. (UH): Student feedback (97 answers) - slides 1-9 & Moderator feedback (34 answers) - slides 10-15 ([https://docs.google.com/presentation/d/1YzdBYiUcMUqXvyVbnPay525AM6jn\\_JKv/edit](https://docs.google.com/presentation/d/1YzdBYiUcMUqXvyVbnPay525AM6jn_JKv/edit) )

**2. WP1 reported:** Hanna L., Alexander M. (UH):

(i) Del 1.2 – Reportings (next reporting – expected M18, Dec 2024)

(ii) Del 1.3 – MSQAPlan (next update – expected M18, Dec 2024)

(iii) missing Reports-to-Coordinator: ONU - 5 (!); YSU - 2; UCPH - 2; BioArt - 1; TSNUK - 0;

[https://docs.google.com/spreadsheets/d/1DEWlptl0hGKnqZPUV-lf7\\_TysuJzGVvs/edit](https://docs.google.com/spreadsheets/d/1DEWlptl0hGKnqZPUV-lf7_TysuJzGVvs/edit)

(iv) 3 Dels: (D2.5, D3.1, and D4.1) should be completed by Dec 2024 & uploaded in the ECAS system

(v) 3 Mils: 1 Mil (M8) should be completed by Oct 2024 & reported in the ECAS system + 2 Mils (M2 and M3(2)) should be completed by Dec 2024 & reported in the ECAS system

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

(i) Now – Del 2.1 (VEG, ver2), Del 2.2 (CLG, ver1), Del 2.3 (CMC, ver1) → in ECAS + CLUVEX Google Drive + CLUVEX website + DigiCampus & updated versions of these 3 guidebooks are expected by Dec 2024

(ii) Task 2.5, Del 2.5 – e-Living Annex to VEG (M18 - Dec 2024); where soon 1st ver of e-doc will be released - based on observations, and suggestions for improvements (from UCPH team); 2nd ver - after evaluation and questionnaire from Trainings for moderators; 3rd - after 1st VE Week for students based on questionnaires from students and moderators

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

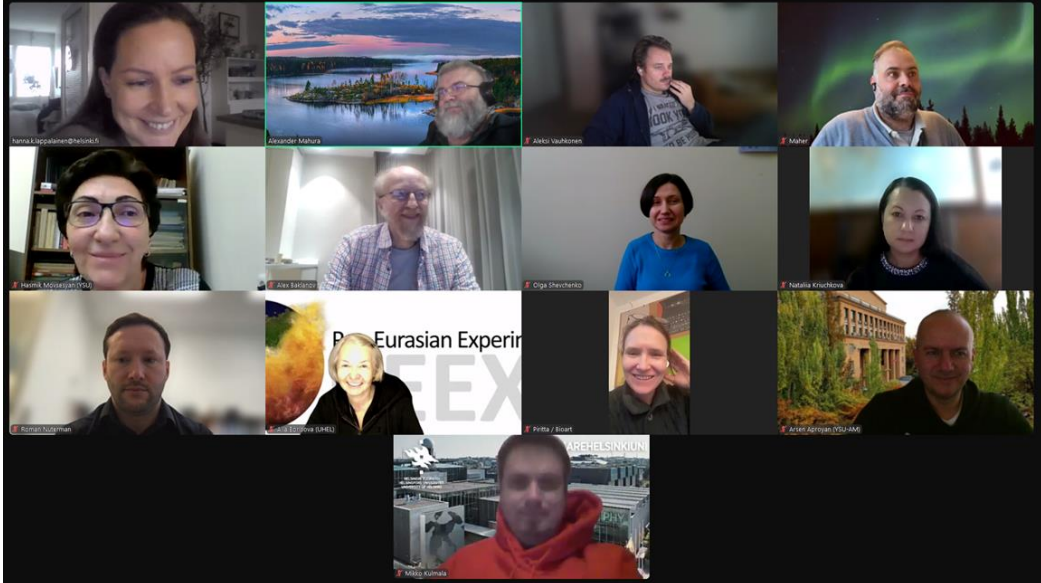
(i) Del 3.1 (dline - Dec 2024) - set of online tutorials/ recordings for the CLUVEX trainings and course modules

(ii) remember & Continuously Remind interested persons in moderating;

**5. WP4 reported:** Alexander B. (UPCH), Sergiy S. (TSNUK):



	<p>(i) 1st VE Week completed &amp; reporting (Del 4.1, led by UHEL) is expected by Dec 2024;  (ii) Other WP4 Tasks are in progress;</p> <p>6. <b>WP5 reported:</b> Arsen A. (YSU), ...Who is now from ONU? because Oleh Shabli (now - ONPU)  (i) update of Del 5.1 - in progress;  (ii) reporting on dissemination (6 month period, 1 Jul - 31 Dec 2024) by Partners is expected;  (iii) CLUVEX presented at 2 Conferences in Finland in Nov 2024</p> <p><b>AOB &amp; NEXT STEPS</b>  (i) Mid-term (M18) reporting to EC - in Dec 2024 &amp; to be evaluated based on “number of students” participated in VE Weeks &amp; “number of moderators” prepared and participated in VE Weeks  (ii) remember: recruitment of moderators must be continued after the 1st VE Week</p>
<p><b>Decisions made / Action items:</b></p>	<p><b>For 1st VE Week:</b>  (i) continue evaluation of the 1st VE Week outcomes (from students and from moderators);  (ii) finalize issuing of Certificates of participation (for students and for moderators) for the 1st VE Week;  (iii) finalize issuing of docs with 1 ECTS (for students) and 3 ECTS (for moderators) for the 1st VE Week;  (iv) take into account all comments at max level for improvements for the 2nd VE Week;  (v) Mark your calendar: <b>2nd VE Week for students is during 12-18 May 2025 starting 15:00-18:00 pm of Helsinki time</b>  (vi) Host Candidate for the 2nd Week: Maher S. (UCPH) tbc (will discuss with Laura)</p> <p>1. <b>for WP1:</b> (i) send reminders for WP &amp; Team leaders on reporting-to-coordinator; (ii) start prep. steps, collecting info for mid-term report to EC; (iii) report M8 (about 1st VE Week) in ECAS by Oct 2024; (iv) Control 3 Dels: (D2.5, ONU + D3.1, TSNUK + D4.1, UHEL) with dline by Dec 2024; (v) Control 2 Mils (M2 and M3(2)) with dline by Dec 2024  2. <b>for WP2:</b> (i) update VEG, CLG, CMC guide books based on outcomes of the 1st VE Week for students &amp; link at CLUVEX website; (ii) finalize Del 2.5 e-living doc by Dec 2024  3. <b>for WP3:</b> (i) update text of Call for moderators &amp; start announcement/distribution; (ii) finalize Del 3.1 by Dec 2024  4. <b>for WP4:</b> (i) update text of Call for 2nd VEWeek-for-students (May 2025) &amp; start announcement/distribution  5. <b>for WP5:</b> (i) update on Del 5.1 is expected; (ii) YSU sends template for 6 month update (period: 1 Jul - 31 Dec 2024)on CLUVEX dissemination reporting &amp; start incl. into ECAS; (iii) CLUVEX to be presented at Climate University Conference (Oulu, FI, Nov 2024) &amp; ACCC+FASN Conference (Helsinki, FI, Nov 2024)</p>

	<p>6. Next CLUVEX Partners monthly zoom-meeting will be on <b>10 December 2024, 15:00-16:30 pm (Helsinki time).</b>  <b>(!!!) CLUVEX Student Advisory Board &amp; Steering Group members to be invited</b></p>
<p><b>Meeting evidence</b>          (provide exact link to google-doc)</p>	<p>this doc with summary notes - <a href="https://docs.google.com/document/d/1FE6Myf0e8VzNtE4RjEIWxotHuJeXmPuY/edit">https://docs.google.com/document/d/1FE6Myf0e8VzNtE4RjEIWxotHuJeXmPuY/edit</a>          this doc with slides - <a href="https://docs.google.com/presentation/d/1iYu1rvOhIUN2YVC9kaaG5SDG5sj8fa3w/edit">https://docs.google.com/presentation/d/1iYu1rvOhIUN2YVC9kaaG5SDG5sj8fa3w/edit</a>          folder with this meeting presents - <a href="https://drive.google.com/drive/folders/1CNdSnFtTbRnsXGY7BQsV6Urc11BSLfcP">https://drive.google.com/drive/folders/1CNdSnFtTbRnsXGY7BQsV6Urc11BSLfcP</a></p>
	 <p>The screenshot shows a Zoom meeting grid with 15 participants. The participants are arranged in a grid, with some video feeds showing their names and email addresses. The participants include: Hanna Lippanen, Alexander Makra, Aikku Vuokonen, Mahr, Hanna Miettinen, Alex Babinov, Olga Shevchenko, Natalia Kruchkov, Roman Nodman, P. Eurasian Experin, Pirtta / Soart, Arsen Agrehan, and Antti Kumpulainen. The central video feed shows a slide with the text 'P. Eurasian Experin' and 'EX'.</p>

<b>Meeting N</b>	13th monthly meet	<b>Type:</b>	online   <b>online/virtual</b>   online
<b>Date(s)</b>	10 December 2024 (15:00 – 16:30 pm of Helsinki time)		
<b>Place</b>	<b>online/ zoom</b> <a href="https://helsinki.zoom.us/j/261041646">https://helsinki.zoom.us/j/261041646</a>		
<b>Host/ Organizer</b>	UH		
<b>Participants</b> (provide Names, Surnames, Affiliations)	<p><b>14 persons</b></p> <p>Hanna K. Lappalainen, UH, FI          Alla Borisova, UH, FI          Alexander Mahura, UH, FI          Laura Riuttanen, UH, FI          Aleksi Vauhkonen, UH, FI          Eliisa Suvanto, BioArt, FI          Alexander Baklanov, UCPH, DK          Roman Nuterman, UCPH, DK          Eigil Kaas, UCPH, DK          Arsen Aproyan, YSU, AM          Hasmik Mossesyan, YSU, AM          Valeriya Ovcharyk, ONU, UA          Inna Khomenko, ONU, UA          Olga Shevchenko, TSNUK, UA</p>		
<b>Objective(s)</b>	<ol style="list-style-type: none"> <li>1. Follow up of the of the monthly zoom-meet (5 November 2024)</li> <li>2. Status/ update on WPs &amp; Tasks &amp; Del &amp; Mills</li> <li>3. Discussions on the CLUVEX work</li> </ol>		
<b>Reference to CLUVEX WPs/Tasks</b>	Overall + WPs 1-5		
<b>Agenda</b>	(*) <b>Agenda</b> of this meeting & <b>Follow up</b> of the previous monthly zoom-meet (5 November 2024) - HL (UH)		

	<p><b>Agenda of this meeting &amp; Follow up of the previous monthly zoom-meet (5 Nov 2024) - All</b></p> <p><b>General</b></p> <p>(*) <b>1st VE Week</b> (14-18 Oct 2024): credits &amp; certificates completed (Aleksi V., Alla B./ UH) +</p> <p><b>2nd VE Week</b> (May 2025)</p> <p>(*) Call-for-Moderators spring 2025  (*) Materials: Lectures (tutorials , tools) &amp; Climate Horizon Exercises  (*) Call-for-Students spring 2025  (*) 2nd VE Week : Opening DigiCampus(s)  (*) 2nd VE Week : Host tbc  +</p> <p>(*) <b>Mid-term reporting</b> to Commission (M18, Dec 24 / Jan 25)</p> <p><b>WPs status</b></p> <p>(*) WP1 Management (lead UH)  (*) WP2 Preparatory work for VE - Valeriya O. (ONU) &amp; co-leader Laura R. (UHEL)  (*) WP3 - VEs for staff (Moderators/ Facilitators) - Olga Sh. (TSNUK) &amp; co-leader Alexander M. (UHEL)  (*) WP4 - VEs for students (Climate Messengers): Alexander B. (UCPH) &amp; co-leader Sergiy S. (TSNUK)  (*) WP5 - Dissemination, Visibility and Sustainability: Arsen A. (YSU) &amp; co-leader Nataliia Bulat (ONU)</p> <p>(*) <b>AOB</b></p> <ul style="list-style-type: none"> <li>● Next monthly zoom-meeting (date + time)</li> <li>● AOB</li> </ul>
<p><b>Results/ Notes</b></p>	<p>1. <b>Short update about CLUVEX:</b> Hanna L. (UH):  <b>1st VE Week for students:</b> CLUVEX certificates and credits have been completed by Aleksi V.&amp; Alla B.</p> <ul style="list-style-type: none"> <li>● More than 400 students had registered on DigiCampus</li> <li>● Out of all registered students, more than 200 students actively participated in the whole week's program</li> </ul>

- CREDITS (97 accepted +33 pending +5 unclear reports) & CERTIFICATES (ca 250) sent / to be send to moderators & students this week

## **2nd VE Week for students** : spring 2025: 12-16 May

- Call-for-Moderators will open 1 Feb 2025
- preliminary registered Moderators via website e-form [https://www.atm.helsinki.fi/cluvex/?page\\_id=668](https://www.atm.helsinki.fi/cluvex/?page_id=668)
- student become a Moderator - ca 30 names
- welcome / info (e.g dates of the upcoming VE week in May 2025) e-mail to new moderators as soon as possible e.g. the dates for Moderators'-get-together (Julia)
- Call for Students will open 15 Feb: (i) Update the Call text (Julia) & website updates (Mikko); (ii) Call text to be send to all partners for wider distribution starting from 1 Feb 2025
- Aleksi will open the new DigiCampus(s) for Moderators & Students in Dec 2024
- Moderators get-to-gether 3x Zoom meetings max 1.5 h per session to make sure that we have enough moderators (min 50 in total)
  - Wed 26. March at 14:30 pm (**Helsinki time, UTC+3**): **Wellcome for new Moderators**
  - Wed 9. April 14:30 pm (**Helsinki time, UTC+3**): **Introduction to Climate Horizon exercise**
  - Wed 30. April 14:30 pm (**Helsinki time, UTC+3**): **break-out rooms testing, your student groups**
- Moderators get-to-gether 3x Zoom meetings max 1.5 h per session to make sure that we have enough moderators (min 50 in total)
- We will use the same materials and (pre)-questionnaires as for the 1st VE Week
- Peer reviewed papers - based on "questionnaires data" : (i) Olga Sh. (TSNUK) will draft the version of the joint peer review paper. All partners will be co-authors; (ii) Julia K. (UH) will draft the (2) 1st author papers on the CLUVEX pedagogical (doctoral thesis) approach. We need to discuss the details in Jan/Feb

## **2. WP1 reported:** Hanna L., Alexander M. (UH):

- M18 Mid-Term reporting takes place in Dec / Jan; Alexander will send further instructions to the Partners
- Odessa (ONU Partner) official status as a partner to be checked in the ECAS system
- Reporting status: Deliverables & Milestones in the ECAS system vs. CLUVEX project DoW - HL, AM (UH)
- All partners should send to coordinator: internal reportings (forms/questionnaires) to report to coordinator :(1) Self-evaluation: quality of WPs/Task management; (2) Quarterly Quality Monitoring Report; (3) Cooperation with Partners, information and financial management; and (4) Partners' view on project and its development & upload

reports into CLUVEX google-subfolder called “Reports-to-Coordinator”( <https://drive.google.com/drive/folders/1BVzxoUgllpbH6sme2dG0fAnejvvDme5i> )

- **Del 1.1** – Public CLUVEX Website - continuously updated
- **Del 1.2** – Reportings (expected **M18, Dec 2024**) - i.e., compiling notes of all meeting within a period
- **Del 1.3** – MSQAPlan (expected **M18, Dec 2024**)
- **Mil 2** – Midterm assessment reporting (expected **M18, Dec 2024-Jan 2025**)
- Reporting to EC through ECAS /**mid-term, M18, Dec 2024 - Jan 2025**/

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

- **Task 2.5, Del 2.5** – e-Living Annex to VEG (**M18 - Dec 2024**): expected with update after 1st VE Week for students based on questionnaires from students and moderators (Valerya coordinates)
- Future updates: slides of guidebooks & lectures; **final versions** of VEG + CLG + CMC with extra updates after the 1st VE Week (**M19 - Jan 2025**)

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

- Update the Call-for-Moderators text (dates & new DigiCampus address)
- Opening the Call for Moderators 1 Feb
- Registered moderators via website e-form; (Student become a Moderator - ca 30 names (after 1st VE Week for students, in Oct 2024))
- Agreed dates for “Moderators-get-together” in Zoom (at 14:30 pm + 1.5 h of Helsinki time) each: (i) TR1 - Wed 26. Mar 2025 (Exercise & DigiCampus materials ?); (ii) TR2 - Wed 9. Apr 2025 (Exercise & Learning & Testing Miro ?); (iii) TR3 - Wed, 30 Apr 2025 (Exercise & QA ?)
- **Del 3.1 (led TSNUK):** “Set of online tutorials/ recordings for the CLUVEX trainings and lectures+tools for VE Weeks (lead TSNUK; Report/ Public; Online, English)
- **HOW TO REPORT on Del 3.1: (???)** IF: at the end of the project (!!!) Materials from all 5 trainings for CLUVEX moderators + materials of all 7 lectures + 3 tools for analysis of climate related data + Group Exercise “Climate Horizon”--- all to be added also to CLUVEX public website (at the end of the project)
- Update on: (1) Google-subfolder for all WP3 materials; (2) List of moderators, current status & re-check; (3) Partners should Continuously Remind interested persons to become moderators; (4) upload your Call-for-Moderators

5. **WP4 reported:** Alexander B. (UPCH), Sergiy S. (TSNUK):



	<ul style="list-style-type: none"> <li>● Promised quotas for the 2nd VE Week 12-16 May 2025: UHEL - 150 students, UCPH - 100, TSNUK - 100, ONU - 90, YSU - 60 students</li> <li>● 2nd VE Week in May host: Laura / Maher / <b>Mykyta, UA &amp; Julia, UH ?</b></li> <li>● Students' expectations &amp; feedback questionnaires (2nd version, Julia): (i) Expectations: <a href="https://elomake.helsinki.fi/lomakkeet/130661/lomakkeet.html">https://elomake.helsinki.fi/lomakkeet/130661/lomakkeet.html</a> &amp; Feedbacks: <a href="https://elomake.helsinki.fi/lomakkeet/130726/lomake.html">https://elomake.helsinki.fi/lomakkeet/130726/lomake.html</a></li> <li>● Students' DigiCampus: Aleks, Julia: (i) new site to-be-opened by Jan 2025 &amp; see at <a href="https://digicampus.fi/course/view.php?id=5193">https://digicampus.fi/course/view.php?id=5193</a></li> <li>● Re-visit VE Week program &amp; Climate Horizon exercise</li> <li>● <b>Task 4.1:</b> Implementing of Climate Literacy Virtual Exchanges" based on outcomes of 1st VE Week completed &amp; reporting</li> <li>● <b>Task 4.2:</b> Co-creation Virtual Exchanges and international online pilot courses (resp. OSENU)</li> <li>● <b>Task 4.3:</b> Compilation of the best VE practices of CLUVEX partners and Climate University Approach (resp. UCPH)</li> <li>● <b>MS8:</b> Pilot course initial testing (<b>M16, Oct 2024</b>) - reported to ECAS</li> <li>● <b>Del 4.1: (led UHEL)</b> "Initial test of the CLimate University ..." (<b>M18, Dec 2024</b>)</li> </ul> <p>6. <b>WP5 reported:</b> Arsen A. (YSU), Nataliia Bulat (ONU)</p> <ul style="list-style-type: none"> <li>● <b>Del 5.1:</b> Dissemination Plan - updates (Arsen): Arsen collects information of the outreach activities</li> <li>● Updates by the CLUVEX Teams: <ul style="list-style-type: none"> <li>○ Valerya (ONU): nice social media materials, photos of students with the certificates</li> <li>○ Inna (ONU): Conference in Odessa in April 2025, CLUVEX Call will be distributed</li> <li>○ Arsen (YSU): we need more activity e.g. "likes" in Facebook and LinkedIn</li> <li>○ UH - 2 conferences in November in FI, where outcomes of 1st VE Week were presented</li> <li>○</li> </ul> </li> </ul>
<p><b>Decisions made / Action items:</b></p>	<p><b>AOB &amp; NEXT STEPS</b></p> <ul style="list-style-type: none"> <li>● WP4 - Aleks opens the DigiCampus(s) (Dec)</li> <li>● WP4 - Julia updates the Call texts for Moderators &amp; Students and sends the files to cluvex-staff list (Jan)</li> <li>● WP4 - Julia send e-mail to pre-registered moderators (via website) (Jan)</li> <li>● WP-4&amp;5 - Mikko updates the project websites: Calls Moderators &amp; Students &amp; Dates (Dec/Jan) (use of video material for advertising in social media tbc)</li> <li>● WP1 - Alexander will send instructions for M18 reporting (Dec/Jan)</li> </ul>

	<ul style="list-style-type: none"> <li>● WP1 - Hanna will contact the EC Officer &amp; clarify about PUBIC/RESTRICTED access to CLUVEX course materials (lectures - slides+videos, tools - slides+demonstrations, Climate Horizon exercise, etc. from 1st VE Week in Oct 2024) vs. Del 3.1 with a delivery month M18, Dec 2024)CLUCEX course material</li> <li>● WP5 - Valerya will send the photos etc materials to cluvex-list. Mikko will add those to CLUVEX www news (Dec)</li> <li>● Olga start drafting the peer reviewed paper on the CLUVEX concept (all are co-authors) (Jan/Feb)</li> <li>● WP5 - All send their outreach activities to Arsen (separate instructions will be sent insrutctions by e-mail in Dec)</li> <li>● WP4 - Host(s) of the VE Week May 2025: pending (Jan)</li> </ul> <p><b>Next CLUVEX Partners monthly zoom-meeting will be on</b>  <b>21 January 2025, 10:00 am (Helsinki time)</b></p>
<p><b>Meeting evidence</b> (provide exact link to google-doc)</p>	<p>this doc with summary notes - <a href="https://docs.google.com/document/d/1MDaNyUPbwGZMSVQg4QT5VDG8B1A5ltVW/edit">https://docs.google.com/document/d/1MDaNyUPbwGZMSVQg4QT5VDG8B1A5ltVW/edit</a>  this doc with slides - <a href="https://docs.google.com/presentation/d/1S6R4TvRVLQB48_ylb_mN5QrOzSSWIJdz/edit">https://docs.google.com/presentation/d/1S6R4TvRVLQB48_ylb_mN5QrOzSSWIJdz/edit</a>  folder with this meeting presents - <a href="https://drive.google.com/drive/u/0/folders/1ISMp7iTnMVDJ1nXcgncezr9fECz-Grsc">https://drive.google.com/drive/u/0/folders/1ISMp7iTnMVDJ1nXcgncezr9fECz-Grsc</a></p>
	