



# Minutes of Kick-off, Midterm and Final Meetings, Project Reports, Consortium Agreement

Version 2

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This document is the final version (23 June 2026) of the Deliverable D1.2/ Report on “Minutes of kick-off, midterm and final meetings (English), project reports, Consortium Agreement”.

It summarises the summaries (notes/ minutes) of the CLUVEX consortium kick-off (hybrid), midterm (hybrid), and e-final meetings, as well as monthly online meetings of the CLUVEX Partners and CLUVEX Student Advisory Boards (SAB) members during the CLUVEX project lifetime for the first (1 Jul 2023 – 31 Dec 2024) and second (1 Jan 2025 – 30 Jun 2026) reporting periods.

The document has been written and updated by the CLUVEX teams of the University of Helsinki (UH, Finland), University of Copenhagen (UCPH, Denmark), Odessa I.I. Mechnikov National University (ONU, Ukraine), Taras Shevchenko National University of Kyiv (TSNUK, Ukraine), Yerevan State University (YSU, Armenia), and the BioArt Society, Finland.

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## 1. INTRODUCTION

This Deliverable D1.2 as Report on “*Minutes of kick-off, midterm and final meetings (English), project reports, Consortium Agreement*” summarises the summaries (notes/ minutes) of the CLUVEX consortium kick-off (as online and then, as hybrid), midterm (hybrid), and e-final (online) meetings, as well as monthly online meetings of the CLUVEX Partners and CLUVEX Student Advisory Boards (SAB) members during the CLUVEX project lifetime.

Summary notes/ minutes of these meetings were prepared/ written following a designed template on “*CLUVEX Meeting - Agenda/Reporting Summary*” (see Del 1.3 in Annex).

This template includes subsections/information about:

- Meeting N
- Day Month Year of the meeting & time of the meeting
- Type of the meeting: online/ hybrid/ onsite
- Zoom link: provided by UH
- Host/ Organizer: UH
- Participants (provide Names, Surnames, Affiliations) & count total number of persons
- Objective(s)
- Reference to CLUVEX WPs/ Tasks
- Agenda
- Results/ Notes
- Decisions made/ Action items
- Meeting evidence (provide exact link to google-docs)
  - link to google-file with agenda with summary notes of the meeting
  - link to google-file with presentation slides
  - link to google-folder with materials of the meeting
  - inserted snapshot of participants of the meeting

## 2. CLUVEX KICK-OFF-MEETING

As the CLUVEX project started on 1 Jul 2023, the online kick-off-meeting was organized and carried out on 30 August 2023.

In total, 21 attendees (all online) participated.

The official kick-off-meeting in a hybrid mode took place on 30-31 October 2023.

In total, 28 attendees (13 onsite, Helsinki, Finland & 15 online) participated

[www.atm.helsinki.fi/cluvex/wp-content/uploads/2026/06/CLUVEX\\_kick-off-meets.pdf](http://www.atm.helsinki.fi/cluvex/wp-content/uploads/2026/06/CLUVEX_kick-off-meets.pdf)

and disseminated through

national (in Armenian and Ukrainian languages) and social media channels

& CLUVEX newslines ([30 August 2023](#) & [30-31 October 2023](#)).  
& PEEEX community [peexhq.home.blog/2023/08/31/online-kick-off-meeting-of-the-cluvex-project](#) and [peexhq.home.blog/2023/11/07/cluvex-hybrid-kick-off-meeting-in-helsinki](#)

### 3. CLUVEX MONTHLY ONLINE MEETINGS

During the project lifetime a series of the CLUVEX monthly online meetings (in zoom, hosted by UH) was organised and carried out.

See below a list of such online meetings which includes the dates and number of attendees as well as direct links to summary notes (reports with number of pages) collected for 6-month periods, starting from Jul – Dec 2023 (M01-M06).

#### **Project meetings and reports M01-M06**

25 September 2023 (13 attendees)

23 October 2023 (10 attendees)

29 November 2023 (15 attendees)

[www.atm.helsinki.fi/cluvex/wp-content/uploads/2026/06/CLUVEX\\_Del\\_1.2\\_M06\\_Reports.pdf](http://www.atm.helsinki.fi/cluvex/wp-content/uploads/2026/06/CLUVEX_Del_1.2_M06_Reports.pdf)

29 pages

#### **Project meetings and reports M07-M12**

10 January 2024 (16 attendees)

28 February 2024 (22 attendees)

27 March 2024 (19 attendees)

29 April 2024 (15 attendees)

28 May 2024 (10 attendees)

24 June 2024 (10 attendees)

[www.atm.helsinki.fi/cluvex/wp-content/uploads/2026/06/CLUVEX\\_Del\\_1.2\\_M12\\_Reports.pdf](http://www.atm.helsinki.fi/cluvex/wp-content/uploads/2026/06/CLUVEX_Del_1.2_M12_Reports.pdf)

40 pages

#### **Project meetings and reports M13-M18**

26 August 2024 (15 attendees)

20 September 2024 (9 attendees)

5 November 2024 (14 attendees)

10 December 2024 (14 attendees)

[www.atm.helsinki.fi/cluvex/wp-content/uploads/2026/06/CLUVEX\\_Del\\_1.2\\_M18\\_Reports.pdf](http://www.atm.helsinki.fi/cluvex/wp-content/uploads/2026/06/CLUVEX_Del_1.2_M18_Reports.pdf)

29 pages

#### **Project meetings and reports M19-M24**

21 January 2025 (18 attendees)

18 February 2025 (18 attendees)

1 April 2025 (16 attendees)

6 May 2025 (14 attendees)

13 June 2025 (12 attendees)

[www.atm.helsinki.fi/cluvex/wp-content/uploads/2026/06/CLUVEX\\_Del\\_1.2\\_M24\\_Reports.pdf](http://www.atm.helsinki.fi/cluvex/wp-content/uploads/2026/06/CLUVEX_Del_1.2_M24_Reports.pdf)  
55 pages

#### **Project meetings and reports M25-M30**

26 August 2025 (18 attendees)

16 September 2025 (11 attendees)

31 October 2025 (15 attendees)

12 December 2025 (18 attendees)

[www.atm.helsinki.fi/cluvex/wp-content/uploads/2026/06/CLUVEX\\_Del\\_1.2\\_M30\\_Reports.pdf](http://www.atm.helsinki.fi/cluvex/wp-content/uploads/2026/06/CLUVEX_Del_1.2_M30_Reports.pdf)  
27 pages

#### **Project meetings and reports M31-M36**

15 January 2026 (14 attendees)

17 February 2026 (15 attendees)

20 March 2026 (16 attendees)

7 May 2026 (18 attendees)

[www.atm.helsinki.fi/cluvex/wp-content/uploads/2026/06/CLUVEX\\_Del\\_1.2\\_M36\\_Reports.pdf](http://www.atm.helsinki.fi/cluvex/wp-content/uploads/2026/06/CLUVEX_Del_1.2_M36_Reports.pdf)  
36 pages

## **4. CLUVEX MIDTERM MEETING**

The CLUVEX Mid-Term Meeting was organized and carried out in a hybrid mode during 22-23 May 2025.

In total, 26 attendees (19 onsite, Helsinki, Finland & 7 online) participated.

[www.atm.helsinki.fi/cluvex/wp-content/uploads/2026/06/CLUVEX\\_mid-term-meets.pdf](http://www.atm.helsinki.fi/cluvex/wp-content/uploads/2026/06/CLUVEX_mid-term-meets.pdf)

and disseminated through

national (in Armenian and Ukrainian languages) and social media channels

& CLUVEX newslines ([22-23 May 2025](#))

& PEEEX community [peexhq.home.blog/2025/06/18/cluvex-after-mid-term-reporting-to-eu](https://peexhq.home.blog/2025/06/18/cluvex-after-mid-term-reporting-to-eu)

## **5. CLUVEX E-FINAL MEETING**

The CLUVEX Final-e-Meeting was organized and carried out online on 3<sup>rd</sup> June (meeting was open only for the CLUVEX consortium members) and on 16<sup>th</sup> June 2026 (meeting was open for all, including members of the CLUVEX Partners/teams; members of the Student Advisory Board (SAB) and Expert Advisory Board (EAB); EU Project Officer for CLUVEX; CLUVEX Partner university representatives (pedagogy teachers) and participants from the Virtual Exchange Weeks – students, moderators and hosts).

In total, 20 attendees participated on 3<sup>rd</sup> June & 83 attendees participated on 16<sup>th</sup> June.

[www.atm.helsinki.fi/cluvex/wp-content/uploads/2026/06/CLUVEX\\_final-meets.pdf](http://www.atm.helsinki.fi/cluvex/wp-content/uploads/2026/06/CLUVEX_final-meets.pdf)

and disseminated through

national (in Armenian and Ukrainian languages) and social media channels  
& CLUVEX newslines ([Day 1, 3<sup>rd</sup> June 2026](#) & [Day 2, 16<sup>th</sup> June 2026](#), with presentations delivered)  
& PEEEX community [peexhq.home.blog/2026/06/17/cluvex-project-e-final-meeting](https://peexhq.home.blog/2026/06/17/cluvex-project-e-final-meeting)

## 6. CLUVEX CONSORTIUM AGREEMENT

The Grant Agreement was signed by EU and the CLUVEX Partners in June 2023, and then, the Consortium Agreement was signed in October 2023. The EU transferred money to the coordinator in Jun 2023, and then, the coordinator (UH) transferred money to the CLUVEX Partners in November 2023.

During the project lifetime, the UH as the coordinator continued to collaborate and carry out with the university services for distributing project funding to the CLUVEX Partners and assuring the contractual commitments.