**LEAP-RE WP5 | Meeting Agenda & Minutes**

**#5 WP5 Virtual Meeting | 9 June 2021**

**Time 10:00 - 11:00 CEST**

**Meeting Coordination & Author:**

**Mr Stefan A. Haffner | German Aerospace Center (DLR)**

**Version 04 | 9 Jun. 2021**

**Access Details Regular WP5 Zoom Meetings**

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| --- | --- | --- |
| **Join Zoom Meeting:** <https://helsinki.zoom.us/j/66233965538>  **Meeting ID:** 662 3396 5538 | **Join by SIP**  [66233965538@109.105.112.236](mailto:66233965538@109.105.112.236)  [66233965538@109.105.112.235](mailto:66233965538@109.105.112.235) | **Join by H.323**  109.105.112.236  109.105.112.235  Meeting ID: 662 3396 5538 |

**Preparation & Moderation |** **Mr Stefan A. Haffner | German Aerospace Center (DLR)**

**Participants in Colour Green**

**LGI, France (Mr Léonard Lévêque**, Ms Niclette Bukasa Kampata) | DSI, South Africa (Ms Tinyiko Ntshongwana, Mr Sigfried Tivana) | **MESRS, Algeria (Mr Mokthar Sellami**, Mr Lassassi Moundir, Mr Benyoussef El-Hadi, Ms Souami Feriel) | ANR, France ( Mr Francois Moisan, Marie-Laure Tarot) | POLIMI, Italy (Ms Emanuela Colombo, Mr Riccardo Mereu) | **SU, Kenya** (Ms Anne W. Wambugu, **Ms Hope N Njoroge**, Ms Maureen A. Otieno ) | **UH,** **Finland (Ms Melissa Plath)** | AESG, Rwanda (Ms Kibibi Ndope) | DLR, Germany (Mr Stefan A. Haffner) | **PAUWES**, Algeria (Mr Abdellatif Zerga, **Mr Erick Tambo)** | **UEFISCDI, Romania (Ms Elena SIMION)** | **ZSI, Austria** (Ms Elke Dall, Mr Dietmar Lampert, **Mr Utku Demir**)

**Guests from other WPs**

None

**Link Internal Workspace:**

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| --- |
| **WP5 regular meetings are organized generally in three blocks.** |
| **Block 1 | General Coordination Issues** |
| … for informing each other about general coordination issues. |
| **Block 2 | Task Coordination | Brief Updates about the State of Affairs** |
| … for informing briefly about the activities in the four tasks. |
| **Block 3 | Today’s Foci | XXX** |
| … reserved for a specific focus in each meeting, in which issues concerned to the collaboration within WP5 team and other WPs could be discussed in detail. |

**LEAP-RE WP5 | Meeting Agenda**

| **Topics** | **Min.** |
| --- | --- |
| **Block 1 | General Coordination Issues** |  |
| 1. **WP5 Regular Virtual Meetings** | **5** |
| **Minutes**   * This is #5 WP5 Virtual Meeting since the one planned for 5 May 2021 could not be organised | **0** |
| 1. **FLEXX Folder WP5 and regular WP5 meeting preparation** | **5** |
| **Minutes**   * [https://app.flexx.camp/leapre-ecm#](https://app.flexx.camp/leapre-ecm)      * Please make use of the opportunity to contribute to the WP5’s meeting draft agendas * The draft agenda will always be uploaded in FLEXX in separate meeting folders, so that everybody can contribute online | **0** |
| **Block 2 | TASK COORDINATION | BRIEF UPDATES ABOUT THE STATE OF AFFAIRS** | **00** |
| 1. **Task 5.1 | M&E Concept and Impact Assessment**   **Short 5 Minutes Report about the State of Affairs** | **5** |
| **Minutes**   * Emanuela and Anne are currently working on questionnaires for Pillar 2 projects * Elena, Hope and Anne still need to organize a meeting with Pillar 3 leadership - I will discuss with Leonard during our call this week so we organize the meeting * Marie had reached out to ask about Pillar 1 indicators for the call and I hope to organize a meeting with her soon. That will enable us (Elena, Hope and I) to have an outlook on Pillar 1 M&E. * WP4 leadership has incorporated the document we submitted on M&E. Elena and Anne will send comments on that * The most crucial thing at this point is ensuring synergy while still taking into consideration different Pillar needs. | **0** |
| 1. **Task 5.2 | Dialogue with Policymakers and other Stakeholders for Research Uptake**   **Short 5 Minutes Report about the State of Affairs** | **5** |
| **Minutes**   * **Please find in the T5.2 folder a sub-folder for the four planned round tables.** There you find two draft working documents for the design and organisation of the round tables. * **Draft Agendas and Concept** (2021-04-01\_T5.2\_Draft Agendas and Concepts 4 Roundtables\_LEAP-RE\_V01.docx) * **Draft Template for data management** (2021-04-01\_Template List of Invitees\_V01.xlsx) * **The four LEAP-RE Round Tables will address two issues 1) Dialogues** and **2) Empowerment for Research Uptake as described in the Detailed Workplan (15 Apr. 2021)**. * **Dialogue #1 LEAP-RE Round Table | “Theory of Change and Impact Pathway in Multi-lateral Cooperations?”**   This roundtable could be organised in the context of an AU-EU HLPD Senior Officials Meeting with representatives of ministries and other funding institutions around M24 **(Sep. 2022)**.   * **Dialogue #2 LEAP-RE Round Table | “Monitoring, Evaluation and Learning in an AU-EU Knowledge Management and Communication Framework”**   This roundtable could be organised in the context of an AU-EU HLPD Senior Officials Meeting with representatives of ministries and knowledge managers around **M45 (Jun. 2024)**.   * **Empowerment #1 LEAP-RE Round Table | “Coordinated Communication in the Stakeholder’s Network Labyrinth”**   This round table could be organised as a lone standing event around **M20 (May 2022)** with knowledge managers in innovation-hub-like institutions. The focus would be methods, technologies, and channels for the science-end-user dialogue.   * **Empowerment #2 LEAP-RE Round Table | “AU-EU Knowledge Hubs System”**   This round table could be organised around **M41 (Feb. 2024)** with knowledge managers and ministries of the AU-EU HLPD, which are related to Science, Education, Development and Energy. | **0** |
| 1. **Task 5.3 | Strategy for RE research-capacity in Africa**   **Short 5 Minutes Report about the State of Affairs** | **5** |
| **Minutes**   * 7 Slides from Utku about the scientometric analysis to please be included here * Feedback from SU + DSI on T5.3 activities is still outstanding and kindly requested * Documents have to be saved in FLEXX and the colleagues to be informed about that at the same time * Task coordinators (in all tasks) are requested to arrange task meetings for the collaboration. WP5 meetings are not the place for discussing task organization in detail but to highlight issues around the collaboration. In Block 3 of the WP5 meeting, specific thematic issues which are of concern to all could be discussed in an appropriate time frame. | **0** |
| 1. **Task 5.4 | Strategic ambition of the long-term partnership**   **Short 5 Minutes Report about the State of Affairs** | **5** |
| **Minutes**   * xxx | **0** |
| **Block 3 | Today’s FocI** | **0** |
| 1. **<There were no foci suggested for today’s meeting>** | **10** |
| **Minutes**   * All colleagues are please reminded that they make use of the opportunity to contribute to the WP5’s meeting draft agendas in the future | **0** |
| 1. **Aob** | **5** |
| **Minutes**   * In the meeting on 4 Aug. 2021 WP5 will reflect again on the frequency of the meetings and decide to continue on the monthly or change to a bi-monthly meeting rhythm. * It is disputable whether in the future, once the work in the tasks is unfolding, 1 hour for the WP5 meetings would be enough. | **0** |
| 1. **Next WP5 Virtual Meeting** | **5** |
| **Minutes**   * **Next WP5 Virtual Meeting**   **7 Jul. 2021 | 10:00 - 11:00 CEST**  **Organised and facilitated by: PAUWES**   |  |  |  | | --- | --- | --- | | **Access to LEAP-RE | WP5 Virtual Meetings – until further notice** | | | | **Join Zoom Meeting:** <https://helsinki.zoom.us/j/66233965538>  **Meeting ID:** 662 3396 5538 | **Join by SIP**  [66233965538@109.105.112.236](mailto:66233965538@109.105.112.236)  [66233965538@109.105.112.235](mailto:66233965538@109.105.112.235) | **Join by H.323**  109.105.112.236  109.105.112.235  Meeting ID: 662 3396 5538 |   The zoom space is currently thankfully provided by UH/Melissa. | **0** |
|  | **0** |

**Preliminary responsibilities for the regular WP5 Virtual Meetings**

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|  |  |  |  |  | **Organised by …** | |
| **Project Month** | **Day** | **Date** | **Regular WP5 Meetings** | | **PAUWES** | **DLR** |
| M6 | Fri | 05 March 2021 | **#1** | **WP5 Virtual Meeting** |  | **1** |
| M6 | Tue | 16 March 2021 | **#2** | **WP5 Virtual Meeting** |  | **1** |
| M6 | Mon | 22 March 2021 | **#3** | **WP5 Virtual Meeting** |  | **1** |
| M7 | Wed | 07 April 2021 | **#4** | **WP5 Virtual Meeting** |  | **1** |
| ~~M8~~ | ~~Wed~~ | ~~05 May 2021~~ has not been organised | **~~#5~~** | **~~WP5 Virtual Meeting~~** has not been organised | **~~1~~** |  |
| M9 | Wed | **09 June 2021** | **#5** | **WP5 Virtual Meeting** |  | **1** |
| M10 | Wed | 07 July 2021 | **#6** | **WP5 Virtual Meeting** | **1** |  |
| M11 | Wed | 04 August 2021 | **#7** | **WP5 Virtual Meeting** |  | **1** |
| M13 | Wed | 06 October 2021 | **#8** | **WP5 Virtual Meeting** | **1** |  |
| M15 | Wed | 01 December 2021 | **#9** | **WP5 Virtual Meeting** |  | **1** |
| M17 | Wed | 02 February 2022 | **#10** | **WP5 Virtual Meeting** | **1** |  |
| M19 | Wed | 06 April 2022 | **#11** | **WP5 Virtual Meeting** |  | **1** |
| M21 | Wed | 01 June 2022 | **#12** | **WP5 Virtual Meeting** | **1** |  |
| M23 | Wed | 03 August 2022 | **#13** | **WP5 Virtual Meeting** |  | **1** |
| M25 | Wed | 05 October 2022 | **#14** | **WP5 Virtual Meeting** | **1** |  |
| M27 | Wed | 07 December 2022 | **#15** | **WP5 Virtual Meeting** |  | **1** |
| M29 | Wed | 01 February 2023 | **#16** | **WP5 Virtual Meeting** | **1** |  |
| M31 | Wed | 05 April 2023 | **#17** | **WP5 Virtual Meeting** |  | **1** |
| M33 | Wed | 07 June 2023 | **#18** | **WP5 Virtual Meeting** | **1** |  |
| M35 | Wed | 02 August 2023 | **#19** | **WP5 Virtual Meeting** |  | **1** |
| M37 | Wed | 04 October 2023 | **#20** | **WP5 Virtual Meeting** | **1** |  |
| M39 | Wed | 06 December 2023 | **#21** | **WP5 Virtual Meeting** |  | **1** |
| M41 | Wed | 07 February 2024 | **#22** | **WP5 Virtual Meeting** | **1** |  |
| M43 | Wed | 03 April 2024 | **#23** | **WP5 Virtual Meeting** |  | **1** |
| M45 | Wed | 05 June 2024 | **#24** | **WP5 Virtual Meeting** | **1** |  |
| M47 | Wed | 07 August 2024 | **#25** | **WP5 Virtual Meeting** |  | **1** |
| M49 | Wed | 02 October 2024 | **#26** | **WP5 Virtual Meeting** | **1** |  |
| M51 | Wed | 04 December 2024 | **#27** | **WP5 Virtual Meeting** |  | **1** |
| M53 | Wed | 05 February 2025 | **#28** | **WP5 Virtual Meeting** | **1** |  |
| M55 | Wed | 02 April 2025 | **#29** | **WP5 Virtual Meeting** |  | **1** |
| M57 | Wed | 04 June 2025 | **#30** | **WP5 Virtual Meeting** | **1** |  |
| M59 | Wed | 06 August 2025 | **#31** | **WP5 Virtual Meeting** |  | **1** |
| M61 | Wed | 01 October 2025 | **#32** | **WP5 Virtual Meeting** | **1** |  |
| M63 | Wed | 03 December 2025 | **#34** | **WP5 Virtual Meeting** |  | **1** |