

Minutes of the 15th Task Force on establishing a long-term Secretariat meeting

Online, 27th of April 2026

List of participants

| Country/Organisation | Name | Last Name |
|--------------------------|--------------|---------------------|
| Czech Republic, Co-chair | Michal | Karpisek |
| EHEA Secretariat | Horia Serban | Onita |
| European Commission | Hugo Miguel | Pinto de Abreu |
| EQAR | Aleksandar | Susnjar |
| Iceland, Co-chair | Una | Strand Viðarsdóttir |
| Romania | Luminița | Matei |
| Project expert (Guest) | Colin | Tück |

EUA sent their apologies. Hungary, Italy and Kazakhstan were absent.

The meeting started at 15:33 CEST.

1. Welcome remarks

The TF Co-chairs welcomed participants to the meeting and outlined the meeting's agenda.

2. Adoption of the 14th TF meeting minutes

Documents: [TF LTS 14 Minutes 07.04.2026](#)

The meetings were acknowledged without remarks.

3. Draft letter for founding members

Colin Tück drafted a letter to be sent by the Task Force through the Secretariat to the BFUG Vice-chair, as well as current and incoming BFUG co-chairs to ask them whether they would be willing to act as founders for the long-term Secretariat association. Colin presented the letter, circulated in advance to the TF, which included explanations on the role of and procedures for founders, clarifications that they have no special role after the establishment of the association and a request to seek the approval of their home administrations to be part of this process.

It was recalled that in the Romanian application two options for establishing the association were put forward, namely through involving a higher education institution for the founding process or solely through the involvement of the Romanian Ministry of Education. Romania noted that while the Task Force suggested the latter option, the Romanian Ministry of Education was liaising with the Ministry of Justice in order to identify the best course of action and to understand the documentation needed for involving solely the Romanian Ministry of Education. She noted that by the end of May the situation would be clearer and reminded that the involvement of a HEI would pose no legal or practical challenges and, on the contrary, speed up the process.

The Icelandic TF Co-chair pointed out that a governance arrangement that would not include a HEI would be easier to explain to home administrations, with the Czech TF Co-chair suggesting to maintain the involvement of a HEI as a secondary option. Colin considered that in such case the founding HEI should leave the association afterwards and that the letter should clarify that both options are still on the table. The EHEA Secretariat explained that the potential need to involve a HEI is not in a position to stall the

process, as all the substantive discussions and procedural preparations can go forward irrespective of that choice, with the roadmap not impacted by who acts as a founder.

The EHEA Secretariat further suggested to clarify in the letter what documents should the founders submit to act in this capacity. The TF agreed that it would be easier to have the Statutes signed the legal representatives of the founding members through electronic signature, with a formal ceremony potentially organised afterwards.

The TF agreed to send the letter to the relevant BFUG members in a week's time, with Colin providing a revised version to the Secretariat.

4. Updates from Romania

Romania informed that a Call for hosting HEIs had been launched by the ministry, with the deadline the 5th of May for submitting expressions of interest. By the time of the meeting one offer had been received.

5. BFUG online information session in June

The meeting would focus on:

- next steps for setting up the association
- Updates from Romania regarding the hosting arrangement
- Finances (particularly the fees for 2027 and how to collect them)
- Governance (particularly the Board of the association) – to be continued in September

BFUG members will be invited to ask questions beforehand.

6. Statutes

The Czech TF Co-chair emphasised that pending discussions include elements such as the level of detail in the Statutes regarding the role of the HoS, the role of bylaws and how 'final' the Statutes should be when registering them to the local court. The TF agreed that the Statutes should be finalised and adopted at the BFUG meeting in Dublin, with the final version submitted to the court.

By the upcoming TF meeting Colin will provide a draft of the Statutes. The EHEA Secretariat suggested that the Statutes include provisional rules for an interim Board considering transitional arrangements where some of the founding members would need to be in the interim initial Board. The TF was thus informed about the Romanian law provision that at least $\frac{3}{4}$ of the Board members need to be representatives of (meaning 'delegated by') the associates.

As there were no other points, the meeting closed at 16:26 CEST.