

Update from the Task Force EHEA Long-term Secretariat

25 Sept 2026

BFUG Board

State of play

Done

March BFUG: go-no-go decision

Founding members: AT, NO, RO (IE considering)

Host in RO: 2 HEI – decision in Oct.

30 June info session: Funding, finance, fee: Questions & problems re fees, budget ...?

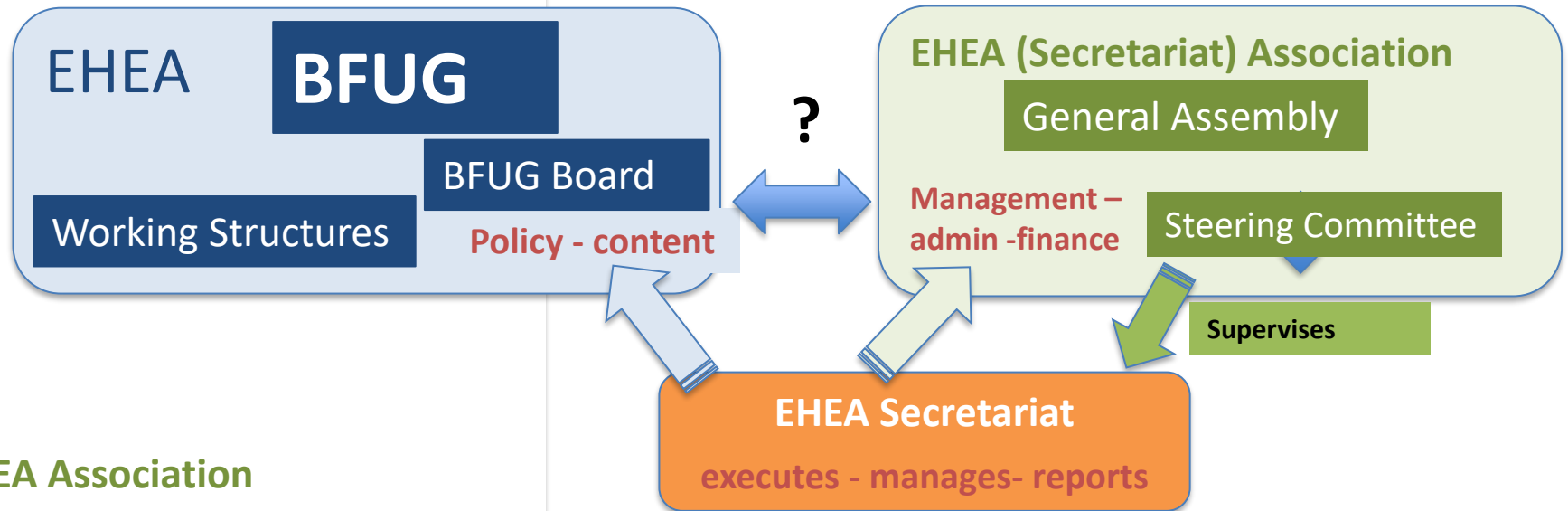
Invited to prepare for Dublin BFUG:

- Initiate consultations and approvals re LTS, association, funding & finance at your ministries
- ensure your delegates are fully briefed on the upcoming vote on statutes of the association and Head of Secretariat profile criteria.

Ongoing

- Statutes – 1st draft
 - Lean – aligned with ROP
- Recruitment Head of LTS: documents & process
- EU Funding for Secretariat
- Info session 6 Oct

Governance



EHEA Association

- provides and ensures the legal and financial framework for the Secretariat and its operations
- almost same membership as BFUG
- aligns with the EHEA & BFUG ROP
- No other goals than ensuring operational support to BFUG & EHEA
- follows BFUG decisions
- No public / political visibility

General Assembly:

- b2b with or part of the BFUG meetings

BFUG retains political oversight

Association membership

- **Member**
 - Ministry or its proxy
 - voting rights
- **Consultative member**
- **Observer** - provides a financial contribution

Steering Committee

Composition

5 people

3 full member appointed by the GA/BFUG

1 appointed by the host of the next Ministerial Conference

1 consultative member

Personal capacity

Tasks

no policy/content matters

oversees the Secretariat re administration, management (also of staff), budget

overview on finance & accountancy

annual appraisal of the HoS, issues regarding work contracts etc.

problem solving (e.g. staff, relationship with host etc.)

prepares the General Assembly

Attend BFUG Board (1 representative – usually the chair

provide regular reports to BFUG and BFUG Board

The Name ...

	Full	Abbreviation
A	- Association of the European Higher Education Area Secretariat - European Higher Education Area Secretariat	- EHEA-S Association, EHEA-SA - EHEA-SEC Association, EHEA-SECA
B	- Association of the European Higher Education Area - European Higher Education Area Association	- AEHEA - EHEAA - EHEA-Association

Does it matter?

- The association will normally not appear in public – internal to the BFUG
- It should as much as possible avoid complexity & confusion and be practical in daily use

Recruitment of the Head of Secretariat

Publication of vacancy: mid Nov. beginning Dec.

First deadline: 5 January

Compliance check & first review: TF & Czech Agency

Full list to Selection panel, including review results & application excluded due to lack of compliance

14 Jan: 1st Selection Panel meeting:

- Decides on “longlist”, i.e. applications that will be reviewed
- individual reviews (at least 2 per application)

21 Jan: 2nd Selection Panel meeting:

- Short list 8-12 candidates for online interviews
- Additional info – availability for 2nd interview in person (10-11 March)

End Jan.- Mid Feb: online interviews

10-11 March: In-person interview of up to 5 candidates

Circulation of outcome to BFUG for decision/endorsement:

- 1-3 candidates with a report
- By

Start of contracting through the association

Negotiation of starting date / transition etc.

Start it asap

**Process
organised by TF
and supported
by Czech agency**

Selection panel

- 4 BFUG members
- 1 Consultative member
- 2 externals
- Supported by 2 TF members

EU Grant & funding for BP work 2027-2030

EHEA-call

- *Publication: 16 December 2026*
- *Amendment: End of May*
- *Deadline: 15 July 2027*
- *Grant agreements signed: End of 2027*

Grant for the Secretariat

- *Applicant: EHEA-Association*
- *PIC number*
- *legal and financial capacity?*
- *Who does the application?*

Funding for BP work

- New: additional “third party support” for work of EHEA structures
 - Allocated through the BFUG/Secretariat
 - Max. 60.000 per beneficiary
- EHEA workplan & project applications

Statutes

- Draft & explanatory note

Establishment of a provisional Steering Committee

- (Founding members + 1 + 1 consultative member
- In office until autumn BFUG 2027? Elect at the Spring BFUG 2027?

Recommendation not to change the ROP EHEA and BFUG

Hosting arrangement

- Draft MoU between Ministry and the BFUG / Association
- Contract/agreement between the hosting university and the Association

Documents for recruitment Head of Secretariat

- Description, explanatory & timeline
- profile of Head of Secretariat
- assessment grid/ criteria
- Draft vacancy note

Selection panel for recruitment of Head of Secretariat

- Establish at the BFUG, or by end Nov/beginning Dec.
- Workload, key dates and periods of availability

Roadmap: 2026 Policy Milestones



Roadmap: 2027 toward establishment and handover

