Minutes of the 17th Task Force on establishing a long-term Secretariat meeting

Online, 22th of June 2026

List of participants

Country/Organisation	Name	Last Name
Czech Republic	Roman	Klepetko
Czech Republic	Ľubomír	Zvada
EHEA Secretariat	Horia Serban	Onita
EUA, Co-chair	Michael	Gaebel
EQAR	Aleksandar	Šušnjar
Germany	Michaela	Böhme
Hungary	András	Báló
Iceland, Co-chair	Una	Strand Viðarsdóttir
Romania	Luminița	Matei
Romania	Elmira	Chengiali
Project expert (Guest)	Colin	Tück
Türkiye	Aydin	Aslan

The Czech Republic Co-Chair and the European Commission sent their apologies. Italy and Kazakhstan were absent.

The meeting started at 15:38 CEST.

1. **Welcome remarks**

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

2. **Adoption of the 16th TF meeting minutes**

Documents: TF_LTS_16_Minutes

The minutes were acknowledged without remarks.

3. **Preparations for the BFUG information session**

Documents: TF_LTS_17_3_1_Roadmap; TF_LTS_17_3_2_Financial Model;

The EUA Co-chair introduced the two documents prepared in order to be submitted for the BFUG online information session on the long-term Secretariat (30th of June 2026): the EHEA long-term Secretariat Roadmap and the revised Financial Model. He gave a brief introduction to both documents, explaining that they offer more concrete information for BFUG delegations and can be used for consultations within the ministries. In this sense, the documents are meant to be helpful even for those unaware of previous BFUG discussions and decisions. It was agreed that the documents would be circulated to the BFUG as soon as possible and they would serve as a basis for discussion in preparation for the BFUG meeting in autumn.

On the Financial Model document EQAR, supported by Romania, suggested to remove the sentence stating that the fees would be voted annually by the General Assembly of the LTS association. They argued that while the budged is voted upon each year and fees should be indexed annually based on a set methodology, the fee model itself should not be voted upon again unless someone proposes revising it.

Colin explained that the model included the practice of indexing the fees annually with an average index, considering the Belgian approach of automatically increasing wages based on inflation. He suggested indexing the fees in August in order to have it linked with EQAR's indexation of membership fees.

The Head of Secretariat suggested that the financial model could be annexed to the Statutes, ensuring its stability, whereas the model could include that the reassessment of the tiers based on the GDP and GPD per capita can be done earlier than every 5 years.

Based on EQAR's suggestion, the document was revised by removing the sentence regarding the annual approval of fees and stating that the allocation into tiers is reassessed 'at least every five years'.

On the Roadmap, Romania suggested to delete 'visiting the future premises' for the TF meeting in September 2026 since the potential buildings are under rehabilitation and would not be ready by the TF meeting.

The Head of Secretariat informed that only Cyprus responded with follow-up questions on the letter for potential founders, while reminders had been sent to the other countries. He suggested to consider a contingency plan should the invitations be declined. Upon the Icelandic Co-chairs' suggestion, the TF agreed to wait until the BFUG online information session and, if needed, send afterwards an open call to the BFUG for potential BFUG members interested in founding the association.

The Head of Secretariat further pointed out that the name availability request could be submitted earlier than November, since the answer usually comes in 2-3 weeks and it can be agreed in writing with the BFUG what the name would be (e.g. 'EHEA Secretariat' or in Romanian 'The Secretariat of the EHEA'). The EUA Co-chair suggested to raise the issue of the name in the presentation for the BFUG online information session. Finally, the Head of Secretariat suggested to think about the interim board which would serve as the bridge between the founders and the appointment of the LTS association steering committee at the BFUG meeting in February 2027.

4. Updates from the hosts (Romania)

Romania recalled that they are in the process of selecting the university which would host the long-term Secretariat. They informed that both applicants offered well located and connected premises with all the necessary equipment. The Romanian ministry would be able to inform about a final decision on the premises by September.

For the legal procedures regarding the founding of the association, the ministry is waiting for a formal approval by the government, which is momentarily stalled by the fact that the current government is in interim capacity, waiting for a new government to be installed.

5. Any other business (AOB)

The TF agreed to hold the next (18th) TF meeting on the 31st of August 2026 starting at 15:30 CEST. The 19th TF meeting will take place in Bucharest, Romania, on the 18th of September 2026.