

DÉLIBÉRATION n° CA-12-07-2021-17 DU CONSEIL D'ADMINISTRATION



Séance du 12 juillet 2021

Supplément n°3 du consortium EC2U

Le Conseil d'administration

- Vu le Code de l'éducation ;
- Vu les Statuts de l'université de Poitiers ;
- Vu le document adressé au Conseil d'administration ;
- Vu la proposition présentée en Conseil d'administration ;

Après en avoir délibéré,

ADOpte

Article 1^{er} : Dispositif

Le supplément n°3 du consortium EC2U est approuvé, conformément à la pièce-jointe.

Article 2 : Décompte des voix

La présente délibération est adoptée à l'unanimité.

Fait à Poitiers, le 12 juillet 2021
La Présidente de l'université de Poitiers,
Présidente du Conseil d'administration,

Virginie LAVAL

UNIVERSITE DE POITIERS

21 JUL 2021

Direction des affaires juridiques

Transmis à Madame la Rectrice de la région académique Nouvelle-Aquitaine, Rectrice de l'Académie de Bordeaux, Chancelière des Universités, le

Entrée en vigueur le lendemain de sa publication au *Recueil des actes administratifs* de l'université de Poitiers.

Voies et délais de recours

Si vous estimez que cet acte est irrégulier, vous pouvez former :

- soit un recours administratif, qui peut prendre la forme d'un recours gracieux, devant l'auteur de l'acte ou celle d'un recours hiérarchique devant l'autorité hiérarchique compétente. Ce recours administratif doit être présenté dans les deux mois à compter de la notification du présent acte si vous souhaitez pouvoir former un recours contentieux contre une décision de rejet de votre recours gracieux. Celui-ci est réputé rejeté si vous n'avez pas reçu de réponse dans les deux mois suivant sa réception par l'administration. Vous disposez alors de deux mois pour former un recours contentieux. Si une décision expresse vous est notifiée dans les quatre mois suivant la réception de votre recours gracieux par l'administration, vous disposerez alors d'un délai de deux mois, à compter de la notification de cette décision expresse, pour former un recours contentieux.
- soit un recours contentieux devant le tribunal administratif territorialement compétent, dans le délai de deux mois à compter de la notification ou de la publication du présent acte.

Depuis le 1^{er} décembre 2018, vous pouvez également déposer votre recours juridictionnel sur l'application internet Télérecours citoyens, en suivant les instructions disponibles à l'adresse suivante : www.telerecours.fr
Dans ce cas, vous n'avez pas à produire de copies de votre recours et vous êtes assurés d'un enregistrement immédiat, sans délai d'acheminement.



CONSORTIUM AGREEMENT

Erasmus Mundus Joint Master Degree in Sustainable Catalysis

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EMJMD SuCat

The University of Poitiers (Université de Poitiers), established in Poitiers, 15 rue de l'Hôtel Dieu (France), represented by Virginie Laval, as Rector, **Coordinating Institution** of the Consortium, on the **one part**, and **the University of Aveiro (Universidade de Aveiro)**, established in Aveiro, Campus Universitário de Santiago (Portugal), represented by Paulo Jorge dos Santos Gonçalves Ferreira, as Rector, and **the University Rovira i Virgili (Universitat Rovira i Virgili)**, established in Tarragona, Escorxador, s/n (43003 - Tarragona, Spain), represented by María José Figueras Salvat, as Rector, recognised partner institutions of the consortium (the "**Partners**") on the **other part HAVE AGREED** to the following terms and conditions, including those in the annexes which form an integral part of this *Consortium Agreement*.

1. JURISDICTION CLAUSE

1. In the case of any disputes on matters under this Agreement, which cannot be resolved by an amicable settlement, the Courts of Brussels shall have sole competence to rule on any dispute between the contracting parties.
2. The law applicable to this contract shall be the Belgian law.

2. OBJECTIVE OF THE PRESENT CONSORTIUM AGREEMENT

Based on the present Consortium Agreement the Partners shall together contribute to the achievement of the requirements of the SuCat proposal, agreement n°619844. Their goal is to jointly deliver a Master degree in Sustainable Catalysis (SuCat) to excellent students. All partners will also develop the Master's visibility in order to secure its sustainability beyond the European Commission funding period.

3. ROLE AND DUTIES OF THE CONSORTIUM PARTNERS

In order to achieve our goals, all partners shall participate in the consortium as follows.

a. The coordinating institution

The University of Poitiers (UP) will act as the coordinating institution within the Consortium, in compliance with the rules of the Erasmus Mundus programme and in agreement with relevant national or state legislation and/or regulations, which the partners are subject to. The University of Poitiers will be the main EU grant beneficiary and will sign a multi-beneficiary grant agreement on behalf of the SuCat consortium. Partners will also provide mandates to the coordinator.

The coordinating Institution has the financial responsibility for the programme and will provide the Education, Audio-visual & Culture Executive Agency (EACEA) with all the required reports on the project activities and its financial management.

The Coordinating Institution shall manage the following activities:

- General coordination and initiation of SuCat programme activities in collaboration with the Partners.
- Coordination of the decision taking procedure.
- Creation of tools shared between the Partners (website, forms, guidelines ...).
- Payment of European grants to students and scholars involved in the SuCat programme.
- Perception of tuition fees and distribution to Partner institutions.
- Partners' information regarding the number of students continuing their studies in each institution, and the academic data necessary for their registration with each Partner: Yearly, until December the 1st.



- Payments of invoices resulting from SuCat programme general activities (except for Partners' participation), even if occurring at a Partner institution, when the Consortium has agreed on the expenses, when the costs are eligible under the Coordinating Institution criteria, reasonable, and fitting with the current budgeting of the Consortium allocation.
- Banking facilities for enrolled students and scholars.
- Students transportation (organisation and payment) from country to country for compulsory mobility (i.e. between semesters S1 and S2, S3 and S4)
- Complementary proposals and applications within the Erasmus + programme.
- Elaboration of reports (administrative and financial) to the Consortium for each session of the SuCat Consortium meetings.

b. Partners (including the coordinating institution)

The Partners shall perform and complete their share of the SuCat Programme activities in accordance with the requirements set out in the proposal.

The Partners shall provide in due time the SuCat Coordinator with the information necessary to prepare the reports required by the EACEA. The Partners shall be aware that the payment of the scholarships and funds allocated to each Partner are subjected to the timely submission of the financial reports by the Partners to the Coordinating Institution.

When submitting payment requests to the Coordinating Institution, the Partners shall meet the financial and administrative requirements of the proposal.

Each Partner shall organize and realize the SuCat programme activities in its own institution, and specifically:

- Realise and promote the SuCat academic programme,
- Provide accurate information, service and assistance to students and scholars visiting the institution, prior to and during their stay (visa requests, insurance, accommodation, admission and registration) including social integration (welcome and farewell initiatives, graduation ceremony),
- Advise all students towards success.

Here is the list of the consortium partners:

Pn	Name	Type of institution	Country	PIC N°
P1	University of Poitiers (UP)	University	France	999859608
P2	University of Aveiro (UA)	University	Portugal	999865331
P3	University Rovira i Virgili (URV)	University	Spain	999880560

The Partners are further assigned specific responsibilities that they shall manage and supervise in compliance with the Consortium decisions:

- UP: Financial management of Consortium funds (payments, reports), Communication tools (promotion and dissemination), Students and scholars' selection processes. Course provided: first and second year of the programme
- UA: Quality assurance (assessment forms), Students and scholars' selection processes. Course provided: first semester of the first year and second year of the programme
- URV: Students and scholars selection processes, website. Course provided: second year of the programme

For each Partner, the academic member of the consortium acts as a local coordinator and shall organise and coordinate with his/her collaborator(s) the activities and the organisation of SuCat programme in the Partner institution. He/she is the link between Partner institution and the SuCat Coordinator.



c. Affiliated Institutions

SuCat programme network also includes 8 affiliated partners who will support the Master in various ways: participation to training courses, internship positions for SuCat students, seminars and promotion.

Pn	Name	Type of institution	Country	PIC N°
P4	Federal University of Rio de Janeiro	University	Brazil	999848841
P5	University of San Paolo	University	Brazil	999844379
P6	Technical University of Dortmund	University	Germany	999848453
P7	McGill University	University	Canada	936288621
P8	RAIZ	Non-profit organisation	Portugal	924171187
P9	SOLVAY	Private Company	Belgium	998067921
P10	ARD	Research organisation	France	968729883
P11	L'OREAL	Private Company	France	999545328
P12	IFPEN	Public Body	France	999993371
P13	CLARIANT	Private Company	Spain	923891827
P14	Aquitaine Chimie Durable	Non-profit organisation	France	
P15	ADISSEO	Private Company	France	986341979

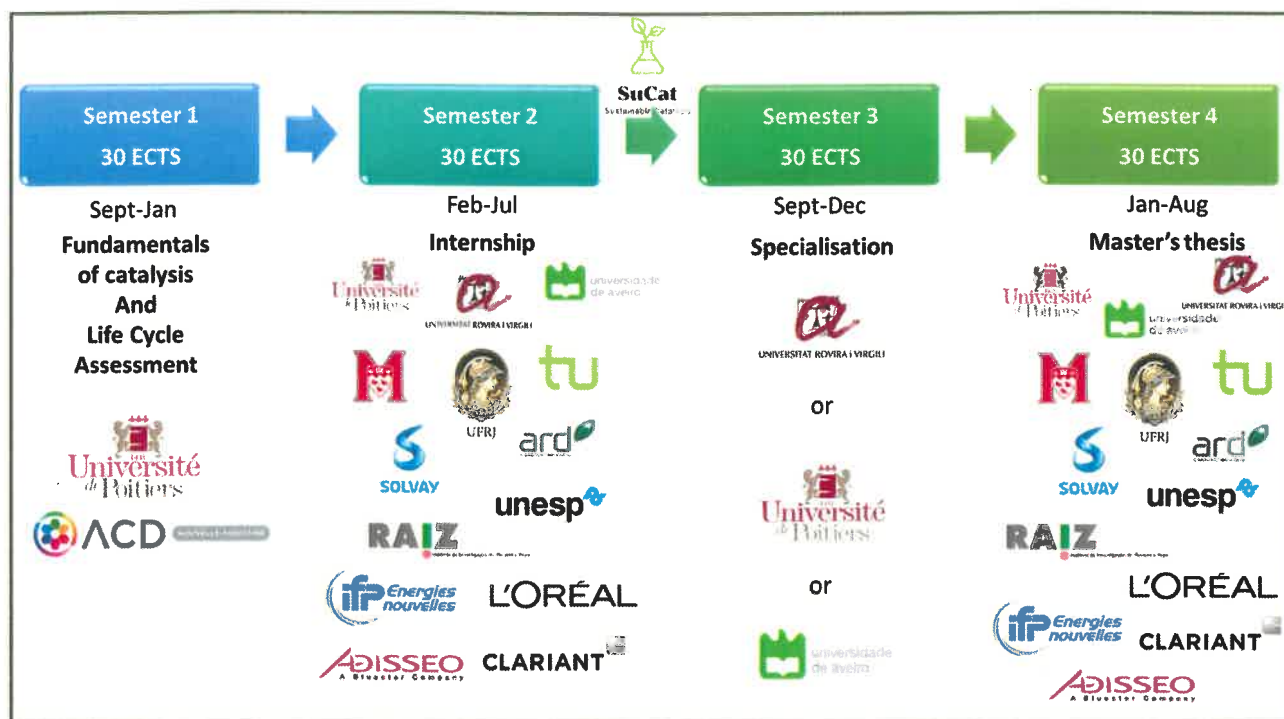
4. THE SUCAT PROGRAMME

The Erasmus Mundus Joint Master's Degree in Sustainable Catalysis (SuCat) trains students to provide them with a real perspective of technical, research and development, applied in different areas of catalysis. The SuCat programme is an integrated Master Programme designed by 3 Universities with a wide-range leadership in homogeneous catalysis (URV), enzymatic catalysis (UA) and heterogeneous catalysis (UP).

This degree is a 2-years study programme with 120 ECTS credits welcoming around 15 students each year. All courses are taught in English in all Partner institutions. All students are asked to study full time.

The educational aim of this degree is to prepare students to become international experts and develop skills towards doctoral programmes and/or professional activities in all declinations of catalysis. The programme will provide students with the expertise needed in modern European catalysis and prepare them for professions in research laboratories, industries and administrative organisations.

The two-year curriculum (4 semesters, 30 ECTS credits each) is designed to provide a solid background in catalysis, both in theoretical and experimental knowledge. It includes common basic courses on all declination of catalysis (1st semester) at UP, where all students start the programme and a mandatory mobility scheme of a minimum of one semester (30 ECTS credits).



First Semester: Fundamentals of catalysis in UP (30 ECTS)

All students will be welcomed in Poitiers and will participate in an integration week that will include French and English basic language courses, accomplishment of administrative tasks, welcome party.

Sustainable development requires not only the piecemeal improvements of separate parts of production, consumption, and waste management but must also make sure that, for example, environmental impacts or anthropogenic material flows, are reduced from a system-wide perspective. Because catalysis allows for more efficient, less energy-intensive, and more selective chemical reactions, it is regarded by many as an enabling technology to promote overall sustainability. Therefore, it seems essential that students acquire concepts on how to think about catalysis in a global and sustainable way.

The first semester includes 6 courses of 5 ECTS each:

Sustainable Chemistry	5 ECTS
Heterogeneous catalysis	5 ECTS
Homogeneous catalysis	5 ECTS
Microbial & Enzymatic catalysis	5 ECTS
Analytical tools	5 ECTS
Life cycle Assessment	5 ECTS

Students will design their mobility programme during the first semester, according to their career objectives and to the specialisation offered in each partner institution.

Second Semester: internship (30 ECTS)

The second semester will be dedicated to an internship in a partner or affiliated Institution. The aim is to work in a different declination of catalysis than the one the student will choose for the 3rd semester. This will allow the students to widen their knowledge in 2 different fields of catalysis.



Third Semester: Specialisation in each partner country (30 ECTS)

- **Heterogeneous catalysis at UP**

Catalytic nanomaterials	6 ECTS
Assisted catalysis	6 ECTS
Biofuels	6 ECTS
Biochemicals	6 ECTS
Molecular modeling	6 ECTS

- **Homogeneous catalysis at URV**

Introduction to computational chemistry	6 ECTS
Structural determination techniques	6 ECTS
Organometallics and homogeneous catalysis	6 ECTS
Asymmetric Synthesis	4.5 ECTS
Supramolecular Chemistry	4.5 ECTS
Multidisciplinary seminars	3 ECTS

- **Biocatalysis at UA**

Seminar	12 ECTS
Nanochemistry*	6 ECTS
Spectroscopic techniques*	6 ECTS
Biocatalysts	6 ECTS
Agroforestry chemistry*	6 ECTS
Medicinal chemistry*	6 ECTS
Macromolecular chemistry*	6 ECTS

* 2 courses chosen among the proposed one with a *

Fourth Semester: Master's thesis (30 ECTS)

The master's thesis can be prepared in a research laboratory of a partner university or an associate partner organisation (industry or research centre) or in any other company offering a research-oriented topic for the master's thesis.

5. JOINT ASSESSMENT METHODS

Examination and assessment regulations are made available to the students at the beginning of their studies at each Partner institution.

Examination criteria are decided individually for each course unit and fully described in each course unit description. Assessments carried out at one institution are to be recognised fully and automatically by the other institutions in the Consortium.

Each student will be assessed according to the assessment system and calendar of the host institution. The final grades will then be calculated by the examining institution according to its procedures.



If students have to re-sit exams beyond regular local procedures or if they failed courses units equivalent to 10 ECTS or more, their individual study plan and consequences for their mobility plan will be discussed on a case to case basis by the Consortium board, taking into account local regulations and juries' decisions.

The academic members of the Consortium board will oversee the grades awarded on a continuous basis and are to identify and advise on any apparent inequities that may occur.

The Master Thesis will be assessed by members of the 3 Partner Institutions.

6. DECISION MAKING

a. The Academic board

Partners assemble in the academic board that consists of the following persons:

- One or two academic members from each Partner institution as a full member(s) of the consortium. Each institution represented will have 1 vote, no matter the number of members from the institution. As local coordinator(s), he/she/they is/are also responsible for the organisation of the SuCat courses in the Partner institution,
- One administrative member from each of the partners, responsible for the administrative issues both at the partner institution itself and between the partner institutions and for advising the consortium on administrative matters. The administrative staff does not vote on meetings,
- Two student representatives elected by students registered in the SuCat programme. This election will take place one month after the arrival of the students in Poitiers. Student representatives act in advisory capacity regarding evaluation of the programme and quality assurance.

The academic board directs the SuCat programme development and execution and acts as a forum of consultation and cooperation for the implementation of the degree through partner institutions. In line with students' regulation, the consortium has the primary responsibility for:

- Agreeing on the admission criteria of the applicants (students and invited scholars)
- Selecting students and invited scholars
- Overseeing development and execution of the SuCat programme, including quality assurance
- Monitoring students' achievement, progression and evaluation, including feedback

The **Advisory Board** is chaired by the network coordinator and is composed of the consortium partners, the external expert, representatives of students, representatives of the associated industrials and from external universities. The Advisory Board will meet physically or through web conference at least once a year, in order to review the curriculum and suggest topics of practical interest, plan visits, provide advice to the academic board in order to make the study relevant to industrial needs and increase the employability of the graduates and discuss common policies. The results of the Advisory Board meetings will be transmitted to the SuCat Academic Board, which will then make decisions to implement improvements.

b. Meetings and voting rules

Decisions are normally taken during regular meetings of the consortium that are organised at least twice a year. If partners fail to attend the meeting, video-conference can also be organised.

Decisions are normally taken by consensus. In the event that efforts to reach consensus fails, the consortium may take decisions by a simple majority vote. Each institution has one vote and only academic members have the right to vote.

All decisions must be recorded in writing.



In the event that one of the partners voted against the approved decision, their vote must be included in the records of the meeting.

The coordinator prepares the agenda and the relevant documents at least 2 weeks prior to the meetings. The consortium may take decisions via electronic means between regular physical meetings. In such cases, the coordinator will ensure that all documents on motions to be acted on are given to the consortium members at least 2 weeks prior to the vote deadline.

The coordinator is responsible for keeping accurate records of all meetings and decisions of the consortium. The coordinator follows up decisions taken within the consortium and reports to the consortium about any progress.

c. Quality assurance

The academic supervision of the program is a main part of the tasks allocated to the SuCat academic board. The learning outcomes will be precisely described for each module together with the methods of their verification. After every semester the questionnaires fulfilled by students will give the coordinators the direct opinion of teaching methods and perception of subject's content. It will cause the discussion about the achieved learning outcomes and the possibility to improve necessary changes.

The administration will be supervised at the coordinating university by the coordinator of the SuCat master. The organisation of the Masters' programme will be supervised by UP, who will also be responsible for the welcoming and the administrative and social support of all students during the first semester and of some during subsequent semesters.

The quality assurance standards and procedures are fully compatible with Standards and Guidelines for Quality Assurance in the EHEA (ESG) and the European Approach for Quality Assurance of Joint Programmes and will be as follow:

Internal quality procedures in SuCat include a continuous improvement cycle in which all consortium partners are involved in all steps of the procedure. The key principles ruling the quality assurance of the course will be:

- Co-responsibility - which means that concern for, and responsibility for, quality and standards is shared by all members of the University and by its partner institutions.
- Externality - which means that the quality and standards of courses will be assessed at various stages by groups composed of peers specialized in catalysis (academic and professional/vocational community).
- Stakeholder satisfaction - which means that feedback from students, industry, professional bodies and other stakeholders is essential information for maintaining and enhancing quality.
- Transparency - which means that the systems and procedures by which quality is assessed will be well documented and their outcomes a matter of public record.
- Accountability - which means that the roles and responsibilities of individuals and committees, for quality assurance and management, will be clearly stated.

The academic supervision of the program is a main part of the tasks allocated to the SuCat consortium. The group will meet at least twice a year to follow up on procedures and suggested modifications, rules, etc. related to the integrated Master's program. The Consortium will be responsible for: selection of students, academic standards and issues, financial matters, mobility issues, organizational matters, quality standards for courses, appointment of promoters of the dissertation and the dissertation commissions, all other internal quality affairs. The learning outcomes will be precisely described for each module together with the



latest. Applications from nationals of countries which are not represented among the consortium partners will be promoted. The timeline for the performance of the external evaluation covers the period from the first intake until the end of the third intakes, including submission of the final report. The external evaluator will benefit of a daily fee of EUR 450 (max. 14 days/year). Additionally, the expenses for the participation in project meetings will be covered by the project (travel, subsistence cost and accommodation). The conclusion of the audit will be sent to the participants (academic and advisory board) for tackling the assessment of the overall project and to give advice for the good management of the programme.

7. SELECTION OF STUDENTS AND SCHOLARS

The Consortium agreed to open a Joint SUCAT website that will be designed for prospective, current and graduating students, guest lecturers, as well as to Scholars. Easy to find, it will contain a specific section dedicated to potential applicants, describing the students' admission requirements and application procedure, following the guidelines Erasmus+ for student selection and scholarship management. Students will be guided through the online application procedure, to upload all data and documents required. The Eligibility Committee will have access to the uploaded documents and will evaluate the eligibility of the applicants.

Students are admitted to the program as follows:

1. All prospective students apply on line using the SuCat master website
2. The application must be submitted in English
3. Two applications rounds are organized, one for students applied for Erasmus Mundus Scholarship, and subject to EACEA deadlines and one for EU residents not seeking Erasmus Mundus support annually opened until May 31st.
4. Applicants must hold a Eurobachelor degree (or equivalent) in Chemistry or similar studies. Having obtained a minimum of 180 ECTS prior to the beginning of the course and have a good knowledge in English (minimum B2, preferred C1 level or equivalent to 580 TOFEL score)
5. Students are selected by the partners according to their internal regulations and processes.

Selection process: The institution that manages this process is URV. The selection board is composed of 3 members belonging to the SuCat Steering committee (one from each institution) as well as 3 additional members (one member from each institution). The application is sent to the coordinating institution (UP) and registered. Copies are sent to each partner. The Selection process for all Erasmus Mundus students is organized in three steps:

1. Pre-selection: applicants submit their electronic file and send a hard copy to the programme coordinating institution for administrative checking and validation (i.e. that all documents are certified and correctly translated). Each applicant receives an acknowledgement of receipt of his hard copies.
2. Interview of shortlisted candidates. After a first analysis and ranking the applicants, a shortlist determines students that will be interviewed by evaluators (2). The interview will last 30-40 minutes is designed to explore candidates' motivation to study on the SuCat course, their critical thinking skills and understanding of social work issues. Candidates will also be able to ask questions about the SuCat programme. Where possible, interviews will be conducted using video-conference. Alternatively, it will be possible to phone shortlisted candidates on a landline or mobile number.
3. Final selection: files are reviewed and marked on a scale from 1 (very poor) to 5 (outstanding) for each selection criteria by each partner university. Each file being examined three times thus receives three marks which are added and automatically averaged. The reviewers prepare a standardized synthesis used during the final selection process. In March, the Selection Board selects the applicants from programme and partner Countries and prepares the definitive lists for transmission in mid-April to the Executive Agency. The generated ranking is used by the Selection Board to establish a selection of approximately 40 applicants. Two



methods of their verification. After each semester the questionnaires fulfilled by students will give the coordinators a direct opinion of the teaching methods and perception of subject's content. It will cause the discussion about the achieved learning outcomes and the possibility to improve necessary changes. The organization of the Masters' programme will be supervised by the University of Poitiers, who will also be responsible for the welcoming and the administrative and social support of all students during the first semester and of some during subsequent semesters. Internal quality assurance will be considered both on a global and local level.

The partners of the consortium are committed to providing high quality education and implementing the highest standards of quality to achieve that. The quality assurance policy that has been agreed upon allows the systematic, documented and detailed evaluation, presentation, recording and critical analysis of the course operation and progress. This will permit the consortium to record, evaluate, analyze and improve the quality of the teaching, research and support functions.

Internal evaluation: at the end of each semester, an evaluation of the teaching will be sent to all the students, through the website of SuCat master. It will be a fully anonymous online survey. Based on the evaluation of the teachings some adjustments will be done for the master program. Once a year, the academic board will discuss on the SuCat program and on the improvements that can be done. The annual recording and evaluation of work accomplished in each university will be systematically assessed and monitored with the help of the Annual Internal Report, which will be based on quantitative and qualitative data collected throughout the year. More specifically, with the help of the Annual Evaluation process, the consortium will be able to: Monitor, manage and assess the degree to which it meets its goals and objectives. Evaluate the services it provides; identify areas for improvement; manage its advancement throughout the years; assess, revise and redefine the quality of its work.

All academic staff will take part in the evaluation. Moreover, student views are paramount in the evaluation process and are therefore actively sought (i.e., through relevant questionnaires) and included in the Report. The systematic collection of reliable data regarding all aspects of the operation of each university will comply with specific quality assurance criteria and standards and will support decision-making for the improvement of the master course. All these data will be centralized in the SuCat secretary office and will be available to all partners through a secure web site application which will be developed in the Poitiers University. Professors of the consortium will be invited to propose seminars/courses in partner universities in order to share their expertise in their specific field. During these stays, they will also have opportunities to follow other courses provided by local teachers in order to evaluate and compare the pedagogy implemented in the other universities and determine the level of courses proposed to the students. All this information will be then gathered and sent to the academic board in order to harmonize the full SuCat master. This procedure will be reproduced at least once per year in the different universities. It is the appreciation of students which is the best measure of quality. Nevertheless, in order not to fall into unwanted biases, we add to this internal embedded evaluation process, an international external expert's point of view. The quality insurance is part of the project with an external evaluator. The tools of assessment will be implemented at the very beginning of the project, together with SuCat team, with quantitative and qualitative indicators.

External evaluation: The international external evaluator will be selected, based on open call published during the preparatory year, to evaluate the project. The task of the external evaluation is to investigate, assess and evaluate the implementation of the project: learning outcomes, good management of the scholarships, employability of the student, etc. Applications will be scored and ranked according to the following criteria: Experience in external evaluation (35%), experience in EU-funded project management (25%), experience in the Erasmus Mundus programme (25%), motivation (15%).

The selection of the external evaluator will be made by the members of the Academic Board. The selected external evaluator will be contacted by the project coordinator before the beginning the first intake at the



final lists of selected students for the award of an Erasmus+ scholarship (European and non-European) and a reserve list including all the remaining selected students are thus established and submitted to our web site.

The excellence of the applicant will be the only criterion for the selection, without any type of discrimination. Specific disposition concerning students/scholar with special needs exist in every institution of the consortium. For example, in Poitiers, the department of “welcoming and accompanying of handicapped students” welcome and assists students suffering from a permanent or temporary handicap. Upon medical advice, the department is assigned to set up the equipment necessary to enable the students with special needs to follow the chosen studies. Courses are worked out in order to take the various problems into account (accessibility...). Some persons are assigned to accompany the students when moving inside the university. Other students take notes for them. Some documents can be enlarged. Students with special needs can be loaned materials aimed at making up for their sensorial deficiencies.... These adjustments can also concern exams (secretarial work, adjusted examination, special session). The possibility that a person may have special needs is considered and special accommodation will be offered.

SuCat also foresees the involvement of top-level scholars. An international call will be opened yearly, and scholars will be selected based on their research and academic excellence, considering that best scientists focused on the field of SuCat interest will offer an excellent teaching and case studies discussions, also transferring appropriate practical knowledge.

Upon arrival, each invited scholar will sign a contract with the SuCat consortium stating the dates, conditions of the scholar's participation and his/her remuneration. The amounts corresponding to the invited scholars' remuneration will be transferred by the coordinator to their bank account either in their home (when possible) or host country within 2 weeks of their arrival and signature of their contract. Invited scholars will be requested to hand out a report on their activities (involvement in teaching, research or quality assessment process).

8. FUNDING DISTRIBUTION AND USE

d. EACEA funding

The EACEA, acting under power delegated by the European Commission, is funding the Consortium. UP will be the financial manager of the consortium.

One financial administration is involved, the institutional financial service, represented by the International Relations Service, which will manage the scholarships of students and scholars, distributes these fees between the partners and oversees logistical and organisational expenses.

The funds can be summarised as follows:

- Consortium allocation: annual flat rate of 20 000€ for the preparatory year and 50 000€ per intake of the SuCat Master programme as contribution to the consortium management costs including costs for the payment of invited scholars and guest lecturers
- Grants: around 10 scholarships will be awarded. The amount given to the students includes a contribution to travel, installation and subsistence costs.

i. Consortium allocation

The 20 000€ allocated for the preparatory year will be used as a contribution to all costs incurred by the promotion of the course, the organisation of the programme board meetings (twice a year at least) and staff mobility to finalise the administrative procedures.

The lump sum of 50 000€ per intake, dedicated to the management of the SuCat and inviting of scholars and guest lecturers, will:



- Cover the promotion costs of the programme and organisation of the programme board meetings for one part,
- Cover the remuneration of the invited scholars. The amount of funds and procedures for partner's activities in this area will be determined by the programme board.

ii. Participation costs

The financial management of grants will be centralised by the International Relations Service of the coordinating institution (UP). All students involved in the SuCat programme pay participation costs. The annual rate of the latter, determined for the duration of the consortium agreement, is of 4 500€ for students from a programme country (as per EACEA definition) and 9 000€ for students from a partner country (as per EACEA definition).

Participation costs include the tuition fees, full insurance coverage and any other mandatory costs related to student participation in the course.

Apart from these participating costs, any other amount strictly related to the courses (e.g. national registration fees) cannot be charged to the scholarship holder or the self-paying students.

iii. Distribution and use of participation costs

The use of the fees can be divided into three categories:

- regular institutional fees
- logistical and organisational expenses
- teaching and project costs.

Institutional: the amount asked by each institution has been respected. The total amount for each institution is computed yearly based on the number of students hosted.

Logistics and organization: These fees include the expenses due to practicals during the course. They also include part of the organizational expenses of the Masters Course (communication: meetings, web site, flyers, press-release, student book publishing; organisation of the Farewell congress...) as well as the invited scholars expenses and the salary of coordination assistance. Are presented only the costs not funded by the hosting institutions and associated partners i.e. the costs of teaching facilities, teaching and technical staffs.

Tables of budget subdivision are here below for one intake:

	Poitiers	Aveiro	Tarragona	
Teaching	13 600,00 €	4 200,00 €	4 200,00 €	22 000,00 €
Project	49 600,00 €	33 600,00 €	16 800,00 €	100 000,00 €
Registration	7 762,50 €	31 134,00 €	24 500,00 €	63 396,50 €
	70 962,50 €	68 934,00 €	45 500,00 €	
Organisation	20 800,00 €	- €	- €	
Logistics	20 400,00 €	- €	- €	
Consortium	53 000,00 €	5000,00 €	5000,00 €	
Total	175 162,50 €	73 934,00 €	50 500,00 €	

Partners will make available internal resources and facilities to accomplish the best service to the SuCat students, overall covering significant part of the total costs. The same is true for non-Academic Partners, who agreed to be available to host students for seminars or internships (see letters of endorsement).



The Consortium considers dissemination of SuCat results essential for raising true interest by stakeholders, which is crucial for the sustainability of the programme in the middle-long term.

At the start of the project, dissemination will focus on raising awareness on Erasmus Mundus programmes and SuCat more specifically; further actions will be on achievements and deliverables.

10. DEGREES AWARDED

Partners automatically recognize the course units offered within the programme and the ECTS achieved by students at another partner institution leading to the award of the degrees listed in the table below.

Students transcript of records are made available to authorised staff in a secured space of the pedagogical platform or the intranet if the website to ensure the update of the students record at each partner institution for a timely issuance of the diploma.

Upon the completion of 120 ECTS in at least two of the 3 partners, the student receives:

- The degree indicated in the table below from each partner he/she has studied at for at least 30 ECTS during the completion of the programme
- A joint certificate including the logos of the 3 universities and the signature of the coordinating institution
- A joint diploma supplement presenting the details of the participant's academic programme and academic achievement

In line with their respective institutional, regional or national regulations, partners will aim to provide their official logo to the coordinating institution to be used in communication and dissemination documents or media and in the graduation certificates issued to the students.

Name of the institution	Title of national degree awarded	Type of degree awarded	Date and reference of formal approval of degree
UP - France	Master de chimie, parcours Chimie verte, catalyse et environnement	Multiple degree	Accreditation number: 20181148-06/09/2018
UA - Portugal	Master's Degree in Chemistry	Multiple degree	Accreditation number: ACEF/1314/10892-03/03/2015
URV - Spain	Master's Degree in Synthesis, Catalysis and Molecular Design	Multiple degree	Accreditation number: 4313859-06009-16-31/01/2017

11. ENTRY INTO FORCE AND DURATION

The EMJMD SuCat comes into force on September 2020 for its preparatory year and 4 biennial editions will be offered by the Consortium (2021-2023, 2022-2024, 2023-2025, 2024-2026 courses respectively).

The present Consortium Agreement shall enter into force after its signature by all parts but shall have a retroactive effect from the date of decision of acceptance from the EACEA. It shall be valid until September 2026, or as long as the Agreement 619844 is active.

12. MODIFICATION OF THE AGREEMENT

The agreement shall be renewable and modifiable by mutual agreement of the partner institutions, independent of the future proposals being selected by the Education, Culture and Audiovisual Executive Agency (EACEA).

All changes and modifications shall be done in writing and shall be signed by the authorised representatives of each partner Institution. Should a partner wish to withdraw from the agreement before the end of the



e. Internal funding

All consortium institutions pay their own teaching and administrative staff and all charges linked to premises.

9. PROMOTION AND DISSEMINATION

f. SuCat website

A joint website, designed, maintained and hosted by UP displays all necessary information to prospective students, including course content, selection criteria, application modalities and calendars, funding possibilities, and career opportunities.

The link to the website is: <https://www.master-sucat.eu/>

g. Promotion strategy

The SuCat consortium promotion strategy relies on two aspects:

i. internet visibility

The consortium will constantly upgrade and improve the SuCat website.

The website will be advertised in all master promotion websites. More specifically, it will be announced on the partner own University websites, looking for support from the relevant chemistry department, the international relations offices and/or the university board. Social network will be used: Facebook page of the International Programmes at UP in English; LinkedIn; International fairs targeting students, stakeholders and/or universities' academic staff; The SuCat teaching staff and all visiting scholars are invited to join. Scientific publications by the SuCat community and conferences or events will be announced there. Beyond being an efficient networking tool towards employability, this group will ensure a strong identity and visibility of the SuCat community and effective promotion of the SuCat brand.

ii. Using partners' institutional networks

- Regular participation of partner universities to educational fairs
- Institutional networks are regularly and actively contributing to the promotion of the course
- Different promotional e-mailing campaigns take place each year relayed by partners' international relation offices to their networks.
- Information meetings for all Bachelor Students in Chemistry and related fields are regularly organized at all partners universities.
- A SuCat alumni association will be created and engaged into peer to peer promotion activities in their university or region.

Main targets of promotion/dissemination strategy will be:

- Scholar/guests and organizations with whom the network strategically aims at establishing or maintaining strong connections. This is also part of a global strategy for sustainability development of the programme by integrating high-profile partners and their curricular offers as well as recruiting excellent applicants from additional regions
- Public bodies and industrial sector with whom the network strategically aims at raising interest for SuCat graduates in order to invest in education (student grants, financial support) and favour employment, again as part of a global strategy for sustainability development of the programme
- External stakeholders and opinion makers (researchers, teachers, online hosts, etc) who also may act as catalysts for promotion/dissemination
- The community in general, including students of different ages, since sustainability and environmental issues involves citizens worldwide.



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SuCat

grant agreement, this partner's authorised representative shall notify the authorised representatives of the other partner institutions in writing six months in advance. Nevertheless, all members are committed to ensuring to the students still registered in the programme such provision and support as mentioned in this agreement. The termination of the agreement must not compromise the possibility of the students remaining in the programme to complete their studies in a manner comparable to that of previous intakes.

Signatories

For the **University of Poitiers**

Date: 1/03/2021

Name, Signature and stamp of legal representative:

La présidente de l'université de Poitiers

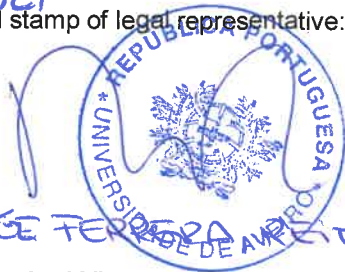
Virginie LAVAL



For the **University of Aveiro**

Date: 31/03/2021

Name, Signature and stamp of legal representative:



PAULO JORGE FERREIRA
RECTOR DE AVEIRO

For the **University Rovira i Virgili**

Date: 17/03/21

Name, Signature and stamp of legal representative:

UNIVERSITAT
ROVIRA I VIRGILI
Rectorat