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**Weihenstephan-Triesdorf  
University of Applied Sciences**

**WP2: OPTIMIZATION OF HEIs ENVIRONMENT  
GROWTH project**

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# DELIVERABLES WP.2 OPTIMIZATION OF HEIs ENVIRONMENT

*D2.1) Climate-neutral universities training report*

*D2.2) Equipment set up and check for functionality*

*D2.3) 4 “Towards green university strategies”*

*D2.4) Competent bodies at 4 HEIs adopted ‘Towards green university strategies’*

*D2.5) e-manual on climate neutral universities in Western Balkans*

*D2.6) ToT training reports*

*D2.7) Freising Study visit report with lessons learnt*

*D2.8) 4 WB partner HEI buildings equipped with recycling points with instructions*

*D2.9) Open air classrooms created*

*D2.10) 4 implementation reports about improving energy use systems on the campuses*

# TASKS WP.2 OPTIMIZATION OF HEIs ENVIRONMENT

*T2.1) Introduction seminar for management, admin. & technical staff climate-neutral universities (management, campuses, transportation, heating, research)*

*T2.2) Procurement of equipment*

*T2.3) Workshops on the creation of "Towards green university strategy"*

*T2.4) Competent bodies at 4 HEIs adopted 'Towards green university strategies'*

*T2.5) Creation of e-manual on climate neutral universities in Western Balkans*

*T2.6) ToT program on green universities for teaching staff*

*T2.7). Study visit to Freising (to learn about recycling practices and renewable energy efforts)*

*T2.8) Provision of recycling points with instructions around buildings and campuses and training of technical staff on recycling points management*

*T2.9) Creation and equipping of campus gardens - open air classrooms*

*T2.10) Introduction of renewable energy efforts at campuses and LED lights use*

## WP2: Important remarks

Time period: M10-M36 (according to project, in reality month 1-month 8)

Objectives:

- SO1) To make higher education and research in the Western Balkans more environmentally conscious
- SO2) To introduce green education methodologies and practices in four partner higher education institutions

WP leaders:

P6-HSWT; Co-lea: P4-AUB

# T2.1 Introduction seminar for management, administrative & technical staff on climate-neutral universities

Introduction seminar for management, administrative & technical staff on climate-neutral universities (management, campuses, transportation, heating, research)

In the course of M8, a **two-day virtual seminar** will be organised for technical and administrative staff, as well as for the management on the topic of climate neutral universities. The staff will be **introduced to the concept of green, i.e. climate neutral universities**: how are those universities different, how do energy efficiency, renewable sources and reduced consumption lead to the creation of green universities, what individual and institutional habits need to be changed and to what purpose, how different institutional services can address the issue of environmental sustainability, what legal and technical mechanisms needs to be put in place to create a green university, etc.

The seminar is planned to last for 2 days (5 hours per day). It is intended for **36 participants in total, and it is expected that at least 30% will be women.**

## T2.2 Procurement of equipment

The procurement procedure for the **equipment will start in the 4th month of the project**, after the financial management training and the necessary market analysis of suppliers of specified equipment. The team of financial officers will prepare the tendering procedure and conduct the procurement procedure in accordance with the provisions of the Grant agreement, partnership agreements and national legislations.

**The equipment will be installed at 4 partner HEIs and will be used by staff and students** during project implementation and after the project lifetime.

## T2.3 Workshops on the creation of “*Towards green university strategy*”

In order to initiate the process of creating the so-called green universities it is necessary to **draft the necessary plan of action to achieve this long-term goal**. This plan of action, i.e. **the strategy should comprise the necessary analysis of the current state of affairs, steps and guidelines towards the set objectives and milestones, mandatory actions and procedures, defined actors and factors of planned actions**. The strategy is to be devised by **four target HEIs** in collaboration with the partnership. There will be 4 strategies drafted as a result of workshops, which will be held in the **virtual environment**. Workshops will be held in M18.

**Three workshops** are planned to take place. During the **first workshop** the participants (**4 per institution**) will analyse the current state of affairs in **target HEIs in the Western Balkans** and define acute points and needs. During the **second workshop** participants will define the main objectives and milestones, **identify the necessary steps and procedures and define the manner of attaining the objectives**. During the **third workshop** participants will peer-review their **draft strategies and prepare them for finalization which will be done after the third workshop**.

**All three workshops will last for 2 days each, 5 hours per day. There will be 4 participants per institution and it is expected that 30% will be female participants.**

## T2.4 Creation of e-manual on climate neutral universities in Western Balkans

Upon finishing the first workshop, the WP2 team led by HSWT will embark on devising a **toolkit on climate neutral universities**. This toolkit will have **the form of an e-manual** comprising the necessary information and recommendation relevant for understanding, creating and maintaining climate neutral universities. The e-manual will contain written instructions and recommendations for the **four HEIs** staff to follow in order to deliver further training in **climate neutral universities** to staff, students and all other interested stakeholders. The e-manual will be available in English, and it will be uploaded to the project website, as well as to individual partners' websites.



## T2.5 ToT program on green universities for teaching staff

Training of trainers or ToT programmes will encompass **five training sessions** which will serve to capacitate the staff of four target universities to further educate their colleagues on the concept of green university: how to educate further on green universities, how to build, embrace and nurture recycling culture, green energy sources and infrastructure, etc. **Sixteen staff members in total** will be trained through the afore-mentioned ToT programmes and it is **expected that 30% will be female staff**. The programme will be conducted in M18 and it will be led by **P7 partner (SUA)**.

## T2.6 Study visit to HSWT, Germany, to learn about recycling practices and renewable energy efforts

This study visit will be organized and hosted by HSWT. Sixteen staff members will be in the situation to see on-site green practices at the university which has already obtained a green card, i.e. has embraced green practices.

Study visit will take place in M12 and it will gather 16 participants (4 per target partner university). It is expected that 30% of participants will be women.

## T2.7 Provision of recycling points with instructions around buildings and campuses and training of technical staff on recycling points management

In accordance with newly acquired and adopted green practices, and with the aim of **making the first steps towards climate neutral universities**, a collection of large recycling bins intended for **sorting and recycling waste** will be deployed around the campuses of target partners' universities. It is planned to provide **4 recycling points per building**. They will come with instructions on how to be used.

**Technical staff will be trained** on how to manage the provided recycling points.

## T2.8 Creation and equipping of campus gardens - open air classrooms

**Open air classrooms** are healthy engaging environments with the assistance of flexible wall openings. Such spaces **are stimulating environments** without congested atmosphere and stuffy air and without solid wall barriers. Such spaces are environmentally friendly because the ventilation is natural, no electricity is spent on heating and cooling, etc. In order to create such open air classrooms it will be necessary to follow several steps: **a) select the proper space; b) request the campus approval; c) the space will be officially registered and it will be assigned a registry number; d) a team will be gathered to create the facility made of staff and students; e) action plan will be made regarding the structure and composition (equipping) of the open classroom (biodiversity, plants, water areas, shelters; f) sustainable green practices will be defined to maintain the site.**

This activity will be performed in from M24 to M36.

## T2.9 Introduction of renewable energy efforts at campuses and LED lights use

Activities intended for introducing renewable energy and **LED lights** at campuses will include the following: **green campaigns** and promotion of environmentally friendly campus by suggesting actions such as **bike-friendly campus initiatives, creating office materials with recycled paper, replacing light bulbs with LED lights, installing solar chargers for mobile phones, etc.**

This action will take place in M6-M36

We are looking forward to work with you.

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