

MEETINGS OF THE FACULTY OF BUSINESS AND ECONOMICS
MINUTES
Rīga

2 April 2025

No. 25/6-1/2

Note: This internal RISEBA working document has been translated into English with AI support for EFQM assessment purposes, to provide a general overview of its content. Minor terminological inaccuracies may occur.

The meeting begins on the Zoom platform at 15:15

The meeting is chaired by: Iveta Ludviga

Minutes taken by: Iveta Freifalte

In attendance:

Aleksandrs Skvorcovs, Andrejs Čirjevskis, Andrejs Limanskis, Ilmārs Kreituss, Inese Kukle, Irina Senņikova, Jevgenija Seļivanova, Jans Kevišs-Petuško, Sandra Mihailova, Jevgenijs Kurovs, Jurijs Mašošins, Mārtiņš Veide, Natalija Konovalova, Raina Vīra, Solveiga Blumberga, Inna Kozlinska, Valters Kaže, Anatolijs Prohorovs, Lev Faingloz, Ērika Pančenko, Vita Stīge-Škuškovnika.

Agenda:

1. Preparation for and participation in the RISEBA/BA scientific conference ASBBMC
[‘https://conference.riseba.eu/’](https://conference.riseba.eu/) (Valters Kaže);
2. Applications for authors' remuneration for scientific articles (Valters Kaže; Iveta Ludviga)
3. Information on changes to the classroom observation procedure (Iveta Ludviga; Mārtiņš Veide);
4. Reports on teaching and research business trips;
5. Miscellaneous.

1. Preparation for and participation in the RISEBA/BA scientific conference ASBBMC.

V. Kaže presents the newly created website <https://conference.riseba.eu/>, which is now live, and registration for the conference has already begun. The conference is scheduled to last three days, traditionally beginning with a PhD seminar. This will be followed by a plenary session and a day of parallel sessions.

The conference theme, ‘The Age of People and Technology’, is broad and relates to the collaboration between people and technology in building sustainable societies. The sessions will cover a range of topics, tailored to take into account that our colleagues are working on the themes of ‘Smart Cities’ and ‘The Transformation of Education’. We also invite you to submit your own papers on the topics of the parallel sessions.

The plenary session will consist of three parts, with speakers representing academia, the business sector and public administration. Time will be set aside for discussions.

Full details of the conference and the speakers will be sent to you by email on 3 April 2025. Here is some information about a few of the conference participants. One of the notable speakers will be Professor Tim Briggemans, Rector of the University of Stuttgart. This university has a particularly well-developed approach to distance learning. And there is a very interesting collaboration proposal from this institution. The conference programme will also feature experienced media professional Konstantin Kuzikov, the long-standing head of ‘Delfi’. His presentation will focus on a topical issue – changes in the journalism and media sector in the age of artificial intelligence. Will artificial intelligence replace journalists, and what challenges does it pose? We invite students on our SARM programme to attend the conference.

Following the conference, there will be more publication opportunities than in previous years – three publications have been confirmed for this year. When you submit the final version of your paper, you will be able to specify which of these publications you wish to submit your work to for consideration for publication.

I. Ludviga invites everyone to take part in the conference (in person) and reminds participants that there is no need to prepare a research paper in advance of the conference; it can be submitted later, by 18 July. We also invite everyone to the PhD seminar, which will take the form of a practical workshop. During the workshop, participants will be introduced to the *PRIZMA* approach, which helps to prepare high-quality literature reviews and makes it easier to publish articles in reputable academic journals. Professor Bella Butler from Australia will be taking part in the seminar. Next year, I plan to incorporate the *PRIZMA* approach into the Master's degree programmes. This is essential information for those wishing to supervise Master's theses. At the request of PhD students, there will be a further session in the form of a '*Publication Roundtable*', where participants will have the opportunity to submit their research papers and receive initial feedback and recommendations for improving them.

I. Senņikova. I encourage you to submit papers to the conference in collaboration with your international colleagues.

V. Kaže. To broaden your network of collaborators and learn new things, I would recommend working in collaboration with colleagues from abroad. The experts' assessment will also be more favourable, and your paper will gain greater visibility in the international arena.

I. Ludviga. The conference will take place after the submission of Master's theses, so you can already start discussions with Master's students. This would be very productive — after submitting their thesis, students will be able to present their work at the conference, and during their thesis defence they will be able to emphasise that the work has already been presented at a conference, which will be a significant bonus. I urge you to actively involve your Master's students.

I. Senņikova: I have a question about student conferences. Are there any activities taking place in connection with student conferences?

V. Kaže: Nothing significant is happening at the moment, but A. Agapitova and R. Vīrs will organise a conference as originally planned, once the students have completed their Master's theses and are ready to present them.

I. Senņikova. We could encourage our international partners to involve Master's students as well.

2. Regarding applications for authors' fees for the awarding of prizes for scientific articles.

I. Ludviga. To simplify and standardise the process of paying for publications, V. Kaže has prepared a sample application form. For publications indexed in *Scopus* or *Web of Science*, the amount is 800.00 EUR under the authors' remuneration agreement. The application must specify:

- the link to the relevant regulations,
- the publication's DOI number,
- a direct link to the publication in the relevant database (*Scopus* or *Web of Science*).

Before submitting your application, please ensure that the relevant publication can be found in the LZA database.

If the publication does not yet appear there, it must be added manually.

How to do this:

1. Log in to your LZA profile.
2. Click on 'Update information from Scopus/Web of Science'.
3. Usually, this action synchronises the latest publications and they are added automatically.

If the synchronisation does not work, this means you will need to add the publication yourself: copy the link to the publication *on Web of Science* or *Scopus*, or the link to *Erik*.

This is an additional mandatory requirement, as it is very important that we ensure all our publications are included in the database. Until now, publications were added by V. Kaže or the head of the research department, but from now on, please carry out this process yourselves; this will give you the opportunity to familiarise yourselves with your profile and perhaps add another publication, and this is also important because this database is built up from research-related events, including conference presentations. If we do not add anything, our university will appear under-represented.

V. Kaže. So that we understand our shared interest in why this matter needs to be highlighted so extensively. Next year, a centralised ‘Research Information Management System’ will be introduced in all Latvian schools; we will need to enter everything into this system, so this information and *these links* must be available. A second key aspect is that this sample application form is free of unnecessary verbiage and has been designed to simplify and speed up the process of drawing up a royalty agreement. Recently, this process has become more complicated, as it is carried out manually by the HR department, which has often resulted in delays in the payment of bonuses. I will work with the finance and IT departments so that we can streamline this application process in the future. Specifically, we plan to create a dedicated form within the HOP system where we can enter all the necessary information so that the process is fully automated. This is scheduled to be implemented for the next academic year. (*Presentation*).

3. Information on changes to the lecture observation procedure.

I. Ludviga. Lecture observation is part of the academic staff evaluation system and is an excellent way to learn from colleagues. We now have an updated system, new regulations and an improved form. I would like to remind you that the section on lecture observation forms part of the organisational competence criteria as point 3.10. Points are awarded for attending lectures. The new regulations stipulate that there must be at least two lecture observations per year. To make this process more efficient, M. Veide has created a document in which you are invited to list topics which, in your opinion, might be of interest to your colleagues. I. Ludviga expresses her gratitude to those who have already listed topics, and thanks M. Veide for preparing the document.

I have added a few details to this document myself, noting not only the name of the study module but also the lecture topic, as well as specifying the lecture theatre in which the lecture is to be held. I would like to thank L. Fainglos, who has already offered to take part in ‘Marketing Research’. Thank you to V. Dombrovskis, who is offering the course ‘Civil Defence’. Unfortunately, however, the table is still empty; I strongly urge colleagues to please submit their topics so that colleagues have something to observe. The academic year will soon be over, so colleagues can address this point in the annual appraisal process.

The link will be included in the presentation, which I will send out after the meeting.

M. Veide: You can edit this table by adding other dates.

I. Ludviga: I hope you are pleased with these changes.

4. Reports on teaching and research trips.

I. Ludviga. She reminds us that a report must be submitted for all business trips, setting out the benefits gained. We also ask that you let your colleagues know whether a particular training course has been worthwhile and whether it is advisable to take part in such courses in future.

R. Vīra and S. Blumberga share their experiences from a business trip to Tampere, Finland.

A. Čirjevskis shares his experience of attending a conference organised by the *Academy of International Business* on the theme '*Innovation for Sustainability in the Global and Digital World*', at which he presented the following papers:

1. *Exploring Explicit and Tacit Collaborative Synergism: Evidence from High-Tech-based Transactions in the Middle East.*

2. *Leveraging the Opportunities of Globalisation Across Geographical Boundaries: Amazon.com's High-Tech Acquisitions in the Arabic World.*

He would like to express his gratitude to the management and administration for their financial and moral support.

Vita Stīge-Škuškovnika shares her experiences from a business trip to Portugal, discussing the role of artificial intelligence in higher education, with particular emphasis on its significance in administrative and management work.

The aim of the business trip to Cyprus was to visit the University of Nicosia and meet with representatives from the communications department. Meetings were held with the programme director, representatives from the communications department, and a member of the Senate. During the discussions, ways of establishing closer cooperation within the framework of the SARM programme were explored. Overall, there was interest in developing a dual-degree programme. We have sent a description of the SARM programme for their consideration, and discussions also took place regarding opportunities for lecturers to exchange experiences.

J. Seļivanova shared her experience at the "*International Technology Education and Development*" conference in Spain, where she presented a study on applied English and distance learning.

As part of the *ERASMUS+* (Teacher Mobility) programme, she visited the University of Troyes in France, where she delivered lectures to various groups.

5. Miscellaneous.

R. Vīra invites everyone to attend a training seminar on cybersecurity on 5 April 2025 at 10.00.

I. Senņikova reports that **A. Ceplītis** has successfully defended his doctoral thesis.

I. Ludviga informs the meeting of the opportunity to access the free course '*Living with Generative AI*', provided one has registered on the *Harvard Business Publishing* platform as a member of academic staff.

A. Skvorcovs provides an update on a student who has applied for the *Hague-Helia* dual degree programme.

The meeting ended at 16:25

Chair of the meeting

Iveta Ludviga

Minutes taken by

Iveta Freifalte

