

Report on the Intrapreneurship Contest

Version 1

Milestone M7.3

Universidad Carlos III de Madrid

1. Executive Summary

This document includes the terms and conditions of the Intrapreneurship contest (the “Contest”) labeled as the milestone for task 7.4 “Intrapreneurial Initiative for Students and Staff”.

This is a new venture for stimulating inside innovations and entrepreneurial mindset training targeting students and staff (academic and non-academic), in collaboration with other complementary approaches in the Alliance.

Under this initiative, the competition is shaped to search for innovative ideas and suggestions to improve YUFE Alliance’s services or processes. The best idea would be developed by the intrapreneurial team who submitted it or gathered for the purpose and, subsequently, implemented within YUFE if deemed feasible, thus winning the Contest. Section 2.3. reproduces the terms and conditions that govern the pilot of the Contest.

2. Methodology

2.1.- Background and approach

The Intrapreneurship initiative is a new venture in the YUFE Alliance which has been launched under the following considerations beyond the general WP7 (“Entrepreneurship and Innovation”) criteria:

- a) Synergies with other activities and/or WPs.
- b) Contribution to improving the Alliance’s challenges.
- c) Implementation of the general good practices in innovative corporations and institutions.

In the first place, up until May 2023, WP7 explored synergies, commonalities, and differences with task 7.2 (“Innovation Platform”) until reaching the conclusion that the nature of these two tasks was different and should be addressed separately.

In September 2023, after a meeting held in Rijeka, WP7 and WP8 came to the understanding that a YUFE Network dynamic map would be suitable and very helpful for developing the third mission not only of YUFE but the university members.

WP7 asked representatives of the YUFE Student Forum for inputs, as well as the Spanish Director of the Polytechnic, for the ideation process of the activity. The pilot was scheduled for the 2024/25 academic year, and therefore, the call for participants was scheduled around October 2024.

In November 2023, WP7 distributed a draft version of the concept note of the Contest (document “Intrapreneurship draft.docx”) summarized below in “Figure 1”:

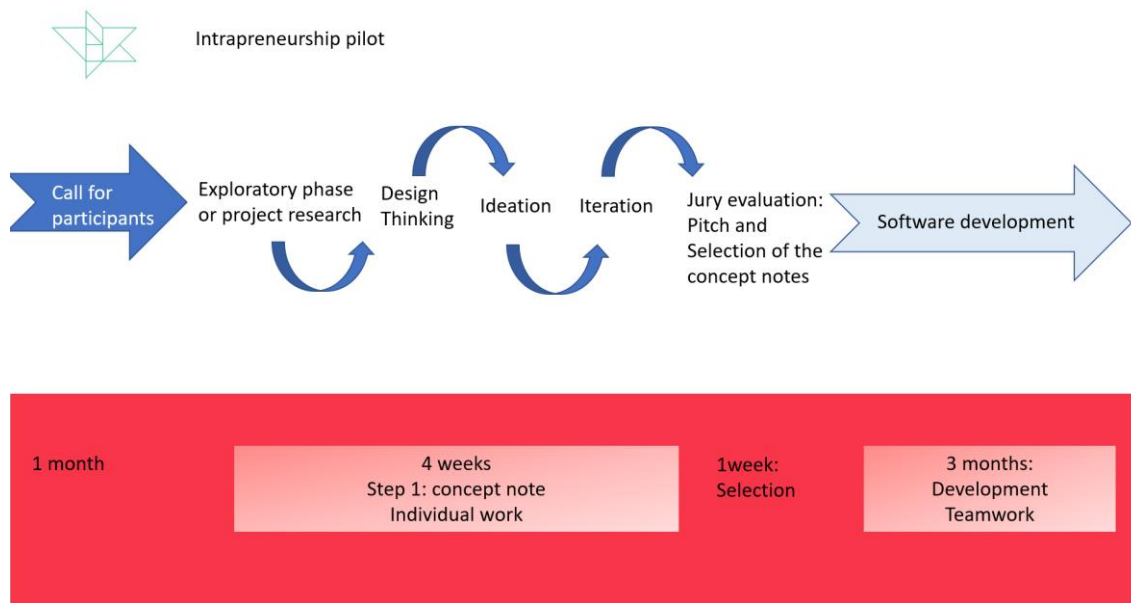


Figure 1 YUFE Intrapreneurship Initiative scheme

This draft was then distributed among WP2, WP8, WP11 and the ICs between November 2023 and March 2024. Explanatory meetings, discussion and inputs were gathered and considered for the terms and conditions of the pilot, as well as the feelings and engagement of the university members.

A first version of the Terms and Conditions of the Contest was distributed in July 2024 for its discussion and approval in the ICs’ meeting held in August 2024. This version included a flexible approach for participation and the explicit mention of the possibility for thesis. These elements were erased in the final version due to i) concerns about the complexity of setting new ventures while consolidating others, ii) the nature of a pilot, and iii) communication clarity requirements.

Section 2.3. refers to the final version of the Terms and Conditions of the Contest.

2.2.- Constraints

The main constraints have been:

- Harmonizing the common understanding of the initiative among of YUFE members in the different layers, mainly ICs, WPs leaders, and WP7 taskforce.
- Becoming aware of the value of the initiative.
- Perceiving the activity as good practice in an innovative institution.
- Balancing the momentum and the resources for the activity.
- Exploring, aligning, understanding and dealing with the different characteristics of the members (i.e., normative and regulatory frame, use, expectations, habits and calendar).

The combination of these constraints has had the following consequences on the pilot:

- a) to avoid the possibility of using the input of the contest for the participant's thesis structurally, when possible, according to each institution's willingness and regulatory framework. Nevertheless, evidence out of the pilot would lead to explore this alternative.
- b) To engage on the pilot only a group of members while others will join in the future.

2.3.- Results

The results of the work carried out in order to comply with Milestone 7.3 are set out in the document containing the Terms and Conditions of the Pilot, attached hereto as Annex I.

3. Discussion

Overall, the following weaknesses were identified during the planning and designing of this sensible new venture:

- i) the momentum related to other running activities
- ii) the effort and resources requirements
- iii) the difficulties with normative and regulatory frameworks of the different university members
- iv) the uncertainty on the awareness of intrapreneurship and/or the reception of the activity among students and staff.

The pilot requires a minimum of 20 participants. The main effort for the recruitment of said participants is to be carried out through a communication campaign planned for, at least,

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five weeks at the YUFE level, and supported by the university members according to their level of engagement in the activity.

4. Conclusion

The pilot experience and results will contribute to determine the adjustments to the activity and, even more, the satisfaction and convenience of this new venture. Additionally, it will allow to a better schedule and effort calculation. Learnings from the pilot should be considered for future editions of the Intrapreneurship contest.

Nevertheless, even though intrapreneurship is a general and consolidated practice in innovative institutions, it is also a fact that it runs in and applies for consolidated entities and environments. In this sense, this venture might be extemporaneous and anticipated to the optimal conditions.

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ANEX I - YUFE INTRAPRENEURSHIP CONTEST TERMS and CONDITIONS of the PILOT

PREAMBLE

The YUFE Intrapreneurship Contest (the “Contest”) embraces the YUFE Intrapreneurship programme. Under the Entrepreneurship and Innovation agreed initiatives, it fosters entrepreneurial mindset and skills for professional and personal development, anchored to the Entrepreneurial European Framework, enhancing employability of graduates and flow of talent with other sectors and across Europe.

This programme is a new venture for stimulating inside innovations and entrepreneurial mindset training targeting students and staff (academic and non-academic), in collaboration with other complementary approaches in the Alliance.

Under this initiative, the competition is shaped to search for innovative ideas and suggestions to improve YUFE Alliance’s services or processes. Thus, the best idea would be developed by the intrapreneurial team who submitted it or gathered for the purpose, and subsequently implemented within YUFE if deemed feasible, winning the Contest.

This first edition of the Contest pilots the initiative scheduled for 2024-2025. The Contest will be conducted in accordance with the following:

TERMS AND CONDITIONS

1. Objective

This first edition of the Contest is a pilot which aims to serve as a test model to improve and fine-tune future editions of the Contest. Therefore, the call for ideas phase is limited to a given topic. The topic has been selected among different items linked to the Societal Impact Pillar.

The topic for this first edition of the Contest is: *“Developing solutions for a “YUFE Network Platform””*.

The “YUFE Network Platform” is an application that will show the stakeholders of the YUFE universe for internal purposes. It is a dynamic stakeholder map deploying information that will help to identify them, understand their relevance and contributions to the different Pillars (and/or Work Packages), strengthen the linkages with them, share the stakeholders among YUFE members, and provide them with greater value.

2. Participants

The target groups for this first edition of the Contest are YUFE students and staff, although the main focus is on students. There are different roles for participating in the Contest, among which are:

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designer, developer, jury and team-mentor.

Students can take the roles of designer (in the ideation phase) and/or developer (in the solution development phase).

On the other hand, staff, academic and non-academic staff, members of the YUFE universities can participate in the ideation and solution development (designer or developer), but also as jury or team-mentor.

A) Participation as designer or developer

Students or staff affiliated or enrolled in one of the YUFE member universities can participate in the Contest with the role of designer (in the solution ideation phase) or developer (in the solution development phase). Each student is responsible for checking with their university whether they can participate in the Contest in one of the two aforementioned roles. Computer or software skills are non-mandatory conditions but recommended according to the nature of this edition of the Contest.

The number of participants from each YUFE University is limited to four. Admission criteria is on a first-come, first-served basis at each University. Students will have priority over staff. A waiting list will be created and managed at each University.

In the event of vacancies, the opportunity shall be offered to those on the waiting list among the different Universities, always following the criteria of a first-come, first-served basis after ensuring gender balance at least in forty, sixty percent distribution.

The programme requires a minimum of 20 participants to proceed.

B) Participation as jury member or team-mentor

Academic staff are encouraged to contribute by joining the Contest in the role of jury member or team-mentor. Computer or software skills are non-mandatory conditions but recommended according to the nature of this edition of the Contest.

Non-academic staff and, in particular, IT staff of the YUFE universities are encouraged to collaborate as jury member or team-mentor of the participants.

3. Description of the Contest

The competition is structured in two stages: the first stage corresponds to the ideation phase and aims to collect the participants concept note for their proposed solutions (the “First Stage”), whereas the second stage is planned to get the solution developed (the “Second Stage”).

First Stage: Solution Ideation

The First Stage starts with the admission of the participants and will end with the delivery of their concept note after a maximum of five working-weeks. The admitted participants will take the role of designers.

Each designer is expected to work individually and meet the other designers weekly online in specific sessions where innovation training will take place.

At the end of this stage, each designer will deliver a concept note with his/her proposed solution and pitch it in front a jury.

The concept note will include the description of the proposed solution, an illustration of the “Minimum Viable Product (MVP)” to be developed in the Second Stage, the resources and methodology required for the solution and a chronogram with the development timeline.

The solutions will be pitched in front of a jury gathered ad-hoc which will consist of six academic and non-academic staff members, from at least three universities of the YUFE Alliance, with experience in innovation, project development and IT (the “Jury”). The pitch will last a maximum of five minutes. The three best concept notes will be developed in the Second Stage of the Contest.

Second Stage: Solution Development

The Second Stage starts after completing the First Stage and it will last from three to four months.

All participants enrolled in the First Stage can join the Second Stage. Exceptionally, a new call for participants to participate as developers in the Second Stage can be launched.

Each solution will be addressed in a team. One team will be formed for each solution to be developed. Teams will be formed by participants of various universities to ensure multiculturalism, notwithstanding that more than one member from the same university could be admitted. In any case, the designer of the selected idea will be in the team charged with the development of his/her solution. The number of team members will be between eight to ten in each team. In spite of the final number will be determined depending on the number of participants in this Second Stage.

The expected delivery for each team includes the following items: a functional final product, technical and user documentation, and a final project report. This solution will be defended before the Jury for not longer than 30 minutes.

4. Evaluation Criteria

Each stage finishes with an evaluation:

- First Stage: each participant will be evaluated on his/her submitted concept note and pitch. Criteria for this evaluation are:
 - Innovation and creativity: this item consider originality of the idea and its potential to improve or implement new processes and services within YUFE. For this particular edition, the improvement is related to the objective of the Contest.
 - Technical feasibility: this item considers the technical feasibility of developing the MVP within the 3-month timeframe.
 - Impact: this item considers the potential positive impact on the YUFE network and its members.
- Second Stage: teams will be evaluated on the executed and technical development. Criteria for this evaluation are:
 - Team performance: this item considers the ability of the team to work effectively and collaboratively.

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- Technical progress: this item considers the maturity in the execution of concept note and the product development according to the submitted timeline.
- Product quality: this item considers functionality, usability, and the accomplishment of the objectives outlined in the concept note.

5. Awards and Recognition

Each stage and role lead to different awards.

Participation in the First Stage in the role of designer will count towards the obtention of the Professional Star as a training of the Entrepreneurship training programme. Additionally, participants are invited to explore with their home University the possibility of recognizing this workload with ECTS.

Participants who complete the Second Stage and are positively assessed by the Jury will receive the Professional Star after administrative requirements completion.

Participation in roles of jury member or team-mentor will be accredited by a statement of collaboration.

6. Rights and Obligations of Participants

Intellectual Property: Authorship attribution will be recognized to each participant in the First Stage outcomes. Second Stage outcomes' authorship will be attributed to each team charged with the development of the selected ideas. Nevertheless, rights of products developed during in the competition will be open for use and exploitation.

Confidentiality: Participants must maintain confidentiality of all information and documentation related to the competition.

Commitment to Participation: Participants selected for the Second Stage must commit to completing the project development within the stipulated terms and deadlines.

YUFE Code of Conduct: Compliance with the YUFE Code of Conduct shall be mandatory for all participants.

7. Final Provisions

Participation in the competition implies acceptance of all the bases described herein.

YUFE reserves the right to modify the competition bases at any time, with timely notification to the participants.

All participants' data will be treated under the YUFE data protection standard according to the European General Data Protection Regulation.

These legal bases are designed to ensure a fair, transparent, and structured process, guaranteeing the success and effectiveness of the YUFE Intrapreneurship Programme.

16 October 2024


Date and Signature

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