

*Central Offices Responsible for the Integration at
Home of Internationalisation as Assurance of
quality in the Meda region*

Minutes of the meeting of IL TEMPUS Management, held on the 27 May 2010 at the Bezalel Academy, Jerusalem

Present: Eric Zimmerman IDC, Herzliya
Mosher Amir, BGU
Joel Alpert, HUJI
Michael Turner, Bezalel Academy

1. *Review the situation and results of Brussels meeting*
The project objectives of the five pillars were reviewed.
2. *Budget*
 - a. VAT: JA to send a reminder to Carlos regarding the letter sent requesting clarifications on the VAT payments.
 - b. All sums received will be credited as Israeli shekels at the EU monthly rate. For the first sum received this month the exchange rate is to be calculated as

01/05/10	31/05/10	EUR/ILS	4.955200
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 - c. An extra €500 is to be added to the co-financing. MA will distribute the updated budget.
3. *Timetable for activities*
The programme for international travel was outlined and is presented in Appendix 1 - International European meetings. The basic calculation will be for €1,500 for each European trip.
The proposal for regional meetings in the Middle-East was discussed. Carlos will be asked to coordinate these activities.
4. *IL-Corinthiam meetings*
In addition to the monthly PM meetings on rotation at the four IL Consortium partner institutions, it was proposed:
 - a. kick-off meeting with all IL team members (PM, ECTS and IRO) prior to the Cork Summer School; proposed for 29 June 2010 at IDC, Herzliya between 10.00 and 14.30.
 - b. coordinate across the board meetings in each of the fields –
IL ECTS/Bologna meetings and local representatives
IL IRO meetings and local representatives

*Free University of Brussels (Belgium), co-ordinator | Compostela Group of Universities (Spain) |
Lund University (Sweden) | Masaryk University (Czech Republic) |
Universita Cattolica del Sacro Cuore di Milano (Italy) | University of Brighton (United Kingdom) |
University of Oldenburg (Germany)
**Ben-Gurion University of the Negev | Bezalel Academy of Arts & Design, Jerusalem |
Hebrew University, Jerusalem | Interdisciplinary Center Herzliya
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- c. propose three IL workshops:
- Initial training for IL partner institutions; A proposal for two-days and overnight between the 19 and 29 December 2010.
 - Mid term dissemination meeting
 - Final dissemination meeting

The proposed timetable is added as Appendix 2 - Regional and local meetings
For the 'training of the trainers', EZ will contact Masaryk, MT will contact Brighton,
MA will contact Lund.

5. *Website*

MT had not received the web template from Carlos, and will send a reminder.
MA and JA to send high quality logos for the website

6. *Relations with National Tempus Office and Israeli Dissemination*

The reporting to the NTO was seen as critical to ensure that CORINTHIAM is
recognized as a national pilot activity and to develop a broad platform for IL
dissemination.

The IL team will present an interim report to the CHE and the NTO after the holidays.

7. *AOB*

MT informed that the BA pilot would be in the Department of Architecture (BArch)
and Urban Design (MUrbDes)

EZ informed that the IDC pilot would probably be in the Department of Psychology

JA informed that the HUJI pilot might be in the newly formed project of Corner
Stones - an All-University program of Liberal Arts and Science courses.

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Appendix 1 International European meetings

<i>Location</i>	<i>Date</i>	<i>Project manager</i>	<i>ECTS/Bologna</i>	<i>IRO personel</i>
Brussels	May 2010			
Cork	July 2010			
Lund	October 2010			
Brno	April 2011			
Milan/ Oldenberg	July 2011			
	December 2011			
Brussels	December 2012			

Notes:

In addition, local team members will participate in other visits to the European consortium partner institutions and to be determined at the next PM meeting.

The Oldenberg meeting might be in July and the Milan meeting in December.

Student participation will be coordinated by EZ.

Appendix 2 Regional and local meetings

<i>Location</i>	<i>Date</i>	<i>Activity</i>
Israel	December 2010	Initial ECTS training session/Pilot implementation
Region	February 2010	Quality Assurance
Region	April 2011	Internationalization @ Home
Israel	April 2011	Mid-term dissemination
Region	September 2011	Bologna training session
Region	September 2012	Management discussion and reporting
Israel	December 2012	Final Dissemination workshop

Notes:

The Regional meetings could take place in Aqaba, Jordan or Taba, Egypt if local IL or PA venues were to be unavailable. Other options include Cyprus or Greece.

The mid-term meeting could take place back-to-back with the I@H workshop

Carlos will coordinate the participation of EU consortium partner institutions. EU

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