

**TEMPUS-PROJECT N. 159186-2009-1-BE-SMGR**

Milan, 20- 23 June 2011  
Tempus CORINTHIAM – Partners Meeting  
**Monday 20 June 2011**

**Participants:**

- Carlos Machado, Vrije Universiteit Brussels and project coordinator
- Martin Glogar, Masaryk University
- Amal Al Khatib, Masaryk University
- Birgit Bruns, Oldenburg University
- Anne Boddington, Brighton University
- Antonella Cassano, Università Cattolica del Sacro Cuore
- Francesca Pasta, Università Cattolica del Sacro Cuore

The meeting topics were mainly three: the activities done during the first year of the Corinthiam Project, the financial aspects (namely, money allocation for the second year and how to spend money), the five handbooks.

Carlos Machado discussed with the partners the results from the monitoring reports from the Israeli Partners where only Bezalel received few remarks and comments because they didn't succeed as positively as the other Israeli partners.

Regarding the issue of the handbooks, the partners have to contribute in writing 5 different handbooks on:

**1) Management of IROs**

The university in charge coordinating an editing is Masaryk University in collaboration with Lund University. Martin Glogar delivered by the mid of February the draft of the chapters structure. Given the idea of the contents, he's now facing some problems in contacting experts to write the individual chapters. Finally, the handbook structure will be slightly different from the draft presented, namely: 8 chapters, 4 out of 8 will be written by experts from the Masaryk University:

- Amal al Khatib: in charge of IT tools for the management of IROs
- ??????
- Diana Petrova (?), perspective of the National Agency
- Moshe Amir (Ben Gurion University), how IROs are structured in Israel and positive and negative aspects of UE IROs
- Lund University, is in charge to give the contacts of someone for the realization of 2 other chapters
- 1 chapter from Compostela Group
- 1 chapter from Palestinian partners

## **2) Management of International Projects**

Carlos Machado is responsible for this handbook in collaboration with Lund University.

- Introduction and 1 chapter is going to be written by Carlos Machado
- 1 chapter from Compostela Group (University of Santiago the Compostela, Faculty of Pharmacy)
- 1 chapter from Utrecht network
- 1 chapter from Hebrew University
- 1 chapter from Palestinian partners
- 1 or 2 chapters should be written by Lund University
- 1 chapter may be written by Masaryk University
- 1 chapter on LifeLongLearning may be written by UCSC

Carlos Machado is looking for other partners in writing. He considered the possibility of having 2 chapters written by Lund University on the Erasmus Mundus Experience and one by Amal al Khatib on EMAIL.

## **3) Quality Assurance of Internationalization**

Oldenburg University is in charge of this third handbook. Birgit Bruns structured 10 chapters and contacted Eric Zimmerman. The structure of the chapter will be the following:

- Introduction and current debate
- Why Quality Assurance is needed?
- Quality versus Quantity
- Quality Assurance in international cooperation
- Promotion of Quality Assurance in mobility (both students and staff mobility)
- Promotion of QA in Programs (focus on internal and external elements of QA)
- Raising QA
- Quality processes and students involvement (i.e Erasmus Mundus)
- Formulizing QA
- Impact of the QA processes

The suggested structure is 3 chapters from contacts from Carlos Machado, 3 chapters by Oldenburg University, 1 Israeli and 1 Palestinian partners

## **4) Internationalization at Home (IaH)**

Università Cattolica is in charge of this handbook. The structure will be the following:

- Introduction and first chapter by Jos Beelen
- 1 chapter from Israeli and 1 from Palestinian partners
- 3 chapters by Compostela Group
- 1 chapter from Oldenburg University
- 1 chapter from Masaryk University (student association)

In addition, Anne Boddington stated that Brighton University realized some years ago a pilot project on IaH, she will probably have some other contacts available to give their own contribution on the issue.

## **5) ECTS and credit transfer**

This fifth handbook will be realized under the supervision of Brighton University, during the third year of the Project.

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On the issue of ECTS, Palestinian partners seem less resilient than Israeli ones. Despite this, Bezalel is still facing the problem of being an academic of art. It's most difficult to apply the credit transfer system and to implement ECTS for this partner.

In addition the partner, thanks to the intervention of Anne Boddington, discussed the topic of the editing and the importance to produce a coherent and cohesive product. It will be useful whether all the five handbooks will be provided by conclusion and suggestions, recommended plans and considerations for the future.

On the issue of the handbooks publication Amal Al Khatib suggested the possibility to realize an on line board/website and upload the 5 handbooks giving everybody the possibility to access and download the contents. This will lead to the possibility of uploading the curricula and the picture of the different authors and to personally contact them. The website will also host a forum where everybody can take part in sharing documents and discussed on the issues and products/activities carried on during the project.

In addition the implementation of the traineeship activities foreseen by the project have been discussed.

Best periods to receive administrative staff from the partners countries will be:

Masaryk University	November and April
Oldenburg University	From October to mid June
UCSC	From September to November and from February to May

The sustainability of the project has been discussed. Joint programs and new agreements can facilitate mobility for the future.

The partners move to discuss the FINANCIAL ASPECTS. Carlos recalled the budget allocated for every partner adding that the budget allocated for printing and publishing to each partner should not have to be used for the publication of the five handbooks. Moreover, to fill in the intermediate report the exchange rate to be used is **MARCH 2011**.

The costs foreseen by the project are under 6 headings:

- Indirect: for each partner, no supporting documents are needed
- Other costs: just foreseen for Israeli and Palestinian partners
- Equipment: just foreseen for Israeli and Palestinian partners
- Staff cost
- Travel Cost
- Printing and publishing: remind not to include **the VAT** while calculating the expenses.

The interim report has to be sent to EU no later than **15 July 2011**.

The documents to filled in are:

- staff cost convention (one for each person involved in the project)
- mobility/travel sheet excel file.

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- Amal Al Khatib, Masaryk University
- Birgit Bruns, Oldenburg University
- Anne Boddington, Brighton University
- Carolyn Bew, Brighton University
- Antonella Cassano, Università Cattolica del Sacro Cuore
- Francesca Pasta, Università Cattolica del Sacro Cuore
- Joel Alpert, Hebrew University
- Yochi Moshe, Hebrew University
- Moshe Amir, Ben Gurion University of Negev
- Hila Zahavi, Ben Gurion University of Negev
- Eric Zimmerman, IDC Herzliyan
- Jennifer Avery, Bezalel Academy of Art
- Salman Talahmeh, Hebron University.

MORNING:

The Israeli and Palestinian partners have presented the ongoing situation and the state of the art of the project in their institutions.

- **IDC Herzliyan**

The ECTS pilot project has been applied to the School of Psychology in 20 modules (= 40 Israeli Credits). The main challenge occurred is related to the problem of not having enough pushed the academic staff of the courses to adopt the ECTS credit transfer system.

Regarding the establishment of an IRO, it is possible to say that “de jure” it still doesn’t exist, but “de facto” it’s a working reality.

Carlos Machado asked how they will provide sustainability to this project and whether they have already found some other universities/institutions that recognize the ECTS (in order to promote mobility flows).

Up to now IDC has signed some agreements with some Universities, such as in Germany, Corea, ect..

- **Bezalel Academy of Art and Design**

The pilot project is being carried on within the faculty of Architecture and master in design. The courses touched by the pilot are: Studio, Technology and Theory. Some survey among students have been done and the reconstruction of the IRO is ongoing ( the new name of the office is: “International Relation and Development Office”). They are trying to take a much more in-depth approach.

They organized a seminar in Israel inviting 60 people for a day long lecture. Anne Boddington did 2 presentations related to Architecture. During the first day the attention was addressed to the studio

program which is the largest part of the degree and it weights much more than the other courses. During the second day the main topics were ECTS and the comparison between the EU and USA system.

- **Ben Gurion University of Negev**

The pilot project has been carried out in 4 different academic units:

- 1) Overseas student programs (all the courses are taught in English)
- 2) Hebrew language teaching unit
- 3) International master program: "The politics of conflicts"
- 4) Department of computer science

Ben Gurion University of Negev succeeded in the application of the pilot thanks to the ability to overcome faculty resistance. This has been possible also by inviting external expert (associate professors).

The main obstacle has been not to plant the ECTS credit transfer system, but to write a coherent syllabus based on the number of corresponding credits.

They realized a small manual on academic unit number 3 and they would like to realize some other based on the other pilot projects in order to create a series of brochures that explain how implement a ECTS pilot project.

- **Hebrew University**

The most enthusiastic person has been Professor Aron Palman, from the Faculty of Medicine.

The number of courses involved are 130.

The most important aspect emerged is the need to introduce courses taught in English in the regular program (it already exists the Rotberg International School, but it's only for international students).

Up to now the courses touched are:

- Law
- Agriculture and Public Health (only Israeli people)
- Glocal (4 years course, Israeli and non Israeli people)

- **Hebron University**

Achievements:

- 1) Established an IRO (before there was a Public Relation Office)
- 2) Established a Tempus Team made up of 5 people. The same staff do also quality assurance
- 3) One workshop on ECTS credit transfer and Bologna Process has been done. This has generated a debate within the academic staff among the professor graduated in USA versus the one in UE
- 4) The pilot project for ECTS credit transfer will be carried out in computer science (just 1 or 2 courses, because it was difficult to convince the professors)
- 5) A website for IRO was created.

Discussion on the 5 handbooks:

In each handbook there will be a chapter both from Israeli and Palestinian Partners.

Carlos Machado suggested to ask to the 2 networks, Compostela Group and Utrecht Network, in order to find expert who can write some chapters on the 5 different arguments.

The partners reflected on the need to identify the possible audience or audiences: people from IROs. This aspect has led to the reflection on the need of having all the handbooks printed in many copies or to have them in an online version, downloadable. The partners agreed on having just few copies printed (the ones foreseen to be distributed) and to have all the others (after having think and consider a possible budget) in an online version. This electronic version can also be linked and redirect to every partners websites.

Amal Al Khatib is going to send two tenders to Carlos Machado for the realization of a website. The partners, however, agree on having some copies of the handbooks printed.

**HANDBOOK:**

	<b>Handbook</b>	<b>University in charge</b>	<b>Abstract Delivery</b>	<b>Chapter Delivery</b>
1	Management of IROs	Hebron University / Ben Gurion of Negev	End of August	End of December
2	Management of International Projects	Al Quds University / Hebrew University	End of August	End of December
3	Quality Assurance	Al Quds University / IDC Hezliyan	End of December	End of March
4	Internationalization at home	Hebron University / Bezalel Academy	End of December	End of March

Other important aspects touched while discussing on the handbooks:

- the editors of the individual handbooks have to deliver a format to all the writers
- two editorials are needed: one for each handbook and another one for all the handbook together
- whether to publish the handbooks all together or separately
- how to divide the 5 different topics in 5 different handbooks (the problem of overlapping)
- the problem of "multiple voices" and possible contrasting theories and practice that can emerge according to each partner experiences within the project

**II INTERNSHIP/WORKSHOPS IN UE PARTNER COUNTRIES:**

The partner agree on the need to have individual training for the participants. European partners will select a period and a topic on which they would like to carried out the training and communicate them to the partner countries.

Amal Al Khatib proposed the Masaryk University common training for a week and then to organize one specific training, for another week, for Corinthiam partners.

The Israeli and Palestinian partners underline the need of receiving a detailed offered by the Eu partners on the training proposed.

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In Lund, 15 – 16 November, there will be a workshop on strategic management of internationalization in IROs and in Higher Education Institutions.

The partners discussed the possible windows of time to organize the workshops. In order to go to Masaryk University the suitable period identified is from November 10 to December 10.

During the afternoon meeting the partners discussed the financial issues and aspects in order to submit the intermediate report.

The important aspects addressed have been:

- one timesheet per person for all the period of the project
- mobility expenses sheet has to be filled in only for those activities which have been budgeted
- for purchasing the equipment a copy of the invoices have to be sent to Carlos Machado
- for staff the staff convention have to be filled in
- the bank commissions have to be charged on OTHER COSTS
- the exchange rate to be used is March 2011 (from infoeuro).

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**Wednesday 21 and Thursday 22 June 2011**

Workshop on Internationalisation at Home led by Jacobus Beelen

Milan, 20- 23 June 2011  
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**Friday 23 June 2011**

Participants:

- Carlos Machado, VrijeUniversiteit Brussels and Project Coordinator
- Jos Beelen, Hogeschool van Amsterdam – Università Cattolica del Sacro Cuore
- Gianluca Samsa, Università Cattolica del Sacro Cuore
- Francesca Pasta, Università Cattolica del Sacro Cuore

The meeting topic is the realization of the handbook on Internationalization at home.

The handbook structure will be the following:

- introduction and first chapter written by Professor Jos Beelen
- 1 chapter from Israeli (Bezalel Academy of Art) by Professor Michael Turner
- 1 from Palestinian partners (Hebron University) by Professor Salman Talahmeh
- 3 chapters by Compostela Group
  - o by Manuel J. Fernandez Iglesias
  - o by Anneris Fuentes Uscanga (University of Monterrey)
  - o by Enrique Lopez Veloso (University of Santiago de Compostela)
- 1 chapter from Oldenburg University (Birgit Bruns)
- 1 chapter from Masaryk University (student association)

Jos Beelen will be responsible also for the realization of a format to deliver to Israeli and Palestinian partners in order to facilitate them in writing their chapters. In addition, he is in charge of the editing of the handbook.

The deadline will be as follows:

- deliver of the abstract: end of December 2011
- deliver of the chapter: end of March 2012
- publication: end of July 2012

The meeting has touched some other issues, such as:

- the possibility to have the code on the publication and the possible actions that EU prevents the beneficiaries to do with the publication.
- organization of 2 workshops/trainings in November 2011 (4 days): one in Jerusalem directly targeted to Bezalel Staff (2 days) and another one in Hebron targeted to Hebron and Al Quds University (1 day). Jos Beelen suggested to ask the partners to bring the teaching staff at the trainings in order to bring the process of IaH one step down in the structure of the University levels.

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- to invite Michael Turner to EAIE annual conference in Copenhagen. The cost of the registration fee can't be covered by the Corinthiam project in any of the budget lines. The registration cost for 1 day would be 150 €, we are going to ask to the partner whether he can afford it.
- Carlos Machado was informed that Jos Beelen would be part of Università Cattolica staff cost budget line for the work done on the project.