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WP2_HUMAN CAPACITY BUILDING - International Relations Staff

1ST TRAINING MODULE_ORGANISATION AND MANAGEMENT IROS

MINUTES

DATE(S): 18th to 22nd November 2019

PLACE: National University of Uzbekistan, University city, 4, Tashkent (UZ)

PARTICIPANTS : NUUZ ; TUIT; KHOGU ; IET ; XJU ; NWAUFU ; UNITO

TRAINING CONTENT: it aims at studying different structures of an IRO and its functioning, possible services to students at University community, organisation of work and institutional implementation.

DAY 1 - 18th November

SESSION NAME: Opening and warm up session

MAIN CONTENTS

Registration

Welcome of the Host Institution

Introduction of Participating institutions and participants

Opening session:

N.Sadullaeva – local coordinator of the project “UNICAC”

R.Shirinova - Vice rector on International Relations of NUUZ

A.Abdurakhmonova - Coordinator of NEO In Tashkent

F.A. Centrone – Trainer/facilitator of UNITO

8 presentations of the project partners

Preliminary questionnaire on training needs and expectations (see the filled questionnaires in the annex).

Round table to break the ice among the participants about two main issues: 1) who I am (domain of expertise, position, past experiences); 2) what I like more and less of my job/ main criticisms of IROs (see the pictures in the annex).

Short presentation of the training scheduling and overall approach.



DAY 2 - 19th November

SESSION NAME: The objectives of Internationalization in Higher Education

MAIN CONTENTS

Theory of organisations/types of IROs.

Round table on how is organised my IROs: people, offices, competences and relations with other offices within my HEI.

Working groups (one group from each HEI) working on 2 main aspects: 1. why internationalisation is important and 2. how we do International as HEIs (see the pictures in the annex)

The UNITO and the SME case study

Strategy and Action Plan of Organisation and Management of IROs.

Mapping of aims and current status of the Organisation and Management of IROs of own higher education institution

Working groups on action plan implementation: the participants have worked on their own action plans in order to identify: a) main priorities; b) potential resources (human, economic etc.) to active and c) expected timing to achieve such goals.

DAY 3 - 20th November

SESSION NAME: Building partnerships and networks

MAIN CONTENTS

Restitutions of the working groups on action plan implementation (see the pictures in the annex)

Practical advice on approaching and managing IROs and networks

Case studies and presentation of a global map of networks

Organisation and Management of IROs: best practices and the Erasmus case

Preparing and monitoring the implementation of university agreements with partners from abroad: the UNITO templates of agreements

Working group on Erasmus plus programme simulation: from the point of view of the hosting and visiting institution, participants have been invited to share about reciprocal administrative and bureaucratic tasks to be accomplished by the potential visiting professors/students, facilities provided by the hosting institution and different living costs among the countries.



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DAY 4 - 21st November

SESSION NAME: Conclusions and International Relations in the NUUZ

MAIN CONTENTS

The foundation “El-yurt umidi”

Innovative projects in Uzbekistan

ICM projects in Uzbekistan

Participation of students in international mobility programs

Final assessment questionnaire

DAY 5 - 22nd November

Samarkand tour



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WP2 Human Capacity Building – 2nd Training Module: Organisation and Management of IROs



