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| Minutes |

**Subject:** 15h meeting in The Committee for Internationalization (UIU)

**Date and time:** December, 5th 2016, 11:30-13:00

**Location:** Campus Odense, Room V

**Participants:** Ole Friis, Yulia Tinyakova, Jens Fyhn Lykke Sørensen, Søren Askegaard, Lisbeth Pinholt, Torben Munk Damgaard, Johanna Süssmeir; Britta Boyd, Michael Magee (SDU Communications),Kimberly Delores Bent (Servicecenter, BSS-SDU), Rina Busch Høgild (BSS-SDU, Communications)

**Cancellation from:** Georg Stadtmann, Christilla Roederer-Rynning, Rikke Gottrup, Per Servais

**Taken by:** Yulia Tinyakova

**Yulia Tinyakova chairs the meeting. Meeting starts with introduction round.**

**Agenda:**

1. **Minutes from the 14th meeting- October 2016 (annex 1)**

Lisbeth Pinholt had following comments:

* Point 2 (page 1, paragraph 2) ‘SDU faces issues with exchanging students (exchanging shall be changed into ‘attracting’);
* Point 5, page 3 and 4, paragraph 3 ‘Lisbeth added that the International Office will formulate new rules for these guest students’ – This is already in process. Some types of students would need extra documentation but this wouldn’t be a problem;
* Point 7, page 4 – Ida Thøstesen from SDU international should be added to the list.

Yulia Tinyakova will make changes accordingly.

1. **Internationalization**

**2.1 Website new, international pages,** by Michael Magee (SDU Communications)

Yulia Introduces Michael, who works at SDU Communications for the International web pages; Kimberly is cooperating with him from BSS-SDU’s side.

Michael has prepared presentation of his work and results so far. Michael’s presentation will be sent to all Committee members and guests of the meeting. Several issues were discussed:

Slide 2: Michael has asked whether it would be possible to shorten the names of the programmes in the way as they are presented in the student guide. Committee members agreed that it would be easier to find programmes if one could navigate directly to the profile, but there might be legal issues concerning the full name of the programme. Rina will find out about this issue, and get back to Michael. Some of the programmes were closed down and therefore would be removed from home page in February (Slide 3).

Slide 4 Programme Descriptions: There was a request for consistency with presentation – colour. The Communications team is to be consulted regarding colour coordination.

Slide 5Programme Description: There is a link to the application portal/the Entry Requirements page\*\*\* BMMC has a link to the wrong place, Change Management doesn’t have one, Global Value Supply chain doesn’t have one.

The campus city indicated, linking to a page about the city. A map showing where in Denmark the city is. The language of tuition highlighted on top. - The map idea was well received by meeting attendees. Members also agreed that there should be an application portal to keep everything consistent.

Slide 8 Entry requirements: It has been suggested to move tuition fees information there as well.

Slide 11 Contact information: There were many opinions on how this section of the website should be managed. Lisbeth suggested consulting with Stefan Knudsen and the admission office on this. Suggestion is to have a dispatch situation to manage incoming calls, spoc, and to have an academic contact (for every program, there should be a different academic contact). The problem with the dispatch situation is the lack of resources to manage it. Further discussion is necessary moving forward with this initiative.

Slide 12 Course information: There are a lot of problems at the time being. For example, undergraduate program are linked to graduate, perspective students (exchange) do not have any information at all and have to go to the current students page. The procedure, deadlines and changes were agreed on, and are being worked on.

Slide 14 Courses for Exchange and Guest Students: UIU Members agreed that changing this page is a high priority. Courses for exchange students should be presented on their own platform and have a direct access from the main page (‘Information for – Exchange students).

Slide 15 Courses for current exchange students – the page is not necessary at all.

In connection to the discussion on information to international students there was a comment from Søren (Yulia agrees) that information to students functioned quite well at the time BSS had an international Academic Advisor.

Slide 16: Lifelong learning. Meeting members felt that this page should look more like a university page. This page is translation of a Danish site which does not have much relevance for International viewers of the page. Questions arose as who the target group is here, and this needs to be determined before anything can be done with this page. Two objectives were mentioned 1) Impact on society 2) More new students/ international students/ exchange students.

Slide 17: Current Student programme description. There is no continuality on BSS pages, it has been agreed on at Study Abroad option shall be added here at all programmes, and linked to SDU International pages.

**2.6 Summer school update Annex 2**

Purpose: Presentation (Yulia) and discussion

The only question that was discussed in connection to this point is the amount of ECTS offered for summer school. Right now most of the Study Boards offer 10 ECTS courses, and there two 5 ECTS courses. 10 ECTS courses pre require that students have 170 hours preparation, 30 teaching hours, 40 group work hours and 30 hours of preparation for examination. The Committee has agreed that this structure will not be possible for offering to international students.

After the UIU meeting, it has been decided to work on a summer programme to be ready for Summer 2018

1. **New agreements for consideration, Annex 3**

**3.1 New partnerships**

Trier University, Germany – Yulia will continue discussion with Britta Boyd. Matters to be taken to consideration: attractiveness of the place, amount of the students that we are sending to the region, the need of more places. Decision after the meeting: to initiate an agreement for the period of three years.

SRH Hochschule Berlin, Germany – Decision: Not to enter the agreement

iCLA,  Yamanashi Gakuin University , Japan – Decision: To enter the agreement

Université Savoie Mont Blanc in Annecy, France – Decision: Not to enter the agreement

Windesheim University of Applied Sciences, Holland – Decision: To enter the agreement (3 years)

Anadolu University, Turkey – Not to expand the agreement, keep to sociology area

Al-Farabi Kazakh National University – To enter the agreement

Université Paris-Est Marne-la-Vallée (UPEM) – Not to enter the agreement

Universidad Complutense de Madrid – Decision is not taken. The department of Law should be contacted

INTERNATIONAL UNIVERSITY OF SARAJEVO – Decision: Not to enter

University of Tirana, Albania – Decision is not taken. Søren will look into this university.

University of Trento – Decision: To enter the agreement

Warsaw University of Technology – Decision: Not to enter the agreement

Institute of Sociology of the University of Opole, Poland – To enter the agreement for the area of sociology (3 years)

Sofia University ST. KLIMENT OHRIDSKI – To enter the agreement

Bonn-Rhein-Seig University of Applied Sciences – Not to enter the agreement

1. **Status**

Information from the committee members.

Søren Askegaard has informed that NIBES is in process of making a platform for exchanging lecturers between Network’s members. There is an interest from NIBES members as well as from SDU’s lecturers.

Lisbeth Pinholt was positive about Søren’s initiatives and mentioned that in the future it will be possible to include this kind of cooperation into Erasmus + for countries outside the EU. It will be an advantage to build up Erasmus + cooperation with partners who already cooperate over many years.