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| Minutes of meeting | |
| **Subject:** | UIU meeting |
| **Date and time:** | 27.02.2017, 12:00-13:30 |
| **Location:** | Meeting room V, Campus Odense |
| **Participants:** | Britta Boyd; Per Servais; Torben Munk Damgaard; Georg Stadtmann; Ole Friis; Lisbeth Pinholt; Rikke Gottrup; Johanna Süssmeir |
| **Cancellation from:** | Jens Fyhn Lykke Sørensen, Søren Askegaard, Christilla Roederer-Rynning |
| **Taken by:** | Yulia Tinyakova |
| **Agenda sent as orientation to:** | Britta Boyd; Per Servais; Torben Munk Damgaard; Georg Stadtmann; Ole Friis; Lisbeth Pinholt; Rikke Gottrup; Johanna Süssmeir, Jens Fyhn Lykke Sørensen, Søren Askegaard, Christilla Roederer-Rynning |

Ole Friis chairs the meeting.

**Agenda:**

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| 1. **Comments** | Minutes from the 15th meeting- December 2016 - Annex 1  There are no comments to the minutes. |
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| 1. **Discussion** | Terms of reference UIU - Annex 2 (in Danish)  Ole presents the point for discussion. Terms of references is quite outdated (2012), participants have changed since the establishment of the committee, and there is a also a need to discuss whether the purpose of the committee is still there, as well as what is the committee’s role in the decision making process concerning agreements, double degrees and other initiatives.  Søren Askegaard has sent his comments to Yulia prior meeting: UIU is a place to have voice within the international area. Though he appreciates the forum, he questions the effectiveness of the committee. It could be a possibility to introduce ‘international SUL(Vice Head of Department)’ who in cooperation with international coordinator and other active and involved members could represent the international area. (for example Per Servais and his work for ENBS or Søren with his work for NIBES). Søren will be willing to work with that.  Georg Stadtmann sees moving UIU’s work to another place where the decisions are taken (for example Academic Council) as a possibility. It will be logical to have discussion about internationalization of curricular, mobility window, etc. at the place where decisions like these are taken.  Torben Damgaard comments that UIU is important, as it is also a place where the faculty has a dialog with SDU International.  Ole Friis is reluctant to move UIU’s work to Academic Council as already now Academic Council consists of 14 members, and adding 3 more members, the forum might be too big to have an effective discussion.  Rikke Gottrup questions whether Academic Council has time resources to work also with international area, whereas UIU has international area in focus.  Per emphasizes that UIU, and its members should be pro-active in its work, and only in education area, but also in terms of student mobility.  Torben suggests that strategic matters could be taken to Academic Council, and other matters to UIU and in this way connect these two groups.  Lisbeth suggests giving each member s specific task or role (for example, she could present a topic on teacher mobility). She also underlines the importance of links between faculty and Student Services. Lisbeth also suggests that all departments should be equally active in UIU’s work, and learn from each other as different departments are at different stages in its international work. Ole asks whether there is knowledge transfer from UIU members to departments. Johanna assumes that challenge is that even though internalization seems to be on the agenda, still it is always a bottom point, and the one which is left out. Georg adds that is not easy to report back (who to report to, and what to report).  Torben mentions that if one looks though the points in the Terms of reference as it is now, there nothing stated about implementation. It is important to divide tasks between group members to ensure work on the long term, and so that members knew what are their roles with the committee. He also suggests that Yulia could questions to committee members before the meeting to ensure better meetings and preparation.  Lisbeth also thinks it is important to know what the group’s mandate to enforce.  Ole suggests that we could, for example move Double degree decisions to Academic council, and leave agreements to UIU. It is decided that UIU’s Terms of references will be presented and discussed at the Academic Council, and then Yulia make a draft for new Terms of reference.  Yulia informs shortly about focus areas for internationalization in spring 2016 and autumn 2017 (balance in exchange students, with focus on in-coming; increase overseas study places). The complete document will be sent to all members together with minutes. Lisbeth will also send latest numbers for incoming and outgoing students (via Yulia). |
| 1. **Discussion** | Partnerships:   * Processing time for overseas agreements   Lisbeth presents the topic. There is a smooth and quick procedure with Erasmus agreements. However SDU international is behind with overseas agreements. One of Lisbeth’s colleagues will get in touch with Yulia to prioritize agreements. SDU international will also get two new colleagues in May which should help the situation. Yulia mentions that is important that agreements are signed before the next application round for study abroad with overseas partners (November, 1).   * New partnerships **-** Annex 3   University of Economics - Varna (UE-Varna), Bulgaria – not to enter  Fachhochschule Salzburg, Austria – not to enter  Charles University, Prague – to enter  American University of Central Asia ( Kyrgyzstan), School of Economics and Business Administration – to enter  GISMA Business School, campus in Germany – not to enter  Singapore Management University – to enter  To terminate: Salamanca University  Johanna told that we have to be aware of the quality of the universities we cooperate with, and be able to argue why we cooperate with these particular universities. |
| 1. **Discussion** 2. **Status** | Internalization. Focus areas in spring 2017 – autumn 2017.  Yulia will send out priority area for international area to all committee members.  Incoming and outgoing students, latest numbers - Annex 4, 5. Annex5 Contains various numbers - FYI  Summer school  Summer school will run as usual in 2017. Yulia will work for BSS Summer University for 2018.  Georg brings an example for Ljubljana Summer School, to show how it might be organized.  Double degrees  Double degrees are important and should be worked with but within the areas where it is relevant for the programme, and where it will give an added value to the programme.  Information from committee members  Ole informs about teachers exchange platform within NIBES network. |
| 1. **Other maters** |  |

Yulia Tinyakova

International coordinator