

Action required – for approval

1 January 16 – 31 March 17 Task Force Report - Steering Committee

Members of the Steering Committee

Sabine Pendl, University of Graz (President - to 29 April 2016)
Francesco Girotti, University of Bologna (President - from 29 April 2016)
Alīna Gržibovska, University of Latvia
Minna Koutaniemi, University of Helsinki
Raimonda Markeviciene, Vilnius University – from 29 April 2016
Gérald Zimmermann, University of Basel – from 29 April 2016

Meetings 1 Jan 16 – 31 March 17

11 – 12 January 2016, Antwerp (Steering Committee meeting and Joint meeting with TF Chairs)
27 April 2016, Belfast
21 – 22 November 2016, Basel
6- 7 March 2017, Helsinki (Steering Committee meeting and Joint meeting with TF Chairs)

Virtual meetings

14 March 2016
4 July 2016
11 October 2016
23 January 2017

Narrative report of activity

The period 1 Jan 16 – 31 March 17 has seen significant activity undertaken by the Network which has been co-ordinated by the Steering Committee. This has included:

Task Forces – Task Force activity continues to be reviewed. This has led to the dissolution of the Staff Training Task Force and a review of the Researchers Mobility Task Force. The name and objectives of the Joint Programmes Task Force were changed (to Internationalisation of the Curricula Task Force).

New Strategic Plan – a period of consultation around the new Strategic Plan has taken place and the Plan will be presented to the 2017 AGM for approval.

Secretariat provision from 1 January 2018 – a call for proposals for the Secretariat service was circulated and an evaluation process undertaken leading to a proposal being presented to the 2017 AGM.

Rectors meeting – the programme for the Rectors meeting has been developed.

Communications – Two editions of the Newsletter continue to be produced per year. A promotional video has also been produced for the Network.

The Steering Committee has implemented more effective meetings and has looked at ways of optimising the AGM.

REARI-RJ – the Network has signed a student exchange agreement with the Brazilian REARI-RJ Network

European projects – the Steering Committee continues to help co-ordinate the Network’s participation in the IMPALA project.

Financial report

Joint meeting (Antwerp) - €6,262.82

AGM SC mtg (Belfast) - €643.16

Steering Committee mtg (Basel) - €3,431.53

Joint meeting (Helsinki) - €6,791.19

Total - €17,128.70

1 Jan 16 – 31 March 17 activities mapped against the Strategic Plan:

Goals from the Strategic Plan (FORCES)	Task Force Activities/Achievements 1 Jan 16 – 31 March 17
Foster internationalisation of education	<p>The implementation of the Strategic Plan has continued to be monitored. A review of the objectives of the current Plan has been undertaken to assist in the development of the new Strategic Plan.</p> <p>Task Force activity continues to be reviewed through the Joint meeting and Task Force reports. This lead to the decision to dissolve the Staff Training Task Force. The objectives of the Researchers Mobility Task Force have been reviewed during the year to better meet the needs of the Network. The name and objectives of the Joint Programmes Task Force have been changed.</p> <p>An evaluation of the 2016 AGM took place and the recommendations were acted upon where appropriate.</p>
Open up to new forms of cooperation	<p>A Memorandum of Understanding was signed with the Brazilian REARI-RJ Network in March 2016. This was further developed during the year resulting in a Student Exchange Agreement being signed between the Utrecht Network and REARI-RJ in January 2017.</p>

<p>Respond actively to European HE policies</p>	<p>The Steering Committee provides input into the IMPALA project (co-ordinated by the University of Antwerp).</p> <p>Links with the EC have not been further developed during the year.</p>
<p>Collaborate effectively within the Network</p>	<p>The new Strategic Plan has been developed, through consultation with members.</p> <p>A new format for the AGM will be implemented at the 2017 AGM. The session for new representatives or the AGM workshop will not be held at the 2017 AGM due to the Rectors meeting.</p> <p>The internal section of the website continues to be developed.</p> <p>Calls for new initiatives have included calls for Staff Training events.</p> <p>The development of pilot statistics regarding members' activeness did not take place due to difficulty in determining criteria and accessing all the statistics needed.</p>
<p>Enhance internationalisation processes in member institutions</p>	<p>Staff Training events continue to be offered by the Network and members are encouraged to bid for funding to run events (through the calls for new initiatives).</p>
<p>Strengthen the profile and global outlook of the Network</p>	<p>The Network has signed a Student Exchange Agreement with the REARI-RJ Network. The AEN agreement has been updated and renewed.</p> <p>A new format for the UN/EAIE dinner was implemented.</p> <p>The website continues to be developed. Two editions of the Newsletter are produced per year and a promotional video has been developed for the Network.</p>

1 April 2017 – 31 March 2018 Task Force Workplan – Steering Committee

Planned meetings 1 April 17 – 31 March 18 (dates and locations if known)

25 April 2017 (Hull)

27 – 28 November 2017 (Bologna)

March 2018 including Joint meeting with Task Force Chairs (Vilnius)

Planned activity for 1 April 17 – 31 March 18

To support the change of the Secretariat and ensure an effective handover

To support Task Forces in realisation of their aims and activities

To support the first round of exchanges between UN universities and REARI-RJ universities

Ensuring the effective implementation of the new Strategic Plan

Collecting ideas for the 2018 workshop and supporting its realisation

Identifying themes and gaps in activities and assisting in the development of proposals for new initiatives

Continue to represent the Utrecht Network on the IMPALA Steering Committee and co-ordinating the Network's involvement in the project

Continue to develop the Network's publicity and communication channels (newsletter, intranet etc)

Supporting the participation of the Network in European projects connected to the strategic plan

Participating in the consultations on the revision of the Erasmus+ Programme

Budget requested for 1 April 17 – 31 March 18

€11,000

1 April 17 – 31 March 18 planned activities mapped against the Strategic Plan

Goals from the Strategic Plan (FORCES)	Task Force Planned Activities
Foster internationalisation of education	
Open up to new forms of cooperation	Identifying themes and gaps in activities and assisting in the development of proposals for new initiatives

Respond actively to European HE policies	Participating in the consultations on the revision of the Erasmus+ Programme
Collaborate effectively within the Network	To support the change of the Secretariat and ensure an effective handover To support Task Forces in realisation of their aims and activities Ensuring the effective implementation of the new Strategic Plan Collecting ideas for the 2018 workshop and supporting its realisation Continue to develop the Network's publicity and communication channels (newsletter, intranet etc)
Enhance internationalisation processes in member institutions	Supporting the participation of the Network in European projects connected to the strategic plan
Strengthen the profile and global outlook of the Network	To support the first round of exchanges between UN universities and REARI-RJ universities Continue to represent the Utrecht Network on the IMPALA Steering Committee and co-ordinating the Network's involvement in the project