

2017 AGM Action Notes update

Minute	Action	By whom
3.	E-mail members about the procedure for reimbursing travel expenses - Completed	F Miller
4.	Complete the AGM evaluation – Completed	All
7.	Members to send any relevant examples regarding internationalisation of the curricula to the Chair of the Task Force (Anne Vorpapel) - Ongoing	All
7.	Investigate the possibility of a Staff Training session/workshop on Erasmus+ KA107 - Completed	Student Mobility TF
8.	Commission the production of a short promotional video, focusing in particular on student interviews - Completed	Steering Committee
8.	Develop further the idea of blended mobility, with the Student Mobility Task Force - Ongoing	Steering Committee
8.	Take a lead in co-ordinating Network responses to relevant EC consultations - Ongoing	Steering Committee
9.	Disseminate relevant information on the CALOHEE project as appropriate through the mailing list and intranet - Ongoing	S Pendl/ F Miller
12.	Members interested in the S.U.C.R.E project to contact Alexandros Triantafyllidis (atriant@bio.auth.gr) - Completed	All
13.	Members to be asked to confirm if they are able to take part in the UN/REARI-RJ mobility scheme from the second semester of 2017/18 or if they would prefer to join the scheme in 2018/19 - Completed	Ana Isabel Ferreira
13.	Organise a skype call to discuss practical arrangements with regard to the UN/REARI-RJ exchange scheme and then send round an e-mail to members with the outcomes – Completed	F Miller
17.	Look at the Auditor's recommendations with regard to new initiatives and the Network's savings account – Completed	Steering Committee
20.	Investigate the possibility of institutional info sheets being available on the Utrecht Network website - Completed	F Miller
22.	Confirm the dates of the 2018 AGM - Completed	F Miller
22.	Send out a call for ideas for, and expressions of interest in, organising the 2018 AGM workshop – Completed	F Miller