



Steering Committee Meeting

4 March 2021 at 3 p.m. (CET)

Meeting Objective

The STEERING COMMITTEE (SC) is the formal "integration body" of the DHIP consortium: it is charged with creating consensus, providing guidance, ensuring the quality, scientific-professional coherence and integration of all partners to reach the objectives, making strategic choices when necessary. It is formed by one representative of each partner, and chaired by the Central Coordinator (UNIP)."

The meeting objective is to discuss and take decisions about the state of the art of the project, next fulfillments, and the financial status.

STEERING COMMITTEE MEMBERS PARTICIPANTS:

UNIP - Francesco Marcelloni

UDEUSTO - Marian Aláez MARTÍNEZ

UPORTO - Joana Carvalho

UNISS - Claudia Crosio

UNQ: Leonardo Bertolino

UNLA: - Guillermo Tangelson

UNCU - Hugo Martinez

FUNDACION EUROSUR: Bruno Carapella/Gastón Helvig

UDES - Vanessa Ibáñez Delgado

UNIEMP: Jorge Mario Hurtado Rodríguez

UPN - Ángela Rocío Valderrama Díaz

UAA: Jesús Martín

UCSA: Clara Almada

UNIBE: Eduardo Velazquez Romero

OTHER PARTICIPANTS:

UNIP: Tommaso Salamone, Francesca Zuddio, Sabina Manca

UDEUSTO: Paula Sanchez Jardon

UPORTO: Luisa Capitão, Liliana Norte

UNQ: Juan Luis Merega



UNLA: Julian Farina

FUNDACION EUROSUR: Michele Valentino, Annachiara Zardini,

UNIEMP: Lucia Toro Campo

UPN: Adriana Ariza Ardila

UAA: Eduardo Becker, Reina Elizabeth Aguilar

Agenda

15.00 - 15.15: Welcome and Opening, Prof. Francesco Marcelloni, Vice-Rector for international cooperation and relations

15.15 – 15.30: WP3 - T3.3 Design and implementation of social/multicultural events: discussion on the closing of the task and reporting of the past events

15.30 – 16.00: WP4 - T 4.3 Implementation of the Quality Plan: Organization of the task for the improvement of the Quality Monitoring Reports (QMRs)

16.00 – 16.15: The organization of the Dissemination Event

16.15 – 16.30: Virtual Coffee Break

16.30 – 17.00: The approach for the implementation of the guidelines on HEIs' internalization policies and services, CLAR implementation (Task 5.3)

17.00 – 17.30. WP6 - T6.7 Financial management: the impact of the pandemic situation on the project and the new budget proposal

Welcome Remarks

Prof. Francesco Marcelloni, Vice-Rector for international cooperation and relations, welcomed other Steering Committee members. He stated that the Steering Committee would discuss and formally decide on the topic described during the 3rd March Plenary Meeting and, in particular, about the dissemination (Dissemination Event in May and publication of Guidelines)

All the participants agreed with the video-recording of the meeting.

Topic 1: Design and implementation of social/multicultural events

UNIPi resumed that due to the covid-19 pandemic, the implementation of the events stopped, and now it is necessary to re-plan the events virtually, doing everything possible to maintain their impact on universities. UNIPi detailed some financial requirements in particular related to subcontract.

Agreements:

The SC agreed on the next events organized in multimedia modality by complying with the requirements in the DHIP multicultural events guidelines. The members commit themselves to submit the report of the past event realized by 14 March.



Then, the LA HEIs will define and realize other events to be realized virtually that have to comply with the characteristics illustrated in the DHIP multicultural events guidelines and have to be approved in advance by UNUPI and EUROSUR. Each LA HEIs will arrange at least three events in total.

Topic 2: Implementation of the Quality Plan

UNUPI presented task 4.3 and the next step of the implementation, pointing out mainly the data collection tools related to the Quality Plan.

Agreements:

The SC agreed on continuing the task's foreseen activities based on three tools (Questionnaire Google, Data collection tool, System of Monitoring Impact) and to eventually schedule a meeting related to the quality monitoring during the next month.

Topic 3: Organization of the Dissemination Event

The SC discussed a draft of the Dissemination Event Agenda. UNUPI informed that the Dissemination Meeting in Europe will be held on the 5th and 6th May 2021 virtually.

The Final Meeting will be held on the 14th and 15th September 2021, to decide if face to face or virtually the covid-19 situation has to be monitored; the final decision will be made in one or two months.

Agreements:

The event will be virtual on the 5th and 6th May 2021, hosted by Deusto. The second day will be dedicated only to the project's partners to discuss the implementation of DHIP (update and remaining dissemination activities to be carried out). During the first days, a presentation about the new Erasmus + Programme 2021-2027 by a representative of the European Commission will open the meeting targeted in particular to European HEIs but scheduled in the afternoon to increase the participation of several LA HEIs. One representative per each partner country will participate in the meeting as a panelist, in presence or sending a pre-recorded speech. Juan Luis Merera, Ángela Rocío Valderrama Díaz and Jesús Martín are in charge to contact and involve one representative (for Argentina, Colombia and Paraguay, respectively) and give feedback to the coordinator in a week. Partners' experience and lessons learnt from the project will be the focus of a pre-recorded roundtable. The results of the activities about the Guideline on HEIs' Internationalization Policies and Services will be shared.

Topic 4: Design of Guidelines on HEIs' Internationalization policies and services

UNUPI presented task T.5.3 Publication of Guidelines on HEI's Internationalization policies and services, CLAR implementation, by sharing a draft of the Index, a draft



template of a chapter and a draft of the tool to recollect data on good practices implemented by the LA HEIs.

Agreements:

According to the assignments shown in the Index, each partner will start working to have a draft of the guidelines by the Dissemination event in May. Each chapter/paragraph coordinator is in charge to recollect practices from the LA partners and draft principles and guidelines. Each LA partner will start the networking activities to involve at least two external HEIs from his country to share the Guidelines with and who could adopt the Guidelines at the end of the project. Partners from the same country will work jointly or not for these results, but each HEIs will have his two twinned partners. More information on part B will be communicated shortly by the coordinator after a meeting with Udeusto.

Topic 5: Financial management: rearrangement of the budget

UNIFI presented the situation after the third Financial Report. It is pointed out that due to the pandemic situation, the budget has been rearranged.

In compliance with the financial rules of the action CBHE, in the new budget plan the staff costs, the budget related to the subcontracting and the equipment budget for the LA partners are all increased. These new expenses are considered essential given the new work program and how the activities are carried out.

Agreements:

If no comments arrive by 5 March, the new budget will be approved.

Closure of the Meeting



Executive Board

4 March 2021 at 5 p.m. (CET)

Meeting Objective

The Executive Board ensures the operational coordination of the project, timely planning integration between different tasks.

The present Executive Board Meeting aim at discussing the integration between Twinning activities, Guidelines on HEIs' internalization and Dissemination Event, and the related next fulfillments.

Executive Board members Participants

UNIFI - Prof. Francesco Marcelloni (UNIFI, chair)

Michele Valentino (FUNDACION EUROSUR, LA Activities Manager)

Luisa Capitaó (UORTO, from Portugal)

Paula Sanchez Jardon (UDEUSTO, from Spain)

Juan Luis Mérega (UNQ, from Argentina)

Vanessa Ibáñez Delgado (UDES, from Colombia)

Eduardo Velázquez Romero (UNIBE, from Paraguay)

Agenda

17.00 – 17.30: WP 5- T5.4 LA HEIs twinning to share IEP methodology, experiences and opportunities: organization of the task and planning of the objectives

17.30 - 18.00: Q&A

All the participants agreed with the video-recording of the meeting.

UNIFI presented task 5.4 LA HEIs twinning to share IEP methodology, experiences and opportunities: organization of the task and planning of the objectives that has still to be realized.

It has been pointed out that each Latin American Partner has to select at least two other Higher Institutions that have to be from the same country and to have a basic level of Internationalization. Eu partner will provide support according to the established tutoring scheme Argentina / Deusto -Colombia / Uniss Paraguay / Uporto. The task is strictly related to the dissemination results of task 5.3 (Guidelines on internalization)



because the twinning partners can be the same involved in sharing the Guidelines, and the IEP methodology, experiences, and opportunities are the main topic of the guidelines.

Action Items

Each Latin American partner has to start working on selecting the two Higher Education Institution and selecting the twinning activities topic. The involvement of new external HEIs can be carried out jointly by HEIs of the same country to maximize synergies. One of the activities' topic can be the dissemination of principles and guidelines for internationalization and the IEP methodology. The external HEIs could be involved in the sharing/adoption of the Guidelines presented during the Dissemination Event (draft) and the Final Meeting.

Closure of the Meeting