

## COORDINATION MEETING AGENDA

University of Alicante, 30-31 January 2012

Venue: Germán Bernácer – Salón de Actos

### **Description of the activity:**

The Coordination meeting of the TIES Project is intended to examine in detail how PCI have undertaken the process of internationalisation since the beginning of the project. The consortium will discuss every technical and administrative process of the TIES project and at their offices, until now and for the next activities, concerning the creation and improvement of the IROs, how has the equipment been implemented, the IRO staff trained and its work for the benefit of their institutional internationalisation and regional networking. In addition, next activities will be planned as well as the future of the TIES network.

### MONDAY, 30 JANUARY 2012

- 08:30**            **A taxi will pick up at your Hotel to take you to the University of Alicante**
- Lucentum and NH Cristal: in front of Lucentum Hotel
  - Rambla Hotel: in front of the hotel
- 09:15-09:30**    **Opening Ceremony**  
Mrs. Begoña San Miguel del Hoyo,  
Vicerector for International Relations and Cooperation, University of Alicante
- 09:30-09:45**    **Presentation of the meeting objectives and agenda**  
Mr. Roberto Escarré and Mrs. Michelle Grindle, OGPI, UA
- 09:45-10:15**    **Administrative Matters**  
Mr. Gaspar Hernández, Mr. Roberto Escarré and Marielos Chavez, OGPI, UA  
In order to receive your per diem and travel reimbursement, please bring:
- Person Data Form, Tax identification Number and Identification Card
  - Original travel documents (boarding passes, bus tickets, etc.)

### **Session 1: TIES Project**

During the first session the consortium will revise the project's objectives and will make a summary of the activities achieved.

- 10:15-10:45**    **Back to basics**  
Mr. Roberto Escarré, OGPI, UA

- 10:45-11:05**    Coffee Break

### **Session 2: PCI Internationalisation**

The second session of the meeting intends to present the internationalisation development of every PCI since the beginning of the project. Every IRO will describe its creation, improvement, technical and administrative process (equipment implementation, IRO staff training and roles, etc.). The representatives will also present the achievements of the TIES objectives at the IRO, and the improvement of internationalisation at the institution: International Strategic Planning, internationalisation as part of their mission, mobility, active cooperation projects, etc.

- 11:05-11:35**      **University of Bejaia, Algeria**
- 11:35-12:05**      **Beni Suef University, Egypt**
- 12:05-12:35**      **University Mohamed V-Souissi, Morocco**
- 12:35-13:05**      **Princess Sumaya University for Technology, Jordan**
- 13:05-14:15**      Lunch
- 14:15-14:45**      **Philadelphia University, Jordan**
- 14:45-15:15**      **Beirut Arab University, Lebanon**
- 15:15-15:45**      **Summary of the first day**  
Mr. Roberto Escarré, OGPI, UA
- 16:15**              End of first day  
A taxi will pick you up to take you to the hotel
- 20:00**              Dinner

#### TUESDAY, 31 JANUARY 2012

- 08:30**              **A taxi will pick up at your Hotel to take you to the University of Alicante**
- Lucentum and NH Cristal: in front of Lucentum Hotel
  - Rambla Hotel: in front of the hotel
- 09:15-10:15**      **Per diem distribution**
- 10:15-10:45**      **Modern University for Business and Science, Lebanon**
- 10:45-11:15**      **Sidi Mohammed Ben Abdella University, Morocco**
- 11:15-11:45**      **University of Kairouan, Tunisia**
- 11:45-12:15**      **University of Sfax, Tunisia**

#### **Session 3: Conclusions**

- 12:15-12:35**      **Next TIES Project activities**
- 12:35-13:00**      **Conclusion and Discussion**
- 13:00**              End of Coordination meeting  
A taxi will pick you up to take you to the hotel

**Working documents:**

During the Coordination meeting, the consortium will base its work on the following documents:

- **IRO Definition:** This document aims to analyse the evolution of the IRO during the life of the TIES project, its structure and its sustainability after the end of the project.
  
- **Official Certification:** This letter signed by the President of your institution states the date of creation of the IRO and the official staff members, as well as the implementation of the equipment.
  
- **Presentations and working activities.**