



AGENDA



ERASMUS+ TIGRIS Project

TIGRIS Training Workshop for International Relations Managers & Officers (including travel days)

WORKSHOP

WHEN	Monday, 2 nd – Friday, 6 th March 2020
WHERE	University of Göttingen SUB Historical Building Lecture Hall (1 st floor) Papendiek 14 37073 Göttingen Germany



Global Impact Institute



Ministry of
Higher Education
and Scientific Research



Sunday, March 1st, 2020 – ARRIVAL DAY / TRAVEL TO GÖTTINGEN

Time	Activity
During the day	Arrival in Göttingen according to individual travel plans* <i>*Each partner is responsible for organising the trip as well as accommodation individually. For accommodation, the University of Göttingen provided information on local hotels.</i>

Monday, March 2nd, 2020 – Day 1 of Workshop

Morning Session	
Time	Activity
09.30 – 09.45	Registration & Welcome <p style="text-align: right;">Location for the day: SUB Historical Building Lecture Hall (1st floor) Papendiek 14 37073 Göttingen</p>
09.45 – 10.45	Structures and Processes at International Relations Offices – The Example of Göttingen International <i>Dr. Uwe Muuss</i> <i>Jakob Hedderich</i> <i>Head, Göttingen International</i> <i>TIGRIS Project Manager, Göttingen International</i>
10.45 – 11.15	Coffee break
11.15 – 13.00	Analysing International Relations Offices of TIGRIS Partner HEIs <i>Joint working session based on the results of the “Questionnaire on Kurdish IROs”.</i>
13.00 – 14.30	Lunch break <p style="text-align: right;">Location: At individual discretion & expense. Please see recommendations attached.</p>
Afternoon Session	
Time	Activity
14.30 – 15.30	Developing a model International Relations Office for HEIs in Kurdistan Region of Iraq (1) – Structures <i>Joint working session.</i>
15.30 – 16.00	Coffee break
16.00 – 17.00	Developing a model International Relations Office for HEIs in Kurdistan Region of Iraq (2) – Management Procedures <i>Joint working session – Continuation.</i>
17.00 – 17.30	Quality Assurance & the International Relations Office <i>Dr. Uwe Muuss</i> <i>Head, Göttingen International</i>
17.30 – 18.00	<i>Joint walk through the old city to the location of welcome dinner.</i>
18.00	Welcome Dinner <i>On invitation of the University of Göttingen.</i> <p style="text-align: right;">Location: Restaurant Ali-Baba / Café Botanik Untere Karspüle 1B 37073 Göttingen</p>





Tuesday, March 3rd, 2020 – Day 2

Morning Session	
Time	Activity
09.30 – 10.30	<p>Recognition of Studies (1)</p> <p>PD Dr. Hartje Kriete <i>Study Officer, Faculty of Mathematics, University of Göttingen</i></p> <p>Schedule of topics (1) Recognition of degrees, subsequent Q&A (2) Credit transfer and recognition of periods of study, subsequent Q&A (3) Credit conversion & grade conversion, subsequent Q&A</p> <p style="text-align: right;">Location for the day: SUB Historical Building Lecture Hall (1st floor) Papendiek 14 37073 Göttingen</p>
10.30 – 10.45	Coffee break
10.45 – 11.30	<p>Recognition of Studies (2)</p> <p><i>Continuation of training.</i></p>
11.30 – 13.00	<p>Recognition of Studies at HEIs in Kurdistan Region of Iraq</p> <p><i>Joint working session to develop recommendations for Kurdish partners.</i></p> <p>Jakob Hedderich <i>TIGRIS Project Manager, Göttingen International</i></p>
13.00 – 14.30	<p>Lunch break</p> <p style="text-align: right;">Location: At individual discretion & expense. Please see recommendations attached.</p>
Afternoon Session	
Time	Activity
14.30 – 15.30	<p>Internationalisation at Higher Education Institutions – A View from the Faculties</p> <p>Prof. Dr. Achim Dohrenbusch <i>Dean of Studies at the Faculty of Forest Sciences and Forest Ecology, University of Göttingen</i></p>
15.30 – 16.00	Coffee break
16.00 – 17.30	<p>Shaping intra-institutional Cooperation for Internationalisation at HEIs</p> <p>Dr. Uwe Muuss <i>Head, Göttingen International</i></p>





Wednesday, March 4th, 2020 – Day 3 of Workshop

Morning Session	
Time	Activity
09.30 – 10.30	<p>Project and Proposal Writing – General Introduction</p> <p>Netra Bhandari <i>Regional Coordinator South, Southeast, and Central Asia and the Middle East, Göttingen International</i></p> <p>Jakob Hedderich <i>TIGRIS Project Manager, Göttingen International</i></p> <p style="text-align: right;">Location for the day: SUB Historical Building Lecture Hall (1st floor) Papendiek 14 37073 Göttingen</p>
10.30 – 11.00	Coffee break
11.00 – 13.00	<p>Project and Proposal Writing – EU Funding Opportunities and Commination Strategies for Finding Project Partners</p> <p><i>Continuation of training.</i></p>
13.00 – 14.30	<p>Lunch break</p> <p style="text-align: right;">Location: At individual discretion & expense. Please see recommendations attached.</p>
Afternoon Session	
Time	Activity
14.30 – 15.30	<p>Project and Proposal Writing – Decoding the Application Process & Developing an EU CBHE Project</p> <p><i>Group work.</i></p>
15.30 – 15.45	Coffee break
15.45 – 16.30	<p>Project and Proposal Writing</p> <p><i>Continuation of group work.</i></p>
16.30 – 17.30	Project and Proposal Writing – Presentation and Review of Results





Thursday, March 5th, 2020 – Day 4 of Workshop

Morning Session	
Time	Activity
09.30 – 10.30	<p>Managing Academic Mobility (1)</p> <p>Karen Denecke <i>Coordinator Erasmus+ Key Action 103, Göttingen International</i></p> <p style="text-align: right;">Location for the day: Göttingen International Foyer International Von-Siebold-Straße 2 37075 Göttingen</p>
10.30 – 10.45	Coffee break
10.45 – 11.45	<p>Managing Academic Mobility (2)</p> <p><i>Continuation of training.</i></p>
11.45 – 12.30	<p>Managing Practices and Workflows for Academic Mobility at HEIs in Kurdistan Region of Iraq</p> <p><i>Joint working sessions to develop recommendations for Kurdish partners.</i></p> <p>Jakob Hedderich <i>TIGRIS Project Manager, Göttingen International</i></p>
12.30 – 14.00	<p>Lunch break</p> <p style="text-align: right;">Location: At individual discretion & expense. Please see recommendations attached.</p>
Afternoon Session	
Time	Activity
14.00 – 15.00	<p>Tools for Managing Academic Mobility – The Use Case of <i>MoveOn</i> at the University of Göttingen</p> <p>Patrick Lajoie <i>Coordinator Promos, Göttingen International</i></p>
15.00 – 15.30	Coffee break
15.30 – 17.00	<p>Developing academic mobility and partnerships with European HEIs via the Erasmus+ Key Action 107</p> <p>Olga Uchlina <i>Coordinator Erasmus+ Key Action 107, Göttingen International</i></p> <p>Jakob Hedderich <i>TIGRIS Project Manager, Göttingen International</i></p>





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Friday, March 6th, 2020 – Day 5 of Workshop

Morning Session	
Time	Activity
09.30 – 10.45	<p>Welcome Services for International Students and Staff</p> <p><i>Dr. Philipp Jeserich</i> <i>Head of the Incoming Office, Göttingen International</i></p> <p style="text-align: right;">Location for the day: Göttingen International Foyer International Von-Siebold-Straße 2 37075 Göttingen</p>
10.45 – 11.00	Coffee break
11.00 – 12.30	<p>Joint Review of Workshop Results and Open Q&A Session</p> <p>Dr. Uwe Muuss Jakob Hedderich <i>Head, Göttingen International</i> <i>TIGRIS Project Manager, Göttingen International</i></p>
12.30 – 13.00	Closing of the Training Workshop and Award of Certificates of Participation
Afternoon Session	
Time	Activity
Afternoon	<i>Individual appointments with TIGRIS staff from UGOE, e.g. for managing the grant / submitting supporting documents.</i>

Saturday, March 7th, 2020 – DEPARTURE DAY


Time	Activity
During the day	Departure according to individual travel plans.





Additional Information

Local point of contact at Göttingen International	Address of workshop venues
<p>Jakob Hedderich TIGRIS Project Manager</p> <p>Göttingen International / The International Office Georg-August-Universität Göttingen Von-Siebold-Strasse 2, Room 1.112 37075 Göttingen</p> <p>Phone: +49 551 39 21326 Email: jakob.hedderich@zvw.uni-goettingen.de</p>	<p>Monday, March 2nd to Wednesday, March 4th, 2020</p> <p>SUB Historical Building Lecture Hall (1st floor) Papendiek 14 37073 Göttingen</p> <p>https://goo.gl/maps/DhYyWJW8vtcUqikB8</p>  <p>Thursday, March 5th & March 6th, 2020</p> <p>Göttingen International Von-Siebold-Straße 2 37075 Göttingen</p> <p>https://goo.gl/maps/WWDaR1C2YymvsusD8</p> 

Address for Welcome Dinner	Emergency telephone numbers
<p>Ali-Baba / Café Botanik Untere Karspüle 1B 37073 Göttingen</p> <p>Phone: +49 0551 2502858</p> <p>https://www.alibaba-goettingen.de/ https://goo.gl/maps/3V8Ex4PzHE9R8hHeA</p> 	<p>Emergency medical service & fire brigade 112</p> <p>Non-emergency medical service (doctor on call) 116 117</p> <p>Toxic substance emergency (for Lower Saxony) 0551 / 192 40</p> <p>Police 112</p>



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