

UNIVERSIDAD DE CANTABRIA
LLP-ERASMUS 2010-2011
STAFF TRAINING WEEK

Dates: 16-20 May 2011

Target Groups: IRO Officers, Library Staff, Student Services Staff

Venues:

International Office
Faculty of Economics & Law, first floor

Sala de Reuniones del Consejo Social
Faculty of Economics & Law, second floor

FINAL WORK PROGRAMME

DAY 1, 16 May 2011: Meeting Point International Office at 9.45

Venue: Sala de Reuniones del Consejo Social

- 10.00 Opening Session: welcome words by Federico Gutiérrez-Solana, Rector and Miguel Angel Serna, Vice-Rector for International Relations.
- 10.15 Who is who: informal presentation of participants.
- 10.30 Institutional presentation of the University of Cantabria: focus on internationalization strategy and International Campus of Excellence (Ms Gemma Castro)
- 11.30 Coffee Break
- 12.00 Presentations of Partner Universities.
Time for discussion.

DAY 2, 17 May 2011

Venue: Sala de Reuniones del Consejo Social

- 9.30 Presentation of UC Student Services
- SOUCAN: Orientation Students Service (Ms Mercedes Herran)
 - COIE: Career Orientation Centre (Mr Roberto Revuelta)
 - Academic Affairs: administrative procedures and services for students at faculty and departmental levels (Mr Carlos Fernández-Argüeso)
- Time for discussion
- 11.30 Coffee Break
- 12.0 Campus tour
- CEFONT: e-learning courses and projects (Mr Iván Sarmiento & Mr Sergio Martínez)
 - BUC: Presentation of the University Library and services for the university community (Ms María Jesús Saiz Vega)
 - I + D Laboratories: Robotics & Photonics demonstrations (Prof. Llata & Prof. Cobo)
- 14.00 Free afternoon

Time for arranged visits:

.Cornelia Marx: Prof. Fioravanti, International Coordinator 11.0 (16.00 to 16.30, room 0055, Faculty of Sciences, ground floor).

DAY 3, 18 May 2011 (IRO GROUP)

Venue: Sala de Reuniones del Consejo Social

9.30 IRO Structure at the UC and tasks

- Student Mobility (Ms Agueda Sánchez)
Outgoing mobility: organization, facts and figures.
Incoming mobility: organization and services for exchange students
 - Accommodation
 - Orientation Programme
 - Spanish courses
 - IT services
 - Academic Assessment
 - Leisure programme
- Teaching and Non-Teaching Mobility (Ms Gemma Castro)
- Internships and EURAXESS Programme (Mr Pablo Díaz)

Time for discussion

11.30 Coffee Break

12.00 Internationalisation at home

- Diplomas in English
- English Training for Teachers and students

Discussion

Time for arranged visits:

.Didier Bellefleur: Prof. Iñaki Tejero (14.00, old building School of Civil Engineering)

.Irene Peres: Communication Service 09.30-11.15, Rectorate Building, 1st floor).

DEPT. & FACS STAFF: meeting point IRO at 9.15

9.30-13.30 Work session at School of Industrial Engineering (Mr Carlos Fernández-Argüeso)

LIBRARY STAFF: meeting point IRO at 9.15

9.30-13.30 Work session at Main University Library (Ms María Jesus Saiz Vega)

DAY 4, 19 May 2011

Venue: Sala de Reuniones del Consejo Social

09.30 Presentation of the UC Cooperation Area (Ms Lucía Llano)

- Cooperation with third countries-strategy and projects

10.30 Informal discussion: Internal Quality Systems at home (Ms Belén Navalón)

- ECTS Label & Diploma Supplement Label & European Grading Scale (Ms Gemma Castro)

- 11.30 Coffee Break
- 12.30 Visit to Cantabria Scientific & Technological Pole-PCTCAN and Cantabria Coastal and Ocean Basin installations (CCOB)- (Ms Carolina Echévarri). Bus from university at 12.15, meeting point: main hall Faculty of Economics.
- 14.00 Free afternoon

DAY 5, 20 May 2011

Venue: Sala de Reuniones del Consejo Social

9.30 Language Centre-CIUC (Prof. Hillary Davenport)

- Structure and strategy
- Study Abroad Programmes

10.15 Conclusions

Time for arranged visits:

.Cornelia Marx: Prof. Solorzano, International Coordinator 08.3 (12.00 to 12.30, room 134, Inter-Faculty Building, first floor).