

MINUTES OF ERASMUS+ BOOST/ Boosting Armenian Universities Internationalization Strategy & Marketing Coordination Meeting, Barcelona, Spain

<b>Meeting/Project Name:</b>	ERASMUS+ BOOST/ 573975-EPP-1-2016-1-AM-EPPKA2-CBHE-SP		
<b>Date of Meeting:</b> (MM/DD/YYYY)	22/02/2018	<b>Time:</b>	14:00-17:30
<b>Meeting Facilitator:</b>	Kristina Tsaturyan	<b>Venue:</b>	UPC

### 1. Meeting Objective

- Coordination Meeting

### Consortium partners:

Name	Institution
Kristina Tsaturyan	ASPU
Anahit Ordyan	AUA
Anahit Farmanyanyan	Shirak State University
Narine Avetisyan	YKSC
Aradi Avanesov	YKSC
Gohar Dokholyan	Vanadzor State University
Robert Sukiasyan	MoES
Tatevik Gharibyan	MoES
Gayane Harutyunyan	ARMENIC
Toni Florencio	UPC
Vicenc Fernandez	UPC
Berenice Martin	UPC
Ana Aganta Lucas	IST
Graca Pereira	IST
Mirko Varano	KTH
Viktor Kordas	KTH
Marina Casals	URV
Madli Krispin	TUT, Project Manager



The purpose of the meeting was to:

- Present the outcomes and achievements of the project
- Discuss in details the ongoing and upcoming activities of the working packages of the project;
- To set deadlines for certain outcomes

The consortium partners participating in the coordination meeting were 18 representatives from the Universities of Armenia, Spain, Portugal, Sweden, Estonia, the Ministry of Education and Science of Armenia and the National Information Center for Academic Recognition and Mobility.

### **22, February, 2018**

The coordination meeting launched with the opening speech of ASPU Head of the International Cooperation Unit, Kristina Tsaturyan. She introduced the participants the aim of the coordination meeting and the main points to be discussed. She indicated that activities implemented within the frame of each work package will be represented separately to understand the state of the art of the project and to set the deadlines correspondingly:

#### **WP1. To develop comprehensive national Internationalization policy framework and tools for facilitating the internationalization practices in Armenia-**

**1.1. Higher Education Institutions to review the Internationalization Processes and Policy Framework.** Within the frames of 1.1 of WP1 the consortium partners have used HARMONY Inter-project coaching results and outcomes of study tour in Sweden, they have reviewed national policy on Higher Education and how it is interconnected with internationalization issues as well as several experiences of different countries.

**1.2 Benchmarking analysis on internationalisation practices-** Apart from the HARMONY project results practices of Estonia, Russia, UK and Sweden were also reviewed and a small benchmarking analysis was conducted based on that. The benchmarking report was sent to consortium partners for review. Taking into account the recommendations and comments the benchmarking report was updated.

**1.3 Comprehensive 5-year national internationalisation strategy-** During the Coordination meeting held in November a working group was formed to work on national internationalization strategy. The results of world cafe method implemented during the national open conference were sent to KTH who made a summary report on the discussions. And based on this and benchmarking report the first draft of national internationalization strategy was developed and presented to consortium partners after the training session. Based on the comments and recommendations the

draft will be reviewed and updated accordingly and sent to partners for further comments. **The deadline for the final version was set June, 2018.**

**1.4 National model for the description of study programs of Armenia & guidelines to HEIs** – A working group was formed to work on developing study programs and guidelines to HEIs during the coordination meeting held in November. The group has developed 3 draft documents: “Why study in Armenia?”, an academic program template and a Course description template. The documents were discussed during the local coordination meeting held on 12 February, 2018 and sent to partners for review. Based on the comments and recommendations the documents will be reviewed and updated. A guideline to HEIs will be produced as well by the working group. **The deadline for finalizing the documents was set June, 2018.**

**WP2. To create National Platform for Internationalisation in Higher Education and online tools for mapping and benchmarking the internationalisation processes-**

**2.1 Set of indicators to measure and compare the performance in HEIs for internationalisation-** Another working group has been formed during the coordination meeting held in November to develop the indicators. The group has submitted the first draft of indicators. The documents consist of a set of indicators in diverse fields. The further work on indicators depends on the goals and objectives set on the national level.

**2.2 Focus-groups in each Partner HEI and 2.3 Case-studies-** Concerning this point the consortium partners had a long and profound discussion on whether to do case studies or best practices and came up with the idea of developing best practices. It was agreed that EU Partners will send the template to use for the best-practice models, meanwhile the AM Partners will identify the topics for the best practices. Following the submission of the topics to EU Partners, the EU best practices will be prepared for the Project and integrated into the website.

**2.4 Website with an integrated National Platform-** Regarding the national platform the Armenian partners will have a meeting with an Armenian organization which is involved in education and especially technologies in education. During the meeting it will be possible to understand whether it's feasible to develop the indicators and integrate into that platform. If not plan B will be developed on creating another website or there will be software installed in the universities. **The deadline was set by the end of the year.**

After a hot discussion on WP2 the group agreed on that the working group will continue developing the set of indicators based on the 6-7 indicators provided by KTH. The issue of National platform will be solved after meeting the Armenian organization. Armenian partners will send the list of the topics of best practises to European partners for feedback. **The deadline is mid- March, 2018 and the time given for feedback is 2 weeks.**



**WP3. To build capacities of ICO staff of HEIs, MoES and social partners on strategic management, marketing and cultural challenges and implementation of credit mobility-**

**3.1 To develop training plan strategic management, marketing, cultural challenges & implementation of credit mobility-** 3 trainings have been planned. The first one on SIP was already organised in UPC, Barcelona between the periods 19-23 February, 2018. Second one on marketing and cultural challenges of HEIs will be organised between the periods 18-22 June, 2018 in IST, Portugal. The dates were agreed on during the coordination meeting in November. The last training on the implementation of credit mobility will be organised in TUT, Estonia. The participants agreed on to organise it in October 22-26, 2018. On 25<sup>th</sup> of October a coordination meeting will be held as well.

**3.5 In-house trainings at each Partner HEI with participation of ICO staff outside of the Project Consortia.** In-house trainings will be organised in Armenia outside the consortium after each training. The dates of the first in-house trainings will be finalized during the post training coordination meeting to be held in Armenia. Each university will set certain dates and disseminate it among the partners and outside the consortium.

**WP4 To create ICO resources & service-oriented centers at the Armenian HEIs**

**4.1 Organise study tour for operational capacities of ICOs-** A one-week study tour will be organised in URV, Spain. The preliminary date was set **January, 2019**. The suggestion will be sent to all participants to set the final dates.

**4.2 Specify list of functions, services provided and internal communication- this point refers to the functions and services of international cooperation units.** After the study tour to URV the functions and internal communication of ICOs will be reviewed and some functions may be removed or added or decentralized correspondingly.

**WP5. Dissemination-** During the coordination meeting held in November AUA made a presentation on dissemination and the dates for the upcoming open conference to be organised by Vanadzor State University was set April and an international conference in June. But during the small coordination meeting in Armenia held on 12 February, 2018 participants suggested joining the open and international conferences and organise either in April or in June. After long discussions the participants agreed on organising the open and international conferences separately. ASPU will doodle the date for open conference **/June/** during which the national internationalisation strategy will be also discussed and international conference **/the week of September 24/**. After the doodle the consortium partners will come up with the final dates.

**WP6. Management.**

**Monitoring report-** Kristina Tsaturyan mentioned that based on the monitoring report comments all the partners should strengthen their contribution to the project. She also mentioned that all the misunderstandings have been solved with EACEA. A letter has been sent to EACEA to clarify 2 points: involvement of VSU in the Project and financial management issues. EACEA has sent apology letter for naming VSU as sleeping partner due to some misunderstanding during the Monitoring visit.

## **WP7. Quality Management**

Maria da Graca Silva from IST has mentioned that the QA strategy along with the annexes have been finalized and sent to all the Partners. The QA officers should fill in the annexes on the implementation of each WP mentioning the accomplishments, drawbacks and the reasons for each of the delay.

Additionally, she has added, that some members of the Consortium haven't completed the post-event survey for the open conference and coordination meeting in November. The results should be finalized the soonest possible and the Partners have been asked to complete the survey once they are back to Yerevan.

### ***The main points highlighted and next steps:***

- To submit the final version of national internationalization strategy **by June, 2018,**
- To submit the final versions of Why study in Armenia document, academic program template, course description template & guidelines to HEIs **by June, 2018;**
- Instead of case studies to develop best practices/**due date April, 2018/;**
- To come up with the solution of National Platform issue by the end of the year;
- Organize training on marketing and cultural challenges within HE Internationalization in Portugal on **18-22, June, 2018;**
- Organize training on implementation of Credit Mobility in Partner Countries in Tallinn, Estonia in **22-26 October of 2018;**
- To organize a one-week study tour in URV, Spain. /**preliminary due date January, 2019/;**
- To organize an open conference in Armenia **in June** and International Conference **in September.**

### **Immediate action:**

- EU partners to send the International Mobility reports with the supporting documents to ASPU;
- Armenian partners to organise a meeting with the Armenian organization concerning the National Platform issue.
- ASPU to organise a post training coordination meeting to discuss the dates of in-house trainings and other issues.
- AM Partners to complete the November post-event survey;



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- QA Officers to start completing the QA evaluation template.
  - Armenian partners to send the topics of best practices to European partners /**due date by mid-March, 2018**/
  - European partners to send a template on best practices and feedbacks /**due time 2 weeks**/.
  - IST to send a post- training evaluation /due date **2 weeks**/