

## MØTEPROTOKOLL

### Internasjonalt Utvalg

Dato: 08.12.2023 kl. 12:00-15.00

Sted:

Arkivsak: 22/00057

Tilstede: Levi Gårseth-Nesbakk, Anna Viktoria Bjørsvik, Yun Victoria Imislund, Ingjerd Gåre Kymre, Viviane Paulette Verlhac Trichet, Maria Bogren,

Møtende  
varamedlemmer:

Forfall: Representatives from International Student Union (ISU)

Andre: Wenche Rønning (on behalf of Faculty of Education and Arts), Mathilde Lyngøy Hultgren (on behalf of Faculty of Social Sciences), Ole Christian Tidemann (on behalf of Faculty of Social Sciences), Elena Popova, Kai-Martin Johnsen, Jose Antonio De Pool Moran, Tor Eivind Aaneland (delvis møtt)

Protokollfører: Ida Charlotte Jakobsen, Ivan Cernicky

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Online, 08.12.2023

Levi Gårseth-Nesbakk  
Møteleder

## **20/23 Approval - notice of meeting and agenda, meeting 5/23**

Behandlet av	Møtedato	Saknr
1 Internasjonalt Utvalg	08.12.2023	20/23

### **Forslag til vedtak:**

The International Committee approves the notice of meeting and agenda for meeting 5/23

### **Vedtak**

The International Committee approves the notice of meeting and agenda for meeting 5/23

## **21/23 Approval of protocol from meeting 4/23**

Behandlet av	Møtedato	Saknr
1 Internasjonalt Utvalg	08.12.2023	21/23

### **Forslag til vedtak:**

The International Committee approves the protocol from meeting 4/23.

### **Møtebehandling**

The Committee chair commented on the overview of the committee members, reminding the secretaries to update the list in case any new members were nominated. This applies for new representatives of the international students and the representative from the Faculty of Social Sciences. Mathilde Lyngøy Hultgren and Ole Christian Tidemann will represent Faculty of Social Sciences until a new member is nominated.

The Committee meeting dates for 2024 was changed due to conflict with other Committee meetings.

The meeting scheduled for 7<sup>th</sup> of February 2024 12.00-15.00 is changed to 5<sup>th</sup> of February 2024, 11.00-14.00.

The meeting scheduled for 10<sup>th</sup> of April 2024 will be changed, but it was not agreed on in the meeting. Three new dates are proposed by email to all members, with a response deadline of 15<sup>th</sup> of December 2024.

The meeting scheduled for 5<sup>th</sup> of June 2024 12.00-15.00 is changed to 12<sup>th</sup> of June 12.00-15.00.

### **Vedtak**

The International Committee approves the protocol from meeting 4/23.

## **22/23 Long-term agenda**

Behandlet av	Møtedato	Saknr
1 Internasjonalt Utvalg	08.12.2023	22/23

### **Forslag til vedtak:**

The International Committee approves the following long-term agenda for upcoming committee meetings:

#### **7<sup>th</sup> of February 2024**

- Budget 2024, accounts 2023
- SEA-EU annual report
- Mobility status report
  - Incoming spring 24
  - Outgoing spring 24
  - Outgoing applications
  - Staff mobility applications
- Exchange promotion plan
- Faculty reports on plan for strategic funding for 2024
- Establish working group for international week 2024
- Final update on staff seminar 2024
- Project report opt-out.

#### **10<sup>th</sup> of April 2024**

- Report student survey 2024
- SEA-EU report
- Evaluation of staff seminar 2024
  - Establish working group for staff seminar 2025
- Upcoming events: SEA-EU Governing week + Arctic Congress
- Erasmus+ staff mobility – call for applications May 2024
- Application for Erasmus+ funding (KA131 + KA171)
- Admission international degree students

#### **5<sup>th</sup> of June 2024**

- SEA-EU report
- Faculty reports on current semester packages and exchange offers.
- Progress report International Week 2024

### **Møtebehandling**

Two items were added to the long-term agenda: Update on SEA-EU Governing week and Arctic Congress for the February meeting, and Update on the Business School's accreditation

process for the June meeting. The meeting dates are also updated in accordance with case 21/23.

### **Vedtak**

The International Committee approves the following long-term agenda for upcoming committee meetings:

#### **5<sup>th</sup> of February 2024**

- Budget 2024, accounts 2023
- SEA-EU annual report
- Mobility status report
  - Incoming spring 24
  - Outgoing spring 24
  - Outgoing applications
  - Staff mobility applications
- Exchange promotion plan
- Faculty reports on strategic funding: accounts for 2023, budget for 2024
- Establish working group for international week 2024.
- Final update on staff seminar 2024
- Project report opt-out.
- Update on SEA-EU Governing Week and Arctic Congress

#### **April 2024 – Date to be confirmed.**

- Report student survey 2024
- SEA-EU report
- Evaluation of staff seminar 2024
  - Establish working group for staff seminar 2025.
- Upcoming events: SEA-EU Governing week + Arctic Congress
- Erasmus+ staff mobility – call for applications May 2024
- Application for Erasmus+ funding (KA131 + KA171)
- Admission international degree students

#### **5<sup>th</sup> of June 2024**

- SEA-EU report
- Faculty reports on current semester packages and exchange offers.
- Progress report International Week 2024
- Update on the Business School's accreditation process

## **23/23 International Committee annual cycle**

Behandlet av	Møtedato	Saknr
1 Internasjonalt Utvalg	08.12.2023	23/23

### **Forslag til vedtak:**

The International Committee approves the proposed new annual cycle for 2024.

### **Møtebehandling**

The representative from the Business School requested that all members be sent a pdf copy of the Annual cycle.

The Committee chair proposed that the Business School should inform about the accreditation process during the June meeting, which was accepted by the representative. The long-term agenda is updated accordingly.

The Committee chair further proposed a report from two annual conferences the faculty and International Office representatives attend during the year: NAFSA and EAIE. A report from the participation is to be presented in the last meeting of 2024.

It was specified that the accounts from faculty strategic resources should be delivered at the first meeting of calendar year.

### **Vedtak**

The International Committee approves the proposed new annual cycle for 2024, with the addition of "Faculty strategic funding accounts" to the first meeting, an update on the Business School's accreditation process in June, and "Reports from conferences" to the last committee meeting of 2024.

## **24/23 Call for applications: Erasmus+ staff mobility**

Behandlet av	Møtedato	Saknr
1 Internasjonalt Utvalg	08.12.2023	24/23

### **Forslag til vedtak:**

The International Committee approves the following call for applications for Erasmus+ staff mobility:

Nord University is allocated Erasmus+ funds for European countries (EU and EEA, as well as Serbia, North-Macedonia, and Turkey). Members of staff at Nord University can be awarded grants for work-related travels to these countries.

All members of staff at Nord University are eligible to apply for an Erasmus+ grant, regardless of type of employment or department NB! PhD-candidates are encouraged to apply for Erasmus+ student grants.

The grant amount varies according to length of stay and host country. Any incurring travel costs exceeding the grant amount must be covered by the employee's department at Nord, and Erasmus+ staff mobility grants are therefore only awarded for travels that are approved by relevant office manager.

Each call for application has a limited mobility window (period of when the granted staff mobility must be realized).

This call also opens for applications to some countries and partner institutions outside Europe:

- Brazil
  - Instituto federal de educação Rio Grande do Sul (IFRS) *HHN*
  - Universidade Estadual de Campinas (UNICAMP) *FBA, HH*
  - Universidade Federal do Espírito Santo (UFES) *FBA*
- The US
  - Augustana University *FSH*
- The UK
  - University of Hull *FLU*
  - University of Stirling *FBA, FSV*

Applications to these institutions are open to all staff for training mobility. Teaching mobility is restricted to the faculties who own the agreements (see above).

### **The following will be prioritized in this call:**

- Mobility to existing partner institutions
- Mobility that contributes to increased student mobility
- Mobility that contributes to increased internationalization at home
- Mobility that contributes to increased competency within the employee's area of responsibility
- Mobility that contributes to increased intercultural competency and improved language skills at the individual level.



**Additional criteria:**

- Length of stay:
  - For European mobility: 2-10 working days, plus up to 2 travel days.
  - For mobility to Brazil, the US, or the UK: 5 days, plus up to 2 travel days.
- Applicants must have a minimum position of 50% at Nord University
- Applicants must upload the mobility agreement to their application. See templates below (STT for training, STA for teaching).
- The mobility agreement must include the following information when applying:
  - Dates of mobility
  - Planned activities.
  - Signature from supervisor (preferably also from the partner institution, but not a requirement)
- Period of travel: from March 1<sup>st</sup> until September 15<sup>th</sup>, 2024.
  - *NB! For mobility to Brazil, the US, or the UK the mobility must be realized before July 1<sup>st</sup>, 2024.*

**Selection process:**

- Applicants will undergo an internal selection process at their faculty/unit.
- Allocations will be made in accordance with budget and prioritization from faculty/unit.
- Applicants will get a response to their application no later than 4 weeks after the application deadline

Apply here: (insert link)

Application deadline: **January 20<sup>th</sup>, 2024.**

Contact information:

Ida Charlotte Jakobsen, Acting head of international office

[Ida.c.jakobsen@nord.no](mailto:Ida.c.jakobsen@nord.no) // +47 75 51 78 22

**Møtebehandling**

The International Coordinator from the Faculty of Bioscience and Aquaculture brought up the possibility to extend the deadline. The International office brought attention to the administration time needed to process applications after the deadline and the importance of keeping the two annual deadlines to secure predictability for the calls. The committee agreed to push the deadline to the first business day after the 20<sup>th</sup> of January, making the deadline the 22<sup>nd</sup> of January 2024.

**Vedtak**

The International Committee approves the proposed call for applications for Erasmus+ staff mobility, with a change in deadline from 20<sup>th</sup> of January 2024 to the 22<sup>nd</sup> of January 2024.

## **25/23 Outgoing Exchange Student Survey**

Behandlet av	Møtedato	Saknr
1 Internasjonalt Utvalg	08.12.2023	25/23

### **Forslag til vedtak:**

The International Committee approves the proposed project of running an outgoing exchange student survey.

### **Møtebehandling**

The international coordinator from the Faculty of Bioscience and Aquaculture added to the discussion that the faculty and the International Office is collaborating to create a survey for collecting data on the experiences of incoming international students.

The first secretary suggested an open-ended question at the end of the survey to allow the participants to express any other thoughts they may have on exchange.

The Committee chair asked whether such surveys were planned to be annual, which was confirmed by the International Office.

### **Vedtak**

The International Committee approves the proposed project of running an outgoing exchange student survey.

## **26/23 International alumni**

Behandlet av	Møtedato	Saknr
1 Internasjonalt Utvalg	08.12.2023	26/23

### **Forslag til vedtak:**

The International Committee decides that the working group continue its work to explore the structure of a potential international alumni network and present a proposal in Committee meeting 2/24 (April 10<sup>th</sup>, 2024).

The working group should look at the following:

- Structure of the network
- Content
- Content production
- Value for the alumni and Nord University
- Ownership of the network

### **Møtebehandling**

The Committee chair expressed enthusiasm about the project and stressed that the proposal, which the working group is to present in committee meeting 2/24, should be precise and clarify how the work with alumni can continue. The possibility of setting up an advisory board was proposed.

### **Vedtak**

The International Committee decides that the working group continue its work to explore the structure of a potential international alumni network and present a proposal in Committee meeting 2/24 (April 2024).

The working group should look at the following:

- Structure of the network
- Content
- Content production
- Value for the alumni and Nord University
- Ownership of the network

<u>Saknr</u>	<u>Arkivsak</u>	<u>Tittel</u>
43/23	22/00057-176	Strategic funding for Internationalization
44/23	22/00057-175	Agenda 2024
45/23	22/00057-166	Innspillrunde - forslag til innretning og innhold for stipendprogram for studenter fra utviklingsland (proposal for scholarship scheme for students from developing countries) - HK-Dir./Norad
46/23	22/00057-171	Evaluation of the International Week 2023
47/23	22/00057-164	Staff seminar internationalization 2024
48/23	22/00057-172	Mobility status report
49/23	22/00057-173	Protocols from the local international committees, meeting 5/23
50/23	22/00057-177	Any Other Business (AOB)

#### **43/23: Strategic funding for Internationalization**

The Faculty of Social Sciences reported that the strategic funds were used for PhD and staff mobility.

The Faculty of Education and Arts reported that the strategic funds were used to attend the EAIE conference, a delegation to Malta University and PhD students' mobility to the UK.

The Business School reported that almost all strategic funds were allocated to the international accreditation project.

The Faculty of Nursing and Health Sciences reported that the funds were used to employ an additional international coordinator and to attend the NAFSA conference.

The Faculty of Bioscience and Aquaculture reported that the funds are used to employ the full-time position of the international coordinator, attending NAFSA, EAIE, student short term mobility and staff partner visits.

The first secretary proposed that all faculties report on the accounts for 2023 and the budget for 2024, in the first committee meeting in 2024. A template of reporting will be sent to all faculties.

The Committee chair asked about the faculties' plan to finance internationalization after the period of strategic funding (2022-2025). Faculties commented they will continue funding internationalization from own resources in comparable degrees. The first secretary suggested it could be prudent to use the strategic funds while available to explore possibilities for external funding.

#### **44/23 Agenda 2024:**

The first secretary drew attention to the Erasmus+ conference in Bodø in November and encouraged all faculties to make a note of this in their calendars.

**45/23: Innspillrunde - forslag til innretning og innhold for stipendprogram for studenter fra utviklingsland (proposal for scholarship scheme for students from developing countries) - HK-Dir./Norad**

The Business School suggested that degree students from outside the EU/EEA might possibly receive funding from the private sector, specifically international companies with local interest, e.g. Ikea. The first secretary commented that it might be worth finding out in which companies Nord's previous international degree students, that are still in Norway, are employed. The Faculty of Bioscience and Aquaculture informed that the faculty is currently exploring such possibilities for their master's program.

**46/23: Evaluation of the International Week 2023**

The first secretary emphasized it would be useful for the faculties to have working group member nominations ready by the February meeting, to enable the work to start early.

**47/23: Staff seminar internationalization 2024**

The Business School pointed out that the winter holiday is in week 8 and 9, which could interfere with the recruitment of participants to the seminar. The working group and Committee chair will look at an alternative date for the seminar.

**48/23: Mobility status report**

The international coordinator at the Faculty of Bioscience and Aquaculture expressed satisfaction with the faculty's number of incoming exchange students and suggested that the high percentage of international staff and consequently the number of courses taught in English helps to achieve such numbers. He also mentioned that the faculty is evaluating the possibility of advertising Norwegian taught courses taught in Steinkjer, to students from Scandinavian countries.

The Faculty of Social Sciences commented that the faculty expects to improve their offer of courses for exchange students and hopes to receive more of them in the future.