

Internasjonalt Utvalg

Dato: 05.02.2024 11:00

Sted: Teams

Notat:

Eventuelle forfall meldes sekretæren på mobil evt.
på e-post ida.c.jakobsen@nord.no.
Varamedlemmer skal ikke møte uten særskilt innkalling.

29.01.2024

For leder i Internasjonalt Utvalg, Levi Gårseth-Nesbakk

Ida Charlotte Jakobsen
Kontorsjef

Saksliste

Vedtaksaker

1/24 Approval notice of meeting and agenda, meeting 1/24	3
2/24 Approval of protocol from meeting 5/23	4
3/24 International Committee Accounts 2023, Budget 2024	18
4/24 SEA-EU: Nord's commitment	22
5/24 International Week 2024	30
6/24 Debriefing After Exchange from Nord	31
7/24 Annual cycle for student exchange	33

Orienteringssaker

1/24 Opt out: the pilot. Finishing report	36
2/24 Action plan for Education 2021-2025 . Objective 3: Internationally oriented education	51
3/24 Mobility status report: Staff mobility	54
4/24 Mobility status report: Student mobility	60
5/24 Update Staff seminar internationalization 2024	65
6/24 Faculty report: strategic funding for internationalization	68
7/24 Update on Arctic Congress 2024	76
8/24 Update on SEA-EU Governing Week	78
9/24 Protocols from local international committees	79
10/24 Any other business	90

Arkivsak-dok. 22/00057-180
Saksansvarlig Levi Garseth-Nesbakk
Saksbehandler Ivan Cernicky

APPROVAL NOTICE OF MEETING AND AGENDA, MEETING 1/24

Forslag til vedtak:

The International Committee approves the notice of meeting and agenda for meeting 1/24.

Arkivsak-dok. 22/00057-184
Saksansvarlig Levi Garseth-Nesbakk
Saksbehandler Ivan Cernicky

APPROVAL OF PROTOCOL FROM MEETING 5/23

Forslag til vedtak:

The International Committee approves the protocol from meeting 5/23



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

SAKSKART			Side
Vedtaksaker			
20/23	22/00057-168	Approval - notice of meeting and agenda, meeting 5/23	3
21/23	22/00057-169	Approval of protocol from meeting 4/23	4
22/23	22/00057-163	Long-term agenda	5
23/23	22/00057-167	International Committee annual cycle	7
24/23	22/00057-165	Call for applications: Erasmus+ staff mobility	8
25/23	22/00057-170	Outgoing Exchange Student Survey	10
26/23	22/00057-174	International alumni	11
Orienteringssaker			

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 7th of February 2024 12.00-15.00 is changed to 5th of February 2024, 11.00-14.00.

The meeting scheduled for 10th 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 15th of December 2024.

The meeting scheduled for 5th of June 2024 12.00-15.00 is changed to 12th 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:

7th 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.

10th 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

5th 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:

5th 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

5th 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 1st until September 15th, 2024.
 - *NB! For mobility to Brazil, the US, or the UK the mobility must be realized before July 1st, 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 20th, 2024.**

Contact information:

Ida Charlotte Jakobsen, Acting head of international office

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 20th of January, making the deadline the 22nd of January 2024.

Vedtak

The International Committee approves the proposed call for applications for Erasmus+ staff mobility, with a change in deadline from 20th of January 2024 to the 22nd 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 10th, 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.

Arkivsak-dok. 22/00057-186
Saksansvarlig Levi Gårseth-Nesbakk
Saksbehandler Ida Charlotte Jakobsen

INTERNATIONAL COMMITTEE ACCOUNTS 2023, BUDGET 2024

Forslag til vedtak:

The International Committee approves the accounts for 2023 and the budget for 2024.

Sammendrag

The International Committee's accounts for 2023 and Budget for 2024 are enclosed. The budget reflects fixed costs only.

Saksframstilling

The budget for 2024 shows estimates of fixed costs.

5301: Payment of student representatives

7191: Travelling costs for student representatives to one physical meeting

6862: Meeting costs

7401: Institutional membership fees for University of the Arctic (UArctic) and Southern African - Nordic Centre (Sanord).

7414: Financial support to the International Student Union (ISU) Bodø (70,000 NOK) + 30,000 NOK Levanger, pending establishment of ISU Levanger.

9182: International Week 2024

The budget for 2024 is reduced compared to the budget for 2023 with 8,500 NOK. This is a result of a reduction in the financial support to the establishment of ISU Levanger, reduction in meeting costs and a small reduction in travelling costs for students, as the number of physical meetings per year is reduced by half, and no budget for student assistants.

Other posts have increased due to inflation and price adjustments. Additionally, the budget for 2024 has a post ear marked for International Week.

Vedlegg:

International Committee Accounts 2023

International Committee Budget 2024

International Committee Budget 2024

Resultat								
Søk	Detaljnivå	Alle nivåer	Kopiere til utklippstavlen					
#	Konto	Konto (T)	Prosjekt	Arbordre	Arbordre (T)	Budsjett	Rev. budsjett	Avvik rev bud.
1	5301	Honorar styrer, råd og utvalg	122400	122400-100	Internasjonalt utvalg	40 000,00	0,00	0,00
—	Σ3	24	Andre godtgjørelser	122400-100	Internasjonalt utvalg	40 000,00	0,00	0,00
—	Σ2	2	Lønnskostnader	122400-100	Internasjonalt utvalg	40 000,00	0,00	0,00
4	7191	Reisekostnad studenter	122400	122400-100	Internasjonalt utvalg	9 000,00	0,00	0,00
—	Σ3	37	Reisekostnader	122400-100	Internasjonalt utvalg	9 000,00	0,00	0,00
6	6862	Møtekostnader	122400	122400-100	Internasjonalt utvalg	3 500,00	0,00	0,00
7	7401	Kontingent	122400	122400-100	Internasjonalt utvalg	95 000,00	0,00	0,00
8	7414	Tilskudd studentorganisasjoner	122400	122400-100	Internasjonalt utvalg	100 000,00	0,00	0,00
9	9182	Andre varer og tjenester, belastet	122400	122400-100	Internasjonalt utvalg	15 000,00	0,00	0,00
—	Σ3	38	Øvrige driftskostnader	122400-100	Internasjonalt utvalg	213 500,00	0,00	0,00
—	Σ2	3	Drift og investering	122400-100	Internasjonalt utvalg	222 500,00	0,00	0,00
—	Σ1			122400-100	Internasjonalt utvalg	262 500,00	0,00	0,00
Σ						262 500,00	0,00	0,00
						Tid utført 25.01.2024 13.06.35	Antall rader 12	

International Committee accounts 2023.

Resultat										
Søk										
Detaljnivå										
Alle nivåer										
Kopiere til utklippstavlen										
#	Konto	Konto (T)	Prosjekt	Arbordre	Arbordre (T)	Beløp	Budsjett	Rev. budsjett	Avvik rev bud.	
1	5106	Engasjert personale/ekstrahjelp	122400	122400-100	Internasjonalt utvalg	0,00	10 000,00	10 000,00	10 000,00	
—	Σ3	23	Lønn variabel	122400-100	Internasjonalt ut...	0,00	10 000,00	10 000,00	10 000,00	
3	5301	Honorar styrer, råd og utvalg	122400	122400-100	Internasjonalt utvalg	34 424,00	40 000,00	40 000,00	5 576,00	
—	Σ3	24	Andre godtgjørelser	122400-100	Internasjonalt ut...	34 424,00	40 000,00	40 000,00	5 576,00	
5	5401	Arbeidsgiveravgift av innberettet lønn, honorarer og gruppeliv	122400	122400-100	Internasjonalt utvalg	2 440,61	4 000,00	4 000,00	1 559,39	
—	Σ3	26	Arbeidsgiveravgift og pensjonspremie	122400-100	Internasjonalt ut...	2 440,61	4 000,00	4 000,00	1 559,39	
—	Σ2	2	Lønnskostnader	122400-100	Internasjonalt ut...	36 864,61	54 000,00	54 000,00	17 135,39	
8	7191	Reisekostnad studenter	122400	122400-100	Internasjonalt utvalg	0,00	10 000,00	10 000,00	10 000,00	
—	Σ3	37	Reisekostnader	122400-100	Internasjonalt ut...	0,00	10 000,00	10 000,00	10 000,00	
10	6862	Møtekostnader	122400	122400-100	Internasjonalt utvalg	12 001,00	7 000,00	7 000,00	-5 001,00	
11	7401	Kontingent	122400	122400-100	Internasjonalt utvalg	86 675,25	80 000,00	80 000,00	-6 675,25	
12	7411	Gave til eksterne	122400	122400-100	Internasjonalt utvalg	310,00	0,00	0,00	-310,00	
13	7414	Tilskudd studentorganisasjoner	122400	122400-100	Internasjonalt utvalg	70 000,00	120 000,00	120 000,00	50 000,00	
—	Σ3	38	Øvrige driftskostnader	122400-100	Internasjonalt ut...	168 986,...	207 000,00	207 000,00	38 013,75	
—	Σ2	3	Drift og investering	122400-100	Internasjonalt ut...	168 986,...	217 000,00	217 000,00	48 013,75	
—	Σ1			122400-100	Internasjonalt utvalg	205 850,86	271 000,00	271 000,00	65 149,14	
Σ						205 850,86	271 000,00	271 000,00	65 149,14	
							Tid utført	25.01.2024 13.11.15	Antall rader	16

Arkivsak-dok. 22/00057-183
Saksansvarlig Levi Gårseth-Nesbakk
Saksbehandler Ida Charlotte Jakobsen/Tove Holm

SEA-EU: NORD'S COMMITMENT

Forslag til vedtak:

The International Committee commit to actively participate in the ambition of the SEA-EU Alliance

Sammendrag

Skriv her.

Saksframstilling**Bakgrunn**

SEA-EU is a European University Alliance that aims to strengthen cooperation in education and research across national borders in Europe. Motto: "Living sustainably, by, from and with the sea".

The SEA-EU Alliance will strengthen research and education in coastal areas, and promote key areas of cooperation such as internationalization, sustainability, digital transformation, openness, and democracy.

The aim is to become an international role model for interaction within the EU and increasing research activity.

The common denominator for all the universities in the alliance is that they are located by the sea and their high level of expertise in marine and maritime disciplines. Nord University's connection to the High North is important for the university's place in the alliance.

The activities of the alliance are not limited to research and teaching. For example, the alliance seeks to meet a European standard for a "healthy campus", setting a standard for how the universities will facilitate health-promoting measures in physical activity, nutrition, and mental health. The alliance also promotes inclusion, diversity, and gender equality.

(<https://www.nord.no/en/about/international-collaboration/sea-eu>)

The alliance works according to six Work Packages (WPs). Each of the partners in the alliance is responsible for at least one WP. In addition, the partners contribute to all the WPs for the alliance to achieve its common goals.

WP1 – Governance and Management

Lead: University of Cadiz. Co-Lead: University of Algarve

WP2 – Education and Training

Lead: University of Western Brittany. Co-Lead: Nord University

WP3: Research and Innovation

Lead: Kiel University. Co-Lead: Nord University

WP4: European campus life

Lead: University of Split. Co-lead: University of Gdansk

WP5: Bridging the gap with society

Lead: University of Algarve. Co-lead: Parthenope University of Naples

WP6: Dissemination and Impact

Lead: University of Malta. Co-lead: University of Cadiz

The SEA-EU Alliance is a unique opportunity to further develop Nord University, and to make Nord a more visible and recognized international university.

The project period runs between 16th of January 2023 and 15th of January 2027.

The deliverables during the project period:

DELIVERABLES

- D1.1 PROJECT HANDBOOK (UCA) (APR23)**
- D1.2 UPDATED EDUCATION AND RESEARCH ANALYSIS (UG) (JAN24)**
- D1.3 EACEA PROGRESS REPORT (UCA) (JAN25)**
- D1.4 PROPOSAL FOR LEGAL STATUS (UCA) (NOV26)**
- D2.1 DIGITAL SHARING OF INNOVATIVE TOOLS (NORD) (JUL26)**
- D2.2 REPORT ON THE LEGAL FRAMEWORK FOR EDUCATION AND TRAINING (CAU) (JAN27)**
- D3.1 1ST REPORT ON SECONDMENTS COMPLETED BY MA STUDENTS (CAU) (JAN26)**
- D3.2 2ND REPORT ON SECONDMENTS COMPLETED BY MA STUDENTS (CAU) (JAN27)**
- D3.3 1ST REPORT ON JOINT RESEARCH FRAMEWORK ACTIVITIES (NORD) (JAN25)**
- D3.4 2ND REPORT ON JOINT RESEARCH FRAMEWORK ACTIVITIES (NORD) (JAN26)**
- D3.5 3RD REPORT ON JOINT RESEARCH FRAMEWORK ACTIVITIES (NORD) (JAN27)**
- D4.1 SEA-EU GREEN CHARTER ADDING GREEN DEAL AND SDGS (UG) (JAN26)**
- D4.2 REPORT ON THE SEA-EU DIGITAL TRANSITION (UNIST) (JAN26)**
- D4.3 LANGUAGE POLICY DEVELOPED BY EACH UNIVERSITY (UM) (OCT26)**
- D5.1 GLOBAL GATEWAY DECLARATION (UG) (JAN24)**
- D5.2 1ST PROCEEDINGS OF ANNUAL CONFERENCE "BEING SEA-EU" (UM) (FEB25)**
- D5.3 2ND PROCEEDINGS OF ANNUAL CONFERENCE "BEING SEA-EU" (UM) (JAN26)**
- D5.4 3RD PROCEEDINGS OF ANNUAL CONFERENCE "BEING SEA-EU" (UM) (JAN27)**
- D5.5 REPORT AND PLANNING OF A MARITIME INNOVATION ECOSYSTEM (UPN) (JAN26)**
- D5.6 REPORT ON THE SEA-EU SERVICE TO AND WITH SOCIETY CENTRE (UNIST) (JAN27)**
- D6.1 1ST PUBLICATION 365 DAYS OF SEA-EU (UCA) (NOV23)**
- D6.2 2ND PUBLICATION 365 DAYS OF SEA-EU (UCA) (NOV24)**
- D6.3 3RD PUBLICATION 365 DAYS OF SEA-EU (UCA) (NOV25)**
- D6.4 4TH PUBLICATION 365 DAYS OF SEA-EU (UCA) (NOV26)**
- D6.5 1ST SEA-EU SCI-COMMS REPORT (UAig) (JAN25)**
- D6.6 2ND SEA-EU SCI-COMMS REPORT (UAig) (JAN27)**

The milestones during the project period:

MILESTONES

- MS1.** Establishment of the new SEA-EU reinforced cocreation structure (UCA) (MAY23)
- MS2.** Completion of Mentoring Plan and Accompanying Plan for new partners (UCA) (JUL23)
- MS3.** Elaboration of Internal Reports (1st) (UCA) (JAN24)
- MS4.** Update of the Quality Manual and the Ethics Manual (UNIST) (JAN24)
- MS5.** Development of Digital framework for Personal Data Protection (UNIST) (JAN26)
- MS6.** Creation of the Expert Groups on Quality, Ethics and Data Protection (UNIST) (JUL23)
- MS7.** 1% of SEA-EU staff In physical mobility each year (UBO) (NOV24)
- MS8.** Completed survey (NORD) (OCT23)
- MS9.** Workshop (NORD) (APR24)
- MS10.** SEA-EU Seminar of Innovative and Green and Digital Pedagogy Programme (NORD) (JAN26)
- MS11.** Increase of the elective courses offer (CAU) (JAN25)
- MS12.** Development of a programme in sustainability studies and future skills (CAU) (SEP26)
- MS13.** Accreditation request of three joint degrees (UCA) (JUL24)
- MS14.** Launch of three joint degrees (UCA) (DEC25)
- MS15.** Development of a Lifelong Learning hub (UBO) (MAY26)
- MS16.** Secondment vacancy forum for MA, PhD and Postdocs established (CAU) (JAN25)
- MS17.** Seed funding established at each university (UPN) (MAY25)
- MS18.** Inclusion awarenessraising events (UBO) (APR26)
- MS19.** Development of the Administrative funding framework (CAU) (JAN24)
- MS20.** Launch of the Digital Maturity Assessment methodolog (UNIST) (JAN25)

- MS21.** Creation of a sustainable network composed by sustainable units/teams (UG) (JUL25)
- MS22.** Organisation of a SEA-EU joint sports event (UNIST) (JAN25)
- MS23.** Mainstreaming of the SEA-EU Virtual Tandem Language Exchange -1ST- (UM) (JAN24)
- MS24.** Delivery of future Leadership Forum plan of meetings (UPN) (NOV23)
- MS25.** SEA-EU Congress (UG) (JAN24)
- MS26.** Organisation of Annual Conference 'Being SEA-EU /Coastal' (UM) (SEP24)
- MS27.** SEA -EU Participants' symbiosis (UPN) (JAN24)
- MS28.** Expansion of SEA-EU Observatories (UNIST) (JAN24)
- MS29.** Launching event (UCA) (APR23)
- MS30.** Completion of Communication Strategy (UCA) (JUN23)
- MS31.** Launching of SEA-EU 2.0 website (UCA) (OCT23)
- MS32.** Autonomy of the SEA-EU Communications Office (UCA) (JAN24)
- MS33.** Publication of the SEA-EU Guidelines for good practice in SciComm (UAlg) (JAN24)
- MS34.** An event to celebrate another 4 years of our alliance (UCA) (JAN27)
- MS35.** Elaboration of Internal Reports -2nd- (UCA) (JAN26)
- MS36.** Mainstreaming of the SEA-EU Virtual Tandem Language Exchange -2nd- (UM) (JAN25)
- MS37.** Mainstreaming of the SEA-EU Virtual Tandem Language Exchange -3rd- (UM) (JAN25)
- MS38.** Mainstreaming of the SEA-EU Virtual Tandem Language Exchange -4TH- (UM) (JAN27)
- MS39.** Organisation of Annual Conference 'Being SEA-EU /Coastal' -2nd- (UM) (SEP25)
- MS40.** Organisation of Annual Conference 'Being SEA-EU /Coastal' -3Rd- (UM) (SEP26)

Status today

Each university named one (or several if requested in the project plan) contact/responsible person for each task within March 2023, which Nord University did. There have already been some changes, but as of 25.01.2024, the responsible ones at Nord are the following:

Green: NORD co-lead

Blue: NORD lead

WP	Name	In short about...	
1	Tove Holm	Governance and management	
1.1.	Toril Irene Kringen Anne Ringen-Pedersen	Legal Matters	
1.2	Tove Holm	Monitoring and reporting	
1.3	Toril Irene Kringen Thorbjørn Aakre Cathrine Fredriksen Moe	Data Protection Expert Group; Quality Assurance & QA for joint programmes; Ethics Expert Group	
1.4	Tove Holm	Aligning and amplifying SEA-EU Agenda	
2	Levi Gårseth-Nesbakk	Education and training	
2.1	Monica Brobak Elena Emilova Popova	Mobility	2 per university
2.2	Vivi Marie Lademoen Storsletten & Amsale Kassahun Temesgen	Multidisciplinary: Green & Digital Transition	
2.3	Anne Sofie Andaas Elgseter	Marine Science microcredentials	
2.4	Monica Brobak	Joint programs (BA, MA, PhD)	
2.5	Anne Sofie Andaas Elgseter	Life Long Learning	
2.6	Brynjar Jørstad	Legal expert group (for education and training)	

WP	Name	In short about...	
3	Ketil Eiane	Research and innovation	
3.1	Truls Didriksen	Research collaborations at the master level	
3.2	Irene Andreassen	Research collaborations at PhD and postdoc level	
3.3	Irene Andreassen	Research framework	
4	Lasse Finsås & Margrethe Mørkved Solli	European campus life	
4.1	Anne Jorunn-Berg, Gry Brandser; Guro Skjetne; Leder.sonord@so.nord.no	Equality expert group	2 per University + one student
4.2	Line Kolås	Student participation	
4.3	Lasse Finsås; Randi Stemland	AI Charter expert group	* up to 2 per univ
4.4.	Mathilde Moe Strand	Local sustainability network	
4.5	Eirik Julius Risberg	Health, sport & art	

4.6	Jessica Allen Hanssen	English language	
5	Tanja Ellingsen	Bridging the gap with society	
5.1	Monica Brobak	Stronger partnership – also outside europe	
5.2	Tove Holm	«Being SEA-EU»	
5.3	Hege Stenhammer	Society Hub	
6	Andreas Førde	Dissemination & impact	
6.1	Ellisiv Flatval	Communication strategy	
6.2	Tove Holm	Communication, internal	
6.3	Tove Holm & Umair Najeeb Mughal	Science Communication Expert Group	2 per University

The contact/responsible person for each task from NORD (and all other universities) deliver on what has been agreed upon the meeting of the tasks, to the task leader. The task leader reports to the coordinator of the alliance, University of Cadiz. University of Cadiz report to the EU. The deliverables are reported in writing.

Completed deliverables (M1-M12) (from draft to annual report of the alliance, coordinated by University of Cadiz. *Had not been filled in the annual report draft of the alliance 25.1.2024, which the project manager has uploaded from the reports of each task leader to the coordinator (UCA), for the upcoming annual report of 2023).

Id.	Name	Leader	Approval date	Delivery date
D1.1	SEA-EU 2.0 Project Handbook	UCA	13 April 2023	13 April 2024
D6.1	1 st 365 days of SEA-EU report	UCA	13 November 2023 (online)	14 November 2024
D5.1	SEA-EU Global Gateway Declaration	UG	10 January 2024	15 January 2024
D1.2	Updated Education and Research Analysis	UG	10 January 2024	15 January 2024

Achieved milestones (M1-M12)

Id.	Name	Leader	Completion date
MS29	Launching event	UCA	10 February 2023
MS1	Establishment of the new co-creation structure	UCA	15 May 2023
MS30	Completion of the Communication Strategy	UCA	15 June 2023
MS2	Completion of the Mentoring Plan and the Accompanying Plan	UCA	12 June 2023
MS6	Creation of the expert groups on quality assurance, ethics and data protection	UNIST	18 July 2023

MS8	Survey on green and digital challenges	NORD	2 October 2023
MS31	Launching of the new website	UCA	16 October 2023
MS24	Delivery of the Future Leadership Forum	UNIPARTH	19 October 2023
MS3	Elaboration of the first Annual Internal Report	UCA	<i>Due in January 2024</i>
MS4	Update of the Quality Manual and the Ethics Manual	UNIST	<i>* Updated in January 2024</i>
MS19	Development of the Administrative funding framework for student projects	CAU	<i>* Call with topics and evaluation criteria published on the website in English on January 16th 2024</i>
MS23	Mainstreaming of the SEA-EU virtual tandem language exchange	UM	<i>* The Virtual Tandem Language Exchange (VTLE) is primarily a virtual (can also be physical) artnership, which aims at supporting independent and flexible one-to-one language learning with a focus on practising speaking skills. * By end of November 2023: A total of 331 participants have shown interest. 66 persons have been matched (i.e., 33 pairs) and have taken part in a tandem (in different stages of activity). 14 persons (7 pairs) completed their tandem</i>
MS25	SEA-EU Congress	UG UALG	<i>* Held on January 12th-13th 2024; organized by the Universities of Algarve and Gdansk, hosted by the university of Algarve, drawing participants from 213 individuals across 4 continents, representing 28 countries, 31 universities, and 14 private and public organizations.</i>
MS27	SEA-EU participants' symbiosis	UNIPARTH	<i>Due in January 2024</i>
MS28	Expansion of the OSBE	UNIST	<i>* The existing portals of the Observatories have been expanded to include the new partners and their regional stakeholders; OSBE: strategy for platform expansion defined (inputs from new SEA-EU partners and updates from six existing SEA-EU partners included in the www.osbe.sea-eu.org platform; website and its visual identity redesigned).</i>
MS32	Autonomy of the SEA-EU Communications Office	UCA	<i>* autonomy achieved in December 2023, among others: nomination of at least one</i>

			<i>person per partner university to be part of the communications office. Weekly meetings.</i>
MS33	Publication of the SEA-EU guidelines for good practices in SciComm	UALG	<i>* Done in January 2024, we have among others agreed on a definition of Science communication; prepared a needs analysis; Identified good practices</i>

Topical right now, two calls for students and one of them also for staff:

- Call for student led project** open til Feb 29th.
Up to 4000 Euros per project for improving education and strengthening student collaboration across the Alliance.
 Students enrolled at SEA-EU partner universities Kiel, Split, and Nord may apply as project leaders and receive funding. Projects must then be carried out in collaboration with at least 1 student from at least 1 of the other eight SEA-EU partner universities.
[More information.](#)
 Submission Phase: 01.02.2024 – 29.02.2024
 Project phase: 01.04.2024 – 30.11.2024
- The SEA-EU Alliance is pleased to invite academics and students to the first edition of the international, **multidisciplinary scientific conference 'BEING SEA-EU'** that will take place from 10 to 12 June 2024 in the heart of the Mediterranean Sea – Malta. Abstract submission by February 23rd
 Thematic streams:

 - STEM (Science, Technology, Engineering, Mathematics) and Medical/Health Sciences
 - Arts, humanities, and social sciences (economics, sociology, anthropology, etc.)
 - Migration and human rights
 - Interdisciplinary

NORD has travel funding for 3 students and 3 from the staff.
[More info](#)

Drøfting

The International Committee is asked to discuss the following:

- How are the faculties working to contribute to the achievement of the deliverables and the milestones within SEA-EU?
- How can Nord University strengthen its work with SEA-EU internally, with the ambition of further develop the institution through SEA-EU?

Arkivsak-dok. 22/00057-187
Saksansvarlig Levi Garseth-Nesbakk
Saksbehandler Ivan Cernicky

INTERNATIONAL WEEK 2024

Forslag til vedtak:

The International Committee approves the creation of a working group to plan the International Week 2024.

Bakgrunn

As discussed in the meeting 5/23, the IU wishes to continue with arranging the International Week, based on the feedback from faculties and organizers of the previous arrangement. The event has the potential to contribute to making internationalization more visible to both students and employees. It provides good opportunity to inform about exchange options and other types of international cooperation.

The working group should base the plan on experiences from the previous iteration. The feedback is summed up in the protocol from the meeting 5/24. Among other things, it was stressed there that there should be a clearer plan for promotion of the event and for recruitment of participants.

Furthermore, it was established that there should be more events for students, and these should take into account their time schedule.

Drøfting

The faculties are asked to nominate one member of the working group each. The Student Organization Nord is also to nominate one student to the working group.

The international week is to be arranged from the 21st to the 25th of October, and the working group will have the authority to make plans for the week and delegate tasks if necessary.

Arkivsak-dok. 22/00057-189
Saksansvarlig Levi Garseth-Nesbakk
Saksbehandler Ivan Cernicky

DEBRIEFING AFTER EXCHANGE FROM NORD

Forslag til vedtak:

The International Committee suggest that an institutional guideline should be put in place for the debriefing of exchange students returning to Nord.

Saksframstilling

Nord's students returning from exchange have firsthand experience with a partner university, local conditions, quality of student services and courses. They are people with fresh life experience to share and a valuable source of information about our partner institutions.

As per now there are no institution-level routines for how to collect and make use of the feedback from these students. The practice varies from one faculty to another. One example is a questionnaire, in some cases followed-up by in-person meetings, that HHN practices (see attachment).

Vedlegg:

Rapport om utvekslingsopphold



Rapport om utvekslingsoppholdet ditt

Ditt navn:			
Navn på utdanningsinstitusjon:			
By, Land:		Periode/semester:	

Du kan skrive rapporten i fritekst eller svare under hvert enkelt spørsmål. Vi håper at du kan skrive noe om alle punktene under.

Før du reiste

Hva var avgjørende faktorer for at du valgte å dra til det valgte landet/utdanningsinstitusjonen?
Hvilke anbefalinger/praktiske tips vil du gi studenter som skal reise til samme destinasjon?

Utdanningsinstitusjonen

Hvordan opplevde du campus og studiebyen?
Hvordan var mottaket ved utdanningsinstitusjonen? F.eks. henting på flyplassen, fadderuke, informasjon.

Faglig

Hvilke emner valgte du?
Hvordan var undervisningen?
Hvordan var det faglig utbyttet og språk?
Hva opplevde du var de største forskjellene mellom undervisning i Norge og på det utenlandske utdanningsinstitusjonen?

Sosialt

Hvordan var det sosiale miljøet med andre studenter?
Er det mange arrangementer i regi av universitetet eller andre organisasjoner?
Tilbragte du mest tid med andre internasjonale eller lokale studenter?

Bolig

Hvor bodde du og hvordan opplevde du det?
Hvordan var standarden?
Hva var kostnadene og hva var inkludert i prisen?

Din anbefaling

Vil du anbefale er utvekslingsopphold til andre studenter? Hvorfor/hvorfor ikke?
Hva var den største fordel/ulempen med studieopphold i utlandet?
Hvilket utbytte fikk du fra utvekslingsoppholdet (både faglig og personlig)?
Hvordan tror du at det vil ha av betydning for framtidig arbeidsliv?

Det er svært ønskelig at du legger ved noen bilder fra oppholdet som du har tatt selv som kan vise noe om universitetet, sosiale aktiviteter, studentbolig og andre relevante ting som du tenker at dette kan være interessant for potensielle nye utvekslingsstudenter å se. Merk at bilder kan bli publisert på nord.no og brukes til markedsføring.

Arkivsak-dok. 22/00057-190
Saksansvarlig Levi Gårseth-Nesbakk
Saksbehandler Ida Charlotte Jakobsen/Øystein Andreas Strømsnes

ANNUAL CYCLE FOR STUDENT EXCHANGE

Forslag til vedtak:

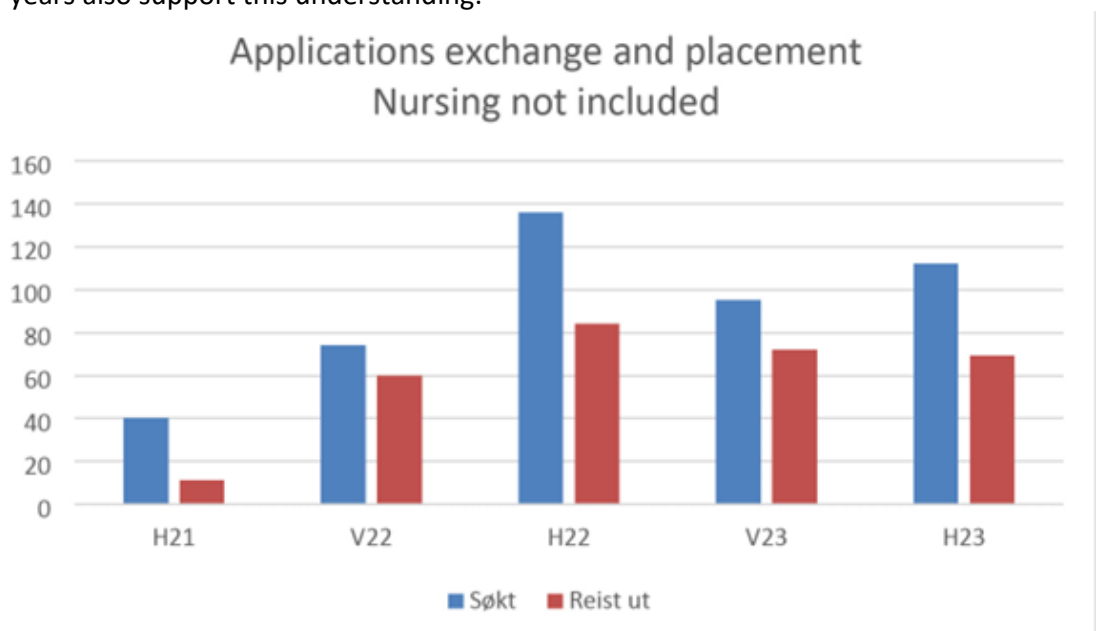
The International Committee agrees that Nord will establish an annual cycle for outgoing student exchange. A proposal will be presented in the next Committee meeting.

Sammendrag

Nord University has low numbers both when it comes to applications for outgoing student exchange and for realized student mobilities. This identifies a need to look at both how exchange is promoted at Nord, and how the applicants are followed up after the application deadline.

Saksframstilling

Nord University is far from reaching the national goal of 20% of all degree students going on an exchange during their studies. In “Kandidatundersøkelsen” 2024, only 3 % answered that they had gone on exchange for 3 months or more, and 3% answered that they had gone on exchange for shorter than 3 months. Although this might not reflect the accurate number for student exchange from Nord, it gives an idea of where Nord is in terms of percentage of students on exchange. The application numbers for student exchanges over the last three years also support this understanding.



This means that action must be taken to improve these numbers, through better collaboration between the international office and each faculty. It is important to join the efforts for promotion, and predictability is important for the International Office to supplement what each faculty does to promote student exchange. However, as one can also read from the numbers above, there is a need for better follow-up of the applicants to prevent them from dropping out of their exchange. An improved, joint effort here as well might be beneficial.

One action that will enable more predictability and visualization of the whole exchange process, from promotion to realized exchange, is to create an institutional annual cycle for exchange. The annual cycle should include all aspects of the exchange, both activities in

¹ (Numbers from case papers for the International Committee meeting 13.09.2023, case 37/23, p. 48).

which the faculties and international office collaborate, and activities that are done individually.

The International Committee therefore propose the following:

1. Establish a working group consisting of members from the International Office and the international coordinators from each faculty.
2. Develop a promotional plan to recruit more students at Nord to apply for exchange, in collaboration with the Communication department.
3. Propose actions that will minimize the number of students who withdraw from their exchange.
4. Establish an annual cycle for student exchange that covers both promotion and follow-up.

A draft of the annual cycle should be presented in the next committee meeting. The International Office will have the responsibility to follow up with this work.

Drøfting

Members of the International Committee is asked to comment on the proposal, and the committee shall discuss how to best move forward with the establishment of the annual cycle.

Arkivsak-dok. 22/00057-182
Saksansvarlig Levi Gårseth-Nesbakk
Saksbehandler Ida Charlotte Jakobsen

OPT OUT: THE PILOT. FINISHING REPORT

Forslag til vedtak:

The International Committee makes note of the orientation.

Sammendrag

A pilot project for opt out was started at Nord University in January 2022. Throughout 2022-2023, a working group has worked on this project to test opt out as an action to increase outgoing student mobility from Nord University. Below is the finishing report, including the background of the project, the pilot, the results, and a recommendation moving forward.

Saksframstilling

Content

Background	2
The opt out pilot at Nord University	2
The results	10
Recommendation	15
References	15

Background

The concept of opt out was introduced in White Paper nr. 7 2020-2021; a world of opportunities: International student mobility in higher education (Meld. St. 7. En verden av muligheter – internasjonal studentmobilitet i høyere utdanning). The White Paper said that all study programs should offer clearly defined and academically integrated mobility windows, and that Norwegian Higher Education Institutions should implement a scheme in which the students themselves must choose not to go on exchange. It was, however, up to the institutions themselves to decide how and when to implement opt out (Meld. St. 7 2020-2021).

Opt out was included in Nord University's action plan for education 2021-2025 as a main activity, meant to contribute to subgoal 3.1 "Increased number of students and staff on exchange", with a deadline of spring 2023.

The opt out pilot at Nord University

The pilot project was first started in January 2022, with a working group and eight involved study programs from all five faculties. The following study programs were included from the beginning: 1) Bachelor in International Marketing, 2) Master of Science in Global Management, 3) Bachelor in Biology, 4) Master of Bioscience, 5) Bachelor in International Relations, 6) Bachelor in History, 7) Bachelor in English, and 8) Bachelor in Pharmacy. However, due to a number of reasons, the project was unactive until October 2022, when the working group restarted its work. The working group then had to recapture the essence and objectives of the pilot, and establish a project plan including a timeline, work packages

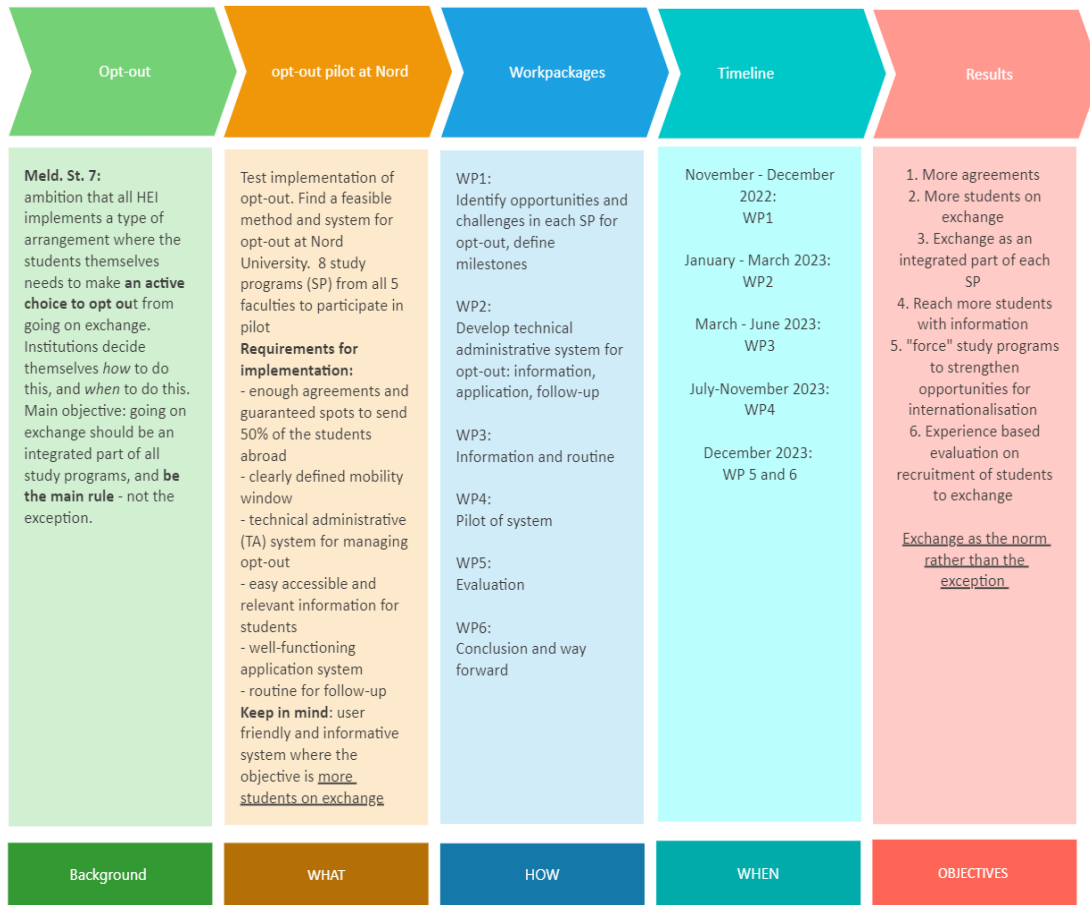
and key milestones. The ambition was to implement, and test opt out in 2023 and present the findings in a concluding report.

An important part of the discussion was what opt out really is, and how Nord University can pilot it. The working group agreed that opt out has several aspects to it; how study programs are structured to allow for student exchange, how exchange is communicated and presented to students, the process of making an active choice to not go on exchange, and about building a culture in which exchange is the norm, rather than the exception.

The working group found it essential to explore what other institutions in the sector have done in terms of opt out to learn from potential previous experiences. The working group reached out to HK-Dir., who unfortunately only knew of one other institution that had run a pilot on opt out: University of Bergen (UiB). The working group had a couple of meetings with UiB and learned about their experience with piloting opt out through FS and Studentweb. This system involved adding an exchange course to the students' study plan when they started their first semester, and as such forcing the students to make an active decision to choose this course away from their study plan if they were unable to travel. UiB had a good experience with this way of doing opt out, for *one* study program, but also warned that they had learned that it was not transferrable to *all* study programs.

With this in mind, the working group developed the following project plan for implementing an opt out pilot at Nord University:

Implementing opt-out at Nord University



The work was divided into six work packages: 1) Identify opportunities and challenges in each Study Program for opt out, and define milestones, 2) Develop a technical administrative system for opt out, including information, application, and follow-up, 3) Information and routines for opt out, 4) Pilot of the system, 5) Evaluation, 6) conclusion and way forward. It was important for the working group keep in mind that the objective of opt out was to get more students on exchange, not to create an administrative system for opt out.

WP1 was intended to establish the foundation for testing opt out, by identifying the area of opportunity and the specific barriers to opt out, in each of the involved study programs. A checklist was created and answered by each faculty. The following results came from that checklist:

Faculty of Social Sciences (Bachelor in International relations)

What	Yes	No	If no, when?	Comments/questions
Enough agreements		x		
Established real mobility window	x			
Plan for phasing in opt out: timeline and class for pilot		x		

Map out obstacles and preventive actions		x		
Information about opt out included in information about study programs	x			
Information to students: when will students know what about opt out?			In April	
Plan to follow up students that don't opt out: how is this group separated from "the rest" of applicants?		X		
Plan for internationalization at home for those who opt out		X		
Decide who will oversee the exchange course		X		
Establish the exchange course in FS		X		
Establish course room in Canvas		x		

Faculty of Education and Arts (Bachelor in English?)

What	Yes	No	If no, when?	Comments/questions
Enough agreements		x	Unknown	
Established real mobility window	x	x		Most Study programs have a mobility window, but not all. Working to establish this in the other study programs, as this is a requirement for accreditation.
Plan for phasing in opt out: timeline and class for pilot		x		
Map out obstacles and preventive actions				
Information about opt out included in information about study programs				
Information to students: when will students know what about opt out?				
Plan to follow up students that don't opt out: how is this group separated from "the rest" of applicants?				
Plan for internationalization at home for those who opt out				
Decide who will oversee the exchange course				
Establish the exchange course in FS				
Establish course room in Canvas				

Business School (MSc in Global Management)

What	Yes	No	If no, when?	Comments/questions
Enough agreements	x			Have enough agreements, but working to establish thematic exchange packages
Established real mobility window	x			2 nd semester, 30 credits elective courses
Plan for phasing in opt out: timeline and class for pilot		x	March	Will have a meeting to formulate a plan for all these momentums
Map out obstacles and preventive actions		x	March	
Information about opt out included in information about study programs		x	March	
Information to students: when will students know what about opt out?		X	March	
Plan to follow up students that don't opt out: how is this group separated from "the rest" of applicants?		x	March	
Plan for internationalization at home for those who opt out	x			English as a teaching language, in which the student group mainly has been international students. English curriculum, and elective courses from MSc Business together with other international students. How this will look like after the implementation of tuition fees, is unknown.
Decide who will oversee the exchange course	X			Head of Study Program (SPA)
Establish the exchange course in FS	x			ORG5011 Semester abroad
Establish course room in Canvas	X			Not published. The course is for the fall semester and the relevant information must be available for the students earlier.

				An idea is to have a separate module for exchange in the Canvas class room. The information available in the Canvas room for ORG5011 is more relevant while on exchange and after.
--	--	--	--	--

Business School (BA in International Marketing)

What	Yes	No	If no, when?	Comments/questions
Enough agreements	X			Students have opportunities all over the world , with grant opportunities through Erasmus+ and North 2 North.
Established real mobility window	x			5 th semester, 30 credits elective courses
Plan for phasing in opt out: timeline and class for pilot		x	March	Will have a meeting to formulate a plan for all these momentums
Map out obstacles and preventive actions		x	March	
Information about opt out included in information about study programs		x	March	
Information to students: when will students know what about opt out?		x	March	
Plan to follow up students that don't opt out: how is this group separated from "the rest" of applicants?		x	March	
Plan for internationalization at home for those who opt out				All students have the following courses in English: Business English, International Marketing, Management, International Branding, International Business Strategy. All courses, except Business English are part of semester packages

				offered to incoming exchange students
Decide who will oversee the exchange course	x			Head of Study Program (SPA)
Establish the exchange course in FS		x		Established a course, but in BA Business Administration. Have chosen to test this course here first, because students choose an academic profile which makes exchange easier for this group of students.
Establish course room in Canvas		x		Same plan as above

Faculty of Nursing and Health Sciences (Bachelor in Pharmacy)

What	Yes	No	If no, when?	Comments/questions
Enough agreements		x	Missing at least 8 exchange places to reach the goal of 50% availability. Ambition is to establish enough agreements by 2023/2024.	Can accept as many students, as the number that goes on exchange
Established real mobility window	x			
Plan for phasing in opt out: timeline and class for pilot			Piloting class of 2023. Information autumn 24/spring 25. Exchange autumn 25.	
Map out obstacles and preventive actions			<ul style="list-style-type: none"> - Some students don't have Norwegian citizenship, which can limit their length of stay. - Students wish to travel more together, as this feels safer. This is also easier to handle administratively. 	Wish to have more exchange places per agreement. Easier for students to travel, and easier to ensure quality, as well as handle administratively.

Information about opt out included in information about study programs	x		There is information today about this. Is updated every year in connection with the study plan work.	
Information to students: when will students know what about opt out?			N/A – come back to this when relevant	
Plan to follow up students that don't opt out: how is this group separated from "the rest" of applicants?			N/A – come back to this when relevant	
Plan for internationalization at home for those who opt out	x		Receive incoming exchange students on three courses, which are taught in English if there are international students present.	
Decide who will oversee the exchange course			Head of study program?	
Establish the exchange course in FS		X	Too soon to establish	
Establish course room in Canvas		x	Too soon to establish	

Faculty of Bioscience and Aquaculture (Bachelor in Biology, Master in Bioscience)

What	Yes	No	If no, when?	Comments/questions
Enough agreements	x			
Established real mobility window	x			
Plan for phasing in opt out: timeline and class for pilot	x		Ongoing	
Map out obstacles and preventive actions	x			Students who do not apply to opt-out or go on exchange is the main issue
Information about opt out included in information about study programs	x			Needs to be more defined
Information to students: when will students know what about opt out?	x			Master students receive information before study program starts in July. Bachelor students will receive information the semester before their mobility window.

Plan to follow up students that don't opt out: how is this group separated from "the rest" of applicants?	x			Reach out on email for clarification of study plan
Plan for internationalization at home for those who opt out	x			Shorter mobilities (SEA-EU), exchange students in class
Decide who will oversee the exchange course	x			Head of Study program (SPA)
Establish the exchange course in FS		x		Difficult to do now since the academic plan for next year has been made
Establish course room in Canvas		x		See above

The result of the checklists determined the continuation of the project. Individual milestones were formulated for each of the study programs, in which piloting opt out using FS and StudentWeb was put to Master of Bioscience (MaBio).

Other milestones were the following:

- Thematic course packages for exchange.
- Information to students.
- Run-through of agreement portfolio.
- Develop new agreements.
- Draft up the process moving towards implementation of opt out

In the middle of the spring semester 2023, it was decided that all working group members apart from the Faculty of Bioscience and Aquaculture (FBA), did not have to join the meetings moving forward with the development of opt out through FS and StudentWeb. It was found to be more time efficient to reduce the size of the working group while simultaneously letting the other members continue the work on their individual milestones until meeting up again in September/October 2023.

The International Office and the international coordinator at FBA moved forward with the development of opt out through FS and StudentWeb together with senior advisors working with FS. Many meetings and discussions later, the exchange course was added to the study plan for the MaBio class of 2023.

The results

At the end of 2023, a questionnaire was sent out to all working group members to capture the results of the opt out project at Nord University. The results are as follows:

Faculty of Nursing and Health Sciences:

1. How have you worked with opt-out the last year?

We have worked on creating new agreement, since the amount of agreement was too low to offer at least 50 % of the students an exchange offer.

- 2. How have you implemented opt-out?**
 - **If not, what is the reason for not implementing it?**

Not enough agreements.

- 3. What has been done for opt-out in the study program?**

Nothing

- 4. What challenges have you identified with opt-out?**

It is difficult to see the relevance for working on implementing Opt-Out in a study programme that does not have enough exchange agreements.

- 5. How have you informed the students about opt-out?**

No.

- 6. Do you see any effect of opt-out?**
 - **If yes, what is the effect?**
 - **If not, what do you think is the reason behind the missing effect?**

Not relevant.

- 7. How do you see opt-out in the future?**

Could be an interesting project if we had enough agreements to make the implementation realistic.

- 8. How should Nord continue to work with opt-out?**

Select study programmes where Opt-Out is more realistic and more relevant?

- 9. Any other comments/reflections on opt-out so far?**

No.

Faculty of Education and Arts:

- 1. How have you worked with opt-out the last year?**

Unfortunately, we are unsure of how the FLU has implemented the opt-out scheme. It is likely that it just has not been (if I hear anything different, I will let you know). I understand that the BAENG programme was selected to pilot opt-out, but the programme is no longer offered, and this may not have been subsequently followed up.

Business School:

- 1. How have you worked with opt-out the last year?**

Our faculty has had meetings about opt out that included the study program responsible (SPAs), the study advisors and the international advisor. We started with creating a plan for implementation of opt out. We have ensured visibility of the mobility window in each study program so that the students know when they can go abroad from the study program pages. Bachelor in International Marketing (now called Bachelor in Marketing) had many agreements to choose from and even more after 2023 including the SEA-EU agreements. The SPA and others have worked on thematic exchange partners for the students in Master of Science in Global Management (now called Master of Science in Sustainable Leadership and Arctic Perspective).

2. How have you implemented opt-out?

- **If not, what is the reason for not implementing it?**

No, we have not implemented opt out in the study programs yet. It requires manual follow-up and more resources on opt out since we are trying to implement something when proper technical administrative functions are missing.

3. What has been done for opt-out in the study program?

We have a clear established mobility window for both programs. The fifth semester in Bachelor in International Marketing consists of 30 ECTS credits of elective courses, which makes it very flexible for the student to choose between all of our exchange partners. We have partners in all parts of the world, so the students have many options to choose from. Students studying MCs in Global Management have a clear choice for their third semester; they must choose between an exchange semester or internship and/or elective courses at Nord University. In the study program page, it states that "in the third semester of the program Global Management, the students have compulsory exchange at one of our many partner universities in the world".

4. What challenges have you identified with opt-out?

There is no technical solution for the student to choose opt out as StudentWeb is now. A prerequisite for opt out to work is that it is no more work for the students, so it should be included when choosing a path in their education plan. As mentioned in question two, when this technical administrative function is not available, it requires more resources to manually send the students a form that they must fill out. Since it must be filled out, it requires us to send out reminders to those who actively have not yet opted out but are also not planning on going on exchange. Then for those who have not yet opted out, they must still apply for exchange to decide where they want to go. Then the remaining group who has not opted out and have not applied for exchange falls in between the two groups.

Another challenge is that for those who have not opted out and gets a reminder to apply for exchange, may not have thought out thoroughly if they really want to go abroad. They may then end up with changing their mind and not go abroad in March/April after they have been nominated to partner universities. If this situation happens, how will this affect our relations with our partners?

5. How have you informed the students about opt-out?

We have informed them about their mobility window, our expectation of them going abroad and the different destinations that are available. We have not specifically talked about “opt out”.

6. DO you see any effect of opt-out`?

- If yes, what is the effect?
- If not, what do you think is the reason behind the missing effect?

No, as we have not implemented it and as we have come to learn from working with it is that we do not support the implementation of opt out. What we have learned during this process is the power of communication and how important it is how we talk about exchange with students. By using words such as “the study program is designed to you to go on exchange in your third semester” instead of “you have the possibility to go abroad” it can help set the stage from day one of their educational journey.

7. How do you see opt-out in the future?

We see that it would be a better use of resources to focus on the communication strategies we use regarding exchange and the availability of information to the students. It would be a better use of time creating a strategic plan on what and how we communicate exchange to students from their first day at Nord to the day they end their education here.

8. How should Nord continue to work with opt-out?

Based on the reply on the questions above, we do not believe Nord should continue to work with opt out.

9. Any other comments/reflections on opt-out so far?

No further comments than the replies above.

Faculty of Bioscience and Aquaculture:

1. How have you worked with opt-out the last year?

We have been the pilot programme and faculty.

2. How have you implemented opt-out?

By designing a course and working with FS on opt-out and notifying the students on the process

3. What has been done for opt-out in the study program?

Everything

4. What challenges have you identified with opt-out?

The “dummy” course does not look well on the web. In addition, although many students are going abroad, only one “signed up” for the “course”.

5. How have you informed the students about opt-out?

Through a presentation at the beginning of their programme and through one-on-one meetings

6. Do you see any effect of opt-out?

- If yes, what is the effect?

Yes, students are going abroad as they know they are expected to in the programme. However, the technical part of opt out has not gone well. Feedback has been given to EFI on this.

7. How do you see opt-out in the future?

What we created was more of an opt-in option by creating a dummy course that the student needs to select. True opt-out will occur when the exchange is automatically built into the study plan when the student is first enrolled, and the opt-out part would be if they sign-off from the course.

8. How should Nord continue to work with opt-out?

While opt-out is an important part of exchange, it doesn't work with every programme. We must question, specially at a time like this, where we want to focus resources. I believe that resources should be focused on creating strategies that increase the number of outgoing students organically, by having a culture and expectation of exchange, from the beginning of the programme. Students should be introduced to their study abroad opportunities as early as possible.

9. Any other comments/reflections on opt-out so far?

- Feedback from the Faculty of Social Science is missing.

The experiences from opt out at Nord University shows that it is difficult to establish a system in which the students make an active decision to choose exchange away, rather than just applying for the opportunity to go on exchange. It also reveals that it takes a lot more work to develop a well-functioning system that considers all aspects of not going on exchange/going on exchange and to where, and that some study programs still have a long way to go to think in the lines of opt out. The result of the project cannot support further resources towards opt out, as it has been defined throughout the project period.

However, the project has not resulted in nothing – it has identified clear milestones that study programs at Nord needs to work on to improve student exchange, regardless of opt out. The ultimate objective is, and has always been, increased outgoing student mobility

from Nord – not opt out for the sake of opt out. Nord University needs to continue working to develop a well-established culture for exchange, strategize the communication about student exchange to both students and staff, work for well-integrated internationalization windows into all study programs, and improve the framework for student exchange; the promotion, application process, nomination, and follow-up both before and after the exchange.

Recommendation

The experience and results of the opt out project recommends that Nord University no longer dedicate resources towards opt out as a project. However, the idea behind the concept of opt out should not be thrown away. Nord should still work towards increased student exchange by making it the norm, and *all* study programs should define clear milestones pushing them towards this. Nord should dedicate resources to building a stronger culture for exchange and internationalization in a broader spectrum, with less emphasis on opt out in itself.

References

Kunnskapsdepartementet (2020, 30 oktober). Meld. St. 7 En verden av muligheter – Internasjonal studentmobilitet i høyere utdanning. 4.3.2 *Integrering av studentmobilitet i studieprogrammer og «aktiv avmelding»* (s. 46-48).

Arkivsak-dok. 22/00057-181
Saksansvarlig Levi Gårseth-Nesbakk
Saksbehandler Ida Charlotte Jakobsen

ACTION PLAN FOR EDUCATION 2021-2025. OBJECTIVE 3: INTERNATIONALLY ORIENTED EDUCATION

Forslag til vedtak:

The International Committee makes note of the orientation

Sammendrag

Action plan for education 2021-2025 has five objectives, in which number three is the following: Internationally oriented education.

The action plan describes important milestones and activities that Nord University shall accomplish to ensure achievement of the objectives and as such contribute to Strategy 2030.

The International Committee shall follow up on the activities listed in the action plan.

Saksframstilling

Delmål	Hovedaktivitet	Tid	Ansvarlig for initiering av aktiviteten
3.1 Økt antall studenter og ansatte på innveksling og utveksling	<p>a) Støtte opp under- og legge til rette for fakultetenes internasjonale satsinger gjennom å utrede og pilotere ordning for «aktiv avmelding» som fordrer at studentene tar aktive valg i forhold til utveksling og internasjonalisering.</p> <p>b) Gjennomgang av samarbeidsavtaler og målrettet markedsføring av mulighetene for innveksling og utveksling.</p> <p>c) Evaluere internasjonaliseringsarbeidet, og foreslå revidert rolle- og ansvarsdeling.</p> <p>d) Implementere og forankre Erasmus Charter.</p>	<p>a) Ferdig vår 2023</p> <p>b) Kontinuerlig</p> <p>c) Oppstart vår 2023</p> <p>d) Pågår og ferdig 2025</p>	<p>a) Utdanningsavdelingen</p> <p>b) Fakultetene og utdanningsavdelingen</p> <p>c) Utdanningsavdelingen og fakultetene</p> <p>d) Utdanningsavdelingen</p>
3.2 Styrke internasjonal nettverksbygging	<p>a) Utrede muligheter og krav knyttet til internasjonal akkreditering.</p> <p>b) Understøtte søking av midler tilknyttet internasjonale utdanningsprosjekter og deltakelse på internasjonale utdanningsarenaer.</p> <p>c) Bruke mulighetene som ligger i universitetsalliansen SEA EU til bygge internasjonale nettverk for å styrke utdanningsområdet.</p>	<p>a) ferdig 2027</p> <p>b) Kontinuerlig</p> <p>c) Oppstart vår 2023</p>	<p>a) Fakultet HNN</p> <p>b) Utdanningsavdelingen og fakultetene</p> <p>c) Fakultetene, utdanningsavdelingen og forskningsavdelingen</p>
3.3 Internasjonalisering i utdanningene for de som ikke kan reise ut	Plan for hvordan internasjonalisering hjemme ivaretas i studieløpet gjennom undervisning og læringsaktiviteter.	2023/2024	a) Fakultetene

The action plan is set to be revised spring 2024. The International Committee should consider the achievement of the listed activities and assess the effect towards the subgoals they are meant to contribute to. What is today's status on the listed activities? Which

activities can/should be removed, and what activities can/should be added to the revised action plan?

The Government's allocation letter (tildelingsbrev in Norwegian) for 2024, includes expectations related to internationalization. The Government expects institutions to contribute to increased participation in EU programs for education, research, and innovation, and actively participate in cooperation on policy frameworks through European research- and education. The government also expects that institutions contribute to strengthening cooperation in Higher Education with strategic important countries outside Europe.

Drøfting

How should Nord University take this into consideration when revising the action plan for education?

The members of the International Committee are asked to reflect on this and bring forward any comments during the meeting.

Arkivsak-dok. 22/00057-188
Saksansvarlig Levi Gårseth-Nesbakk
Saksbehandler Ida Charlotte Jakobsen

MOBILITY STATUS REPORT: STAFF MOBILITY

Forslag til vedtak:

The International Committee makes note of the orientation.

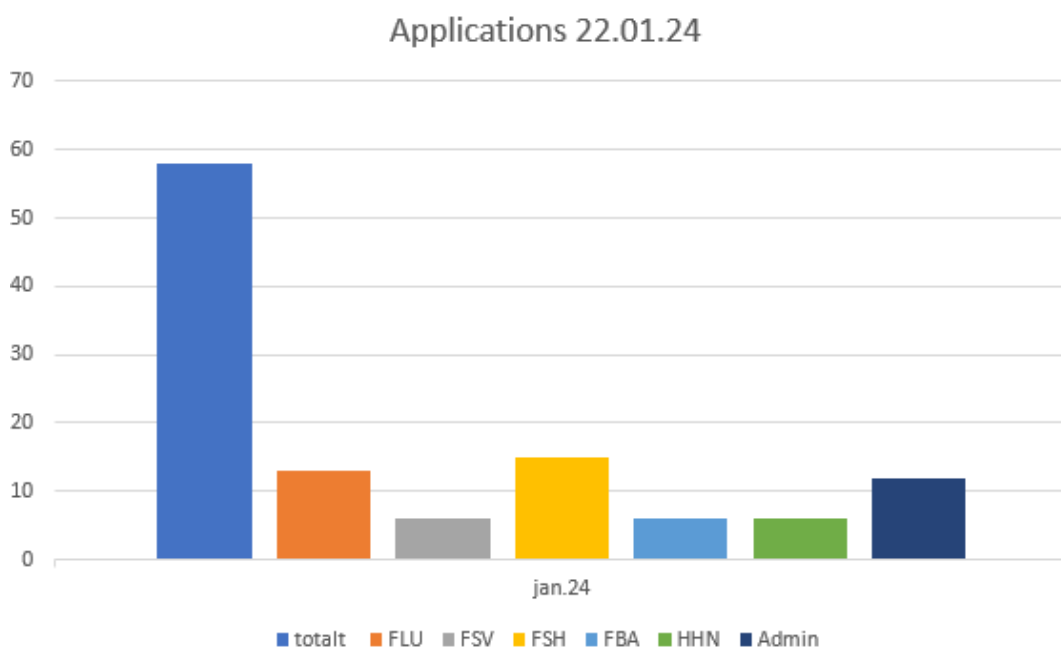
Sammendrag

Nord University has two mobility schemes for staff mobility: Erasmus+ and North 2 North.

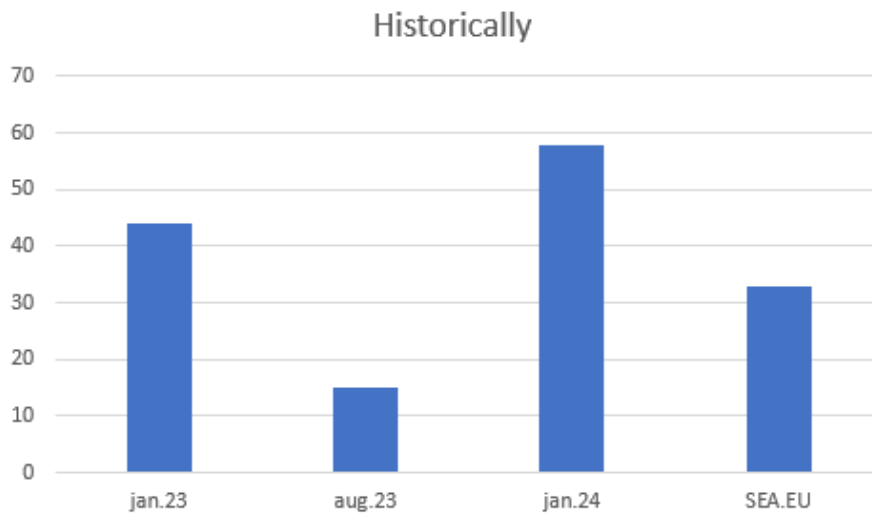
Saksframstilling

Erasmus+ staff mobility

The last call for applications, with a deadline of 22nd of January 2024, had a record high number of applications: 58. The diagram below shows the total number of applications and where the applications came from.



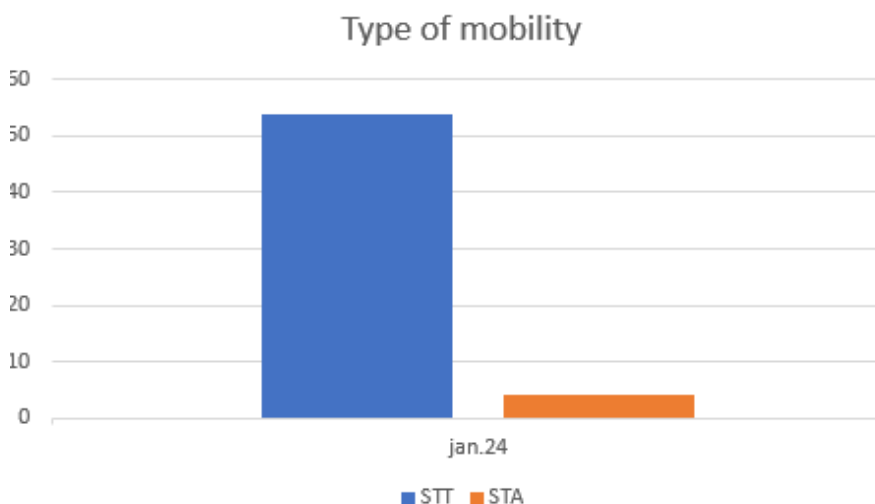
The following graph shows the historical number of applications since the current structure for Erasmus+ staff mobility was implemented in January 2023.



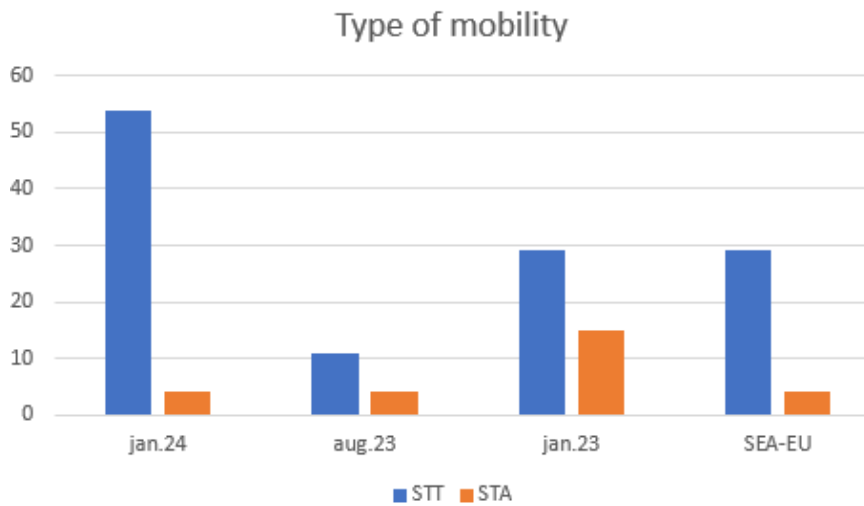
The historical numbers of applications identify a much higher number of applications in the January deadline, than in the August deadline. The numbers for January 2024 also show that the relatively low number of applications in August 2023, cannot be understood as a lack of interest for going on a staff mobility.

The SEA-EU mobility is an open call for applications and has been open since April 2023. Funding through this call, requires the mobility to be relevant to a specific Work Package or Task in SEA-EU. This might explain the lower number of total applications, compared to the January deadlines.

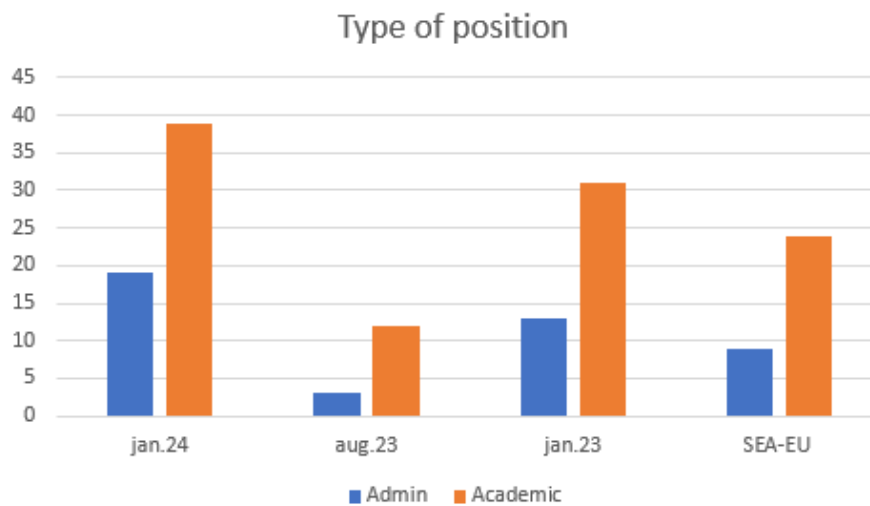
Erasmus+ has two different types of mobilities for staff: for Training (STT) and for Teaching (STA). The following graph shows the division of the two, in the applications from January 2024.



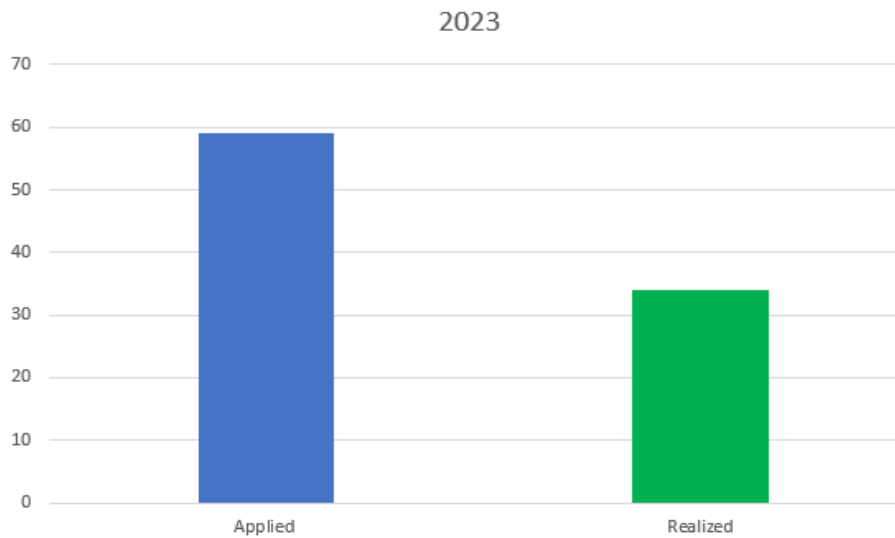
The graph below shows the historical number in division between STT and STA, also including the SEA-EU mobility.



In general, we see a much lower number of applications for STA than for STT. However, most applications come from staff in an academic position, as the graph below shows.

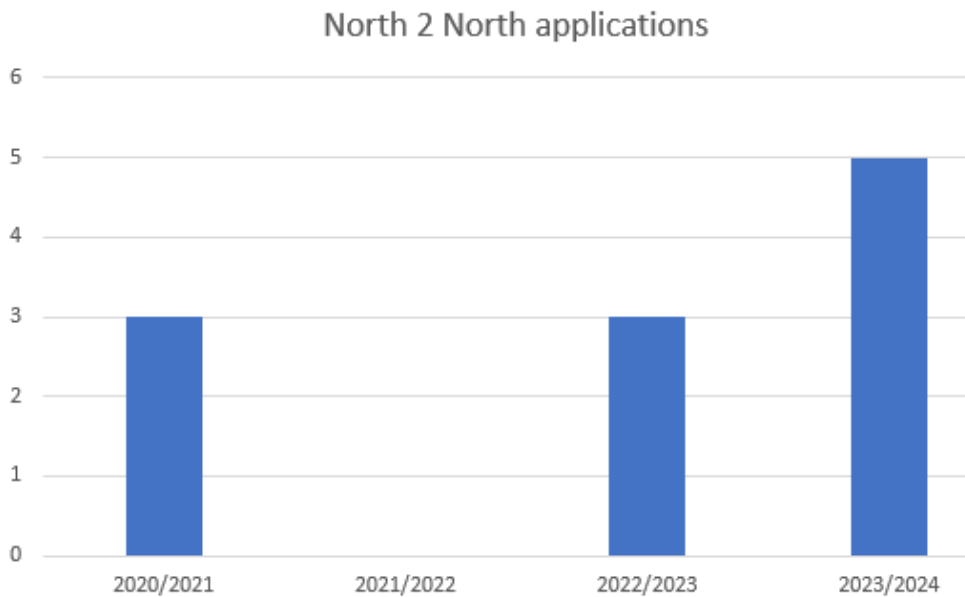


The following graph shows how many of the 2023 applications that so far have been realized.



North 2 North staff mobility

The following graph shows the number of applications for North 2 North staff mobility since the academic year 2020/2021.



There has previously not been any focus on North 2 North staff mobility because the grants have been too low. The grant amount was increased during Covid, and the graph shows an increase of mobility applications in the last year. However, the numbers are still very low and North 2 North is a mobility opportunity Nord University need to take advantage of to a larger extent.

Drøfting

The analysis of staff mobility numbers identifies a need for the International Committee to discuss the following:

- What actions can be taken to increase the number of Erasmus+ STA applications at Nord?
- Is it optimal to have an Erasmus+ staff mobility deadline 1st of August, or should this deadline be pushed to a later date?
- How can Nord University make better use of North 2 North staff mobility?

Filen ble ikke funnet. Den er enten slettet, eller sjekket ut.

Arkivsak-dok. 22/00057-191
Saksansvarlig Levi Garseth-Nesbakk
Saksbehandler Ivan Cernicky

MOBILITY STATUS REPORT: STUDENT MOBILITY

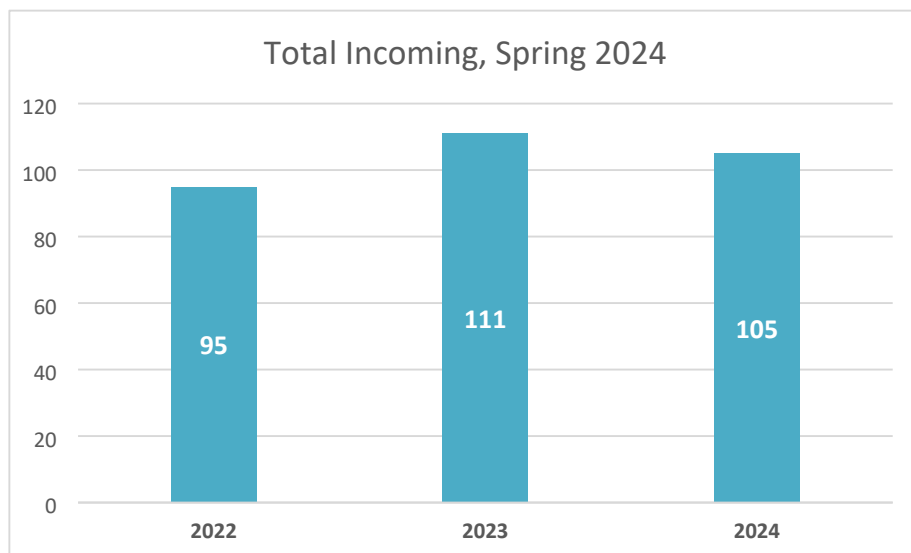
Forslag til vedtak:

The committee take note of the information presented.

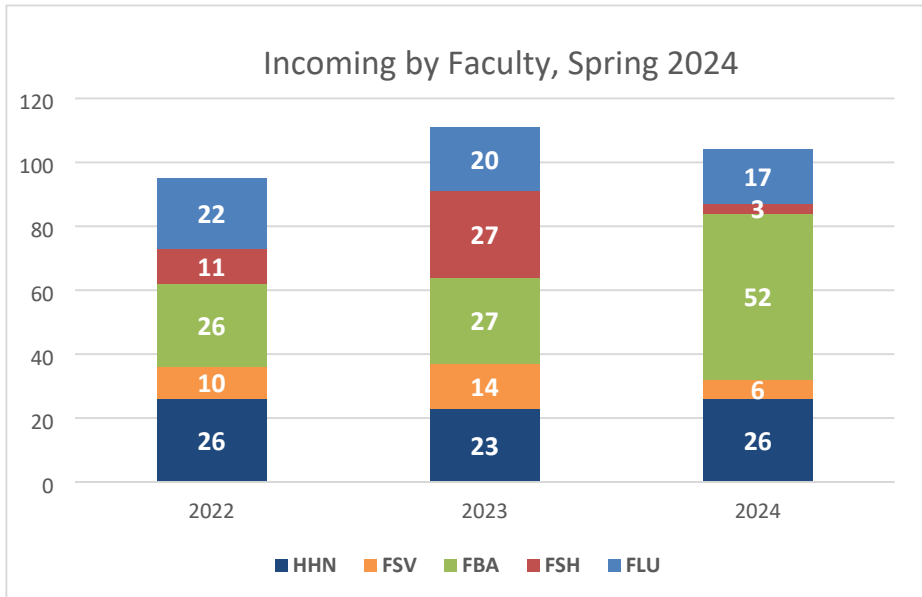
Saksframstilling

Incoming exchange students, spring 2024

An overview of the number of spring semester exchange students for the past three years follows below. The data come from FS report 270.001 and might not include some placement, short-term mobility or double-degree students who are not registered in FS under "Utvexling".

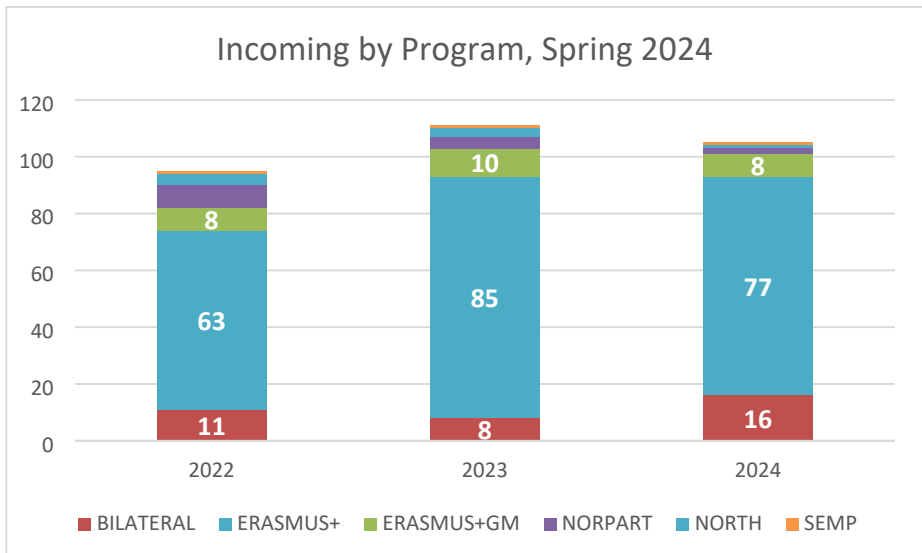


The number of incoming exchange students stagnated. It remained lower than the previous year, slightly higher than in 2022. The differences are minimal, however. A greater change can be noticed in the distribution of incoming students among the faculties. The FBA now accounts for almost full 50% of the incoming students. The highest drops in students count are at FSH and FSV.



The exchange students are arriving mainly from European countries. The top countries are France (26), Ukraine (14), the Netherlands (14) and Germany (11).

Nord has also received students from SEA-EU partners: 18 from Brest (France), 2 from Cadiz (Spain) and 1 from Gdansk (Poland). This is also reflected in the distribution of students according to exchange program, seen below.



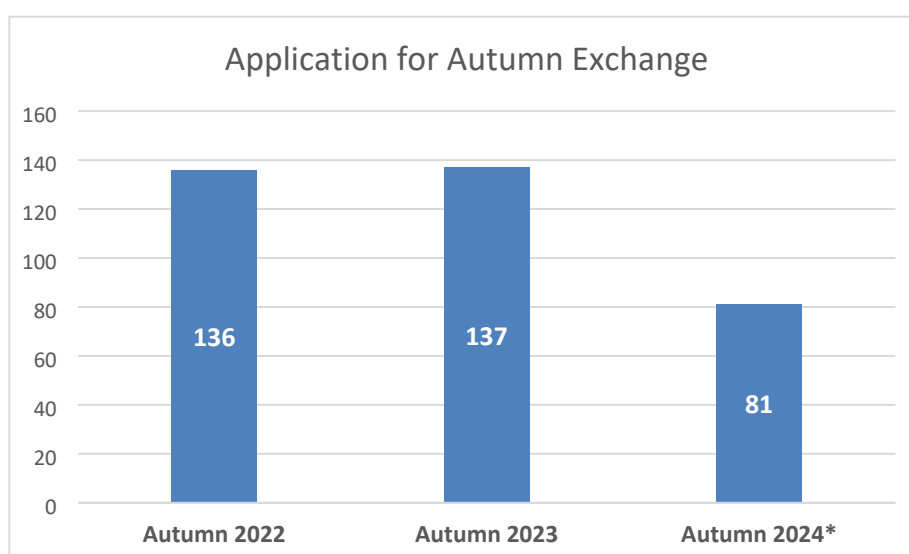
Outgoing exchange students, spring 2024

January 20th was originally the application deadline for Studies and Placements Abroad. Due to faster processing times and to gain better coherence with our partner institutions, the International Office decided to move the deadline until the 1st of February for 2024 and the following years.

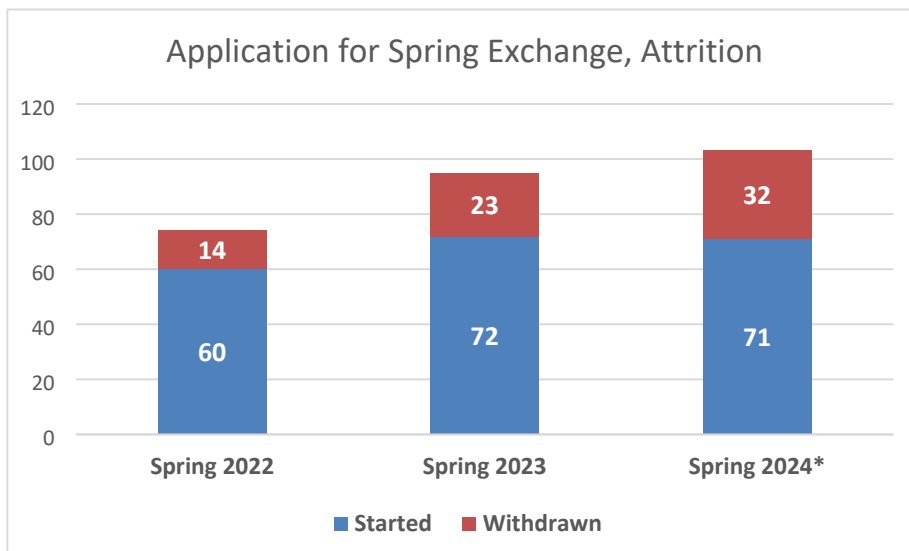
At the time of this report only preliminary data is therefore available. At the time of writing, there are 81 applications for exchange. An overview of historical data is listed in table below.

	Applied	Travelled	Drop-out	Drop-out %	Comments
H21	40	11	29	72,5	Corona
V22	74	60	14	18,9	BIP: 9
H22	136	84	52	38,2	BIP: 16
V23	95	72	23	24,2	BIP: 15
H23	137	79	58	42,3	18 short mobility total (< 1 month)
V24	103	71	32	35,5	Preliminary numbers; inkl. 13 BIP; Nursing not included
H24	81				As per 29.01. søknadsweb + traineeships. Nursing, short-term mob. not included

When compared to previous years, there appears to be a noticeable fall in the number of applications. Final data are however needed to confirm this.



*Preliminary data



*Preliminary perc. withdrawn

Separate data for nursing students' applications.

Nursing	Applied	Travelled	Drop out	%	
Applications submitted 20.01.2022	68	48	20	29,4	
V23		31			Inkl. 10 BIP
H23		17			Inkl. 8 BIP
Applications submitted 20.01.2023	89				
V24		25	33		
H24		-	-		
Applications submitted by 29.01.2023	69				

Drøfting

The International Office devoted time to promote mobility, with a stand in Gray Zone in Bodø in the weeks before application deadline, and promotion materials sent to all campuses. The members of the committee are asked to comment on the numbers and propose what more could be done to increase the number of applicants in the future.

Arkivsak-dok. 22/00057-195
Saksansvarlig Levi Gårseth-Nesbakk
Saksbehandler Kai-Martin Johnsen

UPDATE STAFF SEMINAR INTERNATIONALIZATION 2024

Forslag til vedtak:

The International Committee makes note of the orientation

Sammendrag

Staff seminar on internationalization is an annual event, part of the International Committee's annual cycle, meant to create engagement for, and increase knowledge about internationalization within the institution.

The topic for the seminar is 1) internationalization at home and 2) organizational structure of internationalization, mixing both presentations and workshops to allow participants to learn, share experiences and discuss with colleagues.

Working group: Ida Charlotte Jakobsen, Kai-Martin Johnsen, Håkon Johansen, and Jose De Pool.

Saksframstilling

Date: March 6th

Time: 10.00-15.30

Location: Campus Stjørdal, Room "Strandkanten 1"

Capacity: 55

Programme

10.00 **Welcome and opening presentation.**

10.15 **Internationalization at home**

What is internationalization at home? What are the available options to internationalization at home?

10.30 **BiP vs CoiL**

FSH experience: lessons learned (TBC)

What is CoiL? How is it different from a BiP? Experiences HHN: developing CoiL

11.30 **Internationalization at home through international students**

How does it/can it work?

12:15 **Lunch**

13.00 **Workshop part 1: internationalization at home**

Faculty specific groups: SWOT-analysis of internationalization at home

13.45 **Plenary discussion from workshop 1**

14.00 **Introduction to workshop 2**

Organizational structure for internationalization

14.15 **Workshop part 2**

How are the faculties organized for internationalization?

15.00 **Plenary discussion from workshop 2**

15.15 **Sum-up and end of day**

The program will be published on iNord. The invitation and link for registration can be found at iNord: <https://norduniversitet.sharepoint.com/Aktuelt/Nyheter/Sider/Invitation-to-this-years-staff-seminar-internationalization.aspx>

Number of participants signed up per 29.01.2024: 20.

All members are encouraged to attend and to spread the word about the seminar in their respective faculties/departments.

Arkivsak-dok. 22/00057-194
Saksansvarlig Levi Gårseth-Nesbakk
Saksbehandler Ida Charlotte Jakobsen

FACULTY REPORT: STRATEGIC FUNDING FOR INTERNATIONALIZATION

Forslag til vedtak:

The International Committee makes note of the orientation

Sammendrag

Each faculty was in 2022 granted strategic funding for internationalization from Rector; in total 3MNOK over a period of 3 years. 500,000 NOK in 2022, 1MNOK in 2023, 1MNOK in 2024 and 500,000 NOK in 2025.

The International Committee's mandate states that the committee shall advise Nord University's management in allocation of strategic funding for internationalization and follow up on the use of strategic funding at Faculty level.

Faculties are therefore asked to report on these funds to the International Committee.

Saksframstilling

The faculties reported on the use of funds for 2023 in the last Committee meeting, 08.12.23. However, it was proposed in the same meeting that all faculties should report written on the accounts 2023 and the budget for 2024, in the first committee meeting in 2024.

The international office created a template for all faculties to provide a result-oriented report on the accounts for 2023.

Vedlegg:

Template for result-oriented report on the accounts

FLU strategic funds accounts 2023

FLU strategic funds budget 2024

HHN strategic funds accounts 2023

FBA budget and expenditures 2023-2024

Action	Budgeted amount NOK	Revised budget	Details of used funds	Result	Evaluation
Videreutvikle samarbeidsnettverk og kompetanse for internasjonalisering (further develop cooperation networks and expertise for internationalisation) // Deltakelse EAIE (2 int'l koord. or 1 int'l koord og 1 Global Leader + 3 andre). Faste kostnader ca 30 000/person. (Participation EAIE (2 int'l coord. or 1 int'l coord og 1 Global Leader). Fixed costs approx. 30,000/person)	60 000,00	60 000,00	2023: funding used to support International Coordinators' attendance at the EAIE conference in Rotterdam	Report received following the conferences (e.g. key insights), series of bilateral/separate meetings with Universities that the FLU has good relations with (e.g. Windesheim University), and development of new collaborations which we have since benefited from (e.g. workshop by Alessandra Gallerano on 17th January on the Erasmus Mundus Joint Master's Programme; Alessandra had run a similar workshop at the EAIE conference)	We would like to keep using some of the strategic funds to support attendance to such conferences. However, we expect that the sum may not be sufficient to amount for two individuals and have, as such, revisited the form of wording.
Besøke partnerinstitusjoner (visit partner institutions) // Partnerbesøk etter behov. 1 gg/høst eller 1gg/vår. (Partner visits as needed. 1 gg/autumn or 1gg/spring).	120 000,00	120 000,00	2023: funding supported the visit of 6 FLU staff (MAGLU) to the University of Malta (11-17 November)	Report received from the International Coordinator and the MAGLU team following their visit. Key bullet points were that Malta and Nord share similar challenges (e.g. they receive far more students than what they are able to send abroad) as well as synergies (e.g. many relevant courses for MAGLU students to choose from).	At the FLU, we are witnessing the development of many new education- and research-focussed collaborations with the University of Malta. We are additionally very interested in the potential Erasmus Mundus Joint Masters Programmes that Malta may decide to coordinate (one in the area of educational leadership, the other in the area of early childhood care and education). The Dean and the Global Strategy Leader are keen to coordinate these various initiatives within the FLU. It is possible that part of the strategic funds will be used to support a further visit to the University of Malta. However, in order to coordinate efforts more effectively within the Faculty, only the Pro-Deans and Global Strategy Leader will approve the funding requests for these
Bridge funding for SEA-EU Alliance related opportunities // Funds to complement projects/activities that have received seed funding from the SEA-EU Alliance but are not sufficient to cover all planned activities in Norway (i.e. not abroad). Support snowball effects/spinoff activities with the hope that further collaborations and initiatives can take place (e.g. staff weeks, BIPs,	0,00	100 000,00	Not applicable - We have reworded the 2024 budget in order to include SEA-EU related activities	Not applicable	We are observing a number of new types of requests for further funding to support SEA-EU related activities. As it stands, we are keen to provide bridge funding for the projects that have received SEA-EU seed funding but are subsequently in need of further support. We feel that this is a strategic move so we can support our staff taking on these projects as well as possible, and work with them to expand/strengthen their collaborations via other sources of funding or activities in the future (e.g. BIPs, Erasmus+ KA2).
Mobilitetsstipend for stipendiater og postdoktorer (Mobility grants for PhD candidates and postdocs) // Utenlandsopphold gir inspirasjon og impulser som hun/han ikke får i Norge, inkl. utvikling av nettverk (Stays abroad provide inspiration and impulses that s/he does not get in Norway, including the	750 000,00	720 000,00			We are very keen to continue supporting the career development of early career researchers at the FLU, including via mobility stays abroad. We would like to promote these funding support more/better, and emphasize in our series of grant-related workshops (e.g. CV building, how to build an international research network), the value and importance of mobility.

FLU is very keen to continue supporting the career development of early career researchers at FLU, including via mobility stays abroad. We would like to promote these funding support more/better and emphasize in our series of grant-related workshops (e.g. CV building, how to build an international research network), the value and importance of mobility.

B	C	J	K	L	M
Internasjonalisering av utdanning, i og utenfor Norge					
Tiltak	Beskrivelse	Sum 2023	Kladd 2024, 1M Nord 1M	Mandate to approve costs (in addition to the Pro-Deans)	International Coordinators
Ta imot innkommende utvekslingsstudenter (receive incoming exchange students)	Inkluderer: sosiale arrangementer, bevertning, transport, utflykt og utstyr, utlån av sykler på Levanger. Inkluderer også midler for studenter som de kan søke på for å ordne sosiale tiltak (includes: social events, refreshments, transport, excursions and equipment, loan of bicycles at Levanger. Also includes funds for students that they can apply to in order to arrange social initiatives)	50 000	60 000		
Transportutgifter praksis NIP600 ca. 10 000 (full kompensasjon) (Transport expenses practice NIP600 approx. 10,000 (full compensation))	Transportutgifter praksis NIP600 ca. 10 000 (full kompensasjon) (Transport expenses practice NIP600 approx. 10,000 (full compensation))	10 000	10 000		International Coordinators
Ta imot samarbeidspartnere på besøk i Norge (welcome partners on visits to Norway)	Mottak av ansatte fra partnerinstitusjoner, inkl. bevertning (Reception of staff from partner institutions, including catering)	24 000	40 000		Global Strategy Leader, International Coordinators
Videreutvikle samarbeidsnettverk og kompetanse for internasjonalsisering (further develop cooperation networks and expertise for internationalisation)	Deltakelse EAIE (2 int'l coord. or 1 int'l coord og 1 Global Leader + 3-åndre). Faste kostnader ca 30 000/person. (Participation EAIE (2 int'l coord. or 1 int'l coord og 1 Global Leader). Fixed costs approx. 30,000/person)	60 000	60 000		Global Strategy Leader
Besøke partnerinstitusjoner (visit partner institutions)	Partnerbesøk etter behov. 1 gg/høst eller 1gg/vår. (Partner visits as needed. 1 gg/autumn or 1gg/spring).	120 000	120 000		Global Strategy Leader
Honorar for online gjesteforelesere (remuneration for online guest lecturers)	Online forelesinger i gradprogram uten mobilitetsvindu eller lav mobilitet (online lectures in degree programmes without a mobility window or low mobility - Fruitful in 2023 to introduce some "internationalisation at home")	-	10 000		International Coordinators
Korttidsmobilitet for studenter (short-term mobility for students)	H22 utenlandspraksis NIP600. Snitt/student kr. 10000 (H22 Internship abroad NIP600. Average/student kr. 10000). Additional contribution to complement Erasmus+ funding which is insufficient)	100 000	70 000		International Coordinators
Utvikling av informasjonsmateriale samt markedsføring (development of information material as well as marketing)	Brosjyrer: FLU study offers, Utveksling fra MAGLU, BABLU, faggruppe krø/ldr/friluftsliv (Brochures: FLU study offers, Exchange from MAGLU, BABLU, group krø/ldr/outdoor life)	60 000	10 000		Global Strategy Leader, International Coordinators
Erasmus+ besøk: midler for å dekke kostnader utover stipend (Erasmus+ applications: funds to cover additional/outstanding costs not covered by Erasmus+ unit costs)	Ved tildeling av stipend blir DFØ-reiseregningen ofte det dobbelte: stipend 5 dager, ca 8000 NOK, totalt kr 16000. (When a grant is awarded, the DFØ travel expense report is often double: scholarship 5 days, approx. 8000 NOK, total NOK 16000)	150 000	100 000		Global Strategy Leader
Bridge funding for SEA-EU Alliance related opportunities	Funds to complement projects/activities that have received seed funding from the SEA-EU Alliance but are not sufficient to cover all planned activities in Norway (i.e. not abroad). Support snowball effects/spinoff activities with the hope that further collaborations and initiatives can take place (e.g. staff weeks, BIPs, Erasmus+ KA2 applications).		100 000		Global Strategy Leader
	TIL SAMMEN	574 000	580 000		
Internasjonalisering av forskning, i og utenfor Norge					
Tiltak	Beskrivelse	Sum 2023			
Mini-PES og mini-POS		250 000	220 000		
Mobilitetsstipend for stipendiater og postdoktorer (Mobility grants for PhD candidates and postdocs)	Utenlandsopphold gir inspirasjon og impulser som hun/han ikke får i Norge, inkl. utvikling av nettverk (Stays abroad provide inspiration and impulses that s/he does not get in Norway, including the development of networks)	750 000	720 000		Global Strategy Leader
Ansattmobilitet (2 uker støtte for bosted og reise) (Employee mobility (2 weeks support for residency and travel))	For fag, reise min. 2 uker. Prosjektbeskrivelse m. målsetning, budsjett, invitasjonsbrev. Kost egenandel (For subjects, travel. Minimum 2 weeks. Project description w. objective, budget, invitation letter. Cost deductible)	500 000	300 000		
Invitere internasjonal forsker til fakultetet. 1 uke opphold (maximum) (invite international researcher to the faculty. 1 week stay (maximum))	Mulighet for å initiere/delta i forskn.prosjekter. For forelesninger, seminar etc. For reise og opphold. Kost egenandel (Possibility to initiate/participate in research projects. For lectures, seminars etc. For travel and accommodation. Cost deductible)	100 000	100 000		
Funding to attend conference abroad	Candidate must have been selected to give a paper		80 000		
	TIL SAMMEN - Forskning	1 600 000	1 420 000		
	TOTAL - Utdanning og Forskning	2 174 000	2 000 000		
Oppsummert pr arbeidsordre:					
300059-500	Strategiske midler fra felles, 1 mill		1 000 000		

Periode	Konto	Konto (T)	Person/anlegg (T)	Arbordre	Arbordre (T)	Tekst	Beløp
202312	7401	Kontingent		300079-300		Strategiske midler, HHN - Internasjon AACSB kontingent.	25 600
202312	7401	Kontingent		300079-300		Strategiske midler, HHN - Internasjon Ompost bilagsnr68230169	1 993
202312	7401	Kontingent		300079-300		Strategiske midler, HHN - Internasjon Ompost bilagsnr94063954	158 077
202312	7196	Reisekostnader ompostering	Bernhoft, Anne-Cathrine	300079-300		Strategiske midler, HHN - Internasjon Ompost reise	54 432
202312	7196	Reisekostnader ompostering	Sirnes, Ellen	300079-300		Strategiske midler, HHN - Internasjon Ompost reise	31 031
202312	7196	Reisekostnader ompostering	Alsos, Gry Agnete	300079-300		Strategiske midler, HHN - Internasjon Ompost reise	63 709
202312	7196	Reisekostnader ompostering	Jakobsen, Siri	300079-300		Strategiske midler, HHN - Internasjon Ompost reise	47 344
202302	7132	Tjenestereiser ikke oppgavepliktig	Storsletten, Vivi Marie Lademo	300079-300		Strategiske midler, HHN - Internasjon Reise-20230209 nr. 7950075189	1 659
202302	7132	Tjenestereiser ikke oppgavepliktig	Storsletten, Vivi Marie Lademo	300079-300		Strategiske midler, HHN - Internasjon Reise-20230222 nr. 7950075482	205
202303	7132	Tjenestereiser ikke oppgavepliktig	Storsletten, Vivi Marie Lademo	300079-300		Strategiske midler, HHN - Internasjon Reise-20230309 nr. 7950074766 til Singapore	40 419
202303	7151	Diett kostnad, oppgavepliktig	Storsletten, Vivi Marie Lademo	300079-300		Strategiske midler, HHN - Internasjon Reise-20230309 nr. 7950074766 til Singapore	1 574
202303	7151	Diett kostnad, oppgavepliktig	Storsletten, Vivi Marie Lademo	300079-300		Strategiske midler, HHN - Internasjon Reise-20230309 nr. 7950074766 til Singapore	3 486
202311	7411	Gave til eksterne	Didriksen, Truls	300079-300		Strategiske midler, HHN - Internasjon Reise-20231117 nr. 7950085452	46
202312	7196	Reisekostnader ompostering	Mathisen, Kathrine	300079-300		Strategiske midler, HHN - Internasjon Ompost reise	16 820
202312	7196	Reisekostnader ompostering	Gilberg, Brynjar	300079-300		Strategiske midler, HHN - Internasjon Ompost reise	66 416
202303	7132	Tjenestereiser ikke oppgavepliktig	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20230329 nr. 7950077051 til Levanger	2 615
202305	7132	Tjenestereiser ikke oppgavepliktig	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20230510 nr. 7950078330 til Gdansk	4 383
202305	7132	Tjenestereiser ikke oppgavepliktig	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20230510 nr. 7950078734 til Stjørdal	6 555
202305	7132	Tjenestereiser ikke oppgavepliktig	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20230510 nr. 7950078809 til Rotterdam	10 072
202305	7151	Diett kostnad, oppgavepliktig	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20230525 nr. 7950079292 til Mo i Rana	140
202305	7151	Diett kostnad, oppgavepliktig	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20230525 nr. 7950079292 til Mo i Rana	99
202305	7132	Tjenestereiser ikke oppgavepliktig	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20230525 nr. 7950079292 til Mo i Rana	977
202306	7771	Bank- og kortgebyrer	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20230622 nr. 7950080090	395
202309	7151	Diett kostnad, oppgavepliktig	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20230908 nr. 7950082250 til Stjørdal	99
202309	7132	Tjenestereiser ikke oppgavepliktig	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20230908 nr. 7950082250 til Stjørdal	2 919
202309	7151	Diett kostnad, oppgavepliktig	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20230908 nr. 7950082250 til Stjørdal	140
202310	7132	Tjenestereiser ikke oppgavepliktig	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20231011 nr. 7950082128 til Oslo	4 206
202310	7151	Diett kostnad, oppgavepliktig	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20231011 nr. 7950082128 til Oslo	125
202310	7151	Diett kostnad, oppgavepliktig	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20231011 nr. 7950082128 til Oslo	565
202310	7151	Diett kostnad, oppgavepliktig	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20231011 nr. 7950082169 til Zwolle	564
202310	7132	Tjenestereiser ikke oppgavepliktig	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20231011 nr. 7950082169 til Zwolle	8 019
202310	7151	Diett kostnad, oppgavepliktig	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20231011 nr. 7950082169 til Zwolle	2 433
202310	7771	Bank- og kortgebyrer	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20231011 nr. 7950083582	560
202311	7132	Tjenestereiser ikke oppgavepliktig	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20231109 nr. 7950085260 til Steinkjer o	4 150
202311	7151	Diett kostnad, oppgavepliktig	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20231109 nr. 7950085260 til Steinkjer o	121
202311	7151	Diett kostnad, oppgavepliktig	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20231109 nr. 7950085260 til Steinkjer o	761
202312	7151	Diett kostnad, oppgavepliktig	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20231213 nr. 7950083909 til Bergen	119
202312	7151	Diett kostnad, oppgavepliktig	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20231213 nr. 7950083909 til Bergen	317
202312	7132	Tjenestereiser ikke oppgavepliktig	Wiik, Sandra	300079-300		Strategiske midler, HHN - Internasjon Reise-20231213 nr. 7950083909 til Bergen	5 998
202305	7132	Tjenestereiser ikke oppgavepliktig	Bogren, Maria	300079-300		Strategiske midler, HHN - Internasjon Reise-20230519 nr. 7950078821 til Stjørdal	1 265
202310	7194	Reisekostnader fakturert universitet	Standardverdi	300079-300		Strategiske midler, HHN - Internasjon international dag trafikk	38 812
							609 217

FBA budget internationalisation

Budget 2024

Budget for internationalization FBA (1MNOK/year)		
Activity	Description	Allocation (in NOK)
Payroll	Supports the salary of administrative staff working with internationalisation tasks	640,000
NAFSA conference	NAFSA is the world's largest association for international education and exchange. This annual event helps to build and maintain our partner network, as well as learn the new strategies and best practices to increase internationalization	100,000
EAIE conference	The European Association for International Education, this annual event is for networking and exchanging ideas between peers, while learning different approaches to internationalisation to advance our work	50,000
Internationalization at Nord	These funds will go towards internationalization activities at home, including events and meetings with students in our campuses to promote going abroad	50,000
MoUs establishment	These funds will go towards establishment of collaboration agreements with universities and companies, which includes visits for quality assurance and building partner relations	140,000
In total		1,000,000

Slight changes versus 2023: short-term mobility allocation moved to: Internationalisation at Nord (in line to development of internationalisation and student exchange at Steinkjer) and pay-roll to support salary of other administrative staff working on internationalisation.

Budget and expenditures 2023

Budget 2023:

Activity	Description	Allocation (in NOK)
Payroll	Equivalent to the same position at other faculties Ltr. 58 - 65 (524 900 - 626 000)	600,000
NAFSA conference	NAFSA is the world's largest association for international education and exchange. This annual event helps to build and maintain our partner network, as well as learn the new strategies and best practices to increase internationalization	100,000
EAIE conference	The European Association for International Education, this annual event is for networking and exchanging ideas between peers, while learning different approaches to internationalisation to advance our work	50,000
Short-term mobility	PhD and Master students that cannot obtain other funding for short term mobility can apply to the faculty's fund	100,000
Internationalization at Nord	These funds will go towards internationalization activities at home, including events and meetings with students in our campuses to promote going abroad	10,000
MoUs establishment	These funds will go towards establishment of collaboration agreements with universities and companies, which includes visits for quality assurance and building partner relations	140,000
In total		1,000,000

Expenditures 2023:

- **Total spent in 2023: NOK 1.050.065,46**
 - Salary expenses (including salary, pension and holiday pay): NOK 787.641,31
 - Operations and investments (includes travel costs and Keystone promotion for international programmes): NOK 262.424,43

- **Overspending of NOK 50.064,46**

Due to hiring of Keystone Education Group to promote our programmes through their [educations.com](https://www.educations.com), [bachelorstudies.com](https://www.bachelorstudies.com), and [masterstudies.com](https://www.masterstudies.com) websites, increasing the visibility and hopefully the recruitment to our English-taught programmes.

Arkivsak-dok. 22/00057-193
Saksansvarlig Levi Gårseth-Nesbakk
Saksbehandler Ida Charlotte Jakobsen

UPDATE ON ARCTIC CONGRESS BODØ 2024

Forslag til vedtak:

The International Committee makes note of the orientation

Sammendrag

The Arctic Congress Bodø 2024 is a unique event that combines the International Congress of Arctic Social Sciences (ICASS) XI, UArctic Congress 2024, and High North Dialogue 2024.

Saksframstilling

The congress takes place from 29 May to 3 June 2024 in Bodø, hosted by Nordland Research Institute and Nord University.

The congress includes high-level plenary sessions, several parallel sessions, network activities, and social and cultural events. It is an excellent opportunity for researchers, policy makers, businesses, and students to exchange knowledge and meet and connect across the Arctic.

Nord University, through the Division for Research and Development and the High North Center, are involved in the planning of the congress. The detailed program is not published yet, and the registration form will open at some point in February.

Read more about the congress here: <https://www.arcticcongress.com/>

Members of the committee should promote the congress at Faculty level and encourage as many as possible to attend. It is a unique opportunity to network with both existing partners within UArctic, and potential new partners – both for internationalization in education and research.

Arkivsak-dok. 22/00057-192
 Saksansvarlig Levi Gårseth-Nesbakk
 Saksbehandler Ivan Cernicky

UPDATE ON SEA-EU GOVERNING WEEK

Forslag til vedtak:

The committee takes note of the information presented.

Saksframstilling

The planning is done internally by the SEA-EU Office at NORD, which is local manager for SEA-EU at NORD Tove Holm and Monica Brobak. The budget is planned, all venues are booked, gifts for the participants are ordered and the to do list is done. A meeting with the rectorate of NORD was held in January, for updating them about the plan, based on which the plan was developed further.

The stakeholder group, led by University of Kiel is planning the program for the stakeholders (stakeholders, cities and ports) in cooperation with the associated partners of NORD. The program for the students has been planned in cooperation with the student council. According to the project handbook the agendas for the meetings ought to be ready two months before, which is done by the SEA-EU Office at NORD in cooperation with the coordinator of the alliance, University of Cadiz. Both the technical working group and the quality and ethics group agree on the agenda themselves.

All members of all meetings have been invited at the Governing week in Gdansk in June 2023 and Split in November 2023, for which separate flyers were done, and after that by e-mail in December 2023 and January 2024. Deadline for booking prebooked hotels is February 15th and registration to the week April 30th.

The Mobility Expert Group (MEG) will have its annual face to face meeting during the Governing week in Bodø. It was planned to be in Split but changed, for saving mobility costs, since many people participate in both the Governing week meetings and the MEG.

Monday May 27 th	Tuesday May 28 th		Wednesday May 29 th			Thursday May 30 th	
	Technical Working group 9.00-12.30	Students, rib tour some time on Tuesday	Executive committee 9.00-12.30	Marine preparedness. Program by associated partners of NORD 9.00-12.30	Own program for the rectors	Governing Board 9.00-12.30	Possibility to have meetings for different tasks
	Networking lunch 12.30-14.00		Networking lunch 12.30-14.00			Networking lunch 12.30-14.00	
	Quality and Ethics committee 14.00-17.00	Face-to-face meeting of the Stakeholders Group. 14.00-16.00	Students Council 14.00-16.00	SEA-EU Cities & Ports Council 14.00-16.00	Own program for the rectors	Social event: Visit to Saltstraumen, which is the world's strongest maelstrom. Hiking possibility. 14.00-17.00 / 18.30 (if you join the hiking).	
Technical working group dinner + students dinner 19.00	Social dinner 19.00		Social dinner 19.00			Social dinner 19.00	

Arkivsak-dok. 22/00057-196
Saksansvarlig Levi Garseth-Nesbakk
Saksbehandler Ivan Cernicky

PROTOCOLS FROM LOCALAL INTERNATIONAL COMMITTEES

Forslag til vedtak:

The committee takes note of the presented information.

Vedlegg:

Referat møte 5-23 IU-HHN

Referat møte 6-23 IU-HHN



Referat til møte i lokalt internasjonalt utvalg Handelshøgskolen (IU-HHN)

MØTE NR.: 5	DATO: 1.11.2023	TID: kl. 13:30-15:30	STED: Teams
-------------	-----------------	----------------------	-------------

Tilstede:

Navn	Representant
Maria Bogren	Leder IU-HHN / medlem IU-Nord
Dolores Modic	Faggruppe Innovasjon og entreprenørskap (deltok ved sak 41, 43-45)
Anastasia Henk	Faggruppe Markedsføring, organisasjon og ledelse
Özlem Nordfjaern	Faggruppe Trafikk
Elena Dybtsyna	Faggruppe Nordområdekunnskap
Sandra Wiik	Administrasjon / referent
Md Asif Islam Shuvo	Student
Pål Inge Johansen	Student

Forfall:

Pål Pedersen	Faggruppe Økonomisk analyse og regnskap
--------------	---

Saksliste

39/2023 Vedtakssak: Godkjenning innkalling.....	2
40/2023 Orienteringssak: Fakultetssamling	2
41/2023 Vedtakssak: Handlingsplan 2024.....	3
42/2023 Orienteringssak: Ny søknadsportal for utvekslingsstudenter	4
43/2023 Orienteringssak: Status på partneravtaler	4
44/2023 Orienteringssak: Oppdatering fra faggrupper og studenter	5
45/2023 Orienteringssak: Øvrig/neste møte.....	5

39/2023 Vedtakssak: Godkjenning innkalling

Saksfremstilling:

Leder går igjennom innkalling. Referat fra møtet 22. september er vedlagt.

Det er en presisering av sak 29/2023 hvor det var uklart hvem som vil representere HHN i det sentrale internasjonale utvalget. Det er leder for IU-HHN som vil representere Handelshøgskolen i det sentrale utvalget. Vararepresentant vil være representant for administrasjonen.

Vedtak:

Referat fra møtet 22. september og Innkalling til møte 1. november godkjennes.

40/2023 Orienteringssak: Fakultetssamling

Saksfremstilling:

Leder oppdaterte utvalget på sesjonen om internasjonalisering ved fakultetssamlingen til Handelshøgskolen 16.-17. oktober. Det var en vellykket sesjon med totalt 29 deltakere inkludert Maria Bogren og Sandra Wiik som presenterte og representantene i panelsamtalen. Oppsettet fungerte godt slik som utvalget foreslo ved forrige IU-møte. Utfallet av sesjonen er at flere vet hvem de kan kontakte angående administrative spørsmål men også kollegaer med forskjellige erfaringer. Som det står i handlingsplanen til utvalget så skal utvalget jobbe med å synliggjøre internasjonalisering og forskjellige muligheter på flere arenaer slik som fakultetssamlinger.

Tilbakemeldingene fra utvalget var at det var en god sesjon spesielt med hensyn til å høre mer om erfaringene til andre og spesielt de som deltok i panelsamtalen. Det ble også foreslått å ha et innlegg spesielt for PhD studenter på PhD og post Doc dagen.

Vedtak:

Saken tas til orientering.

41/2023 Vedtakssak: Handlingsplan 2024

Saksfremstilling:

Utvalget skal utarbeide en handlingsplan for året 2024. Til forskjell fra i fjor skal utvalget også lage et forslag til budsjett basert på innholdet i handlingsplanen. Budsjettet vil bli presentert til ledelsen for godkjenning.

Utvalget har diskutert flere områder som bør vurderes i utarbeidelsen for budsjettet. Det er noen saker ved handlingsplanen som spesielt må hensyntas slik som et fysisk møte for utvalget våren 2024 og deltakelse på konferanser særskilt EAIE. Det planlegges også for en sommerskole neste år der det søkes om midler for å dekke ulike sosiale tiltak for studentene som deltar.

Kommentarer og forslag fra møtet:

- Promotere HHN på Facebook/Instagram/LinkedIn og andre plattformer med kampanjer om utdanningstilbudet vårt.
- Besøke forskjellige «trade fairs».
- Vi bør ha en strategisk plan for hvordan vi kan få flere grads- og utvekslingsstudenter.
- Hvordan promoterer vi oss?
 - Trygt og fredelig
 - Vennlig fakultet
 - Godt student-teacher ratio
 - Bodø er Europeisk kulturhovedstad i 2024
 - Naturen
- Det er behov for å promotere mulighetene for ansattutveksling i større grad.
- Arrangere en studietur for faglige for å knytte nettverk.
- Deltakelse på EAIE for minst 1 person, men ønskelig å budsjettere for 2 stk. Kan være fordelaktig at en SPA også deltar.

Vedtak:

Leder og referent skal lage et budsjettutkast for neste møte. Resten av utvalget er bedt om å fortsette med å tenke på hva som bør inkluderes i budsjettet. Hver representant for faggruppen sin skal gi beskjed til leder om når faggruppen har et lengre møte i vårsemesteret 2024 slik at det kan bes om tid for å promotere ansattmobilitet.

42/2023 Orienteringssak: Ny søknadsportal for utvekslingsstudenter

Saksfremstilling:

Det ble informert om den nye søknadsportalen for innreisende utvekslingsstudenter som vil gjøre saksbehandling mye enklere og raskere. Studenter blir nominert gjennom SøknadsWeb fra nominatorer ved hjemmeinstitusjonen og studentene skal også søke i samme portal. All informasjonen legges dermed automatisk i Felles Studentsystem (FS). Dette var arbeid som tidligere ble gjort manuelt og var meget tidskrevende og sårbart. Første piloten var vårsemesteret 2023 og dette semesteret var første gang alle nominatorer og søkere brukte denne portalen. Det har vært tilnærmet en smertefri prosess med noen få problemer. De problemene som var vil utbedres til neste søknadsrunde våren 2024.

Vedtak:

Saken tas til orientering.

43/2023 Orienteringssak: Status på partneravtaler

Saksfremstilling:

Representant for administrasjon ga en kjapp oppdatering på status ved nye avtaleinngåelser og fornyelse av eksisterende avtaler. Det ble også informert om at det kommer nye maler for avtaler utenfor EU.

Vedtak:

Saken tas til orientering.

44/2023 Orienteringssak: Oppdatering fra faggrupper og studenter

Saksfremstilling:

Medlemmene oppdaterer resten av utvalget på relevante saker.

Studenter:

Det har vært infomøte om utveksling og masterstudier ved studiested Steinkjer. Har gode tilbakemelding om opphold ved sommerskole ved Em Normandie Business School sommeren 2023.

Faggruppe Markedsføring, organisasjon og ledelse: Representant for faggruppen har vært på et to ukers forskningsopphold i Tyskland i løpet av sommeren ved University of Cologne. De har hatt besøk av en akademiker fra University of Cyprus. Holder på med en memorandum of understanding ved et college i Hong Kong for en søknad for finansiering. Vil få en ny associate professor i januar.

Faggruppe Innovasjon og entreprenørskap: Faggruppen har hatt besøk fra Olga Dziubaniuk fra University of Tampere i en måned gjennom et NFF stipend. Besøk av Cristian Gangliuc fra Slovenia gjennom et Erasmus+ stipend. Paul Westhead fra Durham University har hatt en workshop i Steinkjer.

Faggruppe Nordområdekunnskap: Fått signert en memorandum of understand med University of Alaska Anchorage. Stor deltakelse ved Arctic Consul. Det er en stor pågående gjennomgang av masterprogrammet i global ledelse. Skal fornye avtalen med East China Normal University. Igor Khodachek er reist til East China Normal University for et forskningsopphold i en måned. Det jobbes med nasjonal akkreditering av doktorgradsprogrammet. Flere fra faggruppen deltok med innlegg i International Week ved Nord.

Faggruppe trafikk: Det er to nye doktorgradsstudenter som har begynt ved faggruppen. Har deltatt på en konferanse om trafikksikkerhet i Italia og er interessert i å arrangere denne konferansen ved Nord i fremtiden.

Representant administrasjon: Mye arbeid med fornyelse av avtaler og etablering av nye avtaler. Det arbeides med søknader for innkommende utvekslingsstudenter og promotering for utreisende utvekslingsstudenter ved Nord.

Vedtak:

Saken tas til orientering.

45/2023 Orienteringssak: Øvrig/neste møte

Saksfremstilling:

Leder bekrefter dato og sted for neste møte som er onsdag 6. desember kl. 09.00-11.00 på Teams.

Vedtak:

Saken tas til orientering.



Referat til møte i lokalt internasjonalt utvalg Handelshøgskolen (IU-HHN)

MØTE NR.: 6	DATO: 6.12.2023	TID: kl. 09:00-11:00	STED: Teams
-------------	-----------------	----------------------	-------------

Tilstede:

Navn	Representant
Maria Bogren	Leder IU-HHN / medlem IU-Nord
Anastasia Henk	Faggruppe Markedsføring, organisasjon og ledelse
Dolores Modic	Faggruppe Innovasjon og entreprenørskap
Pål Pedersen	Faggruppe Økonomisk analyse og regnskap
Özlem Nordfjaern	Faggruppe Trafikk
Elena Dybtsyna	Faggruppe Nordområdekunnskap (deltok delvis i sak 47, og i 48-49)
Sandra Wiik	Administrasjon / referent
Pål Inge Johansen	Student
Md Asif Islam Shuvo	Student (deltok i sak 47-49)

Saksliste

46/2023 Vedtakssak: Godkjenning innkalling.....	2
47/2023 Vedtakssak: Handlingsplan og budsjett 2024.....	2
48/2023 Orienteringssak: Oppdatering fra faggrupper og studenter	3
49/2023 Vedtakssak: Øvrig/neste møte	4

46/2023 Vedtakssak: Godkjenning innkalling

Saksfremstilling:

Leder går igjennom innkalling. Referat fra møtet 1. november er vedlagt.

Vedtak:

Referat fra møtet 1. november og Innkalling til møte 6. desember godkjennes.

47/2023 Vedtakssak: Handlingsplan og budsjett 2024

Saksfremstilling:

Utvalget skal fortsette med å jobbe fram en handlingsplan for 2024 med et budsjett. Utvalget har kommet langt i arbeidet fra den første handlingsplanen som ble laget for 2022 og 2023 og utvalget har nådd mange mål allerede. Det er nå behov for en grundigere gjennomgang av de tre fokusområdene i handlingsplanen og bestemme hva som er strategisk viktig å fokusere på i 2024.

Utvalget gikk gjennom handlingsplanen for 2023 der alle de tre hovedpunktene ble nøye gjennomgått med innspill fra medlemmene. Utvalget har gjort mye bra arbeid i løpet av året som har vært og den neste handlingsplanen vil bygge videre på det arbeidet. Tilbakemeldingene og forslagene tas med til utarbeidelse av ny handlingsplan for 2024. Det er også viktig at HHN finner balansen for viktige prioritering og mulighetene innenfor SEA-EU. Det kom forslag om å invitere inn rådgiver Kathrine Mathisen for å oppdatere om arbeidet med akkrediteringen AACSB i løpet av vårsemesteret.

Ved forrige IU-HHN møte ble utvalget enig om disse sakene som prioritet med hensyn til budsjettet:

- AASCB
- Sommerskole
- Konferanser
- Markedsføring

Andre forslag til budsjett:

- Utgiftspost for å dekke kostnader ved partnerbesøk. Hovedregelen er at man skal søke om stipend for ansattmobilitet som Erasmus+ og North2North, og dette skal dekke de siste kostnadene som stipendene ikke dekker. Dette kan være med på å stimulere til at flere søker.
- Utgiftspost for å dekke kostnader for administrasjonen for å delta i utenlandsreiser dersom det ikke foreligger et tilgjengelig finansieringsprogram. Begrunnelsen er at det er til stor nytte at administrative ansatte deltar dersom det gjelder utdannings samarbeid av forskjellige typer eller utveksling.
- Lokale aktiviteter for International Week for både ansatte og studenter.
- Lønne studentassistenter som kan bidra til å promotere utveksling til studentene og/eller hjelpe til med å organisere og delta på mottak for innkommende utvekslingsstudenter.

Vedtak:

Leder og referent vil lage utkast til ny handlingsplan basert på innspillene fra utvalget og vil lage estimater for budsjettet som går til gjennomgang i utvalget. Det nye budsjettet sendes til dekanen og ledergruppen til godkjenning.

48/2023 Orienteringssak: Oppdatering fra faggrupper og studenter

Saksfremstilling:

Medlemmene oppdaterer resten av utvalget på relevante saker.

Faggruppe Trafikk: Den italienske ambassadøren har besøkt studiested Stjørdal.

Faggruppe Nordområdekunnskap: En stor delegasjon fra Nord med rektor reiste til Shanghai, Kina for å besøke partnerinstitusjonen East China Normal University for å fornye avtalen mellom institusjonene. I tillegg til avtalefornyelse, var det flere arrangement som sto på agendaen som seminar om felles veiledning av masteroppgave, utforske muligheter for samarbeid på PhD nivå og muligheter for å lage workshops for forskningssamarbeid. Foruten rektor så deltok forskere ved Nordområdesenteret, administrasjon ved Handelshøgskolen og eksterne representanter fra Bodø fylkeskommune, Bodø kommune og Kraft senteret.

Faggruppe MOL: Lena Mossberg, Sara Lupini og Curtis Haugtvedt har vært på besøk og deltatt på forskningsseminarer. Curtis Haugtvedt skal begynne å jobbe ved faggruppen fra og med januar som førsteamanuensis.

Faggruppe Innovasjon og entreprenørskap: Faggruppen er i gang med et COIL-prosjekt (Collaborative Online International Learning) sammen med Babson College. Dette er i regi av Hk-dir i Norge, AAC&U i USA og en tilsvarende organisasjon i Japan. Andrew Corbett fra Babson College har hatt en workshop med tittelen «AI for teaching».

Faggruppe ØAR: Har rekruttert en ny førsteamanuensis i revisjon, Tatenda Mugwira. Han snakker ikke et skandinavisk språk så han vil undervise på engelsk i revisjon på Master i regnskap og revisjon.

Studentrepresentant Bodø: Har rekruttert fem nye medlemmer i internasjonalt utvalg ved HHS hvorav tre er norske og to er internasjonale. Det er viktig med en representasjon av begge studentgrupper.

Studentrepresentant Steinkjer: Viser til interesse fra studentene om å reise på utveksling til neste høst.

Administrasjon: Vi mottar mange invitasjoner til staff weeks gjennom SEA-EU som vil deles i Teamskanalen til HHN. De vil også deles med utvalget så de kan spre det videre til sine respektive faggrupper.

Vedtak:

Saken tas til orientering.

49/2023 Vedtakssak: Øvrig/neste møte

Saksfremstilling:

Følgende møteplan for våren 2024 ble foreslått for utvalget, med tidspunkt kl. 13.30 – 15.30 for digitale møter:

Torsdag 1. februar

Torsdag 4. april

Torsdag 13. juni

Da noen av datoene ikke passet for enkelte medlemmer ble det foreslått nye datoer. Det ble også enighet om at det andre møtet i semesteret skal være fysisk og finne sted ved campus Bodø. Dette er de nye foreslåtte datoene:

Mandag 5. februar (digital)

Fredag 5. april (fysisk i Bodø)

Torsdag 13. juni (digital)

Vedtak:

Møteplan for våren 2024 godkjennes med følgende datoer:

Mandag 5. februar (digital)

Fredag 5. april (fysisk i Bodø)

Torsdag 13. juni (digital)

Arkivsak-dok. 22/00057-197
Saksansvarlig Levi Garseth-Nesbakk
Saksbehandler Ivan Cernicky

ANY OTHER BUSINESS

Forslag til vedtak:

The members are asked to put forward any other issue they wish to discuss.