



university of groningen

International Relations & Strategy - Calendar 2017

- **Brown Bag Sessions:** A Brown Bag Session is an informal meeting, training or presentation at the workplace (reference to a [brown lunch bag](#)). The sessions offer an opportunity to transfer knowledge, brainstorm and build trust among attendees. Internationalisation staff can view a presentation or listen to a speaker discuss concepts, upcoming projects, new initiatives, policy changes or expert advice. Examples could be regional focus meetings, or meeting the experts from the Bureau.
- **International Office Updates (IOU):** Meetings focused around updates of central administration, faculties and 'diensten' sharing best practices, strategy and policy. The objective is to host the IOU's regularly, but attracting different target audiences from international offices depending on the agenda (support staff / officers / policy advisors / all). It is suggested to include the 'Erasmus+ / Marco Polo bijeenkomst' and the Policy Advisors meetings in the agenda of the IOU.
- **Biennial International Conference RUG - Fall uneven years:** Every two years the RUG will host a themed mini international conference (2 day to 1 week) to which different target audiences will be invited from the University of Groningen and our (prospective) partners: international students, operational staff, international office staff, partnership coordinators, senior leadership. The conference will include plenary sessions and a keynote address for all participants, after which parallel sessions (lectures, workshops, social activities, individual meetings, destination fair) will be hosted for the different target audiences. Suggested themes could be: Grants & Scholarships, Research Valorisation, Inclusion & Diversity, Staff & Student Mobility, Internships & Placements.
- **Biennial Staff Training Week RUG - Spring even years:** Every two years the RUG will host a Staff Training week aimed at knowledge sharing and networking with and among support and policy staff members of Erasmus+ partners.
- **Coordinate visits to Higher Education conference:** Collaboration among international office staff from the different departments and faculties, and presenting the University of Groningen as a whole, could be enhanced by institutionally coordinating visits to (inter)national conferences and fairs.

- 2017 -



Month	Activity	Objective
January		
24 January	ISR Intentions & Welcome 2017 Borrel	Introducing the ISR intentions document as part of the 2017 - 2020 strategic plan of the University of Groningen
31 January	<i>Student Event: Movin' to Groningen</i>	<i>Pick-up service International Students from Schiphol Airport</i>
February		
1 February	<i>Student Event: Non-EU Registration Days</i>	<i>Registering incoming non-EU students at IND & Municipality</i>
2 February	<i>Student Event: Welcoming Ceremony International Students</i>	<i>'Welcome to Groningen' ceremony to incoming international students</i>
6 February	International Student Barometer Feedback Presentation	Nanette Ripmeester will present the findings and results of the latest ISB results to internationalization staff.
22 February	International Office Update (IOU): different target audiences from international offices depending on agenda (Support Staff / Policy Advisors / all)	Updates from central administration, faculties and 'diensten' and sharing best practices



Month	Activity	Objective
March		
2 March	Brown Bag Session: Partnership management tools	Discussion around partnership management and an introduction to UGhent's eQuATIC tool
20 - 23 March	APAIE Conference in Kaohsiung, Taiwan	Conference hosted by the Asia-Pacific Association for International Education
23 March	Erasmus+/Marco Polo update for international offices	Update around development and project management of mobility and scholarships through Erasmus+ and Marco Polo
April		
4 April	Jaarcongres EP-Nuffic	Conference on Internationalisation of Education hosted by EP-Nuffic
24 - 28 April	EAIE Academy in Marseille, France	
	Bestuurlijk Overleg	Bi-annual meetings between Board of the University and UG Faculties
26 April	International Office Update (IOU): different target audiences from international offices depending on agenda (Support Staff / Policy Advisors / all)	Updates from central administration, faculties and 'diensten' and sharing best practices



university of groningen

Month	Activity	Objective
May		
18 May	Chinese Culture Event & Seminars , Duisenberg Building and Kapteynborg Building	One day event, mainly organized by the Chinese association of students and scholars in Groningen.
22 - 26 May	W100 Academy in Cambridge, UK	Intensive practical reputation training programme aimed at staff working in communications and international departments of the world's top 200 universities.
28 May - 2 June	NAFSA Conference in Los Angeles, USA	Conference hosted by National Association of Foreign Student Affairs
June		
1 June	Brown Bag Session: Regional focus meeting / Meet the experts from the bureau	Regional focus meeting - highlights of upcoming projects, new initiatives, policy changes. Theme / region t.b.a.
1 & 2 June	The Guild Dies Natalis	Birthday of the Guild of European Research Intensive Universities
7 - 9 June	Coimbra Group Conference in Edinburgh, Scotland	Conference hosted for Coimbra Group partners
21 June	International Office Update (IOU): different target audiences from	Updates from central administration, faculties and 'diensten' and sharing best



	international offices depending on agenda (Support Staff / Policy Advisors / all)	practices
Month	Activity	Objective
July		
August		
<i>30 August</i>	<i>Student Event: Non-EU Registration Days</i>	<i>Registering incoming non-EU students at IND & Municipality</i>
<i>30 August - 1 September</i>	<i>Student Event: Welcoming Ceremonies at the faculties</i>	<i>The Welcoming Ceremonies at the faculties will be held in this period.</i>
<i>31 August</i>	<i>Student Event: Welcoming Ceremony International Students</i>	<i>'Welcome to Groningen' ceremony to incoming international students</i>
September		
<i>4 September</i>	<i>Opening of Academic Year</i>	
12 - 15 September	EAIE Conference in Seville, Spain	Conference hosted by the European Association of International Education
20 September	International Office Update (IOU): different target audiences from international offices depending on agenda (Support Staff / Policy Advisors / all)	Updates from central administration, faculties and 'diensten' and sharing best practices



Month	Activity	Objective
October		
2 & 3 October (Monday lunch - Tuesday afternoon)	W100 Conference & Study Tour in Utrecht and Groningen	Conference and Study Tour for reputation managers in the world's top 100 best universities
9 - 13 October	UMCG / RUG Grants week	Platform for information about (applying to) research grants and programmes
	Brown Bag Session: Regional focus meeting / Meet the experts from the bureau	Regional focus meeting - highlights of upcoming projects, new initiatives, policy changes. Theme t.b.a.
	<i>Student Event: Exchange Fairs at Faculty Level</i>	<i>Fairs and workshops hosted at faculties to inform students about the possibilities of studying abroad</i>



Month	Activity	Objective
November		
19 - 20 November	U4 Rector's Meeting in Ghent, Belgium	
15 November	International Office Update (IOU): different target audiences from international offices depending on agenda (Support Staff / Policy Advisors / all)	Updates from central administration, faculties and 'diensten' and sharing best practices
	<i>Student Event: Exchange Fairs at Faculty Level</i>	<i>Fairs and workshops hosted at faculties to inform students about the possibilities of studying abroad</i>
	Bestuurlijk Overleg	Bi annual meetings between Board of the University and UG Faculties
December		
	Brown Bag Session: Regional focus meeting / Meet the experts from the bureau	Regional focus meeting - highlights of upcoming projects, new initiatives, policy changes. Theme / region t.b.a.
25 December	<i>Start Christmas Holidays (University Closed)</i>	



university of groningen

Additional Information

- Development of **partnership tool** to facilitate collaboration with partners for the University as a whole
- For **staff training & development** in internationalisation also consider
 - EP-Nuffic Academy for Higher Education : <https://www.internationalisering.nl/trainingsaanbod/hoger-onderwijs/>
 - Staff Week hosted at various European Universities (Erasmus+ scholarship available): <http://staffmobility.eu/staff-week-search>