ERASMUS STAFF TRAINING WEEK

Rennes 2 University, 8 - 12 June 2015
We are very pleased to invite you to our first Erasmus staff training which will take place in June 2015!

The programme has been designed for administrative and academic staff in charge of international affairs in their home university. The primary objective is to welcome members from Rennes 2 university partners but applications from other universities can also be submitted.

**Main topic:**

**Erasmus +, new requirements from the EU and impact,** with a focus on:
- Erasmus + impact on student mobility (learning agreement, student mobility contract, new financial rules, etc)
- The increasing prominence of quality assurance
- The new European programme for training and education, especially the Erasmus + strategic partnerships action

Presentations of Rennes 2 procedures at the beginning of each workshop are intended to foster discussion and debates as emphasis will be placed on the exchange of good practices.

**Practical information:**
- Venue: Rennes 2 University
- Date: from June 8th to June 12th 2015

  Registration will be open until March 20th 2015. The number of participants is limited to 20 and we will not accept more than 2 persons per institution. All applicants will receive the results of the selection by email by no later than April 1st, even those who are not selected.

- Coffee breaks, dinners and all cultural activities mentioned in the programme will be covered by Rennes 2 university. Participants may contact the International office of their home university as their travel and subsistence expenses are eligible under the Erasmus + mobility action.
DRAFT PROGRAMME

Monday 8 June
13:30-14:00  Registration and welcoming coffee
14:00-14:30  Official welcome by the Vice-President for International Relations
             and the Head of the International Office
             Introduction to the programme
14:30-15:15  Structure and Organisation of Rennes 2 University & the International
             Office
15:15-16:15  Presentations of participating universities (a short PPT presented by
             the participants)
16:15       Campus tour

Tuesday 9 June
09:00-11:00  Erasmus+: how did you deal with the new EU requirements?
             The objective is to analyse the experience made with the start of
             Erasmus+. Discussion on what worked, what did not and what needs
             to be improved.
             Chaired by Gwenaëlle Le Meur, in charge of incoming mobility and Erasmus
             outgoing mobility
11:00-11:30  Coffee break, with local delicacies from the participants
11:30-13:00  A smooth management of the international agreements
             Chaired by Juliette Cornet, in charge of international agreements
13:00-14:30  Lunch break
14:30-16:00  Parallel specific meetings according to participants’ interests:
             - Studies issues and student support office
             - Cultural office and the cultural activities/events at Rennes 2 University
             - Quality assurance in curricula
             - Coordination and quality control office
17:30       Guided city walk and dinner in a Crêperie

Wednesday 10 June
09:00-11:00  Presentation of the CIREFE (Rennes International Center for French
             study as a Foreign Language) and crash course on French
11:00-11:30  Coffee break
11:30-12:30  Rennes 2 experience in coordinating European projects in training
             Chaired by Kelly Allègre, in charge of European project management
12:30-14:00  Lunch break
14:00-15:30  Workshop on Strategic Partnerships
             Presentation and case studies
15:30-16:30  Management of European projects in training, exchange of good
             practices: staff costs, indirect costs, dissemination and communication
             strategy, support provided by the university, etc
Thursday 11 June

09:00-10:30  Quality assurance in Erasmus mobility: feedback reports from students, teaching and administrative staff, sharing of experiences, mentoring, etc. *Chair by Amal Jouffe-El Amrani, Head of the International Office*

Presentation by Pauline Olivo, Quality assurance officer, Valor’Ouest

10:30-11:00  Coffee break

11:00-12:30  Individual meetings in Faculties

12:30-14:00  Lunch break

14:00-15:30  Parallel specific meetings according to participants’ interests:
- Studies issues and student support office
- Cultural office and the cultural activities/events at Rennes 2 University
- Quality assurance in curricula
- Coordination and quality control office

19:00  Discovering the Breton culture and institutional dinner with the Vice-President for International Relations

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Friday 12 June

09:00-10:30  Farewell breakfast: feedback and suggestions for improvements

Attendance certificates distribution

11:00-18:30  Field trip to the Mont Saint-Michel