

International Staff Training Week at Birzeit University

25-29 March, 2019

Final programme

Theme: Expanding the cooperation

Monday (25.03.2019)

Time	Activity	Venue
9:30-10:00	<ul style="list-style-type: none"> Registration Signing the arrival certificates and the mobility agreements. 	Presidency Building-Shammas Hall
10:00-10:30	<ul style="list-style-type: none"> Welcoming by Dr. Henry Giacaman, the Vice President for Academic Affairs¹ Welcoming by Dr. Amir Khalil, Director of the External Relations Office. 	Presidential building, Shammas Hall
10:30-11:00	<ul style="list-style-type: none"> Presentation about the University by the Public Relations Office² 	Presidential building, Shammas Hall
11:00-11:30	<ul style="list-style-type: none"> Break and group picture 	Presidential building, main lobby
11:30-12:30	<ul style="list-style-type: none"> Introductory session: Presentation by participants³ 	Presidential building, Shammas Hall
12:30-14:00	<ul style="list-style-type: none"> Lunch 	BZU cafeteria
14:00-15:00	<ul style="list-style-type: none"> Campus Tour –PR team including the Palestinian Museum⁴ 	BZU campus ⁵

¹ <http://www.birzeit.edu/en/faculty-staff/henry-giacaman>

² <https://www.birzeit.edu/en/about/president-office/office-units/public-relations-office>

³ Each participant will make a short presentation about him/her and the university.

⁴ <http://www.palmuseum.org/language/english>

⁵ <https://www.birzeit.edu/sites/all/themes/vrt/>

Theme: ERASMUS + Mobility (International Credit Mobility –ICM)

Tuesday (26.03.2019)

Time	Activity	Venue
9:30-10:00	– Presentation about the External Academic Relations Office ⁶ and the ERASMUS + Unit ⁷	Presidency Building
10:00-11:30	– Erasmus + ICM procedures – Incoming mobility <ul style="list-style-type: none">○ Admission – Outgoing mobility for students and staff <ul style="list-style-type: none">○ Procedures○ Selection Procedures○ Visa issues – Sharing other universities experience	Presidency Building-Shammas Hall
11:30-12:30	– Break	
12:30-13:00	– Presentation about Palestine and Arabic Studies Program (PAS) ⁸	Presidency Building-Shammas Hall
13:00-14:00	– Lunch	BZU cafeteria
14:00-15:00	– Recognition Issues <ul style="list-style-type: none">○ Regulations / Credit transfer○ Students and Staff mobility○ Sharing other universities experience	Presidency Building-Shammas Hall
19:00	– Dinner in Ramallah	TBC

⁶ <http://www.birzeit.edu/en/about/external-academic-relations>

⁷ <http://www.birzeit.edu/en/about/external-relations/erasmus>

⁸ <http://sites.birzeit.edu/pas/>

**Theme: Erasmus+ Key Action 2 - Capacity Building in the Field of Higher Education
(CBHE)**

Wednesday (27.03.2019)

Time	Activity	Venue
9:30-10:00	– Meeting with the Innovation and Entrepreneurship Unit ⁹	Presidency Building-Shammas Hall
10:00-11:00	– Birzeit University experience in Erasmus+ Key Action 2 - Capacity building in the field of higher education <ul style="list-style-type: none"> ○ The role of the Office of Grants and Contracts¹⁰ ○ The role of the Project Management Units¹¹ ○ One example of BZU project 	Presidency Building-Shammas Hall
11:00-11:30	– Break	
11:30-12:00	– Meeting with the Right to Education Campaign ¹²	Presidency Building-Shammas Hall
12:00-13:00	– Meeting with the National Erasmus + Office in Palestine ¹³ <ul style="list-style-type: none"> – Session by Dr. Nedal Jayousi, NEO Director <ul style="list-style-type: none"> ○ Briefing about the Higher Education in Palestine ○ Briefing about the CBHE in Palestine – Briefing about the ICM in Palestine 	Presidency Building-Shammas Hall
13:00-14:00	– Lunch	BZU cafeteria
14:00	– Mahmoud Darwish Museum	Ramallah

⁹ <https://www.birzeit.edu/en/students/ieu>

¹⁰ <https://www.birzeit.edu/en/about/president-office/units/OGC>

¹¹ <https://www.birzeit.edu/en/community-affairs/project-management>

¹² <http://right2edu.birzeit.edu/>

¹³ <http://www.erasmusplus.ps/>

Theme: Erasmus + and Internationalization

Thursday (28.03.2019)

Time	Activity	Venue
9:30-10:30	– Meeting with Concerned Faculties and departments ¹⁴	BZU Campus
11:00-12:30	– Info session about the universities to BZU students ¹⁵ <ul style="list-style-type: none">○ Erasmus + procedures	Institute of Law Hall (Room 317)
13:00-14:00	– Lunch	BZU cafeteria
14:00-15:00	– Farewell and certificates	Presidency Building- Shammas Hall

Friday (29.03.2019)

Free day, a visit to Jericho City might be arranged ¹⁶

¹⁴ An individual meetings will be arranged with the concerned faculties or departments upon request.

¹⁵ Presentation about your university to BZU students and the Erasmus + program (procedures) (15 minutes each)

¹⁶ The visit will be confirmed upon the participant's confirmation.