

PROMOTING EDUCATIONAL ORGANISATION THROUGH PEOPLE

Tempus project



KICK OFF meeting

Dates: 10, 11 & 12 March 2014

Place of the venue:

UNIVERSITAT POLITÈCNICA DE CATALUNYA
UNESCO Chair of Higher Education Management
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Barcelona
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Participants:

Name	Role	Institution	Country
Xavier Llinàs	Academic Director	UNESCO Chair of HE management-UPC	Spain
Marisa Juste	Deputy Technical Director Project Grantholder	UNESCO Chair of HE management-UPC	Spain
Alicia Berlanga	Project coordinator	UNESCO Chair of HE management-UPC	Spain
Marta Pile	Coordinator of the Planning and Evaluation office	Istituto Superior Tecnico	Portugal
Sonia Borges	Human resources management expert	Istituto Superior Tecnico	Portugal
Victor Kordas	Project coordinator	Royal Institute of Technology	Sweden
Lenhart Johansson	Project coordinator	Royal Institute of Technology	Sweden
Serik Svyatov	Rector	Turar Ryskulov Kazakh Economic University	Kazakhstan
Saule Arystanbaeva	Vicerector	Turar Ryskulov Kazakh Economic University	Kazakhstan
Elmira Satbekova	Chief accountant	Turar Ryskulov Kazakh Economic University	Kazakhstan
Aliya Mustapaeva	Head of international projects	Kazakh academy of transport and communications	Kazakhstan
Meirzhan Otarbekov	Chief of Staff of the Rector	Kazakh academy of transport and communications	Kazakhstan
Alexey Titkov	Professor	S. Toraighyrov Pavlodar State University	Kazakhstan
Takhir Ernazarov	Professor	S. Toraighyrov Pavlodar State University	Kazakhstan
Alma Muratova	Director of the Centre of Strategic Development and Management	Karaganda State Medical University	Kazakhstan
Dulat Doskozhin	Coordinator of the Human Resources Centre	Karaganda State Medical University	Kazakhstan
Nerses Gevorgyan	Project Coordinator and Chairholder of UNESCO Chair in Education planning and Management, Responsible for ASUE Quality Assurance	Armenian State University of Economics	Armenia
Paruyr Kalantaryan	Vicerector	Armenian State University of Economics	Armenia
Marine Khachatyan	Local coordinator of the PEOPLE Tempus project in RAU, the Head of the Quality Control Department	Russian-Armenian Slavonic University	Armenia
Larisa Avetisyan	Leading specialist of the Quality Control Department	Russian-Armenian Slavonic University	Armenia
Arina Bekchyan	Human Resources manager	American University of Armenia	Armenia
Lela Kelbakiani	Rector	Kutaisi University	Georgia
Elguja Deisadze	Project coordinator	Kutaisi University	Georgia
Mariana Burduli	Head office of Human Resources	Ilia State University	Georgia
Nino Dvalidze		Ilia State University	Georgia
Julia Taran	Interpreter	T&T Span service	Spain

AGENDA OF THE MEETING

Monday, 10th March 2014

- 09.30 Welcome by the Rector of UNIVERSITAT POLITÈCNICA DE CATALUNYA and by the Rector of the T.RYSKULOV KAZAKH ECONOMIC UNIVERSITY
- 09.45 Presentation of the PEOPLE consortium and structures of Human Resources:
- UNESCO Chair of higher education management, content coordinating institution (Spain)
 - T.Ryskulov Kazakh Economic University, project grant holder (Kazakhstan)
 - Instituto Superior Tecnico (Portugal)
 - Royal Institute of Technology (Sweden)
- 11.00 Coffee break
- 11.30 Presentation of the PEOPLE consortium and structures of Human Resources:
- Kazakh academy of transport and communications (Kazakhstan)
 - S. Toraihyrov Pavlodar State University (Kazakhstan)
 - Karaganda State Medical University (Kazakhstan)
- 13.00 Lunch
- 15.00 Presentation of the PEOPLE consortium and structures of Human Resources:
- Armenian State University of Economics (Armenia)
 - Russian-Armenian Slavonic University (Armenia)
 - American University of Armenia (Armenia)
 - Kutaisi University (Georgia)
 - Ilia State University (Georgia)
- 17.00 End of the first day

Tuesday, 11th March 2014

- 09.30 Overall presentation of the PEOPLE project, by UPC
- 10.30 Coffee break
- 11.00 WP1: Human Resources audit and mapping competencies, by IST
WP2: Training Human Resources managers and staff and WP3: To develop a strategic plan by UPC
- 13.00 Lunch
- 15.00 WP4: Human resources center, by KAZEU
- 16.00 WP5: Dissemination strategy, by KU
- 16.30 WP7: Quality plan, by KTH
- 17.00 End of the second day
- 20.30 Official dinner

Wednesday, 12th March 2014

- 09.30 WP6: Management procedures
- Guidelines for the use of the grant
 - Conventions and timesheets
 - Individual Mobility reports and supporting documents
- 11.00 Coffee break
- 11.30 WP6: Management procedures
- Reporting:
 - o per institution and per working package
 - o interim and final report
- 13.30 End of the meeting