

SANTANDER GROUP ERASMUS PROGRAMME FOR THE ADMINISTRATIVE STAFF 2010-2011

Offer n°	Institution	Position	Department	Contact	Description of activities	Language/s	Duration and proposed dates	Host contribution
1	University of Liège (Belgium)	Director	Library Network	Paul Thirion Université de Liège place du 20-Août 7 4000 Liège Tel: +32 4-366-5290 Fax:+32 4-366-9922 Email: Bib.direction@ulg.ac.be	Overview of the organization of the University Library Network (administrative and geographical); presentation of the digital projects (evolutions of the catalogues, website, institutional repository and other technological developments) and services to the community (education, loans, ILL...); visit of the branch libraries, main reserve and patrimonial collections. The program will also be the place to exchange good practice and perspectives regarding the different tasks in a University library.	French	1 week April - June 2011	None
2	University of Liège (Belgium)	Staff training coordinator	Student Affairs	Mr. Julian Huls Université de Liège place du 20-Août 7 4000 Liège Tel: +32 4-366-5290 Fax:+32 4-366-9922 Email: julian.huls@ulg.ac.be	The theme of this week will be: orientation, accompaniment and support to success of the students. Presentation of the different services that can help the students during their studies: university guidance (choice of study, courses, option), study guidance (learning methods and time management), quality of student life (well-being), facilities for students with special needs, distance learning, language learning.	French	1 week April - June 2011	None
3	University of Gothenburg (Sweden)	International Coordinator	International office	Christina Kaspersen University of Gothenburg, Viktoriagatan 13, Box 100, 40530 Gothenburg, Sweden Tel: +46 31 786 5328 Fax: +46 31 786 4473 Email: Christina.kaspersen@gu.se	University of Gothenburg will arrange a Global Week where there will be panel discussions, meetings with interesting people, staff exchange program etc. during one week in November 2010. Members of the Santander network will have the possibility to participate in this global week and receive more information about the work with international issues at the University of Gothenburg, both at a central and faculty level. Information about the work with international student recruitment, exchange student services etc. will be given. Meetings and discussion opportunities related to visitor's area of interest will be arranged.	English	1 week 14-20 November 2010	Some meals
4	Ghent University (Belgium)	European research advisor	Research Coordination Office	Nathalie Vandepitte University of Gent, Sint-Pietersnieuwstraat 25 B-9000 Gent Tel: +32 9 2643029 Fax: +32 9 2643583 Email: Nathalie.Vandepitte@UGent.be	Exchange of experiences and good practices regarding several aspects relating to European research funding, in particular the Seventh Framework Programme: mobilisation of researchers, methods of information spreading, communication tools, organisation of the European office (tasks, services, who does what, ...), organisation of the financial management of European projects, communication with the European Commission, European policy at the institution. Exchange of experiences within INTERREG programmes and other European funding schemes outside the Framework Programme	English	1 week to be discussed	None
5	Ghent University (Belgium)	International Relations Officer	International Relations Office	Barbara Claeys Ghent University, Sint-Pietersnieuwstraat 25 B-9000 Gent Tel: +32 264 7021 Fax: +32 264 7033 Email: Barbara.Claeys@UGent.be	Study visit at some faculties (according to interest), analogous job scheme at the IRO of Ghent University with following policy topics: * ECTS: implementation and finetuning in the scope of the ECTS label * LLP programme: coordination * Erasmus Mundus programme (action 1 and 2): coordination * International Indicators: implementation and evaluation	English	1 week June 2010	Some meals are offered by IRO/Faculty of Ghent University
6	Ghent University (Belgium)	Professor	Dept of Political Science, Centre for EU Studies	Prof Jan Orbie Ghent University, Sint-Pietersnieuwstraat 25 B-9000 Gent Tel: +32 9 2649158 Email: Jan.Orbie@ugent.be	Guest lectures in relation to European Union enlargement and / or European Neighbourhood Policies	English	1- 2 weeks between 15 February – 15 May 2011	None
7	Ghent University (Belgium)	Administration/assistant coordination	Dept of Biology, Nematology	Inge Dehennin Ghent University, Sint-Pietersnieuwstraat 25 B-9000 Gent Tel: +32 9 2645216 Fax: +32 9 2645344 Email: Inge.dehennin@ugent.be	The European Master of Science in Nematology and the Master of Nematology are 2-year master programmes, respectively sponsored by the Erasmus Mundus programme of the EC and the Flemish Interuniversity Council – Developmental Cooperation (VLIR-UOS). The students enrolled are mostly originating from developing countries and other European countries (sponsored by grant from the European Commission and the Belgian Ministry of Development Cooperation. One of the exciting and active periods of this programme is around the start of each academic year. The new students are welcomed at their arrival in Belgium and assisted to their place of accommodation place. Next to this the administration office assists the students with the necessary administrative procedures before and during the start of the academic year. The first week the students present themselves and their country and at the end of the week a welcoming reception is organized.	English / Nederlands	1 or 2 weeks 18-29 September 2010	None

8	University of Trieste (Italy)	Head	Press Office / Information - marketing	<p>Giampiero Viezzoli</p> <p>University of Trieste Piazzale Europa 1 34127 Trieste, Italy Tel: +39 040 5583042 Fax: +39 040 5583257 Email: gviezzoli@amm.units.it</p>	Press Office activities, press releases, press conferences, press archive, electronic newsletter, web news, web radio, external communication, university marketing, organization of major events, etc.	English / Italian	1 week to be discussed	None
9	University of Trieste (Italy)	Coordinator of ILO	Industrial Liaison Office	<p>Giovanni Cristiano Piani</p> <p>University of Trieste Piazzale Europa 1 34127 Trieste, Italy Tel: +39 040 558 3012 Fax: +39 040 550 7144 Email: cristiano.piani@amm.units.it</p>	<p>The "Industrial Liaison Office" has 2 main goals to achieve: the first one towards the economical environment of the Region Friuli Venezia Giulia and the second one towards the internal academic environment:</p> <p>ILO activities outbound: Promotion of patent portfolio (sell, licence, preemption,...) Promotion of Knowledge (collaborative and external research) Promoting the culture of intellectual property (project among companies) Promoting transfer of human capital (training) Promotion of Job Placement R & D forum, Job forum, participation in fairs, Venture Capital Days, communications in magazines etc., Network promotion</p> <p>ILO activities inbound Spread the culture of intellectual property (among researchers and students) Support for ministerial projects or EU. Manage own projects and collaborations across the countries Offer strategic advice (patent strategies, spin-off contracts, contract research, transfer licences etc.). Promote Job placement and of lifelong learning (three-year degree courses in English Economics and Management of Innovation, Economics of Financial and Insurance Markets) Find Venture Capital (for spin off) Organize events like: R & D forum, Job forum, participation in fairs, Venture Capital Days, communication in magazines, network promotion etc.</p>	English / Italian / French	1 week to be discussed	None
10	University of Valladolid (Spain)	Coordinator of Area	Centro Buendia / Area Extension y Cultura	<p>Amelia Aguado</p> <p>University of Valladolid Plaza Santa Cruz 8 47002 Valladolid, Spain Tel: +34 983 187807 Fax: +34 983 187801 Email: coordinadora.cultura@uva.es</p>	Teacher Training, Long life training and cultural activities.	English / French / Spanish	1 week anytime but August	None
11	University of Valladolid (Spain)	Head of the Library	Library	<p>Cesar Salinero Bombin</p> <p>University of Valladolid Plaza Santa Cruz 8 47002 Valladolid, Spain Tel: +34 983 423028 Fax: +34 983 423030 Email: direccion.biblioteca.universitaria@uva.es</p>	Description of activities: we can offer a tour of the different departments within the library, focusing particularly on areas that will be the most interest to visitors May also meet and work in a library with a rich historic heritage and many different library branches in whole knowledge areas which may be new applications for libraries as can be: digital library, library 2.0, institutional repository, manuscript digitisation, interlibrary loan, users training, etc. Our staff can teach them how to work in our library. They can also visit different buildings in several campuses in four cities that are part of our university. If there are any new topics that the applicant wants to explore or discuss with us, other than one already in the programme, they can let us know and we will try to find the specialist in the staff to talk to.	English / French / Spanish	1 week May to June October November	to None
12	Ghent University (Belgium)	Professor	Inorganic and Physical Chemistry	<p>Patrick Bultinck</p> <p>University of Gent Sint-Pietersnieuwstraat 25 B-9000 Gent Tel: +32 92644423 Fax: +32 92644983 Email: patrick.bultinck@ugent.be</p>	Professors Bultinck and De Proft welcome expert lecturers in quantum chemistry or molecular modeling for a master course in "computational chemistry" with emphasis on the development of problem solving capabilities of the students. Duration of your possible stay as well as the precise subjects are to be discussed. As a guideline, any subject contained in "Introduction to computational chemistry" by F. Jensen can be considered although interesting subjects beyond this reference can be negotiated. Professor Bultinck welcomes expert academic staff to participate in the elective course on quantum chemical methods, on any subject of their expertise at a level appropriate for final year students, most of them making a thesis in quantum chemistry. Prof. Dubruel welcomes expert lectures in the field of polymers for biomedical applications in the framework of the second master in chemistry elective course "Polymers for bio-related applications". Duration of your possible stay as well as the precise subjects are to be discussed. Professor Van Der Voort welcomes expert lectures in the field of ordered porous materials (zeolites, zeotypes, MCM and SBA type materials, PMO, MOF, ...), focusing on synthesis, characterization or applications in heterogeneous catalysis, sensing, biomedical, photonics, ... These classes can be a part of either the first Masters class: Solid State Chemistry or part of the more advanced and optional class: "nanoporous materials".	English	1 or 2 weeks to be discussed	None

13 **University of Trieste
(Italy)**

Research Office

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The Research Office is a department of the university administration which is the reference for professors and researchers for their research activities. The office aims to give an administrative and legal support in the submission of research projects and to establish permanent collaboration with the local authorities which invest in research. In particular, the Office works in national programs, regional programs and European programs (7FP, Structural Funds, international cooperation). The office can give legal advice on specific problems, for instance about intellectual property, and connects research groups with technology transfer activities for the projects which can have an impact on economic context. The evaluation of research productivity (publications and other issues of research) is another task of the Office, which manages the Registry of research outputs. The research evaluation is carried out both for internal aims and for National Research Assessment, which is very important for university financing.

English /	1 week		
Italian /	June to	October	None
French /	(other dates may be		
Spanish	possible)		