



WP2 - Development

Update report
December 8-12, 2019
Brno

WP2 - Development



Team	Activities according to original work plan	What actually happened	Actual Outcomes
<p>P5 Tel Hai College (THC) led development of their workpackage planning document which lays out strategy, milestones, timeline; THC co-led with MCI the development sessions at consortium meetings; collected information from partner institutions regarding laH guidelines to facilitate peer to peer learning based on what institutions have in place. P11 Management Center Innsbruck (MCI) worked with THC to lead sessions at consortium meetings; determined together what information will be collected partners for peer to peer learning; and assisted in creating planning document. P10 Erasmus Student Network led all activities regarding social integration strategies. Overall, ESNs role is to work with the consortium to develop trainings and with each IL HEI as mentors to develop programs for social integration.</p>	<p>2.1 Preparation of training modules by EU experts on organization of student services, international marketing for laH, establishment of laH strategies, implementation of programming at each IL HEI based on results.</p>	<p>2.1 In line with timeline, tentative plan for training modules by EU experts will be created by Dec. 2019 (immediately following international consortium meeting on Dec. 9-11). This is currently being developed.</p>	<p>2.1 Fine tuning of trainings currently taking place based on needs that arose through mapping, meeting discussions, and laH strategy documents.</p>


WP2 - Development




Activities according to original work plan	What actually happened	Actual Outcomes
<p>2.2. Organisation of trainings in EU and Israel</p> <p>2.3. Organisation of guidelines, protocols and procedures for int'l students.</p> <p>2.4. Piloting of services and social integration system offered</p>	<p>2.2. Tentative timeline of trainings was created for year 2 and 3, content of these trainings will be based on 2.1 (See WP3 planning document attached in previous slide).</p> <p>-ESN conducted a training for student unions and administrative staff on social integration (July 25, 2019).</p> <p>2.3 Each institution was requested to send material to the development WP leads who will create a report that offers examples of protocols/guidelines on IaH from various institutions in order to facilitate peer to peer learning between EU and IL partners and among IL partners locally. THC is currently analyzing the material received.</p> <p>2.4 This is scheduled to begin in September, 2019</p>	<p>2.2 The outcome of the ESN training on social integration was that each student union representative left with a plan of action that they can begin to work to move forward.</p> <p>2.3 By end of September, a report of existing guidelines provided by each institution will be created for peer to peer learning.</p>




WP2 – Milestones and Timeline




Activity	Description	Responsibility	Date	Action Items
Organization of guidelines, protocols and procedures for international students.	Collect and compile relevant info materials from all participating IHE 's (accommodation, visa, insurance, finance, safety, health).	MCI & Tel Hai	June 2019	Request all participating Institutions to send all the material
Social and cultural integration	Integrate international students into Israeli social and cultural setting; making local students aware of different cultures through connection with international students	Tel-Hai & ESN	<ol style="list-style-type: none"> 1. July 16-25, 2019 First mentoring visit of ESN 2. July 25, 2019 –workshop for student unions/staff working within international students. 3. November 2020 5-12 second mentoring visit of ESN 4. April 2021, third mentoring visit of ESN 	<p>Involve ESN in the process through mentoring/annual visits of ESN and workshops.</p> <p>Based on each institution's needs, social integration programs will be developed at each partner HEI.</p>




Create a matrix of required information	<ol style="list-style-type: none"> 1. Identify the various fields of information and define priorities. 2. Attach links to the various protocols/guidelines 	Tel Hai	Sept 2019	The collected materials will be categorized and recommendations made for presentation of the various materials (brochures, websites, etc.)
Plan of consortium training activities in the area of student support services	Based on the Institutional Internationalization at Home strategies, and on the skill sets of each EU partner (as reflected in the mapping from the preparation workpackage), THC will work with EU partners to determine the content of EU training.	Tel-Hai Team in cooperation with EU institutions hosting the visits.	December 2019 Present initial draft of training program at MUNI meeting	By Nov 2019, THC will produce a document which outlines what the content of the trainings at each EU institution will be based on 1) the needs expressed in the institutional IaH strategies of the Israeli institutions; 2) mapping of preparation which identifies strengths; 3) suggestions after initial site visits to EU institutions.



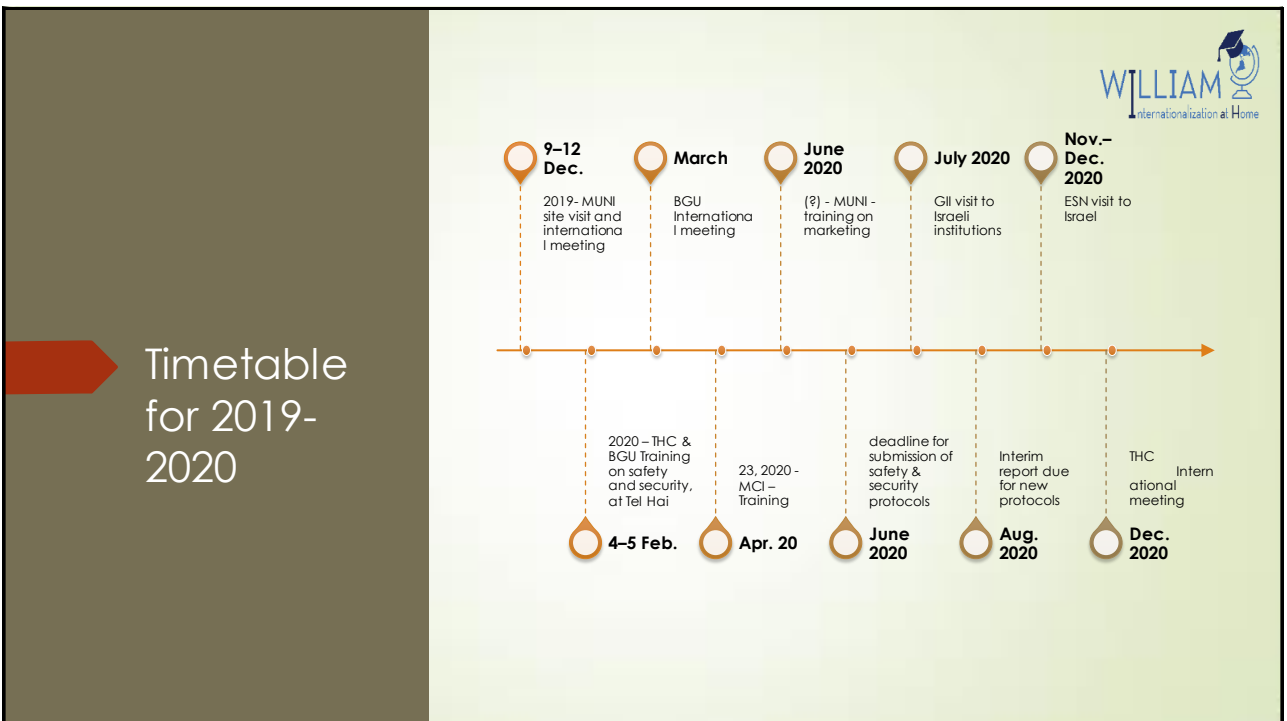
Israeli partner training: Administrative training for internationalization and for safety and security of international students	Training will be twofold: 1) Help provide awareness and tools for administrative faculty on working with international students in areas such as cultural sensitivities and increase visibility of IaH across administrative staff; 2) Training to help Israeli institutions develop guidelines for safety and security of international students while on their campus.	Tel-Hai & MCI & HUJI 2 day meeting – 1 st theory 2 nd hands on activities to create first draft protocols for security and safety.	January/Feb 2020 This will be organized by Tel Hai, in collaboration with HUJI in the area of safety and security. Part of the training will include learnings from the SUCTI training handbook on administrative training. By October 1, 2019, a Save the date for this training should be sent out to all Israeli partners with draft of content.	THC will work with subcontracted NGO for security and with HUJI to determine content of this training and determine the date.
MUNI visit: Implementation of marketing training & student services for international students	4 days at MUNI, training for Israeli partner institutions on international marketing and development of international office. Additional topics for the training may be added depending on needs of Israeli institutions from the Institutional IaH report.	MUNI	June (?) 2020	Plan more specifically for this visit after seeing the report from THC on the IaH institutional strategies documents.
Institutional multiplier meetings/trainings for administrators/faculty on working with international students and on safety/security AND Begin to develop/improve	Based on the above training of the Israeli partners, each institution will work to devise its institutional guidelines and protocols in the area of security and safety.	All Israeli partner institutions	June 2020 – deadline for submission of safety & security protocols that have been approved by the relevant authority in the institution - in writing	1) Meetings and trainings at partner institutions will be devised. 2) Each institution will submit their new/ revised protocols/guidelines on safety and



MCI visit: Implementation of student services support training	Israeli partners travel to MCI for 3 day training on selected topics. Topics to be determined as a result of the report from THC on the needs expressed from the Institutional IaH strategy documents and on MCIs expertise as seen in the mapping and from the site visit.	THC & MCI	April 20-23– 2020,	Dependent on the report, MCI will develop content accordingly in preparation for the visit.
Israeli institutions interim report of new protocols for incoming international students and international student services based on trainings/collaboration with partner and EU institutions	After a process of receiving partner institution's guidelines and material (year 1) trainings and collaboration on best practices (year 2), each Israeli partner will develop their new/ revised guideline and protocols for incoming students and improving student services.	All Israeli institutions	August 2020 (before the onset of the new academic year 3 of WILLIAM). Note: prior to this time, all guidelines/protocols should be approved by management and ready for implementation in the final year of the project.	Each institution will be required to submit their revised guidelines, protocols, and explanations for implementation processes.



MUNI visit: Advanced training for international marketing	To be determined depending on needs and skills of the partner institutions.	MUNI	June (?) 2021	Based on results/outcomes of first training, the second training will be structured.
Piloting of new services (based on guidelines/trainings) and of social integration programs	Based on consortium trainings and collaboration, each Israeli institution will pilot their newly developed services/put guidelines and protocols into action.	All Israeli institutions	September 2021	
Training on International office support	Training content will be determined based on needs of Israeli institutions in the Institutional IaH strategy report.	Tel Hai and Pula	Currently listed as: Oct/Nov, 2021 – Israeli partners travel to UNIPU for 3 days training on selected topics See if we can move to Feb. 2-4, 2021	Plan more specifically for this visit after seeing the report from THC on the IaH institutional strategies documents.



WILLIAM Internationalization at Home

Co-funded by the Erasmus+ Programme of the European Union

Tel-Hai College

CSPC
www.lcspc.org
Community Support Programme for Children
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האוניברסיטה העברית בירושלים
THE HEBREW UNIVERSITY OF JERUSALEM

Save the Date
4th – 5th February 2020

Safety and Security of International Students Workshop

WILLIAM Internationalization at Home

Tuesday 4th February, 2020

- 09:30 – 10:00 **Coffee and gathering**
- 10:00 – 10:45 **environment**
The psychological state of mind of a student in an international environment
Professor Mooli Lahad, PhD, PhD, CSPC & Tel-Hai College
- 10:45 – 11:30 **Stress & immediate support**
Dr Ruvie Rogel, PhD, CSPC
- 12:00 – 13:00 **Supporting a student in distress**
Dr Ruvie Rogel, PhD, CSPC
- 13:00 – 14:00 **Light Lunch**
- 14:00 – 15:00 **Principles of handling security and safety events**
Dr Jonathan Kaplan, HUJI
- 15:00 – 16:00 **Roundtables on security and safety**
[basic guidelines on fire, earthquakes, floods, terror attacks etc. will be prepared and working in groups, partners will have to refine the best practice needed]
- 16:30 – 17:00 **Coffee Break**
- 17:00 – 18:30 **Simulation**

Wednesday 5th February 2020

- ▶ 08:30 – 09:00 **Coffee and gathering**
- ▶ 09:00 – 10:30 **Presentation of hands-on methods to train staff on HSS**
- ▶ Simulation/role play led by CSPC
- ▶ 10:30 – 11.00 **Coffee Break**
- ▶ 11:00 – 12:30 **Preparing your academic institution for HSS related to IaH**
- ▶ Group work
- ▶ 12:30 – 13:30 **Light Lunch**
- ▶ 13:30 – 14:30 **Group Presentations of final institute guidelines**
- ▶ 14:30 **Summary: where do we go from here?**

Topics for discussion



WHAT AREAS SHOULD
EACH TRAINING SESSION
INCLUDE?



SET DATES FOR THE
TRAINING SESSIONS



WHO TAKES ON WHAT?



What areas need to be strengthened



Virtual
classroom

Faculty
Training

Admin staff
training

Marketing
tools

Special needs

Quality
assurance

Social
integration

Strategies,
procedures
and protocols