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Erasmus+ Programme  
of the European Union



585578-EPP-1-2017-1-ES-EPPKA2-CBHE-JP

IT Governance for Albanian Universities (ITG4AU)

**Initial assessment visit to Albanian universities**

**13<sup>th</sup> – 18<sup>th</sup> May 2019, Tirana & Durrës, Albania**



**Universitat**  
de les Illes Balears



**Polytechnic University**  
of Tirana





## **AGENDA**

From Monday May 13<sup>th</sup> to Saturday 18<sup>th</sup>, 2019, the agenda will be scheduled as follows:

- 09:00 Assessment Tirana Session – **UIB – UAL – SRH – OUC**  
*Dr. Carlos Juiz, University of Balearic Islands*  
*Dr. Antonio Fernández, Universidad de Almería*  
*Dr. Vladimir Stantchev, SRH Hochschule Berlin*  
*Dr. Ricardo Colomo-Palacios, Østfold University College*
- 11:00 Coffee Break
- 11:30 Assessment Tirana Session – **UIB – UAL – SRH – OUC**
- 13:30 Lunch
- 15:00 Seminar to Students Session – **UIB – SRH – OUC**  
*Dr. Carlos Juiz, University of Balearic Islands*  
*Dr. Vladimir Stantchev, SRH Hochschule Berlin*  
*Dr. Ricardo Colomo-Palacios, Østfold University College*

ITG4AU Project Initial Assessment Visit & Conference Agenda						
	Monday 13 <sup>th</sup>	Tuesday 14 <sup>th</sup>	Wednesday 15 <sup>th</sup>	Thursday 16 <sup>th</sup>	Friday 17 <sup>th</sup>	Saturday 18 <sup>th</sup>
08:00	-	-	-	-	-	Conference (08:00 – 14:00)
09:00	Assessment Tirana	Assessment Tirana/Durrës?	Assessment Tirana/Durrës?	Assessment Tirana	Management meeting	
10:00	Visit to Authorities	Visit to Authorities	Visit to Authorities	Visit to Authorities	Management meeting	
11:00	Coffee Break					
11:30	Assessment Tirana	Assessment Tirana/Durrës?	Assessment Tirana/Durrës?	Assessment Tirana	Management meeting	
13:30	Lunch				-	
15:00	Seminar to Students	Seminar to Students	Seminar to Students	Seminar to Students	-	-
17:00	End of Session				Conference (17:00 – 20:00)	-
20:00	-	-	-	-		
21:00	-	-	Dinner?*	-	Conference dinner	

\*You can schedule the dinner on the day best suits you.

\*Visit to authorities is not mandatory and could be in any time of the day.

\*The schedules are estimated and will depend on each university



## **Detailed activities:**

### Assessment Tirana/Durrës

- 2.4 Initial Assessment Visit to University XX:
  - Requirements of attendance: internal team of project ITG4AU plus managers involved in IT management and decisions.
  - Timetable: 3 hours
- 2.5 ITG framework development at University XX:
  - Requirements of attendance: internal team of project ITG4AU plus managers involved in IT management and decisions.
  - Timetable: 1 hours
- 4.1 Dissemination plan at University XX:
  - Requirements of attendance: internal team of project ITG4AU plus some manager.
  - Timetable: 1 hour

### Seminar to Students

- 4.7 Dissemination activity (could be in parallel):
  - Requirements of attendance: EU partners and master or PhD students/professors of University XX
  - Timetable: 2 hours

### Some comments about these activities:

1. Please, start thinking about people that should be included in an “ITG group” who will be working in activities 2.4 and 2.5 mainly but also in 4.5 in next year. All these activities are related with the development (2.5) and deployment (4.5) of an IT governance framework in each of your institutions so take it into account when selecting people who are willing to work and has some kind of power of decisions. As stated above, they should be managers related to IT (like CIO, IT directors, some vice rector or dean or director... depending on the structure of your institutions).
2. The idea is to schedule one day to each university, from Monday to Thursday. Some EU partners will be arriving on Sunday 12<sup>th</sup> May, and others on Monday 13<sup>th</sup> May, so please, select a university in Tirana for Monday (University of Tirana or Polytechnic University of Tirana that are probably nearer our hotels). Our intention is to be on Durrës early in the morning and return to Tirana at the afternoon, so the Assessment Visit to Durrës University should be on Tuesday or on Wednesday.
3. We are planning to give two seminars to your students in each university, so finally we will have 8 seminars in total. Each seminar will last 40-45 min and 10-15 of questions. This is specially needed for the EACEA reports as they are expecting us to reach an interesting number of trained stakeholders (included students). This activity could be in parallel with the Assessment activity, it will depend on the situation of each university. If you feel that you will be able to catch more students or attendees in the morning, we can schedule it in the morning.