

HUMANE

Heads of University Management & Administration Network in Europe

HUMANE 1999 Seminar Programme

1999 Seminars - Programme Outline

Programme committees for the first three seminars have now almost finalised topics/speakers for the seminars. These are outlined below. The outlines for the final three seminars are taking shape and all available information is shown.

Friday 16th - Saturday 17th April 1999, GENT, Belgium

Universiteit Gent

The general theme will be "Human Resource Management", with a particular interest this year in "academic functions".

An important part of the seminar will be a case study of the University of Gent, with the points of views of three people associated to the university :

- The Vice-Rector, Prof. Dr. Andreas De Leenheer "The case of the University of Gent. Facts and Figures: recent evolution and implications for HRM"
- A Mr. W. Musschoot from Ernst & Young International associated to the university on "The art of change management in a professional environment"
- Robert Hoogewijs, the head of administration on "The introduction of a new staff appraisal system at the University of Gent"

Other presentations will be from Jon Baldwin (University of Wolverhampton) "An Administrative View of Academic Functions and Competencies" and Dan Schut (Free University of Amsterdam) "HRM as a Bridge between Administration and Academia".

Friday 14th - Saturday 15th May 1999, BARCELONA, Spain

Universidad Ramon Lull

The theme of "Management of Change" will concentrate on three specific but nonetheless broad areas which are judged to be of particular interest.

"Organisation Models for Large Universities" will be based on presentations by Andreu Morillas (Universidad Ramon Lull) and Philip Harvey (University of Exeter), with contrasting ways of organisation will provide an excellent basis for discussion.

"Collegial or Managerial" brings together presentations by Dugald Mackie (University of Glasgow) and Willem Kardux (Universiteit Utrecht).

"Cooperation in Research, Regionally and Internationally" offers the experience of Marc van Boven (Universiteit Antwerpen) and Margarida Mano (Universidade de Coimbra).

Friday 4th - Saturday 5th June 1999, HELSINKI, Finland

Helsinki School of Economics

The general theme of the seminar will be “financial management”

Note : This is also the Round Table meeting (Saturday-Sunday).

The more specific topic is the one of creative spending. The seminar will focus on a number of problems in relation to the university administration, with the presentation, in parallel sessions, of three case studies:

- Marketing career centres
- Inter-institutional cooperation for foreign relations
- Outsourcing information technologies

These will be positioned in the university context as a whole with a presentation by the Rector of the Helsinki School of Economics and Business Administration. The format of the seminar will be a combination of presentations and working groups.

Keynote presentations will be on the subject “University Structures and Financial Efficiency” and Rector Prof. Eero Kasanen (Helsinki School of Economics) will speak on “Binding the Sheaf: Creative spending - institutional challenges met.”

Friday 24th - Saturday 25th September 1999, OSLO, Norway

University of Oslo

The theme of this seminar is based around the topic of IT and management information. Contributions will be given from different countries under the heading “Developing Management Information Systems beyond the Single Institution”. Contributors include David Mason (UK) and Anne-Grete Holmsgaard (Technical University of Denmark, Lyngby).

Presentations will also be made by Alfonso de Alfonso (Universidad Pompeu Fabra, Barcelona) “The Global Campus - an experiment in long-distance learning”.

Also under discussion will be the subject “Publishing Committee Minutes on the WWW”, where members will share their experiences of using this medium.

Friday 15th - Saturday 16th October 1999, AVEIRO, Portugal

Universidade de Aveiro

The topic of this seminar will be based around internal structures and systems, with the focus on how to adapt structures in order to improve quality.

The speakers for this seminar are currently being finalised and will be advised on the next mailing.

Friday 5th - Saturday 6th November 1999, DUBLIN, Ireland

University of Dublin

The HUMANE member may be accompanied by the head of the environmental department from their institution. The fee for the non-HUMANE member is Euro 525.

The general topic of this seminar is environmental issues. Presentations confirmed so far are:

- Tim Cooper (Trinity College, Dublin) “Conservation of Old Buildings - and Energy”
- John Lauwerys (University of Southampton) “An Approach to Establishing a Transport Policy”
- Luciano Galan (Universidad Autónoma de Madrid) “Recent Developments at the UAM Eco-Campus”

Seminar Format

Over the two years that HUMANE has been organising Seminars, the two day format of the Seminars has been very successful. By taking only one working day (Friday) plus a Saturday, not only do delegates have to spend limited time away from their institution, but it facilitates the use of the cheaper *APEX* air tickets.

Friday lunch and formal welcome / two topics or presentations by members / dinner
Saturday third and fourth presentations / lunch / final presentation

Social Programme

The social programme offered varies between venues, but in 1998 (to highlight just a few examples), delegates had the opportunity to have dinner in the House of Commons in London, a private tour of the magnificent Schönbrunn Palace in Vienna and a cruise on the canals of Amsterdam.

Accompanying Persons

Accompanying persons will be very welcome to attend the social programme. A small charge (usually 40 euros) is levied to cover the costs. Accompanying persons cannot, however, attend the Seminar, which is strictly open to HUMANE members only.

Seminar Fees

Seminar fees are calculated as follows:

First Seminar booked	Euro 325
Second Seminar booked in a year	Euro 275
Third + Seminar booked in a year	Euro 225

For the seminar which is open to heads of specialist departments in members' institutions (this year, Dublin), non-member participants pay Euro 525.

An early registration discount of Euro 50 is offered for all registrations received on or before 28 February 1999 - please fax your registration as soon as possible to make sure it arrives at the Secretariat in time.

Payment and Cancellation Fees

Payment of Seminar fees should only be made upon receipt of the invoice which will be sent to you by the HUMANE Secretariat. Please note that admission to HUMANE Seminars will be possible only if the Seminar fee has been received.

The invoice will be calculated in EURO'S. Bank charges are the responsibility of the payer. *Any charges which otherwise fall to HUMANE will be re-charged to the member.*

Once you have received written confirmation from the HUMANE Secretariat that you have been registered for a HUMANE Seminar, cancellation fees *will* be applied as follows:

From 21 to 7 days before the Seminar, 50% of the fee.

Within 7 days of the Seminar, 100% of the fee.

Availability of Places

The number of places at HUMANE Seminars are limited to allow discussion in an 'intimate' atmosphere. Places are reserved on a 'first come, first served' basis. Should your chosen Seminar be fully booked, you will be offered a place on the *waiting list*. If a cancellation should then occur, those on the waiting list would be offered the place first.

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REGISTRATION FORM

(ref: mailing Feb 99)

TITLE: Prof. / Mr. / Mrs. / Ms. / other.....
SURNAME:
FORENAME:
INSTITUTION:
ADDRESS:.....
Telephone:..... Fax:..... E-Mail.....

Please accept my registration for the following HUMANE Seminars:

	DATE	SEMINAR	LOCATION	ACCOMPANIED
1)				YES / NO
2)				YES / NO
3)				YES / NO
4)				YES / NO
5)				YES / NO
6)				YES / NO

I understand that, once I have received written confirmation of my registration from the HUMANE Secretariat, cancellation fees will apply at varying rates for cancellations within 21 days of the Seminar.

Signed.....Date:.....

Please return this form to:

HUMANE Secretariat

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B - 1000 Brussels

Fax: ++ 32 2 512 57 43

E-Mail: esmu.nb@pophost.eunet.be