

HUMANE

Heads of University Management & Administration Network in Europe

HUMANE Bulletin No. 7

June 2001

Welcome to the Bulletin

As we near the end of June, but hopefully only the beginning of summer, we are pleased to bring you the latest edition of our HUMANE Bulletin. This includes sections on:

- Membership
- Round Table (May 2001)
- ESMU
- Seminars 2001 and 2002
- Web Pages

The last two pages comprise an information sheet and a registration form for seminars in 2001.

Membership

The Round Table meeting which was held earlier this year approved a plan for a balanced budget, part of which aimed for a membership of 200 by the end of this year. At the time of writing we have 199 members, so if anyone has a friend who might join to enable us to meet the magic figure please try your powers of persuasion as soon as you can!

This increase is very welcome, and shows that the organisation is still growing strongly. We recognise that as the numbers increase there must be changes in the things that are done – as one of strongest supporters recently said, quoting from an Italian novel, “Things have got to change if they are to remain the same!” Here in the Secretariat we can only make assumptions about what members want – so if you have any ideas of things which you would like the network to do, but which it is not currently doing, please let us know.

A number of new members are from Central and Eastern Europe. We extend a special welcome to them, since we have been trying to expand beyond the European Union for some time, and this major new development finally justifies the phrase in the mission statement of HUMANE that it aims to develop best practice “in the EU *and beyond*”. We now welcome members from 26 countries.

We shall be contacting all members from Central and Eastern Europe in the near future to organise Round Table representation and also an Executive Committee place to add to the existing five constituencies.

Round Table

This year’s meeting was held at the end of May at the University for Music and the Performing Arts, Vienna. The whole setting, as well as the weather, was lovely, and we were indebted to Dr Elisabeth Freismuth for organising the event. The physical table

was very nearly round, and the discussion of views was most valuable. The most obvious new developments were the following:

Winter School

It was agreed to pursue the idea of a residential week-long course, to be held each winter with the aim of developing the careers of middle-ranking administrators (loosely described as the next generation of heads of administration). On the basis of a draft document and the various comments which were made, a revised scheme will be elaborated in the course of the summer.

Consultancy

A collaborative arrangement was approved whereby HUMANE and ESMU (see next section) would promote members' expertise in the form of consultancy work. This would bring financial benefits both the individual members and also to the parent organisations. A questionnaire is to be distributed to members via the discussion list at about the same time as this Bulletin appears. Please do respond, so that our database of interests can be developed, and so that we know better who to contact for particular issues.

The Round Table was chaired by Ignaz Bender, University of Trier, for whom this was a final appearance in HUMANE as he retires in September. Ignaz has been a dominant figure in European higher education for many years, and his infectious enthusiasm for Europe, for universities, for Trier, and for after-dinner speeches have all been an essential part of the early growth of HUMANE. We remain deeply grateful for this contribution

ESMU

Many HUMANE documents refer to ESMU and you may have seen ESMU promoting HUMANE in other activities. Our original members from early HUMANE events in 1997 will know the relationship between HUMANE and ESMU, but for other members this may be a mystery.

ESMU (European Centre for Strategic Management of Universities) is an international non-profit organisation, which transfers expertise on university management practices, promotes policies for institutional change in universities and provides services to European universities and other organisations active in the field of Higher Education.

In 1996 John Fürstenbach, ESMU Board Member, proposed to the ESMU Board to start a European network for senior administrators. A small working group was formed and preliminary arrangements were made to launch HUMANE, with the initial support of Nadine Burquel, the Secretary General of ESMU. The day to day management was handed over to Trevor Field and the 'rest is history'.

ESMU establishes networks that help to identify and monitor the key issues facing universities throughout the world; ESMU develops projects, practical tools, surveys and other services alerting universities in Europe and at the global level, to the implications of these key issues.

ESMU creates regular methods for co-operating with university stakeholders; it works closely with other bodies such as the Association of Commonwealth Universities (ACU), the Academic Cooperation Association (ACA), the Association of European Universities (EAU), the International Institute for Educational Planning (IIEP-UNESCO) and the European Foundation for Management Development (EFMD).

ESMU also provides technical assistance services to the European Commission and international organisations in the field of Higher Education programmes. ESMU is one of the two member organisations in the ETAPE consortium which has been assisting the European Commission with the management of the Socrates, Leonardo and Youth programmes since 1995.

ESMU has recently launched a Deans'network, a benchmarking programme on university management and a distance course on strategies for university-enterprise cooperation (in cooperation with UNESCO-IIEP).

Seminar News

2001 Programme

The annual programme of six seminars is now at the half-way point. Attendance for the first two were very good, but for the meeting in early June was not so well supported, especially as there were many last-minute cancellations. In fact, we note that for each of our June meetings the attendance has been lower than for those in the spring. Is this perhaps because of pressure of work as the end of the academic year gets closer? Or is it seen as being too near the summer holiday? We wonder whether we should move the third seminar back into the second half of May – and would welcome your views on whether this would be preferable.

The next three seminars are to be held as follows:

<i>Date</i>	<i>Place</i>	<i>Theme</i>
21-22 September	Lund	Research management <i>OPEN SEMINAR</i>
12-13 October	Utrecht	Student issues (especially access)
9-10 November	Lyon	Accountability

Messages have already been sent to the discussion list by the organisers of each of these seminars, asking for contributions. Although we are already better placed than we were for the autumn seminars of 2000, it would be excellent if we could finalise the programmes in the next week or so. Please, therefore, do be in touch, via the Secretariat or direct to the seminar organiser, if you could provide a presentation.

The seminar topics will form part of our report to the Commission on the use of our Socrates grant. At various points in the next three months you may be asked for comment on draft reports or on the situation in your particular country. If such requests do appear on the discussion list please do try to respond, as we rely so much on input from members if we are to get a proper picture of the situation “on the ground”.

2002 Programme

We are very pleased to say that we have already received offers for hosting seminars in 2002. These are as follows:

- Bologna
- Coimbra
- Exeter
- A (literally) floating seminar to be held between Finland and Sweden.

The last idea is one that has apparently worked well for the Nordic administrators in the past, but for HUMANE it would certainly be breaking new ground (if that is a correct metaphor!). There are thus two venues still to determine. The present number are neatly split between the south and the north of Europe – perhaps there might be an offer or two from the middle (and particularly Central and Eastern Europe). Please let us know, formally or informally, if you would be interested in hosting a seminar.

The dates for these meetings have not yet been fixed, but – as usual – climatic conditions may determine the order, especially if there is a sea voyage involved. Similarly, themes will be decided later. Normally, the Executive Committee meeting in October will establish the themes. As for other items in this bulletin, if you would like to suggest a new theme, or the revival of a previous one, please let your Executive Committee member know.

Web Pages

The HUMANE Web pages (<http://www.abdn.ac.uk/humane>) are used to give information about past and future activities. For example, they contain lists of Round Table and Executive Committee members, for reference.

However, we realise that until now they have been rather basic, and that it is possible to add more pages or details. This is now being done, with the help of the University of Amsterdam, where Ruud Bleijerveld's assistant has already started working with Trevor in order to introduce new features.

Summer Contact

During the summer months Trevor will be continuing to spend two days per week on HUMANE issues (Monday and Thursday), but will be away for the middle two weeks of July (15-27 July). Tim will then be away from his office between 27 July and 27 August, but the ESMU office will be open – messages can be left on the general number [+32] (0)2 513 8622 or by email to info@esmu.be.

And Finally

May we wish you all a very good summer, with a chance for some rest and relaxation after all our requests for information!

Trevor Field
Network Manager

Tim Evans
HUMANE Secretariat

HUMANE

Heads of University Management & Administration Network in Europe Seminars – Information and Conditions

Seminar Format

Over the 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.

<i>Friday</i>	lunch and formal welcome / presentations / dinner
<i>Saturday</i>	presentations / lunch / final presentation

Social Programme and Accompanying Persons

A full social programme is offered, with the Seminar dinner on the Friday night and usually an event on the Saturday night.

Accompanying persons will be very welcome to attend the social programme. A charge of Euro 100 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:

- | | |
|--|----------|
| 1. HUMANE Members | Euro 390 |
| 2. Expert Accompanying HUMANE Member to the open Seminar | Euro 390 |
| 3. Non Member University Secretary Generals** | Euro 655 |

Please note, for the open Seminar - the expert **MUST** be accompanied by the HUMANE member.

** Only the Secretary General of the non member university may attend, no other person will be permitted.

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. 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.

Liability

Neither HUMANE or any of the host universities where HUMANE events take place are liable for any losses, accidents or damage to persons or objects, regardless of the cause. Participants and accompanying persons attending any HUMANE events do so at their own risk and responsibility.

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REGISTRATION FORM

(ref: mailbase Bulletin 7)

Please print clearly

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

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

C/O ESMU

31 rue Montoyer

B - 1000 Brussels

Fax: ++ 32 2 289 2467

E-Mail: tim. Evans@esmu.be