



Annual Meeting of the Program for North American Mobility in Higher Education September 28-30, 2008, The Westin Hotel, 11 Colonel By Drive, Ottawa, Ontario

Sunday September 28 th – The Westin Hotel		
Time	Location	Event
11:00 am-5:00 pm	Foyer, 4 th Level	Registration
2:00 pm-4:00 pm	Quebec Room 4 th Level	Government Meeting between HRSDC/FIPSE/SEP (<i>closed meeting</i>)
5:00 pm-7:00 pm	Governor General Ballroom, 4 th Level	Welcome Reception with Cultural Entertainment
Monday September 29 th - The Westin Hotel		
7:30 am-10:00 am	Foyer, 4 th Level	Registration
7:30 am-8:45 am	Governor General Ballroom, 4 th Level	Continental Breakfast
9:00 am-9:45 am	Governor General Ballroom, 4 th Level	Opening Ceremony
Required Meeting with Funding Agencies		
10:00 am-12:45 pm	Governor General Ballroom, 4 th Level	<p>HRSDC Canada</p> <p>The following activities will take place during this meeting for Canadian project leaders and partners:</p> <ul style="list-style-type: none"> ➤ Information Exchange: this is an opportunity for Canadian delegates to share information on their exchange project in addition to learning about other projects in Canada. ➤ Question and answer period with the funding agency HRSDC. ➤ A session for newly funded 2008 projects: HRSDC will provide information on project administration including roles and responsibilities of HRSDC and funding recipients, budget management, how to submit expenses for reimbursement, and reporting requirements (quarterly and annual progress reports). <p>Note: Attendance to this latter session is not required by mature (i.e., 2006 and 2007) projects but all active projects are welcome.</p>
10:00 am-12:45 pm	Les Saisons 3 rd Level	<p>FIPSE United States of America</p> <p>10:00 am-11:00 am (Frank Frankfort and Susan Lehmann) Session 1: Mid-term Grant Issues for 2006 and 2007 US Grantees:</p> <p>This session is for all US grantees funded in 2006 and 2007. This will include a discussion on administrative issues dealing with mid-term grants. There will also be a discussion on evaluation with remarks focusing on the quality of this year's annual reports as well as suggestions for improving the reports.</p> <p>Monday 11:15 am-12:45pm (Frank Frankfort, Susan Lehmann, and Ralph Hines) Session 2: Grants Administration Workshop for 2008 US Grantees:</p> <p>This session is for all new 2008 US grantees. This includes all partner schools. In this session we will provide explanations for common administrative issues and federal regulations. We will also focus on implementing a good evaluation.</p>

		Susan Lehmann will focus on the new, evaluation plan/matrix that FIPSE is requesting from grantees by December 1, 2008. FIPSE is <i>strongly recommending</i> that new grantees use this.
10:00 am-12:45 pm	Quebec Room 4 th Level	SEP Mexico Meeting of all active Mexican projects
1:00 pm-2:30 pm	Governor General Ballroom, 4 th Level	Lunch and Key Note Speaker Gilles Breton , Associate Vice-President Academic (International) and Professor for the Graduate School of Public and International Affairs at the University of Ottawa Presentation: "The new wave of student mobility"
2:30 pm-5:00 pm	All meeting rooms available	Reserved meeting time for Consortia Partners
6:00 pm- 9:00 pm	Governor General Ballroom, 4 th Level	Carleton University Reception followed by Dinner
Tuesday September 30th - The Westin Hotel		
7:30 am-8:30 am	Foyer, 4 th Level	Continental Breakfast
8:30 am-9:00 am	Governor General Ballroom, 4 th Level	Morning Assembly
Concurrent Thematic Panels		
9:00 am-10:15 am	Governor General Ballroom, 4 th Level	Student Recruitment – Best Practices <i>What are the best ways to recruit, select and retain students? This panel will share their own experiences on what has worked best for them.</i> Presenters: Steven Smith, University of Texas at Austin Alejandro Natal Martinez, El Colegio Mexiquense Catherine Vertesi, Capilano University
	Les Saisons 3 rd Level	Technology Solutions to Enhance Multinational Collaboration <i>A panel presentation on the use of technology in virtual teaming projects, classes and for communication among consortia members. Followed by roundtable discussions.</i> Presenters: Rebecca Gatlin-Watts, University of Central Arkansas Lauren Maxwell, University of Central Arkansas Marsha Carson, University of Central Arkansas Gerald Ingersoll, New Brunswick Community College, St. Andrews College Cheryl Wiedmaier, University of Central Arkansas Daniel Martin, California State University East Bay
	Newfoundland/NS 4 th Level	Open Space Forum <i>This forum will be an opportunity to bring up a diverse range of topics and issues using Open Space Technology as described below. This will be a wonderful opportunity to share and exchange experiences with other delegates.</i> Open Space conferences have no keynote speakers, no pre-announced schedules of workshops, no panel discussions, no organizational booths. Instead, sitting in a large circle, participants learn first how they are going to create their own conference. Almost before they realize it, they become each other's teachers and leaders.

Concurrent Thematic Panels

10:30 am-11:45 am	Governor General Ballroom, 4th Level	<p>Developing a Memorandum of Understanding <i>What are the steps you need to consider when developing the MOU? Suggestions on how to make this key deliverable clear and concise from the onset.</i></p> <p>Presenters: Francisco Javier Rodríguez Salazar, Benemérita Universidad Autónoma de Puebla Ana Luisa Rojas Marín, Benemérita Universidad Autónoma de Puebla Ian Skelton, University of Manitoba Francisco Lara-Valencia, Arizona State University</p>
	Les Saisons 3rd Level	<p>Evaluation and Dissemination <i>Susan Phillips will discuss what project directors should consider when trying to ensure that their projects have an impact beyond their home campuses. Susan Lehmann will take questions regarding: how to apply the evaluation matrix to individual projects, how to determine how much and what baseline data to collect, how to set up control groups, and how to improve annual reports.</i></p> <p>Presenters: Susan Phillips, Carleton University Susan Lehmann, FIPSE, U.S. Department of Education</p>
	Quebec Room 4th Level	<p>Sustainability: How to run a mobility program when the federal money has run out <i>As the Mobility programs proceed, effort is made to look beyond the Government support and develop approaches for sustainability. Developing a culture of study abroad is essential for the success of such sustainability programs. A concerted policy at all levels in the University to promote sustainability is essential for its success. Input from external sponsors and financial support is also an important component.</i></p> <p>Presenter: Nabil Bassim, University of Manitoba</p>
Lunch followed by a Panel and Official Closing		
12:00 pm-1:30 pm	Governor General Ballroom, 4th Level	<p>Lunch followed by a Panel</p> <p>“A Stepping Stone: Insights from my student exchange”</p> <p>Presenters: Frances Rubio, Shawn McNamara, Spencer Sloan</p> <p>Official Closing</p>
1:30 pm-5:00 pm	All meeting rooms available	Opportunity for Consortia Partners to reconvene