Staff Days

Sharing of best practices related to multi- and cross-disciplinarity in administrative, educational and research activities

4-5 October 2018
SUPSI, Head Office, 2nd floor, Stabile Le Gerre, 6928 Manno - Switzerland
In the universities institutions we are increasingly confronted with multi- and cross-disciplinarity within administrative, educational and research activities.

To meet these needs, SUPSI has organised a STAFF DAYS meeting focused on sharing, dissemination and examination of these issues. This is also going to be an opportunity to get to know each other personally and to share best practices on these two issues with colleagues from other European universities.

**Program**

**Thursday 4 October**

*Morning: on request visits of the departments and/or services*

12:00 Departure by bus from Hotel Federale, Lugano

12:30 **Reception and light lunch**
SUPSI, Department for Environment Constructions and Design (DACD), Trevano

13:30 **Institutional welcome**
_**Pamela Valeggia**, Head of International Office_
Greetings and introduction of the afternoon
Partners’ institutions presentation

14:30 **Visit of the DACD campus**

15:30 **Coffee break**

16:00 **Multi- and cross disciplinarity workshop**
Interdisciplinarity and internationalization of the curriculum - DACD
Discussion

18:00 **End of workshops**

18:30 Departure for dinner

19:00 Dinner
Speakers:
- Nadia Bregoli, SUPSI Director of Central Services
- Pamela Valeggia, SUPSI Head of International Office
- Annick Catella, SUPSI International Office
- Alessandra S. Mantovani, SUPSI International Office
- Martina Vettoretto, Student life service CEO, SUPSI
- Chiara Napolitano, departmental coordinator, Department for Environment Constructions and Design (DACD)

Friday 5 October

8:00  Meeting at Hotel Federale and departure to SUPSI

8:30  SUPSI: interdisciplinary models in Central Services
> International Office Case study
> CEO Student life service Case study
Discussion

10:00  Coffee break

10:15  Workshop
> Support for internationality
Share of best practice

11:45  Summary on workshops and feedback on Staff Days

12:30  Departure for lunch

13:00  Lunch

14:30  Closure of the Staff Days

Afternoon: optional cultural activity (guided tour of Lugano) organized by SUPSI
SUPSI: interdisciplinary models in Central Services

> SUPSI International Office Case study
How does the international network operate within SUPSI? How are the mobility dossiers and those related to internationality managed, that require diverse knowledge, skills and activities?

> Student life service CEO Case study
From the initial guidance of the student to the degree: the student's cycle includes different stages and requirements for orientation, planning and support of both study and career. All this is offered by a single integrated service.

Workshops

> Support for internationality
Whether for mobility of students, teachers, staff, delegation visits or preparation of university agreements, all aspects related to these activities are increasingly managed by a pool of different staff with specific skills. Through various examples, the International Office will present some actual situations and the network activated in order to successfully achieve this goal and get through the bureaucracy.

> Internationalisation of the curriculum - Department for Environment Constructions and Design (DACD)
SUPSI has seven values and they inspire SUPSI operations. DACD is focusing particularly on two of them: internationality and multidisciplinarity. We will present one of our multidisciplinarity projects and discuss how to make curricula more international and interdisciplinary.

Case studies and workshops contents:
www.supsi.ch/go/staff-days
Information:
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Accommodation
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Transportation
Lugano airport – 5km – 15 min by shuttle bus
Malpensa airport – 80km – 1h15 by shuttle bus
Zurich airport – 220km – 2h50 by train

Shuttle bus services from Lugano airport:
www.shuttle-bus.com

Shuttle bus services from Milano Malpensa:
www.malpensa-express.com
www.luganoservices.ch
www.jetbus.ch

www.supsi.ch/international