

CALL FOR APPLICATIONS TO SELECT TEACHING AND RESEARCH STAFF TO TAKE PART IN THE UPV/EHU ERASMUS+ 2015 PROJECT FOR MOBILITY FROM UNIVERSITIES IN THE USA, CANADA, SOUTH KOREA AND RUSSIA TO THE UPV/EHU (SPAIN)

1.- Object of the process

The aim of this call for applications is to select teaching and research staff to take part in UPV/EHU Erasmus+ 2015 project for mobility from universities in the USA, Canada, South Korea and Russia to the UPV/EHU (Spain).

2.- Universities taking part

The mobility envisaged in this process can be from the following universities to the UPV/EHU:

- **USA**
 - North Carolina State University
 - University of Puerto Rico
 - Lenoir-Rhyne University
 - San Diego State University
 - Boise State University
- **CANADA**
 - Université Laval
 - University of Regina
 - Concordia University
 - Concordia University of Edmonton
- **SOUTH KOREA**
 - Dongguk University
 - Sejong University
 - Myongji University
 - Sungkyunkwan University
- **RUSSIA**
 - Lomonosov Moscow State University
 - Peoples' Friendship University of Russia

3.- Types of mobility

The mobility may be for one of the following purposes: teaching or training.

3.1.- Mobility for teaching

Teaching will be on an official undergraduate or postgraduate degree or postgraduate degree programme at the UPV/EHU.

This measure has the following aims:

- To foster the pooling of experience in teaching methodologies.
- To enable students who cannot take part in mobility measures to benefit from the teaching knowledge of other countries, and where appropriate receive master/practical classes in a foreign language.

In this case at least eight hours must be taught in at least three sessions a week (even if the length of the stay is less than a week).

3.2.- Mobility for training

Training carried out at the UPV/EHU must serve to meet and learn from colleagues in the same field or who hold the same position or job.

This measure has the following aims:

- To facilitate the observation of good practices in terms of ways of working and forms of organisation at the UPV/EHU.
- To strengthen relations between the partner universities.

This option does not include attendance at conferences.

4.- Places offered

This call for applications aims to select teaching and research staff to take up the following available places:

| FROM UNIVERSITIES IN | TO | NUMBER OF PLACES |
|---|------------------------------|------------------|
| South Korea | UPV/EHU | 2 |
| Canada | UPV/EHU | 2 |
| USA | UPV/EHU | 3 |
| Russia (<i>only for teaching staff in the fields of Philology and Translation and Interpreting</i>) | UPV/EHU (Faculty of Letters) | 3 |

5.- Features of the Erasmus+ grants

The maximum period financed by the Erasmus+ programme will be **five days, plus** an amount for **travel expenses** depending on the distance.

| FROM UNIVERSITIES IN | TO | Individual support - Amount per day up to a maximum of 5 days | Amount for travel expenses | Maximum/minimum stay |
|----------------------|------------------------------|---|----------------------------|---|
| South Korea | UPV/EHU | €120 a day | €1100 | Minimum: 3 days' stay + 2 days for travel (1) Maximum: 10 days' stay + 2 days for travel (2) |
| Canada | UPV/EHU | €120 a day | €820 | Minimum: 3 days' stay + 2 days for travel (1) Maximum: 10 days' stay + 2 days for travel (2) |
| USA | UPV/EHU | €120 a day | €820 or €1100* | Minimum: 3 days' stay + 2 days for travel (1) Maximum: 10 days' stay + 2 days for travel (2) |
| Russia | UPV/EHU (Faculty Letters) of | | €530 | Minimum: 3 days' stay + 2 days for travel (1) Maximum: 30 days' stay + 2 days for travel (2) |

* €1100 in the case of San Diego State University and Boise State University.

- (1) For the days for travel to be counted among the five days of individual support (€120 a day), they must be immediately before and after the days' actual stay at the destination university.*
- (2) If the intention is to stay for longer than the authorised minimum, the Erasmus+ individual support will be for a 5-day stay; the rest of the stay will be without assistance or "zero grant".*

6.- Period in which the mobility can take place

Mobility can be between 1st February 2016 and 30th June 2016. However, for teaching mobility, it is recalled that the teaching period ends at the UPV/EHU at the beginning of May 2016.

7.- Requirements to take part

Candidates must meet the following conditions:

- a) They must be on the payroll of one of the universities taking part, both at the time of applying and at the time of the mobility.

- b) They must have the approval of their university of origin and the UPV/EHU for the work plan included in the provisional mobility agreement for teaching or training (Mobility Agreement for Teaching - Annexe I or Mobility Agreement for Training – Annexe II).
- c) They must have a good level in the language in which the work plan at the UPV/EHU is to be carried out.

8.- Application

Applications are to be individual and for a single destination.

Each application must be made using the form available online on the following page belonging to the UPV/EHU International Relations Office:

<http://www.ehu.eus/en/web/nazioarteko-harremanak/en-erasmus-partner-countries>

Incomplete applications will not be considered.

The following documents must be attached to the application:

1. Provisional work plan (Mobility Agreement for Teaching - Annexe I or Mobility Agreement for Training – Annexe II, **UNSIGNED**).
2. Report by the counterpart at the UPV/EHU accepting the proposed work plan included in the provisional mobility agreement
3. Curriculum Vitae of the applicant.
4. Certificate proving knowledge of the language in which the mobility at the UPV/EHU is to take place where this is required. *** *This certificate must be submitted in Spanish or English.* Native speakers need not submit this certificate.

9.- Application period

The application period begins on 2nd November 2016 and ends on 11th December 2015.

10.- Assessment committee

The committee to assess the applications received will be made up of the following people: The Director of International Mobility, the Head of the International Relations Service and an expert from the UPV/EHU, to act as secretary to the committee.

The UPV/EHU will ask applicants' universities of origin for their assessment of each of the candidatures received.

11.- Assessment criteria

The following criteria will be used to select participants:

1. Rating of the work plan proposed in the provisional mobility agreement, from 1 to 10.
2. Rating of the candidate sent by the university of origin, from 1 to 5.

Each applicant must score at least 11 points in order to be a candidate for one of the places available.

12.- Resolution

The Vice-Rector for Postgraduate Studies and International Relations will, in view of the list of priorities prepared by the committee, order publication of the mobility applications accepted and those placed on the waiting list.

However, applicants will be notified individually at the email address they gave in their application and given a period of 10 working days to accept or waive the mobility.

13.- Erasmus+ subsidy agreement

People selected to take part in the mobility must first sign a Grant Agreement setting forth the rights and obligations they must take on as beneficiaries of an Erasmus+ grant for staff.

14.- Obligatory insurance for participants

Before travelling, the participant must send the UPV/EHU a copy of a document proving they have travel insurance, including accident cover, medical expenses, medical transfer and repatriation.

15.- Beneficiaries' duties

Non-compliance with the rules and/or periods shown in the call for application, or any concealment, alteration or tampering with information may be grounds for rejection, suspension or cancellation of the grant awarded, leading to an obligation to return any sums handed over.

The International Relations Office may ask beneficiaries and universities of origin for whatever documents it sees fit in order to verify that the mobility has taken place in accordance with the spirit of the round of applications.

16. Contact to find a place at the UPV/EHU

People interested in taking part can contact the International Relations Office at their university of origin, or the UPV/EHU at the email address pc.international@ehu.eus

The UPV/EHU will try to cooperate in finding counterparts for the people interested (colleagues who work at the UPV/EHU in subject areas or posts with similar responsibilities to the person interested).

People who need help to contact their counterparts at the UPV/EHU must ask for help in November, specifying their university of origin, subject area and the work plan they propose.

17.- Information about this call for applications

The UPV/EHU will publish the steps taken in this round of applications on the following web page:

<http://www.ehu.eus/en/web/nazioarteko-harremanak/en-erasmus-partner-countries>

Annexe I.- Mobility Agreement for Teaching

Annexe II- Mobility Agreement for Training

Annexe III- Template - Report by the counterpart at the host university accepting the proposed work plan included in the provisional Mobility Agreement (for Teaching or Training)

