

**Global U7 Consortium**  
**The 1<sup>st</sup> Building Administrative Capacity Committee Meeting**  
**Xiamen University, CHINA**  
**March 14-16, 2005**

**AGENDA**

The Global U7 Consortium will concentrate its cooperative and collaborative efforts on three main programs: (1) to develop a joint education system; (2) to conduct joint research; and (3) to build administrative capacity at its member universities. The purpose of this meeting of the Building Administrative Capacity is to develop a plan to upgrade the capacity of the university administrative staff through sharing visions and strategies in formulating long-term development plans and discussions on how to assist administrative organization to improve efficiency; and how to exchange library information.

**March 14 (Monday)**

- 07:00-08:30 Breakfast at the 2<sup>nd</sup> floor of Yi Fu Restaurant
- 08:30-09:00 Coffee and Registration in room 215 of the Main Jiageng Complex Building
- 09:00-09:50 **Joint Opening Session: Building Administrative Capacity Committee and Education Committee in room 215**
- Welcoming Address by Dr. Zhu, Chongshi, the President of Xiamen University
  - Opening Address by Dr. Seoung-Yong Hong, the Chairman of Council of Presidents, Global U7 Consortium
  - Status of U7 (Education, Building Administrative Capacity, & 2<sup>nd</sup> COP) by Dr. Young-Tae Chang, the Secretary-General of Global U7 Consortium Secretariat
  - Short Announcement on planned 2<sup>nd</sup> COP by the host university
- 09:50-10:00 Introduction of Delegates in room 215
- 10:00-10:10 Taking Memorial Photos at the square of the Main Jiageng Complex Building
- 10:10-10:20 Coffee Break in room 16-1 of the Main Jiageng Complex Building
- 10:20-12:00 **Introduction on Administration & Library of U7 Institutions in room 16-3**  
 by representatives from Xiamen Univ.
- Univ. of Rhode Island
  - Univ. of Le Havre
  - RMIT Univ.
  - Univ. of Haifa
  - Univ. of Washington
  - Inha Univ.
- 12:00-12:20 Review and Adoption of Provisional Agenda  
 Election of Officers, Session Chairs & Rapporteurs in room 16-3
- 12:20-14:30 Lunch at the 2<sup>nd</sup> floor of Yi Fu Restaurant
- 14:30-16:00 **Session I: Exchange of Library Information in room 16-3**
- Document Delivery Service

- Exchange of Publications
- Librarian Exchange
- Etc.

16:00-16:20 Coffee Break at 16-1

16:20-18:00 **Session II: Improving Administrative Process by Breaking into 2 Groups**

- Group 1. Long-Term Strategy Formulation, University Promotion, Fund Raising (room 16-3)

by representatives from Xiamen Univ.  
Univ. of Rhode Island  
Univ. of Le Havre  
RMIT Univ.  
Univ. of Haifa  
Univ. of Washington  
Inha Univ.

- Group 2. Assessment Process and Professional Support System (room, to be determined)

by representatives from Inha Univ.  
Univ. of Rhode Island  
Univ. of Washington

E-Learning  
by representatives from RMIT Univ.

18:00-18:30 Visit to the Library of Xiamen University

18:40-20:30 Welcoming Dinner in the VIP room of Yi Fu Restaurant, hosted by the President Zhu, Chongshi of Xiamen University

**March 15 (Tuesday)**

07:00-08:30 Breakfast at the 2<sup>nd</sup> floor of Yi Fu Restaurant

08:30-10:00 **Session III: Administrative Staff Exchange and Their Trainings in room 16-3**

- Staff Exchange and Training Workshop
- Inter-University Contact Point
- Financial Arrangement for Staff Exchange
- Number of Trainees
- Etc.

10:00-10:20 Coffee Break at 16-1

10:20-12:30 **Session III Continued**

12:30-14:30 Lunch at the 2<sup>nd</sup> floor of Yi Fu Restaurant

14:30 Meet at the hotel lobby

14:30-18:00 Visit to the new campus of Xiamen University to discuss the Administration of Multi-campus

18:00-20:00 Dinner at the Lujiang Seaview Hotel

**March 16 (Wednesday)**

- 07:00–08:30 Breakfast at the 2<sup>nd</sup> floor of Yi Fu Restaurant
- 08:30 Meet at the hotel lobby
- 8:30-12:00 Visit to Gulang Island
- 12:00-14:30 Lunch at the 2<sup>nd</sup> floor of Yi Fu Restaurant
- 14:30-15:30 Election of Building Administrative Capacity Committee's Chair  
Revision of the Draft Proposal in room 16-3
- 15:30-16:00 Coffee Break at 16-1
- 16:00-17:30 **Finalization and Adoption of Xiamen Resolution for Building  
Administrative  
Capacity Committee in room 16-3**
- 18:00 Meet at the hotel lobby
- 18:00–20:00 Farewell Dinner at the International Seaside Hotel  
hosted by Dr. Seoung-Yong Hong, the President of Inha University