

# Membership and fees

HUMANE is open to the University Head of Administration, whatever name he/she could take in each country (Secretary General, Registrar, Directeur Général des Services, Gerente etc). So, only one member per University belongs to HUMANE, but senior administrators can attend to and benefit from HUMANE activities.

## Humane membership offers:

- 4 seminars per year on actual themes
- participation for senior administrators in Winter School and Study Trips
- valuable contacts with peers all over Europe
- a network which really works
- access to the network website and publications

## Humane membership costs:

- annual fee: €370 (valid both for the person as for the institution)
- seminar fee: €495
- Study Trips: fee for participants from member universities €1900, for non-members participants €2250
- Winter School participation: €3400
- participation in annual conference of Winter School Alumni Network: €350

For further information, please contact the Network Manager, [networkmanager@humane.eu](mailto:networkmanager@humane.eu)

“A driver for professional administration in European universities”

“A network which really pays off”

# Where to find Humane?

**Chairman**  
**Lambert Verveld MSc, Secretary General of the University of Groningen**  
PO Box 72  
NL - 9700 AB Groningen  
Phone: +31 503 635 280  
Email: [chairman@humane.eu](mailto:chairman@humane.eu)

**Ambassador**  
**Jim Van Leemput MA**  
88 Rue Gachard, Bte 3  
B-1050 Brussels  
Mobile: +32 476 505 316  
Email: [ambassador@humane.eu](mailto:ambassador@humane.eu)

**Secretariat**  
**Tim Evans**  
88 Rue Gachard, Bte 3  
B-1050 Brussels  
Mobile: +32 493 501 835  
Email: [secretariat@humane.eu](mailto:secretariat@humane.eu)

**Network manager**  
**Han Borg MA**  
**Academic Affairs/University of Groningen**  
PO Box 72  
NL - 9700 AB Groningen  
Phone: +31 503 635 927  
Mobile: +31 612 686 836  
Email: [networkmanager@humane.eu](mailto:networkmanager@humane.eu)



# humane

Heads of University Management & Administration Network in Europe

[www.humane.eu](http://www.humane.eu)

# Background

HUMANE, the Heads of University Management & Administration Network in Europe, was set up in 1997 with the aim of grouping all heads of university administration in Europe in a network, devoted to professional development by sharing best practices. HUMANE received encouragement and initial financial support from the European Commission. Now, HUMANE is a non profit association registered in Belgium with the Secretariat based in Brussels. HUMANE has some 200 members from 26 different European countries. The Round Table (RT) formed by at least one member of each country is the highest policy making body. The Executive Committee, formed by 7 members of the RT plus the Chairman, is in charge of implementing strategy and actions defined in the RT.

## Universities do need:

- a well functioning central administration
- able policy officers, administrators and heads of administration
- awareness of changes & challenges
- mutual contacts, also across borders – European and national knowledge transfer

# Humane Aims

humane is a network of professional excellence which

Provides rich opportunities for Heads of University Management and their staff to meet and exchange experiences, share good practice and facilitate innovation in Higher Education institutions.

Supports Heads of Administration as leaders within their organizations.

Disseminates knowledge and skills of high relevance for the administration of European Higher Education institutions.

Enhances operational leadership, day-to-day management, and administration as a profession crucial to the success of Higher Education institutions.

Reinforces the relationships between academic and administrative leadership in Higher Education institutions.

Provides advice to and works with European agencies to influence the development of efficient management procedures

# Humane work lines

## Seminars

One of the main activities of the network is the organization of two-day seminars, starting on Friday noon with a welcome lunch, in which all participants have the opportunity to meet in a warm and nice atmosphere.

All seminars have 7-8 presentations plus discussion on each presentation, the prime linking factor being the importance of University strategy and University administration, taking the international dimension into account.

Presentations are made by HUMANE members and international experts. The aim is to show and discuss strategic approaches to face with normal university management problems (University Governance, Human resources, IT, Libraries, Funding, etc) rather than "to show off" about particular success.

## Study Trips

Study Trips are important HUMANE activities. They consist of 3-4 day visits, with a group of limited size (up to 18 people), to a University of recognized prestige and good practices, renowned for good management and effective strategies.

The goal of the Study Trip is to move beyond mere exchange of experiences. We like the participants to get acquainted with, and really learn about, new developments in the fields of university management under study. This calls for a very effective transfer of knowledge and experiences. The structure of the programme is designed in such a way that this effective transfer is guaranteed.

Anyone with basic knowledge of English can attend the seminars and other activities of Humane

To permit a close relationship and good discussion atmosphere, the maximum attendance is limited to 30 people. Seminars are hosted by a member University, while the agenda and contents are usually lead by a member of the HUMANE Governing Bodies (Executive Committee and Round Table).

### Humane seminars cover topics like:

- merging of universities
- benchmarking
- external funding/fundraising
- ICT as an administrative challenge
- relations between the state and the institutions
- urgency and strategy
- sustainable universities
- and many more....

The universities are selected on the basis of factual information and preference of the members. The topics are chosen on the basis of real demand. The Study Trips are carefully prepared by HUMANE specialists so that both the topics and format are fully relevant for participants.

**Go to [www.humane.eu](http://www.humane.eu) and click on Study Trips for further information**

## Winter School

Started in 2003, the ESMU (now EFMD)-HUMANE Winter School for Senior Administrators aims to develop the leadership potential of outstanding administrators by making them fully aware of:

- The importance of integrating academic matters with finance, human resource and ICT in the elaboration of university strategy
- The meaning of strategic management in a European context

The programme ( one week long, usually in March in Valencia, Spain ) is highly intensive, including plenary sessions and practical work in small groups. Participants are encouraged to use cases from their own institutions. The working language is English, but facilitators are well used to dealing with various levels of language proficiency.

The number of participants is limited to 35 to allow close contacts and adequate level of participation.

**Go to [www.humane.eu](http://www.humane.eu) and click on Winter School for further information**

## Winter School Alumni Network

The Winter School Alumni Network (WSAN) was set up after a first follow up seminar in Karlsruhe in October 2003 by participants of the first Winter School.

It was further developed with the support of the Winter school steering committee and HUMANE; now it is a separate branch of HUMANE.

The WSAN has over 130 members from 61 universities in 14 different countries. The aim of WSAN is to pursue the activities, started by the Winter School by developing the leadership potential of fast-rising administrators in the elaboration of university strategy and in the meaning of strategic management in a European context.

WSAN also wants to create a network among past and future participants to further exchange of ideas and experiences for career development.

## Some examples of topics and venues

TOPIC	VENUE
Protection of small but precious fields of research and education	PARIS
International students: challenges and changes	PERUGIA
Being a modern 'civic' university	SHEFFIELD
Knowledge Transfer	STOCKHOLM
Sustainable Universities	BRUSSELS
Creating Innovation Culture	HELSINKI
Successful Universities	KONSTANZ
Universities in Times of Transition	WARSAW
The Multi-Campus University	BOLOGNA

**Go to [www.humane.eu](http://www.humane.eu) and click on seminars for further information**