

ANNUAL REPORT 2014

2014.1. GENERAL OVERVIEW

The major concern of the Council in 2014 has continued to be to secure COEHRE as a stable (and growing) organization that contributes significantly to the realization of the international ambitions and profiles of its member institutions.

The overall objective remains to reinforce COEHRE as an active platform for member institutions and potential partners. Whilst there is strong representation from northern mainland Europe the organisation has been working to strengthen membership in Southern and Eastern Europe.

We continue to believe COEHRE is an organization that

- Stimulates networking of higher education institutions in health and social care across the European Community Countries (EC);
- Has impact on its membership by influencing the international dimension and shares current and future best practice in teaching and learning, and research;
- Empowers collegiality and maintains a learning community to which member institutions contribute academic personnel and ideas;
- Offers expertise for professional development of teachers and builds on the exchange of good practice;
- Widens the perspective on the European and other international dimensions of health and social care education;
- Provokes innovation by facilitating and developing student and staff exchange, providing new teaching and learning strategies and opportunities, establishing an intercultural exchange environment, and facilitating consultation and external advice;
- Fosters inter-professional cooperation by stimulating the development of educational models and methods, and exploring and bridging the borders of health care and social professions.

2014.2. A REVIEW OF 2014 – KEY ACHIEVEMENTS

The key activities in 2014 included:

- A successful Annual Conference, hosted in April 2014 by Hanze University in Groningen, Netherlands.
- The International Coordinators meeting focused on the new Erasmus + European funding mechanism and the ways in which COEHRE ways of working was changing to accommodate and facilitate development of partnerships to apply for funding.
- Membership issues were discussed in all council meetings, resulting in
 - Successful action in collecting due membership fees work on this has been very successful and a great deal of revenue has been retrieved through this exercise. The office manager Isabelle Delariviere is particularly to be commended on her actions here.
 - Enabling financial grants to support attendance and participation from those member institutions most affected in the European Financial crisis,
 - Recruitment of new (trial) members for the consortium
 - Supporting and developing the relationship with new member organizations into transition to full membership
- Three Newsletters have been issued to improve communication between existing and potential members and significant others

- The COEHRE Academy has successfully focused on four areas:
 - Exchange of students and staff
 - Joint courses in existing and supporting (as well as securing a future for) the Intensive Programs which will no longer be funded through the new Erasmus + funding mechanism
 - Strategic partnerships development and project development supporting application for funding
 - Capacity building seminars.
- The 2015 Annual Conference to be hosted by Semmelweis Medical University in Budapest Hungary has been thoroughly supported and prepared, resulting in a challenging programme for staff and students.
- The deans' 2015 seminar will, at the Deans' request, focus on strategic issues following expert feedback the first round of applications for Erasmus + funding and international benchmarking of higher education from a range of perspectives

2014.3. KEY ISSUES FOR COEHRE TO ADDRESS IN 2016

COEHRE has as its aims the development and the enhancement of the quality of Higher Education in Health and Rehabilitation by means of international cooperation in the field of education, research and development. COEHRE connects with (international) developments in higher education, with general developments in society and particularly with the specific developments in health and social care provision. It focuses on multi-disciplinary and inter-disciplinary activities. Quality enhancement includes the sharing and development of best practices in education, including the link between education and research. The changes for 2015 and onwards will need to take account of the role the organisation can play as the shape and size of the European Union (EU) changes and how the EU and neighbouring countries are affected by political, financial and funding changes.

Based on the ambition and aims of COEHRE the Council identified five lines of action for 2015-2016.

Action lines:	2015-2016
1. Annual Conference <ul style="list-style-type: none"> - Staff conference - Student conference - Abstracts/ reviewing committees - Keynote speakers - International activities - Deans meeting 	The yearly conference theme is developed in agreement with the theme of the European Year
2. COEHRE Academy	Further development of the pillars and activities in the Academy in accordance with strategy agreed in the Academy meeting at the conference: Organising a means of continuing and supporting existing ICHCI programmes and developing these further using preparation seminars, Capacity Building workshops and Deans' seminars
3. Integration of Social work	In accordance with growing interdisciplinary and integrated health and social care strengthening the representation of other disciplines such as social work, COEHRE will continue to seek ways of integrating social work more strongly in all its activities

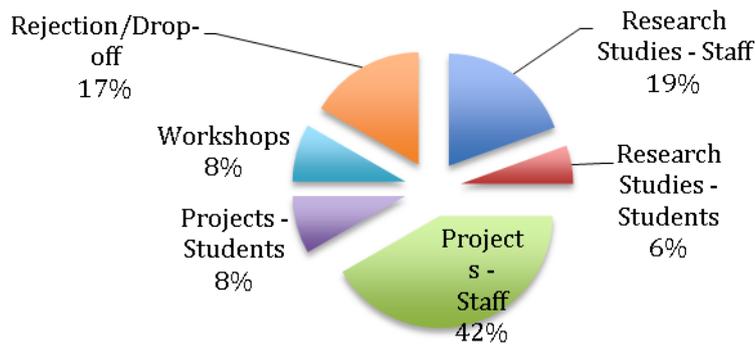
<p>4. Research/ development and innovation</p> <ul style="list-style-type: none"> - Reinforcing research in higher professional education, towards valorisation of applied research in innovative professional practices - New member- and partnerships - Co-operation with service providers and other Pan-European and international partner organisations - Facilitation of development of strategic partnerships 	<p>Erasmus+ and Horizon 2020 have now had their first tranche of applications and funding awards. New opportunities within research and development are opening up. The Council will investigate opportunities to integrate research and innovation further into Academy activities.</p> <p>Engagement and development of member - and partnerships in accordance with COHEHRE strategy and Erasmus+</p>
<p>5. Communication / Marketing</p>	<p>The Council will also take specific responsibility for further development of the use of the internet and social networking as a means of dissemination of information and achievements. Thus making the www a place to look for news and information about member's activities and to raise the profile of the organisation.</p>
<p>6. Strategic Development of the organisation as a whole</p>	<p>The Council will review and evaluate the working of the organisation to ensure its fitness for purpose for the present and coming years. This review will also take account of operational costs and the evolving role of COHEHRE to take account of political, financial and funding changes internationally and within the EU. Developing a role in the dissemination of research and partnership working amongst partnership working and member activities will also be planned.</p>

2014.4. GRONINGEN CONFERENCE EVALUATION

The annual conference 2014 was held in April 9-11, in Groningen, The Netherland. The theme of the conference was 'Reconciling work and family in health and social care education', with four sub-theme areas: Families under pressure, Self- management in work and family life, Health and welfare professions in transition and (Use of) quantified self in different health professions. Altogether 140 staff participants attended the conference and 54 of them responded to the conference feedback questionnaire. The evaluation has been summarized below.

In the Groningen conference there were 36 abstracts submitted for Research Studies, Practice Development & Innovative Projects and Workshops. Abstracts were received both from staff and students. The rate of rejections was considerably low, only one abstract submitted for Research Studies (2, 8%), and drop-off reached 13, 9% (n= 5). From the next chart one can see the final composition of presentations in each category. It is noticeable that Practice Development & Innovative Projects presentations were more frequent among both staff and students than Research Studies.

Final composition of presentations

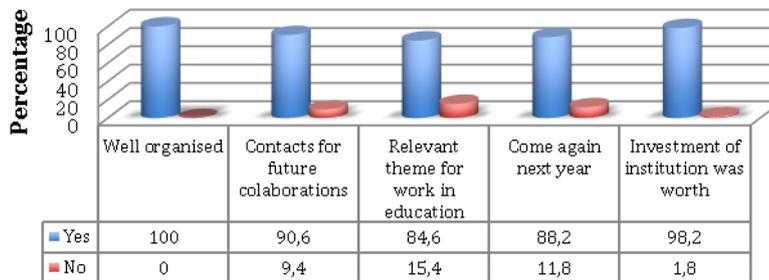


In terms of the distribution of presentations between oral and poster categories (n= 27), oral was the most frequent form of presentation in the conference (56%).

General impression on the conference

When considering the general impressions on the conference, overall, there was a very positive opinion. The quality of organization, the opportunity to make contacts for future collaboration in the field of work and the relevance of the conference’s theme for the work in education was highly consensual. The intention to attend next year’s conference and the worth of the investment made by participant’s institutions was also underlined.

General impressions about the conference

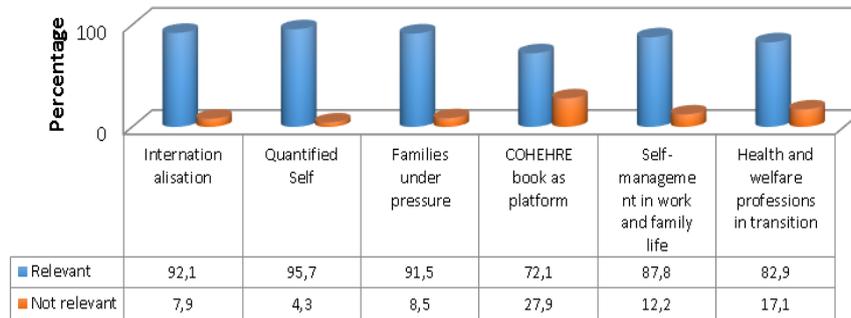


Experienced relevancy of conference program

The feedback on the conference’s program was also very positive. Most of the responded participants were pleased with the overall program (98, 1%) and considered that the different types of sessions were balanced (94, 3%). When considering relevancy of content into practice, the session about *Internationalization* (97, 6%), and the keynotes *Quantified Self* (93, 7%), *Families under pressure* (100%) and *Self-management in work and family life* (95, 3%) were emphasized by participants. There was also high consensus in relation to the relevancy of contents of workshops (98, 1%) and oral presentations (97, 9%).

In terms of the scientific relevancy, the overall opinion about the sessions and keynotes included in the program was very positive.

Scientific Relevancy



Scientific relevancy was also appreciated in relation to workshops (87,5%), oral presentations (91,5%) and poster presentations (84,8%).

Implications for future conferences

The number of feedbacks received from the staff conference was only 54 respondents out of 140 registered staff participants. This is a challenge and indicates a need to increase the response rate of future conference evaluations in order to receive reliable feedback for the further development of the annual conference.

The received feedback from the staff conference showed an overall satisfaction with the quality of the conference, organization, program and venue. Though, there were responses showing that it was laborious, although interesting, to some participants to move daily to a new conference location.

The evaluation of methods used during the conference was positive. However, according to the feedback, methods can be improved in some sessions, especially in workshops, which should be more interactive.

The deans were mainly pleased with the content of their program. Nevertheless, in order to get full advantage of the one-day program that has become an essential part of the annual conference, the deans' day should be planned even more effective in the future conferences. The opportunities for international cooperation under the program Erasmus+ was mentioned by some dean participants as one relevant aspect for further development in the future.

Year after year, the networking opportunities and finding new partners have been mentioned as one of the most essential and valuable aspects of the conference as expressed by one of the conference respondents: *"The most useful is always the networking during lunch...this will continue after the conference and really shape education"*.

On the other hand, some of the feedback shared the concern of the council related to the need for expanding the interprofessional strength of COHEHRE beyond health care and rehabilitation by integrating the fields of social work and social work education more inclusively into the work of the consortium.

2014.5. COEHRE ACADEMY

The COEHRE Academy is a part of the consortium which aims to take an active role in undertaking initiatives and acts as a platform that initiates, supports and coordinates different activities between the members. It also aims to enhance international, interdisciplinary and interprofessional cooperation in health and social work education programs. It supports professional development and capacity building within health and social work education among the member institutions.



2014.5.1. Profile

The COEHRE Academy (CA) stimulates activities on four areas: mobility of students, teachers and international coordinators, capacity building, curriculum development and research. In addition, the COEHRE Academy has played an active role in providing information sessions, consulting new programs and establishing new partnerships in education, internationalization and research.

Activities of the CA have been announced to all COEHRE partners by mail, on the website and in the Newsletter. A presentation on the mission, aims and core activities of the CA has been developed and introduced to new partners and to participants of its different activities. In one program, IPPE, cooperation with the University of Connecticut, USA, has been established. Students and staff members are joining the European Program.

2014.5.2. Four areas of activities

i. Mobility programmes: intensive programmes

The Intensive Programs are no longer included anymore in ERASMUS+ funding. For all mobility projects it means that there has been a reorientation towards new formats, new organization and other involvement of partners. As there are no student grants for short term mobility anymore, students or institutions have to contribute with their own resources to participate. All courses continue in a format of IP-light: distance learning for preparatory work and 5-6 working days face-to-face, organized on a low budget. Staff members can apply through their institutions for staff mobility grants.

Every project needs 'core partners' in order to be able to organize the project. The new format allows other COEHRE members to join the course and to send students and/or staff members. During the project meeting in fall, we had a short introduction to different international projects between COEHRE partners and some projects that are open for COEHRE members. All information on the Intensive Programs of COEHRE is available on the website and has been announced in the Newsletter.

20-22 October 2014: Coehre project meeting The Netherlands, Hogeschool van Rotterdam, The Netherlands

With 25 participants we worked in different task forces to develop a future strategy on mobility programmes:

- How can we develop formats for international programmes?
- How to promote these courses as a network?

- How to create open access for Coehre member institutions?
- How to deliver summer/winter courses?

The different Intensive Programs are linked by

- Joint project meeting and capacity building activities;
- Similar outcomes: Goals and objectives are tuned between the courses;
- Same format: course organization, study materials, use of distance learning preparatory module;
- Same lay-out study guide, tutor manual, logo;
- Joined partnership. Some partners are in three or four programs;
- Same strategy on dissemination during the annual conferences;
- All material is available on the COEHRE website;
- Same standardized 'on-line' evaluation tool;
- Planning of different joint publications on the impact of the Intensive Programmes.
- Results on the impact of the interdisciplinary programs are analysed and will be published.

In all the programmes, active COEHRE partners participate together with other institutions who are invited to join these new mobility programs. This has been necessary in order to enhance the diversity of the program but also to have more partnerships in East- and South European countries. Particular cooperation with the partners in southern and eastern countries has been stimulated by organizing project-meetings and capacity building activities in these countries (Budapest, Krakow and Prague).

ii. Programmes initiated by the COEHRE Academy

COEHRE STUDENT CONFERENCE: Diversity and Social Exclusion

The coming three years the student conference attached to the Annual conference of Coehre will focus on 'Diversity and social exclusion' as a central theme. The programme aims at enhancing awareness of different kinds of social inequalities in society and particular in the health care and social field.

Time and Venue: 20-24 April 2015, Budapest-Hungary

Target group: students of healthcare professions, social work or applied psychology

Coordinating institution: Semmelweis University Budapest, Hungary

Coehre: Ulla-Maija.Seppanen@oamk.fi; Filip.dejonckheere@arteveldehs.be



ICHCI-1: Health 2020

Time and venue: 9-20th of February, Ghent-Belgium

Target group: Erasmus students of healthcare professions in Ghent + students of partner institutions

Coordinating institution: Artevelde University College Ghent

Contact: filip.dejonckheere@arteveldehs.be

ICHCI-2: Program: Health care of vulnerable groups: emerging challenges

Time and venue: 11-17th of March 2015, Setúbal-Portugal + distance learning

Target group: students of healthcare professions, social work or applied psychology

Coordinating institution: Setúbal Polytechnic, Portugal

Contact: Madalena Gomes da Silva - madalena.silva@ess.ips.pt

ICHCI-3: Program: Combating Risk Behaviour amongst Youngsters

Time and venue: May 2015, Helsinki-Finland

Target group: students of healthcare professions and social services

Coordinating institution: Metropolia Helsinki, Finland

Contact: Aija Ahokas – aija.ahokas@metropolia.fi

ICHCI-4: Community Based Mental Health

Time and venue: March 2015, Nijmegen-The Netherlands

Target group: students of healthcare professions, social work or applied psychology

Coordinating institution: HAN, Nijmegen, The Netherlands

Contact: Hein van der Hulst

iii. Courses organised by partner universities, open for COHEHRE members

Winter School "Challenges in Interprofessional Health and Social Care and Cooperation"

Time and venue: 5-30 January 2015, Winterthur-Switzerland

Target group: students of health professions and social work, at least in their 2nd year of study (some practical experience is required)

Coordinating institution: Zurich University of Applied Sciences (ZHAW) – Winterthur, Switzerland

Contact: Andrea Tamas – andrea.tamas@zhaw.ch

Living Ageing: Quality of life in end-of-life

Time and venue: 25-30th of January 2015, Ghent-Belgium + distance learning

Target group: students of healthcare professions, social work or applied psychology

Coordinating institution: Artevelde University College Ghent

Contact: filip.dejonckheere@arteveldes.be

Nature and Adventure as Therapy Method

Time and venue: Course will have two introductory meetings on 28th of April and 4th of May (Participation compulsory (f-2-f or by Skype) and intensive camp on 21st – 24th May 2015, Taivalkoski, Finland

Target group: students of healthcare professions, social work or applied psychology

Coordinating institution: Oulu University of Applied Sciences

Contact: Ulla-Maija Seppänen - Ulla-Maija.Seppanen@oamk.fi

New course: European Interdisciplinary Module on Paediatric Rehabilitation

Time and venue: September 2015, Lisbon, Portugal

Target group: students of healthcare professions, social work or applied psychology

Coordinating institution: Setúbal Polytechnic, Portugal

Contact: Madalena Gomes da Silva - madalena.silva@ess.ips.pt;

Filip Dejonckheere - Filip.dejonckheere@arteveldes.be

iv. *Capacity building: seminars and project meetings*

During 2014, the CA focused particular developing more capacity building seminars. The CA organized and implemented 4 different workshops:

September 2014: Horizon 2020

Helsinki Metropolia University of Applied Sciences, Helsinki, Finland

The first day included information sessions about e.g. the content, funding opportunities, participant portal and the general framework of the Horizon 2020 program, the second day was allocated to the workshops.

The feedback of the seminar was very positive. Participants felt that the presentations were relevant and the quality of them was very good. During the workshops, participants practiced on concrete themes for the applications.

Participants requested the COEHRE Academy to organize another similar seminar with focus on research in the future, as well.

October 2014: Experiencing health care in a resource poor country

Oslo and Akershus University College of Applied Sciences, Oslo, Norway

The invited speakers brought their experience, both from the field and from an academic perspective, which were complementary and contributed to the aims which were to explore the development of intercultural competences/awareness of students; preparation for the intercultural shock; Preparation for Critical Incidents and Emotional support after potential incidents.

The group of 21 participating colleagues had very interesting previous experiences, which greatly enriched the programme. Initially they expected to gain deeper insight and knowledge about preparation of the students before going on international placement, coaching while they were away and support them upon return. Involving areas such as intercultural awareness, critical incidents, ethical dilemmas, transfer of competences upon return.

At the end of the seminar, participants reported to have increased their awareness, knowledge, understanding and competences on these areas, suggesting the eventual need for further discussion in some of these themes, with specific seminars/workshops to be organized in the future.

October 2014: COEHRE Project meeting

University of Applied Sciences of Rotterdam, The Netherlands

Part 1 Presentation on Erasmus+ KA2: Strategic Partnerships Knowledge Alliances - Evaluation Erasmus Plus applications 2014

Part 2 Consulting of NUFFIC to two project applications
Rotterdam-Setúbal

Part 3 Presentations on projects & networking with other projects

- COEHRE Student Conference 2015: Diversity and Social Exclusion
Budapest, Hungary
- Winter course Zurich University of Applied Sciences (ZHAW)
Winterthur, Switzerland
- ICHCI-2: Health Promotion: interdisciplinary issues
Setúbal, Portugal
- ICHCI-4: Community Based Mental Health
Nijmegen, The Netherlands

- Living Ageing: Quality of life in end-of-life
Ghent, Belgium
- Introduction new project: European Interdisciplinary Module on Paediatric Rehabilitation
Lisbon, Portugal
- Introduction new project: Health promotion and research (PAR) in Benin Africa *Laurea University of Applied Sciences, Espoo-Finland*

Presentation on innovation in combining research and education in the field of health- and social care

- Dr Marleen Goumans, Professor Integrated Elderly Care and programme director Centre of Research Healthcare Innovation
- Sabine Maertens, Centre of Expertise Social Innovation

Part 4 Excursions to innovative projects within health care

December 2014: Teaching for the Future
Jagiellonian University, Kraków, Poland

The 3-day training focused on new methods, on new ways of presenting a case study to students by using Facebook and a three dimensional (3D) tool; use of digital learning environment; student-centered learning methods, cooperative skills, critical documentary movie, simulation environment, innovation and creative thinking, ...

2014.5.3. Budget

The Council of COHEHRE defined a particular budget for the COHEHRE Academy. This allowed the CA to organize the seminars and to develop and coach new projects of members. The budget of the Academy strictly follows the guidelines of the Council. As the COHEHRE Academy has a key role in facilitating activities of the council, the budget has been extended in the General Assembly in Groningen to €10.000. A special tool has been developed for the project management of capacity building activities in the future.

2014.5.4. Open meeting conference: active learning platform for staff and students

During the annual conference the Academy organizes an open meeting to discuss the developments of the CA activities with the members of the consortium. About 80 participants discussed the planned actions for the coming years. This annual meeting gains increased importance to understand the needs of the partners, allowing the task force to promote activities, which respond to these needs.

2014.5.5. Open invitation for joining task force of COHEHRE Academy

At the moment the COHEHRE Academy task force consists of four persons; two council members and two invited members. As the number of activities are increasing, the council has decided to extend the amount of task force members to 7 persons. Joining the task force means that you work closely with other task force members in order to develop activities for students and teacher mobility, capacity building and curriculum development.

2014.6. FINANCIAL REPORT

2014.6.1. FINANCIAL REPORT

The year 2014 closes with a positive result of € 1.627,96 .

REVENUES	
Membership fees	57.106,00
Conference fees 2014 Groningen	42.663,49
Income Coehre Academy activities	9.660,00
Interest & Profits	241,26
Project Meeting	390,56
TOTAL REVENUES	110.061,31
EXPENDITURES	
ADMINISTRATION AND ORGANISATION COSTS	31.181,43
Administrative office	29.675,40
Updating website & Legal costs	1.417,80
Marketing & PR costs	88,23
COEHRE ACADEMY	14.822,62
CONFERENCE COSTS	40.621,03
Conference 2014 Groningen	40.621,03
REPRESENTATION COSTS COEHRE	825,13
PROJECT MANAGEMENT	298,25
Project Management	298,25
TRAVEL / ACCOMMODATION	17.361,37
Council (3x/year)	17.361,37
Project leaders	0,00
Audit	0,00
OTHER EXPENSES	123,52
Bank costs	123,52
WRITE-OFF OPEN DEBTORS	3.200,00
TOTAL EXPENDITURES	108.433,35
RESULT 2014	1.627,96

2014.6.2. BALANCE SHEET

The positive result 2014 of € 1.627,96 brought the consortium reserve per 31.12.2014 to € 60.236,58.

BALANCE SHEET 31.12.2014				
		31.12.2013	31.12.2014	
ASSETS				
Accounts receivable				
Debtors		5.331,52		14.040,19
Cash funds				
Record Bank		76.467,46		62.421,72
Cash		1.094,28		1.145,78
TOTAL		82.893,26		77.607,69

		31.12.2013	31.12.2014	
LIABILITIES				
Payments in advance		0,00		0,00
Credit notes to make		0,00		0,00
Consortium reserve				
General reserve	51.497,48		58.608,62	
Result	7.111,14		1.627,96	
		58.608,62		60.236,58
Accounts payable				
Creditors	284,64		4.371,11	
Invoice to receive (adm. off.)	24.000		13.000	
		24.284,64		17.371,11
TOTAL		82.893,26		77.607,69

2014.7. MEMBERSHIP STATUS

In 2014 COHEHRE had 36 full members and 3 trial members for one year. The council hopes that the trial members will decide to stay full member after the trial year.

The General Assembly in Groningen approved:

- Scuola Universitaria Professionale della Svizzera Italiana (SUPSI), Manno, Switzerland as full members after a year of trial membership.

College of Nursing in Celje, Karolinska and Paneuropean Apeiron University decided to withdraw as COHEHRE member in 2014.



Following institutions applied for COEHRE membership in 2014:

- Zürich University of Applied Sciences, Switzerland
- FH Campus Wien, Austria
- Odisee, Belgium

The General Assembly in Budapest 2015 will vote for acceptance of membership for these institutions as well as for other institutions that might apply in 2015 before the conference.

2014.8. OFFICE REPORT

Main tasks completed in 2014 are:

- Payment of the incoming invoices
- Ongoing follow-up of the accounts
- Taking minutes at Council Meetings and General Assembly
- Chasing payments in arrears
- Preparation of the year-end reporting
(balance and final accounts information for the audit and the annual report)
- Keep membership records accurate and up-to-date
- Communication with the members
(send information to interested members, update membership list, invoicing membership fee, send reminders to non-paying members)
- Organisation of the annual conference
(in cooperation with the responsible Council member and the local organising committee)
- Organisation/logistics of the autumn seminars: Horizon 2020 in Helsinki / Experiencing health in a resource poor country in Oslo / Project Meeting in Rotterdam / Teaching4 the Future, Kraków (in cooperation with the responsible Council member)
- Organising and attending the different Council meetings and General Assembly
- Updating website
(Seminars, Project Meetings, ICHCI, Newsletter, News)
- Creating newsletters
- Maintaining a mailing list containing institutions that might have an interest in joining Coehre and provide them with information concerning the organisation.

2014.9. COUNCIL MEMBER ACTIVITIES

2013.9.1. COUNCIL COMPOSITION AND DISTRIBUTION OF TASKS

The Council operates as a team throughout the year, executing the following General council Member Duties:

- Attendance at two council meetings per year (January and June)
- Participation in council telephone conferences (September and March)
- Attendance at Annual Conference and Council meeting – (April)
- Contribute actively to the agenda proposed for each meeting
- Contribute actively in the implementation of the decisions taken by the council
- Contribute actively to the Annual Report

- Undertaking of tasks related to organisation and smooth running of the annual conference e.g. charring sessions, hosting meetings, welcoming new members etc.
- Any other duties required
- Keep close liaison with the Office Manager and copy her in all of the correspondence

Specific tasks and responsibilities are summarized in the following table:

POSITION	SPECIFIC TASKS
President Jennifer Lewis Smith	<ul style="list-style-type: none"> • Key representative for the organisation • Steers the strategic development of the organization • Ensures that the organisation remains financially viable • Chairs Council meetings as well as the General Assembly and will have the casting vote in any deliberations • Manages relationships with other linked organisations • Prepares the annual budget for consultation • Organises the annual deans' meeting
Vice-President Charlotte Kristensen	<ul style="list-style-type: none"> • This role is assumed by a council member in addition to other duties • The main role is to deputise for the President • May be invited to take on defined tasks by the President
Treasurer Filip Dejonckheere	<ul style="list-style-type: none"> • Belgian • Works closely with the Office Manager to ensure effective and efficient operational financial management of the organisation • Acts in accordance with the Council's decisions regarding financial matters.
Conference International Coordinators Meeting Charlotte Kristensen	<ul style="list-style-type: none"> • Organises the International Coordinators Meeting • Contacts speakers
Annual Conference Coordinator Liisa Koskinen	<ul style="list-style-type: none"> • Responsible for planning and coordinating the programme for the annual conference according to the agreed conference theme and sub-themes or pillars e.g. • Contacts and books speakers, informing them of what they will be entitled to in the way of travel and other expenses etc.
Annual Student Conference Coordinator Ulla-Maija Seppänen Filip Dejonckheere	<ul style="list-style-type: none"> • Ensures that the student conference is planned to run alongside and intersect with the Annual Conference, that a dynamic and interesting programme is planned for the students and that they have an opportunity to interact with locally based students, organisations and cultural events.
Annual Conference Scientific Programme Coordinator Célia Soares Liisa Koskinen	<ul style="list-style-type: none"> • Responsible for coordinating and issuing a call for abstracts for papers and posters on the key themes of the annual conference • Coordinates the evaluation of submissions by a team of experts from the membership • Coordinates parallel session content at the conference.
Publication/Marketing Coordinator Ulla-Maija Seppänen	<ul style="list-style-type: none"> • Publicises aims and achievements of the organization • Raises the profile of the organization • Emphasizes the diverse work that Coehre undertakes apart from the yearly conference • Communicates an advertising or marketing brief to an external organisation or consultant.
Joint Leadership of COHEHRE Academy Filip Dejonckheere Ulla-Maija Seppänen	<ul style="list-style-type: none"> • Coordinates activities in the Academy • Organises ICHCI preparation seminars, Capacity Building workshops and dean's seminars • Generally creates an environment and helps to create partnerships for educational development and research between partners can develop

	<ul style="list-style-type: none"> • Nurture and manage new ideas for evaluation, research and publication between partner organisations • Two Council Members take on these duties in addition to general council duties. These council members will be assisted in the leadership academy by two co-operating members.
Liaison Social Work Célia Soares Charlotte Kristensen	<ul style="list-style-type: none"> •
General Secretary	<ul style="list-style-type: none"> • In addition to general council duties • Responsible for establishing and maintaining links with the membership through the newsletter and other correspondence • Responsible for ensuring notes are kept of Council Meetings and the General Assembly along with other significant meetings e.g. Annual COEHRE Academy Meetings as well as Dean’s and International Coordinator Meetings at the Annual Conference. • Works closely with the Office Manager to ensure regular contact is kept with the membership, that membership status of the organisation is kept up to date and fees are notified and paid on time and ensures that actions agreed in the council meeting are carried out • Formulates dissemination of news, other communications to the membership.

2013.9.2. **TREASURER ACTIVITIES**

The financial audit took place in March 2014.

2014.10. **COUNCIL MEETINGS**

2014.6.1. **8 JANUARY, GHENT, BELGIUM**

Key debates:

- Portfolio
- Conference 2014 – Groningen, The Netherlands
- Conference 2015 and 2016
- COEHRE Academy
- Membership issues
- Budget
- Website

2014.6.2. **8 APRIL, GRONINGEN, THE NETHERLANDS**

Key debates:

- Membership issues
- Nominations for elections
- Conference 2014 – Groningen, The Netherlands

2014.6.3. **10 JUNE, BUDAPEST, HUNGARY**

Key debates:

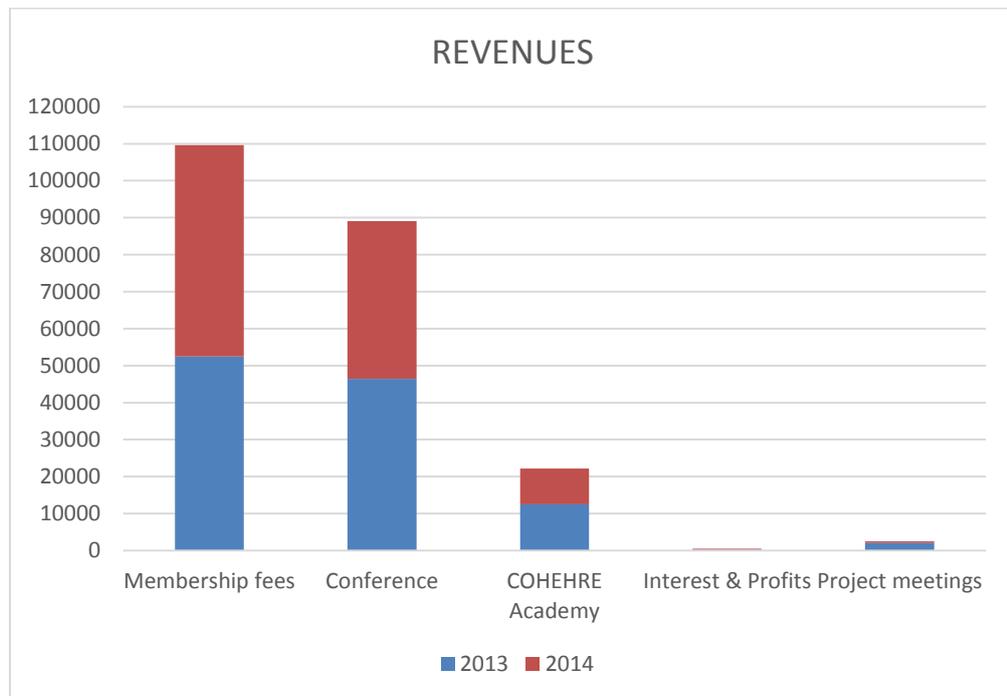
- Approval minutes Council Meeting and General Assembly Groningen
- Evaluation COEHRE conference 2014 – Groningen, The Netherlands
- Discussing Evaluation Form conference 2014
- Conference 2015 Budapest, Hungary

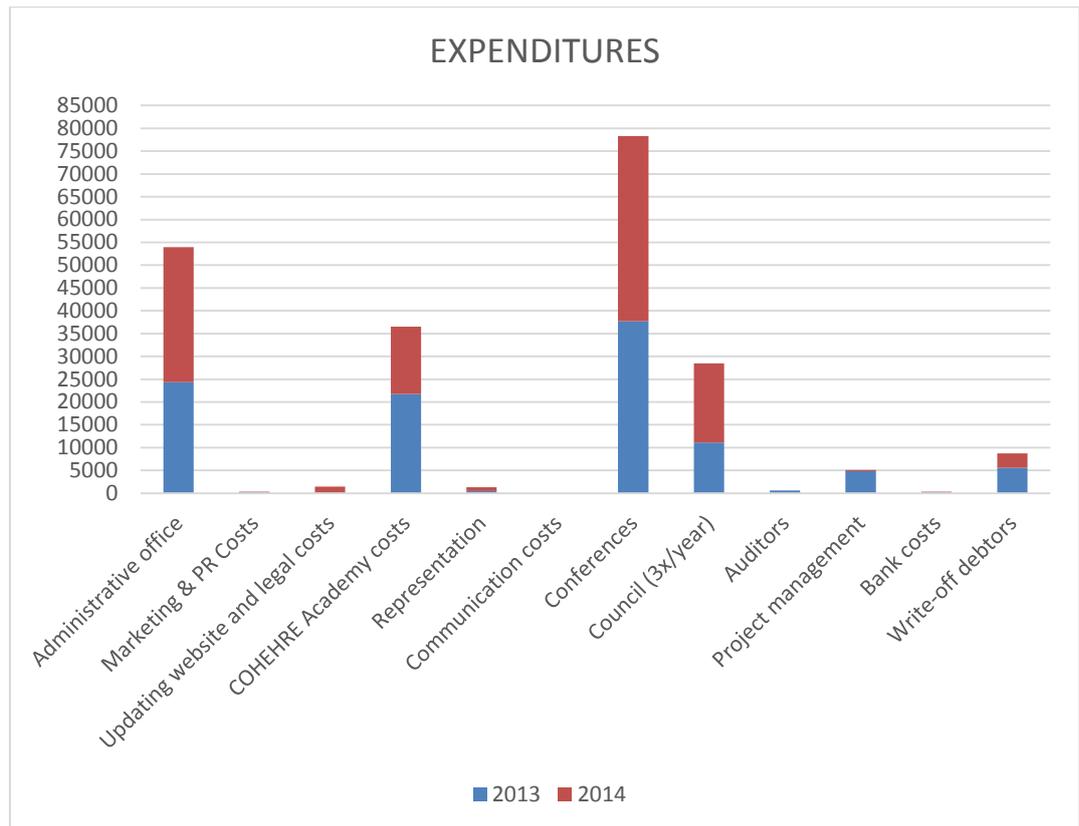


- Future conferences
- Membership issues
- Academy planning

2014.11. AUDITORS REPORT

1. Previous remark (2014) about reducing costs on the Council remains. Travel costs are high but justifiable. The council has the intention for a structural solution to show better numbers in the following year.
2. The exploitation for 2014 has been closed with a positive result. This is quite an achievement, taking into account that most of the profit has been invested in grants for members whose countries are under financial strain.
It is reassuring to see that the COHEHRE Academy is flourishing and attracting new institutions from different parts of Europe to join the network.
3. Further optimizing the website and marketing is necessary and in progress.
4. There are no misrepresentations in the financial data and the financial records have been maintained in accordance with generally accepted accounting principles.





2014.12. NOMINATING COMMITTEE

In the beginning of year 2014 the Nominating Committee of COEHRE was looking for one candidate for President as Cor Segeren would finish his term. Two candidates were required to fill the Council Member vacancies and 3 candidates were needed to fill the positions of the Nominating Committee. A call for Auditor went out as well. A message was sent out to the member institutions in January, and by the deadline in March 2014, the Nominating Committee had received one nomination for President, four nominations for the Council, three nominations for the Nominating Committee and none for the Auditor position. As nobody came forward for the candidature of Auditor, the Nominating Committee actively searched for candidates but couldn't find anyone interested in the position by the time of the start of the General Assembly.

The General Assembly in Groningen elected Jennifer Lewis Smith from University of Derby in the United Kingdom as President. Liisa Koskinen from Savonia University of Applied Sciences in Finland was re-elected and Célia Soares from Instituto Politécnico de Setúbal in Portugal was elected to fill the second Council Member vacancy. Suzanne Bancel from Oslo and Akershus University College of Applied Sciences in Finland, Toini Harra from Helsinki Metropolia University of Applied Sciences in Finland and Sandra Tricas-Sauras from Erasmus University College Brussels in Belgium were elected as Nominating Committee Members. Jean Bauwens was appointed to be Auditor until a new candidature would come up.

We are looking forward to 2015 as an exciting year with many new possibilities for the members to be actively engaged with COEHRE activities.