

**INDIVIDUAL TRAVEL REPORT for travel costs and costs of stay**

To be filled in by each participant

In case of circular/multiple travels, please fill in separate Individual Travel Reports.

Ref. No...V12-1.....Project No. 2019-1932 / 001 - 001 - 609785-EPP-t-2019-1-ES-EPPKA2-CBHE-JP  
The reference number must correspond to the progressive numbering indicated in the financial statements in the final report

**(1) PERSONAL DATA**

Surname: Campo Montalvo ..... Forename: Elena.....  
Home institution: .... Universidad de Alcalá.....  
Staff position/student year of study at home institution: ....Financial Coordinator .....

**(2) TYPE OF ACTIVITY (Tick as appropriate)**

STAFF		STUDENTS	
<input type="checkbox"/>	Teaching/training assignment	<input type="checkbox"/>	Study period
<input type="checkbox"/>	Training and retraining purposes	<input type="checkbox"/>	Participation in intensive courses
<input type="checkbox"/>	Updating programmes and courses	<input type="checkbox"/>	Practical placements, internships in companies, industries or institutions
<input type="checkbox"/>	Practical placements in companies, industries and institutions	<input type="checkbox"/>	Participation in short term activities linked to the management of the project
<input checked="" type="checkbox"/>	Project management related meetings		
<input type="checkbox"/>	Workshops and visits for result dissemination purposes		

**(3) DETAILS OF THE TRAVEL**

<b>PERIOD*</b>	From (Depart date) (dd/mm/yy) 19/11/2023	To (Return date) (dd/mm/yy) 23/11/2023
<b>PLACE OF DEPARTURE**</b>	HOME INSTITUTION Universidad de Alcalá COUNTRY Spain CITY Alcalá de Henarres	
<b>PLACE OF DESTINATION/ LOCATION OF ACTIVITY</b>	HOST INSTITUTION EACEA, European Commission COUNTRY Panama CITY: Panama City	
<b>TRAVEL DISTANCE***</b>	Km 8.194.....	

\*Please indicate period of travel from departure to return to place of origin  
 \*\* If different from Home institution please enclose authorisation from the Agency  
 \*\*\*Travel distance in Km (One-way travel using distance calculator: [http://ec.europa.eu/programmes/erasmus-plus/tools/distance\\_en.htm](http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm)) from place of departure to location of activities

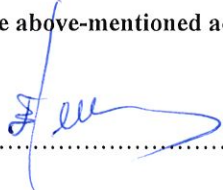
**(4) DETAILS OF THE ACTIVITY**

<b>DATES (excluding travel)</b>	<b>From (date): 20/11/2023 To (date): 23/11/2023</b>
<b>DESCRIPTION OF ACTIVITY(IES) PERFORMED (brief description of the activities performed)</b> The Regional Erasmus+ Week in Latin America and the Caribbean is poised to be an unparalleled opportunity for knowledge dissemination, partnership building, and cooperative advancement within Latin-American and the Caribbean’s educational and youth sectors.  Regional Cluster lies the objective of fostering a dynamic forum for Erasmus+ project beneficiaries and stakeholders. This gathering is dedicated to the sharing of knowledge and experiences, providing a space where good practices are shared, and ideas are exchanged to enhance project effectiveness.	

**SIGNATURE OF THE PARTICIPANT**

I hereby declare that I have been carrying out the above-mentioned activities.

Date: 24 November 2023

Signature: .....  




BN.143

0759212570672

## Tarjeta de embarque / Boarding Card

### CAMPOMONTALVO/ELEN

DE / FROM

Madrid, Terminal 4S (MAD)

SALIDA / DEPARTURE

19 nov 11:45



IB25162231 - PLATA-RUBY

A / TO

Panamá, Terminal 1 (PTY)

LLEGADA / ARRIVAL

19 nov 16:45

CÓDIGO DE RESERVA /  
RESERVATION CODE  
**VS9TNQ**

HORA DE EMBARQUE / BOARDING TIME	PUERTA / GATE	VUELO / FLIGHT	ASIENTO / SEAT
<b>11:05</b> GRUPO 2 CIERRE 11:30 PUERTAS GATE CLOSES	<b>S</b>	<b>IB6339</b> Operado por / Operated by IBERIA LINEAS AEREAS	<b>53J</b> Turista

**55**  
min.

antes de la salida del vuelo cierran los mostradores de recogida de equipaje.

Localización: Mostradores 780 al 789.

**Equipaje en bodega**  
Checked baggage

**23Kg**  
**x1**  
158cm\*

\*(Alto + Ancho + Largo)  
\*(Height + width + length)

Ubicación de tu equipaje de mano:

Accesorio personal  
(40 x 30 x 15 cm)Equipaje de cabina  
(56 x 40 x 25 cm)

Tu equipaje de mano no puede superar las medidas permitidas.

## Redes Sociales



@Iberia



www.facebook.com/iberia



BN.042

0759212570672

## Tarjeta de embarque / Boarding Card

### CAMPOMONTALVO/ELEN

DE / FROM

Panamá, Terminal 1 (PTY)

SALIDA / DEPARTURE

25 nov 18:15

IB25162231 - PLATA-RUBY

A / TO

Madrid, Terminal 4S (MAD)

LLEGADA / ARRIVAL

26 nov 10:20

**CÓDIGO DE RESERVA /  
RESERVATION CODE**  
**NPFHW**

HORA DE EMBARQUE / BOARDING TIME	PUERTA / GATE	VUELO / FLIGHT	ASIENTO / SEAT
<b>17:35</b> GRUPO 2 CIERRE 18:00 PUERTAS GATE CLOSES	-	<b>IB6346</b> Operado por / Operated by IBERIA LINEAS AEREAS	<b>44J</b> Turista

**60 min.** antes de la salida del vuelo cierran los mostradores de recogida de equipaje.

Localización: Consulta las pantallas informativas a su llegada al aeropuerto.

Por motivos de seguridad rogamos te presentes en el mostrador de Iberia para verificación de documentación de salida y el abono de tasas aeroportuarias.

**Equipaje en bodega**  
*Checked baggage*

**23Kg**  
**x1**  
**158cm\***

\*(Alto + Ancho + Largo)  
\*(Height + width + length)

Ubicación de tu equipaje de mano:

Accesorio personal  
(40 x 30 x 15 cm)



Equipaje de cabina  
(56 x 40 x 25 cm)



Tu equipaje de mano no puede superar las medidas permitidas.

## Redes Sociales



@Iberia



www.facebook.com/iberia

<b>DATOS GENERALES DE LA FACTURA</b>											
CIF/NIF del Emisor: ESA28229813			Serie:			Número de Factura: 09330398498C					
Emisor (nombre, dirección...) Persona Jurídica Residente <b>VIAJES EL CORTE INGLES, S.A.</b> <b>CL HERMOSILLA 112 28009 MADRID MADRID ESP</b> Datos de contacto:			Fecha de Emisión: 2023-10-19			Clase de factura: OO					
			Fecha Operación:			CIF/NIF del Receptor ESQ2818018J			Periodo Fact. 2023-10-19 - 2023-10-19		
			Receptor (nombre, dirección...) Persona Jurídica Residente <b>UNIVERSIDAD DE ALCALA</b> <b>PZ SAN DIEGO -</b> <b>28801 ALCALA DE HENARES MADRID ESP</b>								
			Oficina Contable: U02900075 Órgano Gestor: U02900001 Unidad Tramitadora: U02900066 Órgano Proponente: 30600K128								
Divisa de pago: EUR			Núm. Expediente: AVION			Núm. Pedido: 07592125706723					
<b>DATOS ECONÓMICOS DE LA FACTURA</b>											
<b>Detalle</b>											
Descripción	Cantidad (c)	Precio Unitario (pu)	Importe Total (it=c*pu)	Descuentos (d)	Recargos (r)	Importe Bruto (ib=it-d+r)	Impuestos Repercutidos (%)	Impuestos Retenidos (%)			
IBERIA Clase S Salida 19/11/2023 - 11:45 Llegada 26/11/2023 - 10:20 MADRID/PANAMA CITY/MADRID CAMPO MONTALVO ELENA AVION	1	410€	410€	0€	0€	410€	IVA: Impuesto sobre el valor añadido 0.00%				
**TASA SUJETA	1	310,2€	310,2€	0€	0€	310,2€	IVA: Impuesto sobre el valor añadido 0.00%				
**TASA NO SUJETA	1	55,63€	55,63€	0€	0€	55,63€	IVA: Impuesto sobre el valor añadido 0.00%				
<b>Totales</b>			<b>Datos de pago</b>			<b>Información adicional</b>					
<b>Importe Bruto (IB)</b>	<b>775,83€</b>										
Importe Descuentos (D)	€										
Importe Recargos (R)	€										
<b>Importe Bruto antes de impuestos (IBX=IB-D-R)</b>	<b>775,83€</b>										
Impuestos Repercutidos (IRP)	0€										
Impuestos Retenidos (IRT)	0€										
<b>Total Factura (TF=IBX+IRP-IRT)</b>	<b>775,83€</b>										
			Forma de pago: 04			CAMPO MONTALVO ELENA					
			Vencimiento: 2023-12-01								
			Cuenta:								
			IBAN:								
			ES3700491500032810355229								
			BIC-SWIFT:								

Subvenciones (S)	€		
Anticipos (A)	€		
<b>Total a Pagar (TP=TF-S-A)</b>	<b>775,83€</b>		
Suplidos (SU)	€		
Gastos Financieros (GF)	€		
Importe de Retención (IR)	€		
<b>Total a Ejecutar (TE=TP-IR+SU+GF)</b>	<b>775,83€</b>		



# JUSTIFICANTES DEL GASTO

N° Registro 2023/000000025489

## DATOS GENERALES

**Número Factura:** 2023/000000025489 **RECC:**

**Descripción:**  
VUELO DE ELENA CAMPO MADRID-PANAMÁ-MADRID PARA ASISTIR A LA REUNIÓN DE PROYECTOS ERASMUS + EN PANAMÁ DEL 19 AL 26 DE NOVIEMBRE

**Grupo de Usuarios:** 7 Administración Gerencia del Politécnico

**Fecha:** 19/10/2023 **Municipio Emisión:**

**Emisión:**

**N.I.F./C.I.F. Acreedor:** A28229813 VIAJES EL CORTE INGLES SA

**N.I.F./C.I.F. Cesionario:**

**N° Serie:** **N° Justificante Acreedor:** 09330398498C **Carácter J. Gasto:** original

**Razón de emisión de duplicado:** **Cargo Interno:**

**Razón de emisión de duplicado:**

**N° Registro Contrato Asociado:** **PGEFE:** X

**Factura Agente de aduanas:** **Factura de la compra:**

**Identificador DUA:** **Fecha expedición:**

## DATOS ADMINISTRATIVOS

**Unidad administrativa que solicita la compra servicio:** **Núm. Asiento Registral:**  
REGAGE23e00071060112

**Unidad administrativa que conforma la factura:**

**Oficina Contable:** U02900075 **Servicio De Gestión Financiera (Servicio Gestión Financiera)**

**Órgano Gestor:** U02900001

**Unidad Tramitadora:** U02900066 **Administración De Centro - Politécnico (Administración Gerencia Del Politécnico)**

**Órgano Proponente:** 30600K128 **PROYECTO EDUTECH. OTÓN TORTOSA, SALVADOR. Salvador Otón Tortosa**

**Fec. Entr. Reg. Adm.:** 20/10/2023 **Fec. Entr. Reg.** 21/10/2023 **Fecha Conformidad:** 23/10/2023

**Fecha Anulación:** **Fecha Rechazo:** **Motivo Rechazo:**

**Tipo pago:** PD Pago Directo **Fecha Inicio Plazo Pago:** 20/10/2023 **Plazo Legal Pago:** 30

**N° Adelanto Asociado:**

**Fecha de Pago:** **Fecha de Imputación:** 02/11/2023 **N° Cuenta Justificativa:**

**N° Doc. Contable:** **Libramiento Asociado:**

**N° Expediente:** 2023/0000001 **Referencia interna del Expediente:** 2022/008.SER.ABR.MC

## DATOS ECONÓMICOS TOTALES

<b>Fecha inicio:</b> 21/10/2023	<b>Fecha fin:</b> 21/10/2023	<b>N° unidades:</b> 3.00	<b>N° líneas:</b> 3
<b>Importe bruto</b> % Dto. 775,83 0,00	<b>Importe descuento</b> 0,00	<b>% Rgo.</b> 0,00	<b>Importe recargo</b> 0,00
<b>Importe neto</b> % I.V.A. 775,83 0,00	<b>Importe I.V.A.</b> 0,00	<b>Importaciones RE</b>	<b>Importe total</b> 775,83
<b>Prorrata Inv.Suj.Pas.</b> 0,00	<b>Imp.IVA Deducible</b> 0,00	<b>% Rtn</b> 0,00	<b>Importe retención</b> 0,00
		<b>% Rtn. IRPF</b> 0,00	<b>Imp. Retención IRPF</b> 0,00
<b>% Rtn. IVA intrac.</b> 0,00	<b>Imp. IVA intrac.</b> 0,00	<b>% Rtn. Otra retenc.</b> 0,00	<b>Imp. Otra retención</b> 0,00
			<b>Importe líquido a pagar</b> 775,83



# JUSTIFICANTES DEL GASTO

Nº Registro 2023/000000025489

## DETALLE DE LÍNEAS DATOS ECONÓMICOS

Línea Nº:					Nº			
1					1.00			
<b>Descripción:</b>			<b>Unidades:</b>					
IBERIA Clase S Salida 19/11/2023 - 11:45 Llegada 26/11/2023 - 10:20 MADRID/PANAMA CITY/MADRID CAMPO MONTALVO ELENA AVION								
<b>Importe bruto</b>	<b>% Dto.</b>	<b>Importe descuento</b>	<b>% Rgo.</b>	<b>Importe recargo</b>				
410,00	0,00	0,00	0,00	0,00				
<b>Importe neto</b>	<b>% I.V.A.</b>	<b>Importe I.V.A.</b>	<b>RE</b>	<b>Importe total</b>				
410,00	0,00	0,00		410,00				
<b>Prorrata</b>	<b>Importe I.V.A. deducible</b>	<b>% Rtn</b>	<b>Importe retención</b>	<b>% Rtn. IRPF</b>	<b>Imp. IRPF</b>	<b>Retención</b>		
0,00		0,00	0,00	0,00	0,00	0,00		
<b>% Rtn. IVA intrac.</b>	<b>Imp. IVA intrac.</b>	<b>% Rtn. Otra retenc.</b>	<b>Imp. retención</b>	<b>Otra</b>	<b>Importe líquido a pagar</b>	<b>líquido a pagar</b>		
0,00		0,00	0,00	0,00		<b>410,00</b>		
<b>Distribución de costes</b>		<b>Elemento de coste:</b>						
Línea Nº:					Nº			
2					1.00			
<b>Descripción:</b>			<b>Unidades:</b>					
**TASA SUJETA								
<b>Importe bruto</b>	<b>% Dto.</b>	<b>Importe descuento</b>	<b>% Rgo.</b>	<b>Importe recargo</b>				
310,20	0,00	0,00	0,00	0,00				
<b>Importe neto</b>	<b>% I.V.A.</b>	<b>Importe I.V.A.</b>	<b>RE</b>	<b>Importe total</b>				
310,20	0,00	0,00		310,20				
<b>Prorrata</b>	<b>Importe I.V.A. deducible</b>	<b>% Rtn</b>	<b>Importe retención</b>	<b>% Rtn. IRPF</b>	<b>Imp. IRPF</b>	<b>Retención</b>		
0,00		0,00	0,00	0,00	0,00	0,00		
<b>% Rtn. IVA intrac.</b>	<b>Imp. IVA intrac.</b>	<b>% Rtn. Otra retenc.</b>	<b>Imp. retención</b>	<b>Otra</b>	<b>Importe líquido a pagar</b>	<b>líquido a pagar</b>		
0,00		0,00	0,00	0,00		<b>310,20</b>		
<b>Distribución de costes</b>		<b>Elemento de coste:</b>						
Línea Nº:					Nº			
3					1.00			
<b>Descripción:</b>			<b>Unidades:</b>					
**TASA NO SUJETA								
<b>Importe bruto</b>	<b>% Dto.</b>	<b>Importe descuento</b>	<b>% Rgo.</b>	<b>Importe recargo</b>				
55,63	0,00	0,00	0,00	0,00				
<b>Importe neto</b>	<b>% I.V.A.</b>	<b>Importe I.V.A.</b>	<b>RE</b>	<b>Importe total</b>				
55,63	0,00	0,00		55,63				
<b>Prorrata</b>	<b>Importe I.V.A. deducible</b>	<b>% Rtn</b>	<b>Importe retención</b>	<b>% Rtn. IRPF</b>	<b>Imp. IRPF</b>	<b>Retención</b>		
0,00		0,00	0,00	0,00	0,00	0,00		
<b>% Rtn. IVA intrac.</b>	<b>Imp. IVA intrac.</b>	<b>% Rtn. Otra retenc.</b>	<b>Imp. retención</b>	<b>Otra</b>	<b>Importe líquido a pagar</b>	<b>líquido a pagar</b>		
0,00		0,00	0,00	0,00		<b>55,63</b>		
<b>Distribución de costes</b>		<b>Elemento de coste:</b>						



# Regional Erasmus+ Meeting

in Latin America and the Caribbean  
20-22 November 2023



**Erasmus+**  
Enriching lives, opening minds.







## THE REGIONAL ERASMUS+ WEEK FOR LATIN AMERICA AND THE CARIBBEAN 2023

The inaugural Regional Erasmus+ Week in Latin America and the Caribbean is set to take place in Panama City, Panama, from November 20<sup>th</sup> to 22<sup>nd</sup>, 2023. This unique event will serve as a convergence point for three distinct yet interconnected activities, which together form the cornerstone of the Regional Erasmus+ Week:

### 1. Annual Regional ENFP Gathering:

This gathering convenes participants to deliberate upon program outcomes, assess current implementations, and chart the course for the annual work plan. Moreover, they serve as a dynamic platform for the exchange of best practices and keep the ENFPs abreast of the latest developments in the Erasmus+ landscape.

### 2. Regional Cluster Meeting:

At the heart of these meetings lies the objective of fostering a dynamic forum for Erasmus+ project beneficiaries and stakeholders. This gathering is dedicated to the sharing of knowledge and experiences, providing a space where good practices are shared, and ideas are exchanged to enhance project effectiveness.

### 3. Contact-Making Seminars:

The program includes a series of contact-making seminars, meticulously designed to facilitate networking among both experienced and newcomer organisations from different countries within the region. These seminars aim to foster collaboration within the Erasmus+ framework, encouraging cross-border partnerships and cooperative initiatives.

The **Regional Erasmus+ Week in Latin America and the Caribbean** is poised to be an unparalleled opportunity for knowledge dissemination, partnership building, and cooperative advancement within Latin-American and the Caribbean's educational and youth sectors. Join us in Panama to play an integral role in shaping the future of Erasmus+ in this vibrant and dynamic region.

For details and queries regarding the programme and event, please contact:  
**Daniel Ventura**, Regional Manager for Latin America and the Caribbean, PRACSIS:  
[daniel.ventura@enfpsupport.net](mailto:daniel.ventura@enfpsupport.net)

All times quoted in this document are local Panama Standard Time (GMT-5).

## 21 November 2023

Erasmus+ regional cluster meeting and contact making seminar in Latin America and the Caribbean - Opportunities of Cooperation between Europe and the LAC region in Education and Training

Moderated by: **Daniel Ventura**, Regional Manager for Latin America and the Caribbean, PRACSIS

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13:30 – 14:00	<b>Registration</b>
14:00 – 14:30	<b>Welcome words</b> On behalf of the EU Delegation to Panama: <b>H.E., Izabela Matusz</b> , Head of the EU Delegation to Panama. On behalf of the Government of Panama, <b>Maruja Gorday</b> , Minister of Education. On behalf of the Directorate-General for International Partnerships : <b>Felice Zaccheo</b> , Head of Unit Regional Operations Latin America and Caribbean, European Commission On behalf of the Directorate-General for Education, Youth, Sport and Culture: <b>Bruno Castro</b> , Policy Officer, Erasmus+ and EU Relations with the Americas, European Commission
14:30 – 15:00	<b>2021-2027 Erasmus+ framework</b> <ul style="list-style-type: none"><li>• Policy context</li><li>• External dimension of the European Education Area</li></ul> Speakers: <b>Bruno Castro</b> , Policy Officer, Erasmus+ and EU Relations with the Americas, European Commission <b>Anna Herrero Romeu</b> , Program Officer, Directorate-General for International Partnerships, European Commission <b>Galina Karamalakova</b> , International Relations Officer, Americas Regional Affairs, European External Action Service (EEAS)
15:00 – 15:40	<b>International Credit Mobility (ICM)</b> <ul style="list-style-type: none"><li>• ICM features</li><li>• Beneficiaries' testimonials</li></ul> Speakers: <b>Bruno Castro</b> , Policy Officer, Erasmus+ and EU Relations with the Americas, European Commission <b>Luis A. Vallarino</b> , Professor, Universidad del Istmo (Panamá) <b>Josef Heriban</b> , Czech National Agency for International Education and Research (DZS)
15:40 – 16:00	<b>Coffee Break</b>
16:00 – 16:40	<b>Capacity Building in Higher Education (CBHE)</b> <ul style="list-style-type: none"><li>• CBHE features</li><li>• Beneficiaries' testimonials</li></ul> Speakers: <b>Almudena Sáenz de Miera</b> and <b>Eva Valle Casanova</b> , European Education and Culture Executive Agency (EACEA) <b>Meritxell Calbet Montcusí</b> , Universidad Viña del Mar (Chile) <b>Cecilia Ugalde Sánchez</b> , Universidad de Azuay (Ecuador)

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16:40 – 17:15

**Erasmus+ Students and Alumni networks in Latin America and the Caribbean**

Erasmus Mundus Alumni Association

**Carlos Eduardo Jijena Michel**, EMA Bolivia, (Online)

**EMA - ESSA - Alumni Network in Paraguay - EU Delegation**

Speakers:

**Marcos Manuel Rodriguez Alonso**, 2<sup>nd</sup> Vice-president, Erasmus Alumni Association of Paraguay

**Diana García Alcobilla**, Deputy head of cooperation, European Union Delegation to Paraguay (Online)

**Galina Karamalakova**, International Relations Officer, Americas Regional Affairs, European External Action Service (EEAS)

**Jenny Lind Elmaco**, Academic Expert, PRACSIS and **Daniel Ventura**, Regional Manager for Latin America and the Caribbean, PRACSIS

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17:15 – 17:45

**Networking flash**

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## 22 November 2023

Erasmus+ regional cluster meeting and contact making seminar in Latin America and the Caribbean - Opportunities of Cooperation between Europe and the LAC region in Education and Training (continued)

Moderated by: **Daniel VENTURA**, Regional Manager for Latin America and the Caribbean, ENFP support platform

<b>TIME</b>	<b>AGENDA</b>
09:00 – 09:10	<p><b>Opening Remarks</b></p> <p>Member of ENFP support platform (Master of ceremony <b>Daniel Ventura</b>)</p>
09:10 – 9:50	<p><b>Erasmus Mundus (EM)</b></p> <ul style="list-style-type: none"> <li>• EM Joint Masters (EMJM) and Design Measures (EMDM) features</li> <li>• Beneficiaries' testimonials: <b>Universidad Nacional Autónoma de México (UNAM)</b></li> </ul> <p>Speakers:</p> <p><b>Bruno Castro</b>, Policy Officer, Erasmus+ and EU Relations with the Americas, European Commission</p> <p><b>Rubén Ruiz Guerra</b>, Universidad Nacional Autónoma de México (UNAM)</p> <p>Chairperson:</p> <p><b>Jenny Lind Elmaco</b>, Academic Expert, PRACSIS (Member of ENFP support platform)</p>
09:50 – 10:30	<p><b>Coffee Break</b></p>
10:30 – 11:10	<p><b>Jean Monnet actions (JM)</b></p> <ul style="list-style-type: none"> <li>• JM features</li> </ul> <p>Speakers:</p> <p><b>Bruno Castro</b>, Policy Officer, Erasmus+ and EU Relations with the Americas, European Commission</p> <p>Beneficiaries' testimonials</p> <p><b>Aline Beltrame de Moura</b>, Federal University of Santa Catarina (Brazil)</p>
11:10 – 11:50	<p><b>Capacity Building in the field of Vocational Education and Training (CBVET)</b></p> <ul style="list-style-type: none"> <li>• CBVET features - EACEA speaker (remote)</li> <li>• Beneficiaries' testimonials</li> </ul> <p>Chairperson:</p> <p><b>Anna Herrero Romeu</b>, Program Officer, Directorate-General for International Partnerships, European Commission</p> <p>Speakers:</p> <p><b>Ester Montiel-Cortés</b>, Project Officer, European Education and Culture Executive Agency (EACEA) Unit A2, Skills and Innovation</p> <p><b>Patrick Attie</b>: Representative of CLAUDIA Project, Haitian University ESIH - Ecole Supérieure d'Infotronique d'Haïti CBHE-VET.</p>
12:00 – 14:00	<p><b>Networking lunch</b></p>

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14:00 – 14:45

**Workshop on Mobilities**

- Managing student and staff mobility between the EU and LAC
- Mobility best practices and challenges (interactive plenary)
- Q&A

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14:45 - 15:00

**Coffee Break**

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15:00 – 15:45

**Workshop on Capacity Building in Higher Education (CBHE)**

The role of coordinators in CBHE projects

- How to become coordinator
- Experiences in cooperation
- Q&A

Speakers:

**Alejandra González**, Universidad de la Sabana (Colombia)

**Luisa Fernanda Villamizar**, International Relations Coordinator, Asociación Colombiana de Universidades (Colombia)

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15:45 – 16:30

**Workshop on Capacity Building in Higher Education (CBHE)**

Relevant themes for LAC CBHE projects: regional integration, inclusiveness and access, internationalization, sustainability and future

- Priorities and experiences
- Q&A

Moderator:

**Anna Herrero Romeu**, Program Officer, Directorate-General for International Partnerships, European Commission

Speakers:

**Luis Enrique Torres Herrera**, Universidad Especializada de las Américas (Panamá)

**Nicolasa Terreros Barrios**, Universidad Especializada de las Américas (Panamá)

**Laura Valenzuela**, Universidad CENFOTEC, Costa Rica

**Diego Castro**, Universidad Autónoma de Barcelona, Spain

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16:30 – 17:00

**Closing of the Erasmus+ regional cluster meeting and contact making seminar in Latin America and the Caribbean (LAC)**

- Summary of key discussions and outcomes from the regional cluster meeting and contact making seminar
- Next steps and future plans
- Closing remarks

Chairperson:

**Bruno Castro**, Policy Officer, Erasmus+ and EU Relations with the Americas, European Commission

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## SPEAKERS' BIOGRAPHIES

### Izabela Matusz



European Union Ambassador to Panama

Graduated from international economic relations at the SGH Warsaw School of Economics. She has been studying also at the University of Warsaw Center of Latin American Studies.

In 2002, she joined the Ministry of Foreign Affairs of Poland, Department of the Americas, being responsible for relations with Mercosur states. Between 2005 and 2009, she was posted at the embassy in Buenos Aires, Argentina, serving also as chargé d'affaires.

From 2009 to 2013, she was back at the Department of the Americas, as desk officer for EU-Latin America and the Caribbean relations, where she took part in negotiating EU trade agreements with Colombia and Peru.

On 24 December 2012 she was nominated as the Polish ambassador to Peru, additionally accredited to Bolivia and Ecuador. After this, she joined the European External Action Service and, in September 2022, she took the post of the European Union Ambassador to Panama.

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### Maruja Gorday



Minister of Education of Panama since 2019.

Graduated as a secondary education teacher with a specialisation in Applied Arts from the Faculty of Education of the University of Panama.

Graduated as a comprehensive special education teacher with specialisation in Early Stimulation, Vision, Hearing and Language from the Higher Institute of Specialization.

Bachelor's Degree in Applied Arts from the Faculty of Architecture of the University of Panama.

She was the representative of the Ministry of Education (MEDUCA) in the Permanent Multi Sectoral Council for the Implementation of the Dialogue for Education (COPEME), representative of MEDUCA in the Commitment to Education Dialogue Table, and a candidate before the Committee of Experts on the Rights of United Nations People with Disabilities.

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### Felice Zaccheo



Since 2019 has been the Head of Unit, Mexico, Central America, Caribbean and Regional Operations, Directorate General for International Partnerships, European Commission.

Joined the European Commission in 1999, and held senior positions in the EU Delegations to Nigeria and Jamaica.

After the overseas postings, returned to take up senior positions in DG DEVCO, and then joined DG INTPA in 2019.

Prior to joining the EU institutions, he worked as a veterinary inspector in Ireland.

Studied at the Università degli Studi di Perugia.

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### Bruno Castro



Bruno Castro, from Spain, is an official at the Directorate-General for Education, Youth, Sport and Culture (DG EAC) of the European Commission. He is in charge of two files of international cooperation: the Erasmus Mundus Joint Masters and the relations with the Americas.

He obtained degrees in Philosophy, Anthropology and Political Sciences.

His career started in international relations with Latin America, including diplomatic assignments in Venezuela. After several European Commission jobs related to Horizon2020, he joined DG EAC in 2017.

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**Anna Herrero Romeu**



Anna Herrero Romeu is an official at the Directorate-General for International Partnerships (DG INTPA) of the European Commission.

In the Regional Unit for Latin America and the Caribbean she is in charge of Higher Education, Vocational Training, Youth and Social Cohesion.

She obtained a degree in Humanities. She has more than 20 years of experience in international cooperation serving at the EU in Brussels, including assignments in Egypt and Nicaragua.

She started her career working in public administrations at local and regional level.

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**Galina Karamalakova**



International Relations Officer, Americas Regional Affairs at European External Action Service since the beginning of 2021.

Prior to this, Galina worked in the European Commission Directorates General EAC, EMPL and DEVCO.

Before joining the European Commission, she worked as a consultant for Deloitte.

She has a Master's Degree in Public Governance from the University of Lecce, Euromediterranean School of Law and Politics, and a Bachelor's degree in Economics from the University of National and World Economy.

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**Luis A. Vallarino**



English Teacher and Professor with over 18 years of experience.

Since 2020 has been a member of the English teaching staff within the Panamanian Ministry of Education. Member of the teaching staff of the Connect with the Star Program (Conectate con la Estrella) televised teaching program held through the Pandemic Lockdown.

Held the position of Language Department Director and former Education Faculty Career Director of the Universidad del Istmo, Panama.

Over ten years of experience in academic administration.

Radio and TV Broadcaster.

MSC English Applied Linguistics with Emphasis in TESOL.

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**Josef Heriban**



Josef has been overseeing International Credit Mobility within the Higher Education unit at the Czech National Agency for International Education and Research (DZS) since 2018. Additionally, he was appointed to the role of Digital Officer, providing support for the European Student Card Initiative in the national context.

He holds a degree in International Politics and Diplomacy, as well as a diploma in Small States Studies. In addition to international education and digitalisation, his passions include music and hiking.

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### Almudena Sáenz de Miera



Official in the Education and Culture Agency (EACEA) of the European Commission and responsible for the projects carried out within the framework of the Erasmus+ programme and Capacity Building for Higher Education (CBHE) in the Latin American region.

Almudena has 15 years of experience as a project manager in the field of cooperation with Latin America, having worked in the general directorate of foreign relations, as well as in the cooperation development department of the European Commission in Brussels.

Graduated in Information Sciences and specialised in European Studies at the Free University of Brussels.

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### Eva Valle Casanova



Born in Spain, Eva Valle Casanova has been a Project officer at the European Education and Culture Executive Agency (EACEA) of the European Commission in Brussels since 2009, where she deals with the Capacity Building for Higher Education (CBHE) action of the Erasmus+ Programme in Latin America and Caribbean.

She graduated with a Masters Degree in Political Sciences and International Relations at the University of Louvain-la-Neuve (Belgium) and specialised in International Humanitarian Aid.

She worked for many years as project coordinator in NGOs dealing with development cooperation in Spain and Belgium, and for the Tempus Programme at the European Training Foundation of the European Commission in Turin (Italy).

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### Meritxell Calbet Montcusí



Director of International Cooperation at the Universidad Viña del Mar, Chile, since 2013.

Meritxell has over 18 years of professional experience in the field of higher education, with emphasis on internationalisation strategies and capacity development, and a focus on Europe and Latin America.

She is the general coordinator of the Erasmus + CBHE projects “MUSE” (2015), “LATWORK” (2018) and “NET4JOB” (2022), and a participant as a partner in the INCHIPE, SOLIDARIS and INNOVAT projects.

She studied in the International Economics and Tourism Doctoral Program at the University of Valencia, Spain. And obtained her Master’s Degree in Business and Contracting Law, Graduate in Law and Diploma in Labor Relations at the Univeritat Rovira i Virgili, Catalonia.

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### Cecilia Ugalde Sánchez



Professor at the Communication School at Universidad del Azuay in Cuenca, Ecuador.

Ph.D. in Marketing from the Universitat de València, Spain; Master of Arts in Advertising and Public Relations from Marquette University, Milwaukee, United States.

Research areas: media literacy, social campaigns, brand studies, and consumer behaviour.

Part of the EPSULA consortium (Erasmus+) Educational Portal for Sustainable Cultural Diversity in Latin America.

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### Carlos Eduardo Jijena Michel



Country Representative for Bolivia in the Erasmus Mundus Association.

Ph.D in Economics in Salamanca University (Spain) with a doctoral stay in the University of Lisbon fully funded by Erasmus Mundus Program.

He started his volunteer work in 2020 with the Erasmus Mundus Association (EMA). His main role is to connect universities and people interested to study in Europe with the Erasmus Mundus Program, connect and generate alumni from Bolivia with the network association, promote social projects from the alumni, and organise the Erasmus Mundus Day for Bolivia.

Besides volunteering with EMA, he is a professor in the Bolivian Private University, conducting research into economics and businesses, mostly in collaboration with European researchers.

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### Marcos Manuel Rodriguez Alonso



Founding Member and vice-president of the Erasmus Mundus Alumni Paraguay (EMAPY) Association.

Founding Member of the Asociación de Egresados de Ciencias Económicas UNCA (AECE UNCA) Alumni Association of his Alma Mater.

Currently a teacher at Centro Cultural Paraguayo Americano.

Bachelor 's Degree in Economics (2019), Universidad Nacional del Caaguazú.

Mobility Student of the Erasmus Mundus SUD-UE Program (2016-2017) in the Faculty of Economics, University of Ljubljana, Slovenia.

Currently finalising a Master Degree in Research Methodology in Universidad Catolica Nuestra Señora de la Asunción (2021-hopefully 2023).

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### Diana García Alcubilla



Deputy Head of Cooperation of the Delegation of the European Union in Paraguay.

Diana has been a member of staff of the European Union for 20 years, working on development cooperation and international relations. She has also worked in cooperation programs in the areas of democracy, human rights, justice and migration, and in countries as varied as the Dominican Republic, Nepal, and Myanmar.

Since 2019, she has served as Deputy Head of Cooperation of the EU Delegation in Paraguay.

A researcher in human rights at the University of Externado, Colombia, she has a master's degree in Political Studies of the European Union at the College of Europe (Bruges, Belgium), and graduated in Law and Business Administration at the University of Comillas (Madrid, Spain). She was part of the Erasmus program at the University of Leuven la Neuve, Belgium and at the Ecole de Commerce in Nancy, France.

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### Rubén Ruiz Guerra



Director of the Centre for Research on Latin America and the Caribbean, and Professor of Mexican History, at the National Autonomous University of Mexico (UNAM, Mexico)

Masters Degree in History of the Americas (Historia de América) in Instituto Dr. José María Luis Mora (México)

Research areas: Religious diversity in Latin America, Democracy in contemporary Latin America

Bridwell Fellow, Southern Methodist University (SMU, USA) (2012)

Visiting Scholar, Euroculture Master, Erasmus Mundus funded (2006).

Chief-Editor of Cuadernos Americanos.

Member of Mexican Society of Geography and History.

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### Aline Beltrame de Moura



Professor of Law School at the Federal University of Santa Catarina, Brazil.

Ph.D. in International Law from the Università degli Studi di Milano, Italy.

Awarded of the “Riccardo Monaco Prize” for the best doctoral thesis in the field of international law defended in Italy in 2014.

Research areas: private international law; european union law.

Coordinator of a Jean Monnet Module (2018-2021), a Jean Monnet Network - BRIDGE Project (2020-2023), a Jean Monnet Chair (2023-2026) and co-coordinator of a Jean Monnet Policy Debate - BRIDGE Watch (2023-2026). All projects co-funded by the Erasmus+ Programme of the European Union.

Coordinator of the Latin American Center of European Studies (LACES).

Chief-Editor of the Latin American Journal of European Studies.

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### Ester Montiel-Cortés



Project Officer on Skills and Innovation at the European Education and Culture Executive Agency (EACEA) since 2022, before which she worked in communications roles for EACEA.

Ester has an MA in Cultural Policy, Relations and Diplomacy from Goldsmiths, University of London.

Plus an MA in Diplomatic Studies, from MEDAC - Mediterranean Academy of Diplomatic Studies, University of Malta.

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### Patrick Attie



Electronics engineering graduate from “Ecole Supérieure d’Electronique de l’Ouest”, France, and a Computer Science Master’s holder from Georges Washington University, USA.

Co-founded and directs l’Ecole Supérieure d’Infotronique d’Haïti, ESIH and member of the “Conférence des Recteurs et des Présidents des Universités d’Haïti” (CORPUHA).

ESIH is also part of the CLAUDIA consortium (Erasmus+) where its role is to train 40 artists from the Caribbean on how to use AR to promote their art.

Passionate about promoting women artists, he spearheads the MAAC project with Virtual Reality and Augmented Reality, under a funding from the AUF. He has been for more than six years a prominent figure in the French Haitian Chamber of Commerce and Industry. Patrick envisions a robust, research-oriented higher education system in Haiti for a progressive future while exploiting the opportunities offered by those high added value technologies to leapfrog our skill sets.

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### **Alejandra González Penagos**



Director of International Relations at the University of La Sabana and Vice President of the Colombia Challenge Your Knowledge (CCYK)<sup>®</sup> Association that promotes International Education and Colombia as a quality academic destination.

Degree in Languages and Cultural Studies from the Universidad de los Andes (Colombia) and a master's degree in Inter-American Studies from the Universität Bielefeld.

More than ten years of experience in the field of internationalisation of higher education. Her professional focus is on strengthening the internationalisation processes of research and scientific diplomacy, mainly through relationships and management of international resources for cooperation projects.

Between 2020 and 2023, she was the coordinator of the Erasmus+ I2LATAM project focused on strengthening research and innovation management in young universities for regional development. He has participated as project manager in other CBHE projects such as QUALENV, ELANET and ACE. Creator together with Luisa Villamizar of ASCUN, of the Erasmus+ CBHE LATAM Coordinators Group in 2021.

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### **Luisa Fernanda Villamizar Rodríguez**



Coordinator of International Relations of the Colombian Association of Universities (ASCUN)

Master in International Higher Education from the University of Guadalajara (Mexico), Specialist in International Business from the Externado University of Colombia and Professional in Foreign Trade from the Universidad Santo Tomás Bucaramanga section with diploma studies in ISO 9001 Quality Management Systems.

She has been Project Manager since ASCUN of the RIESAL, CAMINOS, ACE, EQUAM-LA and CLIMAR, DiGiUGov projects and has been Coordinator of the MIMIR ANDINO project of Erasmus+ CBHE. Creator, together with Alejandra González of the University of La Sabana, of the Erasmus+ CBHE LATAM Coordinators Group in 2021.

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### **Luis Enrique Torres Herrera**



Director of Internationalisation and Technical Cooperation of the Specialised University of the Americas. Graduate in International Relations, with an Executive Master's Degree in Environmental Management.

Former President of the National College of Career Diplomats, Former Private Secretary of the President of the Republic, Private Secretary of the Minister of Planning and Economic Policy, Executive Secretary of the National Council of Foreign Relations, Secretary General of the Ministry of Foreign Affairs.

Former Counselor for Political Affairs of the Mission of Panama to the European Union; In charge of Consular Affairs of Panama in Brussels – Belgium; Chargé d'Affaires, a.i., of the Embassy of Panama to the Kingdom of Belgium, the Kingdom of the Netherlands, the Grand Duchy of Luxembourg and the Mission to the European Union.

Permanent Representative of Panama to the Organization for the Prohibition of Chemical Weapons; Extraordinary and Plenipotentiary Ambassador of Panama to the Republic of El Salvador.

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### Nicolasa Terreros Barrios



Professor and Vice-Rector of Extension at the Specialized University of the Americas.

Sociologist with a Master's Degree in Gender and Development.

Doctorate in Educational Sciences.

Member of the College of Sociology and Social Sciences of Panama.

CLACSO Group of Critical Extension Researchers and the team of researchers from the Central American Critical Extension Network.

Research areas: gender, higher education and vulnerable groups.

Social Leadership and Human Development Award from the Women Economic Forum of the Caribbean (2023).

Recognition as one of the 100 Panamanian women who have contributed to the leadership and defence of women's rights on the occasion of the Centennial of the First Feminist Congress in Panama (2023).

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### Laura Valenzuela



Vice Chancellor of Institutional Development at CENFOTEC University.

Computer Engineer from the TEC of Costa Rica.

Master in Business Administration from the TEC of Costa Rica.

Specialisation in continuous improvement and productivity.

Responsible for institutional and cooperation projects.

Project Manager in the Erasmus+ ACCESS Project (2020-2024).

Member of the Board of Directors of the Association of Private Universities of Costa Rica.

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### Diego Castro



Professor of the Department of Applied Pedagogy of the Autonomous University of Barcelona since 1998 and currently Director of the Department.

Specialised in the field of direction and management of educational institutions, one of his priority lines of work being university management and governance, its innovation and improvement processes and the development of the Culture of Equity in Higher Education.

Diploma in Social Education and degree in Pedagogy. Master in Human Resources Management and Doctor in Educational Sciences (2006).

He is also an advisor and trainer for different universities and centres in Spain and in Latin America.

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### Jenny Lind Elmaco



Academic Expert, PRACSIS.

Dr. Jenny Lind Elmaco is an awardee of the Global Exemplary Education Double Gold Award and the Global Exemplary Innovative Leadership Diamond Award from the Global Women Inventors and Innovators Network (GlobalWIN), UK. Also, Marie Curie Social Impact Award and Fellow of the Royal Society of the Arts.

Alumna of the prestigious Marie Skłodowska Curie Fellowship and recipient of the Erasmus Mundus as well as other recognitions. She is a National Contact Point of the MSCA, European Research Council and Research Infrastructures and Regional Coordinator of EURAXESS.

She has extensive experience in international development, strategic partnerships, research and innovation across continents. She has worked with international organizations such as AECID, ADB, UN, etc.

She has lived in Austria, Japan, Germany, Spain, and the UK and have built community initiatives and handled international, multi million Euro grants for good governance, peace, conflict transformation, human rights, gender equality, diversity and inclusion and excellent science.

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### Daniel Ventura



Born in Colombia, Regional Manager for Latin America and the Caribbean of the project “Centralised Support to the Network of Erasmus+ National Focal Points (ENFPs)”.

PhD. Candidate in Education Policy and Leadership of the New York State University, USA. Fulbright Scholarship awarded.

Master in Modern Languages of the University of Palermo, Italy and Master in European Literature at the University of Bremen, Germany. Erasmus Mundus Scholarship Awarded.

Three years of experience as a Project Manager for the Organization of Ibero-American States for Education, Science and Culture (OEI).

Communication and Event Consultant for the EU Delegation in Colombia.

Five years experience as an academic internationally at the National University of Colombia, New York State University, and the Beijing International Studies University, in China.

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## MEMORIA JUSTIFICATIVA

José Antonio Gutiérrez de Mesa, Profesor Emérito de la Universidad de Alcalá, con DNI 02.185.860-D ha realizado una estancia en Ciudad de Panamá, Panamá, desde el 19 de noviembre al 25 de noviembre de 2023.

Durante este periodo ha asistido a la Semana Regional Erasmus+ en América Latina y el Caribe. Este evento único sirve como punto de convergencia para tres actividades distintas pero interconectadas, que juntas constituyen la piedra angular del programa Regional Erasmus+.

Se trata de una oportunidad para la difusión de conocimientos, la creación de asociaciones, y el avance cooperativo dentro del sistema educativo de América Latina y el Caribe.

Así mismo, durante los últimos días de la estancia, se revisaron los aspectos relacionados con el cierre del proyecto Edutech+, tanto a nivel técnico como a nivel económico, y se establecieron sinergias con otras universidades.



En Alcalá de Henares, a la fecha de la firma.

Fdo.: José Antonio Gutiérrez de Mesa