

From: **Oliva Päivi** <Paivi.Oliva@turkuamk.fi>
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Subject: Sharing Excellence Week for Administrative Staff 6-10 June
To:

Dear colleague,

Turku University of Applied Sciences organizes a **Sharing Excellence Week for administrative staff** on 6–10 June.

‘Excellence in action’ is the title of our new strategy. Excellence is an important goal not only for students and lecturers, but also for staff working in administration, and it is an idea we would like to share with our colleagues from all over the world. Now we would like to invite you to share your excellence with us! What kind of excellence can be found in your own university? What kind of excellence would you like to learn from your colleagues? What could we do together in the future?

The theme of the week is **digitalisation in higher education institutions** and especially in their support services.

Many of our administrative units will organize their own programme during the week, so you will have many options to choose from. The units which take part in the Sharing Excellence Week are Career Services, Communications and marketing, Human Resources, International relations, Learning Environment Services, Library, RDI Services, Services for Business unit and Unit of Finances and Operations Management (especially Quality Systems). Colleagues working in other areas of administration (such as student services and general administration) are also very welcome!

In addition to the official part, the Sharing Excellence Week also has an active social programme. You get to explore the beautiful city of Turku, and to experience the most typical features of the Nordic lifestyle! Both our European partners (Erasmus+ programme) and our partners from overseas are welcome. There is no participation fee, but the attendees should cover their travel, accommodation and lunch costs.

Please select the unit you wish to get to know better and **enroll by 30 April!**

Join us and share your expertise with your colleagues on our Sharing Excellence Week!

More information and enrolment: www.tuas.fi/internationalweek

Please note that you can also still enroll on our International Excellence Week on 4-8 April:

TUAS Excellence Week of Circular Economy, Digitalization and Entrepreneurship.

We kindly ask you to register **by Feb. 29, 2016** here:

https://www.lyyti.fi/group/TUAS_Excellence_Week_of_Circular_Economy_Digitalization_and_Entrepreneurship_5175

Kind regards,
Päivi Oliva

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