

Erasmus Policy Statement

The implementation of activities and future participation in Erasmus+ Programme is closely related to The University Strategy of Internationalization for the period 2018-2028. It was adopted by the Senate of the University of Zenica on 3rd October 2018 and the University Strategy of Development. Mission of UNZE involves helping the economic, social and cultural development within and out of the borders of the region and the country, by providing scientific and technical support. Thereby the UNZE must fit in with national and international quality criteria for education and scientific activities and results. In other words, all the results of the teaching-scientific, scientific-research and professional work at UNZE must have the character of universal values that are not measured only with regional qualitative assessments. The purpose of higher education and scientific research development in Zenica is to use all available resources and to focus future activities on the development of teaching-scientific work and scientific research. Besides this, in this way the optimal use of the stated resources for the purpose of economic and social development of Zenica and the region is possible. Planned development assumptions of UNZE as an efficient university compatible with the requirements of the future society that has to be capable of competing in the global market and that will generate overall development of the region and in order to accomplish these goals the University set internationalization as one of its strategies. The strategic goal of higher education and scientific research in Zenica-Doboj Canton is the development of UNZE. In order to foster its international presence the University envisages participation in the international activities especially in the EU funded projects and implements them in accordance with the Laws in Bosnia and Herzegovina, University Statutes and rules and regulations of the programme. One of the goals set in the Strategy is intensive participation in the Erasmus+programme thus the University will strive to participate in all Erasmus+ actions open to Bosnian HEIs and through the implementation the University undertakes to:

Respect in full the principles of non-discrimination, transparency and inclusion set out in the Programme.

Ensure equal and equitable access and opportunities to current and prospective participants from all backgrounds, paying particular attention to the inclusion of those with fewer opportunities.

Ensure full automatic recognition of all credits (based on the European Credit Transfer and Accumulation System – ECTS) gained for learning outcomes satisfactorily achieved during a period of study/training abroad, including during blended mobility.

Charge no fees, in the case of credit mobility, to incoming mobile students for tuition, registration, examinations or access to laboratory and library facilities.

Ensure the quality of the mobility activities and of the cooperation projects throughout the application and implementation phases.

Implement the priorities of the Programme:

Promote environmentally friendly practices in all activities related to the Programme. Encourage the participation of individuals with fewer opportunities in the Programme.

Promote civic engagement and encourage students and staff to get involved as active citizens before, during and after their participation in a mobility or project.

WHEN PARTICIPATING IN MOBILITY ACTIVITIES

Before mobility

Ensure that selection procedures for mobility activities are fair, transparent, coherent and documented.

Publish and regularly update the course catalogue on the website of the Institution well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.

Publish and regularly update information on the grading system used and grade distribution tables for all study programmes. Ensure that students receive clear and transparent information on recognition and grade conversion procedures.

Carry out mobility for the purpose of studying and teaching only within the framework of prior agreements between institutions. These agreements establish the respective roles and responsibilities of the different parties, as well as their commitment to shared quality criteria in the selection, preparation, reception, support and integration of mobile participants.

Ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of linguistic proficiency and develop their intercultural competences.

Ensure that student and staff mobility is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.

Provide active support to incoming mobile participants throughout the process of finding accommodation.

Provide assistance related to obtaining visas, when required, for incoming and outgoing mobile participants.

Provide assistance related to obtaining insurance, when required, for incoming and outgoing mobile participants. Ensure that students are aware of their rights and obligations.

During mobility

Ensure equal academic treatment and the quality of services for incoming students. Promote measures that ensure the safety of outgoing and incoming mobile participants.

Integrate incoming mobile participants into the wider student community and in the Institution's everyday life. Encourage them to act as ambassadors of the programme and share their mobility experience.

Provide appropriate mentoring and support arrangements for mobile participants, including for those pursuing blended mobility. Provide appropriate language support to incoming mobile participants.

After mobility

Provide incoming mobile students and their sending institutions with transcripts of records containing a full, accurate and timely record of their achievements at the end of their mobility period.

Ensure that all ECTS credits gained for learning outcomes satisfactorily achieved during a period of study/training abroad, including during blended mobility are fully and automatically recognised as agreed in the learning agreement and confirmed by the transcript of records/traineeship certificate. They shall be transferred without delay into the student's records, shall be counted towards the student's degree without any additional work or assessment of the student and shall be traceable in the student's transcript of records and the Diploma Supplement.

Ensure the inclusion of satisfactorily completed study and/or traineeship mobility activities in the final record of student achievements (the Diploma Supplement).

Encourage and support mobile participants upon return to act as ambassadors of the programme, promote the benefits of mobility and actively engage in building alumnicommunities.

Ensure that staff is given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement and in line with the institutional strategy.

WHEN PARTICIPATING IN EUROPEAN AND INTERNATIONAL COOPERATION PROJECTS the

University will:

Ensure that cooperation activities contribute towards the fulfilment of the institutional strategy.

Promote the opportunities offered by the cooperation projects and provide relevant support to staff and students interested in participating in these activities throughout the application and implementation phase.

Ensure that cooperation activities lead to sustainable outcomes and that their impact benefits all partners.

Encourage peer-learning activities and exploit the results of the projects in a way that will maximise their impact on individuals, other participating institutions and the wider academic community.

Strategy, objectives and impact

Ever since its establishment, the international cooperation has been one of the strategic goals in the development and an important part of activities of the University of Zenica. Nowadays, it is mostly based on the improvement of previously established, pre-war, relationships created between individuals, faculties and the Institute with various partners. This is further intensified through the cooperation with new partner institutions across the world. This all resulted in numerous contracts which helped the University define its relations with important international academic institutions. Namely, apart from active participation in the regional development and research activities, the University also embraced one of the leading roles in the promotion of open attitude towards regional and world universities.

This open attitude of the University enabled a large number of professors and teaching associates to spend part of their career at partner institutions, and some of them were awarded scientific titles. Among the other things, the University of Zenica also puts emphasis on project activities and there were numerous projects implemented within TEMPUS, IPA, FP, Erasmus+ etc. Through these projects the University developed its own system, provided support for strengthening its capacity, built the quality assurance system and improved the cooperation with the business world

The University Strategy of Internationalization for the period 2018-2028

(link: https://unze.ba/wpcontent/uploads/2018/11/Strategija_internacionalizacije_UNZE_2028_final-print.pdf) was adopted by the Senate of the University of Zenica on 3rd October 2018. One of the main goals defined is mobility of students regarding studies and traineeships and mobility of staff regarding teaching and training. Aims that were defined in the Strategy and that should be reached by the year of 2028 say that the University should reach 5% of student mobility at the first cycle of study, 20% at the second and 50% at the third cycle of study. Furthermore, it has been defined that the teaching and administrative staff should inevitably participate in the exchange programmes and the University will recognize the periods spent abroad. Additionally, the University of Zenica will strongly support employees, assistants, higher assistants and professors to spend part of their study, research or post-doc research abroad. Some of the main goals to be set by promoting and encouraging mobility of students and staff are: Strengthening networks of scientists and professionals, introducing courses in English, especially on 2nd and 3rd cycle where the goal is to have 30-50 % of courses delivered by foreign teaching staff, developing study programmes in English, Developing joint and double degrees, etc.

International Strategy includes the following aspects of development and internationalization of the Institution and general objectives of :

1) Legal Functioning and Internationalisation

Key strategic goals: improvement regulations in the field of internationalization;

- measures for active inclusion in the EHEA (European Higher Education Area);
- Easier access to mobility in terms of proactive interpretation of recognition and recognition of the period and content of studies;

2) Teaching Process and Internationalization

- Increasing the number of mobility of students and staff at all OJ;
- Easier access to mobility in terms of proactive interpretation of recognition and recognition of the period of studies;
- Development of study programmes and courses in English or one of the other world languages;
- -Increase the number of foreign students to study at UNZE;
- Development of programmes of integral dual studies with universities from around the world;
- The UNZE infrastructure development program which will be a strong impulse to strengthen internationalization (new student dormitory with higher comfort, new modern laboratory and educational centers, etc.);
- Stronger marketing presentation of UNZE outside the borders with the aim of greater internationalization;

3) Scientific Research, Innovation, Development and Internationalization

- Internationalization of the development of the evaluation system of scientific-research and development-innovation work;
- The internationalization program for the development of master's and doctoral studies in accordance with the real needs of the wider social community and the current state of science in the world;
- Strengthen internationalization in the segment of scientific research and innovation development work and inclusion in the European Research Area (ERA – European Research Area).

4) Transformation of the University from Educational to Entrepreneurial

- The internationalization program in the transformation of UNZE from a teaching to an entrepreneurial university;
- Foreign professors and students inclusion in the general goals of strengthening entrepreneurship and innovation at UNZE;
- Internationalization of scientific research and innovation work, which will aim to create spin-off and spin-out companies under the umbrella of UNZE

5) Quality Assurance System and Internationalization

- Internationalization of the quality system in accordance with changes in the European Academic Area (EHEA);

6) ICT and Internationalization

- ICT internationalization at UNZE;

7) Financing

Systemic solution of UNZE financing with a special emphasis on international cooperation (especially significant: activities for opening sub-accounts for international projects in order to achieve operational functioning of UNZE for equal international cooperation with institutions from Europe and the world);

8) Student Activities and Internationalization

Greater involvement of students in promotion of opportunities for students

In the list given above the University has given main directions of Internationalisation of the Institution developed with the aim of greater regional, European and world presence of the University. The Strategy also gives projection of regional and international cooperation development with objectives, goals and measures. For each of the fields there are specific goals developed and the Strategy gives the list of programmes and measures for development. All these strategic goals aim to create an international University with a fundamental institutional development goal for the coming years challenges and inherent risks of the educational system, but especially for the positive impact determined by this status: the membership in international educational networks strengthens our own development and has a major regional and national impact, it supports the qualitative growth of all institutional, educational and research processes, facilitates the attraction of financial, material and human resources, increases the overall competitiveness of the institution, allows the development of innovation and technological transfer processes, ultimately improving the economy and supporting the regional wealth. In this context, the University must take the role of being the local and regional promoter of innovation, technology transfer, of dynamic integration of the community in the competitive European cultural and economic environment, to meet the requirements of the labour market, to represent increasingly diverse economic fields and the international economic activity. The training of graduates to support these institutional roles, enabling the University to be the main pole of regional sustainable development, means ensuring a qualitative, innovative and modern education, with access to knowledge and state-of-the-art technologies through a reformed and par excellence international curriculum, an intercultural and diverse academic environment, tolerant, adaptable and open for the institution's students. In line with the fundamental objectives of the EEA (European Education Area), UNZE's internationalization strategy aims, as shown above, to provide the institution's graduates with the competences, abilities and knowledge necessary for their competitiveness in the European labour market, both professional and inter- and multicultural, linguistic and digital skills to ensure their full success in their professional careers and their contribution to the sustainability of European economic growth. The Erasmus program is an extremely important tool in implementing our Internationalization strategy, providing the opportunities and means necessary to achieve the objectives mentioned above. Staff mobility, both teaching and training, actively encouraged at institutional level in the last years, contribute to strengthening institutional capacity, implementing best practices to ensure the quality of higher education, developing strategic partnerships in order to improve the quality of research, reforming the curriculum through the internationalization of educational content, implementing new and innovative teaching-learning methods by making the most of the opportunities offered by digitalization. In terms of student mobility, it provides them with the opportunity to integrate, for short or medium term, in a different, competitive educational systems, where cultural, linguistic and socio- economic diversity contributes to the development of their ability to personally and professionally adapt in any new societal environment. International experience that students will have after spending part of their education abroad will certainly give them different perspectives and approaches in their future work and thus help developing the sector that they work in. Future professionals will participate in different sectors, they might also be future decision makers so this added value of intercultural approach and different perspective might be crucial. The University has so far kept communication and feedback with students that already participated in the mobility programme and from the analysis that are obtained the results can already be seen, especially in the private companies. Students themselves developed skills that helped them to find the job more easily and have shown an open attitude to new challenges and thus directly influenced the

development of certain companies. On the other hand the University strived to use experiences from abroad and made changes which directly influenced the education and skills of graduates.

Indicators

Key indicators for the general objectives set in the Strategy of Internationalization:

Legal Functioning and Internationalisation

1. Number of legal regulations made (documents, regulations or procedures from the field of internationalization)
2. Number of adopted decisions from the domain of internationalization (Senate, NNV, QA)
3. Number of international protocols on an annual basis

Teaching Process and Internationalization

1. Number of study programs and courses available in English
2. Number of syllabus in English
3. Number of dual/joint studies with an institutional international component
4. Number of study programs with the participation of foreign students/professors
5. Number of teachers sent in mobility programs
6. Number of admitted teachers in mobility programs
7. Number of students sent in mobility programs
8. Number of admitted students in mobility programs
9. Erasmus+ mobility protocol number
10. Number of other mobility protocols
11. Number of available units for accommodation of foreign guests organized by UNZE
12. Study visits of students to foreign universities, factories, clinics (number)

Scientific Research, Innovation, Development and Internationalization

1. Number of applications to international research projects
2. Number of active international research projects
3. Number of OU involved in international research projects
4. Number of staff from the institution involved in international research projects
5. Number of international conferences organized by the institution
6. Staff participation in international conferences
7. Student participation in international conferences
8. Number of papers in international journals
9. Number of papers at international conferences
10. Total SCI index of the institution
11. Reduced SCI index of the institution (per employee in the teaching and SR process)

Transformation of the University from Educational to Entrepreneurial

1. Number of international spin-off and spin-out companies at the university
2. Number of international entrepreneurship development programs
3. Number of students on international internships in companies
4. Number of patents issued as a result of foreign cooperation

Quality Assurance System and Internationalization

1. Number of international projects in the field of QA
2. The number of organizational projects that contribute to the development of UNZE and have an international character

3. Web domain innovation from QA (Number of QA content)
4. Organization of the Alumni Network (percentage of the number of registered alumni)
5. Ranking of universities on world lists

ICT and Internationalization

1. Number of available information on web domains in English (percentage)
2. Number of computer configurations available to foreign guests
3. Possibility of e-learning (number of available courses)

Financing

1. Realized funds for staff mobility programs
2. Realized funds for international projects
3. Realized funds for student mobility
4. International donations and gifts
5. Operational funds for the international promotion of UNZE
6. Other financial incomes that have an international character

Student Activities and Internationalization

1. Number of student activities
2. Number of students involved