



Strengthening of Internationalization in B&H Higher Education
561874-EPP-1-2015-1-BE-EPPKA2-CBHE-SP

Final report – 2.1.

Work package	Title
2	Development internationalisation strategy and recognition model
Activity	Title
2.1.	Workshop for developing recognition model, internationalisation strategy and indicators

In Bihac, from 5-8 September 2016. the project's 2.1 activity "Workshop for developing recognition model, internationalization strategy and indicators" was realized. The meeting was organized in the capacities of the University of Bihac, in the amphitheater of the Faculty of Economics. Total of 21 participants from 15 different project partners were participated at the meeting. Representatives of Politecnico do Porto, University of Sarajevo, Ministry of Education and Culture of Republika Srpska and Agency for Development of Higher Education and Quality Assurance didn't attend to the meeting because of justifiable reasons, and project and national coordinator were informed before the meeting.

The meeting was attended by: KU Leuven – Geert De Lepeeler and Andre Govaert, Buckinghamshire New University – Indrachapa Bandara, University of Banja Luka – Jelena Rozic, University of Bihac – Amela Colic, Alma Bosnic, Dzalila Muharemagic and Enes Dedic, University Dzemal Bijedic Mostar – Sead Pasic and Maja Kazazic, University of East Sarajevo – Dejan Bokonjic, Nenad Markovic and Slobodanka Krulj, University of Mostar – Ivo Karacic, University of Tuzla – Alma Tanovic and Merima Barakovic, University of Zenica – Mirza Oruc and Amra Muslic, Federal Ministry of Education and Science – Zlatan Buljko, Centre for Information and Recognition of Qualifications – Dzenan Omanovic and Higher Education Accreditation Agency – Duska Radmanovic

The meeting was officially opened by representatives of the University of Bihac Alma Bosnic and Dzalila Muharemagic. They welcomed participants and emphasized satisfaction of the University of Bihac with organization of the meeting. The representative of the project coordinator KU Leuven welcomed participants, expressed his attitude with the project progress and stressed importance of the finalization of the WP1. Also Mr Geert said that is necessary, because of visibility of the project that all project partners prepare short presentation (Word or Power Point) in the part of oral reports of the agenda, and to send them via mail to Nenad Markovic for publishing on the project web page, during the project meeting or after, but ASAP.

Prof. dr Dejan Bokonjic welcomed participants on behalf of the national coordinator University of East Sarajevo and introduced agenda for both working days. He repeated Geert's words that all partners have to send their presentation instead of oral reports for publishing on the project's web page.

Nenad Markovic passed through realization of activities within the 1st WP and emphasized that 2 important of total 4 planned activities haven't realized yet. Implementation of self-assessment and creation of SWOT analysis haven't realized yet. The final terms for the realization of these mentioned activities were established: 31 October 2016 will be final term for the realization of self-assessment by students via electronic survey system, 31 October 2016 will be final term for the realization of self-assessment by managements of universities and faculties via electronic system for int'l, 15 October 2016 will be final term for the realization of self-assessment by secretaries of universities and faculties via electronic system for recognition of qualifications, and 15 November 2016 will be final term for the creation of SWOT analysis for int'l and for Recognition of Qualifications of all project partners. Mr Nenad emphasized that all public universities have to do 2 SWOT analyses on the basis of conducted surveys for int'l (students and institution) and recognition qualifications using their experiences with internationalization and recognition qualifications. Ministries (FMON and MPIKRS) have to do 2 reports, one for int'l and second one for recognition qualifications, and on the basis of these 2 reports ministries

have to do SWOT analysis for int'l and SWOT analysis for recognition of qualifications. CIP has to do one report about recognition qualifications in Bosnia and Herzegovina, and on the basis of SWOT analyses of all public universities, to do SWOT analysis about recognition qualifications. Agencies (HEA and RSHEAA) have to do int'l reports and based on these reports to do SWOT analysis for int'l separately.

Mr. Nenad emphasized that electronic questionnaire link for surveys for int'l and recognition of qualifications will be sent to all universities in the next week.

Beside obligatory realization of mentioned activities in WP1, Mr Nenad presented key tasks that all partners can expect within WP2. Education of B&H partners, development of recognition model, development of 8 int'l strategies, indicators and comparative analysis will be mandatory activities within WP2. The WP2 officially started with this meeting in the 1st project year.

Inputs for realization of activities within WP2 will be already realized activities within WP1, and that is the main reason why all activities within WP1 have to be finished as soon as possible.

After presentations of first two work packages, the current students' survey process at all public universities was presented. All partners had possibility to see detail situation with students' responses at all partner universities. The biggest number of responses has University of East Sarajevo – 961, then University of Banja Luka – 895, University of Tuzla – 480, University of Mostar – 331, University of Zenica – 216, University of Sarajevo – 160, University Dzemal Bijedic of Mostar – 114, and University of Bihac – 93. Total number of students' responses in B&H is 3250. The final conclusion was that some universities have not finished yet, that they want to continue with the students' survey process until 31 October 2016. The main precondition for good SWOT analysis of int'l is bigger number of students' responses.

Prof. dr Dejan Bokonjic was held presentation about SWOT analysis, how to create good SWOT analysis and how to apply it on the strategy development. The presentation will be published on the project's web page.

During the coffee break the media conference was held. Statements for media (TV) were given by vice-rector of the University of Bihac prof. dr Amela Colic and by vice-rector of the University of East Sarajevo prof. dr Dejan Bokonjic. This video clip taken over Radio TV Unsko Sanski Kanton will be published on the project's web page to all visitors.

After coffee break all project partners from Bosnia presented orally current state of SWOT analysis.

Representative of CIP Dzenan Omanovic presented SWOT analysis of CIP, and he said that on the basis of the report about recognition qualification in B&H and SWOT analysis of all university partners that CIP will do SWOT analysis of recognition qualification in Bosnia and Herzegovina.

Representative of Federal Ministry of Education and Science Zlatan Buljko presented current state in the area of int'l and recognition of qualification. He said that Ministry will be able to do SWOT analysis in one month about these 2 topics.

Duska Radmanovic as representative of Higher Education Accreditation Agency of Republika Srpska said that Agency finished report about int'l. Final version will be send very soon.

Jelena Rozic as University of Banja Luka representative said that UBL finished with students' survey and that they are very satisfied with number of responses. UBL is ready for conducting survey for int'l institution and recognition of qualification. After conducting these surveys SWOT analysis will be ready very soon.

Enes Dedic as University of Bihac representative said that UNBI is in the process of forming new management structure. He said that UNBI will do students' survey until final term of 31 October 2016. Also UNBI reviewed questionnaires for int'l institution and recognition qualification, and he said that they are ready for the survey processes.

Maja Kazacic as University Dzemal Bijedic Mostar representative said that UNMO will continue with students' survey until final term of 31 October 2016. UNMO sent recommendations for questionnaires. UNMO is ready for the rest of the survey processes.

Slobodanka Krulj as University of East Sarajevo representative presented SWOT analysis created on the basis of conducted students' survey and experiences with work of international office. So, UES finished with students' survey. She said that UES is ready for the rest of survey processes.

Representative of the project coordinator Mr Geert said that we cannot expect any illusion about mobility students and teachers on the basis of experiences of EU universities, and also he emphasized that each doctoral candidate from KU Leuven has to spend minimum 6 months abroad for conducting research.

Representative of University of Mostar Ivo Karacic said that SVEMO will continue with survey process for students. They will send adjusted texts for the rest of surveys. He said that SWOT analysis will be done on time.

Alma Tanovic as a representative of the University of Tuzla said that UNTZ would like to do students' survey more. She said that they agree with questionnaires for int'l institution and recognition qualification.

Mirza Oruc as University of Zenica representative said that they would like to do students' survey more days. He informed that UNZE has currently some kind of SWOT analysis but it has to be filled with students' responses about int'l, then with responses by survey of int'l institution and recognition of qualification.

All project partners that presented current state orally were informed that they have to send short presentation in word or in power point in accordance with recommendations of the project coordinator.

After oral reports representative of CIP Dzenan Omanovic presented Recognition of Foreign Qualifications Concerning Further Education – The European Approach and Methodology of Creation of the Manual for HEIs. The presentation will be published on the project's web page. Mr Dzenan said that

the 1st version of the Recognition manual, which will be done in cooperation with all partners, will be ready for the Consortium meeting.

Prof. dr Andre Govaert presented Developing of Strategy for Int'l and Key Performance Indicators, methodologies that could be used in this process and good practices. The presentation will be published at the project's web page.

After the lunch organized by the University of Bihac, the meeting was continued with presentations about strategies for int'l and key performance indicators.

Firstly, prof. dr Indrachapa Bandara presented experiences from Great Britain (presentation will be on the project's web page).

Secondly, Mr Mirza Oruc presented situation from B&H perspective showing University of Zenica experience (presentation will be on the project's web page).

After, Jelena Rozic presented experience by University of Banja Luka with Strategy for Int'l and Key Performance Indicators. This Strategy was valid at UBL from 2010 – 2015, and this Strategy is good basis for all B&H universities.

At the end of the first day, Nenad Markovic presented current situation with strategy for int'l by Portuguese perspective instead of Monica Viera who sent presentation for the meeting.

Second day started with presentation of Bihac city and Una-Sana canton. The presentation will be published at the project's web page.

Consortium meeting and Executive board meeting started immediately after presentation of Bihac city. Project coordinator Mr Geert De Lepeleer expressed his attitude about the project. He said that representatives of University of Bihac informed him that funds for category travel costs and costs of stay haven't paid yet at the University's account. Mr Geert promised that he will, with his officers at KU Leuven, checked the situation and tries to find the solution.

Mr Geert established final terms for next activities for the 1st project year: the final term for students' surveys at all universities in B&H is 31 October 2016, the final term for survey for int'l institutions is 31 October 2016, the final term for survey for recognition of qualifications is 31 October 2016, and final term for submitting reports for int'l and recognition of qualifications (CIP, RSHEAA, MPIKRS, FMON) with SWOT analysis is 15 November. All these terms have to be respected because all these activities are input into WP2.

Project team proposed that next consortium meeting be held in High Wycombe in coordination of Buckinghamshire New University. For that meeting people from B&H have to apply for British visa. Each institution from B&H needs to have 1 person delegated for that meeting, partners from EU can have 2 persons delegated for this meeting. In next few days, all project partners from B&H have to send names of its representative and the number of passports that project team can organize official invitation by

Buckinghamshire New University. The consortium meeting will be held from 30 November to 3/ 4 December.

It is agreed that proposal of common elements for creation of strategy for int'l be presented at the consortium meeting as well as recognition manual.

The project team underlined the need for trainings of B&H partners because all project partners needs to know how EU partners functioning in the area of internationalization and recognition mechanisms in order to apply good experiences on creation theirs strategies, key performance indicators and recognition manual. In that sense, at the beginning of next calendar year, from 12-16 March 2017 planned training of B&H personnel will be held in Ghent. Next training of B&H personnel will be organized in April in Porto (contact person from IPP will submit date proposal soon), and third training will be held in May 2017 by Bucks side, the most probably in B&H due to problems with visa.

Mr. Geert pointed out that at the end of the 1st project year all partners have to realize all planned activities otherwise project partners will not be in possibility to apply for staff costs for the 1st project year.

All partners have to submit specifications of equipment lists and book lists to Nenad Markovic until 23 September and after all equipment and books have to be placed in two documents, one for equipment and one for books.

Also, it was emphasized that promotional material (roll up banner, pencils, notes, folders) has to be finished ASAP through subcontracting. University of East Sarajevo has to start with this activity immediately.

All recommendations by EACEA and Erasmus+ office in B&H were read. The conclusion was that all partners have to apply all recommendations, and that these recommendations have to be published at the project's web page.

Mr. Geert has to check how many Quality Policy Statements he collected, and how many are not submitted and signed by the project coordinator.

Also New Follow Up template was presented by Mr. Geert and it has to be sent to all project partners by Nenad Markovic.

All partners agreed that internal and external control and monitoring have to be done until 15 November. Mr. Nenad was presented that form, and suggestion by prof. dr Andre Govaert was accepted, and that was about extension of column for the outcome for each activity.

Future tasks:

1. All project partners have to prepare short presentation (Word or Power Point) instead the part of oral reports of the agenda, and to send these presentations via mail to Nenad Markovic for publishing on the project web page, during the project meeting or after.
2. Electronic links for surveys for int'l institution and for recognition of qualifications have to be sent to all partner universities until 16 September.
3. Implementation of self-assessment at all project partners has to be done until 31 October 2016. That means all surveys at public universities, students' evaluation of int'l and management's evaluation of int'l have to be done until 31 October 2016 and secretary's evaluation of recognition of qualifications have to be finished until 15 October 2016.
4. After conducted surveys all public universities have to do SWOT analysis for int'l until 15 November 2016 and SWOT analysis for recognition of qualifications until 1 November 2016.
5. Ministries (FMON and MPIKRS) have to do 2 reports until 31 October 2016, one for int'l and second one for recognition qualifications, and on the basis of these 2 reports ministries have to do SWOT analysis for int'l and SWOT analysis for recognition of qualifications until 15 November 2016.
6. CIP has to do one report about recognition qualifications in Bosnia and Herzegovina 31 October 2016, and on the basis of SWOT analyses of all public universities, to do SWOT analysis about recognition qualifications until 15 November 2016.
7. Agencies (HEA and RSHEAA) have to do int'l reports until 31 October 2016 and based on this report to do SWOT analysis for int'l separately until 15 November 2016.
8. All reports and SWOT analysis have to be submitted via e-mail qaofficeuis@gmail.com.
9. Forms for SWOT analysis have to be sent to all B&H project partners.
10. Draft version of the Recognition Manual will be presented at the Consortium meeting in High Wycombe by CIP.
11. All presentations and pictures have to be published at the project's web page.
12. Also, dissemination activities in the form of publishing news at the institution's web page have to be finished.
13. Payment for University of Bihac for the category Travel Costs and Costs of Stay have to be checked.
14. The consortium meeting will be held from 30 November to 3/ 4 December in High Wycombe.
15. All B&H project partners have to send to Nenad Markovic name of one representative of its institution at the consortium meeting and the number of passport in order to ensure official invitation by host of the consortium meeting. Also please send date of passport validity. Only EU partners can have 2 representatives (KU and IPP)
16. The list of common elements for strategy for int'l will be presented during the consortium meeting.
17. All trainings for B&H personnel in next year will be published in the Revised To Do list.
18. All partners have to realize all planned activities if they want to apply for staff costs for the 1st project year.

19. All partners have to submit specifications of equipment lists and book lists to Nenad Markovic until 23 September and after all equipment and books have to be placed in two documents, one for equipment and one for books.
20. University of East Sarajevo has to undertake all steps to finalize procurement of promotional materials (roll up banner, pencils, notes, folders).
21. Report by EACEA and Erasmus+ office in B&H has to be published at the project web page.
22. Project coordinator has to check how many Quality Policy Statement he collected, and how many missing.
23. New Follow Up template will be sent to all project partners by Nenad Markovic.
24. Internal forms about control and monitoring has to be sent to all partners and delivered to UES until 15 November 2016.
25. All SWOT analysis have to presented at the consortium meeting.
26. The model for subcontract has to be done by the project coordinator.
27. Bring decision for revised budget for subcontracting costs at the consortium meeting.
28. Remove all finance details of the project from the project web page.
29. Send to do list to partners.
30. When all SWOT analysis be finished by all project partners, EU partners will do one general SWOT analysis for B&H for internationalization and separately for recognition qualifications.
31. Prof. dr Andre Govaert has to do one report about int'l and recognition mechanisms in Europe until consortium meeting.

STINT Project coordinator

STINT National coordinator