



Network of Universities
from the Capitals of Europe

UNICA WORK PROGRAMME 2012-2013



Sharing,
learning,
adding value



Contents

1. UNICA's four goals for the academic year 2012/2013 – page 2
2. UNICA activities 2012/2013 according to clusters - page 4

UNICA'S FOUR GOALS FOR THE ACADEMIC YEAR 2012-2013

1. Enhancing & facilitating communication within the Network

Effective communication is essential in order to keep the UNICA members updated and interested in the Network's activities. It is equally an indispensable requisite for promoting UNICA and its members externally.

UNICA will pursue its communication & promotion activities through regular mailings to its members, as well as continued development of the UNICA website and quarterly online newsletters. Just like in the previous academic year, UNICA staff will follow training courses aimed at improving communications content of websites and online publications. The planned launch of the **UNICA "green" newsletter** will aim to attract greater attention to the UGAF initiative and the environmental sustainability efforts of our individual members.

UNICA continues to seek more effective ways to facilitate the information flow between the UNICA Secretariat and UNICA members. In this context, the new **UNICA online database**, to be launched in early 2013, will provide a substantial improvement for communicating updates and changes in the member universities' data. One database component which is already active – the **electronic registration form** – allows the UNICA events' registrants to fill out information at their leisure on the UNICA website and submit it with one click. Further advancements, such as online participation charts and member-only intranet components, are envisaged in the following year.

2. Raising UNICA's visibility

Positioning the Network as an important stakeholder in the European Higher Education Area is one of the core tasks of UNICA. In the academic year 2012/2013, we will continue to enhance the presence of the Network on the European and global scene by participating in and implementing the **EC-funded projects**. In the academic year 2012/2013, five UNICA members will host events and receive experts from Europe, South Mediterranean, Middle East and Central Asia in the framework of the **"Information Project on Higher Education Reform III"** (see the *UNICA's President's Report*). Coordinated since 2007, the project gives increased prominence to the Network and its members, and helps consolidate closer collaboration with the EC.

We believe that the process of raising the visibility of UNICA on the European and global Higher Education scene can be even more efficient through the **cooperation with other Higher Education actors**. Convinced that by working together we can do (and demonstrate) more, we will seek to strengthen the cooperation with European University Association (EUA). UNICA members already play an active role in EUA, holding positions in the EUA's governing bodies, and sharing their expertise on European higher education

system through their contributions to the EUA events and reports. As EUA's associate member, the Network will aim to undertake initiatives that will strengthen its relationship with EUA. At the same time, we will continue our cooperation with the EUA's Council of Doctoral Education, with Prof. Melita Kovačević, Acting Chair of the EUA-CDE, as the Member of the Organising Committee of the UNICA PhD MASTER CLASS. Moreover, joint events will be organised with Santander Group, Compostela Group, and Scholars At Risk (SAR).

Raising visibility of the Network means also contributing to the **visibility of its individual members**. UNICA will continue to promote and disseminate UNICA universities' new initiatives, activities, and projects on the **UNICA website**, which, on average, attracts more than 1,500 page views per day and over 6,000 different visitors per month.

3. Capacity building through tailor-made events

Sharing, learning, adding value – these 3 goals lie behind each and every meeting organized by UNICA. However, to create a real added value, real needs of the UNICA members have to be identified. In this context, the **bottom-up initiatives** of UNICA members and suggestions of concrete topics of interest, provided by UNICA Working Groups and university representatives, are highly appreciated. Equally, we highly appreciate the feedback received from the Contact Persons (often following internal university meetings and discussions on *UNICA participation charts*), as well as the feedback from the participants themselves. In the academic year 2011/2012, evaluation surveys have been conducted for 5 UNICA events. On average, 94,9% of respondents appreciated the quality of the meetings' content, and 93,38% declared that they would use the gained knowledge in their institutions. In the new academic year, we will continue carrying out **evaluation surveys** for selected UNICA events and organize **preparatory meetings** with Working Groups in order to decide upon the events' formats, programmes, main thematic tracks, and contributors.

4. Shaping policies

Through meetings such as UNICA Rectors Seminar and UNICA Bologna Lab Coordinators meeting, UNICA offers its members a forum for reflection and dialogue on the demands of strategic change in higher education. While supporting its member universities in the implementation of their new strategies and articulating their views and recommendations to the European institutions, the Network itself develops new policies that indicate the future directions for UNICA and provide pathways for evaluating new opportunities for the Network. Following the *UNICA membership policy*, *UNICA equal opportunities policy*, *UNICA policy on internal communication*, *UNICA policy for projects*, and *UGAF Pledge*, in the new academic year the UNICA Steering Committee will continue working and have consultations with the UNICA members on the *UNICA on the globe*, policy document on UNICA's international outreach, to be presented to the UNICA General Assembly 2013.

UNICA ACTIVITIES 2012/2013 ACCORDING TO CLUSTERS

1. Internationalization & Mobility



- **UNICA IRO meeting:**
 - **IRO meeting 2013** and the IRO Observer elections, Université libre de Bruxelles and Vrije Universiteit Brussel, 6-7 May 2013
 - Preparation of the **IRO meeting 2014**, hosting university and date to be announced
 - Preparation of the **UNICA Student Conference 2014**, Université de Lausanne, 8-12 October 2014

- **International PR and Communication**
 - Organisation of the **3rd UNICA International PR & Communication Workshop: *The Added Value of a University PR & Communication Officer***, University of Cyprus, March 2013

- **UNICA at the 25th EAIE Conference: *Weaving the Future of Global Partnerships***, Istanbul Congress Centre, 10-13 September 2013

- **How to Set Up a Successful Summer School? 1st UNICA Summer Schools Staff meeting**, Tallinn University, 22-23 November 2012, will aim to explore different kinds of summer schools that are run by UNICA member universities, and discuss possible cooperation ideas in this area (staff exchange, joint courses, marketing activities, etc).

EC PROJECTS – INTERNATIONALISATION & MOBILITY (1)

New projects (UNICA as partner):

- **EM-ACE – Promoting Erasmus Mundus Towards European Students: Activate, Communicate, Engage** under Erasmus Mundus Action 3: National Structures; project period: 01/09/2012 – 30/08/2015; 3 years)
Coordinator: Sapienza University of Rome; **UNICA's role:** Coordinator of WP 2: Developing promotional material and WP4: Promotional campaign; **Partners:** Campus France - The Knowledge Partnership – Erasmus Mundus Alumni Association; **Aims:** by tailoring the promotion of Erasmus Mundus towards European students, the project has as its final objective an increase of both quantity and quality of received applications for Erasmus Mundus study programmes.

Proposals (UNICA as coordinator):

- **RefAction: Fostering Students Participation in the Governance of Universities to Ensure Quality at Higher Education Institutions:** resubmission under the 2013 TEMPUS call;
Coordinator: UNICA; **Partners (UNICA members):** Sapienza University of Rome, Université Pierre et Marie Curie; **Aims:** fostering students' participation in the governance of universities in order to ensure quality at HE institutions in the countries of the Southern Mediterranean Region/Middle East, in collaboration with European universities.

EC PROJECTS – INTERNATIONALISATION & MOBILITY (2)

Proposals (UNICA as partner):

QUEUE-M: Quality in **E**urope's **E**rasmus **M**obility, resubmission under the 2013 LLP call

Coordinator: European Association of Erasmus Coordinators; **UNICA's role:** Contribution in implementation, member of the Management Group; **Partners:** Vilnius University, University of Ljubljana (UNICA members), Santander Group, Chambre de commerce et d'industrie de Paris, Cyprus University of Technology, Linnaeus University (Sweden), University of Stavanger, Instituto Polytecnico Portalegre, European University Foundation-Campus Europae, European Office of Cyprus, CINECA, BUSINET; **Aims:** contributing to the quality of Erasmus mobility by utilizing the results of recent reports on mobility quality issues; it is envisaged that the results will be useful for setting guidelines for the future mobility programmes.

2. Education

- **UNICA Bologna Lab:**
- **The 13th Bologna Lab Coordinators' Meeting: *The Journey Towards Quality: Steps To Be Taken***, Tor Vergata University (Rome), 6-7 December 2012, will address topics of such as new approaches to lifelong learning: linking vocational & academic learning, and quality of teacher education & training. A half-day session on doctoral education and the outcomes of the 3rd UNICA PhD MASTER CLASS 2012 will be conducted by Melita Kovacevic (University of Zagreb) and Luciano Saso (Sapienza University of Rome).
- **The 14th Bologna Lab Coordinators' Meeting 2014**, dates and hosting university to be announced
- Initiatives on creating a common European Erasmus exchange information system ("paperless Erasmus"), staff mobility weeks, and joint UNICA summer courses are envisaged



EC PROJECTS – EDUCATION (1)

Ongoing projects (UNICA as coordinator):

- **Information Project on Higher Education Reform III**, Service Contract with the European Commission (for more details please refer to the *UNICA President's Report*)

New projects (UNICA as partner):

- **EGRACONS – European GRading CONVersion System – Practical Approach to Improving ECTS Implementation in Europe**, under LLP: Erasmus Multilateral Projects (project period: 1/10/2012 – 30/9/2014; 2 years)
Coordinator: Universiteit Ghent; **UNICA's role:** WP leader: Dissemination; **Partners:** UNICA, Santander Group; Sapienza University of Rome, University of Lausanne, Vilnius University (all 3 UNICA members); Université de Liège, University of Rouen, University of Leon, University of Gothenburg, University of Essex, Justus Liebig University Giessen, Stichting Hoger Onderwijs Nederland. **Aim:** Achieving a simple and unified interpretation and implementation of the ECTS grade conversion tables as recommended in the EC's ECTS User's guide since 2009; the project requires a thorough prior study of the variety of grading habits at the EU HEIs, careful selection of data and an identification of a conversion algorithm to enable compatibility of the input and output data.

EC PROJECTS – EDUCATION (2)

New projects (UNICA as partner):

- **Be-Twin 2: ECVET-ECTS - Building Bridges and Overcoming Differences, continuation of the Be-Twin project** under Leonardo da Vinci: multilateral projects for the Transfer of Innovation (TOI); project period: 01/10/2012 – 31/09/2014 (2 years)

Coordinator: Centro Produttività Veneto (Italy); **UNICA's role:** Coordinator of WP3: Adaptation of Methodology (together with experts from Charles University in Prague);

Partners: UNICA, Regione Veneto – Direzione Formazione, Ufficio Scolastico Regionale per il Veneto, FONDAZIONE CRUI per e Università Italiane CCIP, Chambre de commerce et d'industrie de Paris, 3s research laboratory, Fachhochschule Technikum Wien – Höhere; Technische Bundeslehr- und Versuchsanstalt St.Pölten; Albeda College; KCH Services; **Aim:** adapting the methodology developed previously within the BeTWIN project.

Ongoing projects (UNICA as a partner)

- **UMEI: "Universités du Maghreb: Enseignement inclusif" (Maghreb Universities: Inclusive Education)**, under Tempus programme (project period: October 3, 2011 - October 2, 2013, 2 years)

Coordinator: Erasmushogeschool Brussel; **UNICA's role:** dissemination & quality assessment;

Partners: UNICA, Vrije Universiteit Brussel, Comenius University Bratislava (both UNICA members) Université Abdelmalek Essaâdi, Erasmus Student Network, Universidad de Santiago de Compostela, Compostela Group Université Paul-Valéry (Montpellier III), European Access Network, Fontys/ Opleidingscentrum Speciale Onderwijszorg, Université Hassan II Mohammedia Casablanca, Université Ibn Zohr, Association de Développement Local Méditerranéen, Association Louis Braille, Université de Sousse, Université de Sfax, Université Mentouri Constantine, Université de Béjaïa, Université Aboubekr Belkaid ; **Aim:** improving the access to universities in the Maghreb for three target groups of students with special needs (related to economic insecurity, geographical origin or disability).

3. Research & Development

- **UNICA meetings for EU Research Liaison Officers**
 - 7th UNICA meeting for EU Research Liaison Officers, Tallinn University/Tallinn University of Technology, 29-30 November 2012, will include a training on "Getting Ready for Horizon 2020" by Dr Sean McCarthy (Hyperion Ltd).
 - Preparation of the 8th UNICA meeting for EU Research Liaison Officers, dates and hosting university to be announced
- **UNICA PhD MASTER CLASS: Seminar for Heads of Doctoral Schools & practitioners in doctoral supervision**
 - Organisation of the 4th UNICA PhD MASTER CLASS Seminar, Centre for Advanced Academic Studies University of Zagreb, Dubrovnik, 1-4 September 2013



4. Policy & Strategy



- **UNICA Green Academic Footprint**
 - Preparation of the 3rd UGAF Open Workshop
 - Development of UGAF *IT Green School*
 - Further content development of the UGAF website and the creation of a "green" newsletter
 - Exploring green practices at UNICA universities and cooperation with municipalities
 - UGAF traineeship for students of UNICA member institutions
 - Identifying relevant funding programmes and developing project proposals

- **Rectors Seminar: meeting for the representatives of university leadership**
 - **Rectors Seminar 2013:** hosting university and dates to be announced
 - Rectors Seminar in the framework of the UNICA General Assembly 2013, hosting university and dates to be announced

- **UNICA and Scholars At Risk**
 - **1st UNICA-SAR Seminar on Academic Freedom**, Freie Universität Berlin, 21-22 March 2013 - the Seminar is designed as a workshop providing a reflection on and an insight into the notion of academic freedom, its rationale and principles, as well as the state of academic freedom around the world; it will explore different ways of promoting academic freedom and show how universities' efforts in this field can be expanded and intensified

- **Cooperation with Santander Group and Compostela Group**
 - Cooperation in the framework of EC projects
 - 4th Joint UNICA-Santander Group-Compostela Group Workshop on cooperation with the universities from Sub-Saharan Africa, Brussels, dates to be announced

- **UNICA Scholarly Communication Seminar**
 - 6th UNICA Scholarly Communication Seminar 2012: *Libraries As Drivers For Change*, Université libre de Bruxelles/Vrije Universiteit Brussel, 25-27 November 2012 – the Seminar will address the evolving role and place of the library in the University and look at how libraries design their services to meet the users' changing needs.
 - Preparation of the 7th UNICA Scholarly Communication Seminar (2014)

- **UNI - Capital Platform:**
 - Developing further cooperation with the representatives of the capital cities and regions aimed at developing triple helix cooperation: national, local and regional governments, university and enterprises.
 - Contribution to the Open Days 2013-11th European Week of Regions and Cities

- Follow-up initiatives of the **ExchangeAbility project** (see *UNICA President's Report*)

EC PROJECTS – POLICY & STRATEGY

New projects (UNICA as partner):

- **Gender Equality Action Plan** (under FP7 programme); **Coordinator:** Ankara University, **UNICA's role:** dissemination of project's results; **Aim:** encouraging a more gender-aware management in research and scientific bodies of higher education institutions

Proposals (UNICA as co-coordinator):

- **STREAM-ER: Engaging in Strategic Planning: Combining Efficiency and Effectiveness** (resubmission under TEMPUS 2013 call); **Coordinator:** Erasmushogeschool Brussel; **Co-Coordinator:** UNICA; **Aim:** engaging universities from 3 Central Asia countries: Uzbekistan, Kyrgyzstan and Tajikistan in strategic planning and assessment of both internal and external situation of universities. The project will highlight the main aspects of the modernization of higher education: lifelong learning, employability, international openness, student-centred learning and teaching mission of universities.

5. Mission statement and link with the society & other organisations

In the academic year 2012-2013, UNICA aims to continue and to enhance the cooperation with peer university networks and other organizations. Bringing together universities from metropolitan, capital city regions, UNICA develops links with organizations of not only higher education, but also regional cooperation profile.



- Collaboration with the **European University Association** (UNICA as a collective associate member) and with the **EUA's Council for Doctoral Education**
- Collaboration with **Santander Group** and **Compostela Group** networks and the organization of the 4th UNICA-Santander Group-Compostela Workshop (see *Policy & Strategy*)
- Collaboration with **European Association for Erasmus Coordinators (EAEC)**
- Collaboration with the **Capital Cities and Regions Network (CCRN)** regional partnership and the **European Regions Research and Innovation Network (ERRIN)**.
- UNICA collaboration with **Scholars At Risk** (UNICA as an affiliate member) and the organisation of the 1st **UNICA-SAR Seminar on Academic Freedom** (see *Policy & Strategy*)

6. General Assembly & Steering Committee meetings

- **UNICA General Assembly 2013** and the UNICA Steering Committee elections, hosting university and dates to be announced
- **4 UNICA Steering Committee meetings in 2013**
 1. 22 March 2013, Freie Universität zu Berlin (in the framework of the UNICA-SAR Seminar on Academic Freedom)
 2. 7 May 2013, Brussels (in the framework of the UNICA IRO meeting 2013)
 3. September 2013, hosting university to be announced
 4. October/November 2013 (in the framework of the UNICA General Assembly 2013, hosting university to be announced)