



WORK PROGRAM

Academic Year 2008-2009

1. Internationalization & Mobility

- IRO meeting:
 - IRO meeting 2009, Nicosia, April 27-29, 2009
 - Preparation 2010 IRO meeting
- Setting up the Working Group “Language preparation of Erasmus-students”. Coordinators: Eva Lack & Wolfgang Mackiewicz, Freie Universität Berlin
- Internationalization of the Alumni work of universities, together with Freie Universität Berlin and DAAD. **(p3)**

2. Education

- Bologna Lab:
 - Reshaping UNICA Bologna Lab
 - Career Centers: sharing good practices, pooling expertise & organizing a pilot group meeting
 - 9th Bologna Lab coordinators meeting, University of Vienna, 25 November 2008
 - 10th Bologna Lab coordinators meeting
- European Campus project. Developed in the framework of the Erasmus Mundus Action IV **(p4)**
- Admission and recognition: *Be-twin*, ECTS/ECVET projet **(p5)**
- Master on European History or Culture

3. Research & Development

- UNICA Entrepreneurship Competition for Students and Young Researchers, 2009
- 2008 EU Research Officers Seminar, University of Cyprus, 20-21 November and preparation of 2009 EU Research Officers Seminar **(p6)**
- PhD working group: Workshop for Advisors & Directors of Doctoral Programmes, in the week of 20-27 September 2009, Dubrovnik.
- Science Parks & Incubators: *Innovation Centers* project, University of La Sapienza.

4. Policy & Strategy

- Rectors’ Seminars 2009
- SC representatives meeting with EuSANH (Health Council for the Netherlands) to strengthen UNICA-EuSANH collaboration, November 2008.
- UNICA Scholarly Communication Seminar:
 - Preparation meeting with the coordinators' group in London scheduled January 9, 2009 for the 5th Scholarly Communication Seminar
 - Presentation by the Chair of the Group on Scholarly Communication to the EU-wide conference on science- and education-friendly copyright regulation in Europe, Berlin, 14-15 November 2008
- Seminar on Fundraising policies and setting up of joint projects in cooperation with CASE and experts.
- Public Relations meeting.

- Equality & Diversity initiatives/Action plan for UNICA Dis/ability Group.
 - Collect examples of good practice and develop guidelines (Minimum Standards)
 - Organize training workshops and prepare projects
 - Strengthening cooperation with the EC
- Improving UNICA internal and external Communication:
 - Corporate identity (branding UNICA)
 - Increase visibility through EC projects and Strengthening UNICA-EC relationship
 - New UNICA Website

5. Mission statement and link with the society & other organizations:

- Application for the EUA Collective associate membership
- UNICA collaboration with the Union of Capital of the European Union (UCEU)
- Urban issues working group:
 - Organization of a seminar on the contribution of universities to capital cities and elaboration of a scientific publication on relations between university and Capitals, Moscow 2009.

6. Publications:

- 4 UNICA e-newsletters (n°13; 14; 15; 16)
- Reshaping and updating UNICA Website

7. Running EC Projects

- Information Project on Higher Education Reform II: possible contract renewal with the EC.
- TEMPUS IV: Promotion of European Higher Education Reforms in the Tempus Countries
- European Campus project. Developed in the framework of the Erasmus Mundus Action IV
- 2nd year contract TEMPUS JEP PRIUM project on the reform of University governance and financing, coordinated by the University of SS. Cyril & Methodius (Skopje)



INTERNATIONALIZATION OF THE ALUMNI WORK OF UNIVERSITIES

Initiative presented by **Freie Universität Berlin** with the support of the German Academic Exchange Service DAAD.

In the context of ongoing globalization, international networks are becoming more and more important for universities. Many universities have thus improved and strengthened their Alumni work, considering their former students, teachers and researchers as important stakeholders of the university. These activities have until now mostly been concentrating on national Alumni, at least in the case of German universities.

It is for that reason that the DAAD some years ago has launched an initiative for the internationalization of the Alumni work of the universities. Alumni work of course often depends on the physical availability of former students and staffs that are willing and able to participate at Alumni events of the university or benefit from other offers the Alumni office is able to provide them with. But more efforts must be made to develop attractive offers to international Alumni who left the country of their university and have now interesting functions in the political, cultural or economic sphere back in their home countries. How to maintain and enlarge these international Alumni networks? How to develop attractive offers to those whom we would like to keep in touch with?

These are questions everybody who would like to promote international Alumni work in a university is confronted with. This is also true for the member universities of the UNICA network.

FUB proposes a workshop of the UNICA universities representatives who work in the Alumni field. During this meeting, we would like

- to enhance an exchange of ideas and concepts of international Alumni work;
- to create a forum for the transmission of good practice examples;
- to brainstorm possibilities of using the UNICA network as a strategic asset within the Alumni work of each member university;
- to develop Alumni activities on a multilateral basis;
- to consider approaches towards the foundation of a “UNICALumni” chapter which could create a value added for the Alumni work of the member universities.

With the financial support of the DAAD, FUB would like to invite the responsible persons from the interested UNICA member universities to this workshop that will take place **22 & 23 January 2009**. **Freie Universität Berlin** will organize the workshop at its premises.



EUROPEAN CAMPUS: Enhancing Overseas Student Mobility Erasmus Mundus Programme Action IV

The UNICA European Campus aims to create an area of free movement with a minimum of administrative hurdles, while reinforcing the attractiveness of UNICA universities for non-European students. This task force will be developed in the framework of the EC project *Erasmus Mundus Action 4: "European Campus: Enhancing Overseas Student Mobility"*. This 2-year project will be implemented step-by-step, starting with a limited number of universities (formal and non-formal partners), in collaboration with Youth Agora, Erasmus Student Network, Brussels Education Services and Asociación Orión.

Objectives

- To foster and facilitate student mobility,
- To make mobility experience richer and more successful,
- To encourage more students from all over the world to study in the EHEA,
- To strengthen cooperation among universities and student organizations in their common goals,
- To develop a platform that gathers formal and non-formal information in a fast and automated way,
- To engage universities to use an online information standard to obtain a more coherent presentation within and beyond the EHEA.

The following institutions are involved this project coordinated by UNICA:

Formal partners:

- Youth Agora
- Erasmus Student Network (ESN)
- ESN Tallin
- Tallin University
- University Pierre and Marie Curie
- Asociación Orión, Re de Universidades y ONGs Latinoamericanas, del Caribe y Europeas
- Brussels Education Services

Non-formal partners:

- University of Vienna
- University of Cyprus
- University of Zagreb
- Stockholm University
- Sapienza University of Rome
- ESN Rome ASE



Be-TWIN: Testing a Joint ECVET-ECTS Implementation Projects to test and develop the credit system for vocational education and training (ECVET)

**Project Submitted to the EC
in the framework of LLL Programme 2007-2013
Leonardo da Vinci sub-programme**

Reasons and objectives

The ECTS has become one of the main pillars of the Bologna process towards a common European Higher Education Area. More recently, ECVET is being designed as a response to the specificities of Vocational Education and Training (VET). **A central issue of the Be-TWEEN Project is to define the connection between the two credit systems.** Indeed, **higher education (HE) and VET are often interconnected:** in the context of lifelong learning and in order to favour **vertical mobility**, especially for those shifting from VET to HE. In order to receive EU financing for students' mobility, they have to be integrated in the Bologna process. Coordinated implementation of both credit systems would enable to go beyond this dichotomy and also contribute to favouring the **horizontal mobility** of learners across Europe. **Translation tools between both systems would help reaching common goals of transparency, mobility and recognition.**

Impact:

- Be-TWIN will offer a better relationship between HE and VET and between ECTS and ECVET for the European Education Area
 - The first short-term impact is to **define a global framework** in which both credit systems will be complementary and not opposed, thus enabling:
 - **enhanced vertical mobility of learners** in VET to bridge the gap between HE and VET by implementing a unified European approach in the field of Education and Training
 - **enhanced horizontal** (i.e. geographical) **mobility of learners**, especially in VET.
- The second impact is to **build long lasting agreements** between Be-TWIN partners in order to jointly implement ECTS and ECVET within mobility periods including evaluation, validation, transfer and recognition of competences across Europe.

Partners and the role of UNICA

The submission of the Be-TWIN project was an initiative of Chambre de Commerce de Paris. 15 partner organizations and public bodies from 9 different countries will participate in the implementation of this project. UNICA will coordinate the Work Package 2 (methodology) and will participate in Work Package 6 (dissemination). The duration of this project will be 36 months.



3rd UNICA Meeting for EU Research Liaison Officers



University of Cyprus, New University Campus,
Maths Department, room 023
20th - 21st November, 2008

Chair Dr. Gregory Makrides

Wednesday 19th November

20.00-21.30 Welcome and Reception drink (Hilton Hotel)

Thursday 20th November

Chair: Dr. Mikael Gröning, Stockholm University

9.00-9.30 Registration

9.30-10.00 Welcome and Introduction by the Rector of the University of Cyprus and President of UNICA, Prof. Stavros A. Zenios

10.00-11.30 Exchange of good practices
Subject: Good Examples of Research Support Mechanisms

Presentations by:

- Stockholm University: *A National Swedish Full-Cost Model - Implementation at Stockholm University*
- University of Cyprus: *Administration Support for Proposals Preparation*
- European Office of Cyprus: *Funding Information Mechanism*
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11.30-12.30 Discussion

12.30-14.00 Lunch break

14.00-15.45 Yellow Research: Financial aspects (Part I)

- **Costing Principles**
- Legal and accounting rules
- Eligible Direct and Indirect Costs
- **Building Blocks for a Full Cost Model**
- Development of a solid time recording system
- Identifying Indirect Costs through fiscal year reports, including a quick scan
- Group Task and analysis

15.45-16.15 Coffee break

16.15-18.00 Yellow Research: Financial aspects (Part II)

- **More on Building Blocks**
- Dividing indirect costs based upon their cost drivers
- Categorising cost pools. Allocating the indirect cost to the organisation's main activities
- Tools for analysing fiscal year reports
- Road map to a Full Cost Model
- Summary and Conclusion Part IV

20.30 Dinner offered by the University of Cyprus

Friday 21st November

Chair: **Dr. Lucas Zinner, University of Vienna**

9.00-10.00 **University Tour**

10.00-11.45 Yellow Research: Financial aspects (Part III)

- **Project Budgeting**
- Budgeting A3 and justification
- Activities, work packages, tasks
- Group task and analysis
- Cash Flow: how to maintain a positive cash flow
- Pre-financing
- Interim payments
- Consortium payment schedules (DESCA)

11.45-12.15 Coffee Break

12.15-14.00 Yellow Research: Financial aspects (Part IV)

- Financial Statements and Audits
- Role and responsibilities of coordinator and beneficiaries
- Summary
- Questions and Answers

14.00-15.00 Lunch break

15.00-16.00	Discussion
16.00-17.00	Evaluation and Conclusions (coffee offered within session)
21.00	Optional Activity: Dinner and Dance at Greek Music Tavern
Saturday 22nd November	
10.00-13.00	Visit to the Cyprus Archaeological Museum, Nicosia (optional) (free entrance)