



Fostering Internationalization at Montenegrin HEIs through Efficient Strategic Planning - IESP

Kick-off meeting
Ana Dragutinović, University of Montenegro
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Erasmus+ Programme
of the European Union

WP3: Development of tools for enhanced internationalization

Lead partner: **University of Montenegro**

The aim of WP3 is to enhance internationalization process of Montenegrin HEIs by developing adequate tools. This will be achieved through 6 tasks.

3.1: Development of internationalization strategies and action plans

3.2: Development of supporting documentation for internationalization

3.3: Design of catalogues for courses offered in English

3.4: Development of pilot summer school in English with curricula

3.5: Development of teaching materials in English

3.6: Developing criteria for assessing quality of internationalization of Montenegrin HEIs

DEV 3.1: Development of internationalization strategies and action plans (M8-M11, Event/Report)

Drafts of each Montenegrin HEIs' internationalization strategy for period 2020 – 2025 will be developed with support of EU HEIs, the ministries and the agency. Strategies will be accompanied by implementation Action plans that will list activities, actors and deadlines for reaching Strategy goals. The Action plans are important basis for the development of the Quality Assessment and Evaluation criteria (WP3, DEV. 3.6).

At least 3 representatives from Montenegrin HEIs and at least one from the ministries and the agency will visit P5 (UL) to finalize draft version (M9).



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P1 (UoM) will host two-day meeting during which partners will present drafts of internationalization strategies with action plans (M10) for fine tuning of documents (3 members of Montenegrin HEIs, at least one member from ministries, agency and 2 per each EU HEI).

Debates on strategy plan drafts (M10) will be organized at each Montenegrin HEI based on which each Montenegrin HEI will finalize its internationalization strategy with action plans integrating all relevant suggestions and remarks.

After debates, final internationalization strategies of each Montenegrin HEI will be adopted.

Documents will be disseminated and incorporated into the general overview report.

Due date: 15/10/2020

DEV 3.2: Development of supporting documentation to internationalization (M8-M11, Event/Report)

Supporting documentation for the internationalization process will be developed such as university procedures, protocols, manuals, guidelines and templates for the staff dealing with international affairs.

The following sets of procedures will be produced, but not limited to:

- Procedures for Administration of Student Mobility;
- Procedures for Bilateral Agreements;
- Procedures for International Projects Administration
- Application procedure for degree seeking students, etc.

With the aim of assuring quality of internationalization, quality enhancement mechanisms will be produced for monitoring the following aspects, but not limited to:

- International project implementation;
- Mobility projects monitoring;
- Bilateral agreements implementation, etc.

The following templates pertaining to internationalization activities will be produced, but not limited to:

- General bilateral agreement template in Montenegrin and English language;
- Templates for reporting on project implementation;
- Templates for various stages in the administration of incoming and outgoing students and staff mobility;
- Documentation for degree seeking students

P2 (UDG) will host two-day meeting (M10, same as for DEV 3.1) during which partners will present drafts of supporting documentation where fine tuning of documents will be performed (at least 3 members of Montenegrin HEIs, at least 1 member from ministries, agency and 2 per each EU HEIs).

Documents will be disseminated and incorporated into the general overview report.

Due date: 15/10/2020

DEV 3.3: Design of catalogues for courses offered in English (M11-M13, Teaching material/Report)

In order to support internationalization through incoming student mobility, courses in English language with syllabi at BSc and MSc level at each Montenegrin HEI will be offered.

Courses in English language at BSc and MSc levels will start from academic year 2021.

- At P1 (UoM) at least 10 BSc and 5 MSc level courses per each faculty (19) will be introduced with course catalogues.
- At P2 (UDG) at least 4 BSc and 2 MSc level courses at 5 faculties will be introduced with course catalogues.
- At P3 (UNIM) at least 5 BSc and 3 MSc level courses per each faculty (6) will be introduced with course catalogues.

Due date: 15/12/2020

DEV 3.4: Development of pilot summer school in English with curricula (M8-M13, Teaching material/Report)

- In order to support internationalization through incoming student mobility, **P1 (UoM) will offer 2 accredited interdisciplinary summer schools in English language with ECTS.**
- Design of summer school programs will include development of the course content and the learning outcomes, procedures of student recruitment, procedures of dealing with the application process, arrangement of housing for the students and development of a social program.
- **Due date: 15/12/2020**

- P5 (UL) and P6 (UCA_E) will host 2 day meetings (M8 – M9) to P1 (UoM) during which EU HEIs will present their summer school programs with administration. Meeting in P5 (UL) within WP3, DEV 3.1 will be used to present additionally its summer school programs. Delegation will be composed of at least 3 members from P1 (UoM) and at least 1 member from ministries and agency.
- P1 (UoM) will host two-day meeting (M13) during which P1 will present summer schools programs where fine tuning of curricula will be performed. Delegations will be composed of at least 3 members of P1 (UoM), at least one member from ministries, agency and 2 per each EU HEI.
- Documents will be disseminated and incorporated into the general overview report.

The courses will be designed by taking into account the levels of the students' knowledge and the intended topics, how the student learning will be measured, and what activities, assignments and materials will be used in order to support the student learning.

The course design process will focus more concretely on learning outcomes, which has proven to increase student learning substantially. Therefore, the course catalogues will contain a description of the course topics that will be covered, assignments and assessments students will be responsible for, as well as a list of learning outcomes, i.e. knowledge and skills that can be readily identified and assessed.

Catalogues and syllabi will be disseminated and incorporated into the general overview report

- **DEV 3.5: Development of teaching materials in English (M13-M18, Teaching material/Report)**
- For all the courses in English, as well as the summer schools, teaching materials will be developed by Montenegrin HEIs teaching staff.
- Electronic versions of materials will be produced as well. All teaching materials will be approved by Montenegrin HEIs governing bodies.
- Materials will be disseminated and incorporated into the general overview report.

Due date: 15/05/2021

DEV 3.6: Developing criteria for assessing quality of internationalization of Montenegrin HEIs (M8-M11, Event/Report)

Criteria for assessing quality of internationalization of Montenegrin HEIs will be developed in order to define indicators, tools and actors necessary for smooth and high quality implementation of the Plans, measuring, at the same time, success of internationalization effort of the institutions.

Due date: 14/11/2021

- In order to guarantee successful implementation of internationalization strategy, i.e. their Action plans, quality assessment and evaluation plan have to be developed in order to help Montenegrin HEIs universities to control and monitor the defined goals achievements.
- In order to provide continuous quality assessment of the internationalization and maximise its effectiveness, institutional guidelines for quality assessment, including monitoring and evaluation, of internationalization will be developed for each of the Montenegrin HEIs.

- Here, the role of the governmental partners will be significant, as they will provide expert input, each from their own scope, on the contents of the Criteria and their alignment with existing practices.
- Also, feedback from the implementation of the internationalization documents will be taken into consideration during monitoring and evaluation activities. The guidelines will contain monitoring and evaluation protocol that will encompass: frequency and level of monitoring and evaluation, which of indicators will be measured at which point, methodology of evaluation, responsible actors (during and after the project implementation).
- The guidelines will contain the protocol of operations of institutional monitoring structures that will be in charge of coordinating the process of follow-up of the strategy implementation. However, complete detailed methodology and design of the process will be prepared so as to meet the needs of Montenegrin HEIs, relying on the experience of EU partners and best EHEA practices.

- Monitoring Body (MB) will be established at each of Montenegrin HEI in charge of monitoring and quality assessment of the internationalization activities throughout project lifetime and beyond, at least during internationalization strategy implementation 2020-2025. Members will be appointed at the beginning of project implementation.
- P3 (INIMED) will host two-day meeting (M10) during which Montenegrin HEIs will present guidelines where fine tuning will be performed (at least 3 members of Montenegrin HEIs, at least 1 member from ministries, agency and 2 from each EU HEI).
- Documents will be disseminated and incorporated into the general overview report.



UCG

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THANK YOU FOR YOUR ATTENTION

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