



# Design of catalogues for courses offered in English

#### Katja Cerar

This project has been funded with support from the European Commission. This presentation reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein.







## **Schedule**

#### Day 1: Tuesday 2<sup>nd</sup> March 2021

https://uni-lj-si.zoom.us/j/94943183522

#### 10.00 – 11.30: UL SCHOOL OF ECONOMICS AND BUSINESS

- Dr. Andreja Cirman, Full Professor, Vice-Dean for Academic Affairs
- MSc Danijela Voljč, Head of SEB LU International Office

#### 12.00 – 13.00: UL FACULTY OF MARITIME STUDIES AND TRANSPORT

- Dr. Bojan Beškovnik, assistant professor, Promotion activities cordinator
- **Dr. Marina Zanne**, assistant professor, CEEPUS-CMEPIUS coordinator







## **Schedule**

#### Day 2: Friday 5th March 2021

https://uni-lj-si.zoom.us/j/97327968907

#### 10.00 - 11.00: UL FACULTY OF ARTS

- **Dr. Gašper IIc,** Full professor, Associate Dean of Undergraduate and Postgraduate Studies and Information Systems
- Ms Anja Golec, Head of International Relations Office
- Dr. Boštjan Rogelj, Assistant Professor, Coordinator for international collaboration at the Department of Geography

#### 11.30 - 12.30: UL ACADEMY OF MUSIC

- Dušan Bavdek, Professor of Composition, Vice-Dean for International Activities and Quality
- Ms Nina Podlipnik, Department of International Relations







## **Organization**

#### **UL** members (academies / faculties):

 Preparation, organization, implementation and evaluation of courses in English

#### **Rectorate level:**

- Collecting data from members (academies / faculties)
- Usually in March









## Form - example

#### **ACADEMY / FACULTY:**

Phone: Email:

No.	Subject in English 2020/2021 (Bachelor)	Prerequisites	Number of ECTS credit points	Description of subject / link for more information	Implementation						
Autumn semester											
1.											
2.											
3.											
Autumn & Spring semester											
1.											
2.											
3.											
4.											
Spring semester											
1.											
2.											
3.											







## **UL Rectorate**

- Preparation of a joint list of courses in English
- Publishing on the website: <u>www.uni-lj.si/study</u>, <u>www.uni-lj.si/study/eng</u>
  - ✓ Entrance: <a href="https://www.uni-lj.si/study/eng/subjects-in-english-2020-2021">www.uni-lj.si/study/eng/subjects-in-english-2020-2021</a>
  - ✓ Bachelor and Single-Cycle: <a href="www.uni-lj.si/study/eng/subjects-bachelor">www.uni-lj.si/study/eng/subjects-bachelor</a>
  - ✓ Master: <u>www.uni-lj.si/study/eng/subjects-master</u>
  - ✓ Doctoral: www.uni-lj.si/study/eng/subjects-doctoral







## UL

## **UL Rectorate**

Promotion: website, social media, informing partners, candidates, fairs, online presentations,
 Lectorates of Slovene language,
 Slovene association abroad,
 Study in Slovenia...



Brochure (in the past)





## UL

## **Statistics**

	2016/2017	2017/2018		2018/2019		2019/2020	2020/2021
SUBJECTS IN ENGLISH	Planned	Planned	Implemented	Planned	Implemented	Planned	Planned
Bachelor and single-cycle	196	410	204	371	260	388	404
Master	264	401	404	419	333	387	444
Doctoral	36	38	170	39	125	25	*
Together	496	849	778	829	718	800	848



\* In case international students are enrolled, the lecturers and students settle the language of the lectures. International students and mentors communicate in English or in another agreed foreign language.







## **Lessons learned**

- Single entry point:
- ✓ UL website
- ✓ Links with more information
- Brochures









## **Future plans**

- Erasmus without papers (EWP)
- IT support development of common platform (online signing: agreements with partners, learning agreements)
- June 2021







## UL

## Hvala za pozornost

Thank you









## Internationalization at SEB LU



Prof. dr. Andreja Cirman, SEB LU Vice-Dean for Academic Affairs Mag. Danijela Voljč, Head of SEB LU International Office Maja Urh, Head of Dean's Office

#### SEB LU

- Established in 1946
- Triple crown school SEB LU is top 1 % of business and economics schools in the world
- Leading research institution in Slovenia and South-East Europe in the fields of business and economics
- FT ranked: SEB LU 82<sup>nd</sup> place & International Master in Business and Organization (IMB) - 77<sup>th</sup> place



#### International Accreditations



**AACSB**, Advanced Quality Management Education, accredited schools have the highest quality faculty and curriculum



**EQUIS**, EFMD Quality Improvement System, high general quality in all dimensions of activities and a high degree of internationalisation



**AMBA**, the world's only MBA-specific accreditation and individual membership organisation

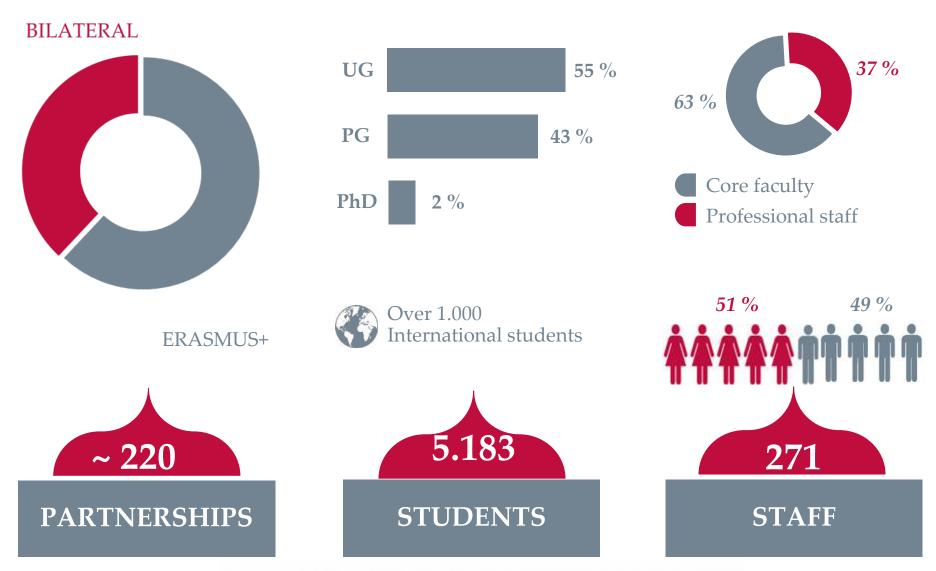


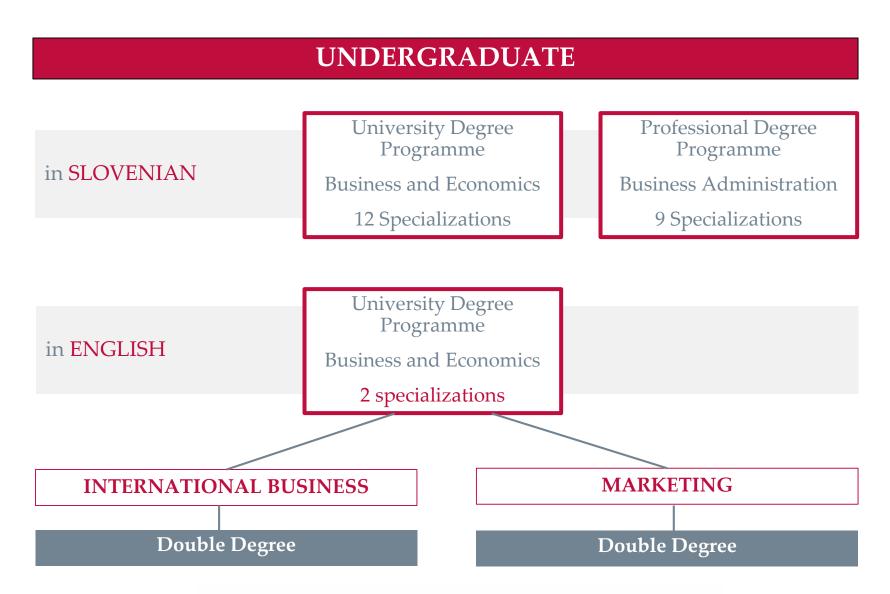
**TedQual**, Quality Assurance for Tourism Education, Training and Research Programmes



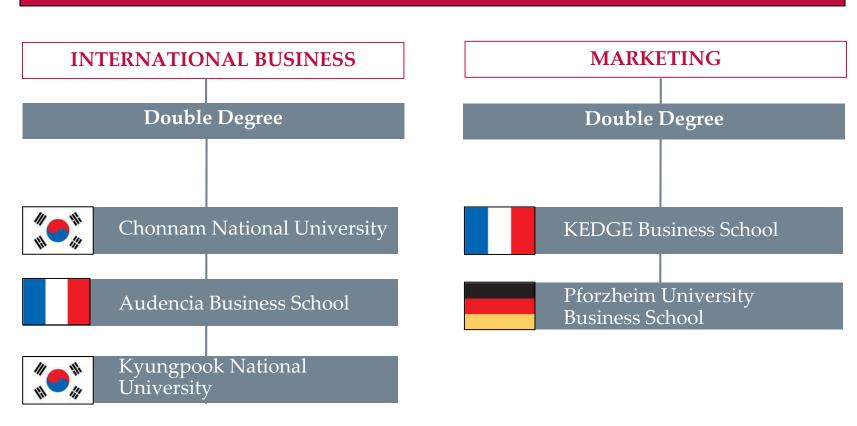
**CeQUINT**, Certificate for quality in internationalisation, programme accredited: Master in International Business

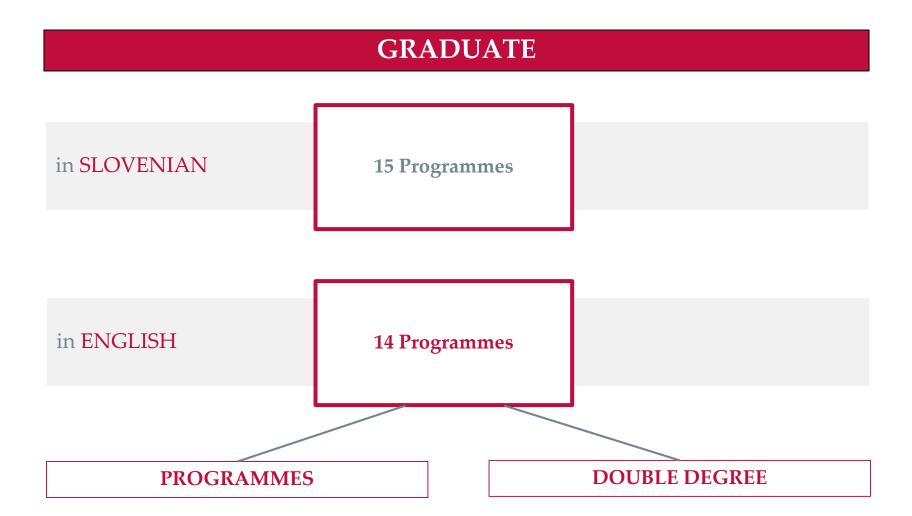
## School of Economics and Business in figures in 2020/2021





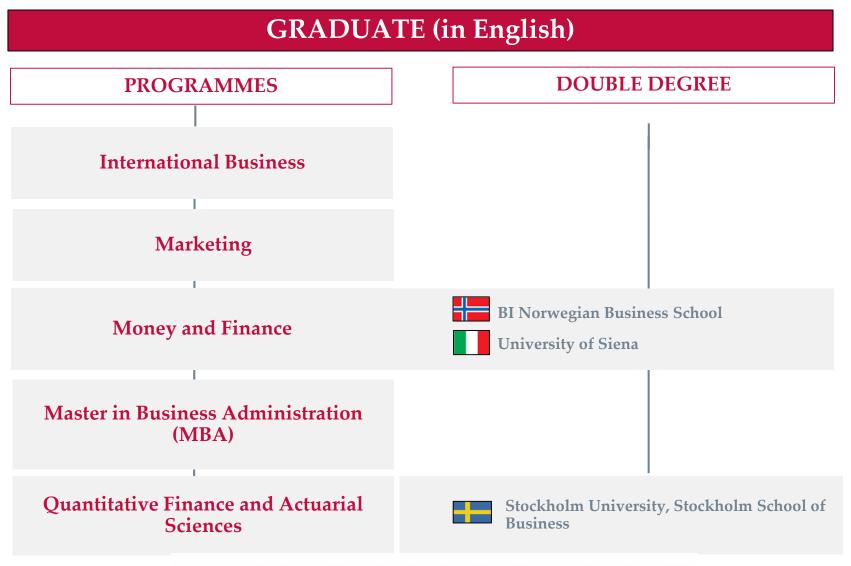
#### **UNDERGRADUATE** (in English)





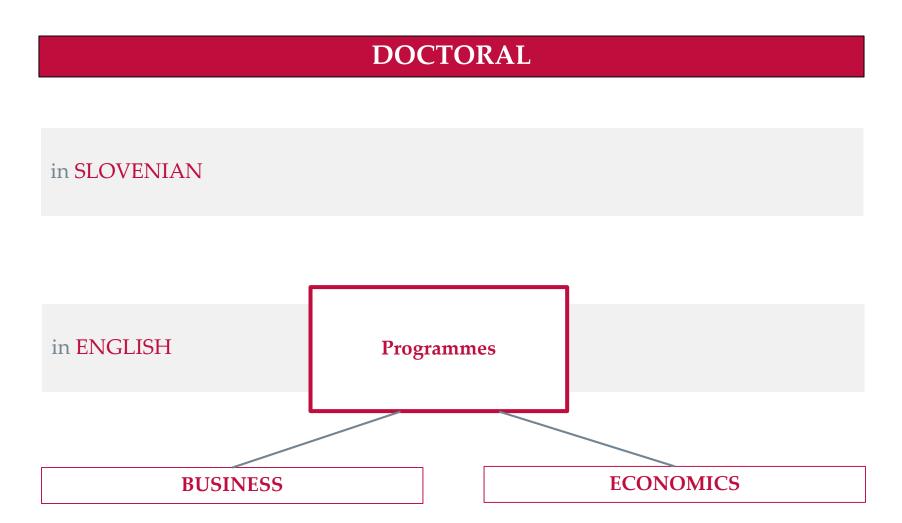
#### **GRADUATE** (in English) **PROGRAMMES DOUBLE DEGREE** BI Norwegian Business School **Bank and Financial Management ESSCA School of Management Economics** University of Siena **NOVA IMS Information Management School Business Informatics Pforzheim University Business School International Full Time Master ISCTE University Institute of Lisbon IUL** Programme in Business and **Business School** Organization (IMB)



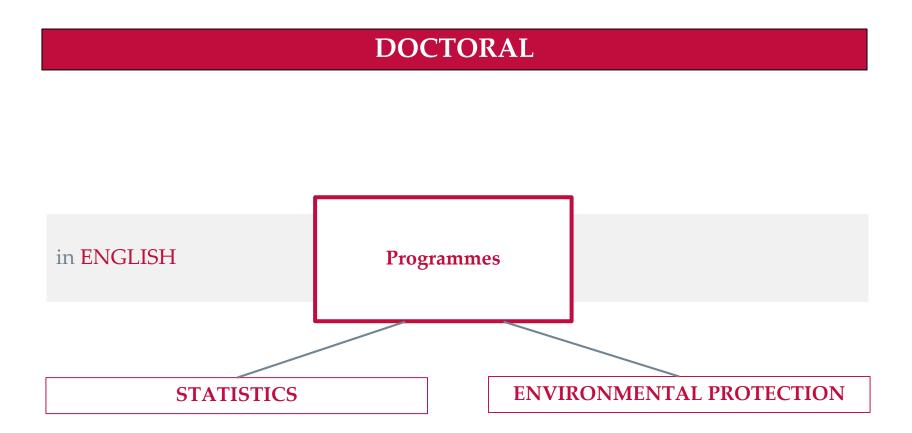


#### **GRADUATE** (in English)

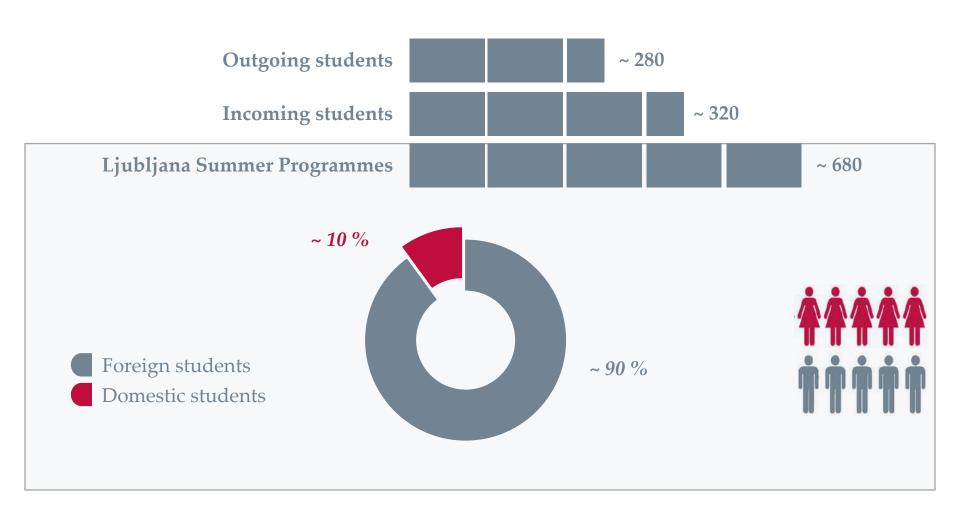




## Interdisciplinary Study Programmes



#### Mobility of students in 2019/2020



## Mobility of students









## Mobility of staff

- Faculty mobility
- Professional staff mobility
- International Erasmus+ staff week at the SEB LU



#### How did we internationalise?

#### ... humble start

- 1950s A local AIESEC office established by SEB LU students and the start of international student internship exchanges
- 1960s & 1970s Cooperation with Indiana University, School of Business, USA (executive education courses and the first master's degree programme in business in cooperation with Indiana University)
- 1980s First master's degree programme in English (in cooperation with the ICPE)

## Uptake in 1990s ...

- **1990s** SEB LU decided for intensified internationalization
  - Set up of International Office
  - Starting to offer courses in English and the first student exchanges
  - Strategic decision for prestigious international accreditations
- Early 2000s Offered double degrees and joint programmes with international partners (e.g. EMTM). The first summer school 'Take the Best from East and West'



#### How?

- Internationalization of faculty
- Internationalization of students abroad and at home
  - Student exchange programmes with partner schools
  - We started with few courses in English at SEB LU and offered these courses to exchange students and Slovenian students
  - Faculty financially stimulated for courses in English
  - Important contribution of our Summer School

... and a lot of personal touch



## Acceleration with introduction of Bologna programmes

- In 2005 SEB LU introduced Bologna-type undergraduate and graduate programmes
  - 100<sup>th</sup> partner school agreement & a 100-student mark for both outgoing and incoming exchanges
- EQUIS accreditation rewarded in 2006
- In 2007 SEB LU started with a comprehensive reform of its Bologna programmes
  - Revision of undergraduate and master programmes with clear aim to spur internationalization abroad and at home
  - Teaching in English equally treated as teaching in Slovene

## Transition from courses in English to programmes in English

- In 2008 Full English tracks on all three Bologna levels
  - Increasing numbers of outgoing and incoming students (important performance indicator)
  - SEB LU offers courses in English that are part of regular programmes
  - Slovenian students take part in programmes and courses in English (important performance indicator)
  - Only one "exchange only course" Socio-Economic Development and Contemporary Slovenia
  - The first master's degree programme offered abroad (the FYR of Macedonia)

#### Further SEB LU milestones in internationalization

#### 2010

- The Confucius Institute Ljubljana was established at SEB LU
- AACSB accreditation

#### 2012

- Executive MBA programme Ljubljana MBA (in English only)
- New courses and programmes in English (e.g. Master's programme in Quantitative Finance and Actuarial Sciences, International Business track on undergraduate level); altogether 17 programmes in English

#### 2016

With AMBA accreditation SEB LU become triple accredited school

#### 2018

First time ranked by Financial Times (IMB & SEB LU)

#### Smell of international coffee

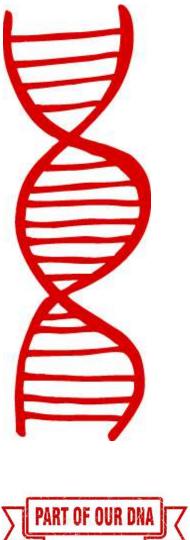
Over 150 courses in English

17 English Programmes

Hiring international faculty

71 % of students with international experience





## Best operational practices

- Passion and intercultural competence
- Active participation at 3 majors international conferences:

**EAIE** - European Association for International Education

**NAFSA** - American Association for IE

**APAIE** - Asia-Pacific Association for IE

2 major nonprofits networks:

**NICE** - The new Initiatives and Challenges, an interuniversity network

**NIBES** - Network of International Business school

Summer school

#### **Future Challenges**

- Internationalization of higher education will continue to be associated with students and staff mobility, however also virtual mobility (international classroom)
- Pushing for internationalization within courses joint courses
- More double degree programmes
- International internships
- Individual countries policy toward HI



# Design of Catalogues for Courses Offered in English

Assist. prof. Bojan Beškovnik

Assist. prof. Marina Zanne

University of Ljubljana, Faculty of Maritime Studies and Transport

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Fostering Internationalization at Montenegrin HEis through Efficient Strategic Planning - IESP / Project no. 609675-EPP-1-2019-1-ME-EPPKA2-CBHE-SP

2 March 2021



## **EuRopean Community Action Scheme for the Mobility of University Students**

Since 1987 (2014)

Erasmus+

- Opportunities for individuals
  - For students, staff (teaching and administration), trainees, teachers
  - More than 3 million exchanges
- Opportunities for organisations
  - Improvement of the quality of education and training
  - Promotion of transnational learning and cooperation between authorities
  - Promotion of excellence in EU studies
    - Connection between academics, researchers and EU policymakers
  - Partnerships and joint applications to calls for projects







## **EuRopean Community Action Scheme for the Mobility of University Students**

- We welcome ERASMUS+ exchange students from institutions from partner and programme countries
  - A signed inter-institutional agreement must exist
- Students
  - Full-time student
  - 3 to12 months at any level of study
- Academic staff
  - Max 2 months / minimum 2 consecutive days







## **EuRopean Community Action Scheme for the Mobility of University Students**

#### INCOMING students:

- Application → Nomination to the Office of International Relations of the University of
  Ljubljana → Confirmation of acceptance & registration at the University of Ljubljana →
  Selection of courses & preparation of the Learning Agreement begins
- Students can select among 40-60 core and elective courses in the English language
  - Courses are selected by ERASMUS+ students for various reasons: requirements of the study programme, students' interest in a particular subject area, preparation for further study, etc.
  - Offered courses can be fully/partially/not compatible with their study programmes
  - Flexibility and quick organization of non-listed courses
- Students are coming from different European faculties, studying in various programmes or courses, and have diverse backgrounds
- Content of the course for ERASMUS+ students is the English version of the subject content studied by Slovenian students
  - · When necessary, this content may be adjusted







## **EuRopean Community Action Scheme for the Mobility of University Students**

#### INCOMING students:

- Teaching activities depend on the number of ERASMUS+ students:
  - Lectures: full lectures provided (10 students or more)
  - Block lectures: intensive lectures provided in blocks approx. 50% of total lecture hours (5 to 9 students)
  - Consultations: usually weekly consultations, combined with student intense individual study (1 to 4 students)
- Course lecture notes in English for ERASMUS+ students have been prepared (ppt)
- A list of resources in English is prepared
  - Based on individual student preferences, additional study literature is suggested
- Same requirements as for Slovenian full-time students, including seminar papers and written or oral exams
- The signed and stamped grade form is the basis for entering the grade into the system







## **EuRopean Community Action Scheme for the Mobility of University Students**

#### OUTGOING students:

- 3 to 12 months in any study cycle
- Eligible students: from 2nd year of first cycle on
- Content of the courses must match at least 50 % of the content of the same/similar course at our faculty
- If they meet all the requirements stated in their Learning Agreement, recognition of grades/courses is automatic and mandatory







## Positive experiences with foreign ERASMUS+ students

- Mostly very hardworking and diligent students.
- Students attend the agreed lectures.
- Students meet the agreed deadlines for submitting seminar papers and taking the required exams.
- Students (usually) have little difficulty in preparing, submitting and presenting seminar papers.
- Students are responsive when participating in professional fieldtrips with full-time students (networking and getting to know the local environment).
- Students in most cases complete their study requirements during their exchange time period at our faculty.







## **Negative aspect or challenges** with foreign ERASMUS+ students

- Different levels of English language proficiency, although a lower language level does not implicate a student's lower level of professional knowledge
  - Some teachers find adequate study materials in students' mother tongues.
- Difficulties in understanding technical terms, lectures: students come from various faculties, studying at different programmes and have different backgrounds (not always transport or transport logistics-related)
  - Problems with prior knowledge of certain professional subjects when choosing courses from higher years of study, the knowledge brought from the home faculty may not be solid enough.
  - Some have virtually no prior knowledge on the topics from the selected courses, but they usually manage to catch up relatively quickly.
  - Missing discussion and critical perspective on professional subjects and actual issues in transport and logistics.
- Difficulty in knowledge evaluation (oral exams)







## **Negative aspect or challenges** with foreign ERASMUS+ students

- Inclusion of ERASMUS+ students in regular lectures of full-time students, where lectures are held in Slovenian, usually does not work (agreement required for joint lectures in English)
- Separate lectures in English for ERASMUS+ students reduced number of contact hours according to the number of students enrolled in the course
  - Usually small groups for each course fewer contact hours
- Fluctuating number of students by semester
- Last minute cancellation of arrival or changing courses







# Negative examples and practices experience in preparing a diploma or master's degree thesis from ERASMUS+ students

- Coordination of the topic of the final thesis with the mentor at the home faculty and directing research
  - Communication with the mentor at the home faculty accessibility, description of the current state of research, obtaining feedback and guidance
- Mentoring the contents of the final thesis to prevent an excessive amount of additional content
- Assessing the level of research achieved at the end of the ERASMUS+ student's work
- Communication and cooperation after the student leaves and continues to work on the final thesis at the home faculty







# Positive examples and practices experience in preparing a diploma or master's degree thesis from ERASMUS+ students

- Respectful students, with good language skills and expertise
- Usually strong desire to explore and understand the local professional environment
- (Usually) uninterrupted stay in Slovenia for a period of 4 months
- Predetermined topic of the student's final thesis
- Selection of a mentor at UL FPP who is an external mentor in the final thesis – the mentor establishes new international connections and professional cooperation with an external professor and institution
- Possibility of eventual joint publication of research-scientific work coauthored by a student and an external professor





#### Wider impact of ERASMUS+ exchange programmes

- The positive impact incoming ERASMUS+ exchange students may have on other students:
  - On other ERASMUS+ students
    - Exchange of study practices as well as encouragement and support at work
  - On full-time Slovenian students
    - Chance to meet international students, discuss and exchange ideas, and practice communication in English





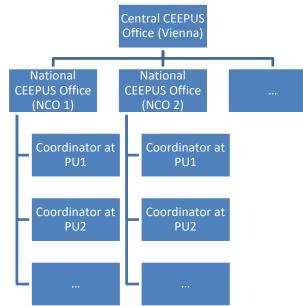


#### **CEEPUS**

#### **Central European Exchange Program for University Studies**

- Started in 1995 with six signing states
- Currently: 16 states, CEEPUS III until April 2025
- Support of knowledge transfer, knowledge exchange and experience for students and teachers
  - 75,000 mobility applications have been awarded since 1995
- Joint study programmes/joint degrees
- Networks
- Freemovers









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#### **CEEPUS**

#### **Central European Exchange Program for University Studies**

- UL FPP is included in two networks:
  - FINALIST Fostering Sustainable Partnership between Academia and Industry in Improving Applicability of Logistics Thinking (Serbia);
     23 participating institutions
  - MADPOV Modern Approaches for Design, Production and Operation of Vehicles (Bulgaria), 9 institutions
- Conditions for participants:
  - Students: 2 completed semesters of a regular course of studies before being able to go abroad with CEEPUS
  - Teachers: teach/supervise 6 hrs for each 5 workdays you spend in the host country;
     exact title and respective hrs and if possible also ECTS credits of your teaching
     activities in your mobility application prior to receiving the grant







#### **IMLA**

#### **International Maritime Lecturers Association**

IMLA is organized to follow trends in maritime and sea-related issues and to connect lecturers worldwide.

#### UL FPP is active in several IMLA bodies:

- General 1 active member
- INSLC (Navigation Simulators) 1 occasionally
- ICERS (Engine Room Simulators) 1 member of steering committee
  - FPP organized an ICERS conference in 2006
- IMEC (Maritime English) 1 active member







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## IMO-IMLI International Maritime Law Institute

- Academic association
- Established in 1988 under the maternal auspices of the International Maritime Organization (IMO) on Malta to globally provide holistic and sustainable specialised legal education to promising students and maritime professionals.
- In more than 30 years over 1000 participants from 146 states and territories.
- 1 professor from UL FPP, first set of lectures on marine insurance law in the academic year of 1998/99.







#### **ECTRI**

#### **European Conference of Transport Research Institutes**

- International non-profit association founded in April 2003
  - The first attempt to unite the forces of the leading multimodal transport research centres across Europe and to promote the excellence of European transport research



- Over 4,000 scientific and research staff
- Provides independent and evidence-based advice to decision makers in Europe
  - Process-oriented as well as Thematic Groups (TG)
- Publishes a number of official and strategic documents
- Organizes Young Researchers Seminar (YRS)











#### **ECTRI**

#### **European Conference of Transport Research Institutes**

- UL FPP has been an ECTRI member since 2016
- YRS 2021 in Portorož
- Participation in other conferences
- We have a representative in each (TG) for coordination and research activities
  - Through ECTRI we participate in initiatives on European Projects – joint application to EU calls
- We see benefits in attracting new ERASMUS+ students and promoting our faculty at the EU level
  - Possibility to involve ERASMUS+ students in the research topic of their first- or second-cycle degree thesis



International networking through FCTRI







#### **ICTS**

#### **International Conference on Transport Science**

- Since 1997, 19<sup>th</sup> ICTS in 2020
  - Biennial event since 2013
- Goal: to gather academic staff, professionals and young researchers in the field of transport and logistics
  - Presentation of research work and of best practices
  - Feedback
  - Networking
  - Confrontation of students from three faculties



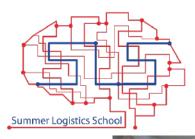






## **SLS**Summer Logistics School

- ERASMUS+ project
  - 24 months (October 2017 December 2019)
- Goal: evaluation of curricula & satisfaction and requirements of the logistics industry
  - Promotion of modernisation of VET in logistics and transport in partner countries (modernisation of curricula)
  - Upgrade and development of new competences of students in VET of logistics and transport
  - Fostering the quality of VET teachers in logistics and transport
- Lectures, board games (role play), real cases/practical examples, calculations, simulations













## **SLS**Summer Logistics School

- Spain, France, Croatia, Italy, Slovenia
  - UL FPP was the project coordinator
  - 9 secondary schools
  - 14 teachers (participants)
  - 32 students (participants)
  - 10 trainers
  - 10 observers







1. Evaluation of curricula & satisfaction and requirements of the logistics and transport industry

2. Designing the training programme

3. Testing the training programme

4. Evaluation of SLS







## Thank you for your attention!

Univerza *v Ljubljani* Fakulteta *za pomorstvo in promet* 





international@fpp.uni-lj.si





2 March 2021 22



# Internationalisation & Courses in Foreign Languages Faculty Management Perspective

prof. Gašper Ilc, Vice Dean of Undergraduate and Postgraduate Studies (1st and 2nd Cycle), University of Ljubljana Faculty of Arts

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Fostering Internationalization at Montenegrin HEis through Efficient Strategic Planning - IESP / Project no. 609675-EPP-1-2019-1-ME-EPPKA2-CBHE-SP



#### Structure of the Presentation

- Faculty Management Perspective (prof. Gašper Ilc, Vice Dean)
- Organisational Issues & Implementation (Anja Golec, Head of the International Office)
- Teaching Experience (prof. Boštjan Rogelj, Department of Geography)







## National Legislation: Higher Education Act

#### Article 8

- The language of instruction is Slovenian.
- If the higher education institution performs a public service, the following may be performed in a foreign language:
  - foreign language study programmes,
  - parts of study programmes, if visiting higher education teachers from abroad participate in their implementation or a larger number of foreign students are enrolled in them,
  - study programmes, if these programmes at a higher education institution are also conducted in Slovenian.



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### Iission and Vision of the Faculty of Arts

• The Faculty of Arts, University of Ljubljana, educates students and creates top-level academics with an open and critical mind with regard to the humanities, social science and educating teachers in these fields.

• Special attention is placed on the strengthening of disciplines of national importance that co-create the Slovenian identity. The faculty fosters scientific research work, opens new scientific fields, develops interdisciplinarity and introduces new study programmes for its students.







#### Study Programmes (21 departments)

Arts	Art History	
Humanities	Archaeology	
	Comparative Literature	
	Comparative Linguistics	
	Comparative Slavic Linguistics	
	General Linguistics	40
	Geography	
	History	
	Musicology	
	Philosophy	
	Slovene Studies	
	Translation Studies	
	Classical Languages	Greek
		Latin
	Foreign Languages & Literatures	English
		German
		French
		Italian
		Spanish
		Russian
		Polish
		Czech
		Slovak
		Chinese
		Japanese
		Korean
Social Sciences	Ethnology and Cultural Anthropology	- 3
	Library and Information Sciences	
	Psychology	
	Sociology	
Education	Pedagogy and Andragogy	<u></u> g

+ 17 pedagogical track study programmes







#### Internationalisation

#### A two-way process:

- to stimulate foreign students to learn Slovenian and to be able to follow the study programmes in Slovenian the module Year plus (<a href="https://www.uni-lj.si/study/year-plus/">https://www.uni-lj.si/study/year-plus/</a>);
- to offer courses in foreign languages, mostly but not exclusively, in English.







## Solution - Proposal

- 1 additional course per department to be taught in English.
- The following requirements have to be met:
  - the entire programme has to be carried out in Slovenian with the above exceptions (i.e., foreign languages);
  - the additional course can be elective or obligatory. In the latter case there has to be a parallel Slovenian version of the course, in the former case the Slovenian students should be able to complete the study programme requirements without selecting the elective course taught in English;
  - the course within the allowed staff workload (6-8 hrs/week professors, 10-14 hrs/week assistants).







#### **Contact:**

Gašper Ilc

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# Design of catalogues for courses offered in English

Anja Golec, Head of International Office, University of Ljubljana Faculty of Arts

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Fostering Internationalization at Montenegrin HEIs through Efficient Strategic Planning - IESP / Project no. 609675-EPP-1-2019-1-ME-EPPKA2-CBHE-SF



#### **Faculty of Arts**

- Founding member of the University of Ljubljana
- 2.941 Undergraduates
- 1.554 Master students
- 277 Doctoral students
- 21 Departments + Physical Education Division
- 26 Departmental coordinators
- 17 Ceepus networks
- Around 220 Outgoing students
- Around 270 Incoming exchange students







#### **Departments**



- Department of Archaeology
- Department of Art History
- Department of Asian Studies
- Department of Classics
- Department of Comparative and General Linguistics
- Department of Comparative Literature and Literary Theory
- Department of Educational Sciences
- Department of English
- Department of Ethnology and Cultural Anthropology
- Department of Geography
- Department of German, Dutch and Swedish

- Department of History
- Department of Library and Information Science and Book Studies
- Department of Musicology
- Department of Philosophy
- Department of Psychology
- Department of Romance Languages and Literatures
- Department of Slavistics
- Department of Slovenian Studies
- Department of Sociology
- Department of Translation Studies
- + Psychical Education Division





## **Faculty of Arts**

- The Central Humanities Library The Central Humanities
  Library (OHK) is the largest among the libraries at University of Ljubljana and the 5th largest library in Slovenia.
- The Scientific Research Institute of the Faculty of Arts
   The institute connects 450 researchers and manages more than 100 projects per year. It is one of the largest research institutes in Slovenia.
- Ljubljana University Press, Faculty of Arts

With more than 70 new titles a year, our publishing house is one of the largest scientific publishing houses in the field of humanities and social sciences in Slovenia.







## **Beginnings**

- Faculty of Arts has a long tradition of international collaboration from it's beginnings
- With the **year 2000** we joined the Erasmus programme
- We started with 17 outgoing student and 4 incoming students
- Erasmus programme was important while it has enable stable financial support for academics and students
- Initially the number of outgoing students grew faster, currently the number of incoming student is higher then the number of outgoing student





## **Beginnings**

- Home faculty of **Department of Slovene**
- At language departments with most subjects the language studied is also the language of instruction
- Individual consultation with international students at other departments
- Some departments individually decided to offer some courses in English (Psychology, Ethnology and Cultural Anthropology) – to be able to choose good partners or in the frame of Joint degree





Fostering Internationalization at Montenegrin HEIs through Efficient Strategic Planning - IESP



#### Organizational support-Administrative staff/Departmental coordinators

- Administrative support is crucial for good organization of mobility for students and academics
- Decentralized or centralized organization

Case of University of Ljubljana and Faculty of Arts

- Decentralized with core services at the rectorate
- Most faculties have international offices with administrative staff to support internationalization and mobility
- Academic coordinators at the departmental level are vital
- 26 departmental coordinators at some departments there are different coordinators for incoming and for outgoing mobility, for practical placement or for staff mobility
- CEEPUS network coordinators





## **International Office**

- Incoming students (from nomination to issuing Transcript of Records and Certificate of Attendance)
- Outgoing students (from call for applications, nominations and reporting)
- Academic mobility and staff mobility (from call to reimbursement of the grant)
- Main programs: Erasmus+, Erasmus+ Credit Mobility, CEEPUS programme,
   Bilateral scholarships, Interuniversity agreements
- Organizing Info days for outgoing students and Welcome days for incoming students
- Coordination with departmental coordinators
- Coordination with tutors for foreign students
- Records keeping all the administration
- **Bilateral agreements** (E+ and others)
- Erasmus basket coordination



5. 3. 2021

# Collaboration with Montenegro

- Collaboration with University of Montenegro in the Erasmus+ Credit Mobility programme – Department of Translation and Department of German Languages
- Incoming and outgoing mobility of students and staff
- Incoming students coming through CEEPUS programme and bilateral scholarship programme







#### **CHANGES**

- Foreign students are our international students shift in mindset
- From exotic to hear different foreign languages at the faculty to normal
- International students are residents in our city
- With the increasing number of incoming students we needed to make an offer of subjects for international students – Erasmus basket









#### **Erasmus basket**

#### Higher Education Act - Article 8

- (1) The language of instruction is Slovenian.
- (2) A higher education institution may carry out study programs or parts thereof in a foreign language, under the conditions determined by the statute.
- (3) If a higher education institution performs a public service, the following may be performed in a foreign language:
- foreign language study programs,
- parts of study programs, if visiting higher education teachers from abroad participate in their implementation or a larger number of foreign students are enrolled in them,
- study programs, if these programs at a higher education institution are also conducted in the Slovene language.
- (4) Higher education institutions shall take care of the development of Slovene as a professional or scientific language.
- (5) Foreigners and Slovenes without Slovene citizenship shall be enabled to learn Slovene.
- (6) A more detailed manner of taking care of the development and learning of Slovene shall be determined by the minister responsible for higher education.







#### **Erasmus basket**

- The call for subjects to be included in the Erasmus basket is issued at the beginning
  of the summer semester for the subjects offered next study year
- Each department can offer one subject
- Most subjects are open also to Slovenian students (but not all)
- Bologna study programmes have a lot of elective subjects or a mobility window

#### **Limitations/obstacles**

- Some departments wish to offer more subjects, some departments are still not offering subjects
- Professors are paid for work overload, but a lot of them are already at their maximum work overload of 120%

In case of Erasmus Basket we needed a **top down approach – support of the leadership of the faculty** 





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## **Erasmus basket**

- Around 20 courses offered each year
- We offer also language courses with the English as the middle language of instruction
- We offer **Slovene as a foreign language to** exchange students
- Erasmus basket subjects are mostly elective subjects there has to be enough electives so
  the Slovene students have the opportunity to finish study year without having to choose an
  English elective subject
- If the subject offered is **obligatory** it has to be performed parallel also in Slovene
- In recent years we have some incoming students choosing only the courses from the Erasmus basket
- Most incoming students still combine departmental subjects with the Erasmus basket subjects
- Physical Education Division offer of sport elective subjects on 1st and 2nd level combination of sport activities and topics such as Sociology of Sport, Philosophy of Sport, Body Practice of Selected Topics in Medicine and Prevention, History of Sport





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#### Recognition

- Recognition of subjects done abroad is crucial for increasing the number of mobile students
- **Top done approach** was needed to achieve full recognition linking scholarship with the number of achieved and recognized credits
- In case of Faculty of Arts **recognition is done at departmental level** the role of departmental coordinators is very important from advising about choosing the courses for the Learning agreement to recognition
- Subjects in English at home institution only for international/exchange students or open to home students – mixing students can also increase internationalization at home offering possibility also to non mobile students to study one part of their studies in the international environment







## A look forward

- Offering more **interesting subjects** to international students
- Encourage Slovene students to choose electives offered in foreign language
- Taking care of Slovene language also by promoting it among international students
   the Year Plus module for regular students and offer of Slovene beginners courses to exchange students







## **Contact:**

Anja Golec

anja.golec@ff.uni-lj.si

https://www.ff.uni-lj.si/studij/international-office-incomingstudents-and-professors

THANK YOU!







# Design of catalogues for courses offered in English

#### dr. Boštjan Rogelj

Departmental Coordinator for Exchange students
University of Ljubljana, Faculty of Arts, Department of Geography

This project has been funded with support from the European Commission. This presentation reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein.







#### **Department of Geography**



- established in 1919,
- over 500 students,
- 26 staff members,
- Bachelor, Master and PhD programs in the field of Geography









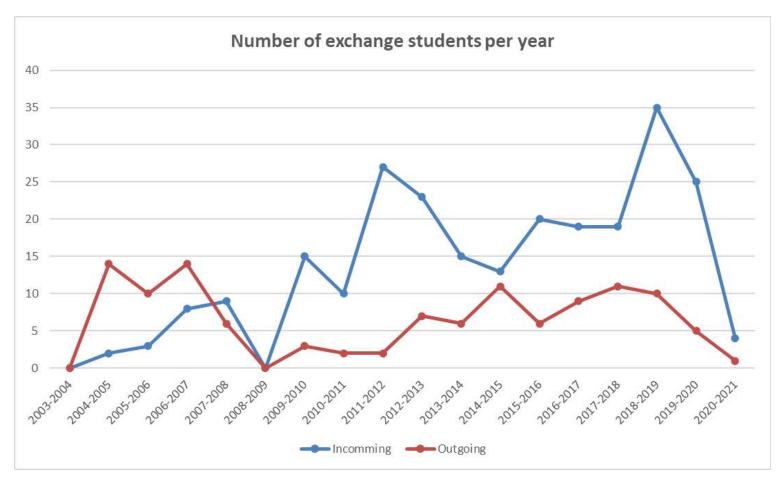
#### International cooperation – student exchange

#### • Erasmus+

- 19 countries
- 40 bilateral agreements

#### CEEPUS

- GeoRegNet network
- 19 partners
- 12 countries









#### **Courses for exchange students**

#### Requirements:

- Erasmus: students are obliged to collect 20 ECTS per semester
- students hosted by other departments on Faculty of Arts or other Faculties can select only two courses offered by Department of Geography;

#### Course selection:

- majority of courses on Department of Geography
  - 31 First level courses (Bachelor program)
  - 23 Second level courses (Master program)
- courses offered by:
  - Other Departments on Faculty of Arts and other Faculties of the University of Ljubljana;

	study year 2021-2022 First level courses (Bachelor program)					
	English course name	Slovene course name	ECTS credit	semester	Professor	Assistant
First	year courses	TO COLUMN TO THE PARTY OF THE P			40000000	
	Introduction to geography	Uvud v Gengrafijo		Not available to foreign students	dr. Darko Ogrin	Nejć Bobovnik
×	Meteorology	Meteorologija		Not available to foreign students	Doc. dr. Gregor Skok	
	Geology	Geologija		Not available to foreign students	dr. Luko Gale	Petru Žvab Rožii
	Physical Geography I	Fizične geografije 1	7	Autumn	dr. Uros Stepišnik, dr. Darko Ogrin	Alet Grij
1	Human Geography (	Družbena geografija 1	7	Autumn	dr. Marko Krovs, dr. Dejan Rebernik, dr. Jernej Zupančič	Mojca Ilc Klun
	Basics of Thematic Cartography	Osnove tematske kartegrafije	5	Autumn	dr. Biaż Rope	dr. Boštjen Rogel Nejc Bobovnik
	Rural Geography	<ul> <li>Geografija podeželja</li> </ul>	-4	Autumn	dr. irma Petpčnik Slavić	
- 1	Physical Geography II	Fizična geografija 2	7	Spring	dr. Tajan Trobec, dr. Bla! Repe	dr, Tajan Troboc
1 9	Human Geography II	Družbena geografija 2	3	Spring	dr. Dejan Cigale, dr. Simon Kušar	
	Gesmerphology	Geomorfologija	5	Spring	dr. Uroš Stepišnik	Alet Grij
	Climatology	Klimatogeografija	5	Spring	dr. Darke Ogrin	dr. Matej Ogrin
	Population Geography and Geography of Settlements	<ul> <li>Geografija prebivalstva in nasekj</li> </ul>	- 6	Spring	dr. Marko Kreys, dr. Dejan Rebernik	Mojca Ile Klun





5. 3. 2021



#### Language of instruction

- Slovene is the language of instruction
  - except Geography of Slovenia;
- Professors prepare individual programs for Erasmus students:
  - English language study literature;
  - instructions and assignments in English language;
  - consultations in English language;
  - research project, written report or oral exam in English language at the end.





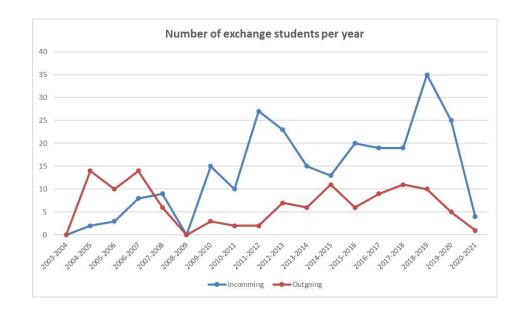


#### **Courses in English**

- Main reasons for offering courses in English:
  - growing number of exchange students;
  - Erasmus requirement for 20 ECTS;
  - to make study at our department more appealing to potential Erasmus students;
  - growing demand for Internationalisation of studies;



- high interest among exchange students,
- high appeal for non-geographers;
- collective effort → different staff members can participate in the course;









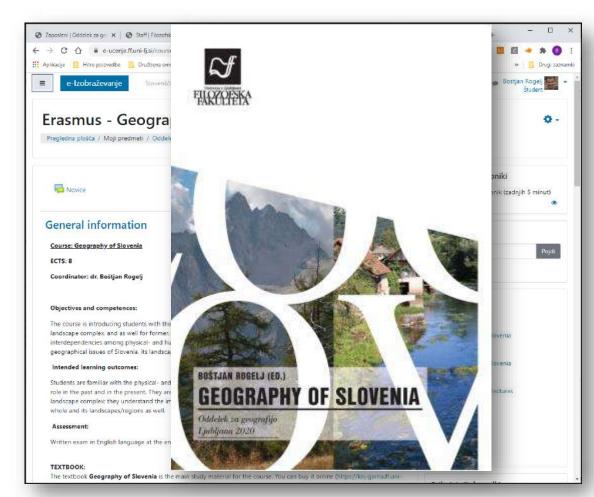
#### **Geography of Slovenia**

#### • The design of the course:

- 15 lectures each exploring one geographical feature of Slovenia;
- 11 lecturers (all professors from the Department of Geography);
- all material (ppt, reading material, study literature) is prepared in English;
- special e-classroom;
- special textbook for the course;
- the course takes place in winter and in spring semester;

#### • Promotion:

welcome day for exchange students;





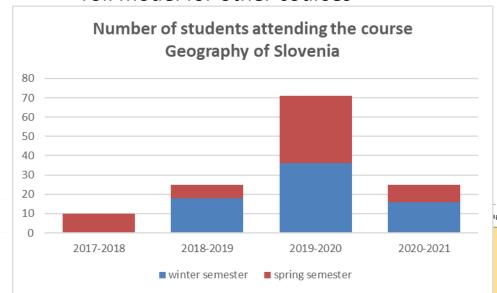




#### **Experiences**

#### **POSITIVE**

- great interest from geography and nongeographers students;
- multiple lecturers;
- positive feedback from students;
- roll model for other courses



#### **NEGATIVE**

- adaptation of the content for non-geographers
- great differences in language skills
- timetable overlapping
- administrative restrictions
- problems with coordination;



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#### **Future plans**

- Offer more courses in English  $\rightarrow$  4 or 5 courses per semester (20 ECTS):
  - each module on Master level should offer one course in English,
- Inclusion of Slovene students in English language courses,
- Joint degree program.





Montenegrin HEIs through Efficient Strategic Planning - IESP / Project no. 609675-EPP-1-2019-1-ME-EPPKA2-CBHE-SP



## THANK YOU!

Boštjan Rogelj

bostjan.rogelj@ff.uni-lj.si

https://geo.ff.uni-lj.si/vizitka-oddelka-za-geografijo







## Internationalization at UL Academy of Music





Prof. Dušan Bavdek, UL AG Vice-Dean for International Affairs and Quality Mrs. Nina Podlipnik, Head of UL AG International Office



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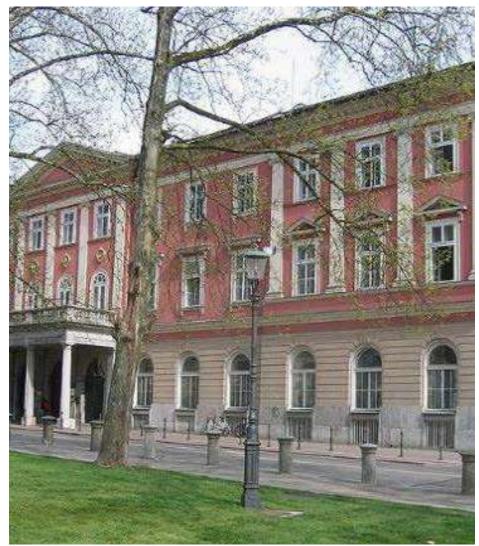


## Facts at a Glance

- Founded in 1939
- 3/1 Student to faculty ratio
- 435 Students (20% are international students)
- 87 Full-time professors
- 81 Part-time professors

<u>Presentation Flipbook</u>

**Academy's Website** 







Fostering Internationalization at Montenegrin HEIs through Efficient Strategic Planning - IESP / Project no. 609675-EPP-1-2019-1-ME-EPPKA2-CBHE-SP

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## Departments and Chairs

#### **Departments**

- COMPOSITION AND MUSIC THEORY
- CONDUCTING
- VOICE
- KEYBOARD INSTRUMENTS
- STRING INSTRUMENTS
- WIND, BRASS AND PERCUSSION INSTRUMENTS
- MUSIC PEDAGOGY
- SACRED MUSIC
- EARLY MUSIC

#### **Chairs**

- MUSIC THEORY
- CHAMBER MUSIC
- HISTORY OF MUSIC
- MUSIC EDUCATION
- JAZZ
- BRASS INSTRUMENTS
- PIANO A, B, C
- PIANO ACCOMPANIMENT
- CONTEMPORARY MUSIC







## Study Programmes BA

#### 2 Bachelor's Degree Programmes (3 years, 180 ECTS)

**Musical Arts** 

26 Princioal Studies:

Composition, Orchestral Conducting, Choral Conducting, Singing, Piano, Organ, Harpsichord, Accordion, Guitar, Harp, Violin, Viola, Cello, Double Bass, Flute, Oboe, Clarinet, Bassoon, Saxophone, Horn, Trumpet, Trombone, Tuba, Percussion Instruments, Sacred Music and Recorder.

Music Education

1 Principal Study: Music Education







## Courses in English

#### **Bachelor Level**

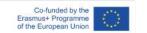
#### Courses in **ENGLISH**

- Analysis of Musical Forms
- Jazz Orchestra
- History and Styles of Jazz
- Jazz Harmony
- Combo

Syllabuses of the listed subjects were translated into English.

## Courses in ENGLISH for/with International Students

- All the Individual Courses:
  - Principal Studies of Composition, Conducting, Vocal and Instruments, Early Music
  - Complementary Piano
- Chamber Music
- Studio for New Music
- Orchestra/Choir







## Study Programmes MA

#### 4 Master's Degree Programmes (2 years, 120 ECTS)

**Musical Arts** 

Instrumental and Vocal Education

Music Theory Education

Music Education

26 Principal Studies (same as at BA)

22 Principal Studies:

Singing, Piano, Organ, Harpsichord, Accordion, Guitar, Harp, Violin, Viola, Cello, Double Bass, Flute, Oboe, Clarinet, Bassoon, Saxophone, Horn, Trumpet, Trombone, Tuba, Percussion Instruments, and Recorder.

4 Principal Studies:

Composition, Orchestral Conducting, Choral Conducting, Sacred Music

1 Principal Study: Music Education







## Courses in English

#### Master Level

#### Courses in **ENGLISH**

- Choir M1
- Ear Training M
- Applied Psychology of Music
- Jazz Orchestra
- Combo

Syllabuses of the listed subjects were translated into English.

## Courses in ENGLISH for/with International Students

- All the Individual Courses:
  - Principal Studies of Composition, Conducting, Vocal and Instruments, Early Music
  - Complementary Piano
- Orchestral/Chamber Project
- Studio for New Music

Syllabuses of the Principal Studies were translated into English.







### PhD and D.A.

- Interdisciplinary PhD in Humanities and Social Sciences
- Introduction of Interdisciplinary D.A. expected in 2022







## Non-Degree Study Programmes

#### Preparatory and Specialization Non-Degree Programmes

Preparatory Programme

- Preparation for the entrance examination
- Duration: 10 weeks
- Candidates can compile their study plan according to their needs: Principal study + Solfeggio / Analysis / Vocal Technique / Répétitions / Complementary Piano

Specialization Programme

- Further development and targeted upgrade of musical skills in the following areas/modules:
  - Singing/Instrument
  - Composition&Music Theory
  - Conducting
  - Chamber Music
  - Jazz
  - Répétiteuring
- Duration: min. 1 semester, 2 semesters suggested, max. 4 semesters
- Candidates can compile their study plan according to their needs: Principal study + Elective Courses
- Three directions: (1) General Training, (2) Preparation for Orchestral Auditions, and (3) Preparation of a Concert Program







## Strenghts

- Students have won 100+ awards at international and national competitions each year
- The Academy has a very high graduate employment rate.
- Many of the alumni have important soloistic careers, and perform in the best European symphony orchestras, or lecture at important international institutions.







## Challenges

- Increasing the number of Non-European International Students
- Introduction of Musical Arts BA and Musical Arts MA Programmes in English
- International Accreditation by an International Quality Assurance Agency (MusiQuE)

#### Tools

- Maintenance and Enhancement of High Quality of the Study Process
- Increasing Visibility and Presence in Europe and Globally
- Translation of the rest of syllabuses to the English language







#### International Activities

#### 1. International Concerts, Tours, Competitions

- International tours of the Academy's Symphony orchestra (Young-Euro-Classic), Big Band (Germany, Hungary, Austria, Serbia, Macedonia), Mini Operas Project (Hungary, Czechia), etc.
- Departmental exchange concerts with partner academies in Budapest, Belgrade, Zagreb, Graz, Udine, Brno and Beijing
- Academia Musicæ Labacensis Summer School&Festival
- International Solfege Competition
- UniWIND Ljubljana International Competition



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#### International Activities

#### 2. International Projects and Auditions to International Orchestras

- SWING ERASMUS+ project with Consortium GARR, Conservatorio di musica Giuseppe Tartini Trieste, Universit\(\text{a}\)t f\(\text{u}\)r Musik und Darstellende Kunst Vienna and AEC (Association Europeenne des Conservatoires, Academies de Musique et Musikhochschulen)
- Medinea-On-Air ERASMUS+ project with Academy of the Festival d' Aix-en-Provence, Conservatory of Lisboa, etc.
- Students are very successful in auditions for MYO, Gustav Mahler
   Jugendorchester, EUphony orchestra, CEMAN orchestra, Nei Suoni dei Luoghi







#### International Activities

#### 3. International Visibility, Partners, Networks and Projects

- Well known and appreciated in the Western Balkans Region (majority of International students)
- Targetted promotion in some European countries (e.g. Spain)
- Successful activities and increasing visibility in the Mediterranean Region (Medinea Network: very successful auditions for MYO, partnership in the Medinea-On-Air Erasmus+ Project)
- Intense work on increasing visibility in the Asian Basin:
  - Agreement of Collaboration with RUC School of Arts
  - Collaboration within China-CEEC Network (field of opera Academia Musicae Labacensis International Summer School&Festival)
  - Collaboration in other networks (Music Education Alliance Across the "Belt and Road", GMEL)
- Collaboration with some American, Russian and Taiwanese Schools of Music





#### Univerza *v Ljubljani* Akademija *za glasbo*



## Thank You!





5th March 2021 15

UNIVERSITY OF LJUBLJANA ACADEMY OF MUSIC





## DISCUSSION POINTS

### **COURSES IN ENGLISH**

Facts with Key Figures

**Brief Introduction** 

Overview of educational programmes

Slovene classes for UL AG students

It happens in English

Segmenting our needs and wishes

Launching courses

Benefits

**Future** 

Get in touch with us

# UL ACADEMY OF MUSIC

FACTS WITH KEY FIGURES

#### **Facts**

UL AG is located in the centre of
Ljubljana in the so-called Stiški dvorec.
The teaching of practical and
theoretical subjects takes place in all
four buildings. In Kazina Palace there is
a concert hall with a capacity of 200
seats; there is also a smaller concert hall.
Students have the opportunity to
practise in the Academy's premises
almost every day free of charge.

### **Key Figures**

Over 150 academy members (87 Full-time professors and 81 Part-time professors)
435 students
Students from 20 % of international students
More than 100 international partner institutions

# BRIEF INTRODUCTION

Professor Dušan Bavdek, Vice-Dean for International Affairs and Quality

Nina Podlipnik, International Office UL AG



# OVERVIEW OF EDUCATIONAL PROGRAMMES

UL AG offers Bachelor's, Master's and PhD studies according to the Slovenian higher education system. A completed bachelor's degree enables graduates to continue their studies in master's degree programmes in musical arts, vocal and instrumental education, or music theory education. Graduates of the Master's programme will have acquired sufficient knowledge and skills to work as music artists in the field of their major study, while the additional teaching module will enable them to teach in primary and secondary music schools. They are qualified to work in the fields of arts, culture, popular culture and amateur cultural work.

Detailed information about the study programmes is explained by Prof. Dušan Bavdek.

# DEPARTMENTS

- •COMPOSITION AND MUSIC THEORY
- ·CONDUCTING
- ·VOICE
- **•KEYBOARD INSTRUMENTS**
- **•STRING INSTRUMENTS**
- •WIND, BRASS AND
- PERCUSSION INSTRUMENTS
- •MUSIC PEDAGOGY
- ·SACRED MUSIC
- **•EARLY MUSIC**



# CHAIRS

- •MUSIC THEORY
- ·CHAMBER MUSIC
- ·HISTORY OF MUSIC
- •MUSIC EDUCATION
- ·JAZZ
- **•BRASS INSTRUMENTS**
- ·PIANO A, B, C
- ·PIANO ACCOMPANIMENT
- ·CONTEMPORARY MUSIC

#### Non- Degree options

#### **Preparatory program**

Preparation for the entrance examination

**Duration: 10 weeks** 

Candidates can compile their study plan according to their needs:

Principal study + Solfeggio / Analysis / Vocal Technique /

Repetitions / Complementary Piano

#### **Specialization Programme**

Further development and targeted upgrade of musical skills in the following areas/modules:

Singing/Instrument

**Composition&Music Theory** 

Conducting

**Chamber Music** 

Jazz

Repetiteuring

# YEAR PLUS

Slovene classes for UL AG students

All forein studetns are advised to attend a Slovene classes.



# IT HAPPENS IN ENGLISH

Specific organisation of studies the teaching programme emphasises the individual (daily) instrumental practice of the students, which allows them to progress with the help of the lecturers.

The syllabi take into account the diversity of our students' profiles through a wide choice of many complementary courses. Students are encouraged to engage in other aesthetic and interdisciplinary areas within the Academie's vibrant artistic and cultural environment.

The UL AG Symphony Orchestra gives students the opportunity to participate and learn in a professional environment and to perform masterworks repertoire.

Chamber music is an integral part of the Academy degree; student work is presented in public concerts at the end of the year.

# COURSES IN ENGLISH

#### **Bachelor and Master level**

Syllabuses of the listed subjects were translated into English.

Analysis of Musical Forms

Jazz Orchestra

History and Styles of Jazz

Jazz Harmony

Combo

#### Courses in ENGLISH for/with International Students

All the Individual Courses:

Principal Studies of Composition, Conducting, Vocal and

Instruments, Early Music

**Complementary Piano** 

**Chamber Music** 

**Studio for New Music** 

Orchestra/Choir

## Segmenting our needs and wishes

cts









## Launching courses

Erasmus statistic

AEC - subject common name

# CHALLANGES

#### Instruments

We didn't expect difficulties

### Group classes

Individual appointments

### Pedagogial subjects

Practical hours at school

Music school

International schools

Increasing the number of Non-European International Students

Introduction of Musical Arts BA and Musical Arts MA Programmes in English

International Accreditation by an International Quality Assurance Agency (MusiQuE)

### Benefits



Maintenance and Enhancement of High Quality of the Study Process

Increasing Visibility and Presence in Europe and Globally

Translation of the rest of syllabuses to the English language



### **FUTURE**

We plan to welcome a wide range of international students and create a diverse environment for all our students.

Joint and double degrees
Flexible study program

# INTERNATIONAL ACTIVITES

# International Visibility, Partners, Networks and Projects

Well known and appreciated in the Western Balkans Region (majority of International students)

Targetted promotion in some European countries (e.g. Spain)

Successful activities and increasing visibility in the Mediterranean Region (Medinea Network:

very successful auditions for MYO, partnership in the Medinea-On-Air Erasmus+ Project)

Intense work on increasing visibility in the Asian Basin:

Agreement of Collaboration with RUC School of Arts

Collaboration within China-CEEC Network (field of opera – Academia Musicae Labacensis
International Summer School&Festival)

Collaboration in other networks (Music Education Alliance Across the "Belt and Road", GMEL)

Collaboration with some American, Russian and Taiwanese Schools of Music

#### **Networks and Projects**

SWING - ERASMUS+ project with Consortium GARR, Conservatorio di musica Giuseppe Tartini Trieste, Universität für Musik und Darstellende Kunst Vienna and AEC (Association Europeenne des Conservatoires, Academies de Musique et Musikhochschulen)

Medinea-On-Air – ERASMUS+ project with Academy of the Festival d' Aix-en-Provence,

Conservatory of Lisboa, etc.

Students are very successful in auditions for MYO, Gustav Mahler Jugendorchester, EUphony orchestra, CEMAN orchestra, Nei Suoni dei Luoghi



# GET IN TOUCH WITH US

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**Phone Number** 

+386 1 24 27 320



# THANK YOU FOR PARTICIPATING!

Questions? Let us know!