

Making the most of your resources: a self-auditing exercise

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Self-auditing

- Internal analysis
 - Mapping the structures (central administrative offices, schools/department) that are involved in internationalization activities
 - Decide which are the structures that need to be strengthened
 - Create working groups on strategic processes
 - Coordination by a project manager in the start-up phase



Macro-processes

- International relations and agreements
- International seminars/events
- International projects (research & education)
- Student and staff mobility

- Services

International relations and agreements

- Objectives: development of international relations with (strategic) partners
- Different level of partnerships (Kings College Classification)*
 - Level one – Strategic centrally funded
 - Level two – Faculty level, faculty funded
 - Level three – Individual links

* Fielden J., *The Management of Internationalisation in universities*

International relations and agreements

- Strategic support in establishing new partnerships
 - providing information on the profile/reputation of the partner
 - defining criteria for partnerships
 - encouraging/discouraging the signatures of agreements with specific institutions



International relations and agreements/2

- Drafting of guidelines for International Agreements
 - Creation of draft models to be used by teaching staff when starting an agreement
- Defining approval procedures
 - Degree Programme/School
 - Academic Senate /Board
- Signature of the agreement
 - Authorised signatories



International relations and agreements/3

- Review of proposed agreements
- Support in the negotiation phase
- Paper and digital archive of agreements signed
- Monitor and review the effectiveness of the agreements signed

International relations and agreements/4

- Standards and procedures need to be jointly defined by faculty members and by professionals
- They have to be valid for the whole institution
- The unit in charge should be placed at the central administration level

International seminars/events

- Support to faculty in organising international events
- Very important to define the level of service
- Decide which events are of interest for the whole institution
- A central office or departmental offices or both according to the strategy
 - In any case an institutional communication policy has to be adopted (branding)



International research & education projects

- The setting up of an international projects office is recommended if it is considered strategic to increase the number of international grants/projects approved
- The office can provide services both for research and education projects although they imply different competences and approaches



International projects office

- Main tasks
 - Dissemination to schools/departments of information relevant to international grants/funding
 - Technical support in writing grants proposal
 - Financial and administrative support in managing approved projects



International projects office/2

- Define the level of services
 - Very important to define the extent to which the office provides its service
- Recruit or train the right professionals
 - It is a highly specialise job that needs specific competences



Student and staff mobility

- For whom?
- Internal division of tasks
- Information
 - Internal
 - External
- Promotion
 - Internal
- Level of service
- Evaluation

Group discussion

A self-auditing exercise on internationalization processes

- Group discussion
 - Group A: Qasemi Academic College of Education, Kaye Academic College of Education, Shenkar, Braude
 - Group B: Beit Berl College, The Max Stern Yezreel Valley College, Sapir College, Ort Hermelin
- 20 minutes discussion
- 10 minutes reporting to the whole class



Services

- Library
- Information centres / reception
 - Also at department level
- Human resources department
- Student advisors
- Student health services
- Registration
- International office

Services/2

- Before arrival
 - Web
 - Direct contact
- Accommodation
- Upon arrival
 - Students, teachers, researchers and staff
- During stay
- After leaving
- Evaluations



Services/3

- Preparation before leaving
 - Students
 - Teachers, reserarchers and staff
- During stay abroad
- After returning
 - Evaluations
 - Sharing the experience



International recruitment

- Strategy
 - Geographical priorities
 - Subject areas
 - Programmes
 - Methods
 - Fairs, social media, partners, visits
- Evaluation
 - Over time



Internationalisation at Home

- Course content
- Literature choices
- Guest lecturers
- Intercultural communication courses
- Education in other languages
 - By department
 - Joint packages
- Evaluation through course evaluations etc



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