



ERASMUS+

Proposal Template

**Administrative Forms (Part A)
Project Technical Description (Part B)**

Erasmus: Key action 1: Erasmus Charter for Higher Education

EACEA-03-2020 ECHE-LP-2020

**Version 1.0
11 February 2020**

Disclaimer

This document is aimed at informing applicants for EU funding. It serves only as an example. The actual web forms and templates provided in the Funding & Tenders Portal Electronic Submission System might differ from this example. Proposals (and annexes and supporting documents) must be prepared and submitted directly inside the Portal.



ERASMUS+
PROPOSAL (PART B)

**Erasmus: Key action 1: Erasmus Charter for
Higher Education**

EACEA-03-2020 ECHE-LP-2020

IMPORTANT NOTICE

Applications must be submitted via the Funding & Tenders Portal Submission Service before the call deadline.

Applicants must use this template for their applications (designed to highlight important aspects and facilitate the assessment against the evaluation criteria).

Character and page limits:

page limit **20** pages

supporting documents can be provided as an annex and do not count towards the page limit

minimum font size — Arial 8 points

page size: A4

margins (top, bottom, left and right): at least 15 mm (not including headers & footers).

Please abide by the formatting rules. They are not a target! Keep your text as concise as possible. Do not use hyperlinks to show information that is an essential part of your proposal.

If you attempt to upload an application that exceeds the specified limit, you will receive an automatic warning asking you to shorten and re-upload your application. After you have submitted it, any excess pages will be made invisible and thus disregarded by the evaluators.

Please do NOT delete any instructions in the document. The overall page-limit has been raised to ensure equal treatment of all applicants.

COVER PAGE

Part B of the proposal must be filled out by the participants in WORD, assembled and uploaded as PDF in the Funding & Tenders Portal Submission System. The template to use is available there.

Note: Please take due account of the objectives and Charter's principles to be awarded with the Charter under the call (see Call document). Pay particular attention to the award criteria; they explain how the proposal will be evaluated.

1.2 Erasmus Policy statement (EPS): your strategy

Your Erasmus Policy Statement should reflect how you intended to implement Erasmus after the award of the ECHE. Should you wish to add additional activities in the future, you will need to amend your Erasmus Policy Statement and inform your Erasmus National Agency.

What would you like to achieve by participating in the Erasmus Programme? How does your participation in the Erasmus Programme fit into your institutional internationalisation and modernisation strategy?

(Please reflect on the objectives of your participation. Please explain how you expect the participation in Erasmus to contribute towards modernising your institution, as well as on the goal of building a European Education Area¹ and explain the policy objectives you intend to pursue).

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

The University of Sassari (UNISS) is a medium-sized university with 10 departments and about 13,700 students, rooted in a complex island at the heart of the Mediterranean Basin, focusing on the internationalization of teaching and research to curb the negative effects of insularity. It also seeks to facilitate the achievement of new skills to boost the employability of its graduates, through policies fostering exchanges and international mobility. With its international strategy plan, UNISS seeks the internationalization of its courses and traineeships. It also fosters mobility programmes to study and train abroad by launching and further developing international collaborations to increase the number of international courses and contribute to the building of a European University model.

UNISS endorses the challenges and objectives set by the EU to modernize higher education. With this in mind, the University will boost investments in mobility programmes and transnational cooperation, to promote scientific and educational innovation, and develop skills and know-how which better meet the needs of contemporary society. By adopting international standards for the development of its courses, UNISS extensively uses the tools made available by the EU, such as the European Credit Transfer and Accumulation System (ECTS) and the Diploma Supplement, to promote international mobility, foster understanding and the recognition of educational and vocational qualifications. UNISS will update and further develop information published on the official UNISS website, to secure access to them by international users. Therefore, UNISS plays an active role in building the European Education Area.

UNISS seeks to be more and more inclusive by securing access to educational and training opportunities also to the most vulnerable categories of students, thus bridging societal gaps as much as possible. By launching its Foundation Course, UNISS promotes access to European Higher Education to non-EU students with less than 12 years of school education,

¹ For more information on the priorities of the European Education Area, such as recognition, digital skills, common values and inclusive education, please consult the following website:

https://ec.europa.eu/education/education-in-the-eu/european-education-area_en

as required by current national regulations. UNISS promotes and develops innovative teaching methods (e-learning) to secure access to education also for students with special needs. The modernization process of teaching, that also includes the development of innovative teaching techniques and methods, is encouraged by UNISS participation in Erasmus+ Key Actions. For this reason, supporting exchanges and partnerships with European and non-European universities and research centres plays a major role for the implementation of UNISS institutional policies. UNISS intends to improve the participation of staff to mobility programmes also by approving new forms of recognition and more effective tools, to make sure that study and training experiences abroad fully become part of student education. Several actions will be taken to improve accessibility in the Erasmus+ Programme, including: blended mobility opportunities; standardized procedures to ensure the full recognition of the results attained abroad; increased monthly scholarships to remove the obstacles that would prevent participation in the Erasmus+ Programme for the most vulnerable student categories.

UNISS inclusiveness is also testified by its effort to secure the right to education to those students under international protection and tailor personalized courses for asylum-seekers. The process involves not only the university staff providing student services, but also a thick network connecting local companies, associations and volunteers. UNISS inclusion programmes started in 2015, through the Public Engagement activities launched by the Departments, and provide a cultural contribution to national policies on migration, with a "domino effect" that encourage more and more young students continue their education at UNISS. All the students included in this category have and will have access to all the international mobility opportunities offered by the University of Sassari.

UNISS believes that the internationalization process requires the integration of an international, inter-cultural and global vision in all educational processes. For this reason, UNISS promotes and will continue promoting actions also in non-European contexts and, in particular, within the Mediterranean Basin. During the last few years, UNISS cooperation activities with North African countries have developed both in terms of International Credit Mobility and participation in Capacity Building projects, focusing in particular on issues related to sustainable development, being one of the core issues affecting the area. Building a common ground to develop teaching, learning and working skills, fosters the creation of a Euro-Mediterranean Education Area, rather than an EHEA only. In this context, UNISS participation in the FORMED project is of particular strategic importance, collaborating with Fondazione di Sardegna and the Sardinian Regional Agency for the Right to Education, promoting and supporting the enrolment of dozens of students coming from North African countries at both Sardinian universities. The UNISS internationalization strategy also aims at further expanding cooperation with Latin American countries, building on a common cultural heritage and the presence of several Italian communities in that area, supported by this favourable environment to promote exchange and the launch of double and joint degree courses. UNISS cooperation activities with Southeast Asian countries, with particular reference to Vietnam, have been sustained by Erasmus+ KA107 funds. Cooperation with Chinese partners has also developed over time. UNISS will also increase cooperation with international networks, such as EUA, IAU, UNIMED and RETI.

The future seven-year internationalization strategy aims at reaffirming and expanding the scope already outlined for the 2014-2020 period. In particular, actions will be addressed to:

- Make sure that mobility experiences become an integral part of students' curricula;
- Support and encourage the building of a European identity through the Erasmus+ Programme and transnational and international exchanges;
- Foster a multicultural learning environment, where diversity is recognized and improved, through the support of incoming mobility and the presence of more and more international students;
- Facilitate the ability of enrolled and newly-graduated students to compete and collaborate with people with different cultural and social backgrounds (according to the

principles expressed by the "White Paper on Intercultural Dialogue" of the Council of Europe dated 7 May 2008)

- Promote alliances with other European and non-European universities, by creating partnerships for the launch of joint curricula aimed at improving the quality and excellence of education systems;
- Improve the quality of research and teaching, through the development and testing of innovative methodologies;
- Develop students' digital skills students and contribute to the improvement of language skills;
- Create international courses (i.e., double and joint degrees) which are more consistent with the needs of the job market and offer students a quality education
- Improve the international competitiveness and attractiveness of the University of Sassari
- Implement the university student career management digitalization agenda and participation in the Erasmus Without Paper Project to manage international mobility;

Implement policies to secure the environmental sustainability of mobility and cooperation actions and contribute to the development of civic awareness among students and staff.

Please reflect on the Erasmus actions you would like to take part in and explain how they will be implemented in practice at your institution. Please explain how your institution's participation in these actions will contribute to achieving the objectives of your institutional strategy.

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

Over the next seven years, UNISS will implement its internationalization policies through the development and consolidation of the following actions:

- Key Action 1 - Learning Mobility of Individuals, i.e. students and staff, to Programme and Partner countries;
- Project design to consolidate forms of collaboration with EU and non-EU universities, to encourage student and researcher innovation, entrepreneurship and employability, by exchanging knowledge, teaching practices and multidisciplinary learning. UNISS will support the modernization and internationalization of higher education systems, by submitting projects to the Erasmus+ Key Action 2, to promote the design and establishment of new joint degree courses.
- Participation in EU and non-EU networks to foster the launch of European Universities.
- Cooperation with international partners to facilitate the submission of project proposals under the Erasmus Mundus Joint Master's Degrees action

The promotion and development of mobility actions will be guaranteed through the consolidation of several measures and good practices already implemented by UNISS, which have encouraged a wide participation of students and staff to the Programme. Actions include: the implementation of simplified procedures and the digital transition of procedures, while complying with the objectives and deadlines established under the Erasmus Without Paper project; the optimization of procedures to ensure the full and automatic recognition of student activities carried out abroad and the credits awarded; the improvement of the quality of the experiences carried out abroad, through the improvement of language skills and the

extensive assistance provided by central and departmental staff for the drafting of Learning Agreements.

The planning and organization of mobility flows will continue to be managed within a system that involves all university levels. The University governance and managers establish UNISS internationalization policies and provide for the allocation of human and financial resources; the Rector's Delegate for the Erasmus Programme and the Erasmus University Committee, consisting of Erasmus Departmental Delegates and the representatives of the Student Council, and International Relations Office are responsible for the planning of actions and policies necessary to achieve the objectives laid down by the governing bodies. For this reason, they make choices and take all necessary actions to secure the proper implementation of the Programme. The International Relations Office (URI) currently includes a sufficient number of full-time equivalents who manage incoming and outgoing mobility flows (8 employees with permanent contract) and two full-time equivalents with temporary contracts dedicated to cooperation projects. URI will continue to coordinate, promote and manage the administrative and financial aspects of Programme actions and the relations with local, national and EU organizations funding mobility programmes. The international mobility management system is a multi-levelled system: each Department has an Erasmus Committee consisting of teaching and administrative staff and chaired by the Departmental Erasmus Delegate, that works in synergy with the Departmental Erasmus help-desk, managed by administrative staff and the so-called "Erasmus Ambassador", that is, a student tutor appointed by the URI. The international mobility system is also supported by a long-lasting collaboration with the local branch of the Erasmus Student Network Association, with the University Language Centre, as well as with the Incoming Student Ombudsperson, a support service established to protect the rights of incoming students.

The rules governing participation in international mobility programmes and the related procedures are enshrined in a university regulation, which is updated based on the guidelines and procedures adopted by the EU from time to time. Based on achieved results, Programme action management will be implemented following approved measures and recognized good practices. Firstly, the accessibility to the Program will continue to be guaranteed by a series of economic and academic measures, including monthly scholarships as high as € 700 for mobility for traineeship, and up to € 800 for mobility for study; adjustment of scholarships based on each student's economic situation to facilitate the participation of financially and socially vulnerable students; availability of dedicated staff at the International Relations Office to provide assistance and guidance to students with special needs who wish to participate in mobility programmes, and help them choose a suitable destination; a 1-to-2 increase of the graduation mark to students who have successfully completed their mobility experience; additional financial resources transferred to the students who achieve the best academic results during their mobility period. These actions will ensure greater Programme inclusiveness and the involvement of individuals suffering from economic, health or family issues, who are less likely to carry out a mobility experience abroad. The measures mentioned above will help increase the number of participants and ensure the quality of Erasmus experiences, promoted also through free language courses for outgoing students and staff. UNISS will continue organize foreign language courses before the start of student mobility, investing € 50 to 60 thousand a year in language courses and assessing their language level through innovative digital teaching tools.

The support provided to students and the outgoing staff will continue to include the organization of information and guidance sessions, managed by the URI, when information related to the administration, the insurance, the financial aspects and the organization of mobility, will be provided. The guidance activities for outgoing and incoming Erasmus students will be carried out by the Departmental Erasmus helpdesks, organized in collaboration with the Departmental Delegates and the Erasmus contact scholars, who help students to draft Learning Agreements prior to mobility. The mobility will be carried out according to the LA signed before the beginning of the mobility and in compliance with the provisions of the inter-institutional agreements underpinning the mobility, resulting from a careful analysis of the compatibility between UNISS and the partner's courses, implemented by the academic persons of reference. To make the Programme more inclusive, UNISS will confirm and boost the measures taken to ensure full and automatic recognition of the results achieved by students abroad. UNISS has processed and updated for several years the

statistical grade distribution table and apply it when a partner university have done so. The credit recognition procedure for marks awarded during the mobility, are laid down in the International Mobility University Regulation and shared with students and the departmental staff involved in the credit recognition procedures. Recently, UNISS has established a procedure for a careful evaluation of those cases when students do not achieve the minimum amount of credits required by the open call, before the end of their mobility period. As a matter of fact, a Committee will be appointed by the Rector for the assessment of such cases. UNISS is currently drafting an amendment of the University regulation to outline the procedure for the evaluation of students' requests in compliance with the selection results and the recognition of credits awarded during international mobility periods. Evaluations will be carried out by a Panel appointed by the Rector.

To facilitate the mobility of incoming students and boost the support dedicated to them, specific additional help services will be offered by the International Relations Office to non-EU students and staff for visa and residence permit requests. The collaboration with the University Language Centre will be pivotal to continue organizing free intensive Italian language and culture courses for the incoming students, to achieve an appropriate level of language proficiency to successfully attend lessons. Higher-level courses will also be organized during the academic semesters. The Incoming Student Ombudsperson will continue monitoring and protecting incoming students. Also, the feedback questionnaire for incoming students will be enhanced to improve services and meet the needs of the Erasmus community. For several years now, the University of Sassari has been funding the Erasmus Student Network local branch for outgoing student support and to help incoming seek accommodations, manage paperwork, pick them up at the airport and at the train station upon arrival. At the residences managed by the Sardinian Regional Authority for the Right to Study, a few beds may be assigned to incoming students under the same conditions enjoyed by other non-resident students. The International Relations Office forwards via e-mail the Transcript of Records to all incoming students and their home universities within 5 weeks after the end of their mobility period. The document also shows the statistical curves of grade distribution, as suggested by the ECTS guide, which are useful to convert the grades awarded by the host university.

The measures put in place to ensure that all categories of students, including the most vulnerable ones, may participate in the Programme, will be pivotal to achieve UNISS international objectives and, in particular: to increase the number of participants in mobility programmes, thus creating international academic environment "at home"; to help students develop language and sector-specific skills, thus improving their employability; to improve UNISS appeal in the international scenario.

Staff mobility will secure the acquisition of the skills necessary to modernize teaching and exchange administrative good practices. Currently, outgoing mobility for staff training is considered for individual salary progression. The staff training period is also accounted for as working time and it affect the parameters related to a few salary-related items. Mobility for teaching improves the scholars' profiles and has an indirect impact on their evaluation during recruitment or public calls. Further measures are being explored by UNISS in terms of financial benefits. To further encourage teaching and administrative staff mobility, language courses will be organized in collaboration with the UNISS Language Centre.

Participation and management of international cooperation activities under Key Action 2 will be encouraged and supported by dedicated personnel. The recruitment of additional full-time equivalents may also be considered, to boost promotion, communication, coordination and dissemination of Programme activities and projects, in collaboration with UNISS Departments. UNISS encourages scholars to enter collaborative projects, join networks and build partnerships to submit projects. By developing international cooperation activities, UNISS will create new opportunities for collaboration to launch international, double or joint degree courses with other EU and non-EU partner universities.

By actively participating in Erasmus+ actions, in particular by boosting student, faculty and staff exchanges, and launching joint projects, new partnerships and inter-university collaborations, the university will have a positive effect on scientific collaborations, the quality of education and increase the potential of critical learning and knowledge/know-how co-development. At the same time, the University will continue enhancing its capacity to attract

and develop incoming student flows, offering new incentives to diversify teaching methodologies and making courses more flexible.

What is the envisaged impact of your participation in the Erasmus+ Programme on your institution?

Please reflect on targets, as well as qualitative and quantitative indicators in monitoring this impact (such as mobility targets for student/staff mobility, quality of the implementation, support for participants on mobility, increased involvement in cooperation projects (under the KA2 action), sustainability/long-term impact of projects etc.) You are encouraged to offer an indicative timeline for achieving the targets related to the Erasmus+ actions.

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

Participation in the actions offered by the Erasmus+ Programme will result in a higher level of internationalization, with a major impact on governance, departments, faculty, administrative staff and students, in terms of: increased international cooperation, with particular reference to the launch of double/joint degrees; improved language and digital skills of students, through more and more tailored traineeship opportunities; the development of teaching skills for staff, to significantly contribute to the modernization of education; tighter bonds with partners; increased number of students enjoying international academic experience, either in the framework of mobility programmes or double/joint degree courses; improved quality of the Erasmus+ experience through the consolidation of the number of ECTS credits awarded by the host university.

In particular, to achieve the objectives set as part of its internationalization strategy, UNISS will seek the following:

Key Action 1:

- An increase in the overall mobility flows of students and staff through a wider access to the Programme. Indicator: +3-5% of mobility participants compared to the 2020 value, to be achieved over the next seven years;
- An increased number of courses offering lessons to incoming students in blended mode (class + virtual lessons). Indicators: x1 course offered in blended mode per academic year; +2% of mobility students attending blended courses per academic year;
- An increased number of language courses for outgoing and incoming mobility students. Indicator: at least 50% of outgoing and incoming mobility students attend language courses organized by UNISS. Indicator: number of language certificates issued by the University Language Centre;
- An increased involvement of former Erasmus students in mobility promotional and support activities, by expanding the "Erasmus Ambassador" project: x5 Student Ambassadors per academic year.

To secure the integration of socially and financially vulnerable students, students with special needs, migrant and asylum-seeking students, UNISS will increase their participation in both traditional and blended international mobility activities. Indicator: + 5% of students belonging to categories currently being under-represented in mobility actions, over the next seven years.

Regarding the quality of mobility experiences, for both students and staff, the International Relations Office will develop an appropriate, questionnaire-based feedback system, to be

filled by incoming and outgoing participants, to monitor the effectiveness of the actions taken and consider improvement measures. Indicator: x1 annual monitoring report.

Key Action 2

As for the participation in international cooperation under Erasmus+ Key Action 2, UNISS will boost cooperation with other HEIs and private companies and organizations, both in EU and non-EU countries, particularly in Latin America, Asia and Southern Mediterranean countries. This is an essential part of the internationalization and modernization strategy developed by UNISS and many other partner universities. In particular, UNISS will:

- Increase in the number of international double/joint degree courses; Indicator: x4 new international courses in the next seven years.
- Increase the number of international/transnational cooperation projects under Key Action 2; Indicator: + 10% of new submitted project proposals under Key Action 2 in the next seven years.
- Develop new educational projects, stemming directly from the collaborations developed with institutions, organizations and stakeholders which participated in the projects approved under the Erasmus+ Programme. Indicator: 10% of new project proposals, also in collaboration with other partner universities, in the next seven years, under programmes other than the Erasmus+ Programme.

To promote and facilitate these objectives, UNISS will also:

- Improve staff skills at the International Relations Office and other University offices, to provide support in the drafting of project proposals under Key Action 2 and provide logistic and administrative support to other University units. Indicator: launch of a service dedicated to the Key Action 2 project activities.
- Participation in the European Universities Initiative, to strengthen international strategic partnerships and offer students and staff the opportunity to work together with a network of European universities. Indicator: launch or access to at least x1 European Universities project in the next seven years.

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