



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 1.1
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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.

HISTORY OF CHANGES		
VERSION	PUBLICATION DATE	CHANGE
1.0	11.02.2020	Initial version
1.1	04.03.2020	Changes in page 10, 1st box after the Erasmus Policy Declaration

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.

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COMMITMENT TO THE ERASMUS CHARTER PRINCIPLES

Declaration

I, undersigned, declare that if my institution is awarded with an Erasmus Charter for Higher Education, my institution will undertake to:

- Respect in full the principles of non-discrimination, transparency and inclusion set out in the Programme.
- Ensure equal and equitable access and opportunities to current and prospective participants from all backgrounds, paying particular attention to the inclusion of those with fewer opportunities.
- Ensure full automatic recognition of all credits (based on the European Credit Transfer and Accumulation System – ECTS) gained for learning outcomes satisfactorily achieved during a period of study/training abroad, including during blended mobility.
- Charge no fees, in the case of credit mobility, to incoming mobile students for tuition, registration, examinations or access to laboratory and library facilities.
- Ensure the quality of the mobility activities and of the cooperation projects throughout the application and implementation phases.
- Implement the priorities of the Programme:
 - By undertaking the necessary steps to implement digital mobility management in line with the technical standards of the European Student Card Initiative.
 - By promoting environmentally friendly practices in all activities related to the Programme.
 - By encouraging the participation of individuals with fewer opportunities in the Programme.
 - By promoting civic engagement and encouraging students and staff to get involved as active citizens before, during and after their participation in a mobility or project.

WHEN PARTICIPATING IN MOBILITY ACTIVITIES

Before mobility

- Ensure that selection procedures for mobility activities are fair, transparent, coherent and documented.
- Publish and regularly update the course catalogue on the website of the Institution well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Publish and regularly update information on the grading system used and grade distribution tables for all study programmes. Ensure that students receive clear and transparent information on recognition and grade conversion procedures.
- Carry out mobility for the purpose of studying and teaching only within the framework

of prior agreements between institutions. These agreements establish the respective roles and responsibilities of the different parties, as well as their commitment to shared quality criteria in the selection, preparation, reception, support and integration of mobile participants.

- Ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of linguistic proficiency and develop their intercultural competences.
- Ensure that student and staff mobility is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide active support to incoming mobile participants throughout the process of finding accommodation.
- Provide assistance related to obtaining visas, when required, for incoming and outgoing mobile participants.
- Provide assistance related to obtaining insurance, when required, for incoming and outgoing mobile participants.
- Ensure that students are aware of their rights and obligations as defined in the Erasmus Student Charter.

During mobility

- Ensure equal academic treatment and the quality of services for incoming students.
- Promote measures that ensure the safety of outgoing and incoming mobile participants.
- Integrate incoming mobile participants into the wider student community and in the Institution's everyday life. Encourage them to act as ambassadors of the programme and share their mobility experience.
- Provide appropriate mentoring and support arrangements for mobile participants, including for those pursuing blended mobility.
- Provide appropriate language support to incoming mobile participants.

After mobility

- Provide incoming mobile students and their sending institutions with transcripts of records containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Ensure that all ECTS credits gained for learning outcomes satisfactorily achieved during a period of study/training abroad, including during blended mobility are fully and automatically recognised as agreed in the learning agreement and confirmed by the transcript of records/traineeship certificate. They shall be transferred without delay into the student's records, shall be counted towards the student's degree without any additional work or assessment of the student and shall be traceable in the student's transcript of records and the Diploma Supplement.
- Ensure the inclusion of satisfactorily completed study and/or traineeship mobility activities in the final record of student achievements (the Diploma Supplement).

- Encourage and support mobile participants upon return to act as ambassadors of the programme, promote the benefits of mobility and actively engage in building alumni communities.
- Ensure that staff is given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement and in line with the institutional strategy.

WHEN PARTICIPATING IN EUROPEAN AND INTERNATIONAL COOPERATION PROJECTS

- Ensure that cooperation activities contribute towards the fulfilment of the institutional strategy.
- Promote the opportunities offered by the cooperation projects and provide relevant support to staff and students interested in participating in these activities throughout the application and implementation phase.
- Ensure that cooperation activities lead to sustainable outcomes and that their impact benefits all partners.
- Encourage peer-learning activities and exploit the results of the projects in a way that will maximise their impact on individuals, other participating institutions and the wider academic community.

FOR THE PURPOSES OF IMPLEMENTATION AND MONITORING

- Ensure that the long-term institutional strategy and its relevance to the objectives and priorities of the Programme are described in the Erasmus Policy Statement.
- Ensure that the principles of the Charter are well communicated and are applied by staff at all levels of the Institution.
- Make use of the "ECHE guidelines" and of the "ECHE self-assessment" to ensure the full implementation of the principles of this Charter.
- Regularly promote activities supported by the Programme, along with their results.
- Display this Charter and the related Erasmus Policy Statement prominently on the Institution's website and on all other relevant channels.

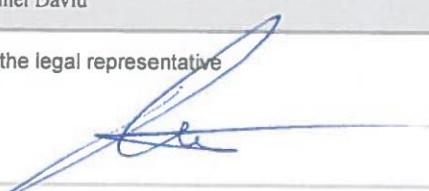
On behalf of the Institution, I acknowledge that the implementation of the Charter will be monitored by the Erasmus National Agencies and that a violation of the above principles and commitments may lead to its withdrawal by the European Commission.

On behalf of the institution, I commit to publishing the Erasmus Policy Statement on the institution website.

Legal representative of the institution

Prof. psih. Daniel David

Signature of the legal representative



In the following sections of the application form, you will need to explain how your institution will fulfil the ECHE principles if the Charter is awarded. You are encouraged to consult the [ECHE Guidelines](#) for support in completing this application.

Please note that your Erasmus+ National Agency will monitor your Erasmus Policy Statement and your answers to the questions given in the application. The Erasmus+ National Agency reserves the right to request more information on your activities and propose supplementary measures, for the purposes of monitoring and implementing the Charter principles by your institution.

1. ERASMUS POLICY STATEMENT (EPS)

1.1 Erasmus activities included in your EPS

In this section, you need to tick the Erasmus activities covered by your Erasmus Policy Statement. Please select those activities that your HEI intends to implement during the entire duration of the Programme.

Erasmus Key Action 1 (KA1) - Learning mobility:

The mobility of higher education students and staff

Erasmus Key Action 2 (KA2) - Cooperation among organisations and institutions:

Partnerships for Cooperation and exchanges of practices

Partnerships for Excellence – European Universities

Partnerships for Excellence - Erasmus Mundus Joint Master Degrees

Partnerships for Innovation

Erasmus Key Action 3 (KA3):

Erasmus Key Action 3 (KA3) - Support to policy development and cooperation:

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)

Invatamantul academic universitar este in continua schimbare si modernizare. Se simte tot mai mult nevoia realizarii de activitati educationale comune, de centre academice internationale care sa ofere un alt tip de educatie. Participarea studentilor si cadrelor didactice la activitati academice si de cercetare internationale este importanta pentru portofoliul profesional al fiecarui beneficiar.

Programul Erasmus este unul din elementele principale ale strategiilor de internationalizare a tuturor universitatilor din Europa avand in vedere ca este mult mai mult decat un program de finantare. Chiar daca finantarea este importanta pentru atingerea obiectivelor, principalul beneficiu al programului este cadrul institutional pe care il ofera in mod unitar unui numar mare de universitati, facilitand cooperarea internationala.

In cadrul strategiei de internationalizare a Universitatii Babes-Bolyai, programul Erasmus are un rol important avand in vedere atat rezultatele obtinute pana in prezent cat si obiectivele care pot fi atinse la nivel institutional prin continuarea implementarii acestuia.

Programul Erasmus in cadrul Universitatii Babes-Bolyai a generat dezvoltarea activitatilor de internationalizare, dezvoltarea programelor de formare, alinierarea la standarde internationale, extinderea numarului de parteneri si cresterea numarului de proiecte internationale in care univesitatea este partenera.

Programul Erasmus este motorul care sta la baza modernizarii educatiei academice la nivel european si national avand in vedere ca prin el putem atinge urmatoarele obiective ale strategie de internationalizare:

1. Creșterea gradului de digitalizare a activitatilor de relații internaționale

Digitalizarea invatamantului universitar academic este o provocare la nivel international fiind un proces care presupune cooperare intre institutii. Programul Erasmus ofera sprijin atat prin cadrul legislativ cat si prin alocarea de fonduri care faciliteaza atingerea acestui obiectiv.

Extinderea programului Erasmus la nivel international a generat atat anumite schimbari in modalitatea de recunoastere academica a mobilitatilor, cat si in stabilirea unor noi obiective strategice la nivel european.

Implementarea unor solutii digitale comune si eficiente a devenit o prioritate in acest moment generata de numarul mare de beneficiari si de dorinta de a avea un program ecologic.

2. Consolidarea vizibilitatii programului Erasmus

Universitatea Babes-Bolyai este un lider in ceea ce priveste educatia academica in Romania, dar si in ceea ce priveste implicarea in societate prin promovarea spiritului civic in randul studentilor si angajatilor.

Consolidarea vizibilitatii programului Erasmus poate fi realizata printr-o implicare mult mai mare a beneficiarilor programului atat in activitati de promovare, cat si in activitati cu caracter civic.

3. Creșterea numărului de beneficiari Erasmus

In acest moment exista o tendinta de crestere a numarului de mobilitati Erasmus atat la nivelul Universitatii Babes-Bolyai cat si la nivel European. Evolutia numarului de beneficiari Erasmus in cadrul institutiei a dus la o schimbare treptata a modului de realizare a educatiei, generand activitati academice cu un alt nivel de performanta prin implicarea resurselor de la un numar impresionant de universitati.

De asemenea cresterea numarului de beneficiari Erasmus este foarte importanta pentru o mai buna pozitionare in clasificarile internationale, fiind mereu o prioritate in cadrul strategiei.

4. Cresterea capacitatii institutionale de implementare a fondurilor europene in domeniul relatiilor internationale

Rezultatele obtinute in urma implementarii proiectelor Erasmus, pe langa implementarea programului de mobilitati a generat o crestere considerabila a numarului de aplicatii care se depun in fiecare an. Avand in vedere interesul tot

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

mai mare al cadrelor didactice pentru acest tip de proiecte si necesitatea acestora pentru dezvoltarea lor este necesar o implicare mai mare la nivel instituitional.

Oferirea unui program de formare anual cadrelor didactice și personalului administrativ poate genera un număr mai mare de aplicații atât depuse, cât și aprobată la nivel instituitional.

Cresterea numarului de beneficiari la nivel de instituție poate fi realizată printr-o strategie de promovare mai eficientă a programului și a rezultatelor obținute. Includerea beneficiarilor Erasmus în promovarea programului și dezvoltarea cooperării cu parteneri din alte țări în cadrul unei strategii clare de internaționalizare sunt obiective strategice care pot consolida vizibilitatea programului la nivel instituțional.

5. Creșterea vizibilității ofertei academice

Implementarea programului Erasmus la nivelul Universitatii Babes-Bolyai presupune alocarea de resurse la nivel de instituție: oferă academică în limbi de circulație internațională, resurse digitale, resurse umane, infrastructură, cazare, pregătire ligivistică, oferirea de consultanță beneficiarilor, etc. Numărul mare de beneficiari care trebuie gestionati în implementarea programului presupune proporțional un număr mare de resurse alocate la nivel de instituție și determină creșterea vizibilității internaționale.

English version

University academic education is constantly changing and modernizing. There is an increasing need for joint educational activities and international academic centres that offer a different type of education.

The participation of students and teachers in international academic and research activities is important for the professional portfolio of each beneficiary.

The Erasmus program is the base for the internationalization strategies of all universities in Europe, given that it is much more than a funding program. Even if funding is important for achieving the objectives, the main benefit of the program is the institutional framework that offers unitary formalities for all universities, facilitating international cooperation.

Within the internationalization strategy of Babes-Bolyai University, the Erasmus program has an important role considering both the results obtained so far and the objectives that can be achieved at the institutional level by continuing its implementation.

The Erasmus program at Babes-Bolyai University enhances the development of internationalization activities, aligns the institution to international standards, develops training programs, expands the number of partners and increases the number of international projects in which the university is a partner.

The Erasmus program is the engine that underlies the modernization of academic education at European and national level since through it we can achieve the following objectives of the internationalization strategy:

1. Increasing the digitalization degree of international relations activities

The digitalization of academic university education is a challenge at international level, being a process that implies cooperation between institutions. The Erasmus program provides support through the legislative framework and the allocation of funds that facilitate the achievement of this goal.

The large number of Erasmus mobilities at international level has generated changes in the way academic recognition is done for international mobility and in the setting of new strategic objectives at European level.

The implementation of common and efficient digital solutions has become a priority at this moment because of the large number of beneficiaries and the desire to have a more ecological program.

2. Enhancing the visibility of the Erasmus program

Babes-Bolyai University is a leader in terms of academic education in Romania, but also in terms of involvement in society by promoting civic spirit among students and employees. Strengthening the visibility of the Erasmus program can be achieved through a greater involvement of the beneficiaries of the program in promotional activities with a civic character.

3. Increasing the number of Erasmus beneficiaries

At this moment there is a tendency to increase the number of Erasmus mobilities both at Babes-Bolyai University and at European level. The evolution of the number of Erasmus beneficiaries within the institution has led to a gradual change in the way of achieving education, generating academic activities with a high level of performance by involving resources from a large number of universities.

Also, increasing the number of Erasmus beneficiaries is important for a better positioning in international classifications, always a priority in the internationalization strategy.

4. Increasing the institutional capacity to implement European funds in the field of international relations

The results obtained by the implementation of Erasmus projects, in addition to the mobility program, has generated a considerable increase in the number of applications submitted each year. Given the growing interest of teachers for this type of projects and their need for institutional development, greater involvement is needed at the institutional level.

Providing teachers and administrative staff with an annual training program can generate a greater number of applications both submitted and approved at the institutional level.

Increasing the number of beneficiaries at institution level can be achieved by implementing a more effective promotion strategy of the program and the results obtained. The inclusion of Erasmus beneficiaries in the promotion of the program and the results obtained can strengthen the visibility of the program at institutional level.

5. Increasing the visibility of the academic offer

The implementation of the Erasmus program at Babes-Bolyai University needs the allocation of resources at the institution level: academic offer in international languages, digital resources, human resources, infrastructure, accommodation facilities, language training, providing consultation to beneficiaries, etc.

The large number of beneficiaries that must be managed in the implementation of the program implies a proportionally large number of resources allocated at institution level.

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)

Activitatile propuse in strategia de internationalizare cuprind participarea in proiecte de cooperare internationala finantate in cadrul urmatoarelor linii de finantare:

- **Erasmus Key Action 1 (KA1) - Learning mobility (The mobility of higher education students and staff)**

Universitatea Babes-Bolyai gestioneaza in acest moment un numar mare de mobilitati incoming si outgoing, mobilitati realizate prin crearea de parteneriate internationale. Ne propunem continuarea implementarii acestor mobilitati prin cresterea atat a indicatorilor cantitativi cat si calitativi.

- **Erasmus Key Action 2 (KA2) - Cooperation among organisations and institutions** (Partnerships for Cooperation and exchanges of practices, Partnerships for Excellence – European Universities, Partnerships for Excellence - Erasmus Mundus Joint Master Degrees, Partnerships for Innovation)

Diversificarea parteneriatelor si a activitatilor internationale s-a realizat si cu sprijinul acestor linii de finantare. In acest moment avem proiecte in implementare finantate prin: Erasmus Joint Master Degrees, Parteneriate Strategice, Jean Monnet, Sport, etc. Strategia de internationalizare are ca si obiective accesarea de fonduri in cadrul Partnerships for Excellence – European Universities.

Ne propunem continuarea eforturilor de implementare a proiectelor finantate in cadrul acestei linii de finantare.

- **Erasmus Key Action 3 (KA3) (Erasmus Key Action 3 (KA3) - Support to policy development and cooperation)**

Implementarea de proiecte care au ca si rol dezvoltarea de politici la nivel regional si international, acestea fiind importante pentru dezvoltarea internationala a universitatii.

Participarea universitatii in acest program va fi realizata prin alegerea atenta a partenerilor pentru indeplinirea obiectivelor stabilite in strategia de internatioanalizare. Ne propunem continuarea parteneriatelor existente si extinderea lor prin includerea de noi universitatii.

Implementarea activitatilor propuse de catre Universitatea Babes-Bolyai se va face dupa cum urmeaza:

- proiecte KA1 de catre Biroul Erasmus al Universitatii

Biroul Erasmus al Universitatii Babes-Bolyai face parte din Centrul de Cooperari Internationale fiind in subordinea Prorectoratului de Relatii Internationale. Biroul are in componenta angajati cu norma intreaga care se occupa de urmatoarele activitati: organizarea mobilitatilor outgoing de studiu si practica, organizarea mobilitatilor outgoing de teaching si staff training, organizarea mobilitatilor incoming de predare si staff training, organizarea mobilitatilor incoming de studiu si practica, organizarea activitatilor de promovare si diseminare,

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activitati de scriere de proiecte, activitati de raportare, activitati de monitorizare, activitati de aplicare, activitati de diseminaare, etc. De asemenea avem in componenta colaboratori cu jumataate de norma care se occupa cu evidenta financiara, contabilitatea programului si alte activitati de suport, de organizare a activitatilor.

Organizarea activitatilor se face la nivel de facultati de catre Coordonatori Departamentalni Erasmus si de catre personalul administrativ sub supravegherea Biroului Erasmus.

Chiar daca modul de organizare al programului presupune anumite schimbari generate de factori externi, continuitatea activitatii este garantata de faptul ca fluctuatie personalului este relativă mica.

- KA2 si KA3 vor fi implementate la nivel de facultate de catre coordonatorul de proiect

Implementarea proiectelor se face la nivel de facultate avand in vedere ca fiecare are un anumit specific, iar evaluarea proiectelor se face pe baza expertizei mentionate in cadrul aplicatiei. Biroul Erasmus si Serviciul Financiar din cadrul universitatii ofera suport cadrelor didactice atat in faza de aplicare cat si implementare.

Calitatea de implementare a proiectelor si a rezultatelor obtinute se va face la nivel de universitate prin activitati de monitorizare permanenta, prin activitati de evaluare si prin studii realizate la nivel de beneficiari pentru a vedea gradul de satisfactie al acestora.

Monitorizarea si evaluarea proiectelor se realizeaza in urmatoarele etape:

1. Coordonatorul de la UBB al proiectului
2. Consorciul care gestioneaza proiectul
3. la nivel de departament
4. la nivel de facultate
5. la nivel de Serviciu Financiar (activitati de centralizare a cheltuielilor realizate)
6. se va depune la nivelul Biroului Erasmus o fisă de evaluare finală a proiectului care este prezentată Prorectorului de Relații Internaționale

English version

The activities proposed in the internationalization strategy include participation in international cooperation projects financed within the following financing lines:

- **Erasmus Key Action 1 (KA1) - Learning mobility (The mobility of higher education students and staff)**

Babes-Bolyai University currently manages large number of incoming and outgoing mobilities, mobilities generated by the creation of international partnerships. We aim to continue the implementation of these mobilities by increasing both quantitative and qualitative indicators.

- **Erasmus Key Action 2 (KA2) - Cooperation among organisations and institutions** (Partnerships for Cooperation and exchanges of practices, Partnerships for Excellence – European Universities, Partnerships for Excellence - Erasmus Mundus Joint Master Degrees, Partnerships for Innovation)

The diversification of partnerships and international activities was also achieved with the support of these funding lines. At the moment we have projects in implementation financed by: Erasmus Joint Master Degrees, Strategic Partnerships, Jean Monnet, Sport, etc. The internationalization strategy has as objective the access of funds within Partnerships for Excellence - European Universities.

We intend to continue the efforts to implement the projects financed within this financing line, since it is an important activity for developing the international strategy.

- **Erasmus Key Action 3 (KA3)** (Erasmus Key Action 3 (KA3) - Support to policy development and cooperation)

Implementation of projects whose role is to develop policies at regional and international level, these being important for the international development of the university.

The university's participation in this program will be achieved by carefully choosing the partners for fulfilling the objectives established in the internationalization strategy. We aim to continue the existing partnerships and expand them by including new universities.

The implementation of the activities proposed by Babes-Bolyai University will be done as follows:

- KA1 projects by university Erasmus Office

The Erasmus Office of Babes-Bolyai University is part of the Center for International Cooperation and is subordinated to the Vice Rector for International Relations.

The office consists of full-time employees who deal with the following activities: organizing outgoing mobility for study and internship, organizing outgoing mobility of teaching and staff training, organizing incoming mobility of teaching and staff training, organization of promotion and dissemination activities, project writing activities, reporting activities, monitoring activities, application activities, dissemination activities etc. We also have part-time collaborators who deal with financial records, program accounting, other support activities and organizing

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activities.

The activities are organized at the level of faculties by the Erasmus Departmental Coordinators and by the administrative staff under the Erasmus Office supervision.

Even if the way of organizing the program involves certain changes generated by external factors, the continuity of activities is guaranteed by the fact that the staff fluctuation is relatively small.

- projects under KA2 and KA3 will be implemented at the faculty level by the project coordinator

The implementation of the projects is done at faculty level, considering that each one has a certain specificity, and the evaluation of the projects is done based on the expertise mentioned in the application. The Erasmus Office and the Financial Service of the university offer support to teachers, both in the application and implementation phase.

The quality of implementation of the projects and of the obtained results will be done at university level through permanent monitoring activities, through evaluation activities and through studies carried out at the level of beneficiaries in order to analyze their degree of satisfaction

Monitoring and evaluation activities will be realised in the following steps:

1. coordinator of the project at university level
2. the consortium that is managing the project
3. departmental level
4. faculty level
5. Financial Department (centralisation of the expenses)
6. the coordinator will fill in an evaluation template of the project which will be submitted to the Erasmus Office and presented to the Vice Rector of International Cooperation

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)

Participarea Universitatii Babes-Bolyai la Programul Erasmus a avut un impact vizibil si determinant in modernizarea universitatii noastre si integrarea in mediul academic international. Consideram ca impactul viitor al participarii la program va conduce la o mai buna inter-conectare a universitatii cu mediul academic european si international, precum si internalizarea unor principii si valori europene specifice domeniului educational.

Strategia universitatii de implementare a programului Erasmus (KA1, KA2, KA3) are la baza un program complex prin care este realizata o analiza la nivel institutional a necesitatilor existente, a obiectivelor propuse, a activitatilor propuse, a rezultatelor estimate, a impactului estimat, a resurselor necesare care trebuie utilizate, a modalitatii de a oferi continuitate activitatilor propuse, etc.

Obiectivele strategice de crestere a numarului de beneficiari raman in continuare o prioritate fiind necesara implementarea acestora:

Indicatori cantitativi:

- creșterea gradului de internaționalizare a universitatii pana in 2027;
- creșterea gradului de digitalizare a programului pana in 2027;
- creșterea numarului de activitati civice oferite beneficiarilor pana in 2027;
- introducerea noilor instrumente de lucru digitale utilizate in cadrul programului Erasmus;
- dezvoltarea de noi proiecte si programe cu parteneri internaționali;
- dezvoltarea activitatilor de sprijin pentru beneficiarii Erasmus;
- creșterea gradului de inclusiune a programului la nivel de UBB;
- creșterea numarului de studenți outgoing si incoming in mobilitati de studiu pana in 2027;
- creșterea numarului de studenți outgoing in mobilitati de practica pana in 2027;
- creșterea numarului de beneficiari ai mobilitatilor de predare outgoing;
- creșterea numarului de beneficiari ai mobilitatilor de predare incoming pana in 2027;

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- creșterea numarului de beneficiari ai mobilitătilor de staff training outgoing;
- creșterea numarului de beneficiari ai mobilitătilor de staff training incoming pana in 2027;
- recunoasterea integrala a mobilitătilor, promovarea si sprijinul mobilitătilor de studenti/personal, in special a celor cu oportunitati reduse;
- recunoasterea importantei si asigurarea vizibilitatii rezultatelor obtinute de membrii personalului implicați in mobilitati individuale;
- dezvoltarea unor politici non-discriminatorii la nivel de universitate si creșterea performantei internationale prin analiza rezultatelor implementarii mobilitătilor.

Indicatori calitativi:

- dezvoltarea unei noi metodologii de promovare a ofertei academice;
- dezvoltarea unor politici orientate spre dezvoltarea de activități de predare integrate, transnaționale si dezvoltarea unor politici care să crească gradul de incluziune socială a programului Erasmus.

Avand in vedere ca un numar mai mare de proiecte aprobată generează creșterea fondurilor externe care sunt utilizate pentru dezvoltarea instituțională în diferite domenii este necesară implementarea următoarelor obiective strategice:

- creșterea numarului de aplicatii depuse la nivel de UBB;
- creșterea numarului de proiecte implementate la UBB în cadrul programului Erasmus;
- creșterea numarului de cadre didactice (sau și personal administrativ) care fac parte din consorții internaționale de implementare a unor proiecte

English version

Babes-Bolyai University participation in the Erasmus Program had a visible and decisive impact in the modernization of our institution and its integration in the international academic environment. We believe that the future impact of participation in the program will lead to a better interconnection of the university with the European and international academic environment, as well as the internalization of European principles and values specific to the educational field.

The university's strategy for implementing the Erasmus program (KA1, KA2, KA3) is based on a complex program through which an analysis is made at the institutional level of existing needs, proposed objectives, proposed activities, estimated results, estimated impact, the necessary resources to be used, ways to provide continuity to the proposed activities, etc.

The strategic objectives of increasing the number of beneficiaries remain a priority and their implementation is necessary:

Quantitative indicators:

- increasing the internationalization degree of the university until 2027;
- increasing the digitalization degree of the program until 2027;
- increasing the number of civic activities offered to beneficiaries until 2027;
- increasing the inclusion degree of the program at university level;
- introducing the new online instruments which will be implemented at European level;
- developing support activities for beneficiaries;
- developing new academic projects and programs with international partners;
- increasing the number of outgoing and incoming study mobilities until 2027;
- increasing the number of outgoing placement mobilities until 2027;
- increasing the number of beneficiaries of outgoing teaching mobilities;
- increasing the number of beneficiaries of incoming teaching mobilities until 2027;
- increasing the number of beneficiaries of outgoing staff training mobilities;
- increasing the number of beneficiaries of incoming staff training mobilities until 2027
- full recognition of mobility, promotion and support of student / staff mobility, especially those with reduced opportunities;
- recognizing the importance and ensuring the visibility of the results obtained by the staff members involved in individual mobilities;
- developing non-discriminatory policies at university level and increasing international performance by analyzing the results of mobility implementation.

Qualitative indicators:

- development of a new methodology for promoting the academic offer;
- the development of policies oriented towards the development of integrated, transnational teaching activities and the development of policies that increase the degree of social inclusion of the Erasmus program.

Considering that a larger number of approved projects generates an increase of external funds used for institutional development in different fields, it is necessary to implement the following strategic objectives:

- increasing the number of applications in which Babes-Bolyai University is involved;
- increasing the number of projects implemented by Babes-Bolyai University in the Erasmus frame;
- increasing the number of academic staff (and/or administrative staff) involved in international project consortiums

2. IMPLEMENTATION OF THE FUNDAMENTAL PRINCIPLES

2.1 Implementation of the new principles

Please explain the measures taken in your institution to respect the principles of non-discrimination, transparency and inclusion of students and staff. Describe how your institution ensures full and equitable access to participants from all backgrounds, paying particular attention to the inclusion of those with fewer opportunities.

Programul Erasmus este un program destinat tuturor angajatilor si studentilor din cadrul Universitatii Babes-Bolyai. Respectarea principiilor de implementare a programului Erasmus sunt esentiale in realizarea unei implementari corecte a programului la nivel de universitate.

Promovarea programului se realizeaza in mod unitar in toate departamentele din institutie, iar selectia beneficiarilor se face exclusiv pe baza performantelor academice, dar cu incurajarea tuturor potentialilor candidati sa participe.

Se acorda, si vom continua sa acordam, o atentie speciala persoanelor care au nevoi speciale pentru a ii incuraja sa participe la program si prin organizarea de activitati pentru o mai buna desfasurare a mobilitatii lor.

O atentie speciala se va acorda modului in care se va face selectie pentru a nu exista nici o situatie de discriminare a beneficiarilor. Putem afirma ca in cei 22 ani de implementare a programului la UBB, nu au existat probleme de acest gen.

Toate procedurile utilizate in cadrul programului, inclusiv cele de selectie si echivalare sunt clar prezentate, transparente si disseminate prin mai multe canale de comunicare: prezentari, pagini web, retele de socializare, discutii individuale, etc.

Un alt punct important este gradul de transparenta a programului Erasmus la UBB, dar si a procesului de selectie. Diseminarea activitatilor de organizare si selectie este foarte importanta si se realizeaza pe mai multe planuri:

- pagina de web Erasmus a universitatii
- pagini de web la nivel de facultate
- prezentari la nivel de facultate
- prezentari Erasmus Student Network
- retele de socializare

Integrarea studentilor Erasmus incoming la Universitatea Babes-Bolyai se face prin oferirea de sprijin administrativ si academic la mai multe nivele: Birou Erasmus, nivelul facultatii prin Coordonatorul Departamental Erasmus si de catre Erasmus Student Network. Studentii Erasmus incoming pot opta pentru cursuri de limba romana.

Sunt organizate o serie de activitati in care sunt implicati atat studenti Erasmus outgoing cat si studenti Erasmus incoming, activitati care vin in sprijinul studentilor pentru integrarea lor la nivel de institutie.

Universitatea Babes-Bolyai ofera tuturor studentilor din universitate activitati de consiliere in cariera prin centrele existente. De asemenea vom incuraja studentii sa devina ambasadori Erasmus, promovand astfel experienta personala pe care fiecare a acumulat-o in cadrul programului.

Activitatile de reintegrare a studentilor outgoing sunt realizate in principal la nivel de facultate, avand in vedere ca activitatea lor academica se desfasoara la acest nivel. Biroul Erasmus ofera in principal asistenta in finalizarea, recunoasterea perioadei de studiu si depasirea anumitor probleme de reintegrare.

Erasmus Student Network ofera activitati studentilor Erasmus, activitati care ii ajuta atat cu reintegrarea la nivel de institutie, cat si cu prelungirea participarii in activitatile programului.

Please explain what measures your institution will put in place to implement the European Student Card Initiative, and promote the use of the programme's Erasmus+ mobile App to students. Please refer to the timeline indicated on the European Student Card Initiative website².

Programul Erasmus este in continua schimbare, iar digitalizarea lui este foarte importanta atat pentru eficientizarea organizarii activitatilor, cat si pentru a oferi un program mai ecologic, mai exact trecerea la Green Erasmus.

Universitatea Babes-Bolyai este pregatita sa implementeze noile instrumente de lucru digitale fiind deja utilizate o parte din ele in faza de testare. Angajamentul universitatii de implementare a programului Erasmus presupune implementarea automata a tuturor elementelor solicitate la nivel european.

² https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en

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Implementarea noilor intrumente digitale de gestionare a programului Erasmus lansate la nivel European este o prioritate la nivel de universitate si vom aloca resursele necesare in implementarea cat mai rapida respectand datele stabilite la nivel European:

- 2021 realizarea online a acordurilor Erasmus si a Learning Agreements
- 2022 trimitera si primirea de nominalizari si scrisori de acceptare online
- 2023 trimitera si primirea de transcript of records online

Implementarea celor doua noi instrumente Erasmus Student Card si Erasmus mobile App este o activitate prioritara programului si va fi realizata in termenele stabilite international. Avand in vedere ca introducerea celor doua noi instrumente de lucru presupune activitati suplimentare de implementare se vor lua mai multe masuri active dupa cum urmeaza:

1. aprobararea la nivel de universitate a noilor proceduri Erasmus
2. familiarizarea la nivel de universitate cu cele doua noi instrumente de lucru (Decanate, Coordonatori Departamentali Erasmus, secretariate, cadre didactice, etc.)
3. familiarizarea studentilor prin realizarea de campanii de promovare
4. familiarizarea beneficiarilor Erasmus cu cele doua instrumente
5. folosirea in mod obligatoriu de catre fiecare beneficiar a celor doua instrumente de lucru
6. oferirea de consultanta beneficiarilor in utilizarea celor doua instrumente
7. realizarea unui studiu pentru a vedea care este parerea beneficiarilor despre modul de implementare
8. rezolvarea unor probleme punctuale care apar in stadiul de implementare

In acest sens vom folosi cat mai multe mijloace online pentru realizarea campaniilor de informare: pagini web, tutorials, social media, etc.

Please explain how your institutions will implement and promote environmentally friendly practices in the context of the Erasmus+ programme.

Digitalizarea activitatilor la nivelul Universitatii Babes-Bolyai este o prioritate in tot ceea ce inseamna activitatea academică, nu doar in ceea ce priveste programul Erasmus. Se depun eforturi la nivel de institutie pentru trecerea in sistem digital a unui numar mare de documente care se realizeaza in momentul de fata in format fizic. Digitalizarea a inceput de cativa ani si va continua pana la atingerea tuturor obiectivelor propuse.

Este vital ca programul Erasmus sa devina digital in urmatorii ani avand in vedere urmatoarele aspecte:

- cresterea numarului de beneficiari
- exista probleme de arhivare a unui numar tot mai mare de documente
- parcursul documentelor in format fizic dureaza mult mai mult decat in format digital
- posibilitatea de a realiza mai usor documentatia necesara de la distanta
- realizarea de materiale informative in format digital
- un numar mai mic de vizite la departamentele administrative ale universitatii

In acest scop a fost deja implementat un soft intern de aprobat a deplasarilor, a fost realizat un tutorial online de informare a studentilor si au inceput demersurile pentru semnarea online a mai multor documente in cadrul programului.

De asemenea vom incuraja beneficiarii Erasmus sa foloseasca mijloace de transport durabile, eficiente si care incearca sa reduca impactul negativ al mobilitatii asupra mediului. Folosirea mai multor instrumente digitale va reduce deplasarile beneficiarilor catre departamentele administrative si va reduce impactul negativ asupra mediului.

Please explain how you will promote civic engagement and active citizenship amongst your outgoing and incoming students before, after and during mobility.

Universitatea Babes-Bolyai se remarcă fata de alte universități prin caracterul civic pe care îl are și pe care îl propaga în rândul studentilor și angajaților. În cadrul universității sunt organizate o serie de activități care au ca și scop dezvoltarea spiritului civic.

Beneficiarii sunt încurajați să participe la diferite activități organizate la nivel de facultate, organizații studențești, cluburi de studenți, Erasmus Student Network, activități organizate la nivel central.

Biroul Erasmus al universității va avea la dispozitie o serie de activități care vor permite beneficiarilor implicarea în viața civică, să își dezvolte aptitudinile în afara mediului formal de învățare și implicarea în activități de voluntariat.

Vom lua de asemenea în considerare în organizarea acestor activități impactul pe care o mobilitate îl are asupra beneficiarilor. Este important de menționat că media unui mobilității este cam de 4,5 luni, perioada în care studențul trebuie să se acomodeze cu noul mediu cultural, academic, social. De asemenea perioada înainte de plecare

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presupune pregatirea studentului pentru mobilitate, iar perioada de dupa mobilitate presupune reintegrarea lui la universitatea de origine.

Exista o preocupare permanenta la nivel de universitate pentru a desfasura activitati de incluziune a beneficiarilor prin realizarea de activitati centralizate de: consultanta psihologica, orientare in cariera, oferire de suport pentru beneficiarii cu diferite dizabilitati si asistenta beneficiarilor care apartin anumitor minoritatii (entice, religioase, sexuale, etc.).

2.2 When participating in Mobility Activities - After mobility

Please demonstrate your commitment to implement full automatic recognition in your Higher Education Institution.

Please describe the concrete steps you will take to ensure the full automatic recognition of all credits gained for learning outcomes achieved during a mobility period abroad/ a blended mobility, according to the Council Recommendation on Automatic Mutual Recognition³.

Universitatea Babes-Bolyai si-a asumat recunoasterea integrala a programului de mobilitate aprobat de toate partile semnatare ale contractului (Learning Agreement și Training Agreement) cu beneficiarul o data cu implementarea programului Erasmus in institutie.

In acest moment, pentru fiecare student se face recunoasterea academica integrala pe baza regulilor programului, reglamentului national de echivalare cat si cel al UBB aprobat de catre Senatul Universitatii Babes-Bolyai.

Recunoasterea academica integrala pe baza creditelor obtinute va continua si in urmatorul ciclu al programului pentru toate mobilitatile. In noul ciclu de program vom realiza de asemenea mobilitati combinate (virtuale + mobilitate reala) si mobilitati exclusiv virtuale. Recunoasterea academica va avea loc si pentru acest tip de mobilitati.

Regulamentul de recunoastere academica nu se aplica doar la programul Erasmus, se aplica la toate mobilitatile realizeate. Rezultatele obtinute in cadrul programului Erasmus mentionate in Transcript of Records sunt mentionate in Diploma Suplement.

Modalitatea de recunoastere academica va fi diseminata in universitate prin urmatoarele canale:

- Decanate
- Coordonatori Departamentali Erasmus
- Cadre didactice
- Pagina de web folosita pentru informarea studentilor Erasmus
- Pagina de web folosita de Centrul de Cooperari Internationale ale Universitatii
- Retele de socializare

Pentru o mai buna recunoastere academica a cursurilor, fiecare facultate are postate syllabus-urile cursurilor, iar catalogul de cursuri oferte studentilor incoming este prezentat in mod unitar pe pagina de web a universitatii.

Procedura de echivalare academica include regulile, procedurile si exceptiile, care sunt stabilite la nivel de universitate in ceea ce priveste recunoasterea studiilor.

Please describe your institution's measures to support, promote and recognise staff mobility:

Personalul universitatii este incurajat sa participe in cadrul programului Erasmus atat in mobilitati de predare cat si de staff training. Atat la nivel de universitate cat si de facultate se ofera sprijin angajatilor care participa la mobilitati prin oferirea posibilitatii de a recuperare activitatea care trebuia realizata sau de a fi inlocuit de o alta persoana pe parcursul acesteia.

Deplasarile cadrelor didactice si personalului administrativ sunt recunoscute la nivel de universitate ca programe de formare profesionala si sunt incluse in planificarea de formare profesionala a beneficiarilor.

Beneficiarii mobilitatilor vor fi incurajati sa prezinte in cadrul facultatii experienta Erasmus, sa realizeze testimonials care sa fie postate pe pagini web si social media.

Mobilitatile de formare si mobilitatile de predare aduc o valoare adaugata universitatii pentru ca fiecare mobilitate reprezinta un schimb de experienta si un transfer de cunoștiințe intre beneficiari si intre universitati.

³ The text of the Council Recommendation on Automatic Mutual Recognition may be found at: [https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1568891859235&uri=CELEX:32018H1210\(01\)](https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1568891859235&uri=CELEX:32018H1210(01))

2.3 For the Purposes of Visibility

Please provide the web link where you will host the Erasmus Policy statement in the future. Please reflect on how you plan to regularly promote the activities supported by the Programme.

Erasmus Policy va fi publicat pe pagina de web a universitatii Babes-Bolyai pe urmatorul link: <https://cci.ubbcluj.ro/erasmus/erasmus.php>

Promovarea programului Erasmus este o activitate continua care trebuie realizata in mod constant la nivel de institutie, dar si la nivel de societate. Atat implementarea programului Erasmus, cat si studiile realizate in cadrul Universitatii Babes-Bolyai au pus in evidenta modalitatatile cele mai eficiente de informare a potentialilor beneficiari si a beneficiarilor.

In fiecare an se realizeaza urmatoarele activitati de promovare:

- promovare continua pe pagina de web a Centrului de Cooperari Internationale
- promovare continua pe paginile de web ale facultatilor
- testimonials ale studentilor publicate online
- prezentari realizate la nivel de facultati in mod frecvent
- implicarea Erasmus Student Network in activitatile de promovare
- realizarea de evenimente Erasmus Open Days
- promovare pe social media atat la nivel central cat si la nivel de facultati
- promovarea programului la targurile de recrutare internationale la care participa universitatea
- promovarea in mass media a unor activitati realizate in cadrul programului
- implicarea unui numar cat mai mare de beneficiari in activitatea de promovare a programului

Activitatile de disemnare se realizeaza in principal online avand in vedere ca majoritatea beneficiarilor prefera acest lucru, dar si datorita faptului ca este mult mai accesibila informatia in acest sens.

Please describe how you will ensure that the principles of this Charter will be well communicated and applied by staff at all levels of the institution.

Carta Erasmus va fi publicata pe pagina de web: <https://cci.ubbcluj.ro/erasmus/erasmus.php>

Principiile Cartei Erasmus sunt promovate la fiecare activitate de disemnare a programului, fiind reflectate in fiecare material promotional prin prezentarea procedurilor de implementare.

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