



Strengthening of Internationalization in B&H Higher Education
561874-EPP-1-2015-1-BE-EPPKA2-CBHE-SP

**Dissemination and sustainability plans of the partner
universities after the project lifetime**

Work package	Title
7	Dissemination and exploitation
Activity	Title
7.9.	Creation of dissemination and sustainability plans after project lifetime

Project number: 561874-EPP-1-2015-1-BE-EPPKA2-CBHE-SP

"This project has been funded with support from the European Commission. This publication 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"

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Introduction

In this document there are dissemination and sustainability plans of all public project partner universities that have to ensure further dissemination and sustainability of the project as direct beneficiaries and key subjects in all processes. These plans are mainly focused on the period after the project lifetime. In this period all realized activities have to get significance in the way that will be sustained and functional at partner universities and in all country.

It is important to say that Federal ministry of education and science ensured sustainability of the project activities during the project lifetime via forming foundation for financing of mobilities staff and students from Federation of Bosnia and Herzegovina. Agency for development of higher education and quality assurance Bosnia and Herzegovina ensured sustainability of the project results via adoption of new criteria for accreditation of higher education institutions and study programs of I and II cycle in which internationalization and recognition qualifications are recognized as important and required elements. Ministry of Education and Culture of Republic of Srpska held Internationalization Conference for all private and public higher education institutions from Republic of Srpska where partners from STINT project were lecturers. Also, it is important to say that analysis which was done on the beginning of the STINT project related to survey of internationalization was done on the same way by the Agency for accreditation of higher education institutions in Republic of Srpska for private higher education institutions from this entity with the aim of analysis internationalization states on these institutions.

Each sustainability plan is consisted of activities, sustainability actions, indicators, needed support of, funding and responsible body/ functions. Each dissemination plan is consisted of activities, dissemination activity/ tools, indicators, dissemination channels, responsible body/ functions and target groups.

On this way will be possible following of implementation all mentioned activities.

University of Banja Luka – dissemination and sustainability plans

Table 1. Sustainability plan after the project lifetime of the University of Banja Luka

Activity	Sustainability actions (steps)	Indicators	Needed support of ...	Funding	Responsible body/ functions
SWOT analysis of internationalization and SWOT analysis of recognition of qualifications will be used for creation of different rules and strategies	Using these SWOT analysis for practical purposes, for writing work paper, strategies, action plans, different rules	Number of places where these SWOT analyses will be used	Authorities within their authority will be used these SWOT analyses	Not necessary	University management and responsible University bodies
Implementation of the strategy for int'l with indicators	Action plan for 2019 and next years	Indicators within the strategy	Responsible persons and bodies as determined within the strategy	University funds, new national and international projects	University management and responsible University bodies
Active use of IT equipment and books	Use of IT equipment and books	Number of pieces of equipment and books in use	Responsible persons and members	Maintaining of IT equipment	Responsible persons and members
Implementation of adopted rulebooks	Active use by responsible persons and bodies	Number of changes of the document	Management and Secretariat	Not necessary	University management and Secretariat
Network of responsible persons for internationalization	Proactive work of responsible persons for internationalization	17 vice-deans for science, research and international relations and 40 coordinators	Management	Not necessary	University management
Active use of software for exchange of students' and staff	Active use by responsible persons and bodies	Number of users of software; number of uploaded documents	Responsible persons	Maintaining of software	University management and authorised, responsible persons
Organization of motivation sessions for student exchange	Use of developed model of motivation sessions for student exchange	Number of sessions, number of participants	Responsible persons	Not necessary	Responsible persons

Table 2. Dissemination plan after the project lifetime of the University of Banja Luka

Activity	Dissemination activity (tools)	Indicators	Dissemination channel	Responsible body/ functions	Target group
SWOT analysis of internationalization and SWOT analysis of recognition of qualifications will be used for creation of different rules and strategies	Embedded in developed document	Number of created documents which use these SWOT analyses	Institutions' web pages	Authors	Wider academic community and society as a whole
Presentation of strategy for internationalization and indicators	Presentations on different events Web pages of the University and its members	Number of presentations Number of downloads	Different events Institutions' web pages	Vice-rector for the international and inter-university cooperation and IRO	University staff and responsible authorities
Presentation of adopted rulebooks	Implementation of rules	Number of downloads	Institutions' web pages	Vice-rector for the international and inter-university cooperation, IRO and Secretariat	Students Graduates Academic community
Presentation and distribution of guide for internationalization and booklet for incoming student and staff		Number of distributed pieces Number of downloads from the institution web page	Hard copy Institutions' web pages	Vice-rector for the international and inter-university cooperation and IRO	Wider academic community and society as a whole
Active use of software for exchange of students' and staff	Calls for available exchange scholarships	Number of users Number of downloads	Institutions' web pages	IRO and coordinators	Students Staff
Organization of motivation sessions for student exchange	Events	Number of sessions, number of participants	Institutions' web pages	IRO and coordinators	Students Sta

University of Bihac – dissemination and sustainability plans

Table 3. Sustainability plan after the project lifetime of the University of Bihac

Activity	Sustainability actions (steps)	Indicators	Needed support of ...	Funding	Responsible body/ functions
Meetings of International relations offices of the B&H universities	Create a plan among partner IROs for the future meetings (schedule, topics); Joint applications for EU and other projects;	1-2 meeting per year; established B&H IRO board	Management, senate, starting board, teams for projects and international cooperation, FMON.	Remaining unit costs from STINT project	IRO staff and vice-rector
Participation at the conferences and meetings tackling the topic of internationalisation	Following available calls that might be discussed during the above mentioned IROs meetings	Participation upon availability	Management, senate, starting board, IRO, teams for projects and international cooperation.	Donations; University's own funds	IRO staff and vice-rector
Use of available networks of B&H universities to include other B&H universities.	Create a list of international partners to presented during IROs meetings, Lobbying	Increased number of international partner universities	All B&H universities and IROs	Not applicable	IRO staff, vice-rector and management
Establish cooperation within Erasmus+ ICM with EU STINT partners	- Discuss with STINT EU partners the possibility of including all B&H partner universities into the Erasmus+ ICM (International credit mobility).	Increased staff/student mobility	STINT EU partner institutions	EU funds	IRO-partner and EU universities

Table 4. Dissemination plan after the project lifetime of the University of Bihac

Activity	Dissemination activity (tools)	Indicators	Dissemination channel	Responsible body/ functions	Target group
Annual report about internationalisation strategy activities prepare for STINT web page	Workshop Presentations Press releases	1 per year	- Institutions' web pages - Project's web page - Newsletter - IRO FB fan page	IRO and Senate	Staff, students, labour market, international partners
Include STINT logo with link of STINT web page into the new UNBI IRO web page in English	Initiating of web page	n/a	Web page	IRO and editors	Domestic and foreign staff/students; wide spectrum of foreign stakeholders

University Dzemal Bijedic of Mostar – dissemination and sustainability plans

Table 5. Sustainability plan after the project lifetime of the University Dzemal Bijedic of Mostar

Activity	Sustainability actions (steps)	Indicators	Needed support of ...	Funding	Responsible body/ functions
Pilot activity 1. Staff training in the field of writing international projects	Will be organized each year	No. of projects/parts of the projects written by the UNMO staff members	Management of the University	University	International office -vice-rector for science and research
Pilot activity 2. International day at UNMO	Will be organized each year in October	No. of participants, no. of mobility applications, no. of outgoing students/staff	Management of the University /international partners	University/ donations	International office
Pilot activity 3. Strengthening of the UNMO network for international cooperation	Meetings with vice-rector for international cooperation at least 3 times per semester Everyday communication via email New platform for online applications where all coordinators will have access to applications	No. of meetings No of emails No of visits to the platform	IT office International office	University	International office
Pilot activity 4. Strengthening the visibility of IRO through designing and producing an adequate promotional material	Improvement of promotional material Design of new web site Preparation of materials for new web site	No of promotional materials created No of texts prepared	IT office International office	University	International office IT office
Implementation of Mobility Rulebook	Active use of Mobility Rulebook	No of outgoing mobilities No of incoming mobilities	International office Erasmus+ faculty coordinators	EU funds	International office
Implementation of Rulebook on recognition	Active use of Rulebook of Recognition	No of recognitions	Legal office CIP	University	Organisational units Legal office

Table 6. Dissemination plan after the project lifetime of the University Dzemal Bijedic of Mostar

Activity	Dissemination activity (tools)	Indicators	Dissemination channel	Responsible body/ functions	Target group
International week at UNMO	Workshop Presentations Press releases		University web page FB site Press releases	International office	Staff members and students Local community
Presentation and distribution of guide for incoming students and guide for outgoing students		Number of distributed pieces Number of downloads from the institution web page	Hard copy Institutions' web pages	International office	Wider academic community and society as a whole
University days Presentation of international projects	Presentations Press releases		University web page FB site Press releases	-Vice-rector for international cooperation -Vice-rector for science and research	Wider academic community and society as a whole
Annual report on Internationalisation strategy	Faculty meetings Senate meetings Presentations during University days	All indicators (28) mentioned in the strategy	University web page Press releases	-International office -Vice rector for international cooperation -Erasmus+ faculty coordinators -Vice-deans for science and research	Wider academic community and society as a whole

University of East Sarajevo – dissemination and sustainability plans

Table 7. Sustainability plan after the project lifetime of the University of East Sarajevo

Activity	Sustainability actions (steps)	Indicators	Needed support of ...	Funding	Responsible body/ functions
SWOT analysis of internationalization and SWOT analysis of recognition of qualifications will be used for creation of different rules and strategies	Using these SWOT analysis for practical purposes, for writing work paper, strategies, action plans, different rules	Number of places where these SWOT analyses will be used	Authorities within their authority will be used these SWOT analyses	Not necessary	University management
Questionnaires for the evaluation of internationalisation and recognition of qualifications	Using these questionnaires in some other evaluations	Number of places where these questionnaires	Depend who will use these questionnaires	Not necessary	IRO office
Implementation of the recognition model	Its active using by all organizational units	Number of changes of the document	Management and Law services	Not necessary	Law service
Implementation of the strategy for int'l with indicators	Execution of all established objectives and goals as well as activities	All indicators mentioned in the strategy	All responsibilities mentioned in the strategy	Not necessary	Vice-rector for int'l cooperation/ Deans
Active using IT equipment	Using IT equipment at all organizational units where is placed	Number of pieces of equipment in using	Responsible persons and faculties	Maintaining of IT equipment only	IT centre
Using Guide for assessing of internationalisation	Writing self-evaluation report		Commissions appointed for writing SERs	Not necessary	IRO office/ faculties

Table 8. Dissemination plan after the project lifetime of the University of East Sarajevo

Activity	Dissemination activity (tools)	Indicators	Dissemination channel	Responsible body/ functions	Target group
SWOT analysis of internationalization and SWOT analysis of recognition of qualifications will be used for creation of different rules and strategies	Embedded in developed document	Number of practical uses/ Number of created documents which use these SWOT analyses	Institutions' web pages	Authors	Wider academic community and society as a whole
Presentation of strategy for internationalization and indicators	Presentations on different events Web page of the University	Number of presentations Number of downloads	Different events Institutions' web pages	Vice-rector for the international cooperation and quality assurance	Event' audience
Presentation of recognition model	Implementation of rules based on the recognition model	Number of downloads	Institutions' web pages	General secretary	Students Graduates Academic community
Presentation and distribution of guide for incoming students	Institutional web page	Number of distributed pieces Number of downloads from the institution web page	Hard copy Institutions' web pages	Vice-rector for the international cooperation and quality assurance and IRO officers	Wider academic community and society as a whole
Dissemination via project web page after the project lifetime	Project web page	Number of visits	Project web page	Web page author	Wider academic community and society as a whole

University of Sarajevo – dissemination and sustainability plans

Table 9. Sustainability plan after the project lifetime of the University of Sarajevo

Activity	Sustainability actions (steps)	Indicators	Needed support of ...	Funding	Responsible body/ functions
Implementation of the strategy for int'l with indicators	Execution of all established measures and action plan	All indicators mentioned in the strategy	All responsibilities mentioned in the strategy	Erasmus+, but mostly not needed	IRO
Implementation of the Rulebook of mobility	Usage of the rulebook during defining moments for applying	Number of applications Number of recognized processes	All responsibilities mentioned in the rulebook	Not necessary	IRO
SWOT analysis of internationalization	SWOT analysis, once per year will help to determine if our process of internationalisations goes as described in the strategy	Number of places where these SWOT analyses will be used	Authorities within their authority will be used these SWOT analyses	Not necessary	IRO
Implementation of the recognition model	Its active using by all organizational units	Number of changes of the document	Management and Law services	Not necessary	Legal department
Active using IT equipment	Using IT equipment at the offices where is placed	Number of pieces of equipment in using	Responsible persons	Maintaining of IT equipment only	IRO Legal department
Using Guide for assessing of internationalisation	Writing self-evaluation report		Commissions appointed for writing SERs	Not necessary	IRO
International Staff Training Week	Implementing the pilot activity once per year for implementation of credit mobility	Number of participants Number of presentations Number of new partnerships	Management	UNSA funding Erasmus+ OC	IRO
Creating the list of researchers at UNSA	List will be used for better promotion of networking from UNSA for potential new project proposals from abroad	Number of new projects Number of researchers	IRO Management Organisational UNITs	Not necessary	IRO Research department

Table 10. Dissemination plan after the project lifetime of the University of Sarajevo

Activity	Dissemination activity (tools)	Indicators	Dissemination channel	Responsible body/ functions	Target group
Usage of printed publications	Informative days Workshops Scholarship fair Staff Week	Number of events Number of printed materials	UNSA web site Social media	IRO	Students Staff IRO offices
Annual IRO Report	Embedded in developed document	Number of downloads	UNSA web site Social media	IRO	Wider academic community and society as a whole
Presentation of strategy for internationalization and indicators	Presentations on different events Web page of the University	Number of presentations Number of downloads	Different events Institutions' web pages	Vice-rector for the international cooperation IRO	Event' audience
Presentation and distribution of guide for incoming and outgoing students	Informative days Workshops Scholarship fair Staff Week	Number of distributed pieces Number of downloads from the institution web page	Hard copy UNSA web site	IRO	Wider academic community and society as a whole
Dissemination via project web page after the project lifetime	Project web page	Number of visits	Project web page	Web page author	Wider academic community and society as a whole
Video blogs	Record of testimonials form students and staff	Number of visits Number of shares	Project web page UNSA YouTube channel	IRO	Wider academic community and society as a whole
International Staff training Week	Implementing the pilot activity once per year for implementation of credit mobility	Number of presentations Number of participants	UNSA web site Social media Project web page	IRO	Wider academic community and society as a whole

University of Mostar – dissemination and sustainability plans

Table 11. Sustainability plan after the project lifetime of the University of Mostar

Activity	Sustainability actions (steps)	Indicators	Needed support of ...	Funding	Responsible body/ functions
Implementation of SUM general strategy (part Intl' strategy)	Implementation of Intl' action plan (for income and outcome mobilities, new agreements, new study programs in English, summer schools, new international CB and research projects, CB of IRO etc.)	Level of implementation Intl' strategy (source: self-evaluation reports and external evaluation reports)	Management	Own sources EU funds Other funds	IRO vice rector SUM IRO
Implementation of new developed Intl' mobility rulebook	Implementation of provisions of Intl' rulebook (for income and outcome motilities, etc.) during the rulebook lifetime	Number of realised income and outcome intl' mobilities	Management	EU funds Other funds for mobilities	SUM IRO
Implementation of new developed Guidelines for incoming students	Promotion of new developed Guidelines for incoming students Providing of new developed Guidelines to incoming students Public dissemination of new developed Guidelines for incoming students	Level of implementation - Number of realised income mobilities	Management	Own sources EU funds Other funds	SUM IRO
Implementation of new developed Intl' summer schools rulebook	Implementation of provisions of Intl' summer schools rulebook (for all aspect of organisation of international summer schools, etc.) during the rulebook lifetime	Level of implementation - Number of organised summer schools	Management Partners in organisation of summer schools	Own sources EU funds Other funds	SUM IRO Organisation committee of SS
Implementation of new developed Erasmus CB projects rulebook	Implementation of provisions of Erasmus CB projects rulebook (for all aspect of organisation and implementation of Erasmus CB projects) for ongoing projects Implementation of provisions of Erasmus CB projects rulebook (for all	Level of implementation - Number of ongoing and future Erasmus CB projects	Management Erasmus projects partners	Own sources EU funds	SUM IRO SUM projects coordinator SUM project team

	aspect of organisation and implementation of Erasmus CB projects) for future projects				
On-line platform	Implementation of new developed on-line platform for applying to new outcome mobilities	Level of implementation - Number of realised income and outcome intl' mobilities	Management SUMIT	Own sources EU funds	SUM IRO
ECTS coordination committee	Ongoing permanent coordination activities of ECTS coordination committee body within SUM	Number of realised meeting Number of decision or conclusions	Management Senate	Own sources EU funds	SUM IRO SUM Legal department ECTS coordination committee

Table 12. Dissemination plan after the project lifetime of the University of Mostar

Activity	Dissemination activity (tools)	Indicators	Dissemination channel	Responsible body/ functions	Target group
Promotion of SUM Intl' strategy	Publishing on Web page of the project Publishing on SUM web page	Number of hits on the webpage (for intl' strategy)	Institutions' web pages Project's web page	Management SUMIRO SUMIT	Students Staff Other stakeholders
Organisation of Erasmus + days	Organisations of Workshop and Presentations	Number of organizations events Number of participants	Workshop Presentations	SUMIRO	Students Staff Other stakeholders
Promotion of new developed rulebooks (powered by STINT)	Publishing on SUM web page	Number of hits on the webpage (for new developed rulebooks)	Institutions' web pages Project's web page	SUMIRO SUMIT	Students Staff Other stakeholders
Promotion of new developed guidelines (powered by STINT)	Publishing on SUM web page Organisations of Presentations	Number of hits on the webpage (for new developed rulebooks) Number of participants	Institutions' web pages Project's web page Presentations	SUMIRO SUMIT	Students Staff Other stakeholders
Promotion and implementation of on line platform (powered by STINT)	SUM web page	Number of hits on the online platform	Institutions' web pages	SUMIRO SUMIT	Students Staff Other stakeholders

University of Tuzla – dissemination and sustainability plans

Table 13. Sustainability plan after the project lifetime of the University of Tuzla

Activity	Sustainability actions (steps)	Indicators	Needed support of ...	Funding	Responsible body/ functions
Erasmus info day	To organise Erasmus info day every six months	1. Number of incoming mobilities (students) 2. Number of incoming mobilities (staff) 3. Number of outgoing mobilities (students) 4. Number of outgoing mobilities (staff)	IRO Erasmus National Office	Regular University funding	IRO
How to prepare a successful project	To organise presentation once a year	Number of prepared projects	IRO Erasmus National Office	Regular University funding	IRO
Application for Erasmus KA1 projects	Preparation of new applications	1. Number of prepared application for KA1 2. Number of approved application	IRO	Regular University funding	IRO
Application for CEEPUS network	Presentation of steps for the staff - how to apply for a CEEPUS network	1. Number of networks applied for 2. Number of new approved networks every year	IRO Deans Vice-Deans	Regular University funding	IRO Deans Vice-deans

Table 14. Dissemination plan after the project lifetime of the University of Tuzla

Activity	Dissemination activity (tools)	Indicators	Dissemination channel	Responsible body/ functions	Target group
1. Presentation Erasmus Info Day	Workshop Presentations Web page of the project Web pages of the partners Project newsletter Press releases	Follow-up every year of the above mentioned indicators	Institutions' web pages Project's web page Newspapers	IRO Vice-rector Vice-deans	Students and staff
2. Presentation How to prepare international projects	Workshop Presentations Web page of the project Web pages of the partners Project newsletter Press releases	Follow-up every year of the above mentioned indicators	Institutions' web pages Project's web page Newspapers	IRO Vice-rector Project managers	Staff
3. Preparation of new Erasmus KA1 applications	Presentations Web page	Follow-up every year of the above mentioned indicators	Institutions' web pages Project's web page Newspapers	IRO Vice-rector Vice-deans	staff
4. Presentation of steps for the application for a CEEPUS network	Workshop Presentations Web page of the project Web pages of the partners Project newsletter Press releases	Follow-up every year of the above mentioned indicators	Institutions' web pages Project's web page Newspapers	IRO Vice-rector Vice-deans CEEPUS managers	staff

University of Zenica – dissemination and sustainability plans

Table 15. Sustainability plan after the project lifetime of the University of Zenica

Activity	Sustainability actions (steps)	Indicators	Needed support of ...	Funding	Responsible body/ functions
Presentations of international projects implemented at the University	During the project lifetime the Quality Assurance Board adopted a decision that all international projects will have public presentation of project results.	Number of presentations	QA Office, Project Coordinator at UNZE		QA Office, Project Coordinator at UNZE
Presentation of mobility opportunities		Each year	Management of the University	Not applicable	IRO Office
Application of Strategy of Internationalization	Implementation and monitoring	Key performance indicators	Management of the University		
Application of the Rulebook on Mobility	Organisation of mobility process	Number of mobilities	Management of the University		IRO Office
Distribution of the Guide on Mobility and ECTS/ update every year	Distribution in printed form and on web site		OUs		IRO Office
Continuous cooperation with IROs in B&H	Participation on meetings and discussions about future cooperation	Number of meetings and	Management of the University		Vice-rector; IRO office
Presentation of project opportunities and workshops	Cooperation with organisational units and workshops with staff with the purpose of better and increased participation in project applications.	Number of meetings and number of projects	Management of the University		Vice-rector; IRO office
Self-evaluation report on internationalization of the University and OUs/other reports	Monitoring of internationalization at OUs and University level		Management of the University		Vice-rector; Vice-deans IRO office
Cooperation with embassies	Presentations of projects offered by different embassies		University Embassies		
Presentations in secondary schools	Presentation of mobility programmes and Bologna process				
Internationalization of study programmes (Master in wood processing and PhD in technical sciences)	Developing master and PhD study				Appointed team

Table 16. Dissemination plan after the project lifetime of the University of Zenica

Activity	Dissemination activity (tools)	Indicators	Dissemination channel	Responsible body/ functions	Target group
Presentation of interesting mobility stories	Workshop Presentations Web page of the project Web pages of the partners Project newsletter Press releases e.g.		Institutions' web pages Facebook page	IRO	Students Academic community Parents Public
Meeting with student services on the mobility issues and provisions of Rulebook on Mobility	Workshop			Vice-rector IRO	OUs staff
Presentation of the Project	Workshop		Webpage	Vice-rector and project team	Students Academic community
Report for the University Senate	Written report presentation		Presentation	Vice-rector and project team	Academic community
Continuous cooperation with the media	Press releases	Texts in the written media News/guests on Tv or Radio		IRO	Students Academic community Parents Public
Presentations for students	Presentations Web page			IRO	Students Academic community
Information about mobility opportunities and project calls	Web page Facebook Mail communication			IRO	Students Academic community