



## TRAINING COURSE "MANAGEMENT OF INTERNATIONALISATION AND GERMAN-UKRAINIAN ACADEMIC COOPERATION 2024"

### PROJECT CHARTER

Please, bear in mind that this document, as well as all reports and tasks send to us, will be part of your portfolio and will be accessible, if inquired, to the DAAD at the end of the course.

**FIRST FORMULATION: THINK OF YOUR INTERNATIONALISATION PROJECT IDEA THAT SHOULD BE DEVELOPED AND IMPLEMENTED AT YOUR UNIVERSITY DURING THE COURSE.**

#### 1. University:

International Scientific and Technical University

#### 2. Name and position of the project manager (course participant):

Anastasiia Pylypchenko	Specialist of the Department of International Relations and Development
Name	Position

#### 3. General information on the project

##### 3.1 Title of the project (**please update if relevant**):

Strategize4Uni

##### 3.2. Description and scope of the project (**please update if relevant**):

- Short summary of the project (max. 10 lines): **+ 10 lines that include background and context at institutional, regional, and national level as well as analysis of the current situation. Be concise and use a scale from very relevant/essential (5) to nice to have but not necessary (1)**

The "Strategize4Uni" project aims to develop an international strategy and increase students' and academic staff' awareness of internationalisation, international academic mobility programs, competitions, and research projects. Strengthening international ties is crucial for the development of the new generation of culturally aware professionals, who are ready to discover international experience and implement it for a better future in Ukraine. ISTU, as a higher educational institution with a long history and far-going goals, is expected to improve its state of internationalisation by the end of the project and create opportunities for the students and faculty staff to raise their awareness about it.

The "Strategize4Uni" project includes fostering global engagement, developing an internationalisation strategy, raising awareness, providing training.

##### 3.3. Project relevance (**please update if relevant**):

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- Why should this project take place? This section should specify the motivation or reason for your project and its relevance. Which are the benefits of this project?

The “Strategize4Uni” project is relevant because internationalisation is an important part of the HEI’s functioning and development. Despite, the general relevance of the project, it’ll benefit ISTU in the following areas:

- The creation of the internationalisation strategy should help to structure and clearly define the main strategic goals and objectives of the university, as well as to indicate the key principles of internationalisation of the higher education institution. It will strengthen the position of the institution and its reputation.
- Organisation of the min. 2 workshops and an informational campaign for the faculty and students will improve their awareness of the possibilities provided by international opportunities in the short-term perspective. In the long-term perspective, it will motivate students and faculty to be an active part of the international life of the university, which will raise the reputation of the university and improve its educational and research activity;
- Ensuring the functionality of the general English course for the faculty and administrative staff will help to overcome their language barriers and provide them with an important language skill for active participation in international projects, networking development, and joint research. In the case of successful results and positive feedback from participants, it’s planned to continue for the next year by studying professional English;

### 3.4. Project goals (please update if relevant):

What are the goals/objectives of the project? Before writing the goals, please be aware that **each goal should be:**

- *Specific* – target a specific area for improvement.
- *Measurable* – quantify or at least suggest an indicator of progress. Which are the deliverable outputs and outcomes.
- *Assignable* – specify who will do it.
- *Realistic* – state what results can realistically be achieved, given available resources.
- *Time-related* – specify when the result(s) can be achieved. It has to be finished by the end of the training course (please, think about changes in context, challenges, etc. when setting the end of the project).

- 1) **Creation of the internationalisation strategy:** Establish a structured framework outlining ISTU’s approach to expanding its global reach, fostering cross-cultural exchange, enhancing academic collaboration, and attracting a diverse student body and faculty from around the world. It’s expected to create, develop and officially approve the internationalisation strategy by the end of summer; Anastasiia Pylypchenko, a specialist of the Department of International Relations and Development, as well as Stanislav Kukhtyk, Pro-rector for International Relations and Development, will be responsible.

- 2) **Information Campaign:** Create an extensive informational campaign to raise awareness about the benefits of internationalisation, international activity of the university, emphasising safety measures and support structures in place, and addressing concerns related to the ongoing war. It's expected to have min. 1 post per month on social media of ISTU. Anastasiia Pylypchenko, a specialist of the Department of International Relations and Development will be responsible.
- 3) **Training Programs:** Develop specialized workshops to equip faculty with the necessary skills and information or guide students in international projects and competitions, as well as general English course implementation. Anastasiia Pylypchenko, a specialist of the Department of International Relations and Development will be responsible, as well as Stanislav Kukhtyk, Pro-rector for International Relations and Development, who will be responsible.

### 3.5 Which are you expecting to be your deliverables (tangible results)?

- 1) *The strategy* of internationalisation;
- 2) Min. 1 post per month on social media and website of ISTU
- 3) Min. 1 workshops for the faculty and min. 1 workshop for students
- 4) Manage the course on general English for the faculty and administrative staff of ISTU.

## 4. Stakeholders

(If you have already contacted any of them regarding your project ideas Explain their relevance and role in the project?)

### University Administration:

- **Relevance:** Oversees institutional strategy and resource allocation.
- **Role:** Provide support, funding, and policy direction for the project.

### Faculty and Administrative Staff:

- **Relevance:** Direct beneficiaries of internationalisation initiatives
- **Role:** Participate in workshop, support student involvement, and contribute to internationalisation efforts.

### Students:

- **Relevance:** Direct beneficiaries of internationalisation initiatives.
- **Role:** Participate in the workshops.

High Power, High Interest: **University Administration, Faculty and Administrative Staff, Students**

Low Power, Low Interest: **Students**

Please: Categorize your stakeholders (Power Interest Grid).

Bear in mind that this information is internal and not to be shared with the stakeholders!

### 5. Resources: Budget and Cost/Benefit

- Please specify the resources that you need for the project to take place, if possible in quantitative and qualitative terms. Please be realistic.
- Specify the resources in terms of numbers (money, persons...)

	Available	Not available
<b>Financial resources</b>	Available	-
<b>Human resources</b>	4 persons from the Department of International Relations and Development	-
<b>IT resources</b>	Available	-
<b>Marketing resources</b>	4 persons from the Department of International Relations and Development, Social media of the ISTU, the website of ISTU,	-
<b>Others</b>	-	-

### 6. Challenges/ Risks

- Identify and enlist the challenges or risks that you face in the process and possible solutions/alternatives to each challenge.

Possible Risks	Likelihood	Mitigation
Some faculty and staff may refrain from participating in internationalization efforts due to workload or perceived lack of benefits.	High	Provide clear communication about the benefits of internationalization, offer incentives such as professional development opportunities or research funding, and address concerns through open

		dialogue and support mechanisms.
The ongoing war may raise safety concerns among students and staff participating in activities.	High	Provide clear communication, and offer opportunities as alternatives to physical presence (online format of events)
Cultural and Language Barriers	High	Offer training and language courses to faculty and staff. Facilitate cross-cultural exchange activities and provide language support.

## 7. Major activities: Time planning

Please fill in your time planning in 7.1 and 7.2 as much as possible at this early stage. The more you think about your major activities, the more focused your project will become.

**7.1 Milestones:** Each milestone represents the end of a specifically determined time section with defined tasks. A milestone is an event of particular significance with planned project results and a planned date. They can only be passed once and are important points for evaluation and further planning.

- 1) Creation of the internationalisation strategy of ISTU (February 2024 - August 2024)
- 2) Organisation of min. 2 workshops for the faculty staff and students (February 2024 - May 2024)
- 3) Organisation of English course for the faculty staff (February 2024 - June 2024)
- 4) Start of an extensive informational campaign (February 2024 - October 2024)

## 7.2 Further Activities (breakdown to achieve milestones)

- Please enlist activities of the project involved with title, stakeholders, the timeline for each activity and expected outcomes for the activity.

### Activity - Milestone 1

**(Example): To sensitize the university administration about outbound mobility**

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Activity (enlist the activities to reach your milestone 1). E.g. Meeting with University Board	Stakeholders involved E.g.: Deans of Schools, Student Representatives, Academic coordinators, etc.	Timeline E.g. Second Week July	Expected outcomes of this activity. E.g. To draft a joint status quo report on outbounds To set a list of goals and priorities, etc.
<b>Milestone 1: Creation and approving of the internationalisation strategy of ISTU (February 2024 - August 2024)</b>			
Creation of the first draft of the internationalisation strategy	University Administration	February 2024 - April 2024	To create a working group and prepare first draft of the internationalisation strategy
Discussion of the proposals and developing of the final draft of the internationalisation strategy	University Administration	April 2024 - July 2024	To prepare and finalize the second draft of the internationalisation strategy
Approve the internationalisation strategy	University Administration	July 2024 - August 2024	To have a final, approved document of the internationalisation strategy
<b>Milestone 2: Organisation of min. 2 workshops for the faculty staff and students (February 2024 - May 2024)</b>			
Activity (enlist the activities to reach your milestone 2).	Stakeholders involved	Timeline	Expected outcomes of this activity.
Organise workshops (min. 1) for the faculty staff on the strategy of internationalisation and its perspectives	Faculty and Academic Staff:	February 2024-May 2024	To equip participants of the workshops with knowledge about international opportunities.
Organise workshop (min. 1) for the students on the strategy of internationalisation and its perspectives, international mobility	Students	February 2024-May 2024	To equip participants of the workshops with knowledge about international opportunities.

<b>Milestone 3:</b> Organisation of English course for the faculty staff and speaking club for students (February 2024 - June 2024)			
Ensure the functioning of the General English Course	Faculty and Academic Staff:	February 2024 - June 2024	To help the faculty to improve their level of English.
<b>Milestone 4:</b> Creation of an extensive informational campaign (February 2024 - September 2024)			
Min. 1 post per month on social media of ISTU on international activity of ISTU	Faculty and Academic Staff, Students	February 2024 - October 2024	To rise a level of awareness of the university community will lead to the fostering of the interest to the international activities.

Done

In the process

## 8. Evaluation and Monitoring

The “Strategize4Uni” project will be considered as successful if the end of the project, created

- **The strategy** of internationalisation will be approved;
- An extensive informational campaign will be created (Min. 9 posts on social media/website of ISTU) and continue its functioning
- 1 workshops for the faculty and 1 workshop for the students will be conducted;
- The course on general English for the faculty and administrative staff of ISTU will be organized.

The level of awareness will be measured through developed quality questionnaires.

The top management of ISTU will monitor the quality of the implementation. The team of the project will report about the progress of the project every two weeks.

## 9. Outlook and Sustainability

- Roadmap for the further development of the project
- The mechanism (including personnel and budget) for the follow-up of the project

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The internationalization strategy was approved on 20.08.2024 at the academic council and is taken into account for planning the activity of all structural units of the university. Besides, English language courses continue their functioning, as well as an active informational campaign about the international activity of the university. The “Strategize4Uni” will be sustainable in the further international activity and development of the ISTU.