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Tempus project 516851-RS-SMGR EQUIED

Progress 1: Until Request for extension of eligible time 21.08.2014

Progress 2: After extension of time being granted

**Self-evaluation Report**

I Project activities by work packages

**WP1. Develop policy framework ensuring equitable access to and completion of higher education in Serbia based on EU models and national best practices**

Activities:

A1.1 Preparing baseline study (description of the state of the structure of the student body, institutional mechanisms, regulations and measures of support)

A1.2 Stakeholders consultations on needs and problems

A1.3 Formulation of policies, comparative policy analysis though transfer of knowledge on international practices in order to determine which of the proposed policies will be most effective

A1.4 Organizing stakeholder consultations on proposed policy recommendation

A1.5 Preparing final version of policy framework of diversifying and enlarging the student body

Progress 1:

Baseline study completed, translated, published electronically on the project website, Stakeholder conference on Baseline study findings held. Policy analysis has been completed in all the area relevant for social dimension of higher education and the second Stakeholder conference, on policy analysis, held. Written contributions for the publication on policy analysis have been collected (contributions by RU, BU and UM teams, analysis of statistical data availability and shortcomings, analysis of state of student support services at Serbian universities, reports on support to piloted students and evaluation of both support measures and students results, analysis of students standard policy measures, analysis of legal regulation of access to higher education...) Publishing expected by November 2014. Some of the recommendations have been already formulated in the form of proposals to draft Law of Higher Education and new standards for accreditation of higher education institutions, as well as an amended form for data collection on student population administered by the National statistical office. Proposals have been submitted to the Ministry of education and to the National council for higher education.

Progress 2:

Study visit to University of Veliko Trnovo, Bulagaria - Presentation of the project deliverables, the peer review of the project deliverables by the UVT team, and exchange of ideas and experiences among the partners teams. Discussion of draft publication and recommendations.

Chapters for the publication completed: Analysis of student support, Analysis of data collection, Analysis of legal documents, Analysis of assistive technology, UK experience in widening participation, Slovenian experience of equal access, Pilot program experience

To be completed:

Publication of policy analysis and policy recommendations - end of February 2015.

The final conference on project's results and policy recommendations - March 2015.

**WP2. Enhance the system of collection, analysis and dissemination of data on Higher Education**

Activities:

A2.1 Analyzing existing methodology for collection of data on student population (existing forms, responsible institutions, channels of communication, data needs determined at stakeholders consultations)

A2.2 Defining relevant indicators and potential users of semiannual census of student body

A2.3 Defining scope of work and manuals on procedures of the relevant institutions responsible for student statistics and training needs analysis

A2.4 Conducting trainings on new methodology for collection of data concerning the social dimension of student population

A2.5Putting into operation new methodology on students’ statistics

A2.6 Implementing the adopted methodology

Progress 1:

Analysis of data sources and statistical publications on higher education has been completed, training delivered in HESA, presentations held in HEFCE and OFFA, methodology for collection of data on HE statistics has been drafted, final study on HE statistics in Serbia prepared, indicators of equal access to HE defined, proposing new data collection and data reporting procedures, a new student statistical form adopted by National statistical office. Amended form has already been administered. Amendment to law on higher education related to collection of data on student population submitted the Ministry of education. Proposal of improvement of IT networking between the faculties, universities, Statistical Office and the Ministry of education has been developed as an added value to the original WP2 activities and presented at the Stakeholder conference.

Progress 2:

Analysis of first administration of amended SV form

To be completed:

Training/guidelines of/for faculties' administration and IT administration on collection of data on student population using the new form and, alternatively, electronic form of collection of data - October 2014 to February 2015

Proposal of improvement of IT networking between the faculties, universities, Statistical Office and the Ministry of education should be advocated through trainings and final project visibility events.

**WP3. Improve the legislative framework and internal (institutional) regulation on material and social aspects of access to HE in order to mainstream and sustain widening participation and equality in HE**

Activities:

A3.1 Setting up experts team for drafting Amendments to the Law

A3.2 Drafting Amendments on the basis of the proposed policy framework

A3.3 Organizing public hearings on the

proposed changes in the Law Pupil and Student Standards

A3.4 Drafting and adopting changes to internal (institutional) regulation on the level of universities and endorsement of the Draft Amendments

Progress 1:

Analysis of legal regulation is completed. Draft amendments to law of higher education prepared and submitted to Ministry of education. Proposal for new standards for institution accreditation prepared and submitted to Commission for accreditation and National council for higher education. University of Nis Statute amended to include a provision on Student support services. Draft amendments to the Law on Pupil and   
Student Standards prepared.

Progress 2:

University of arts Belgrade amended internal regulation

University of Belgrade - to be reported on the monitoring meeting

University of Novi Sad - to be reported on the monitoring meeting

State university of Novi Pazar - to be reported on the monitoring meeting

To be completed:

Organizing public hearings on the proposed changes in the Law on Pupil and   
Student Standards - March 2015

**WP4 Establish the National Focal Point and network of Students Support Services (NFP-SSS) on the universities in Serbia:**

Activities:

A4.1 Defining the scope of work of the Student Support Service and National Focal Point

A4.2 Organising workshops and conference on national and international best practice on the student support services

A4.3 Develop guidelines on the student support services for students from underrepresented groups

A4.4. Organizing transfer of knowledge sessions for staff engaged in the Student Support Service and National Focal Point with the focus of international practice in this field

A4.5 Establishing National Focal Point and Student Support Service

A4.6 Installing specialized assistive technologies in selected universities

A4.7 Transferring gained know-how and autonomously implement training actions for selected faculties

Progress 1:

Trainings in Barcelona and Maribor on student support services held. Analysis of state of student support services at Serbian universities and recommendations for establishment of support services completed. The scope of work of SSS defined. University of Nis Statute amended to include a provision on Student support services. Assistive technologies purchased.

Progress 2:

Presentation of Universities libraries provision to students including newly available assistive technology - To be reported on monitoring meeting

Trainings for faculty staff and faculties' administration on support services for students - November 2014 to January 2015 - To be reported on monitoring meeting

To be completed:

Writing guidelines for providing support to students, assisting organisation of SSS at universities, transfer experiences form Pilot program to SSS staff - from October 2014 to February 2015

Trainings on how to use assistive technology, to both staff, administration and students - February 2015

Purchase of office equipment - February 2015.

**NOTE: It should be secured that the project team resources, experiences and capacities are used by newly established SSS - in defining the scope of work, planning activities, as the main source of staff (engaging project team members in management boards and as supervisors, engaging student mentors, using experiences of Psychological counseling unite and Association of students with disability in Nis, Association of student with disabilities and Center for students with disability in Belgrade, Faculty of Philosophy student support unit in Novi Sad). It would be a waste of project efforts and project team expertise if SSS are built from scratch.**

**WP5 Piloting effective measures intended for specific underrepresented groups:**

Activities:

A5.1 Selection of fifty students from the unrepresented groups and organization of outreach activates (motivations workshops, carrier guidance, physiological support, etc)

A5.2 Supporting pilot groups of students to enroll desired faculty and providing assistance in preparation for the entrance exams

A5.3 Define criteria in consultation with universities for provision of subsidized scholarships, tuition fees and accommodation of selected students in dormitories within the pilot initative

A5.4 Organizing informative campaigns and presentations on piloted measures of support for underrepresented student population

A5.5 Provide service of mentoring, carrier guidance and philological support to selected students during their first and second year of study

Progress 1:

Selection criteria defined, students selected, preparatory workshops held at all universities, mentoring established, preparation for entrance exams conducted, preparation material provided. Students who enrolled universities mentored throughout the academic year. Students success after the first year of study evaluated. The support activities and their outcomes analyzed. Pilot experience included in the policy analysis and policy recommendations publication material.

Progress 2:

Supporting the piloted students throughout the first semester of the second year of their study using the resources of the newly established Student Support Services - October 2014 to January 2015.

Assisting organisation of SSS at universities - To be reported at the monitoring meeting

To be completed:

Incorporating the experience of piloting to Student Support Services through writing guidelines for providing support to students, transfer experiences form Pilot program to SSS staff. - October to February 2015.

Presentation of Pilot experience to faculty staff, faculty administration and students organizations - February 2015

**WP6 Quality control:**

Activities:

A6.1 Assessment of the project deliverables by the Steering Committee and

monitoring of project indicators

A6.2 Preparation of the Quality control Reports by WG expert teams

A6.3 Implementation of the Peer Review of the proposed policy framework and measures of support by partner Universities in Barcelona, Roehampton and Veliko Turnovo

Progress 1:

A systematic and detailed quality control plan adopted. Permanent internal assessment of activities within the WP teams. For example: quality of Baseline study was assessed through several proofreading by the project members, quality of selection criteria have been assessed based on selected students motivation and progress. External evaluation by Tempus office and EACEA. Three self-evaluation reports related to preemptive monitoring, Intermediate Report requirements and extension of time request. Quality assessment results used for introduction of changes in the original workplan and partners responsibilities and teams composition.

Progress 2:

Quality control questionnaire distributed and analyzed. Report available at the monitoring meeting.

To be completed:

Peer review of project results by EU partners - February 2015.

**WP7 Dissemination of project activities and results:**

Activities:

A7.1 Organizing regular consultations and visibility activities (website, briefings, presentations, press conferences and other events)

A7.2 Organization of the Final conference on the equitable access to HE in Serbia

Progress 1:

Over 70 items of project promotion: Website, Conference on Baseline study, Media conferences, timely interviews and articles on the project and specific activities, promotion of project at conferences and events outside the project workplan, occasional presentation of the project to university bodies and faculties.

Progress 2:

As above - throughout the extended period. To be reported on the monitoring meeting

To be completed:

Conference on student support schema - *Why do we need it*? (To be moderated by a journalist) - February 2015. To be reported on the monitoring meeting

Final conference on project outcomes and policy recommendations - March 2015

Series of lectures on equal access to various study programs at national universities - October 2014 - February 2015

Media promotion of assistive technology installed - February 2015

**WP8 Exploitation and sustainability:**

Activities:

A8.1 Increasing participation of wide range of stakeholders in the project

A8.2 Preparation of the Policy Report for decision makers on institutional support to student population containing results of the piloted support measures

Progress 1:

National council of higher education involved. Committee for protection of equality involved.

Draft proposals of amendments to Law on higher education and institution accreditation standards submitted. Student support services established or in process of being established. Assistive technology purchased. 50 students from underrepresented groups enrolled to universities. New form for collection of data adopted.

To be completed:

Training of faculty staff and administration on data collection and dissemination, usage of assistive technology, functional student support services at universities applying experiences of the Pilot program. Timeline as is specified under each relevant work package (2, 4 and 5).

**WP9 Management structures and reporting:**

Activities:

A9.1 Setting up management structures and procedures and their implementation through the project

A9.2 Establishment of the Reporting requirements and delivery of Reports

Progress 1:

Two lines of coordination established: among the partner institutions and with the WP teams (coming from different partners institutions). Meetings held frequently related to activities. Reporting structured based on the EACEA report forms requirements. After differing quality and format of reporting and supporting documentation among the partners institutions had been noticed, detailed and explicit instructions to the partners on how to report and document activities and related costs have been sent.

Request for extension of time - August 2014

Request for the second installment of Tempus grant - August 2014

To be completed:

Stronger links with the Ministry, National council of higher education, and Faculties are indispensible as the sustainability of the project results needs to be secured - October 2014 - February 2015

Final report delivery - end of extended period.

II Equipment

The larger part of equipment cost covered by the Tempus grant was incurred by purchasing of assistive technology as indispensible technological tool for enhancement of access to higher education of students with disability.

Second part of the equipment - office equipment - to be purchased after second installment of Tempus grant is received. List of office/computer equipment prepared by the time of monitoring meeting. Second tender due - end of January/beginning of February.

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**Work plan for the activities during the additional period requested**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **TEMPUS IV - Fourth Call for proposals, 15 February 2011** | | |  |  |  | | | |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  | **WP Type** | **Indication of weather activity is original or new** | **Deliverable / Activity**  **Ref. N°** | **Activities**  **(planned during the additional period requested)** | **Dura- tion (weeks)** |
|  |  | **1** | **2** | **3** | **4** | **5** | **6** |
|  |  |  |  |  |  | **O** | **N** | **D** | **J** | **F** | **M** |
|  |  |  |  |  |  | **14** | **14** | **14** | **15** | **15** | **15** |
|  |  | Originally planed | A1.5 | Study visit to University of Veliko Trnovo,  Bulagaria - discussion of draft publication and recommendations | 1 | **X** |  |  |  |  |  |
|  | DEV | New, based on already prepared material | A1.6 | Publishing three volume publication containing  Baseline study, Policy of equal access analysis and  Policy recommendations | 8 |  |  |  |  | **X** |  |
|  | DEV | New | A2.7 | Training of faculties' administration and  IT administration on collection of data  on social dimension of student population | 3 |  |  |  |  | **X** |  |
|  |  | New | A2.8 | Advocacy for IT networking between the faculties,  universities, National Statistical Office and  the Ministry of Education, in students statistics | 3 | **X** |  | **X** |  | **X** |  |
|  | DEV | Originally planned | A3.3 | Organizing public hearings on the proposed  changes to the Law Pupil and Student Standards | 2 |  |  |  |  | **X** |  |
|  | DEV | Originally planned | A4.3 | Develop guidelines on the student support services  for students from underrepresented groups | 4 | **X** | **X** |  |  | **X** |  |
|  |  | New | A4.8 | Transfer experiences form Pilot program to  SSS staff, as part of their training | 4 | **X** | **X** | **X** | **X** | **X** |  |
|  |  | New | A4.9 | Trainings for faculty staff, faculties' administration,  and students organisations  on support services for students | 3 |  |  |  | **X** | **X** |  |
|  | DEV | New | A4.10 | Trainings on how to use assistive technology,  for faculty staff, administration and students | 3 |  |  |  |  | **X** |  |
|  | DEV | New | A5.6 | Presentation of Pilot experience to faculty staff,  faculty administration and students organizations | 3 |  | **X** | **X** | **X** | **X** |  |
|  | DEV | New (extended for one more semester) | A5.5 | Provide service of mentoring, and philological support  to selected students during their first semester  of the second year of study | 16 | **X** | **X** | **X** | **X** | **X** |  |
|  | QPLN | Originally planned | A6.3 | Distribution and analysis of Quality control questionnaire and the Peer Review of the proposed  policy framework and measures of support by  EU partner Universities | 8 |  |  |  | **X** | **X** |  |
|  | DISS | New  (extended to the end of eligibility period) | A7.1 | Media promotion of assistive technology installed - October 2014  Conference on student support schema - *Why do we need it*? (To be moderated by a journalist) - December 2014  Series of lectures on equal access to various study programs at national universities - October 2014 - March 2015 | 52 | **X** | **X** | **X** | **X** | **X** | **X** |
|  | DISS | Originally planned but postponed until the end of eligibility period | A7.2 | Organization of the Final conference  on the equitable access to HE in Serbia | 16 |  |  |  |  | **X** | **X** |
|  | MNGT | Originally planned | A9.2 | Delivery of Final Report | 6 |  |  |  |  |  | **X** |