

## **Final Report**

### **Administrative training at UNIBO**

#### **3-8 March 2018**

### **1. Objectives and methodology**

The main objective of the administrative training was to improve the preparation of the Iraqi universities administrative staff on issues related to quality assurance, ECTS and internship design. According to the project proposal, this training should have taken place in Baghdad. Due to security reason, the Consortium has decided to carry out the training at UNIBO in the first week of March 2018. The considerable experiences of University of Bologna (UNIBO) for managing collaborative projects was also taken into account. Indeed, the academic and administrative staff of UNIBO, with the support of International Relation officers, held the 5 days' training. Five (5) administrative staff members of Iraqi partner universities composed the target:

- Laith Majeed Hussein – Administrative officer of University of Baghdad;
- Mushin Alhusein Abdulamir – Director of Department of University of Kufa;
- Hayder Kaream Hussein – Administrative officer of University of Kufa;
- Ferdous Abbas Jbir Alturaihy – President of University of Qadissiyah;
- Mohammed Hamza Abdulsada – Administrative officer of University of Qadissiyah;

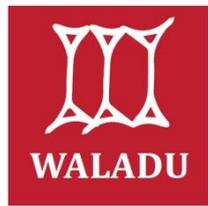
The decision to reduce the number of target group members depended on the necessity to improve the preparation of the effective administrative staff members of Iraqi University through a “training of trainers” approach. The roles and qualifications of the selected staff members will allow them to transfer the knowhow acquisition to other staff members in their respective Universities.

### **2. Activities and results**

The training was divided in two different phases: quality assurance tools; International teaching mobility, internship design and ECTS system.

#### **2.1 Quality assurance tools**

During this first phase, the project managers of UNIBO presented the specific guidelines for the use of the grant. They also showed some case studies and UNIBO best practices in grant management. In this session, target group members raised some important constraints related to Iraqi administrative context. In particular, the discussion was mainly focused on the issue related to the staff cost reimbursement for Iraqi partners. In this regard, the project managers informed that they asked and obtained by the Agency the authorization to reimburse STAFF COST using the personal



bank accounts of Iraqi staff. In the PA signed by Iraqi partners, the legal representative has a designated staff who is given permission to use his or her personal bank account for the purposes of the project, acting under the supervision of the beneficiary institution. The reimbursement of STAFF COST will be carried out in the next months by LMU (and not by UNIBO as Coordinator), due to UNIBO administrative limitation as Italian Public Institution.

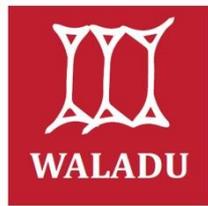
The first phase was also focused on the issue related to the creation of archaeological laboratories (WaLab) and libraries (WaLib) in each Iraqi university. Iraqi partners confirmed that the creation of a laboratory of WaLab and WaLib to support the new teaching activities of the BA is a very relevant intervention due to the underdeveloped infrastructures and technical instruments available in each Iraqi HEI. Since the Iraqi Universities cannot manage WALADU grants directly, the project Coordinator will study an operative plan that will be proposed to Iraqi partners in the next months. The operative plan will be presented to the Agency for approval. Project partners agreed on the following working plan: the equipment will be acquired between April and June 2018. The new WaLib and WaLab will open in October 2018 at the beginning of the new academic year. Each University will organize an opening ceremony inviting University governance and local authorities.

Finally, project managers presented the general quality plan and the positive internal and external evaluations of WP1. In this regard, the Iraqi partners underlined how project meetings dates should be set 3 months in advance to allow a better logistical preparation for their side. The Coordinator took note. Iraqi partners were also advised of the internal evaluation of WP2 that will take place in the next months: all partners will receive an online questionnaire to be filled. Iraqi partners have been aware on the importance of internal evaluation as a key tool for quality assurance.

## **2.2 International teaching mobility internship design and ETCS system and its application in Iraq**

The second phase of the training was focused on the importance of establishing international networks in order to foster academic collaboration and mutual sharing. Several information were given by members of the UNIBO administrative staff on Bologna process, EU university system, internationalization in academia, internship design, grant winning, ETCS system and its application in Iraq. Specific attention was also given to the illustration of the student-centered learning system and the involvement and the involvement of stakeholders in the development of a degree course

During this session, UNIBO and Iraqi partner signed a framework agreement for academic cooperation. The agreements guarantee collaboration between UNIBO and each Iraqi partner for the next 5 years. The creation of an international network called "WaLink" is at the core of the agreements: WaLink aims to become a reference point for the students' exchange in the field of the Humanities between Europe and the Middle East. This network will act as a permanent 'internationalization' working group,



and it will be the core of the project exploitation and sustainability.

### **3. Conclusion**

Summarizing, WALADU administrative training was held in a very constructive atmosphere with both wide-ranging and detailed discussions. Each Iraqi University presented different and peculiar problems depending on the social context in which they act. However, every constraint posed by the complex Iraqi context was deeply discussed and effective and realistic solutions have been found. All this was made possible thanks to the effective collaboration between all partners that have demonstrated once again a constant commitment to the project and a great spirit of trust and collaboration.