

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 x

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

Partnerships for Cooperation and exchanges of practices x

Partnerships for Excellence – European Universities x

Partnerships for Excellence - Erasmus Mundus Joint Master Degrees x

Partnerships for Innovation x

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).

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

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WSB University is committed to provide high-quality education opportunities to its students and staff which include an international dimension. That is why, Erasmus program constitutes an integral part of the university's modernization and internationalization strategy. Our objective is to work on the international level, in close liaison with the European and international education, research and business environment. The university priority is the internationalization of curricula and scientific research at the university through international cooperation projects and the increased number of students and staff participating in mobility activities, including blended mobility.

In current Development Strategy 2014-2020 of WSB University, internationalization is defined as one of the strategic objectives and Erasmus program is central element of this strategy. Participation in Erasmus program is in line with the following specific objectives of 'Internationalization' strategic goal:

5.1 Development of educational offer in foreign languages – by implementing learning mobility of students and staff, the University will modernize its ECTS catalogue for courses offered in foreign languages. At the moment WSB University offers 3 bachelor programs and 2 master program entirely conducted in English language and 1 bachelor program in Russian language. The opportunity to host international lectures via staff teaching mobility will provide for enhancing current educational offer of the university and will help to internationalize the curricula. The idea of developing joint international cooperation projects under KA2 Strategic Partnerships with partner HEIs from EU will create the possibility for WSB University to introduce some new modules/courses into study programs offered or modernize current ones which will boost university international curriculum and help to attract more international students.

5.2 Development of cooperation with international partners - the University aims to improve the quality, competitiveness and international dimension of its educational offer and to introduce innovative aspects in its educational, training, research and organizational systems. For this reason, the University will continue to actively engage in European and international cooperation projects and activities by creating sustainable and balanced partnerships with universities, organizations from research and business sector, both within and outside EU that will lead to production of long term and reusable outcomes, and thus impact on individual mobility stakeholders involved, all participating institutions, and finally lead to further development of European Higher Education Area. The University will seek to extend the portfolio of Erasmus partners for mobility activities in EU and non-EU countries in order to enhance mobility opportunities for students and staff. In order to avoid creation of unrealistic partnerships which may turn out to be inactive, the University has developed a procedure of approval and monitoring of all partnership agreements. We aim to select partners which provide a quality experience which will be of benefit to the professional development of mobile participants and both institutions involved. Before any partnership is to be established, a comprehensive analysis is made considering partner institution capacity and potential, compatibility of academic profiles, prospective fields of cooperation that would provide for development of realistic innovative mobility programmes and improving quality of higher education at both institutions. Then, the qualitative and quantitative scope of cooperation (thematic fields/joint programmes/prospective number of mobilities etc.) is consulted between partners. These partnerships are reviewed annually, with a view to consolidating and strengthening each relationship.

5.3 Increasing mobility of students as well as academic and administrative staff – by implementing mobility activities under Erasmus program, WSB University intends to engage the largest possible number of students and staff in the international exchange to enable them to benefit educationally, culturally and linguistically from the experience of learning, teaching or training in other countries, and as a result to enrich the process of internationalization at the University. Student mobility will be aimed at enabling them to carry out part of their studies abroad, familiarizing students from non-EU countries with the European model of education, enabling them to access to international achievements in the field of education and science, cultural exchange and developing the capability to study and work in an international environment. Mobility of academic teachers will be used to transfer knowledge between partner universities, develop future cooperation in the implementation of research and scientific projects, issue joint scientific publications and organization of joint conferences and scientific events. Teaching and research staff by participating in mobility projects not only disseminates scientific achievements and stimulates their scientific potential, but through the exchange of good practices in the field of scientific research, teaching methods and administrative solutions, contributes to the increase in the quality of research and education activities. Mobility of non-academic staff for training constitutes an important factor in improving internationalization of the university by bringing new partners, networks and ideas which can be used for structural reform at the university.

5.4 Tailoring service to the needs of international students – while implementing mobility activities under Erasmus program, WSB University will be better responding to the needs of incoming students and staff by providing them with higher-quality administrative, logistic and cultural services as well as adjusting to the needs of students of all backgrounds, including disadvantaged students. This will also involve implementing a digital mobility management structure at WSB University (following European Student Card initiative including Erasmus Without Paper: Online Learning Agreement, Erasmus+ App) and modernizing technology system at WSB University by enhancing the current e-learning system to support blended mobility and virtual cooperation with international partner institutions.

5.5 Acquiring international accreditation by the university – by participating in various activities covered by Erasmus+ program, including international mobility and cooperation projects, WSB University will increase its operational and scientific capacity for international cooperation. By getting involved in strategic partnership, capacity building and knowledge alliances projects with HEIs from EU and outside of EU that foster innovation, entrepreneurship and employability, promote innovation in teaching and research and knowledge exchange, both as the leading organization or a partner institution, WSB University builds on its scientific international profile and becomes a credible and recognized partner on the international arena. By implementing strategic partnership projects with partner HEIs from EU, WSB University fosters its capacity for developing the initiative of European Universities.

5.6 Building and developing the international university community – numerous international projects and initiatives developed by WSB University such as scientific research, joint study programs, international exchange programs, scientific and educational projects and diverse academic community of WSB University including students of more than 40 different nationalities and international academic staff build on the international profile of WSB University. The opportunity to host international students and staff from partner HEIs will contribute to promoting cultural diversity, stimulate inter-cultural dialogue with the members of WSB University academic community and will provide the non-

mobile members of WSB University with the „internationalization at home” experiences by interacting with other mobile participants. By hosting international students for their study or traineeship experience, WSB University provides their local students with the opportunity to improve their language skills and to learn about different cultures by working together with incoming students. Local students and staff of WSB University will benefit from the presence of incoming international lecturers who will help them to build their international competences and cultural awareness by sharing with them their experience and knowledge, at the same time creating opportunities for networking and elaboration of future joint cooperation projects for development and research.

The renewed development strategy of WSB University for 2021-2027 that is being elaborated now to be adapted in 2021, will expand on further internationalizing of the university with the support of a new formula of Erasmus program as a tool for structural reform and the opportunities it creates for both the institution itself and its individual participants with regard to digitalization of mobility, development of digital, language and teaching skills, inclusive education and enhancing international cooperation. Erasmus program will continue to work as the central element of the university modernization and internationalization strategy.

Participation of WSB University in Erasmus program will contribute to building of European Education Area, in particular by the University actively promoting the following objectives:

1. To implement digital mobility management structure at the university including tools like Erasmus Without Paper – Erasmus Dashboard, OLA, Erasmus+ App in line with the technical standards of the European Student Card Initiative in a timeline defined by the program that will secure and simplify administrative procedures related to students mobility and facilitate cooperation with partner HEIs.
2. To ensure full automatic recognition of all ECTS credits for learning outcomes successfully received by students during their mobility period of study or traineeship abroad, including blended mobility.
3. To facilitate the acquisition of digital skills by mobile participants, by providing students with the opportunity of doing blended mobility, increasing the number of outgoing students taking part in traineeships focused on digital skills development as well as to develop cooperation projects which promote development of digital competences among university students and staff.
4. To promote foreign language learning among students and staff by providing more students and staff with the opportunity to study, work and train abroad by taking part in mobility or engaging in development of international cooperation projects.
5. To promote common values and inclusive education by making them embedded in the governance mechanisms for mobility and cooperation projects so that more participants with fewer opportunities can benefit from Erasmus activities.
6. To engage in the initiative of European Universities by creating sustainable partnerships with European partner HEIs for the purpose of creating a new value of higher education in Europe that will address skills shortages, stimulate students employability and promote European values and identity.

Participation of WSB University in Erasmus program will improve its institutional strategy and bring about a positive change in the university and its all mobile stakeholders.

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.

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WSB University plans to participate in the following actions of Erasmus program in 2021-2027:

1.KA1- Learning mobility of students and staff

Mobility is important to the development of the university as a whole as well as for the individual participants. Staff mobility for teaching responds to the needs related to the increase in the quality of education, research and knowledge transfer based largely on the exchange of good practices in these areas but also contributing to the initiation and consolidation of joint projects; staff mobility for training responds to the needs related to the exchange of experience and good practices in the organizational field of the university's operation with an emphasis on issues of internationalization, education and project implementation while student mobility for studies and traineeship is in line with the objectives of exchanging experience between young people, acquiring new transversal skills, fostering cultural awareness and improving their employability.

Therefore WSB University has made mobility a central element in its development and internationalization strategies, and will explicitly and consistently promote and support student and staff mobility. WSB University will continue to implement learning and international credit mobility with partner HEIs from EU (KA103) and outside of EU (KA107) in order to enable more students and staff to benefit from the mobility experience abroad.

With regard to international credit mobility with partner HEIs from outside of EU, the current portfolio of partner HEIs is very diverse as it includes universities from almost all continents: North and South America, Asia, Africa. However, WSB University will keep on diversifying the geographical directions by trying to introduce new inter-institutional agreements with HEIs from North America and South-East Asia which is line with the new institutional strategy goals. International Office of WSB University is responsible for the overall administration and management of Erasmus program which includes the administration of inter-institutional agreements, promotion and selection of mobility participants, financial management and reporting in Mobility Tool, management of mobility grants with regard to mobile participants in KA107 and dissemination of results.

Implementation of student and staff mobility at partner universities will be based on interinstitutional agreements signed before the mobility starts. Areas of academic exchange, number of student and staff mobility, academic recognition, language of mobility and recommended level of language proficiency as well as logistic aspects of mobility such as deadlines for sending nominations, grading systems, accommodation, insurance, visas will be defined in each

agreement. Efficient and regular communication with the coordinating person from partner university will be done electronically via e-mail at every stage of mobility, i.e.

- before starting mobility when submitting student / staff nominations and determining / approving student LA/TA(OLA) or staff training/teaching agreement,
- during the implementation of mobility with the introduction of possible changes in study program and in monitoring the stay of mobile participants at the host institutions,
- after completing the mobility, when preparing the final documentation (Transcript of Records / Certificate of Mobility), which will ensure timely and high quality implementation of student and staff mobility and provide for full academic recognition of learning outcomes.

In the case of KA107 mobility, organizational and financial mobility management will also be the responsibility of WSB University-International Office that will prepare all required documentation regarding the given mobility for their local mobility participants and for incoming participants from partner universities, i.e. LA/TA (OLA) (students) and training / teaching agreement (staff) as well as Erasmus grant agreement.

In order to efficiently implement mobility, WSB University has adopted formal procedures for the fair and transparent selection of Erasmus participants, approved by the University Senate, available on the Erasmus university website. Selection of students and staff of WSB University will be carried out by the Internal Selection Committee composed of: Vice-Rector for International Cooperation, Study Program Director/Deputy Dean and Erasmus and Erasmus Coordinator. Selection of mobile participants will take place centrally at the university level, with respect to the principles of equal treatment of all potential participants, including participants with fewer opportunities. Selection of incoming students from partner universities in non-EU countries will be done based on the requirements and criteria defined by the host university. With regard to incoming students and staff, including those from under-represented groups, WSB University will provide them with any support and assistance required before, during and after mobility which include: support in application process and access to updated course catalogue, securing accommodation, insurance and visa issues etc. WSB University has put in place a series of measures that will foster integration of incoming mobile participants and their adaptation into academic community and life in Poland including organization of Welcome and Orientations Weeks, Buddy Mentoring scheme, providing courses of Polish language, psychological support and academic tutoring services.

2.KA2 – Cooperation among organizations and institutions

The University internationalization strategy explicitly promotes the development of cooperation projects with partners in other EU and non-EU countries. Since WSB University continuously seeks for further internationalization of its education and research capacity, it is willing to participate in international educational and research projects for innovation and exchange of good practices that will support innovative teaching and training methods, design of new employment-oriented curricula, development of joint study programs and introduce new forms of life-long education.

WSB University will be applying for Erasmus cooperation projects, both at the leading organization and as a partner institution. Development of new international opportunities and bidding for external funds under EU and international initiatives is under the responsibility of Science Development Department which is supported by International Office in delivery of operational tasks related to organization and implementation of mobility activities. The University will promote the cooperation projects opportunities among its staff and students and support those who are willing to take part in them at all stages of the projects with professional and administrative back-up assistance. International cooperation projects will be carried out by departments and other university branch campuses with the support of the administrative units at a central level responsible for coordinating of European/international projects, that is Science Development Department and International Office. Balanced distribution of tasks regarding the stage of bidding for Erasmus cooperation projects and then management of project activities at WSB University, will provide for effective delivery of tasks, assuring quality and achieving project targets.

When selecting international partners, the University takes into consideration geographical coverage and subject area balance. This means that the University is keen on developing partnerships with the universities of large size and academic potential, as well as with the one peripheral smaller universities that operate as vibrant academic centres offering modern standards of education. Such geographically and thematically diversified partnership composition guarantees cultural diversity between its members and allows for mutual exchange of experience and best practice and will ensure long-term cooperation between the partnership institutions. The activities and co-operation projects agreed by WSB University are always based on identified needs. Involving in any international project is always preceded by a thorough analysis of the subject to bring a sustainable and balanced outcome of the project that will be used by the partners after the project ends and will equally benefit all partners involved. There will always be the roles appointed to staff responsible for academic teaching, training, research, project management and technical support and the relevant resources will be allocated to support the project in terms of implementation and finances. The decision will be made about the type and number and type of mobilities it will involve (learning, teaching, training activities), the number and type of students and staff that will be covered by project activities, intellectual outputs to be produced and ways of dissemination of project results. All these aspects as well as budget structure and project timeline will be discussed with all partners before applying for the grant.

The University aims to develop further opportunities that will help to internationalize the curricula and improve quality of education, among other things, by development of more double/joint degrees in other fields of study, such as applications for Erasmus Mundus Joint Master Degrees and European Universities initiatives in partnership with long-term and trusted HEIs from Europe with whom WSB University has already developed a reliable track record and successful mechanisms of cooperation.

The University is also committed to developing comprehensive mobility programs that would combine real mobility abroad with virtual one for their mobile students organized in credible international enterprises. For this purpose, it is planned to exploit the opportunity of strategic partnership projects.

WSB University strongly promotes projects aimed at cooperation with enterprises and projects supporting development of the university strategies for funding, governance and modernization of its curricula. In order to strengthen the "knowledge triangle", linking education, research and business, WSB University will continue to develop and implement joint educational and scientific/research initiatives with international business sector, economic institutions and scientific, research and technological centres. This will be done by continuous applying for projects under Sector Skills Alliances and Knowledge Alliances schemes.

WSB University will continue to support the reform of higher education in partner countries HEIs and act as a provider of specialized know-how in Capacity Building projects developed in the field of higher education and youth. The university will provide the partner HEIs with its educational capacity and organizational know-how for the purpose of modernizing their institutional policies.

By engaging in international cooperation projects, WSB University will foster its organizational capacity to work on the international level and become more competitive higher education institution recognized internationally among other HEIs, students and other mobility stakeholders.

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.

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WSB University will significantly benefit from participation in new edition of Erasmus program in 2021-2027 through offering more mobility opportunities for its students and staff, including blended mobility, improving mobility management structures and thus quality of students services by implementing European Student Card initiative and boosting its capacity for international cooperation by taking part in more cooperation projects and new initiatives such as European Universities.

It is expected that in the new edition of Erasmus program, the number of outgoing students taking part in both long-term and short-term mobility for study or traineeship including blended mobility will increase by 10% each year while the number of outgoing staff who will engage in teaching or training mobility abroad will increase by 20%. WSB University will be working intensively on increasing the number of incoming students by 10% through offering more courses available in foreign languages that match student study preferences and allow for automatic recognition of their learning outcomes. The University will be working towards increasing the number of incoming staff for teaching and training by 20% by offering them visiting lectures in English/Russian speaking programs and possibility of networking for establishing international cooperation projects while taking part in several international events organized each year at WSB University such as International Staff Week, International Forum for Internationalization of HEI etc. These estimates will provide for keeping a balance between incoming and outgoing mobility flows.

By digitalizing mobility management system through the use of Erasmus Without Paper, WSB University will simplify the exchange of mobility data and facilitate cooperation with partner HEIs, increase the quality of service offered to incoming and outgoing students as well as the quality of work of its international staff responsible for mobility management by reducing the volume of paperwork. WSB University will ensure to manage inter-institutional agreements and online learning agreements by 2021, to send and receive student nominations and acceptances by 2022 and to exchange transcripts of records related to student mobility by 2023.

By promoting the use of digital tools for mobility management such as OLA or Erasmus+ App among students, WSB University will enable them to take full advantage of their Erasmus mobility in more efficient and secure way. Following the inclusion into Erasmus digital ecosystem, WSB University will implement the European Student Card by 2025 by converting existing students cards into ESC.

By taking part in cooperation projects for innovation and exchange of good practices, WSB University will reach the following targets:

- internationalize the curricula by implementing new international courses/modules and joint degree programs
- modernize its teaching and training systems
- develop more comprehensive mobility programs that would offer blended mobility
- improve its organizational capacity to develop international projects
- enhance its e-learning systems by implementing blended mobility that would combine physical mobility with virtual elements.

Participation in Erasmus program will enable WSB University to maximise its institutional and international potential and achieve its strategic goals.