

BATMAN UNIVERSITY

ERASMUS POLICY STATEMENT

Batman University has various academic units composed of 7 faculties, 4 schools, 5 vocational schools and 3 graduate schools and 10 institutes in total. This gives us an opportunity to build inter-disciplinary and multi-disciplinary international cooperation projects with partners. International Relations Office and Scientific Research Projects Unit are responsible for the coordination of the projects. These offices provide support to the academic units with necessary information about the application procedures for projects and carry out the secretariat. The number of international cooperation projects, both for EU and non-EU countries, is an important indicator for our yearly performance programme, in accordance with the strategic plan. The change in the number of these cooperations is evaluated with the reasons. Academic units and staff are encouraged to develop new cooperation projects and projects under the Programme takes an important part of all projects. The results achieved by the projects are announced in different ways, such as university's monthly journal, web page and e-mail list. This helps to increase the recognition of the projects and the Programme itself, so has a potential to create motivation for the rest of the academic staff.

Batman University has a mission of being internationally recognized institution by raising individuals as leaders and entrepreneurs who are intellectual and sensitive to both global and local issues. One of the main activities is to collaborate with universities and other research institutions around the world. Exchange programs give an opportunity to close cooperation with European partners and other institutions from the world. For this purpose, BTU will carry on being active partner of Erasmus programme and contribute to the modernization of education area in EU and Turkey as well as regional and international business and investment world by means of collaborative projects. All the faculties have been recently involved in actions targeted at internationalization, and the idea has been expressed in the documents related to our university's mission, vision and strategy. The internationalization strategy of our university prioritizes the mobility and contribution of the staff and students, to European and international cooperation projects, in order to promote the quality of the higher education programmes and student experience. Thus, BTU offers an international experience to all of its students through mobility and collaborative projects and also encourages broad participation of its academic and administrative staff in different opportunities connected to the main areas of educational activity. In this regard, BTU will contribute to the European Union's modernisation and internationalization policies as an active stakeholder. One of the main strategic targets for internationalisation and modernisation of BTU is to become one of the well-known universities in European Higher Education Area. In order to achieve this goal, we are continuously developing the cooperations with European universities in terms of quantity and quality. In addition, the number of projects under the Programme is increasing every year. The number of cooperations intensifies especially with Eastern European countries, which have also strong connections with Turkey in economic, historical and social aspects. This has a positive impact on student and staff mobility and gives floor to develop common projects under the Programme. For example, as leading partner country for the mobility projects of BTU, Poland has an important partner country for us and this partnership is planned to be strengthened with the projects under the Programme. Neighbouring countries like Bulgaria and Romania are in the target group of partners. In recent years, some cooperations have taken place for projects under the Programme with these countries. A shared history and close cultural relationships, makes

each country attractive both for the students and staff in terms of mobility and project activities. To promote the goal of building a European Education Area, BTU also prioritizes the shared interest of the European Union to take advantage of the full potential of education and culture as drivers for job, creation, economic growth and improved social cohesion, as well as a means to experience European identity in all its diversity. During the international mobility, BTU encourages its staff and students to have a strong sense of their identity as Europeans, that of European cultural heritage, to be able to access high-quality education, irrespective of their socio-economic background, to know two languages in addition to their mother tongues, to spend time abroad to study and learn, which is expected to be the norm.

Considering the participation in Erasmus+ as a part of its own strategy for modernisation and internationalisation, BTU thinks highly of the key contribution of mobile staff and students, and of participation in European and international cooperation projects, to the quality of its higher education programmes and student experience. Participation in the programme provides an opportunity to establish measures that would improve the management of the university and promote its autonomy and accountability. By expanding the areas of activity and setting up new partnerships, the institution wishes to develop measures to obtain funding from various sources as well as increase the potential of administrative units to manage these resources.

By signing this Charter, BTU undertakes to further modernise its institution and contribute to the goals of a European Education Area. By agreeing to the principles of the Charter, BTU will work towards achieving these objectives by participating in various activities as such:

Key Action 1 "Learning Mobility": The mobility of higher education students and staff.

Key Action 2 "Cooperation among organisations and institutions": Partnerships for Cooperation and exchanges of practices; Partnerships for Excellence – European Universities; Partnerships for Excellence – Erasmus Mundus Joint Masters Degrees; Partnerships for Innovation.

Key Action 3 "Support to policy development and cooperation": networks and policy support measures.

As a consequence of participation in such activities, BTU aims to achieve these outcomes as follows:

To develop cooperation with partners in other countries in the framework of a clear strategy for internationalisation;

To promote and support student and staff mobility, especially for individuals with fewer opportunities, and further develop non-discrimination policies;

To pursue a clear policy towards the development of integrated, transnational teaching activities.

To recognise the importance of, and provide visibility to, the results achieved by their staff members engaged in individual mobility or in cooperation projects with strategic partners;

To take into account the results of internal monitoring of European and international mobility and cooperation activities to date, thus further improving its international performance.

To embrace more modern, dynamic, committed and professional environment inside the organisation: ready to integrate good practices and new methods into daily activities.

As regards students, trainees, and apprentices, the mobility activities supported under these key actions are intended to produce such outcomes:

- improved learning performance;
- enhanced employability and improved career prospects;
- increased sense of initiative and entrepreneurship;
- increased self-empowerment and self-esteem;
- improved foreign language competences;
- enhanced intercultural awareness;
- more active participation in society;
- better awareness of the European project and the EU values;
- increased motivation for taking part in future (formal/non-formal) education or training after the mobility period abroad.

As regards staff, youth workers and professionals involved in education, training and youth, the mobility activities are expected to produce the following outcomes:

- improved competences related to their professional profiles,
- broader understanding of practices, policies and systems in education, training or youth work across countries;
- increased capacity to trigger changes in terms of modernisation and international opening within their educational organisations;
- greater understanding of interconnections between formal and non-formal education, vocational training and the labour market respectively;
- better quality of their work and activities in favour of students, trainees, apprentices, pupils, adult learners, young people and volunteers;
- greater understanding and responsiveness to social, linguistic and cultural diversity;
- increased ability to address the needs of the disadvantaged;
- increased support for and promotion of mobility activities for learners;
- increased opportunities for professional and career development;
- improved foreign language competences; increased motivation and satisfaction in their daily work.

BTU ensures that cooperation activities contribute towards the fulfilment of the institutional strategy. The purpose of these cooperation projects for BTU is to work together across borders with other stakeholders of the Erasmus projects, bilateral cooperations in order to achieve common objectives in the field of education and training. In the case of European projects, the main beneficiary is in the EU Member States or third countries associated to the Programme, whereas when it comes to international projects, the main beneficiary is in non-associated third countries. Therefore, in accordance with its internationalisation strategy, BTU intends to develop qualitative projects with many institutions all over the world by applying to all options of the Erasmus programme.

BTU and its partners always make informed decisions about the strategic or ad-hoc partnerships which they intend to form by taking into account relevant European policy priorities, geographical and subject area priorities, outcomes from previous projects and the institutional capacity to participate. BTU aims to actively contribute to the project outcomes, as well as ensure their wide-scale embedment at its own institution. Participation in European

and/or international projects is considered to an integral aspect of BTU's internationalisation and modernisation strategy and is based on a specific needs analysis of the university in this respect. The foreseen results of the participation in such collaborative programmes are aimed to be sustainable and balanced and, for this reason, will pave the way for the future development of BTU's international involvement. In this regard, BTU has a broad vision, by 2022, to double the number of universities or institutions that it cooperates with.

BTU encourages the opportunities offered by the cooperation projects and provides relevant support to staff and students interested in participating in these activities (KA1-KA2-KA3) throughout the application and implementation process. As it has done, BTU will always be open and supportive to project ideas brought forward by their staff. Once committed to a given project, BTU plans, both as coordinator or as partner, to support participation at all levels of the institution. The expected support will always be provided to staff involved in project management and participation on condition that the outcomes of such international projects contribute to the modernisation and the institutional progress of both the university and the city, Batman, which is planned to be the most modernised, successful and international university of the south-eastern region of Turkey by 2023.

As part of the BTU's internationalisation strategy, the relevant precautions are taken in order to allow participating staff and students to have adequate time to carry out their project work. In addition to this, sufficient resources is allocated to support the project, by providing adequate administrative supports such as logistical, financial and psychological managements.

Thanks to the impact and implementation of the Erasmus programme, BTU, its partners and participants will take up more of digital technologies and of innovative and open pedagogies in education, training, youth and sport. The Programme will also support the use of the European frameworks on digital competences of educators, citizens and organisations, including the development and use of open educational resources, open textbooks, and free and open source educational software. Priority will be given to actions that promote innovative methods and tools for teaching, training, learning and assessment as drivers of improvements in lifelong learning. In addition to these, thanks to such technological advancement in digitalisation, especially as the COVID-19 pandemic process obliges us, many activities and mobility preparation processes will be carried out in digital, online platforms in connection with Erasmus programme and international collaborations, projects. For instance, by 2021, all the Erasmus mobility applications and Erasmus placement exams will have begun to be taken online and the process will be continuously carried out in this way. Moreover, by 2021, as an institution, we will have prepared, signed and concluded all bilateral agreements online to cover the new project period. By 2021, the materials and contents of all courses that are likely to be given for Erasmus students will be uploaded to the distance education system.

BTU has transparent staff development, evaluation and promotion systems whereby participation in transnational/international activities and European projects contribute to the professional recognition of staff and academic recognition for students. When participating in European and international cooperation projects, BTU does so in a pro-active way, by establishing from the very beginning the objectives for its participation, deciding what role it intends to play and which results it expects to achieve. Such cooperation projects are undertaken with a view not only to benefitting the institution itself, but also to benefitting other participating institutions and wider academia. The foreseen results of any participation in cooperation

projects are targeted to be sustainable, that is, results continue to be used by the partnership after the project ends, the results are reusable or the partnership engages in other future activities and balanced and therefore, lead to further development of the European Education Area.

By 2021, BTU will make all the adequate arrangements to ensure that project dissemination takes place from the very beginning of the project activities by making space available on the website for an individual project, holding presentations, posting news items. General dissemination and visibility policies adopted by BTU will include pro-active measures to ensure the visibility of the project implementation and outcomes. For instance, the institutional webpage will be updated to have an easily accessible page where one can access the outcomes already achieved in all the projects the institution has been part of. This will include clear mention of the staff participating in the project. By means of this, BTU will go on regularly contributing to the Erasmus+ Project Results Platform throughout the project lifecycle, as well as at the finalisation stage.

The international strategy of the university is to promote partnership with international universities, funding bodies and other private and public organisations, to train its students/staff and to develop its programmes in compatible with international standards, to support and contribute to cooperative education, to support all student and staff mobilities, to allocate funds for international activities, to promote international scientific research and publications, to develop mutual projects and to encourage memberships to higher education institutions. BTU also aims to get in touch with business world to establish partnerships. This will provide opportunities for graduates to find jobs more easily. Work/study programmes are designed through beneficiaries' personal needs and our institutions priorities such as perfection in vocational training directed to the demands of the regional small and medium size enterprises. So this will both enhance the quality of the higher education programmes and student experience and contribute to the economic, social and cultural development of Europe and the local region through the creation of a significant number of higher education graduates with direct experience of European cooperation and to increase the rate of foreign language proficiency in the country.

BTU is committed to select mobile staff and students and award grants in a fair, transparent, coherent and documented way, in line with the provisions of its contract with the National Agency. The University meticulously examines and insistently ensure such fair and transparent procedures throughout all stages of mobility and in the process of responding to queries/complaints from mobile students/staff. In this respect, there is a commission established by our rectorate in order to deal with complaints and requests of our students and staff during the implementation of the Erasmus programme.

BTU has measures in place to ensure that any individual or group will be treated equally and equitably, in accordance with Article 21 of the Charter of Fundamental Rights of the European Union. The university shows no tolerance towards any kinds of discrimination "based on sex, race, colour, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, age or sexual orientation".

BTU publicises a strategy, taking into account relevant guidelines at national and European level. This strategy will actively promote mobility opportunities abroad to people with fewer opportunities, for either economic, social, cultural, geographical, health reasons or for reasons

such as disability or educational difficulties and will also ensure that their support needs can be met. BTU will give the option to all individuals applying for a mobility to disclose that they have fewer opportunities for participation, including eligibility for additional financial support. Appropriate support will always be provided by BTU.

BTU ensures that fair and equitable opportunities are provided to all potential participants, including those from groups with fewer opportunities for participation and usually under-represented in mobility programmes. These include individuals with special needs, from lower socio-economic backgrounds, students with family responsibilities, part-time jobs or enrolled in programmes where being mobile is difficult etc. Therefore, BTU will provide supplementary support for both incoming and outgoing participants from these groups. This support will be achieved by offering top-up grants and to do this, BTU will appoint inclusion officer and special counsellors. In addition to this, if needed, BTU will also apply to developing learning and teaching techniques within an environment adapted to students with special needs, providing for extra time during exams/coursework.

In line with the vision to create a European Education Area by 2025, BTU considers Student Card Initiative, which means securing online administrative procedures, ameliorating the means for student mobility across Europe, as a crucial part of Erasmus mobility to support the modernized, accelerated process of student participation in educational and cultural activities.

Thanks to the European Student Card Initiative, which will develop an online one-stop-shop through the Erasmus+ Mobile App for students to manage all administrative steps related to their mobility period - before, during and after their stay, BTU will provide his students in mobility with finding all the information they need to experience a high-quality mobility experience abroad. BTU, by applying to the card, will lead to access to course materials prior to mobility, online course registration and automatic recognition of ECTS credits.

Until the full activation of the Initiative during 2021, BTU, as a participant institution in the future Erasmus+ programme, will use the Erasmus Without Paper network to exchange student mobility data. In this regard, the use of the Erasmus Without Paper network by BTU will be considered as imperative in accordance with the timeline below:

By 2021 - BTU will have managed inter-institutional agreements and online learning agreements.

By 2022 – BTU will have sent and received student nominations and acceptances

By 2023 - BTU will have begun to exchange transcripts of records related to student mobility.

Therefore, BTU will also encourage the use of the Erasmus+ mobile app to guarantee that Erasmus+ students can make advantage of the increased efficiency in administrative processes. By 2025, all students in Europe should be able to enjoy the benefits of the European Student Card Initiative. By providing our students with the card, BTU enable its students to access online courses and services provided at other higher education institutions, which also means less administrative burden associated with student mobility. This opportunity will not only facilitate virtual mobility and blended learning, but the European Student Card Initiative will also give students a greater choice in the programmes and in due course, it will allow our students to enjoy cultural activities throughout Europe at discounted prices. To familiarize our Erasmus + students with the digitalisation roadmap, BTU will make dispositions to conduct

minimum requirements for a timely digital mobility management. BTU plans to encourage digital learning and training opportunities to administrative and other staff at the university.

Educating students and staff about more sustainable ways of life and raising awareness of environmental issues are very popular topics that are actively supported by Erasmus+ with a wide range of projects, from testing knowledge of climate change to reducing food waste. As both sending and receiving institution, in this respect, BTU will make an endeavour to encourage environmentally sustainable and responsible behaviour among its participants. BTU will plan to conduct educational projects that are related to European citizenship, consumer education and environmental protection. By means of consumer education, BTU aims to raise awareness of the food waste problem and educate citizens to reduce food waste. The general objective will be to improve the offer of high quality learning on food management and sustainability, the needs of Erasmus participants in an innovative way.

By giving seminars on the concept of sustainability, BTU will aim to support consumer education in the context of the UN 2030 Agenda for Sustainable Development. The factors of living well in European regions, and didactic material and examples of good practice in this field will be collected and they will contribute to an emerging culture of sustainability. Thanks to seminars on this topic, BTU will offer a wealth of useful ideas and material to Erasmus participants who would like to develop a similar programme. BTU constantly aims to call its students' and all Erasmus participants' attention to his fact: "The environment is our future; the environment is Europe's future".

BTU considers environmental issues to be transnational by their very nature, which calls for cross-border projects. It is important that Erasmus students become aware of the environmental problems among European partners within the context of internationalisation. Therefore, BTU will encourage its incoming-outgoing students and staff in Erasmus mobility to reflect on the consequences of their own behaviour and their approach towards the environment. They will be motivated to look for possible solutions. Participants will also consider the role of politics in the environment issues.

BTU prioritizes positive attitudes, activities towards determining and encouraging multicultural awareness and a stronger sense of European identity amongst mobile students. BTU intends to have Erasmus participants with the competencies of EU citizenship requiring knowledge about the core values, rights, duties and responsibilities shared across Member States, and about the unique aspects of history and cultures of the Member States, which foreground the concept of 'active citizenship' as 'participation in civil society, community and/or political life, characterized by mutual respect and non-violence and in accordance with human rights and democracy. In this regard, BTU will develop quite promotive projects for Erasmus participants before, during and after the mobility in order to provide the participants with more active participation in society and increasing motivation for taking part in future (formal/non-formal) education or training after the mobility period abroad. Some kinds of qualitative polls will be organized before and after the mobility by BTU, International Relations Office to observe the increase in social consciousness, political awareness (right of voting) of participants in the Erasmus programme. Thanks to volunteering projects jointly conducted with NGOs in Batman, BTU will enable all the Erasmus participants to create added value by actively promoting and organising activities that allow mobile participants to be civically engaged, develop their skills beyond the formal education setting, volunteer and take active part in their local society. This

will help mobile participants to integrate in the host society, and it is also important for the local students/staff and community, which ensures internationalisation at home, helps overcome prejudice and leads to the acceptance of cultural diversity. Participation in NGO projects matters because, by means of their capabilities, Erasmus participants can create safe spaces to provide strong support for non-formal learning, especially for people from vulnerable groups such as minorities, migrants, citizens from a disadvantaged socio-economic background, persons with special needs, to respond xenophobia or radicalization. In addition to these, BTU will also support student/staff ambassador schemes, where incoming/outgoing participants who have been on mobility share their experiences with potential applicants or target groups with fewer opportunities.

BTU will reassure its sending partner universities of providing a transcript of records within a period conditioned in the inter-institutional agreement (not longer than five weeks after the mobile student's evaluation) In a globalised context, BTU will provide its students with making the best possible use of all learning opportunities across Europe. For this purpose, a qualification awarded by a competent authority in a partner European country will also be valid in BTU for the purpose of accessing further learning activities. In this regard, when receiving the transcript of records gained for learning outcomes achieved during a mobility period abroad, BTU will systematically carry out the recognition procedures and inform the mobile student of their outcomes with regard to the Council Recommendation on Automatic Mutual Recognition. The transcript of records template will be prepared by considering the learning agreement template. The information in the transcript of records that is provided by BTU will always ensure transparent recognition of the study period abroad, providing the title of the course units / modules / subjects, with the respective course codes (as referred to in the course catalogue), duration of the course units, local grades and ECTS credits. The institutional grading system will be clearly explained and the ECTS grade distribution tables for the department or study programme will also be included. The transcript of records will be duly signed, stamped and dated in order to be considered a legally valid document. As decided by the Rectorate of BTU, the document is prepared by the specialists at the office of International Relations and signed by Rector of the university. Mobile students at BTU will be regularly acquainted with who is responsible for contacting them in case of unforeseen circumstances or delays. BTU, according to legal requirements, will keep records of the mobile participants' academic achievements for a statutory period, providing information whenever requested by the mobile participants or official bodies on their behalf. As a traineeship provider, BTU will always prepare a certificate for confirming the mobile participant's traineeship activities (duration, traineeship tasks and, wherever possible, competences developed).

As a university planning to be qualified for receiving the Diploma Supplement in the near future, BTU ensures that all ECTS credits gained for learning outcomes during a period of study/training abroad, including during blended mobility will be fully and automatically recognised as agreed in the learning agreement and confirmed by the transcript of records/traineeship certificate. These credits be transferred without delay into the student's records, will be counted towards the student's degree without any additional work or assessment of the student and will be traceable in the student's transcript of records and the Diploma Supplement.

BTU will also encourage and support mobile participants upon return to act as ambassadors of the Programme, promote the benefits of mobility and actively engage in building alumni

communities. BTU will make every effort to ensure that mobile participants are not penalised, either in terms of grading or career progression, for their study / training / teaching period abroad. Instead, their experience will be valued and shared as an inspiration to others, by encouraging them to become ambassadors of the programme. For instance, by means of events such as Erasmus Days or some other volunteer activities, the mobile participants will share their experience and the impact of mobility on their personal / professional development, as well as on BTU. BTU will support the formation of communities of alumni by reaching out to its students who have been on Erasmus+ and engaging them to improve the experience of forthcoming generations, encouraging them to promote the Programme and organising activities where they can talk about the benefits of their exchange. It will be also strongly encouraged that local student organisations who have experience with such activities or with alumni network building are involved and supported in this regard.

As an institution prioritizing the participation of its both academic and administrative staff in the policy of internationalising and modernisation, BTU ensures that staff will be satisfactorily given recognition for their teaching and training activities assumed during the mobility period, based on a mobility agreement and in accordance with the institutional strategy. In this regard, BTU systematically employ the outcomes of staff mobility for structural reform and considering the institutional amendments to blend in the modernisation policies of Erasmus Programme. Therefore, international staff mobility is considered to an inevitable point of professional development, which also leads up to the institutional advancement. Considering this, BTU actively supports staff mobility by establishing a strategy which underpins this activity, identifying staff members' professional development needs and the necessary preparation. The Strategy of BTU is to include a wide range of measures encouraging mobility. For instance, staff mobility is accepted by the Senate of BTU as a part of the regular workload, promotion and teaching-training mobility activities are encouraged and recognised as a component in the regular assessment of staff members' motivation. and performance. In addition to this, the Rectorate and the Office of International Relations provide the candidate staff with cultural and language preparation courses in this process. The specialists of the office also regularly orientate the outgoing staff to schedule their mobility in order to reap the benefit of the mobility.

BTU plans to regularly promote activities supported by Erasmus+ Programme, along with their results as follows:

With the help of its specialists at the office of International Relations, in keeping with its strategic plan between 2018-2022, BTU will endlessly conduct seminars, workshops and publicity events for Erasmus and encourage its staff and students in mobility to develop further international cooperation, projects as a consequence of each mobility abroad, which is considered to an integral part of internationalization, modernisation strategy of the university.

The content of the Erasmus webpage will be improved and elaborated in order to reassure any applicant of the programme intending to represent our university abroad. In this context, every updated information available on the Erasmus bilingual website of our international relations coordinatorship will be available in at least two languages (Turkish and English).

While presenting the Erasmus final report prepared at the end of each contract period, the mobility outcomes of the participants will be examined in detail with their qualitative and quantitative dimensions in the meetings to be held with the participation of the representatives from all units of the university. Accordingly, taking into account the most recent developments

in the program, the most strategic decisions will be taken for the next mobility period and activities.

It is also planned to issue an official bulletin of International Relations Office at BTU, which will give wide coverage to Erasmus and International activities. Thanks to this regular publication, BTU aims to disseminate information on the Programme, which is clearly identified and acknowledged.

BTU guarantees that the principles of the Charter are well communicated and are applied by staff at all levels of the Institution.

The Charter text will be made visible and easily accessible for consultation by students and staff. It will be presented on the university's webpage in both Turkish and English. The principles of the Charter will, where possible and applicable, be incorporated into the standard documents of the institution with regard to credit accumulation, staff and student mobility, staff development.