

University of Tuzla
Office for international relations

Tuzla, 21. 06. 2005

MINUTES OF THE MEETING
WORKSHOP - TEMPUS JEP
«Introduction of the ECTS at the BiH Universities»

Tempus workshop was held at the University of Tuzla on June 6th 2005.

Participants:

1. dr. Christopher Moss, University of Marburg
2. Angel Manuel Rafael, University of Marburg
3. Micheal Richter, Academic Training Association
4. Prof.dr. Mirsad Đonlagić, University of Tuzla
5. Prof.dr. Slobodan Milojković, University of East Sarajevo
6. Prof.dr. Sead Pašić, University «Džemal Bijedić», Mostar
7. Edina Špago Čumurija, University «Džemal Bijedić», Mostar
8. Prof.dr. Vojo Višekruna, University of Mostar
9. Prof. dr Naida Sušić-Mehmedagić, University of Sarajevo
10. M.A. Đorđe Markez, University of Banja Luka
11. Doc. dr. Nijaz Skender, University of Bihaća
12. Doc. dr Darko Petković, University of Zenica
13. Prof. dr Refik Fazlić, University of Tuzla
14. Prof. dr Nusreta Đonlagić, University of Tuzla
15. Prof. dr. Hajrija Selesković, University of Tuzla
16. Doc. dr. Ferid Ljuca, University of Tuzla
17. Doc. dr. Ekrem Jusufović, University of Tuzla
18. M.Sc. Merim Kasumović, University of Tuzla
19. M.Sc. Jasna Hivziefendić, University of Tuzla
20. Senada Karajbić, University of Tuzla

Prof. dr Mirsad Đonlagić and Prof. dr Izudin Kapetanović opened the workshop by welcoming all participants. Prof. dr Mirsad Đonlagić and Dr. Christopher Moss informed all participants about financial issues of the project. Project activities were put on hold because the first installment was 6 months late. The first project installment was finally transferred to the contractor, University of Marburg, in the last week of the May 2005. However, in the mean time, numerous activities regarding the university reforms including introduction of the credit transfer system, which is in accordance with Bologna process, were undertaken at all B&H universities.

From December 2003., when we sent Tempus application, all B&H universities started activities regarding the introduction of the credit transfer system, which is a part of the higher education reform process in B&H. Reports on the reform process will be published on the project web site.

Christopher Moss and Michel Richter gave presentations on the «Comparative grades, Diploma Supplement» and «Transcripts and module descriptions» respectively. .

Christopher Moss held lectures on the credit transfer system implementation at the University of Marburg and other German universities presenting their experience, emphasizing students' workload and module descriptions.

Furthermore, the following documents were presented by Christopher Moss:

- «Diploma supplement» - model adopted in Ireland. Content of diploma supplement with the following components was presented: Information identifying the holder of the qualification, Information on identifying the qualification, Information on the level of the qualification, Information on the contents and results gained, Information on the function of the qualification, Additional information – programme details, Certification of the supplement.
- «Learning agreement» - model adopted at the University of Marburg
- «ECTS – transcript of records» – with following content: information on sending institution, student's personal data, information on receiving institutions, title of course units, ECTS and local grades, duration of course unit, description of the national grading system. Document example
- ECTS users guide and – European credit transfer and accumulation system and the diploma supplement.

Michael Richter gave presentation on 4 basic aspects of the credit transfer system and their importance in the implementation process:

1. Number of the credits per course – How to allocate credits to course units using «top-down» system
2. Grading scales - Local/national grade & ECTS grade
3. Information packages, content: Institutions, Degree programmes, General info for students, Relative level of difficulty of a course
4. Transcript of records and contents

Training on allocation of credits to course units based on the student workload was undertaken by all participants.

After presentation by the EU participants, all B&H representatives gave short presentations commenting on the current situation with regards to the level of achieved reforms in the process of the introduction of the credit transfer system.

Credit transfer system has been implemented at the University of Tuzla for two academic years. The brochure named «Guide to ECTS for students and teaching staff» was printed and published at the University of Tuzla. The brochure was distributed to all workshop participants. All participants were encouraged to give their suggestions and remarks on the published brochure as well as proposals for extension of the printed material. On that way we will create a unique ECTS guide for all B&H universities. Also, we will use the ECTS user's guide presented by Christopher Moss. New ECTS user's guide will be created and published in accordance with the project activities¹. The process of introduction of the diploma supplement is being conducted at the University of Tuzla.

With the beginning of the next academic year, the University of Mostar will start the implement of the credit transfer system.

Djordje Markez, University of Banja Luka, said that the absence of the law on higher education on the state level and entities level represents obstacle in the reform of the higher education in B&H.

It should be noted that all B&H universities will implement credit transfer system at certain faculties as a pilot project with the beginning of the next academic year.

During the discussion on the credit transfer system implementation frequently questions were related to the student workload. Student workload in ECTS consists of time required to complete all planned learning activities such as attending the lectures, seminars, projects, examinations and so on. Student workload is a very important segment of the credit transfer system since the system is based on the student workload required to achieve the objective of a programme of study. Therefore it was agreed that one of the themes on the forthcoming workshop in Gent would be «Approaches to determining student workload».

Conclusion:

Higher education reform in accordance with Bologna process has been started at all B&H universities 3 years ago. In that period numerous activities on introduction of the credit transfer system were realized at all B&H universities. Therefore there is no need for explanation basics on credit transfer system in further project realization. We will focus to problems and issues on credit transfer system implementation, allocation of credits to course units, determining the students' workload and supporting documents as diploma supplement, learning agreement etc.

In accordance with the project activities we will create and publish unique ECTS guide for B&H universities.

Coordination meeting

The project contractor and coordinator informed all project participants about the payment of the first project installment. Christopher Moss, the project contractor, sent a request for a

¹ Project activities «Allocation of the ECTS credits to course units» – Sub. Ref. No. 2.3.

project extension to ETF Brussels. As soon as we receive the response from ETF we will make a new project activity plan.

As planned in the project proposal, it was agreed that the next 6-day workshop will be held at the University of Gent in October 2005.

Activities regarding the equipment purchase were completed at the University of Tuzla 5 months ago. Unfortunately, the call for tender for equipment purchase has to be repeated since the offers that were collected 5 months ago became outdated. A new call for tender will be prepared during July 2005. and realized in September 2005.

At each B&H university courses of English language will be organized for all university staff involved in the reform process and establishment of ECTS in September 2005.

All further project activities will be planned as soon as we receive information regarding the project extension from the ETF, Brussels.

The short coordination meeting will be held during the workshop in Gent on October 2005.

The project web site will be designed and published in Jun/July 2005.

This workshop was financed by B&H universities (project co-financing).