



ERASMUS

Proposal Template

Administrative Forms (Part A)
Project Technical Description (Part B)

Erasmus: Key action 1: Erasmus Charter for Higher Education

EACEA-03-2020 ECHE-LP-2020

Version 1.1
4 March 2020





ERASMUS PROPOSAL (PART B)

Erasmus: Key action 1: Erasmus Charter for Higher Education

EACEA-03-2020 ECHE-LP-2020

IMPORTANT NOTICE

Applications must be submitted via the Funding & Tenders Portal Submission Service before the call deadline.

Applicants must use this template for their applications (designed to highlight important aspects and facilitate the assessment against the evaluation criteria).

Character and page limits:

- page limit **20** pages
- supporting documents can be provided as an annex and do not count towards the page limit
- minimum font size — Arial 8 points
- page size: A4
- margins (top, bottom, left and right): at least 15 mm (not including headers & footers).

Please abide by the formatting rules. They are not a target! Keep your text as concise as possible. Do not use hyperlinks to show information that is an essential part of your proposal.



If you attempt to upload an application that exceeds the specified limit, you will receive an automatic warning asking you to shorten and re-upload your application. After you have submitted it, any excess pages will be made invisible and thus disregarded by the evaluators.



Please do NOT delete any instructions in the document. The overall page-limit has been raised to ensure equal treatment of all applicants.

| HISTORY OF CHANGES | | |
|---------------------------|-------------------------|--|
| VERSION | PUBLICATION DATE | CHANGE |
| 1.0 | 11.02.2020 | Initial version |
| 1.1 | 04.03.2020 | Changes in page 10, 1st box after the Erasmus Policy Declaration |

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COVER PAGE

Part B of the proposal must be filled out by the participants in WORD, assembled and uploaded as PDF in the Funding & Tenders Portal Submission System. The template to use is available there.

Note: *Please take due account of the objectives and Charter's principles to be awarded with the Charter under the call (see Call document). Pay particular attention to the award criteria; they explain how the proposal will be evaluated.*

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COMMITMENT TO THE ERASMUS CHARTER PRINCIPLES

Declaration

I, undersigned, declare that if my institution is awarded with an Erasmus Charter for Higher Education, my institution will undertake to:

- Respect in full the principles of non-discrimination, transparency and inclusion set out in the Programme.
- Ensure **equal and equitable** access and opportunities to current and prospective participants from all backgrounds, paying particular attention to the inclusion of those with **fewer opportunities**.
- Ensure **full automatic recognition of all credits** (based on the European Credit Transfer and Accumulation System – ECTS) gained for learning outcomes satisfactorily achieved during a period of study/training abroad, including during blended mobility.
- Charge no fees, in the case of credit mobility, to incoming mobile students for tuition, registration, examinations or access to laboratory and library facilities.
- Ensure the quality of the mobility activities and of the cooperation projects throughout the application and implementation phases.
- Implement the priorities of the Programme:
 - By undertaking the necessary steps to implement digital mobility management in line with the technical standards of the European Student Card Initiative.
 - By promoting environmentally friendly practices in all activities related to the Programme.
 - By encouraging the participation of individuals with fewer opportunities in the Programme.
 - By promoting civic engagement and encouraging students and staff to get involved as active citizens before, during and after their participation in a mobility or project.

WHEN PARTICIPATING IN MOBILITY ACTIVITIES

Before mobility

- Ensure that selection procedures for mobility activities are fair, transparent, coherent and documented.
- Publish and regularly update the course catalogue on the website of the Institution well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Publish and regularly update information on the grading system used and grade distribution tables for all study programmes. Ensure that students receive clear and transparent information on recognition and grade conversion procedures.
- Carry out mobility for the purpose of studying and teaching only within the framework

of prior agreements between institutions. These agreements establish the respective roles and responsibilities of the different parties, as well as their commitment to shared quality criteria in the selection, preparation, reception, support and integration of mobile participants.

- Ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of linguistic proficiency and develop their intercultural competences.
- Ensure that student and staff mobility is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide active support to incoming mobile participants throughout the process of finding accommodation.
- Provide assistance related to obtaining visas, when required, for incoming and outgoing mobile participants.
- Provide assistance related to obtaining insurance, when required, for incoming and outgoing mobile participants.
- Ensure that students are aware of their rights and obligations as defined in the Erasmus Student Charter.

During mobility

- Ensure equal academic treatment and the quality of services for incoming students.
- Promote measures that ensure the safety of outgoing and incoming mobile participants.
- Integrate incoming mobile participants into the wider student community and in the Institution's everyday life. Encourage them to act as ambassadors of the programme and share their mobility experience.
- Provide appropriate mentoring and support arrangements for mobile participants, including for those pursuing blended mobility.
- Provide appropriate language support to incoming mobile participants.

After mobility

- Provide incoming mobile students and their sending institutions with transcripts of records containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Ensure that all ECTS credits gained for learning outcomes satisfactorily achieved during a period of study/training abroad, including during blended mobility are fully and automatically recognised as agreed in the learning agreement and confirmed by the transcript of records/traineeship certificate. They shall be transferred without delay into the student's records, shall be counted towards the student's degree without any additional work or assessment of the student and shall be traceable in the student's transcript of records and the Diploma Supplement.
- Ensure the inclusion of satisfactorily completed study and/or traineeship mobility activities in the final record of student achievements (the Diploma Supplement).

- 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.
- Ensure that staff is given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement and in line with the institutional strategy.

WHEN PARTICIPATING IN EUROPEAN AND INTERNATIONAL COOPERATION PROJECTS

- Ensure that cooperation activities contribute towards the fulfilment of the institutional strategy.
- Promote the opportunities offered by the cooperation projects and provide relevant support to staff and students interested in participating in these activities throughout the application and implementation phase.
- Ensure that cooperation activities lead to sustainable outcomes and that their impact benefits all partners.
- Encourage peer-learning activities and exploit the results of the projects in a way that will maximise their impact on individuals, other participating institutions and the wider academic community.

FOR THE PURPOSES OF IMPLEMENTATION AND MONITORING

- Ensure that the long-term institutional strategy and its relevance to the objectives and priorities of the Programme are described in the Erasmus Policy Statement.
- Ensure that the principles of the Charter are well communicated and are applied by staff at all levels of the Institution.
- Make use of the “ECHE guidelines” and of the “ECHE self-assessment” to ensure the full implementation of the principles of this Charter.
- Regularly promote activities supported by the Programme, along with their results.
- Display this Charter and the related Erasmus Policy Statement prominently on the Institution's website and on all other relevant channels.

On behalf of the Institution, I acknowledge that the implementation of the Charter will be monitored by the Erasmus National Agencies and that a violation of the above principles and commitments may lead to its withdrawal by the European Commission.

On behalf of the institution, I commit to publishing the Erasmus Policy Statement on the institution website.

Legal representative of the institution

Signature of the legal representative

Prof. Salvatore Cuzzocrea,
The Rector

In the following sections of the application form, you will need to explain how your institution will fulfil the ECHE principles if the Charter is awarded. You are encouraged to consult the [ECHE Guidelines](#) for support in completing this application.

Please note that your Erasmus National Agency will monitor your Erasmus Policy Statement and your answers to the questions given in the application. The Erasmus National Agency reserves the right to request more information on your activities and propose supplementary measures, for the purposes of monitoring and implementing the Charter principles by your institution.

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: X

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).

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

The University of Messina (UNIME) is located in Sicily and enjoys a long tradition as a driving force in the Mediterranean area. UNIME is a modern university, acknowledging the centrality of the student. UNIME is engaged to be a driving force of innovation responding to the expectations of education and growth, both of its students and of the territory. A University that promotes free, plural and quality of teaching and scientific research. The University promotes a wider vision to face the challenges that changing processes impose, in compliance with the principles of sustainability, a strong orientation towards innovation and internationalisation.

Since the launch of the Bologna Process, UNIME has paid particular attention to integrate and mainstream internationalisation policies within a wider institutional modernization policy, taking into account relevant guidelines at national and European level. In line with the previous EU programming for 2014-2020, this strategy led to an increase in incoming and outgoing mobile students, academic and administrative staff. A strong investment in terms of policy, human resources and skills was made over the last years on innovation of the academic offer, standardization and transparency of procedures, both in terms of participation to European funded programmes and their implementation.

The UNIME internationalisation strategy for the next years is aimed at further improve its performance across teaching, research, knowledge transfer and international outlook and better position the University on international rankings. The participation in the Erasmus programme is traditionally one of the main pillars of the UNIME strategy for modernisation and internationalisation. UNIME will continue pursuing and supporting the participation in the programme coherently with its participation policy of the last seven years. In order to achieve its long-term goals, UNIME will be engaged to promote cooperation with universities from all over the world by intense networking, participate in European calls for proposals for the internationalization of research and teaching as well as participate in mobility consortia. In particular, promotion of students and staff mobility as well as the participation in European and international cooperation projects are considered of paramount importance to foster the quality of academic offer and to help individuals to increase their professional, social and intercultural skills and employability.

The development of cooperation initiatives will take place in the framework of UNIME partnerships network and in line with the goal of building up a European Education Area by 2025. Cooperation between partner Universities will be a catalyst for innovative ways to support learners in their personal, educational and professional development. It brings concrete positive effects for individuals by increasing their skills and competences, including languages, empowering people with more key competences, recognising competences acquired through volunteering and non-formal learning, increasing higher education attainment and implementing the Bologna reform.

UNIME network of agreements will further evolve with the adoption of new far-reaching initiatives such the possibility of develop double or joint degrees as well as the promotion of exchanges of PhD students and academic and administrative staff. The increase of incoming and outgoing mobilities of students and staff remains a priority of UNIME internationalisation strategy. International mobilities are crucial to build up an inclusive knowledge-based society where cultural differences are an incentive rather than an obstacle to international cooperation. Specific mobility windows will be promoted in each Degree programme in order to make international mobility for study or traineeship the norm for students. International mobility is also considered to be a training opportunity that enables students to acquire important skills in addition to their chosen field of study (independent judgment, communication skills, independent learning). UNIME is convinced that international mobility provides individuals with the right set of knowledge, skills and competences, including languages, from a lifelong learning perspective. This will help to make people more resilient and employable as well as foster social cohesion at the local level as well as in the Europe. This will also help to strengthen the sense of European identity (understanding what the European Union is, how it works and what added value it has for its citizens) and the participation of young people in democratic processes.

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

The effort to promote international mobility of UNIME students and staff will be coupled with the commitment to renew and internationalise the academic offer. New degree courses taught in English (of first, second and third cycle level) will be implemented in order to boost internationalization at home policies with a focus on inclusive international didactic at all degree cycles. This will increase the number of international students enrolled at UNIME. Attracting students and researchers from across the world will help to create a multicultural environment, favour human and institutional development and enhance mutual understanding among cultures. UNIME will continue to develop double degree courses scaling up the cooperation with most reliable partner Institutions within the framework of the Erasmus programme. Structured mobility schemes will help to ease the recognition of Higher education qualifications across the EU. Full recognition of study periods abroad will continue to be ensured as well as recognition of experiences abroad both in terms of university curriculum and professional development.

These efforts will go hand in hand with the simplification and decentralisation of the programme management procedures. In particular, the participation in the Erasmus programme will also contribute to implement UNIME modernisation strategy aimed at making better use of digital technology for teaching and learning activities and developing student's digital competences and skills needed for living and working in an age of digital transformation. Digitalization of Erasmus procedures has started and will be strongly prosecuted over the next seven years, representing a flagship action of our University also in terms of environmental awareness and sustainability, not to mention accessibility for final beneficiaries. In particular, the implementation of the European Student Card Initiative is a key element of the University internationalisation strategy towards the creation of the EEA by 2025. In line with the process of administrative dematerialization, the complete adhesion to the Erasmus Without Papers Initiative will lead to the digitalisation and the streamline of the overall administrative process of student mobility management with benefits for the University performance and better services for mobile students. Furthermore, the implementation of on-line platforms for distance learning, recently boosted to contain the spread of COVID-19 virus, is expected to encourage future blended mobility schemes (as a combination of a short-term physical mobility with a virtual component). This, in turn, will have further positive effects on the implementation of Programme in terms of inclusion and wider accessibility of participants from all backgrounds.

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.

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

For the upcoming seven years UNIME, also thanks to the previous internationalization policy that has built solid basis for the upcoming future, will confirm its engagement to contribute to the development of the European Area of Education enlarging the basin of the academic community experiencing a mobility period within their own career, working on recognition of qualifications, promoting multilingualism and the development of digital skills. UNIME will continuously work to remove socio-economic barriers for the access to high quality education, and will contribute to develop social awareness and European identity in the academic community. This commitment will be in line with the UNIME ambition of being a driving force to economic and social advancement of the territory.

UNIME will remain highly involved in the Key Action 1 mobility of Individuals with programme and partner countries. For the next seven years UNIME is engaged in promoting the quality and the extent of the Erasmus partnerships aiming at an increase of 30% in the number of Inter Institutional Agreements (IIA) with a parallel effort to develop double degrees programmes. The commitment is to match and enhance the capital of IIAs along with bilateral cooperation agreements in order to maximize the impact of our wide cooperation network on the didactic activities. The adoption of new IIAs will be based on a comprehensive understanding of the partner University, compatibility of academic profiles and a relationship of trust with UNIME. In line with the UNIME strategy of internationalisation, the international didactic offer will be further enriched with the establishment of new degree courses entirely provided in English and with the setting up of new programmes with structured mobility schemes and double title release, which in many cases are expected to be a virtuous evolution of the cooperation activities launched in the Erasmus programme. A further evolution of ongoing cooperation will be the establishment of International consortia of higher education institutions to apply for Erasmus Mundus Joint Master degree grant. UNIME is committed to take all the opportunities that the Erasmus programme will offer, also in terms of internationalization of master degree courses and contribution to build up policy development and cooperation. UNIME will also ensure full implementation of ECTS as a common tool to guarantee the quality of mobility activities and transparency of recognition procedures.

These efforts are envisaged to result in an overall increase of a 40% of exchange students by 2027 with an effective contribution to build a European Education Area. International mobility will contribute to develop a strong sense of European identity, of Europe's cultural heritage and active citizenship. Furthermore, it cannot be denied that in a region that suffers slow economic growth and low level of industrial investment, such as Sicily, high quality education is vital to get more people into decent jobs. Students on international mobility may improve language and intercultural skills and gain professional skills highly valued by future employers and drive R&D and innovation.

International Cooperation is also one of the main focus of the UNIME strategy of internationalisation. The experience developed during the last seven years, within the framework of the Erasmus Key Action 2, both as project partner and as coordinator, will be a driver for an even more active participation in Erasmus cooperation programmes. In order to maximise the achievement from the participation to these programmes (mainly CBHE and Strategic

Partnerships) UNIME has centralized the monitoring and administrative support for the submission and implementation of financed projects. This approach will be confirmed during the next European programme towards the European Education Area by 2025. Through a more focused and successful participation in KA2, in fact, UNIME will strengthen a multidisciplinary approach to higher education as part of its institutional strategy, social and digital innovation, improvement of digital skills of the academic community, inclusive didactic modules, the diffusion of digital open education, the implementation of effective measures to overcome social and economic barriers preventing students from actually benefiting of the international dimension of education. The awareness of European identity and active citizenship will be also promoted within the framework of the Erasmus Key Action 3.

UNIME is working to participate to European Universities Initiative as a flagship initiative for an effective European dimension of Higher Education. This activity will strongly commit the whole institution and will be discussed at the highest governance level, putting in practice a very strong address that our University has embraced a process innovation at all levels, to enhance the quality and attractiveness of education and boost cooperation between institutions, students and staff. This activity will be a driver change and modernization thanks to the sharing of good practices, organizational models, innovative academic offer and new services and standards for students and staff.

UNIME is also active in European research funding programmes such as Horizon2020 showing an increasing involvement and success rate along the past 7 years. The strong commitment on International research will be confirmed and implemented for the next Horizon Europe Programme. This will help to share expertise and access to equipment, data and facilities with partner Institutions.

Finally, the implementation of the European Student Card Initiative is expected to have a cross-cutting impact of the UNIME strategy leading to an increase in the accessibility of the Programme allowing a greater use of information, communication and technology tools, services available on-line, as well as implementation of blended mobility. This will help to reduce the impact of administrative paperwork, too often considered as an obstacle to the participation in mobility activities.

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.

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

Participation in the Erasmus programme will positively impact the academic community: students, staff (both academic and administrative), the local community and stakeholders, the Institution as a whole, from the organizational administrative structure and routines, to the governing bodies. UNIME has demonstrated the capability to adapt and take advantage of the changing international environment, contributing to building up of a European Education Area putting the Erasmus programme at the heart of its internationalization and modernization strategy.

Programme activities will mainly impact on: mobility opportunities quantity and quality for students and staff; internationalization and modernization of education for the institution as a whole as well as for partner institutions, enhancement of international networking, cultural development (multiculturalism and European awareness, multilingualism, employability, development of soft skills and transversal competences) for the academic and local community.

Participation in the Erasmus programme is an enriching experience at all levels. The unquestionable positive impact of mobility for the whole academic community at European and international level is a driver of economic development and social inclusion and encompasses employability skills development, motivation for further study, intercultural openness, tolerance and engagement with social and political issues. The increase in quality and quantity of mobility opportunities for UNIME students and staff has been one of the main policy issues over the last years. This has been pursued with a significant success within the E+ KA103 and 107 programmes but also working on overseas programmes promoted and financed by UNIME. For the next future, UNIME will work to make mobility the norm within the academic pathway of our students as well as in the professional development of our staff. Multilingualism, acquisition of key competences, social awareness and inclusion, digital skills and active citizenship will be the flagship of the programme development for the years to come. Removing the economic and cultural barriers to mobility will be a key issue to contribute to the objective to send abroad 20% of all higher education students.

An envisaged increase of 30% in the number of Inter Institutional Agreements (IIA) with a parallel effort to develop double degrees programmes and a continuous monitoring on the quality of the IIAs will ensure the maximization of the impact of programme activities on mobility opportunities for students and staff boosting the internationalization of education process and strengthening our cooperation network.

Full implementation of ECTS as a common tool to guarantee the quality of mobility along with the enforcement of the common roadmap to digitalization set by the Erasmus Without Paper Initiative will vastly impact on transparency of recognition procedures, accessibility of mobility opportunities, modernization of internal procedures. The

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implementation of this Initiative will have a cross-cutting impact on the UNIME strategy allowing a greater use of information, communication and technology tools, on-line services, blended mobility, reduction of administrative paperwork. These efforts are expected to produce an increase of a 40% of exchange students and staff by 2027. International mobility will contribute to develop a strong sense of European identity, social awareness and active citizenship.

International Cooperation will act as a catalyst for innovation at all levels thanks to the exchange of good practises, peer learning, increased skills and competences, including languages, use of innovative teaching methods, spreading knowledge and innovation between participants.

In order to maximise the achievement from the participation to cooperation programmes, UNIME has centralized the monitoring and administrative support for submission, implementation and monitoring of financed projects setting a dedicated professionalized unit. Through a more focused and successful participation in KA2, in fact, UNIME will strengthen a multidisciplinary approach to higher education as part of its institutional strategy. This will support social and digital innovation, improvement of digital skills of the academic community, experimenting effective measures to overcome social and economic barriers preventing students and staff from actually benefiting of the international dimension of education. European Universities Initiative finally will be a powerful driver of change and modernization thanks to the sharing of good practices, organizational models, innovative academic offer and new services and standards for students and staff.

At local level, in a region that suffers slow economic growth and low level of industrial investment, such as Sicily, high quality education is vital to get more people into decent jobs, promote social awareness and contribute to building up a European identity, disseminating project results but most of all Erasmus programme values.

The positive impact will be measured and monitored taking into account measurable indicators (increasing number of mobilities, number of ECTS gained abroad, number of IIAs, number of applications and success rate in the participation to Erasmus calls for proposals, internal monitoring of European and international mobility and cooperation activities to date) but most of all qualitative through participants reports, interviews, internal focus groups, dedicated administrative Units with different skills for each key action in order to maximize the learning by doing, capitalize information, set a resilient approach to critical issues.

2. IMPLEMENTATION OF THE FUNDAMENTAL PRINCIPLES

2.1 Implementation of the new principles

Please explain the measures taken in your institution to respect the principles of non-discrimination, transparency and inclusion of students and staff. Describe how your institution ensures full and equitable access to participants from all backgrounds, paying particular attention to the inclusion of those with fewer opportunities.

One of the key principles enshrined in the UNIME Statute (art. 1 par. 3) is the fair and equitable access of students and staff (including those with disabilities and disadvantaged backgrounds) to the academic life and to the participation in the governing bodies of the University. The implementation of such a principle is monitored by the UNIME Equality Committee (art.19) that carries out proactive, consultative and verification tasks. The Committee is engaged to promote equal opportunities of work and study for all. It implements measures which prevent and go against all forms of discrimination based on gender, sexual orientation, race, ethnic origin, religion, personal and political convictions, disability and age. While pursuing its Mission, UNIME is committed to respect the principles of democracy, participation (inclusiveness), impartiality, transparency and efficiency. UNIME also established the Disability Unit committed to promote equal opportunities and the integration of people with disabilities at UNIME. The Unit operates in coordination with special Counsellors appointed at each Department. Both students and staff with disabilities or special needs can access to the services provided by this Unit. Web-page: <https://www.UNIME.it/it/ateneo/servizidd>.

Within the framework of the Erasmus programme, UNIME selects mobile staff and students and awards grants in a fair and transparent way in compliance with the ECHE provisions and the principles of non-discrimination and inclusion. UNIME ensures such fair and transparent procedures throughout all stages of mobility. The selection of UNIME students and staff is based on evaluation criteria clearly established in the Erasmus Call for applications yearly published. Applications are evaluated by the UNIME Erasmus Commission.

All the Erasmus call for applications for students and staff ensure fair and equitable opportunities to all participants, irrespective of their socio-economic background or their physical, mental or health-related conditions. Firstly, in all the Erasmus application forms is added an optional question to invite students and staff with physical, mental or health-related problems to disclose their individual needs to allow International Relations Officers to better meet their support needs. Secondly, people with physical, mental or health-related difficulties are eligible for additional financial support. Full information on how to apply for this extra grant is reported on a specific web-page: <https://www.UNIME.it/it/international/opportunit%C3%A0-allestero/mobilit%C3%A0-erasmus-supporto-i-bisogni-speciali>. Additional information is available at the International Relations Units and at the Disability Unit of UNIME that work in liaison with the Host institution abroad (where the mobility will take place) in order to best orient students and staff to make informed choices about their mobility destination. UNIME also provides supplementary support for incoming mobility participants with special needs. All information on infrastructure and support services provided to create an inclusive environment for people with special needs will be also reported in the Inter-Institutional Agreements in force in 2021-2027. Participation of International Relations Officers and Disability Officers to Erasmus

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staff mobility for training will be encouraged to learn and share best practices with other Institutions.

Finally, to increase the inclusion of the Programme, UNIME will provide additional funds from its own budget to students with disadvantaged economic backgrounds. Through this effort, mobile students can benefit from a grant up to three times as much as the Erasmus grant. This measure shows UNIME commitment to promote international mobilities as a tool to improve students' education by helping to reduce economic barriers to mobility. In this framework active actions to promote participation of students and staff with disadvantaged economic background are taken for incoming mobilities: access to public transportation service free of charge, to available accommodation, to university canteens and to all indoor and outdoor sports facilities at a fixed low price. Furthermore, for Erasmus International Credit Mobility students the first instalment of the scholarship is paid cash at arrival to encourage students with disadvantaged economic background to participate in the programme.

Please explain what measures your institution will put in place to implement the European Student Card Initiative, and promote the use of the programme's Erasmus mobile App to students. Please refer to the timeline indicated on the European Student Card Initiative website².

UNIME is committed to take active measures to implement the European Student Card Initiative aware that it will guarantee a secure exchange of student information and allow for seamless data exchange between higher education institutions in compliance with GDPR provisions. It will, on turn, ease access to online courses and services at other higher education institutions, facilitate virtual mobility and blended learning, give students a greater choice in the programmes they can follow. The benefits of the Initiative extend beyond students, by simplifying administrative procedures and reducing administrative burden for higher education institutions. The implementation of European Student Card Initiative is expected to boost international mobilities as bureaucracy prevents some students from applying for an Erasmus exchange, undermining a successful implementation of the programme.

UNIME has started the Erasmus without papers transition and set up activities to connect our mobility software (CINECA - ESSE3) with the Erasmus Without Paper Network in order to support the transition to digital Erasmus and the management of student mobilities from 2021 onwards in compliance with the digitalisation road map established. In this regard, by the end of 2021 a full digitalisation of Inter-institutional agreements (IIA) & Online Learning Agreements (OLA) will be achieved. The on-line management of IIAs will be coherent with the process of revision and further development of the UNIME international partnerships network. The connection between our mobility software (ESSE3) with the EWP Network will lead to the full implementation of OLA. By the end of 2022 all outgoing and incoming student nominations are scheduled to go through the EWP, whilst by the end of 2023 all transcripts of records are expected to be exchanged on-line. These measures will go hand in hand with the effort to actively promote digital learning and training opportunities for students and staff and relevant stakeholders within UNIME.

Training sessions for the relevant staff involved in the mobility management (Mobility Coordinators of each Degree programme, International Relations Officers, Students secretariat staff, etc.) will be held with the support of the Erasmus National Agency experts and UNIME I.T. staff to show how to manage the entire mobility process through the EWP (from student selection, interinstitutional agreements, learning agreement, transcripts of records to the recognition of ECTS credits mobilities) and perceive the potential in terms of accessibility to the Programme and reduced administrative burden. Even before the full implementation of the European Student Card Initiative, mobility Coordinators will be encouraged to sign Learning agreement using the OLA platform.

The Erasmus mobile App will be also promoted among UNIME students as a single-entry point to have access to services, information and support throughout the mobility process as well as to ensure direct communication with the International Relations Officers. As part of the UNIME strategy of modernisation and internationalisation the E+ APP will be promoted to help students to make their mobility experience easier. Specific reference to the Erasmus app will be made in all the Call for applications yearly published to select mobile students. In particular, students will be encouraged to use the E+APP to manage their learning agreement on-line, sign it and have it signed by the Mobility Coordinator on-line and, ultimately, streamline the overall recognition process. The potentialities of the APP will be also disclosed on UNIME web-page (<https://www.UNIME.it/it/international> - <https://international.UNIME.it/study-with-us/international-mobility/>) whilst specific presentations will be held in cooperation with local representatives of the Erasmus Student Network.

Please explain how your institutions will implement and promote environmentally friendly practices in the context of the Erasmus programme.

The commitment to promote a responsible interaction with the environment, to avoid depletion or degradation of natural resources and allow for long-term environmental quality without jeopardizing the ability of future generations to meet their needs, is strongly connected with the mission of the University that prepares future generations of, not only professionals, but aware citizens.

² https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en

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Environmental friendly practices are a flagship of UNIME institutional policy. Since October 2019 two of the three UNIME Campus have been involved in a massive restoring project based on three main actions. The first one, "photovoltaic citadel" has already been finalized, with the replacement of the covering layer of the "Multipurpose Gym" with a new insulating package, the installation of charging columns for electric vehicles in the Citadel parking areas, the installation of solar panels on the roofs of the "Fitness Gym and Indoor Pool", of the "Multipurpose Gym" and on the pergolas in the parking lot. Other two projects have been implemented: "IngMe Efficiency A" and "UNIMELED" projects, which provide for the replacement of approximately 10,000 fluorescent lamps with LED devices, and the "IngMe Efficiency" - project B", which includes several interventions, including: the construction of photovoltaic generators for a total of 350 kWp and the complete automation of the centralized conditioning system of the 'Engineering' complex. Over the years, the interventions will allow a significant reduction in the energy needs of the two University campus involved with t a consequen significant reduction in the CO2 released into the atmosphere. In March 2019, UNIME has launched the campaign "UNIME Differenzia" in order to implement in all University venues the separate waste collection for waste recycling, with a considerable press campaign, social media campaign and seminars to raise awareness within the academic community targeting not only academic staff, but mostly students and the local community as a whole on the importance of the waste recycling and circular economy. In 2020 the project "MuoviME" has been launched in partnership with the municipality of Messina, in order to promote sustainable urban mobility with a reduction of public transportation costs for UNIME staff while students have access to public transportation for free (through the student card). In addition, other measures will be activated in the coming months, such as Bike to work and Car sharing and car Pooling.

The participation to Erasmus Programme activities, bringing the environmental protection, the fight against climate change and the blue growth as crosscutting priorities will boost the adoption of innovative solutions and actions making the common goal of the 2030 Agenda for Sustainable Development a joint undertaking of the whole European Education Area.

UNIME stands for making its own part in this process and contribute to hand out a better and more preserved planet to the future generation. For this reason, UNIME is committed to connect its institutional strategy on sustainability with the concepts of mobility and internationalisation development. The administrative dematerialization process will be confirmed and enhanced through complete adhesion to the Erasmus Without Papers Initiative leading to a significant reduction of paperwork. A plastic free culture will be developed through specific initiatives such as the distribution of gadgets (such as aluminium water bottles, fabric bags, etc) to Erasmus students and staff. Smart working solutions will be implemented in order to reduce the emission of CO2 and the heaviness of urban traffic. A "Sustainability day" will be organised to raise awareness among the academic community on environmental themes and blue economy. The further implementation of "AppUNIME" to make simpler for enrolled and mobility students to manage their academic career is also expected to have a positive impact on the environment. Finally, the implementation of blended mobility is also expected to have a positive impact on the environment in terms of reduction on carbon emissions and heaviness of international traffic.

Please explain how you will promote civic engagement and active citizenship amongst your outgoing and incoming students before, after and during mobility.

It is proven that the Erasmus Programme fosters a positive attitude towards multicultural awareness and a stronger sense of European identity amongst mobile students. UNIME builds its own education mission around the concept that each individual must be a citizen entitled of rights and duties within the European community and Institutions. Civil and social participation of students and staff are then a focus for our Institution committed to train aware citizens, not only skilled professionals. This concept will be fostered to uphold the idea of cross cutting skills through promoting the organization of teaching modules on European Institutions and values. These modules will be progressively integrated in degree programmes that do not encompass such disciplines by 2027 favouring civil participation and engagement. Internationalization at home will be a driver for the local students/staff and community members to overcome prejudice and foster mutual understanding and acceptance of cultural diversity thanks to multicultural classes and a shared common teaching language. Students on mobility will be supported to exercise their right to vote for European elections when abroad, in order to help overcoming one of the main criticalities spotted out in practicing civil rights during mobility period.

UNIME actively promotes volunteering and social engagement at local level, for students and staff as an essential aspect of the institution's inclusion strategy. Staff is actively encouraged to take part in volunteering activities (as an example special permissions are accorded to UNIME staff for volunteering activities). So far, UNIME has asked students and staff taking part in mobility activities to share their experience with potential applicants. This initiative has resulted to be very much appreciated since it allowed a better understanding on how actually obstacles to mobility could be overcome under the Programme. UNIME will formalize this activity through the implementation of a student/staff ambassador scheme, where incoming/outgoing participants who have been on mobility share their experiences or target groups with fewer opportunities. Moreover, a buddy programme to support incoming students in their integration process in student and local life will be implemented. UNIME will actively support ESN in projects and activities focusing on active citizenship, such as the Social Erasmus Week as a yearly initiative to better integrate international exchange students in local society by organising volunteer opportunities and ensure the exchange of values. UNIME will also uphold initiatives within KA2 to implement targeted projects aiming at social inclusion and civil participation and awareness through the exchange of good practices, innovative teaching modules and knowledge transfer with programme and partner countries and in KA3 for the spreading of knowledge on European values and institution and policy innovation.

2.2 When participating in Mobility Activities - After mobility

Please demonstrate your commitment to implement full automatic recognition in your Higher Education Institution.

Please describe the concrete steps you will take to ensure the full automatic recognition of all credits gained for learning outcomes achieved during a mobility period abroad/ a blended mobility, according to the Council Recommendation on Automatic Mutual Recognition³.

The full and automatic recognition of all credits for learning and training activities gained abroad is one of the guiding principles of the UNIME Regulation on Procedure for Recognition of Learning activities carried out on international mobility (hereby, the Regulation). The Regulation is easily accessible on-line for consultation: <https://www.UNIME.it/it/international/documenti-e-regolamenti>. Clear reference to Regulation's provisions is made in the Erasmus Call for applications on how to select mobile students. UNIME abides by provisions of the ECTS Users' Guide and ensures full implementation of ECTS as a common tool to guarantee the quality of mobility schemes and transparency of recognition procedures. This, in turn, facilitates the transfer of credits between different institutions, greater student mobility and more flexible routes to gaining degrees.

Information on international mobility rules and procedures, provision of grade distribution tables and of the whole recognition process are reported on-line (<https://international.UNIME.it/study-with-us/international-mobility/>) in a transparent, complete and clear way. Incoming mobility students choose educational components at UNIME from the existing Course Catalogue accessible on-line (<https://international.UNIME.it/>). The Course catalogue includes: general information on the Programme, information on learning outcomes, assessment procedures, the individual educational components. Incoming students are also assisted by International relations staff in the submission of the application to UNIME.

The learning agreement (LA) provides a binding commitment among the student, UNIME and the receiving institution/ company on the learning activities to be carried out abroad. The LA guarantees the student that the credits successfully achieved during the mobility period will be fully and automatically recognised. As established in the UNIME regulation, learning activities carried out abroad will replace, overall, some of the activities of the degree programme at UNIME, for an equivalent number of credits. The choice of the learning activities to be completed during the mobility period is made by the student with the guidance and supervision of the Mobility Coordinator appointed in each Degree Course with maximum flexibility and pursuing consistency with the educational objectives of the degree programme at UNIME. The Learning agreement is approved before the mobility by the Mobility Coordinator who is also responsible for credits recognition and grades conversion at the end of the mobility.

In line with the implementation of the European Student Card Initiative and the Erasmus app, the approval of the Learning Agreement and its amendments will be possible on-line through digital signatures, in order to reduce the administrative burden for stakeholders and students. Along with physical mobility, UNIME will increasingly encourage students to participate in blended mobility schemes. In line with the next Programme provisions, blended mobility, as agreed in the Learning Agreement, will be useful in promoting and complementing physical mobility and increase the accessibility of the Erasmus Programme to a wider number of students, especially those with disadvantaged backgrounds.

Mobility activities are recorded in a transparent way. Students at the end of the international mobility are entitled to have all credits gained during the period of study/traineeship abroad (as agreed in the Learning Agreement and confirmed by the Transcript of Records) transferred in the curriculum without any additional work or assessment. It is also possible to record the mobility period as a whole, instead of recording it component by component. Learning activities are also registered in the Diploma supplement. UNIME provides incoming students with a Transcript of Records and sends it to the Partner institution and the student at the end of their period of study. Within the framework of the European Student Card Initiative, UNIME is committed to electronically exchange all transcripts of records through the EWP.

For UNIME students the recognition of the credits successfully achieved during the mobility period starts automatically after receiving the Transcript of records from the Host Institution. The entire recognition process must be concluded within 3 weeks, as established in the UNIME Regulation. Students are not expected to earn more than 60 ECTS credits (workload of a full-time year of formal learning at UNIME), but they are allowed to exceed this number if they wish to. As established in the UNIME regulation, the International Mobility Unit ensures that application procedures and selection criteria for credit mobility are transparent and fair and it is also responsible for monitoring credit recognition procedures. Students can always appeal to the Unit in case full automatic recognition is not achieved.

The recognition process will be further eased and smoothed through the implementation of the European Student Card Initiative with the digitalisation on the Erasmus management and the implementation of the EGRACONS project.

³ The text of the Council Recommendation on Automatic Mutual Recognition may be found at: [https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1568891859235&uri=CELEX:32018H1210\(01\)](https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1568891859235&uri=CELEX:32018H1210(01))

Please describe your institution's measures to support, promote and recognise staff mobility:

UNIME encourages Erasmus staff mobility in Programme and Partner Countries as a tool to develop new expertise, improve language proficiency, intercultural skills and broaden professional horizon. At the same time, staff mobility is also considered a powerful incentive for professional development and institutional commitment. In this light, Erasmus staff mobility is deemed to have a positive impact on the University as a whole, contributing to smooth governance and strengthen international cooperation. For this reason, UNIME has undertaken activities to promote Erasmus mobility, foster recognition in career development and introduce incentive mechanisms.

In order to widen access of staff to the programme, seminars or one-to-one meeting are organised in each Department to present the Erasmus staff mobility opportunities. As part of each session, some members of staff – both academic and administrative - give a brief report on their previous experience of mobility. The events provide the opportunity for people who have been on mobility to share their experience and the impact of their visits. At the same time, staff who have never been on mobility can learn what the programme is about and think about how they might be able to arrange a visit. International Relations Officers ensure a support to staff in the preparation of applications. Before the mobility UNIME staff is provided with a guide with practical information, useful tips and a mobility kit with gadgets and UNIME video presentations to be used abroad. Mobile staff are considered UNIME ambassadors abroad and their mobility is considered an opportunity to start new cooperation or strengthen existing one with other HEIs. UNIME provides staff with the opportunity to have access to specific language courses held at the Linguistic Centre at a reduced price to improve their language skills before the mobility. Mobile staff is met during the preparation of the mobility, at the time of signature of the Erasmus contract as well as at the end of the mobility period to get feedback about the usefulness of the information provided and the overall quality of the mobility. When feedback indicates problems, the UNIME Erasmus Commission provides a forum for discussion.

UNIME staff is selected through a clear and transparent procedure based on the evaluation criteria established in the Call for applications yearly published. Evaluation criteria aims at favouring the participation of staff that never took part to mobility scheme taking into account the quality of the proposed mobility (as reported in the Mobility agreement agreed with the foreign Institution) as well as its cross-cutting impact on academic quality, cross-border cooperation and international outreach of UNIME. UNIME also encourages staff mobilities that combine teaching and training activities.

Finally, international mobility of administrative staff is included in the UNIME economic progression plan. International mobility experiences (such as job shadowing, staff training week) are considered as an added value for professional development and performance and, therefore, are taken into account for the staff economic progression. Teaching staff have the Erasmus mobility recognised at UNIME as a valuable experience for future participation in Call for grants for international activities. Moreover, academic staff mobility represents an opportunity for innovate teaching methods, enrich personal and professional background, peer-learning and promote joint research opportunities. As a consequence of this commitment to recognition, over the last years UNIME has experienced a significant growth in the participation of teaching and administrative staff to international mobilities.

2.3 For the Purposes of Visibility

Please provide the web link where you will host the Erasmus Policy statement in the future. Please reflect on how you plan to regularly promote the activities supported by the Programme.

The Erasmus Policy Statement along with the ECHE will be published in the UNIME website both in the Italian section (<https://www.UNIME.it/it/international>) and the English one (<https://international.UNIME.it/>). In either case, one click away from the homepage. By 2027, the section of the website dedicated to international students and staff will be also available in French and Spanish in order to reach a wider audience and reduce the linguistic gap.

The UNIME institutional dissemination and communication strategy related to the Erasmus programme activities and the implementation of the principles embedded in the ECHE, will take into account the target groups involved (from direct beneficiaries to external stakeholders) as well as the Programme schedule (as soon as it will be available) and prescriptions.

The institutional website is of course the main window for promoting all the activities linked to the Erasmus programme activities. The mobility programmes (both with Programme and Partner Countries) have a specific dedicated section customized by beneficiary (incoming/outgoing, staff/students), the same is to say for cooperation projects (KA2/KA3).

Visibility of the Programme logo and acknowledgment of the European funding will be ensured whenever prescribed and appropriate as well as the updating of the Project Results Platform.

Maximum visibility will be given to the Programme activities and to the related opportunities, through the institutional sites, the local media, the newsletters, etc. The International Relations Units involved in the Programme management, in collaboration with the Strategic Communication Department, will organize information days and meetings with students, staff and local stakeholders.

Programme activities and results will be communicated to public authorities through various channels:

- Visibility on the university website in the English section (<https://international.UNIME.it/>)
- Information on the new brochure dedicated to international students (https://www.UNIME.it/sites/default/files/brochure_ele_UNIME.pdf)
- Information days on the Erasmus + programme at department level
- Radio UniVersoMe (<http://www.universome.UNIME.it/>)
- Erasmus + Welcome Day: the event will be organized twice a year to welcome incoming students from Programme and Partner Countries (October/March) to UNIME. The Welcome Day is traditionally organized in collaboration with the Erasmus Student Network and represents the occasion to showcase the University facilities, services and to present the Erasmus mobility programme to the academic community and to external stakeholder such as the local authorities and civil society.
- Press releases to local media (radio, TV, Internet, local press)

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- Social media: Facebook, Instagram, Twitter, YouTube
- Advertising on the occasion of University events involving a wide audience (Career day, Orientation Days etc.)
- Animation of the Erasmus+ Projects Results platform. KA2/KA3 programmes will be addressed through specific internal training for the academic community (teaching and administrative staff) in order to share skills and tools to increase the success rate when participating to the different calls for application. The dissemination of results will be handled according to the rules and project dissemination strategies, at institutional, consortium, local, national and international level.

Dissemination initiatives will be scheduled on an annual basis in order to ensure the highest possible visibility of all the activities planned by UNIME, linked to the Programme.

Sharing opportunities and results will enable a wide audience to benefit from the activities and experiences of the Erasmus Programme. Project results will be promoting the external recognition of the work carried out, adding further credit to it.

Circulation of information and promotion of Programme activities will raise awareness and enhance visibility. Sharing results, lessons learned and outcomes and findings beyond the participating organisations will enable a wider community to benefit from a work that has received EU funding. It will also promote the University's efforts towards the objectives of Erasmus, which attaches fundamental importance to the link between Programme and policies. Therefore, each of the projects supported by the Programme is a step towards achieving the general objectives defined by the Programme to improve and modernise education, training and youth systems.

Please describe how you will ensure that the principles of this Charter will be well communicated and applied by staff at all levels of the institution.

The ECHE and the commitment to implement its principles will be displayed on UNIME webpage in specific and easily accessible sections, available both in Italian and in English language. These documents will be available for consultation by students and staff showing the UNIME engagement to implement them as well as raise awareness of the Erasmus Programme's aims and objectives and the impact of its implementation on the University strategy for internationalisation and modernisation.

In this regard, when applicable, the principles of the ECHE will be quoted in the most relevant UNIME documents. For instance, there will be a clear reference to the principles of the Charter in International cooperation documents, in the Calls for Erasmus grant for student and staff yearly published, in the UNIME Regulation on Procedure for Recognition of Learning activities carried out on international mobility or in the UNIME Regulations and guidelines on evaluation of staff performance and professional development. International Relations Officers and relevant administrative and academic staff are bind to comply with the rules and principles of the ECHE in the implementation and management of the Programmes activities and initiatives.