

UNIVERSITY OF PÉCS
FACULTY OF BUSINESS AND ECONOMICS

**INTRODUCTION OF COMPULSORY
INTERNATIONAL EXPERIENCE FOR
LECTURERS AND STUDENTS AT THE
BSC PROGRAMME **BUSINESS
ADMINISTRATION AND MANAGEMENT****

FULL-TIME TRAINING, IN ENGLISH

Prepared by
UPFBE International Office

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Proposal for the introduction of compulsory international work experience for teachers and students in the BSC programme Business Administration and Management (EFMD ARI1)**Preliminaries:**

The Faculty's BSc programme Business Administration and Management (Bachelor of Business Administration and Management in English) was awarded EFMD international programme accreditation in March 2020.

Compliance with the EFMD accreditation standards was verified on site by an international panel of experts on the basis of a self-evaluation report prepared by the Faculty, following which 5 priority Areas of Required Improvements (ARI) were identified.

On the basis of these proposals, we are able to take the necessary steps for the programme to be re-accredited in 2023.

The internationalisation of the teaching staff is the first priority area for development (ARI1), within which the international presence of the Faculty's teaching staff and gaining international experience must be strengthened. At the same time, the increased promotion of international experiences of students can also be regulated and managed.

1. Introduction of mandatory international student experience**The purpose of the proposal:**

- each student should accumulate 20 ECTS credits during the 7 semesters of the course, which will be considered as international experience

The framework for implementation:

- study or work placement mobility abroad (full semester), in both cases the implementation is the prerequisite for the graduation exam
- participation in internationalisation projects and courses available at the Faculty
- participation in a double degree programme

Form of mobility:

- Physical mobility is preferred for fee-paying students and students on state scholarships.
- Students participating in the Stipendium Hungaricum scholarship programme are encouraged to gain experience in accordance with the legal conditions in force; scholarship shall not be paid for the duration of the physical mobility.

Duration of mobility: at least one semester (5 months)

Recommended semesters for mobility: semesters 3-6**Conditions:**

- If the student is not eligible for an Erasmus+ scholarship, s/he may travel with Erasmus+ label status or must participate in Internationalisation at Home projects/courses available at the Faculty, and accumulate the necessary credits from these.
- If the student's financial means, family or other justified conditions and possibilities do not allow mobility abroad, s/he can apply to the Study Committee to fulfil the 20 ECTS credits requirement through internationalisation projects and courses available at the Faculty. Applications are evaluated on an individual basis.
- Participation in the double degree programme is equivalent to gaining mobility points.
- For scholarship holders, students of the BAM programme can apply only to EFMD/AMBA/AACSB accredited partners; if they travel with credit mobility/Campus Mundi or with the own scholarships of the universities, this is not required. Students who complete their mobility with label status (without scholarship support) are not eligible to apply to an accredited partner institution.

Participation in faculty internationalisation projects/courses:

Requirement: 20 points (1 point = 25-30 contact hours) at least

Project	Duration	International points
Participation in international mobility	Semester	20
Participation in double degree programme	As specified in contract	20
iExpo participation as exhibitor	1 day	1
International Video Pitch Competition + report	2 rounds at least	1
Ohio International Consulting Program (OICP)	3 weeks at least	7
Summer Programme (abroad, at partner institution)	3 weeks at least	7
Simonyi Hackathon	Semester	3
Simonyi Hackathon International (2-day)	2 days	1
Participation in subject A or B implemented in international cooperation	Semester	7
Participation in subject C implemented in international cooperation	Semester	3

Gaining international experience will be a compulsory requirement in the curriculum, which will be taken as completed if 20 points are collected. Indication of these points in the Neptun system can be technically done by recording conditional or special index courses. As regards subjects not in the Neptun system, the unit responsible for the implementation of the respective programme shall forward the details of the participants to the Study Department who will record the achievements in

the Neptun system. It is recommended to have 2 subjects module A/B (7-7 credit/international points) and 2 subjects module C (3-3 credit/international points) in order to allow students to acquire the necessary international points in Pécs.

Additional tasks:

- It is necessary to conclude agreements with the partner institutions on the model curricula in order to facilitate the completion and acknowledgement of ECTS credits (and equivalent international points). The annual upgrade of the equivalence table and the preliminary evaluation of individual requests are done in the first weeks of the mobility periods (Person responsible: Foreign Affairs Director)
- In the case of partners with international accreditation, it is advisable to increase the numbers specified in the mobility contracts. (Body responsible: International Office)
- The curriculum of Business Administration and Management programme was amended, but the integration of the obligatory international student experience and the specification of the details of completion in the Student Handbook are still to be done. (Person responsible: Programme Leader)
- The number of courses based on international cooperation in modules A and B1-B2 is to be increased. (Persons responsible: Programme Leader, Vice Dean for Education, Foreign Affairs Director)

2. Introduction of mandatory international teaching experience for lecturers**Objective:**

- Facilitating international experience and networking for teachers.

Expectation:

- Earning at least 10 international credits per year, averaged over two years.

Communication:

- The person responsible for informing lecturers about the conditions and possibilities is the Vice Dean for Education.

Substitution and holding the classes in Hungary physically:

- For the mobility period, either the lecturer concerned will make sure that s/he finds a substitute lecturer, or digital teaching (e.g. by Teams) or e-learning type classes (preliminarily recorded classes and online assignments) are permitted.

Report on the current status of international points:

- Lecturers shall keep records of their international points and report on their completion in a standard form by the end of the semester the latest. Accounting takes place in a two-year rolling system.
- If expectations are not met in two consecutive accounting periods, the lecturer concerned will examine, in cooperation with the dean's management, the reasons and they will work out an action plan to allow completion. In case of teaching participation less than 100% of 1 90-minute course, the expectation of 10 international points/year is to be calculated proportionately.

Types of international projects:

International projects	Mode of completion	Duration	International points
Development and moderation of ITW workshop	personal / virtual	workshop (90 minutes)	5 international points
Participation in ITW workshop	personal / virtual	workshop (90 minutes)	1 international point
Joint course with a foreign partner	personal / virtual	course (12x90 minutes)	20 international points
Hosting a foreign guest teacher in own course	personal / virtual	lesson taught (90 minutes)	2 international points
Participation in an international summer university abroad	personal / virtual	1 week	5 international points
Presentation at an international conference or workshop	personal / virtual	presentation	5 international points
Participation in an international conference or workshop	personal / virtual	participation	2 international points
Participation in an international research or teaching project	personal / virtual	one semester	1-10 international points on an individual basis
Participation in Ohio International Consulting Program (OICP), mentoring teams	personal / virtual	programme (3 weeks)	10 international points
Participation in a teaching exchange programme at a partner institution abroad	personal	lesson taught (90 minutes)	3 international points
Participation in a teaching exchange programme at a partner institution abroad	virtual	lesson taught (90 minutes)	2 international points
Participation as mentor in Simonyi Hackathon International programme (2-day)	personal / virtual	2 days	5 international points
Visiting Scholar Program (travelling abroad)	personal	1 month	20 international points
Visiting Scholar Programme (hosting and mentoring visiting scholars)	personal	1 month	10 international points
Other, not specified			On an individual basis

Partial international points and partial completion are possible, on the basis of the report, in proportion of the contribution to the respective international project. Evaluation is done by the Foreign Affairs Committee.

Recommendations:

- To facilitate lecturer mobility, the Faculty's Erasmus equivalence table (<http://ktkerasmusekvivalencia.pt.e.hu/>) helps lecturers match their own courses with those offered by partner universities.
- The FBE's International Office provides assistance in establishing contacts with new accredited partners, developing partnerships abroad and facilitating the conclusion of contracts.
- International mobility can be funded by Erasmus, Fulbright scholarship and Visiting Scholar Programme. Teacher mobility is supported by the Faculty with an extra contribution for strategic partners, on an individual basis.