

## **Project call Language & Culture policy<sup>1</sup>: context, conditions and formats Faculties (deadline 1 April 2016)**

### **Context; strategic projects in education**

The University of Groningen (UG) has the ambition to become a “truly international university” with an excellent reputation worldwide and a distinctive research and teaching profile (UG strategic plan 2016-2020). In teaching and learning, this requires an approach of activated, inclusive learning. This approach will be implemented through internationalised curricula, and the integrative use of innovative educational concepts like the international classroom, the flipped classroom, IT/e-learning, learning communities and the UG Language & Culture policy.

Three strategic projects have been defined to achieve this distinctive international research and teaching profile:

1. The **Language & Culture Policy**. This specific call focuses on stimulating faculties and service departments to develop language and intercultural competences in line with didactics or task of all staff and students in a multilingual and multicultural context.
2. The **International Classroom**. A specific call is launched concurrently with this one to stimulate faculties to develop internationalised curricula in all faculties.
3. The **Learning Communities**. Another specific call is launched concurrently with this one to stimulate faculties to form such communities for inclusive, activated group-based learning.

This call focuses on the Language & Culture Policy (LCP) which goes way further than teaching alone. It has to do with creating an inclusive environment throughout the entire university.

For UG the LCP, in short, aims at the following:

- Ensure a proper level of English, Dutch, and any other relevant language for all staff (scientific and support) and students (related to didactics/task);
- Create more intercultural awareness and develop appropriate intercultural competences.

Through the development of appropriate language and intercultural skills in a specific context, LCP aims to contribute to making UG a “truly international university”.

### **Possible synergy in project plans**

Obviously, the three strategic projects are related. The Language and Culture Policy project supports the International Classroom as does the Learning Communities project and vice versa. Synergy is to be expected and faculties are encouraged to look for it. An integrated approach is stimulated and faculties may describe this in their project plans and specifically refer to these interrelations. Notwithstanding possible synergistic effects, such an integrated approach is not a requirement but an option. The three calls work with a similar format and with a combined online environment. However, for all three projects the proposals will be individually assessed. For this call the proposal will be assessed on the Language & Culture Policy component only.

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<sup>1</sup> Please refer to enclosed February 2015 document with specific recommendations for implementation language & culture for detailed information.

## Important to know

At UG central level we are, amongst other things, working on LCP fundamentals giving a framework to language and culture for now and for the future. Although it may seem that the fundamentals focus on staff only, know that we are preparing student-related fundamentals as well.

A language/intercultural level system: a framework to determine which level of English/Dutch/other language or intercultural competence a staff member should have based on UFO profile, international context, tasks (system will be accessible for all staff members). Implementation into Results & Development interviews after levels have been determined. (Language Centre, CIT and HR)

A terminology database/style guide: update/renew the existing terminology database and style guide. (Language Centre)

Testing: testing method and system to keep track of who has been tested and with which results (related to level system). (Language Centre)

UTQ (University Teaching Qualification): how to integrate language and intercultural competence into the UTQ in such a way that, eventually, all lecturers will have enough knowledge and skills of both fields to lead an international classroom. (ESI, Language Centre)

## Preferred providers

We recommend you to work with our preferred providers when drawing up and carrying out your project call. They, and the programme manager as well, are very willing to think along. You will find the courses offered by the language center and HR on the my university website together with the LCP project call. You will find the ESI offer in the international classroom project plan. Apart from the existing courses, tailor-made options are possible!

### Language Center:

English: Radha van der Linden, [radha.van.der.linden@rug.nl](mailto:radha.van.der.linden@rug.nl) , 050-363 2031  
Dutch: Berna de Boer, [b.l.a.de.boer@rug.nl](mailto:b.l.a.de.boer@rug.nl) , 050-363 5960  
Intercultural competence: Michaela Carriere, [m.s.carriere@rug.nl](mailto:m.s.carriere@rug.nl) , 050-363 6822  
Other modern languages: Ruben Comadina Granson, [a.r.o.cromadina.granson@rug.nl](mailto:a.r.o.cromadina.granson@rug.nl) , 050-363 8982

**Human Resources:** Harrienne ter Meer, [h.a.ter.meer@rug.nl](mailto:h.a.ter.meer@rug.nl) , 06-2825 7740

**ESI:** Jaap Mulder, [j.a.mulder@rug.nl](mailto:j.a.mulder@rug.nl) , 050-363 5810

**LCP programme manager:** Marloes Siccama- van Loveren, [m.l.a.siccama@rug.nl](mailto:m.l.a.siccama@rug.nl) , 050-363 2916

**Project form for faculty plan: Language & Culture Policy**  
**Deadline 1 April 2016**

**General information**

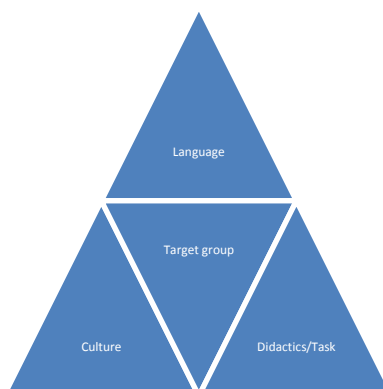
Faculty contact person	
Name	
Faculty and department	
Tel.	
Email	
Project plan	
<p><b>Summary</b> (max. 150 words):</p> <p><i>Give a short description of the faculty's approach, objectives and targeted results.</i></p>	
<p><b>The Why</b></p> <ul style="list-style-type: none"> <li>• <b>Faculty vision on internationalisation</b> <ul style="list-style-type: none"> <li>○ <i>current situation (strengths and weaknesses),</i></li> <li>○ <i>new opportunities,</i></li> <li>○ <i>verifiable objectives,</i></li> <li>○ <i>motivate the choice of initiatives (use the appendices for detailed information on the initiatives).</i></li> </ul> </li> </ul>	
<p><b>Approach</b></p> <ul style="list-style-type: none"> <li>○ <i>Describe how the faculty will approach LCP for the different target groups (please refer to annexed LCP document of February 2015 with policy paper and specific recommendations for implementation).</i></li> </ul>	
<p><b>Project organization</b></p> <ul style="list-style-type: none"> <li>• <b>Describe the activities, stakeholders and timeline</b> <ul style="list-style-type: none"> <li>○ <i>Describe responsibilities, roles, expertise and coordination in the faculty and communication with stakeholders.</i></li> <li>○ <i>Describe required additional expertise from central level and/or external expertise.</i></li> </ul> </li> </ul>	
<p><b>Sustainability and dissemination</b></p> <ul style="list-style-type: none"> <li>○ <i>Describe how the faculty will structurally embed LCP after 1 January 2018.</i></li> <li>○ <i>Describe the connection with the faculty vision on internationalization.</i></li> <li>○ <i>Explain how obtained results and expertise will be shared and maintained.</i></li> </ul>	

**Finances**

- *Specify budget required from the Executive Board and provide written commitment of the Faculty Board to provide a 50% match in money.*

## Language & Culture policy; overall conditions for faculty plan

1. The faculty plan has to be send in by the faculty board before 1 April 2016 and needs to have the explicit commitment to provide 50% match in money for the budget required, and the budget plan needs to be approved by the Department of Corporate Control.
2. The faculty plan describes the further development and implementation of language and culture (including objectives and approach) with reference to the February 2015 document describing LCP goals and recommendations.
3. It focuses on both language and culture related to didactics/tasks and covers all target groups: scientific staff, support staff and students.



4. It motivates the choice of courses/programmes/other initiatives (cover sheet per target group; information sheet per activity, see formats).
5. It not only describes the further development and implementation till 1 January 2018 (running period Language & Culture policy project), but also how the faculty plans to structurally embed Language and Culture after 1 January 2018.
6. It is in line with the UG strategy (2016-2020) and contributes to the faculty strategy for education and internationalization.
7. If applicable, the faculty plan describes how the objectives, initiatives and approach for this Language & Culture faculty plan are related to objectives, initiatives and approach for the International Classroom project and/or Learning Communities project, from an overall vision and objectives.
8. Initiatives on language and/or culture carried out after 1 October 2015 can be included in the call to file for matching.
9. A brief progress report is required half-way the project and an evaluation in writing needs to be submitted in December 2017.
10. The plan will by assessed by the LCP steering group before 1 May 2016.

**Faculty name:**

**Cover sheet for faculty plan related to Language & Culture policy for Support Staff**

<b>Overview of call for support staff</b>	
Overview of initiatives (titles) related to Language	1. 2. Etc.
Overview of initiatives (titles) related to Culture	1. 2. Etc.
Overview of initiatives (titles) related to Language and Culture combined	1. 2. Etc.
Total budget requested for support staff (50% faculty match deducted)	Total.... – 50% =

**Faculty name:**

**Cover sheet for faculty plan related Language & Culture policy for Scientific Staff**

<b>Overview of call for scientific staff</b>	
Overview of initiatives (titles) related to Language	1. 2. Etc.
Overview of initiatives (titles) related to Culture	1. 2. Etc.
Overview of initiatives (titles) related to Language and Culture combined	1. 2. Etc.
Total budget requested for scientific staff (50% faculty match deducted)	Total.... – 50% =

**Faculty name:**

**Cover sheet for faculty plan related Language & Culture policy for Students**

<b>Overview of call for students</b>	
Overview of initiatives (titles) related to Language	1. 2. 3. Etc.
Overview of initiatives (titles) related to Culture	1. 2. Etc.
Overview of initiatives (titles) related to Language and Culture combined	1. 2. Etc.
Total budget requested for students (50% faculty match deducted)	Total.... – 50% =



**Faculty name:**

**Information sheet per activity mentioned in cover sheets**

<b>Target group</b>	Scientific staff/support staff/students
<b>Name activity</b>	
<b>Provider</b>	
<b>Objective activity</b>	
<b>Nr of participants from faculty</b>	
<b>OE or IC*</b>	
<b>Costs pp and total costs</b>	€                      €
<b>planned for (period)</b>	
<b>Motivation for choosing this activity</b>	
<b>Has activity taken place yet?***</b>	

\*open enrollment or in company

\*\*Initiatives on language and/or culture carried out after 1 October 2015 can be included in the call to file for matching.