



LUND
UNIVERSITY

DECISION Reg. No.: RÅ 2007/357

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Board of Governors

Lund University Internationalisation Policy 2008-2011

The internationalisation policy contained in this document formulates a common vision, value, goal and strategy to cover all aspects of the work of the university.^{1,2} The ultimate aim of internationalisation at Lund University is to enhance the quality of research and education and sharpen the competitive edge of the University both nationally and internationally. In the strategic plan adopted for Lund University for the period 2007-2011, internationalisation is cited as one of the four strategies by which the university will achieve its overall aim of providing education and research of the highest quality. In the strategic plan, it was envisioned that: "*Lund University [would] become one of the premier universities in Europe.*" With this aim in mind Lund University intends to become an active member of the international community of universities.

At Lund University international cooperation is seen as self-evident in research and education and has been part of a long-term strategy to secure and improve quality within the university. Even so, the level of ambition needs to be raised and a number of concrete measures need to be adopted in order for Lund to become one of the leading universities in Europe. Rapid changes in the world around us have now forced us to adopt new attitudes towards internationalisation. Work in the field of internationalisation has become increasingly systematic and has become a means of enabling the university to fulfil its basic role in society. Cooperation between universities in different countries helps to strengthen the international community, which is necessary if humanity is to meet the global challenges it now faces. Internationalisation also encompasses attitudes to our own, increasingly multi-cultural society.³ It is important to stress, however, that internationalisation must be seen as a means to attaining the highest standards at Lund University and not a goal in itself. Internationalisation in the period 2008 to 2011 involves the incorporation of an international dimension in all aspects of the work of the university and not simply an expansion of programmes and courses offered solely to international exchange students.⁴ It is also vital to create a consensus on an agreed policy of internationalisation, as it is essential that the university acts with one voice regarding matters of international cooperation and increased staff and student mobility.

The internationalisation policy presented here therefore encompasses the three official areas of responsibility - educational provision, research and inter-action with the community at Lund University

¹ This document on Internationalisation Policy at Lund University replaces *Internationaliseringspolicy för grund- och forskarutbildning vid Lunds universitet 2004-2007* (Internationalisation Policy for Undergraduate and Postgraduate Education at Lund University 2004-2007) (Approved by the University Board of Governors on 14th June 2004) Reg. No. I A 9 432/2003.

² The policy is based on relevant steering documents for the work of Lund University. *Strategisk plan för Lunds universitet 2007-2011*, <http://www.lu.se/o.o.i.s/4198>, (Lund University Strategic Plan 2007-2011) *Kvalitetsäkring och pedagogisk utveckling: Handlingsplan för universitetens gemensam verksamhet avseende utbildningen på grundnivå och avancerad nivå 2007-2008 (Quality Control and Pedagogical Development: Plan of Action for First and Second Cycle (undergraduate and postgraduate) Education at Lund University)* <http://www.evaluat.lu.se/Kvalsakt/HandlplanKvalarb20072008.pdf> (fastställd av rektor 22 mars 2007 (approved by the Vice-Chancellor on 22 March 2007)) and *Policy för utbildningen på forskarnivå vid Lunds universitet (Policy for Third Cycle (Postgraduate) Education at Lund University)* http://www.lu.se/upload/LUPDF/Om_LU/Policy_forskarutbildning.pdf (dnr IA 29/5039 2005).

³ *Handlingsplan för breddad rekrytering vid Lunds universitet, (Plan of Action for the Extension of Recruitment to Lund University)* http://www.lu.se/upload/LUPDF/Om_LU/broschyr_breddadrekr_06.pdf.

⁴ "Internationalisation of higher education is defined as the process of integrating an international dimension into the research, teaching and services functions of an institution of higher education." *J. Knight & H. de Wit, (1995): Strategies for Internationalisation of Higher Education*

and also embraces the administration and its activities in its scope. This policy document provides a framework for work on internationalisation at Lund University. With this policy as a foundation, the faculties and university administration will be able to determine more precisely the policies and measures for internationalisation that are suited to their needs and abilities.

Several factors in the period 2008-2011 can affect the policy outlined here and can cause changes in it. It is expected that the government research bill planned for 2008 will contain an international strategy for Swedish research policy, it is also expected that an internationalisation bill providing a national policy for exchange students, etc will be presented to parliament. To these should be added Lund University's own project *En förnyad administration – kvalitetsutveckling inom administrationen vid Lunds universitet (A Revitalised Administration - Quality Development in the Administration of Lund University)* which will result in a change of responsibilities within the university administration.

Overriding Objectives of the Internationalisation Policy

According to the University Strategic Plan, international cooperation is a self-evident component of research and education. Internationalisation is seen as a means of reaching the long-term aims of the university and is to permeate all aspects of its work. International perspectives are to be incorporated into all new projects and programmes from the start. Students from Lund University will be more attractive on an increasingly global labour market with a university education behind them that has a distinctly international profile. The strategic plan points out that internationalisation should also be self-evident in administration and marketing. Successful internationalisation derives from an ability to master languages, especially English at an appropriate level of proficiency. Issues of democracy and human rights are also to be taken into consideration in the process of internationalisation.

Lund University must be able to give a clear account of the way in which international perspectives are integrated into the work of the university and how they are steadily advanced. This places a greater demand on goal specification and documentation of the process of internationalisation at all levels of the university.

The university has three main objectives for its work on internationalisation in the period 2008-2011.

- 1. Lund University will provide an international environment with international perspectives incorporated into all educational, research and administrative processes.*
- 2. Priority will be given to long-term relationships. Strategic networks and agreements involving international cooperation will be found at all levels of the university. The university will be active in ensuring that cooperation agreements are consolidated and extended to encompass educational provision, research and administration.*
- 3. Internationalisation will be subject to continuous evaluation and quality control. Routines for follow-up and quality control are to be established and quantifiable aims determined.*

Guidelines for Working with Internationalisation

These guidelines indicate which parts of the organisation will be responsible for realising Lund University's internationalisation policy.

Objective 1:

Lund University will provide an international environment with international perspectives incorporated into all educational, research and administrative processes.

Educational Provision

- International perspectives will be incorporated into all educational programmes with an increased degree of internationalisation in educational provision at Lund University as a result. Various means can be used to achieve this: course literature, guest lectures, lecturer and student mobility, foreign work placement and by utilising the international experiences and multi-cultural perspectives of students and staff.
Responsibility of the Faculties
- Master's programmes will be expected to recruit students both nationally and internationally with Swedish and foreign students being integrated into these programmes. Joint programmes, joint course development, summer schools and projects of international cooperation are to be initiated.
Responsibility of the Faculties and University Administration
- All faculties are to offer a range of attractive, high quality courses that enable exchange students to participate in the normal programmes of study together with Swedish students.
Responsibility of the Faculties
- Scandinavian Area Studies (SAS), which is one of the profile areas of the university, should be developed and expanded and be seen as a complement to the normal range of courses on offer. All faculties can initiate SAS courses.
Responsibility of the University Management and Faculties
- Clear administrative procedures must be put in place to deal with accreditation.
Responsibility of the Faculties

Doctoral Programmes

- International perspectives are to be strengthened in third cycle educational provision. A greater number of the academic staff with international experience is to be involved in courses and seminars. The development of joint courses and sub-courses with institutions of higher education in other countries is desirable.
Responsibility of the Faculties
- Doctoral students should have the opportunity of studying part of their course at an institution of higher education abroad while retaining their studentships and grants.
Responsibility of the Faculties
- Doctoral students are to be given the opportunity of participating in courses and conferences abroad and of cooperating in research projects involving participants from several countries.
Responsibility of the Faculties
- All staff will be expected to improve their ability to communicate in an international research environment.
Responsibility of the Faculties

Research

- Internationalisation is self-evident in research but a greater number of exchanges of academic staff and researchers is desirable.
Responsibility of the Faculties
- The value of international merits and involvement in international activities ought to be recognised more fully in appointing staff and granting promotions. Vacancies should be open to international competition.
Responsibility of the Faculties
- Researchers will be encouraged to participate actively in international conferences and professional associations, and to work towards the hosting of a greater number of international conferences at Lund University.
Responsibility of the Faculties

Administration

- Administrative procedures will be reviewed and international aspects incorporated into them.
Responsibility of the Head of Administration
- Forms of internationalisation, such as international exchanges, are to become an integral part of in-service training for all categories of personnel.
Responsibility of the University Administration
- The translation of the terminology of the LUBAS database into English is to be given the highest priority.
Responsibility of the University Administration
- Student and staff services are to be improved.
 - Support functions and bodies of university governance will need to meet the needs, not least in language, of incoming students and staff.
Responsibility of the University Administration
 - The reception of and information to non-Swedish speaking members of the staff are to be improved.
Responsibility of the University Administration
 - A plan of action will be established to deal with potential crises that may affect incoming and outgoing exchange students and staff.
Responsibility of the University Administration
- Accommodation must be a high priority as its availability affects the numbers of exchange and master's students who can come to study at Lund. Incoming exchange students should be integrated with Swedish students as much as possible.
Responsibility of the University management

Objective 2:

Priority will be given to long-term relationships. Strategic networks and agreements involving international cooperation will be found at all levels of the university. The university will be active in ensuring that cooperation agreements are consolidated and extended to encompass educational provision, research and administration.

All Areas of the University

- Agreements on international cooperation will be reviewed regularly. Long-term relationships that generate both student and staff exchanges at all levels will be given priority. Agreements should cover all forms of international cooperation, such as joint projects and programmes, and not simply mobility. Every new initiative in internationalisation should be evaluated in terms of its expected potential for educational provision, research and administration.
Responsibility of the Faculties and University Administration
- A balance in international cooperation is desirable and can be achieved in part by increasing the numbers of outgoing exchange students.
Responsibility of the Faculties and University Administration
- All agreements must define the rights, level of service, availability of accommodation etc., pertaining to the outgoing exchange student, in accordance with the approved guidelines.
Responsibility of the Faculties and University Administration
- Cooperation through strategic networks such as Universitas 21 (U21), the League of European Research Universities (LERU) and with the Öresund University is to be consolidated. Cooperation with U21 and LERU is to be made more visible. Networks are to be used to develop or strengthen relationships with universities abroad or other relevant institutions, not least in developing countries.
Responsibility of the Faculties and University Administration
- In addition to continuing the long-term relationships with universities in Europe and North America, cooperation with the Middle East, South-East and Southern Asia and the Far East is to be expanded in accordance with the provisions of the strategic plan.

Relationships with universities and other relevant institutions in developing countries are to be strengthened. Specific commitments can necessitate separate strategies for particular geographical areas or countries.

Responsibility of the Faculties and University Administration

- Initiatives in international marketing, the development of various projects of cooperation, joint programmes, summer schools, placements etc. are to involve Lund University's strategic networks and partner universities.

Responsibility of the Faculties and University Administration

Objective 3:

Internationalisation will be subject to continuous evaluation and quality control. Routines for follow-up and quality control are to be established and quantifiable aims determined.

Educational Provision

- A language policy is to be introduced for courses, documentation and terminology and will also deal with the status of the Swedish language.

Responsibility of the University Administration and Faculties

- Members of the academic staff who teach groups of students with a multicultural background are expected to attain a suitable level of proficiency in English.

Responsibility of the Faculties

Research

- Details of international cooperation must also be identifiable in the Lund University databases which providing information on research projects, publications etc.

Responsibility of the University Administration

- Details of the research carried out at the university should be made more easily available and the research made more accessible by increasing the amount of information available in English on the various websites.

Responsibility of the University Management and Faculties

Administration

- Quality Control, Reporting and Follow-up:
 - Methods for the quality control, reporting and follow-up of internationalisation are to be developed.

Responsibility of the University Administration and Faculties

- Basic information on internationalisation is to be made available to all and the processes for reporting and documentation are to be reviewed and clarified.

Responsibility of the University Administration

- General outlines for agreements on international cooperation are to be developed. STARS—Study Abroad Report System—is to be upgraded and used, not least, when updating agreements. The database for agreements is to be expanded and used to provide an overview of current agreements.

Responsibility of the University Administration and Faculties

- The flow of information regarding internationalisation is to be coordinated and strengthened.

- Relevant documents concerning the rights and duties of students and staff are to be translated into English.

Responsibility of the University Administration

- The dissemination of information is to be improved and is to reflect more fully the international profile of the university. Web pages will have the highest priority as a channel of information and be geared to our target groups internationally. General information and high quality recruitment material is to be made available in English, as are important internal messages, news, and signs.

Responsibility of the University Administration

- The follow up of former students, alumni contacts, at all faculties and at all levels is to encompass international students
Responsibility of the University Administration and Faculties