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F R I E N D S



## ERASMUS+ PROGRAMME, KEY ACTION 2 CAPACITY BUILDING IN HIGHER EDUCATION

### Furthering International Relations Capacities and Intercultural Engagement to Nurture Campus Diversity and to Support Internationalisation at Home (FRIENDS)

University of Cebu, Philippines

#### FRIENDS Project Summary

The concept of Internationalization at Home (IaH) is built around the assumption that for various reasons the largest part of universities' student body will always remain non-mobile and therefore deprived from access to global knowledge and skills. In order to address such, the European Union Erasmus+ Program for Capacity Building in Higher Education funded the FRIENDS (Furthering International Relations Capacities and Intercultural Exchange to Nurture Campus Diversity) project. The project combines the efforts of 12 Asian Partner Country Higher Education Institutions (HEIs) and four Programme Country HEIs from Europe. FRIENDS is built around the concept of internationalization at home and aims to build capacities for it across the five Partner Countries involved, namely Bhutan, Cambodia, Malaysia, the Philippines and Thailand.

The key outputs of FRIENDS project are as follows:

- 1) To contribute to Kick-off Meeting; collect institutional data on IaH and prepare IaH infographic Report;
- 2) To participate in Workshop on EU HE and in IaH webinars, hold a round table on IaH; adopt an IaH Action Plan;
- 3) To design and promote Intercultural Passport, support students in digital storytelling and drafts a How to; organize a contest and award successful students with Intercultural Passport;
- 4) To participate in Boot Camp with 3 students and in Staff Retreat; to embed Home away from Home programme; set up a FRIENDS Teahouse and hold a Festival;
- 5) To participate in quality panels, contribute to quality control and evaluation through feedback provision, collection and analysis; hold Report Card Days;
- 6) To exploit project results via interaction with external stakeholders; co-organize IaH National Conference;
- 7) To host Final Conference and contribute to all project dissemination activities and events planned; and
- 8) To coordinate the project at institutional level, collect evidence and documentation and submit reports and claims for payment to project coordinate; to contribute to partner meetings.

#### FRIENDS Exploitative Activities by the University of Cebu

The University of Cebu is one of three Philippine partnered Higher Education Institutions of the European Union Erasmus+ FRIENDS project. The table below shows the activities conducted since FRIENDS inception. The activities aim to infuse IaH in the University of Cebu operations in terms of stakeholder management and university governance; intercultural awareness and cultural dialogue; arts and creativity; social and student engagement, employability and talent management - to ensure that the University of Cebu community are prepared to live, learn, and work in a global community.

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| Venue                         | Start Date    | End Date      | Event   |
|-------------------------------|---------------|---------------|---|
| UC                            | April 2019    | Ongoing       | Dissemination of FRIENDS project thru website   |
| UC                            | April 2019    |               | Orientation of the project to the UC OPCOM  |
| UC                            | May 2019      | May 2019      | General Meeting with Student Affairs Officers from all campuses   |
| UC-Banilad<br>UC-Main         | May 2019      | May 2019      | Campus Dissemination on project FRIENDS   |
| UC-Banilad                    | May 2019      | May 2019      | Meeting of all officers of all student organizations from the 4 campuses  |
| All UC<br>Campuses            | July 2019     | October 2019  | Launching/Duration of SWAG Design Contest   |
| UC-Banilad                    | July 24, 2019 | July 24, 2019 | First IaH Capacity Building Webinar   |
| UC-Banilad                    | July 31, 2019 | July 31, 2019 | 2 <sup>nd</sup> IaH Capacity Building Webinar   |
| U-Banilad                     | Aug 7, 2019   | Aug 7, 2019   | 3 <sup>rd</sup> IaH Capacity Building Webinar   |
| UC-Banilad                    | Aug 14, 2019  | Aug 14, 2019  | 4 <sup>th</sup> IaH Capacity Building Webinar   |
| UC-Banilad                    | Aug 28, 2019  | Oct 24, 2019  | UC FRIENDS Team Translating general awareness of IaH into an Action Plan  |
| UC-Banilad                    | June 26, 2019 | June 26, 2019 | Opening and Evaluation of Bids for UC FRIENDS Tendering of Equipment  |
| UC-Banilad                    | Jan 2020      | Jan 2020      | UC Team with representatives from education/curriculum, student services, linkages and marketing convened to formulate, review and approve the institutional strategic plan.  |
| UC, CC, PH                    | Feb 2020      | March 2020    | Collated, and submitted all documentation related to Dissemination Report, 1 <sup>st</sup> Reporting Period Internal Progress Report and Financial Report.  |
| All UC<br>Campuses,<br>CC, PH | Oct 2019      | March 2020    | The institution implemented the strategic plan for development and promotions of IACD MOOC and Digital Storytelling. As such, specific activities were conducted: <ul style="list-style-type: none"> <li>1) UC FRIENDS website coordination;</li> <li>2) Administration and updates of UC FB page;</li> <li>3) Organized FRIENDS Session;</li> <li>4) Organized FRIENDS Tambayan;</li> <li>5) University Days Dissemination of MOOC and DS;</li> <li>6) Consultative Meetings and Forums for the Student Body; and</li> <li>7) Presentation of the plan to the Deans, Chairpersons, and Administrative Heads</li> </ul> |
| UC,<br>CC, PH                 | Nov 2019      | March 2020    | University of Cebu continues the tendering process such as coordinating and monitoring the delivery, inspection, and documentation of FRIENDS equipment delivery (two delivery dates) and payment.<br><br>The University of Cebu also included the delivered FRIENDS equipment in its inventory system.   |
| UC,<br>CC,PH                  | Dec 2019      | Feb 2020      | Coordination and documentation of the purchase and of the FRIENDS Philippines promotional materials (SWAG) items and legally reviewing the Contract of Delivery.<br>Further, during the length of time was the preparation, finalization and completion of the FRIENDS Philippines promotional materials (SWAG) Contract of Delivery, Hand-over Protocol and final Delivery Acceptance Protocols of (FRIENDS Philippines (UC, SLU and CTU)  |

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| UC, CC, PH                   | Dec 2019   | Jan 2020   | A team was convened to review the Digital Storytelling Manual as well as formulating and finalizing the mechanics that were used by University Cebu.  |
| Online                       | April 2020 | June 2020  | Online registration, pre-MOOC instruction and details on how to navigate the MOOC through Facebook group, posting of virtual reminders and assignment tips, progress bar monitoring, introduction of initiatives to encourage and help students finish the MOOC during hard lockdowns of the city, posting of MOOC completers' board, coordination to deans/chairpersons, communicate to students who started the MOOC (email, chat and call), creation of FRIENDS class volunteers who will help remind their classmates, and assist those with technical concerns.  |
| Online                       | April 2020 | April 2020 | Dissemination of FRIENDS Newsletter 2 to various Student Affairs Officers and Student Personnel Services Officers of Region 7 by the UC Student Affairs Officer.  |
| Online                       | May 2020   | June 2020  | Post and explain the digital story manual, posting of tips in digital story making, guide students in terms of copyright and mandatory logo, creation of FRIENDS volunteers (technical team), posting of reminders, update completers' board with students who submitted their digital stories, checking of entries if they followed the format and important elements of the digital stories, check all application forms and waivers, communicate to all students who did not submit the digital stories but are active in the MOOC, prepare enough storage for all digital stories submitted through official UC FRIENDS email address, presented a sample of digital story, pre-screening and shortlisting of digital stories, and interview and final judging of shortlisted students. |
| UC Banilad Campus            | June 2020  | Oct 2020   | Lay-out and design, required paperwork and documentation, building/construction works and renovation, installation of equipment and furniture in identified space for the UC FRIENDS Teahouse.<br><br>Launching activities for the UC Teahouse:<br>10.14.21 Orientation and Fellowship for Leadership and International Advancement (OfeLlia) for the Deans and Chairpersons of the different Colleges in the university, Department Heads and Student Leaders.<br>10.21.21 SympAct: Symposium for Advisers' Cultural Transnational Formation<br>10.23.21 IaH@UC Conference<br>10.28.21 Share-A-Story Coffee Date with the UC-VUM Student Mobility Group 2020<br>10.30.21 Share-A-Story Coffee Date with the UC reps to the 2nd Fujian, China-PH Exchange Program 2019                      |
| UC Banilad Campus and Online | April 2020 | Oct 2020   | Listing of all Dissemination activities undertaken by University of Cebu for the period 3 April 2020-13Sept2020.<br><br>Participation in and dissemination of, the FRIENDS Erasmus Days Virtual Film Fest, with one of the UC representatives awarded the Audience Award.<br><br>Participation in the Erasmus Days 2020 with the 3-day UC Erasmus Days, including the event Internationalization 2.0  |

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|                              |                |                |   |
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|                              |                |                | Regional Webinar, with Resource Speakers Ms. Christina Armutlieva, VUM Director of International Cooperation and Institutional Erasmus+ Coordinator and overall FRIENDS Project Coordinator and Dr. Josefino A. Ronquillo, CHED Region VII Education Program Specialist.  |
| Online                       | Oct 2020       | Oct 2020       | The top 4 winners of the Digital Stories Contest in UC joined the online Introduction to Bootcamp, along with 2 reserve participants.   |
| UC, CC, PH                   | Aug 2020       | Sept 2020      | Collated and submitted all documentation related to 2 <sup>nd</sup> Reporting Period Internal Progress report and Financial Report.   |
| Online                       | Sept 2020      | Dec 2020       | Batch 2 of UC IACD MOOC and DS: assigned faculty (from College of Tourism Management and College of Hospitality) responsible for registration, monitoring, consultation and support and formal recognition of credits after MOOC.   |
| Online                       | Feb 8, 2021    | Feb 8, 2021    | Recognition/Awarding of Intercultural Passports of UC Batch 2 IACD MOOC completers.   |
| Online                       | Feb 9, 2021    | Feb 13, 2021   | One-week FRIENDS Session/Orientation for Batch 3 with a virtual Tour of the Teahouse.   |
| Online                       | Feb 8, 2021    | Feb 28, 2021   | IACD MOOC Registration for Batch 3 with FRIENDS volunteers as virtual assistants.   |
| Online                       | Feb 2021       | June 2021      | Batch 3 of UC IACD MOOC and DS: assigned faculty (from General Education Dept) responsible for registration, monitoring, consultation and support and formal recognition of credits after MOOC.   |
| Online                       | Oct 15, 2020   | March 14, 2021 | Dissemination of the FRIENDS Newsletter #3. Continue online presence through the University of Cebu FRIENDS website and UC FRIENDS FB page.   |
| UC, CC, PH                   | Nov 2020       | Dec 2020       | Collated and submitted all documentation related to 3 <sup>rd</sup> Reporting Period Internal Progress Report and Financial Report.   |
| Online and UC Banilad Campus | March 18, 2021 | March 19, 2021 | University of Cebu Intercultural Fete 2021 with the theme, “Celebrating Cultural Diversity and Strengthening Internationalization at Home” via Zoom and FB Live. Preparations were thru virtual meetings led by the UC Bootcampers and beneficiaries of the Student Mobility Program assisted by the UC FRIENDS Team. |
| Online                       | Sept 16, 2020  | March 2021     | UC Dissemination Report for the period 16Sept2020 to 15Feb2021.   |
| UC, CC, PH                   | April 2021     | April 2021     | Collated and submitted all documentation related to 4 <sup>th</sup> Reporting Period Internal Progress Report and Financial Report.   |
| Online                       | April 2021     | April 2021     | Finalization and submission of UC Teahouse Code of Conduct and 2021 Calendar.   |
| Online                       | April 21, 2021 | April 21, 2021 | Communications Skills Enhancement Online Workshop<br>An online workshop to enhance communication skills including consideration for other countries’ culture (i.e., acceptable hand gestures, etc)  |
| Online                       | May 7, 2021    | May 7, 2021    | Youth in Nation-Building Seminar<br>Phil. Youth Ambassadors share their experiences and learnings on how internationalization helped shape their current interests and advocacies. Speakers are Phil Youth  |

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|        |              |              | Ambassadors who travelled and were exposed to Japanese and other ASEAN nations' cultures for 3 months.                 |
| Online | May 18, 2021 | May 18, 2021 | Posting of University of Cebu Home Away from Home Programme Filipino and English versions to UC institutional website. |
| Online | May 28, 2021 | May 28, 2021 | UC CARES Benefit Concert 2021 "Party Now, Pantry Later" For the benefit of UC (Cultural Minority) outreach community   |

FRIENDS TEAHOUSE Upcoming Activities for 2021:

|        |           |         |  |
|--------|-----------|---------|--|
| Online | May 2021  | Ongoing | Telecollaboration with Silesian University of Technology (Poland) students             |
| Online | June 2021 | -tba-   | Student-Leaders' Recognition and Leadership Webinar                                    |
| Online | Sept 2021 | -tba-   | FRIENDS Tambayan 2021  |
| Online | Sept 2021 | -tba-   | FRIENDS Reunion  |
| Online | Oct 2021  | -tba-   | OFelLIA: Orientation and Fellowship for Leadership and International Advancement v2021 |
| Online | Nov 2021  | -tba-   | FRIENDS Online Jamming (Live Songs and Trivia Game)                                    |
|        |           |         |  |