

# ERASMUS POLICY STATEMENT

## (2007 - 2013)

1. Institute of Public Administration is non-governmental, vocational, higher educational institution established in 1999 by Foundation in Support of Local Democracy, nationwide non-governmental organization supporting local democracy and civil society in Poland.

The main goal of Institute of Public Administration in Kielce is to support development of local democracy through the participation in constructing self-government management structures, training of Public Administration staff and reinforcement of civil society organizations.

The basic tasks undertaken by the Institute are: education for the needs of public and economic administration, research work, preparation of candidates for independent research and teaching work, education of the holders of professional titles and those exercising practical professions for the purpose of broadening their general and specialist knowledge, development and dissemination of information about public administration and participation in practical application of scientific achievements, providing teaching, organizational and expert assistance to administrative and economic units organizing staff trainings.

The Institute fulfills its tasks by: running higher professional studies lasting 6 semesters and including certain period of practical training, running post-diploma studies and special courses, conducting scientific and research work, maintenance and establishment of contacts with partner institutions in Poland and abroad.

The process of education and other activities has an European dimension since the very beginning. Institute cooperates with foreign organizations in the frame of disseminating knowledge about public and economic administration. Training abroad as well as international-based placements for students and employees are carried out. The Institute has been awarded Erasmus University Charter in 2003 for the period 2003 - 2007. Students of the Institute participate in student exchange in the frame of Polish-German Forum of Higher Public Administration Institutions all along. Since 2003/2004 Institute has been taking part in Erasmus and Leonardo da Vinci EU programmes.

The Institute is challenged by successive and profitable international cooperation in the frame of EU as well as agreements with foreign partners and implementing structural policy of the EU. The Institute will benefit of Polish membership in EU such values, like: openness for other organizational contents, breaking a schematic thinking and deeply routed stereotypes, discovering new experiences, methods, contents, disseminating international cooperation, introducing home-based ideas into common European heritage of thinking, behavior and attitudes in the frame of European academic discourse.

The Institute ensures to comply with non-discrimination objectives, rules of cohesion, wishes to integrate disabled within enrolment as well as access to education, facilities and services. The Institute wishes to combat of xenophobia and racism.

**2.** The Institute shares belief of great number of academic centers and independent experts, that professional staff training should be based upon the law, good practice, behavior and local conditions of public administration in the country, as well as experiences of other countries.

The Institute has been developing international projects in the frame of bilateral cooperation with Fachhochschule Für Verwaltung und Rechtspflege Berlin and Fachhochschule für öffentliche Verwaltung Kehl, Erasmus University Charter awarded in 2003 and participating in the different networks of cooperation.

Based on internal analysis and external context with the special focus on Lisbon Convention and Bologna Declaration Institute accepts its priority to implement the strategy of European Higher Education Area. In the frame of European Union Lifelong Learning Program/ Erasmus (Erasmus University Charter) Institute would like to encourage academic community to activities towards: increasing of academic staff and students mobility, development of educational programs, organization of Intensive Programs and participation in thematic networks.

Each activity will be implemented in carefully planned process step-by-step during the period 2007 - 2013, starting with mobility projects to more developed and comprehensive multi-partner projects.

The Institute declares to make every effort to ensure high quality standard of projects implementing within the frame of Erasmus University Charter. Particularly, goals, tasks and duties mentioned by Charter will be carefully implemented, proper planning of joint activities together with international partners will be ensured, academic community will be encouraged to benefit from Erasmus activities, ideas and rules of Charter will be broadly promoted.

Students will be granted recognition of results achieved in the frame of mobility. Institute will acknowledge staff mobility. Every effort will be provided to support organization of exchange.

**3.** The European integration has deep consequences on the different public administrations.

The public administration work is quite frequently developed in accordance with EU guidelines. The need of cooperation among all levels of European public administrations (national, regional and local) is growing through common programmes. Because of this, there are a great number of public officials who develop their work linked to the EU context. It means public administrations needs public official used to work in a transnational context. Significant challenge for public administration is currently local and regional development even in the European context. European Union

support development of the regions based on the idea of sustainable development. Social partners are included into the projects of local and regional development.

More and more staff members from public administration in particular countries participate in different European activities. Therefore, the need for carefully educated staff with suitable knowledge on European procedures is growing. Different EU countries have different political administrative systems, as well as a different stage of public administration development, concerned to their own countries and concerned to the European Union. Therefore, there is greater challenge for PA students to improve their professional knowledge and skills in order to be able to take active role in further development of common European standards in public administration and public management particularly in the frame of local and regional development.

Institute of Public Administration In Kielce, focusing on students' needs rising from professional profile of the Institute and professional and psychological profile of the graduate is interested in continuing international placements implemented since 2003 in the frame of Leonardo da Vinci EU Programme. The purpose of the training is to obtain European qualifications in the fields of public and industrial administration, so called Europeanization of vocational training in order to help students of PA play an active role in challenging, European labor market and participate in further development of common European standards in public administration.

Candidates will be selected in open and transparent process based upon precisely defined selection criteria. Carefully prepared in the process of developing linguistic, communication and cultural skills beneficiaries will take part in the training. Candidates will perform different administrative duties under personal care of specially designated supervisor from host institution. Tasks will be connected with the currently performed projects in the frame of local and regional development. System of constant monitoring of the results of the project will be defined. Promoter will ensure the contracts between promoter and partners negotiated and signed by the legal representatives of each part after decision of co-financing mobility activities within the frame of the project, and afterwards contracts between promoter, host institution and beneficiary ensuring the duties of each part of the contract during the placement. Promoter will ensure the cash flow between all parties of the contracts according to the rules of the EU LLP/Erasmus.

Implementation of the project will facilitate the transfer do the Polish environment European code of public and industrial administration the way of functioning. Moreover, the placement project will facilitate further networking of the WSAP and its partners, test the quality of the offer of each partner and develop further joint, multinational thematic activities towards development of the model of vocational training middle-level professionals from public and industrial administration, non-profit sector employees, entrepreneurs strengthen their chances at the labour market, facilitate mobility, and enrich professional profile and the chances for the success.