



**Regulation on Local Stakeholders and Outreach for
UNI – Universum International College**

April, 2023

Purpose

The purpose of this regulation is to outline UNI – Universum International College's approach to identifying, engaging with, and collaborating with local stakeholders—including civil society, educational institutions, industry representatives, and policymakers. This commitment aims to foster educational innovation, community development, and societal impact, contributing to sustainable development and in full compliance with Kosovo's laws and policies. This regulation also emphasizes transparency, inclusivity, and accountability as fundamental principles in stakeholder engagement, aligning with international best practices.

1. Identification and Engagement with Local Stakeholders

1.1 Establishment of an Industrial Advisory Board

UNI has established an Industrial Advisory Board composed of representatives from local businesses, industry associations, NGOs, think tanks, and prominent community figures across Kosovo. This board acts as a formal advisory body that informs and advises on the alignment of UNI's academic programs, research focus, and extracurricular activities with the evolving needs of the Kosovo labor market and societal challenges.

Board Composition: The Board includes representatives from various sectors, including education, business, healthcare, technology, and civil society, ensuring a diverse range of perspectives and expertise. Members serve a term of two years, renewable upon mutual agreement.

Board Functions: The board provides insights on market trends, workforce skill gaps, and industry needs to guide UNI's curricular and strategic planning. It also acts as a forum to co-create initiatives and recommend actions for enhancing UNI's community impact.

Meeting Frequency: The board convenes twice annually, with additional meetings scheduled as needed. All meetings are documented, and minutes are shared with the wider UNI community to promote transparency.

1.2 Stakeholder Mapping and Engagement Policy

UNI systematically identifies local stakeholders, maps their interests and areas of potential collaboration, and maintains an engagement log to track and foster relationships over time. This structured approach ensures that all relevant stakeholders, including underrepresented groups, have a voice and active role in the university's development.

Stakeholder Mapping: UNI's stakeholder mapping identifies individuals, groups, and organizations within key sectors, such as government, business, education, healthcare, and the nonprofit sector. This process is updated biannually to reflect new stakeholders and shifting priorities.

Engagement Levels: Stakeholders are categorized based on their influence, level of interest, and engagement type. Categories include advisory, collaborative, consultative, and informational. Engagement methods are tailored to each category to maximize the relevance and impact of interactions.

Annual Review and Public Documentation: UNI's policies and engagement processes are reviewed annually to adapt to emerging community and educational needs. Summaries and progress updates on these engagements are made public in an annual report, reinforcing transparency and accountability in community relations.

2. Participatory Bodies for Stakeholder Engagement

2.1 High School Directors' Retreat

UNI organizes an annual High School Directors' Retreat, inviting directors from high schools across Kosovo to discuss shared goals, challenges, and opportunities for educational collaboration. The retreat serves as a platform for co-developing initiatives that align secondary and tertiary education, preparing students for higher education and career success.

Workshops and Skill Development: At the retreat, UNI conducts workshops on critical topics, such as digital education, career counseling, and student well-being. Directors can gain practical skills to implement in their schools, ensuring UNI's commitment to broader educational quality in Kosovo.

Feedback and Reporting: Directors are encouraged to provide feedback on the alignment of high school education with UNI's entry requirements, and on areas where the college could better support students' transitions. Retreat reports are publicly accessible to promote accountability and community awareness.

2.2 Community Advisory Council

The Community Advisory Council consists of civil society leaders, local government officials, and UNI representatives who meet quarterly to discuss UNI's impact on the local community. This body serves as a participatory mechanism for community stakeholders to have a direct voice in UNI's decision-making process.

Inclusivity and Representation: The Council is committed to inclusivity, ensuring representation of marginalized groups and voices that reflect the diverse demographics of Kosovo.

Outcomes and Public Reporting: Each meeting results in actionable insights, which are documented and included in the public engagement report. This ensures a continuous loop of feedback, action, and accountability.

3. Policy- and Lawmaker Outreach and Education

3.1 AI and Career Upskilling Programs for Policymakers

In partnership with Arizona State University, UNI provides AI and career upskilling programs tailored to policymakers and government officials. These programs focus on equipping participants with essential knowledge in fields such as technology, economics, law, and environmental policy, addressing topics of high relevance to Kosovo's socio-economic development.

- **Programs Offered:** Courses include topics such as 'AI in Governance,' 'Economic Policy for Emerging Markets,' and 'Environmental Challenges and Law.' These courses combine theory with practical case studies to promote understanding and skills that benefit policymaking in Kosovo.

- **Participant Certification and Recognition:** Participants receive certification upon completion, acknowledging their enhanced capabilities to address Kosovo's unique policy challenges.
- **Public Outreach and Reporting:** To encourage broader engagement and awareness, a summary of the programs and their impact is shared with the public annually.

3.2 Knowledge Exchange Forums

UNI organizes biannual forums that bring together lawmakers, university researchers, and industry experts to discuss pressing issues, such as migration, displacement, and economic reform. These forums foster knowledge exchange and mutual learning, with the goal of supporting evidence-based policymaking and fostering a sustainable future for Kosovo.

- **Topics of Discussion:** Forums cover current issues affecting Kosovo and the wider region, with topics selected based on community needs and emerging research.
- **Community Involvement:** These forums are open to the public, and sessions are recorded and published online, providing a resource for ongoing learning.

4. Student and Staff Engagement in Community Outreach

4.1 High School and Youth Engagement Programs

UNI's students and staff engage in various community programs that foster relationships with local high schools and youth organizations. These programs include mentorship, skills training workshops, and recreational activities to promote higher education and vocational readiness among high school students.

- **Workshops and Mentorships:** Students and staff conduct workshops in fields like IT, healthcare, and entrepreneurship, offering hands-on experiences and insights into career pathways.

- **Annual Youth Conference:** UNI hosts an annual conference for high school students to explore higher education opportunities, network with professionals, and engage in discussions on societal issues.
- **Other activities.**
- **Documentation and Public Awareness:** All outreach activities are documented and publicized, with an emphasis on transparency and community accessibility.

4.2 Volunteering and Community Service Initiatives

UNI encourages students and staff to actively participate in community service activities, such as organizing blood drives, providing companionship to elderly community members, leading environmental awareness campaigns and other initiatives. These initiatives foster a sense of civic responsibility and deepen the bond between UNI and the local community.

- **Public Awareness and Participation:** UNI promotes these activities through community channels and provides incentives for participation, such as recognition awards and certificates.
- **Annual Community Impact Report:** UNI publishes an annual report highlighting its community outreach and volunteer efforts, along with testimonials and impact stories from participants.

5. Neutral Platforms for Issue Discussions

5.1 Mayor's Talk Series

The "Mayor's Talk" series invites local mayors and municipal officials to discuss governance, community needs, and development projects with UNI students, staff, and local stakeholders. This initiative provides a neutral, educational platform that fosters open dialogue and understanding between local government and the public.

- **Content and Format:** These talks cover topics relevant to community members and students, such as urban planning, public services, and environmental initiatives. Each session includes a Q&A to facilitate community interaction.
- **Inclusivity and Non-Discrimination:** These events are open to all community members, reinforcing UNI's commitment to inclusivity and impartiality.

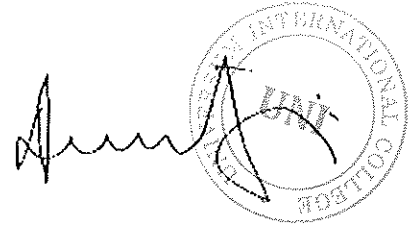
5.2 Public Debates and Issue Forums

UNI regularly hosts public debates, public lectures and forums that address significant societal issues, providing a safe, neutral environment for diverse viewpoints. Participants include community leaders, political representatives, academics, civil society members etc.

- **Event Accessibility and Recording:** To maximize accessibility, all events are recorded, with summaries and recordings made publicly available. Forums are advertised widely to encourage diverse participation and representation.
- **Annual Review:** An annual review is conducted to evaluate the effectiveness of these platforms, with feedback mechanisms allowing participants to suggest improvements.

6. Implementation, Transparency, and Annual Review

UNI's stakeholder engagement policy is implemented with a commitment to transparency and continuous improvement. Each engagement activity is documented, reviewed annually, and publicly reported. An annual review process assesses the impact of these engagement activities, with a focus on stakeholder satisfaction, outcomes achieved, and areas for enhancement. UNI also aligns this policy with changes in Kosovo's societal, economic, and legal landscape, ensuring its ongoing relevance and impact. The Office for External Relations and Community Outreach, along with the Office for Activities, are jointly responsible for implementing this regulation.



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