

IUC – Partnership, programme management and support unit (PSU)

1 April 2019

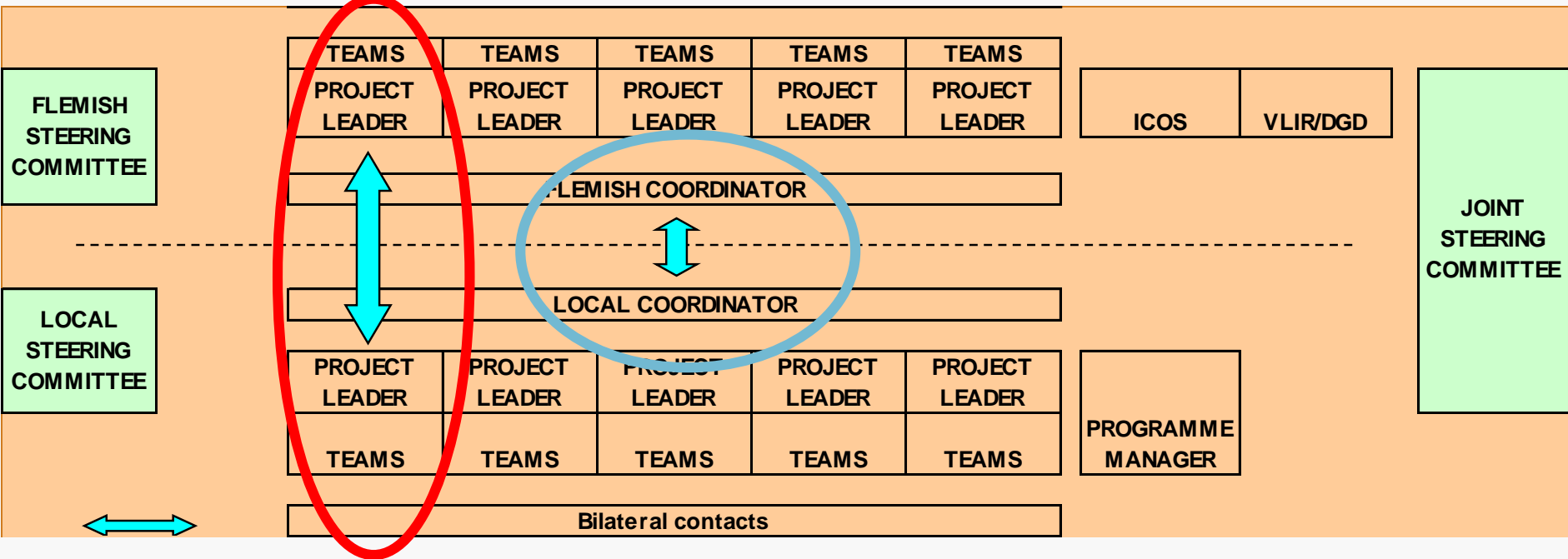


Belgium
partner in development

IUC – institutional partnership

- A successful IUC builds upon a strong longterm **Partnership**
- **Match** between the priorities of the partner university and the interest and expertise offered by Flemish counterparts => translated into a **Partner Programme**
- Sound **programme management**, as much as possible aligned with local systems and with high level local support (direct link with university leadership) and support at the Flemish level
- Strategic role given to **Steering Committees** and programme support organised via **PSUs**

IUC management structure



Steering Committees (N, S, Joint) - role and tasks

- Coordinating Committees
- Discuss the design, planning and overall coordination of the implementation of the activity programme
- Progress monitoring in terms of quality, synergy and financial expenditure
- Forum for exchange, reflection and the generation of new ideas and/or problem solving

IUC Programme / project level

IUC PROGRAMME	
PROJECTS	PROJECT LEVEL
Project leaders	
Team Members	
COORDINATORS (FL, Local) + MANAGEMENT STRUCTURE	PROGRAMME LEVEL
Programme Support Unit lead locally by Programme Manager	
ICOS supports Flemish coordinator and coordinates operational structure North	

Management manual

- ✓ Description of agreed management and other policies and procedures
- ✓ Different domains to be covered
 - ✓ Management framework and guidelines
 - ✓ Financial guidelines
 - ✓ Communication
 - ✓ Scientific (scholarships, publications, patents, ..)
 - ✓ Mobility
- ✓ Financial guidelines
 - ✓ VLIR-UOS
 - ✓ Local regulations and procedures (university, national, links to strategic plan, mission, vision) => Annexes with reference amounts
 - => Decisions of the IUC Joint Steering Committee concerning certain procedures
- ✓ Functioning of the PSU => Standard operation procedures for the programme support unit (administrative guidelines)

Workshop: partnership, programme management and PSU

- **Partnership concept**
- **Roles and responsibilities in programme management**
- **Role of the PSU**

3 discussion rounds of 15 min each

Overview Questions Partnership concept (15 min)

Flipchart 1: How to **create/strengthen vertical linkages** and create a **regular feedback loop** between the **IUC** and the **university authorities**?

- during all phases of the IUC programme
- Objective: strengthening the strategic partnership and ownership.

Flipchart 2: How can we better **embed** IUC programmes in Flanders and in the partner countries and **strengthen commitment at all levels**?

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Overview Questions Programme management (15 min)

Flipchart 3: What do you think of the **general “blueprint” IUC management structures (blue-prints)**? Is such a blueprint still relevant? Should there be changes in the set-up?

Flipchart 4: If we want to strengthen partnership and programme management, what does that mean for the **profile and position of the coordinators and project leaders**?

Flipchart 5: How can we ensure the **Joint Steering Committees plays a more strategic role**?

To what extent can VLIR-UOS help coordinators and project leaders in the strategic management of their programmes/projects? Should VLIR-UOS foresee a training or coaching offer?

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Overview Questions PSU

Flipchart 6: Does the PSU have a greater potential and should the PSU – by default / optionally – have a role in strengthening organisational capacities? role of PSU in linking up with other IUCs (in-country/region)?

Flipchart 7: Role and profile of the programme manager (South) and requested support from the Flemish (ICOS and other services at level of the Flemish coordinating university)

Flipchart 8: the management manual is very important. How can we further improve it?

Workshop set-up: rules

- ❑ Each theme (3) counts 2 or 3 sub-themes / topics put on flipcharts
- ❑ Each flipchart is accompanied by guiding questions
- ❑ Each theme is discussed (5min placing ideas/suggestions on cards and 10 min discussion = 15 min x 3=45min)
- ❑ Participants validate, challenge
- ❑ Discussions are noted and conclusions will be drawn