

## UZDOC 2.0: Work Packages Description, Activities & Outcomes

### Work Package 1: Preparation

Work package type and ref.nr	PREPARATION	1
Title	Preparation and optimization of UZDOC 2.0 work plan	
Related assumptions and risks	<p><b>Assumptions:</b></p> <ul style="list-style-type: none"> <li>• Awareness of the Uzbek scientific community on the need for improvement of doctoral education.</li> <li>• Common understanding among the stakeholders on the goals of the project</li> <li>• Willingness of the Uzbek policy and academic leaders and the HE stakeholders to join the project activities;</li> <li>• Commitment of all partners to invest time and other resources in the project</li> </ul> <p><b>Risks:</b></p> <ul style="list-style-type: none"> <li>• Opposition of the Uzbek HE stakeholders to implement changes due to persistence of "old habits"</li> <li>• Potential language and cultural differences</li> <li>• Potential misunderstanding of the key terms and concepts used in the project due to the different higher education systems</li> <li>• The differences of governance structures, systems, policies or practices among European and Uzbek HEIs</li> <li>• Not gaining enough support from the policy makers</li> </ul> <p>The potential risks will be addressed by a comprehensive and extensive consultation with the European and Uzbek partners before the start of the project, and during the first months of the project implementation, focusing on understanding the context, specific needs, tasks and priorities of the involved stakeholders. Due to the complex management structure of the UZDOC 2.0 project, it is crucial to set clear responsibilities for each project partners.</p> <p>The consultations and discussions will be supported by the English speaking key project members. This will help to reduce the possible language and culture barriers, match the needs, available expertise and skills from different partners, and establish shared understanding among the project partners.</p> <p>Additionally, during the kick off meeting, an intercultural and</p>	

	<p>intercommunications training will be performed, targeted primarily at the new project partners, explaining the methodology of a EU funded projects, expectations and obligations from each partner, reducing the risk of misunderstanding and potential difficulties in the implementation of the project.</p> <p>The possible risks will also be mitigated using experience and contacts established during previous project and visits to Uzbekistan, which have allowed for better alignment of key ideas and concepts among consortium members.</p>
<p><b>Description</b></p>	<p><b>Aims and objectives of the work package:</b></p> <p>The goal of this work package is to gather all the critical information required for the smooth implementation of the project and to create a work plan containing detailed strategy on how to proceed with the project implementation. During the making of the project, it was expected that some specific information, stakeholders' opinions, context and possible obstacles could not be identified in fullness, and that more preparation would be needed when the project starts. Reasons for this lie in the size of the consortium and the particularity of the involved stakeholders, and also the communication challenges between European and Uzbek partners. Furthermore, the criteria for selecting the participants in the training events (supervisors training, doctoral candidates training, job shadowing) needs to be decided, so that further activities could be prepared.</p> <p>Therefore, this work package has two objectives:</p> <p><b>Objective 1.</b> To discuss and to present the project objectives to the Uzbek HE stakeholders and project partners during the 2-day stocktaking meeting in Uzbekistan (project Month 2), and to collect input on the specificity of the local context at the partner Uzbek HEIs which critical for the project implementation, and could not have been fully identified and embraced during the project design phase.</p> <p>Aim of the stocktaking meeting is to receive feedback from the participants on the two goals of the project which rely mostly on the input from Uzbekistan stakeholders, and thus to address the possible risk factors in their implementation:</p> <p><b>a) Establishment of Joint Doctoral Centre (JDC)</b></p> <p>The general agreement on the necessity of the formation of JDC exists and was confirmed during the previous project implemented by UNICA in Uzbekistan, and also during the meetings with Uzbek stakeholders during the design of this project. Nonetheless, the specific situations on each Uzbek partner HEIs regarding the introduction of the new structures in doctoral education is very different due to their size, capacities and current stage in the development/implementation of reforms. A Consortium needs to discuss the necessary steps, identify possible obstacles and propose the solutions in order to successfully start a JDC and integrate it within the existing system of Uzbek doctoral education. Furthermore, concrete information required for the functioning of the JDC – number of staff, modes of participation of JDC in the implementation of the UZDOC 2.0 project activities – needs to be gathered, discussed and included in the optimized work plan.</p>

**b) Exercise in the designing a model of a new joint doctoral programme**

UZDOC 2.0 project will start an exercise (simulation) in the designing a model of a new, joint doctoral programme, using quality assurance recommendations developed during the previous project. It is important to have a clear understanding of the legal and regulatory framework within which this exercise can be conducted, so that the exercise provides best possible results. Consultation with the key stakeholders during the stocktaking meeting is crucial in realization of this project result, since Uzbek doctoral education system is strongly centralized and regulated and it allows for only limited adjustment of existing programmes and curriculum management.

Outcome of the stocktaking meeting will be the optimized project work plan based on the received input and using the expertise and experience of participating institutions and all parties involved.

**Objective 2.** Since the UZDOC 2.0 project has the goal to contribute to the raise of the quality of doctoral education in the whole Uzbekistan, awareness raising campaign aimed at the HE stakeholders and Uzbek HEIs (included and those not included in the consortium) will begin with organizing and performing a 2-day round table in Tashkent (project Month 2) on the topic of benefits of structured support for a doctoral education in Uzbekistan.

During the round table, experts from Uzbekistan and Europe (both from the consortium and external experts) will provide support to Uzbek HEIs in facing the challenges of improving the quality of doctoral education by introducing innovative quality assurance elements in doctoral training, and familiarizing the Uzbek participants with the European trends in institutional responsibility, accountability in doctoral education and research integrity.

**Roles of partners:**

WP1 will be led by TFI (P6), supported by UNICA (P1). All the other partners will be extensively involved in the project preparation phase by contributing in the discussions, providing their input and expertise and participating in the stocktaking meeting and round tables. Contribution of Uzbek partners will be of great value in this phase of the project implementation, by providing information for the following phase of the project (criteria for selecting the participants of training events, input for quality assurance plan, dissemination and exploitation plans, selecting the members of PMB and ULCB, functioning of the Joint Doctoral Centre etc.)

**Milestones:**

Milestones for WP1 are:

M1 - Optimized work plan for UZDOC 2.0 project created (project Month 3)

**Performance indicators, monitoring and evaluation of the work undertaken:**

	<p>WP1 will be completed during the first three months of the project, when all the relevant decisions for this WP will be made. Progress of the work package will be monitored by WP leader – TFI (P6), assisted by the UNICA (P1). Draft of the project work plan will be prepared by TFI (P6) and UNICA (P1) for the first consortium meeting in Tashkent, and then discussed and finalized in the following project months using electronic means of communication among the consortium.</p> <p>Work package leader for the quality assurance work package – ELTE (P5) - will evaluate the quality of the work undertaken under this work package using planned quality assurance mechanisms, while external quality assurance expert will also contribute to the evaluation and provide feedback on the results.</p> <p><b>Linkages with other work packages and with the overall coordination of the project:</b></p> <p>The outputs of WP1 will be used for all the other WPs for the implementation of the work plan, especially for WP23 - the criteria for selecting the participants of the trainings and job shadowing, for the establishment of Joint Doctoral Centre and for the exercise in designing the model of joint doctoral programme.</p>		
<b>Tasks</b>	<p>T1.1. Organize and perform stocktaking meeting in Uzbekistan  T1.2. Prepare optimized project work plan  T1.3. Organize and perform round table in Uzbekistan</p>		
<b>Estimated Start Date (dd-mm-yyyy)</b>	01-11-2016	<b>Estimated End Date (dd-mm-yyyy)</b>	31-1-2017
<b>Lead Organisation</b>	Tashkent Financial Institute (P6), UNICA (P1)		
<b>Participating Organisation</b>	All the other partners will participate in the work package. Moreover, Associate Partners will contribute to the WP with their ideas, suggestions and comments which will provide a valuable contribution to the work package implementation.		

### Deliverables/results/outcomes

<b>Expected Deliverable/Results/Outcomes</b>	Work Package and Outcome ref.nr	1.1.	
	Title	<b>Optimized project work plan</b>	
	Type	<input type="checkbox"/> Teaching material <input type="checkbox"/> Learning material <input type="checkbox"/> Training material	<input type="checkbox"/> Event <input checked="" type="checkbox"/> Report <input type="checkbox"/> Service/Product
	Description	<p>Deliverable will be based on the 2-day stocktaking meeting held in Tashkent, Uzbekistan, during project Month 2 and hosted by TFI (P6), including at least 30 participants.</p> <p>Stocktaking meeting will help to analyse the present situation regarding the support structures and services for doctoral education in Uzbek HEIs, in order to gain awareness of the possible obstacles and provide solutions which could be applied in the process of achieving the project goals. This will be achieved by consultations with stakeholders from Uzbekistan responsible for governance</p>	

		<p>and policy making in the higher education institutions, who will be informed on the content and invited to the stocktaking meeting (Uzbek Ministry of Higher education, State Attestation Committee, Academy of Science, Cabinet of Ministers etc.)</p> <p>Emphasis will be placed on considerations of the formal and legal requirements for running and integrating Joint Doctoral Centre into the existing system in order to assure its sustainability. Clear explanations of activities, duties, composition, responsibilities and authority of the JDC, and the number and type of human resources required to maintain it, will be the central part of this deliverable in order to Integrate the JDC into the existing university structures. At the same time, it will allow for avoiding any possible overlapping with other services for doctoral candidates that already exist and to provide a functional, workable JDC, which will be able to operate and serve as a platform for implementing other project goals.</p> <p>Additionally, concrete new approaches and tools for quality assurance in Uzbek system of doctoral education will be discussed. Proposed tool for integrating new QA recommendations and mechanisms is the exercise in the designing of a model of new, joint doctoral programme. During the stocktaking meeting, preparations will be made (content, structure, task distribution, responsibilities of participants, methodology etc.) in order to start this exercise in Month 11 of the project (see Deliverable 2.5 for more information).</p> <p>A result of the stocktaking meeting will be the optimized project work plan with respect to the steps needed to be taken in order to achieve main project goals. Optimization of the wok plan will be the responsibility of the work package leader and the Project Coordinator based on the new relevant information gained during the stocktaking meeting.</p> <p>The draft of the detailed work plan will be presented, discussed and approved at the 1<sup>st</sup> Consortium meeting in Tashkent and will be available for all the partners on the project website. The work plan will be finalized by UNICA (P1) at the end of the third project month and approved by all the consortium members using electronic means of communications.</p>
	Due date	January 2017
	Languages	English, Uzbek, Russian
<b>Target groups</b>	<input checked="" type="checkbox"/> Teaching staff <input type="checkbox"/> Students	

	<input type="checkbox"/> Trainees <input checked="" type="checkbox"/> Administrative staff <input type="checkbox"/> Technical staff <input type="checkbox"/> Librarians <input checked="" type="checkbox"/> Other
	<ul style="list-style-type: none"> <li>- Consortium members</li> <li>- Uzbek policy making bodies and persons (representatives of Cabinet of Ministers, Ministry of Higher and Secondary Specialized Education, State Attestation Committee, Committee for Coordination of Science and Technology Development)</li> <li>- Uzbek HEIs higher management - primarily the rectors, vice-rector for science, deans and vice-deans</li> <li>- Uzbek academic and non-academic staff working in the doctoral education, including the PhD supervisors</li> </ul>
<b>Dissemination level</b>	<input checked="" type="checkbox"/> Department / Faculty <input checked="" type="checkbox"/> Local <input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Institution <input type="checkbox"/> Regional <input checked="" type="checkbox"/> International

<b>Expected Deliverable/Results/Outcomes</b>	Work Package and Outcome ref.nr	1.2.	
	Title	<b>Raised stakeholder's awareness on the benefits of structured support for doctoral education</b>	
	Type	<input type="checkbox"/> Teaching material <input type="checkbox"/> Learning material <input type="checkbox"/> Training material	<input checked="" type="checkbox"/> Event <input type="checkbox"/> Report <input type="checkbox"/> Service/Product
	Description	<p>A goal of this deliverable is to start the awareness raising campaign aimed at academic and non-academic staff and doctoral candidates in Uzbekistan, on the subject of benefits of having an institutional, structured support for doctoral education.</p> <p>To achieve this goal, 2-days round table will be held at TFI (P6) after the stocktaking meeting in D1.1., during the first visit to Uzbekistan. All the project partners will participate, and the relevant Uzbek HE stakeholders will be invited to attend the round table and discuss the topic (at least 50 participants). Uzbek HEREs from the Uzbek NEO will also be invited to participate, with the support of external European expert on doctoral education.</p> <p>Round table will be used to transfer knowledge and best practices from Europe to the Uzbek partners and stakeholders in the area of developing, starting and improving doctoral support centers or similar structures (doctoral and graduate schools for example). Both speakers from Europe (either using consortium own resources or external experts) and from Uzbekistan will participate in the round table, contributing to the UZDOC 2.0 policy initiatives for introduction of new approaches, methodologies and tools in the existing organization of doctoral education and</p>	

		<p>doctoral programmes and their regulations. Round table will add to the making of the common platform among the Uzbek partners and stakeholders and will help to achieve consensus on the critical elements of the project, mitigating some of the risks coming from the different understanding of the concept of doctoral education which could threaten development phase of the project.</p> <p>Broader public will be invited to attend the round table, thus addressing the society needs and raising awareness on the importance of doctoral education in Uzbekistan.</p> <p>Some of the topics that will be discussed during the round table:</p> <ul style="list-style-type: none"> <li>• Legal framework for support centres</li> <li>• Governance structures and types of support centres</li> <li>• Function and services offered</li> <li>• Operating aspects of the centres</li> <li>• Role in the policy making for doctoral education</li> <li>• Financial opportunities</li> <li>• Examples of good practice</li> <li>• Benefits to the institutions and doctoral candidates</li> </ul>	
	Due date	January 2017	
	Languages	English, Uzbek, Russian	
<b>Target groups</b>	<input checked="" type="checkbox"/> Teaching staff <input checked="" type="checkbox"/> Students <input type="checkbox"/> Trainees <input checked="" type="checkbox"/> Administrative staff <input type="checkbox"/> Technical staff <input type="checkbox"/> Librarians <input checked="" type="checkbox"/> Other		
	<p><i>If you selected 'Other', please identify these target groups. (Max. 250 characters)</i></p> <ul style="list-style-type: none"> <li>- Uzbek policy making bodies and persons (representatives of Cabinet of Ministers, Ministry of Higher and Secondary Specialized Education, State Attestation Committee, Committee for Coordination of Science and Technology Development)</li> <li>- Uzbek HEIs higher management - primarily the rectors, vice-rector for science, deans and vice-deans</li> <li>- Uzbek academic and non-academic staff working in the doctoral education, including the PhD supervisors</li> <li>- Broader public</li> </ul>		
<b>Dissemination level</b>	<input checked="" type="checkbox"/> Department / Faculty <input checked="" type="checkbox"/> Institution	<input checked="" type="checkbox"/> Local <input checked="" type="checkbox"/> Regional	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> International