

PARTISH

*Development of part-time and short cycle studies
In higher education in Bosnia and Herzegovina*

Drafted policies for part-time and short-cycle studies

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Abstract	The draft of the legal documents which are necessary for adoption of part-time and short-cycle studies in higher education in Bosnia and Herzegovina are given for each canton and an entity inside BiH. For implementation PT and SCHE programs in higher education institutions, the one of the most important step is definition and adoption legal documents in BiH by legal authorities. There are 5 propositions for 4 cantons and 1 entity in BiH, that are involved in the project.
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1. INTRODUCTION - FRAMEWORK AT THE LEVEL OF BOSNIA AND HERZEGOVINA

As one of the most significant documents that continued in the first half of the PARTISH project is the proposal to amend the law on higher education in cantons and entities in Bosnia and Herzegovina with the aim of recognizing and introducing part-time studies (PT) and short cycles (SC) in higher education in Bosnia and Herzegovina. This document is the result of work on all previous activities within work package 1 (WP1 Cross-country analysis of the policies, practices, and legal frameworks for PT and SCHE in European countries) and work package 2 (WP2 Development of legal frameworks for PT&SCHE). In WP1, activities related to study visits to program countries and benchmarking analysis of PT and SC in the EU and other European countries indicated the practice that is represented and the regulation of SC and PT in those countries, which was the basis for creating own legal changes in BiH. Also, the activities from 2.1 to 2.5 in WP2 indicated the attitudes of employers, students and teachers at the Higher Education Institution in BiH about SC and PT, while the round tables and discussions during the events in Bijeljina in 2021 and in Tuzla in 2022 indicated what needs to be improved in terms of regulation SC and PT in Bosnia and Herzegovina. Document 2.6 shows the basic elements required for the internal regulation of SC and PT at the level of HEIs in BiH, as well as proposals for legal changes in cantons and entities in BiH regarding SC and PT.

In accordance with the Constitution of BiH, all competences not expressly assigned to state institutions are given to the entities (RS and FBiH), while the Constitution of the Federation gives the cantons the responsibility "to build educational policies, including decisions concerning normative regulation in education". that the authority over education in BiH is thus vested in the RS entity, FBiH cantons and Brčko District, BiH partners in the PARTISH project have agreed on common elements for PART TIME and SHORT CYCLE, which will be proposed for implementation in the legal and by-laws of the competent educational authorities and internal acts of higher education institutions. Therefore, based on the proposal that is the result of the project, each competent educational authority will decide in what way and at what level they will regulate each of the common elements. In the following chapters, proposals for legal solutions are presented for the competent educational authorities of higher education institutions that are partners in the PARTISH project. Proposals envisage a space of autonomy of HEIs for detailed regulation by internal acts.

1.1. Joint elements for PART TIME

Since PART TIME studies are already recognized in all relevant laws in Bosnia and Herzegovina, and higher education institutions are left with the autonomy to elaborate the regulation of those studies in more detail, higher education institutions will define the following elements for PART TIME studies in their internal acts::

1. ELEMENT - DEFINITION, RIGHTS AND OBLIGATIONS OF PART-TIME STUDENTS

- referring to the competent law on higher education,
- rights of part-time students:
 - participation in decision-making bodies,
 - participation in surveys,
 - participation in student elections,
- Obligations of part-time students:
 - minimum attendance at classes,
 - mandatory alternative load to the teaching load.

2. ELEMENT - SPECIFICITY OF EXTRAORDINARY STUDIES

- the difference in the duration of studies:
 - the possibility of renewing enrolment more times than a regular student, with the same conditions for enrolment in the senior year,
- difference in the schedule and method of teaching:
 - classes in the afternoon,
 - online classes,
 - teaching materials on e-learning platforms,
- difference on the allocation of ECTS points:
 - an alternative obligation that is equivalent to the teaching load,

- method of calculating the final grade, taking into account the obligation to take alternative courses,
- adaptation of the curriculum form (syllabus), with specific categories for exceptional students.

1.2. Joint elements for SHORT CYCLE

Taking into account the entire legislative framework at the level of each educational authority (entity of the RS, cantons of FBiH, Brčko District), the following elements for SHORT CYCLE should be defined by legal and by-laws and internal acts of the higher education institution, whereby each competent educational authority can decide which elements will be regulated by legal and sub-regional acts, which elements will be given autonomy to the higher education institution for internal regulation, and which term will be used for the term "SHORT CYCLE":

1. ELEMENT - DEFINITION AND CHARACTERISTICS

□ program content:

- the obligation to have a contract on the expressed need / employer's statement,

□ program duration:

- 375 – 1800 hours of teaching;
- 3 – 24 months;
- 30 – 120 ECTS;

□ status of persons attending programs (participants),

□ an educational document that is obtained upon completion of the program:

- certificate
- addition to the certificate:
 - o information that identifies the holder of the certificate (name and surname, date and place of birth...),
 - o information identifying the program (type of program and area/field/branch of the program, name and status of the higher education institution, language, duration of the program and ECTS credits, requirements for program enrollment),

- o information about content and achieved results (program structure / list of subjects, learning outcomes),
 - o information about the purpose of the program (professional status, list of jobs/occupations),
 - o additional information about the program (contact details of the higher education institution, their content),
- staff who can teach in the program:
- scientific-teaching title in a specific area, field and branch (permanent employees and external collaborators),
 - involving experts from the economy/business,
- venue of the program:
- premises of the Higher Education Institution,
 - using the resources of other institutions/organizations/enterprises,
- ways of maintaining the program:
- classic,
 - on line,
 - combined,
- the possibility of recognizing subjects acquired in lifelong learning programs when enrolling in study programs,
- the possibility of performing joint programs:
- specificity in the process of adopting the program,
 - specificity in the content of the curriculum,
 - specificity in awarding the certificate and supplement to the certificate.

2. ELEMENT – THE PROCEDURE OF ADOPTING THE PROGRAM

- body that can start and execute the program:
- organizational unit / faculty,
 - Higher education institution,
- steps in the program adoption procedure:
- appointment of the drafting committee,

- the body that adopts the program,
- obligation to deliver the program to another institution (ministry, agency).

3. ELEMENT – CONTENT OF THE CURRICULUM AND PROGRAM FOR THE PROGRAMS

□ curriculum content:

- introduction,
- general information,
- basic characteristics,
- teaching plan,
- teaching programs (syllabi),

□ adoption of the implementation curriculum and implementation curricula

- additional information about teachers and the schedule of classes and exams,

□ forms as an integral part of the internal act,

- curriculum,
- executive curriculum,
- implementation curriculum.

4. ELEMENT - PROGRAM QUALITY ASSURANCE

□ the subject of internal quality assurance, regulated by other internal acts:

- data to be tracked,
- surveys that are conducted,
- a body from the quality assurance system that is responsible for monitoring data, conducting surveys and preparing periodic reports,

□ subject of external evaluation during institutional accreditation (learning and teaching, recognition, resources).

2. PROPOSAL TO AMEND THE LAW IN THE ENTITY OF THE REPUBLIC OF SERBIA

“Review of the provisions of the Draft Law on Amendments to the Law on Higher Education, referring to short study programs:

Article 1.

In the Law on Higher Education (“Official Gazette of Republic of Srpska”, number 67/20), in article 12. in paragraph 1. item b) after the word “program” words “and of a short study program” are added.

The consolidated text of the mentioned article would read as follows:

Competences

Article 12.

Within its competences, the Council:

- 1) follows the development of higher education in the Republic of Srpska and its compatibility with European and international standards,
- 2) suggests measures for development and improvement of higher education,
- 3) gives recommendations on enrollment policy to the Ministry,
- 4) gives opinion on the standards for initial accreditation of higher education institutions and study programs,
- 5) gives opinion on the standards for initial accreditation of higher education institutions and study programs, all while keeping in mind European and international standards, as well as criteria for accreditation of higher education institutions in BiH,
- 6) gives opinion on the study on the justification of the establishment of a higher education institution, a member of a university or department out of headquarters, i.e. on the implementation of a new study program **and of a short study program**,

- 7) suggests the terms for election to scientific-teaching, artistic-teaching, teaching and associate titles to the Minister of Scientific and Technological Development, Higher Education and Information Society (hereinafter: the Minister),
- 8) suggests the Network of Higher Education Institutions and Study Programs in the Republic of Srpska Government (hereinafter: the Network of Higher Education Institutions),
- 9) suggests to the Ministry models for financing scientific research, higher education, technological and artistic development,
- 10) suggests to the Ministry the proclamation of scientific centers of excellence,
- 11) suggests to the Minister the criteria for scientific journal categorization,
- 12) performs other tasks in accordance with the law.

Short study program

Article 28a.

- (1) The higher education institutions can organize short study programs for a period from one to two years, which are evaluated with at least 60 ECTS to 120 ECTS points.**
- (2) Short study program from paragraph 1. of this article can be organized if it offers appropriate knowledge, skills and competencies for the field of work or occupation, personal development of the student or for further study in order to complete the first study cycle.**
- (3) The higher education institution can acknowledge ECTS points earned in the program from paragraph 1. of this article if the program offers appropriate knowledge, skills and competencies needed for completing the first study cycle.**
- (4) The Minister shall issue a Rulebook on the organization, implementation, issuance of certificates and the procedure for keeping records of short study programs.**
- (5) The higher education institution regulates the manner of conducting and organizing a short study program by a general act.**
- (6) The higher education institution is obliged to include representatives from the business sector in the procedure of creating a short study program.**

Deadline for passing the bylaw

Article 147a.

Within one year from the date of entry into force of this law, the Minister shall issue a Rulebook on the organization, implementation, issuance of certificates and the procedure for keeping records of short study program (Article 28a, paragraph 4).

Also, in the current law on Higher Education (“Official Gazette of Republic of Srpska” No. 67/20), there are provisions related to short study programs, within the competence of the Senate of higher education institutions and in the part of the Law related to public documents:

Competences of the Senate

Article 54.

5) University Senate, at the proposal of the scientific-teaching council, i.e. the Art-scientific-teaching Council, adopts short study programs, study programs of the first, second, third study cycle, integrated study programs and lifelong learning programs, and the College Senate adopts short study programs, study programs of the first study cycles and lifelong learning programs.

Public documents

Article 114.

(2) Public documents within the meaning of this law are:

- 1) student book – index,
- 2) diploma of the acquired title,
- 3) diploma supplement,
- 4) certificate of passed exams,
- 5) certificate of acquired title,
- 6) certificate of equivalence of the previously acquired title with the new title,
- 7) certificate of completed lifelong learning program,
- 8) decision on academic recognition of qualifications,
- 9) certificate of completed short study program and acquired competencies.”**

3. PROPOSAL TO AMEND THE LAW IN THE CANTON OF SARAJEVO

Excerpts from the Draft Law on Higher Education of Canton Sarajevo (currently in procedure of public consultations)

Article 89

(Dual Study)

- 1) Higher education institution may organise dual study which combines active classes at the institution and practice through work in a business entity, to acquire, improve or structure knowledge, skills, and competencies in accordance with the study programme and qualification standard.
- 2) Dual study may be organised as individual study programme or as one of the modules of other study programmes.
- 3) Dual study shall be realised through theoretic classes at the higher education institution and practical training and work in the business entities.
- 4) Higher education institution which requires to organise study programmes in accordance with dual study model, shall form a network of business entities and other organisations that express need to employ persons with qualifications acquired from this institution.
- 5) Business entities included in dual study realisation shall be listed in the register of dual study actors, established and run by the Ministry in accordance with the bylaws.
- 6) Mutual relation between the higher education institution, business entities and other organisations and students in the study programmes, or modules in accordance with dual model, shall be regulated by a special contract.

Article 90

(Other Forms of Study)

- 1) Higher education institution, or its member institution may organise joint study with local or foreign higher education institution, as well as between the member institutions within the higher education institution, which shall be regulated by the statute and other internal regulations of the higher education institution.
- 2) Study programmes set by paragraph (1) of this Article may be multidisciplinary or interdisciplinary or transdisciplinary studies, and result in acquiring dual or joint diploma.

- 3) Higher education institution may organise professional studies with minimum load of 60 ECTS up to 120 ECTS points, which provides possibility of transition to the first cycle of study.
- 4) Higher education institution may organise specialistic study following completed second cycle of study, integrated study, or graduate study in accordance with pre-Bologna system. Specialistic study lasts at least one study year with minimum workload of 60 ECTS points.
- 5) Higher education institution may organise noncyclic forms of education including micro-credentials with maximum workload of 60 ECTS.
- 6) Statute of the higher education institution shall further regulate titles acquired upon completion of study, rights of persons who completed the study, possibilities for transition to appropriate cycle of study, as well as all other issues related to realisation of all forms of studies set by this Article, and dual study.

Article 103

(Certificates and micro-credentials)

- 1) Higher education institution/member institution is authorised to issue certificates and micro-credentials for noncyclic forms of education set by Article 90, paragraph (5) of this Law.
- 2) The titles awarded within the lifelong programme and noncyclic education, as well as the summer/winter schools programmes shall not be deemed equivalent to the titles set by this Law. Passed exams and credit points awarded may be recognised through equivalence process as the exam or a part of the exam.
- 3) ECTS points awarded through lifelong and noncyclic programmes, micro-credentials, as well as summer/winter schools programmes approved by the higher education institution Senate shall be recognised within the procedure of equivalence of cyclic forms of education.

4. PROPOSAL TO AMEND THE LAW IN THE CANTON OF TUZLA

Proposal to amend the Law on Higher Education of Tuzla Canton (Refined text) ("Official Gazette of TK"; number: 21/21)

Article 1.

In Article 2, paragraph (1), after point gg), new points are added that read:

"hh) lifelong learning includes continuous learning that lasts throughout one's life, and has the function of improving knowledge, skills and competences within the personal, civic, social or professional activity of an individual;

ii) short programs of lifelong learning are programs that enable interested persons to supplement their education with appropriate knowledge, skills and competences for the field of work or profession, personal development or further studies;"

The previous points from hh) to pp) become points jj) to ss).

Article 2.

In Article 39, paragraph (2), after the words: "and permanent education," the words: "and addition to the certificate" are added.

Article 3.

In Article 126, after paragraph (11), new paragraphs are added that read:

"(12) The higher education institution can, as necessary, organize short programs of lifelong learning that enable interested persons to supplement their education with appropriate knowledge, skills and competencies for the field of work or occupation, personal development or further studies.

(13) The short program of lifelong learning from the previous paragraph lasts from 3 months to 1 year, is evaluated with 30 to 60 ECTS points and results in the award of a

certificate and an addendum to the certificate specifying learning outcomes and competencies.

(14) The characteristics and types of programs, the adoption procedure and the content of the program from paragraph (12) are determined in more detail by the acts of the higher education institution.

5. PROPOSAL TO AMEND THE LAW IN THE ZENICA-DOBOJ CANTON

PART ONE - INTRODUCTORY PROVISIONS

Article 1

(Subject of law)

This law regulates the system, conditions and manner of carrying out activities of higher education, financing, as well as other issues of importance for carrying out this activity in the area of Zenica-Doboj Canton (hereinafter: Canton).

Article 2

(Basic terms)

Terms with the following meaning are used in this law:

a) academic staff consists of persons who have been elected to academic (scientific-teaching, teaching, artistic, scientific and research positions) positions and are employed at a licensed and accredited higher education institution;

b) short study programs are professional training programs for interested persons with completed higher education, students and persons with acquired secondary education for inclusion in the work process;

c) dual study means a form of study that is realized in cooperation with companies and business entities in which the execution of the teaching process is divided between the university and companies, that is, business entities;

d) distance learning is a formalized form of study for self-financed students, which ensures access to the teaching process through the use of computer technologies and interactive teaching materials, and which is more precisely regulated by the statute of the higher education institution;

e) lifelong learning includes continuous learning that lasts throughout life, and in the function of improving knowledge, qualifications and competences within the framework of personal, civic and social perspectives with the aim of employment.

f) a diploma issued by a licensed and accredited higher education institution is a public document proving that the acquired qualification is the result of a successfully completed cycle of studies;

g) diploma supplement (Diploma Supplement) is a public document that is issued and attached to the diploma of a licensed and accredited higher education institution for a more detailed insight into the level, nature, content, system and rules of study and the results achieved during the studies of the person to whom the diploma was issued;

h) ECTS (European Credit Transfer System) is the European system of transfer of study points and study points are used to define the scope and difficulty of each subject, and are determined based on the optimal workload of the student necessary to master the intended teaching material;

i) the election period in the title is a time interval that starts from the date of election to the academic title, regardless of the scientific field of choice or teaching subject, and ends with the expiration of the election period to the academic title;

j) the department is the basic scientific-teaching (artistic) unit of the university that participates in teaching, research and professional work at the university;

k) mandate is a period of time for which the holders of management functions and representatives of certain categories are elected;

l) a new study program is a study program, the completion of which leads to the acquisition of an academic title that could not previously be obtained at that higher education institution;

m) management functions at a higher education institution are: rector, vice-rector, chairman and deputy chairman of the senate, dean, vice-dean, chairman and deputy chairman of the scientific-teaching council, head of the department, director of the student center, director of the institute and director of the college;

n) standards and norms for the performance of higher education activities in the territory of the Canton represent a document which, at the proposal of the Ministry of Education, Science, Culture and Sports (hereinafter: the Ministry), is adopted by the Government of the Canton, and which determines the criteria, the fulfillment of which is necessary for performance of higher education activities;

o) study (studying) is a process defined by the curriculum in which a student attends an established study program of the first, second or third cycle at a licensed and accredited higher education institution, and upon successful completion of which the student acquires the right to an academic title or a specific title;

p) study program is a set of compulsory and optional teaching units (subjects) of one study cycle, by mastering which competences are acquired, the set goals and learning outcomes are achieved, and the right to an academic title or a specific title is acquired.

PART TWELVE - HIGHER EDUCATION ACTIVITY

CHAPTER I. WAY OF STUDYING, STUDY CYCLES, STUDY PROGRAMS

Section A. Way of studying

Article 114

(Way of studying)

(1) Higher education can be obtained full-time, part-time, by distance learning or by combining these three methods of study, in the manner determined by the statute.

(2) A higher education institution, i.e. its organizational units, may perform scientific research, artistic, expert-consulting and publishing activities within the framework of their activities, and they may also perform other activities related to scientific, professional, research and artistic work, provided that these activities do not endanger the quality of teaching.

(3) A higher education institution, i.e. a faculty, an art academy and a college as an organizational unit within the framework of its activities, may implement lifelong learning programs outside the scope of study programs for which it has received a work permit, in the manner determined by the general act of the higher education institution.

(1) A person who is enrolled in the program referred to in paragraph (3) of this article does not have the status of a student, and after successfully completing the program, a certificate is issued to him/her.

6. PROPOSAL TO AMEND THE LAW IN THE HERZEGOVINA-NERETVA CANTON

According to Article 98 of the Proposal of the Law on Higher Education in the Herecegovina-Neretva County, which reads:

"XII HIGHER EDUCATION ACTIVITY

Article 98

(Way of studying)

- (1) Higher education can be acquired regularly, part-time, by distance learning or by combining these three ways of studying, in the manner determined by the statute.
- (2) A higher education institution, i.e. its organizational units, within the framework of its activities, may perform scientific research, artistic, expert-consulting and publishing activities, and may also perform other scientific, professional, research and artistic work, provided that the team jobs does not compromise the quality of teaching.
- (3) The higher education institution and its organizational units within the framework of their activities may implement lifelong education programs beyond the framework of the study programs for which they have received a work permit, in the manner determined by the general act of the higher education institution.
- (4) A person who is enrolled in the program referred to in paragraph 3 of this article does not have the status of a student, and after successfully completing the program he/she gets issued a certificate.
- (5) The way of studying is aimed at the students so that the students achieve the necessary competencies in order to obtain already determined outcomes for each study program."

Higher education institutions in the mentioned county have the possibility to organize short cycles or programs as part of lifelong learning, with the fact that they are regulated in detail by the internal acts of the Higher Education Institution. In this way, UNMO, and other universities in this canton, will regulate short cycles through a proposed decision at the level of the senate of the university.