

Explanations

This interview guideline should be used for standardized interviews in the framework of RETHINK monitoring visits at partner universities in partner countries (Armenia, Azerbaijan, Belarus, Georgia, Moldova, Ukraine). The purpose is achieving interview results that can be compared among each other. These interviews are part of the quality control of the RETHINK project. They are targeted on collecting and validating information about the project's progress according to the work plan and the quality of the implementation of double degree programs at the RETHINK partner universities in partner countries. They will be supplemented by interviews of students who will participate in the double degree programs.

The guideline is based on a MS Word form that can be handled easily on a notebook computer or a tablet PC. It is structured into six general parts.

In the first part there are questions about the interviewer, the date of the interview, the partners and persons involved in the interview and the double degree program that is objective of the interview.

The second part is monitoring the project's progress according to the original work plan and according to the indicators of progress listed in the logical framework matrix. Relating to each work package the goals that have to be achieved and/or activities that have to be completed should be evaluated by the interviewee. The person interviewed is asked (or the persons interviewed are asked) to decide (to agree) about the intensity, in how far he/she/they consider(s) that the goals have been achieved respectively the activities have been completed. In addition the interviewer should ask for proof/evidence of this evaluation and mark the strength of proof/evidence in one of the tick boxes. The meaning of the four categories of answers is:

No/rarely	There is no evidence, or it is anecdotal, of any actions having been carried out in connection with the matter raised in the question.
Can be improved	Evidence provided of the existence of isolated actions carried out in relation to the question although they are neither standardized nor practiced in a systematic way.
Pass	There is evidence of activities having been carried out in relation to the question and these are carried out recurrently and in an orderly way, although the way of doing is not necessarily documented.

Satisfactory

There is evidence and/or testimonies that bear/s witness to the fact that actions have undoubtedly been systematically carried out in relation to the question, and that they are also developed in accordance with a regulation or standard, which the users know and is available in written form.

Additionally the interviewee and the interviewer should add comments, specific questions/problems or best practice examples.

The third part (no. 3.1. to 3.4) is investigating the development process of the double degree program. In this process usually all basics were laid that are determining the realization/implementation. According to four different groups of topics/subjects there are statements listed. The person interviewed is asked (or the persons interviewed are asked) to decide (to agree) about the intensity, in how far he/she/they agree on the statement. In addition the interviewer should ask for proof/evidence of this evaluation and mark the strength of proof/evidence in one of the tick boxes in the same way described above.

Additionally (optional) the interviewee and the interviewer can add comments, specific questions/problems or best practice examples.

The fourth part (no. 4.1 to 4.8) is investigating the completeness of the double degree agreement and the proof/evidence of the realization of the subjects of agreement. The meaning of the four categories of evaluation is:

- not at all considered** the subject is not even mentioned in the double degree agreement
- insufficiently considered** although the subject is mentioned in the double degree agreement there is no clear regulation how to deal with this subject
- basically considered** the subject is mentioned in the double degree agreement and there is something like a general agreement how to deal with it, but no detailed description including clear responsibilities and a time schedule
- completely considered** the subject is described in detail including clear responsibilities and a time schedule

Additionally (optional) the interviewee and the interviewer can add comments, specific questions/problems or best practice examples.

In the fifth part (no. 5) the interviewee and the interviewer jointly are requested to insert recommendations for additional measures on the improvement of the implementation of the double degree program provided by RETHINK.



The sixth part has to be completed by the interviewer only. There the main results of the monitoring visit should be summarized by indicating the main strengths and weaknesses of the implementation of the double degree and – if there should have been identified real weaknesses a brief action plan should be indicated in order to compensate the weaknesses.

Main purpose of this guideline/questionnaire is preparing and structuring the monitoring visits. It should be distributed to the RETHINK HEIs in the partner countries in advance of a monitoring visit. By doing this partner country HEIs will be able to organize internal preliminary conversations with all parties involved in the development and implementation of the double degree programs. These preliminary conversations might identify deficits/lacks in the process which can be discussed with the interviewer in order to clear them. In this sense the monitoring visits should be used not only to measure the implementation of the double degree programs but to support the partner country HEI in optimizing the realization.

On the other hand – of course – the monitoring visits should provide evidence of a proper implementation of the program and thus the interviewer is requested to verify the answers of the interviewees.



UNIVERSITÄT PADERBORN

Die Universität der Informationsgesellschaft

Prof. Dr. Dr. h.c. mult. Klaus Rosenthal

Lehrstuhl für Marketing



Dr. Guido Kaufmann e.K.

TEMPUS 544178-TEMPUS-1-2013-1-PT-TEMPUS-JPCR RETHINK – Interview Guideline for Monitoring Visits at Partner HEIs in Partner Countries

Interview Guideline for Monitoring Visits at Partner HEIs in Partner Countries

Part 1

Interviewer:

Name of interviewer:

Name of home Institution of interviewer:

Date of Interview:

Interviewee:

Name of Partner Institution:

Reference Number of Partner Institution: P

Home Country of Partner Institution:

Names of Persons interviewed:

Double Degree:

Name of the Double Degree Program:

Formal Degree to be achieved (master, PhD):

Name of Partner University of the Double Degree Program:

Part 2

2.1 WP 1: Road Map

To which extend do you agree with the following statements/do you have achieved the following goals/do you have completed the following activities:	strongly disagree	disagree	agree	Strongly agree	Interviewer only: Proof/evidence of the evaluated item			
					No/ rarely	Can be improved	Pass	Satisfac- tory
2.1.1 Partial SWOT analysis report on existing curricula of your university have been elaborated, documented and delivered.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.1.2 Agreement on standardized SWOT analysis has been done and presented with final report.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.1.3 Standardized SWOT analysis and final report have been elaborated.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.1.4 Final report has been published on RETHINK website.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments, specific questions/problems or best practice examples **by the interviewee** – if the interviewee did not indicate “strongly agree” please provide information when the goals/activities will be achieved/completed and what the reasons are why the category “strongly agree” not could be indicated:

Comments, specific questions/problems or best practice examples **by the interviewer** – if the interviewer did not indicate “satisfactory” please provide information why the proof/evidence of the evaluated item is not satisfactory:

2.2 WP 2: Rethinking Curricula Architecture/Urbanism

To which extend do you agree with the following statements/do you have achieved the following goals/do you have completed the following activities:	strongly disagree	disagree	agree	Strongly agree	Interviewer only: Proof/evidence of the evaluated item			
					No/ rarely	Can be improved	Pass	Satisfactory
2.2.1 Definition of general and specific goals of WP 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2.2 Agreement on the trans disciplinary framework to be introduced to your curricula has been achieved.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2.3 Agreement on the “CO2THINK” component to be used in the new Double Degree has been achieved.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2.4 The innovation/entrepreneurship component has been integrated successfully to the new double degree.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2.5 Preliminary version of the new double degree program has been elaborated and presented at 2nd meeting (12 p.m.).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2.6 The final version of the double degree program has been elaborated and presented at 3rd meeting (18th p.m.).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2.7 The new double degree program has been launched on your website for candidate registration (19th p.m.).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2.8 A sufficient number of students have applied for the new double degree program.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2.2.9 Teaching materials have been elaborated (by June 2015).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2.10 An e-learning tool has been selected, developed and accepted by your university.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2.11 The teaching activities of the new double degree program have started.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2.12 EU teachers mobility to assist the integration of new DD to your university has been realized.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2.13 Students mobility to EU for Innovation/Entrepreneurship trainings has been realized.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2.14 A sufficient number of attendance Certificates have been awarded through Innovation/entrepreneurship trainings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments, specific questions/problems or best practice examples **by the interviewee** – if the interviewee did not indicate “strongly agree” please provide information when the goals/activities will be achieved/completed and what the reasons are why the category “strongly agree” not could be indicated:

Comments, specific questions/problems or best practice examples **by the interviewer** – if the interviewer did not indicate “satisfactory” please provide information why the proof/evidence of the evaluated item is not satisfactory:

2.3 WP 3: Rethinking Curricula Environmental Sciences/Climate Engineering

To which extend do you agree with the following statements/do you have achieved the following goals/do you have completed the following activities:	strongly disagree	disagree	agree	Strongly agree	Interviewer only: Proof/evidence of the evaluated item			
					No/ rarely	Can be improved	Pass	Satisfac- tory
2.3.1 Definition of general and specific goals of WP 3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.3.2 Agreement on the trans disciplinary framework to be introduced to your curricula has been achieved.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.3.3 Agreement on the “CO2THINK” component to be used in the new Double Degree has been achieved.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.3.4 The innovation/entrepreneurship component has been integrated successfully to the new double degree.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.3.5 Preliminary version of the new double degree program has been elaborated and presented at 2nd meeting (12 p.m.).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.3.6 The final version of the double degree program has been elaborated and presented at 3rd meeting (18th p.m.).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.3.7 The new double degree program has been launched on your website for candidate registration (19th p.m.).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.3.8 A sufficient number of students have applied for the new double degree program.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



2.3.9 Teaching materials have been elaborated (by June 2015).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.3.10 An e-learning tool has been selected, developed and accepted by your university.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.3.11 The teaching activities of the new double degree program have started.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.3.12 EU teachers mobility to assist the integration of new DD to your university has been realized.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.3.13 Students mobility to EU for Innovation/Entrepreneurship trainings has been realized.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.3.14 A sufficient number of attendance Certificates have been awarded through Innovation/entrepreneurship trainings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments, specific questions/problems or best practice examples **by the interviewee** – if the interviewee did not indicate “strongly agree” please provide information when the goals/activities will be achieved/completed and what the reasons are why the category “strongly agree” not could be indicated:

Comments, specific questions/problems or best practice examples **by the interviewer** – if the interviewer did not indicate “satisfactory” please provide information why the proof/evidence of the evaluated item is not satisfactory:

2.4 WP 4: Upgrade Cluster

To which extend do you agree with the following statements/do you have achieved the following goals/do you have completed the following activities:	strongly disagree	disagree	agree	Strongly agree	Interviewer only: Proof/evidence of the evaluated item			
					No/ rarely	Can be improved	Pass	Satisfac- tory
2.4.1 QAS guideline has been implemented at your university	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.4.2 Training courses of Technical English for your teachers/students have been conducted.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.4.3 All RETHINK participants from your university (teachers/students/staff) are fluent in English.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.4.4 E-learning classes and teleconferences' rooms have been installed and they are ready for operation at your university.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.4.5 Teaching materials have been translated and adapted to the needs of your university.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.4.6 Teacher's mobility to EU HEIs for training methods' upgrade has been realized (by April 2015).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments, specific questions/problems or best practice examples **by the interviewee** – if the interviewee did not indicate “strongly agree” please provide information when the goals/activities will be achieved/completed and what the reasons are why the category “strongly agree” not could be indicated:



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Comments, specific questions/problems or best practice examples **by the interviewer** – if the interviewer did not indicate “satisfactory” please provide information why the proof/evidence of the evaluated item is not satisfactory:

2.5 WP 5: Quality Plan – Quality Statute

To which extend do you agree with the following statements/do you have achieved the following goals/do you have completed the following activities:	strongly disagree	disagree	agree	Strongly agree	Interviewer only: Proof/evidence of the evaluated item			
					No/ rarely	Can be improved	Pass	Satisfactory
2.5.1 Inter-universities visits for Quality Control have been realized according to the work plan.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.5.2 Internal monitoring of the action at your university has been conducted and documented..	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.5.3 Internal monitoring visits to your university have been realized and documented.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.5.4 Quality performance reports have been done by your university (on schedule by the 22 p.m. (October 2015)).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.5.5 Inter-project coaching activities have been performed according to the work plan.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.5.6 External Independent evaluations of the project have been conducted according to the work plan..	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.5.7 Reports on External Independent Evaluation of the action have been done by 12th p.m., 24th p.m., 36th p.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.5.8 Financial audits have been realized according to the work plan.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



2.5.9	Reports of Factual Findings have been done by 12th p.m., 24th p.m., 36th p.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.5.10	Financial management of the project has been assessed as correct by external audits.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments, specific questions/problems or best practice examples **by the interviewee** – if the interviewee did not indicate “strongly agree” please provide information when the goals/activities will be achieved/completed and what the reasons are why the category “strongly agree” not could be indicated:

Comments, specific questions/problems or best practice examples **by the interviewer** – if the interviewer did not indicate “satisfactory” please provide information why the proof/evidence of the evaluated item is not satisfactory:

2.6 WP 6: (Dissemination) – Expand RETHINK

To which extend do you agree with the following statements/do you have achieved the following goals/do you have completed the following activities:	strongly disagree	disagree	agree	Strongly agree	Interviewer only: Proof/evidence of the evaluated item			
					No/ rarely	Can be improved	Pass	Satisfac- tory
2.6.1 A sufficient number of promotional events (round table discussions, workshops, conferences) have been realized by your university – 1st year, 2nd year, 3rd year.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.6.2 A sufficient number of articles on the RETHINK project have been published by the RETHINK team of your university.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.6.3 Strategic dissemination plan has been implemented by your university.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.6.4 A project website with Moodle platform has been created, is frequently used and professionally supported by your university.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.6.5 A sufficient number of scientific/academic/administrative publications has been supplied to the repository of the RETHINK website by your university.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments, specific questions/problems or best practice examples **by the interviewee** – if the interviewee did not indicate “strongly agree” please provide information when the goals/activities will be achieved/completed and what the reasons are why the category “strongly agree” not could be indicated:



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2.7 WP 7: (Exploitation) – Exploitation and Sustainability

To which extend do you agree with the following statements/do you have achieved the following goals/do you have completed the following activities:	strongly disagree	disagree	agree	Strongly agree	Interviewer only: Proof/evidence of the evaluated item			
					No/ rarely	Can be improved	Pass	Satisfac- tory
2.7.1 A sufficient number of contracts/projects between your university and business/industry have been implemented successfully.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.7.2 Your double degree has been prepared for evaluation/accreditation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.7.3 Your double degree has been accepted and accredited by the EU and partner countries' Ministries of Education..	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments, specific questions/problems or best practice examples **by the interviewee** – if the interviewee did not indicate “strongly agree” please provide information when the goals/activities will be achieved/completed and what the reasons are why the category “strongly agree” not could be indicated:

Comments, specific questions/problems or best practice examples **by the interviewer** – if the interviewer did not indicate “satisfactory” please provide information why the proof/evidence of the evaluated item is not satisfactory:

2.8 WP 8: Administration & Management

To which extend do you agree with the following statements/do you have achieved the following goals/do you have completed the following activities:	strongly disagree	disagree	agree	Strongly agree	Interviewer only: Proof/evidence of the evaluated item			
					No/ rarely	Can be improved	Pass	Satisfac- tory
2.8.1 Project meetings have been realized according to the work plan and to the necessities of the project.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.8.2 Management Council, Concept Council and Quality Council have been functional and operational (by the 2nd p.m. (January 2014)).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.8.3 Memorandum of Understanding has been drawn up (by the 6th p.m. (May 2014)).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.8.4 Trimestrial teleconferences on the progress of the RETHINK project have been conducted.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.8.5 Reports indicate the successful project's implementation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.8.6 Our university is completely aware of its duties and responsibilities in the project according to contents and time.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.8.7 The RETHINK project is running smoothly without any restrictions and all targets are achieved in time.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



UNIVERSITÄT PADERBORN

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Lehrstuhl für Marketing



Dr. Guido Kaufmann e.K.

TEMPUS 544178-TEMPUS-1-2013-1-PT-TEMPUS-JPCR RETHINK – Interview Guideline for Monitoring Visits at Partner HEIs in Partner Countries

Comments, specific questions/problems or best practice examples **by the interviewee** – if the interviewee did not indicate “strongly agree” please provide information when the goals/activities will be achieved/completed and what the reasons are why the category “strongly agree” not could be indicated:

Comments, specific questions/problems or best practice examples **by the interviewer** – if the interviewer did not indicate “satisfactory” please provide information why the proof/evidence of the evaluated item is not satisfactory:

Part 3

3.1 Preliminary Questions that should have been examined, discussed and answered internally by each partner university in advance

To which extend do you agree/disagree with the following statements:					Interviewer only: Proof/evidence of the evaluated item			
	strongly disagree	disagree	agree	Strongly agree	No/ rarely	Can be improved	Pass	Satisfactory
3.1.1 The double degree corresponds with the overall strategy of the university	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.1.2 Responsibility for the double degree program at the university and faculties involved are clearly defined and appointed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.1.3 Sources and procedures assuring that all necessary intellectual and financial means can be provided sustainably have been identified.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.1.4 There are no comparable study programmes inside the university and there are significant differences to study programmes at further universities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.1.5 There are attractive career opportunities for graduates of the double degree programme.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.1.6 Criteria causing a cancellation of the programme and a procedure controlling them have been defined.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.1.7 The quality assurance measures of the university correspond to the requirements of the RETHINK QAS guidelines.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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Comments, specific questions/problems or best practice examples **by the interviewer** – if the interviewer did not indicate “satisfactory” please provide information why the proof/evidence of the evaluated item is not satisfactory:

3.2 University internal preparation and accreditation at the partner university

To which extend do you agree/disagree with the following statements:	strongly disagree	disagree	agree	Strongly agree	Interviewer only: Proof/evidence of the evaluated item			
					No/ rarely	Can be improved	Pass	Satisfac- tory
3.2.1 Concrete and mandatory adjustments of the academic offers of the double degree program have been conducted inside and between faculties and chairs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.2.2 Mandatory decisions on the introduction of the program have been taken by all participating chairs/faculties.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.2.3 Mandatory decisions have been taken by all necessary university boards including the management board.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.2.4 Coordinators (and deputies) for the program have been appointed at each partner university.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.2.5 All necessary and important information on the double degree program is easily available on the internet sites of the partner universities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.2.6 The accreditation of the double degree program has been prepared and realized (as far as necessary).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.2.7 The module handbook has been reviewed and translated (as far as necessary).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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Comments, specific questions/problems or best practice examples **by the interviewee** – if the interviewee did not indicate “strongly agree” please provide information when the goals/activities will be achieved/completed and what the reasons are why the category “strongly agree” not could be indicated:

Comments, specific questions/problems or best practice examples **by the interviewer** – if the interviewer did not indicate “satisfactory” please provide information why the proof/evidence of the evaluated item is not satisfactory:

3.3 Elaboration and adoption of examination regulations

To which extend do you agree/disagree with the following statements:					Interviewer only: Proof/evidence of the evaluated item			
	strongly disagree	disagree	agree	Strongly agree	No/ rarely	Can be improved	Pass	Satisfactory
3.3.1 All participating partner universities have agreed on regulations according to the target of the study program.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.3.2 All participating partner universities have agreed on regulations according to the study volume.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.3.3 All participating partner universities have agreed on regulations according to the evaluation of examination results.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.3.4 All participating partner universities have agreed on regulations according to the crediting of study times and examinations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.3.5 All participating partner universities have agreed on regulations according to searching of examination documents.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.3.6 All participating partner universities have agreed on regulations according to the regular period of study	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.3.7 All participating partner universities have agreed on regulations according to the examinations including retry.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.3.8 All participating partner universities have agreed on regulations according to the examination boards and processes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3.3.9	All participating partner universities have agreed on regulations according to failures of provision, cancelations, violations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.3.10	All participating partner universities have agreed on regulations according to the degree	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.3.11	The examination regulations been adopted by the responsible boards.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments, specific questions/problems or best practice examples **by the interviewee** – if the interviewee did not indicate “strongly agree” please provide information when the goals/activities will be achieved/completed and what the reasons are why the category “strongly agree” not could be indicated:

Comments, specific questions/problems or best practice examples **by the interviewer** – if the interviewer did not indicate “satisfactory” please provide information why the proof/evidence of the evaluated item is not satisfactory:

3.4 Assessment of courses and modules, confirmation of equivalence

To which extend do you agree/disagree with the following statements:	strongly disagree	disagree	agree	Strongly agree	Interviewer only: Proof/evidence of the evaluated item			
					No/ rarely	Can be improved	Pass	Satisfac- tory
3.4.1 All participating partner universities have agreed on the procedure and results of assessments of equivalence of courses/modules.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.4.2 Mandatory decisions have been taken about language and place of courses.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.4.3 Confirmations of equivalence have been achieved.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.4.4 A mutual recognition of courses/modules been achieved.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments, specific questions/problems or best practice examples **by the interviewee** – if the interviewee did not indicate “strongly agree” please provide information when the goals/activities will be achieved/completed and what the reasons are why the category “strongly agree” not could be indicated:

Comments, specific questions/problems or best practice examples **by the interviewer** – if the interviewer did not indicate “satisfactory” please provide information why the proof/evidence of the evaluated item is not satisfactory:

Part 4

4.1 Cooperation agreement - General Questions

To which extend the following subjects have been considered in the cooperation agreement?	not at all considered	insufficiently considered	basically considered	completely considered	Interviewer only: Proof/evidence of the realization of the agreement			
					No/ rarely	Can be improved	Pass	Satisfac- tory
4.1.1 Date the program will start	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.1.2 Date of the begin of semesters at partner universities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.1.3 Number of students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.1.4 Specification of the university that is formally coordinating the program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.1.5 Clear specification of responsibilities (who will coordinate what)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.1.6 Clear specification of exchange of information about students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.1.7 Clear specification of exchange of information about details of financial transfers of tuition fees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.1.8 Language of study courses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



4.1.9	Clear definition of student's mobility (rotation scheme?, When will students study what where?)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.1.10	Denomination of a special advisory board for the program and a procedure of the selection of its members	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments, specific questions/problems or best practice examples **by the interviewee** – if the interviewee did not indicate “completely considered” please provide information why this subject not has been considered and what has been agreed instead:

Comments, specific questions/problems or best practice examples **by the interviewer** – if the interviewer did not indicate “satisfactory” please provide information why the proof/evidence of the realization of the agreement is not satisfactory:

4.2 Cooperation agreement - Application and Acceptance of Students

To which extend the following subjects have been considered in the cooperation agreement?	not at all considered	insufficiently considered	basically considered	completely considered	Interviewer only: Proof/evidence of the realization of the agreement			
					No/ rarely	Can be improved	Pass	Satisfac- tory
4.2.1 Definition of responsibility for applicant's requests (Which partner university is responsible?)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.2.2 Closing dates for student's applications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.2.3 Definition of admission requirements that have to be achieved by applicants	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.2.4 Joint regulations on the selection procedure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.2.5 Responsibility for admission procedure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.2.6 Clear specification of the organization of the admission procedure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments, specific questions/problems or best practice examples **by the interviewee** – if the interviewee did not indicate “completely considered” please provide information why this subject not has been considered and what has been agreed instead:

Comments, specific questions/problems or best practice examples **by the interviewer** – if the interviewer did not indicate “satisfactory” please provide information why the proof/evidence of the realization of the agreement is not satisfactory:

4.3 Cooperation agreement - Fees and Financing

To which extend the following subjects have been considered in the cooperation agreement?	not at all considered	insufficiently considered	basically considered	completely considered	Interviewer only: Proof/evidence of the realization of the agreement			
					No/ rarely	Can be improved	Pass	Satisfac- tory
4.3.1 Demand of an application fee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.3.2 If an application fee is demanded: allocation of the application fee to partner universities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.3.3 Demand of a tuition fee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.3.4 Clear definition which partner university will demand the tuition fee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.3.5 Amount of tuition fee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.3.6 Allocation of tuition fees between partner universities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.3.7 Financing scheme	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.3.8 Third-party-funds co-financing the program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4.3.9 Scholarships for students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.3.10 Remission of tuition fees (total or partial)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.3.11 Clear definition of financial handling (Who will be responsible for which financial issues?)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments, specific questions/problems or best practice examples **by the interviewee** – if the interviewee did not indicate “completely considered” please provide information why this subject not has been considered and what has been agreed instead:

Comments, specific questions/problems or best practice examples **by the interviewer** – if the interviewer did not indicate “satisfactory” please provide information why the proof/evidence of the realization of the agreement is not satisfactory:

4.4 Cooperation agreement - Enrollment

To which extend the following subjects have been considered in the cooperation agreement?	not at all considered	insufficiently considered	basically considered	completely considered	Interviewer only: Proof/evidence of the realization of the agreement			
					No/ rarely	Can be improved	Pass	Satisfac- tory
4.4.1 Enrollment of students at their home university	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.4.2 Enrollment of students at their host university	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments, specific questions/problems or best practice examples **by the interviewee** – if the interviewee did not indicate “completely considered” please provide information why this subject not has been considered and what has been agreed instead:

Comments, specific questions/problems or best practice examples **by the interviewer** – if the interviewer did not indicate “satisfactory” please provide information why the proof/evidence of the realization of the agreement is not satisfactory:

4.5 Cooperation agreement - Registration of Examinations and Degrees

To which extend the following subjects have been considered in the cooperation agreement?	not at all considered	insufficiently considered	basically considered	completely considered	Interviewer only: Proof/evidence of the realization of the agreement			
					No/ rarely	Can be improved	Pass	Satisfactory
4.5.1 Duration of the entire study program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.5.2 Conditions of prolongation of the study program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.5.3 Consequences of prolongation on tuition fee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.5.4 Time schedule of examinations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.5.5 Clear responsibilities for examinations (Which examinations have to be passed at which partner university?)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.5.6 Members of the examination board	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.5.7 Meetings of the examination board	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.5.8 Registration of examination results	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.5.9 The degree that students will receive	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



4.5.10 The design of the diploma	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Comments, specific questions/problems or best practice examples **by the interviewee** – if the interviewee did not indicate “completely considered” please provide information why this subject not has been considered and what has been agreed instead:

Comments, specific questions/problems or best practice examples **by the interviewer** – if the interviewer did not indicate “satisfactory” please provide information why the proof/evidence of the realization of the agreement is not satisfactory:

4.6 Cooperation agreement - Quality Assurance Measurements

To which extend the following subjects have been considered in the cooperation agreement?	not at all considered	insufficiently considered	basically considered	completely considered	Interviewer only: Proof/evidence of the realization of the agreement			
					No/ rarely	Can be improved	Pass	Satisfactory
4.6.1 Clarification of preconditions for accreditation in the participating countries	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.6.2 Responsibility for the accreditation of the double degree program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.6.3 Implementation of preparatory courses in order to prepare students in an optimal manner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.6.4 Credits for preparatory courses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.6.5 Financing of preparatory courses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.6.6 Tutoring System - design of mentoring and support	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.6.7 Obligatory preparatory language training at home universities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.6.8 Obligatory accompanying language training at host universities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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Comments, specific questions/problems or best practice examples **by the interviewee** – if the interviewee did not indicate “completely considered” please provide information why this subject not has been considered and what has been agreed instead:

Comments, specific questions/problems or best practice examples **by the interviewer** – if the interviewer did not indicate “satisfactory” please provide information why the proof/evidence of the realization of the agreement is not satisfactory:

4.7 Cooperation agreement - Support Services

To which extend the following subjects have been considered in the cooperation agreement?	not at all considered	insufficiently considered	basically considered	completely considered	Interviewer only: Proof/evidence of the realization of the agreement			
					No/ rarely	Can be improved	Pass	Satisfac- tory
4.7.1 Appointment of counselors for exchange students at home and at host university	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.7.2 Accommodation of students in dormitory	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.7.3 Support on search for flats/accommodation on the free market	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.7.4 Support on visa application	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.7.5 Support on the procurement of a valid health insurance for students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.7.6 Support on money transfers for students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments, specific questions/problems or best practice examples **by the interviewee** – if the interviewee did not indicate “completely considered” please provide information why this subject not has been considered and what has been agreed instead:

Comments, specific questions/problems or best practice examples **by the interviewer** – if the interviewer did not indicate “satisfactory” please provide information why the proof/evidence of the realization of the agreement is not satisfactory:

4.8 Cooperation agreement - Advertising

To which extend the following subjects have been considered in the cooperation agreement?					Interviewer only: Proof/evidence of the realization of the agreement			
	not at all considered	insufficiently considered	basically considered	completely considered	No/ rarely	Can be improved	Pass	Satisfactory
4.8.1 Advertising Schedule: Which advertising measures should be launched via which channels by which media at which time under whose responsibility?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.8.2 Design of Advertising Materials (internet, advertisements, brochures)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.8.3 Contents of advertising/promotion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.8.4 Financing of advertising measures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.8.5 Allocation of costs of advertising to partner universities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments, specific questions/problems or best practice examples **by the interviewee** – if the interviewee did not indicate “completely considered” please provide information why this subject not has been considered and what has been agreed instead:

Comments, specific questions/problems or best practice examples **by the interviewer** – if the interviewer did not indicate “satisfactory” please provide information why the proof/evidence of the realization of the agreement is not satisfactory:



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5. Difficulties regarding the project implementation, required support to overcome the difficulties and recommendations for additional measures on the improvement of the implementation of the double degree program provided by RETHINK:

Keywords:

Keywords:

Keywords:

Keywords:

Keywords:

Interviewer only:

6. Résumé:

6.1 Main Strengths of the Cooperation:	6.2 Main Weaknesses of the Cooperation:
6.1.1.	6.2.1.
6.1.2.	6.2.2.
6.1.3.	6.2.3.
6.1.4.	6.2.4.
6.1.5.	6.2.5.

According to the weaknesses listed above please indicate a proposal what should be done by whom until when in order to compensate the weaknesses:

No.	What?	Who?	Up to when? (month/year)
6.2.1			
6.2.2			
6.2.3			
6.2.4			

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6.2.5			
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Signature Interviewee:

Signature Interviewer:



Co-funded by the
Tempus Programme
of the European Union

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