



IMS Label Handbook

IMS Glossary

Academic/administrative staff → Staff

Active international partnership → *International partnership*

Bachelor's (programme, degree)

a first cycle higher education (HE) programme that follows the end of secondary education. It leads to a bachelor's degree offered by a higher education institution (HEI) and is recognised as such by the relevant authorities of the country where the degree is conferred (*source: IMPI Project, 2011 adapted from EACEA Erasmus Mundus Glossary*).

Business trip (international)

official travel/journey abroad, authorised (and usually financed) by the medical school in question, for purposes related with work/studies (for conferences, seminars, events, meetings, etc.).

Co-tutelle

joint supervision of → *doctoral studies* by two HEIs from different countries; if successful, the → *doctoral student* can be awarded a → *double/multiple/joint degree* (*source: adapted from EACEA Erasmus Mundus Glossary*).

Degree programme

higher education programme leading to a degree (→ *bachelor's*, → *master's*, → *doctoral*, etc.) offered by a HEI and fully recognised by the relevant authorities of the country where the degree is conferred (*source: adapted from IMPI Project, 2011*).

Doctoral (programme, degree, studies)

a research-oriented programme of HE study that typically follows a degree conferred at the bachelor's or master's level (or equivalent). It leads to a fully recognised doctorate degree (e.g. **PhD**), offered by HEIs or, in countries/HE systems where this is in accordance with national legislation and practice, by a research organisation (*source: adapted from EACEA Erasmus Mundus Glossary*). In other words, by doctoral degree

the IMS label means an advanced **research doctorate**, not a professional degree in medicine, dentistry, etc.

Doctoral student

a doctoral-level student; person registered in a HEI in order to follow HE studies (including individual study programmes & paths) leading to a → *Doctoral degree*

Double/multiple/joint degree

- **double or multiple degree:** two (double) or more (multiple) national diplomas issued by two or more HEIs in different countries, and recognised officially in those countries where the degree-awarding institutions are located (*source: EACEA Erasmus Mundus Glossary*).
- **joint degree:** a single diploma issued by at least two HEIs in different countries offering an integrated programme and recognised officially in those countries where the degree-awarding institutions are located (*source: EACEA Erasmus Mundus Glossary*).

E-learning

a teaching/learning process, which relies on the use of technological media to enhance and/or support learning in tertiary education. It involves any means of communication with learners other than through direct face-to-face or personal contact. E-learning covers a wide range of systems, for example from students accessing parts of a course online whilst following the majority on campus, to programmes offered entirely online. Forms of technology involved may include software, networks, computers and television monitors (*source: adapted from Bates & Poole, 2003, p. 5; OECD, 2005, p. 2*).

Exchange student

- **incoming:** → *international student* undertaking part of her/his study programme (3-12 months) at the medical school in question within → *mobility programmes*, → *double/multiple/joint degree* programmes or as a free-mover (coming from a non-partner foreign school);
- **outgoing** (also called study-abroad): → *full-degree student* (domestic or international) going abroad for a short, limited period of time (3-12 months) for the purpose of study or for completing a → *work placement* within → *mobility programmes*, *double/multiple/joint degree* programmes or as a free- mover.

Foreign language (programmes/programme elements taught wholly or partially in ...)

any programme/programme element where the language of instruction is considered to be different from the national language(s) typically used for instruction purposes. Teaching wholly or partially in a foreign language is considered separate and distinct from language instruction; it involves delivering content in the foreign language, but the object is to learn about the content, not the language of delivery. Unlike in language instruction (foreign language classes), where the object of study is the language itself (*source: adapted from IMPI Project, 2011*).

Full-degree student

→ student seeking a degree (pursuing a → degree programme) in the medical school in question; domestic or international.

Graduate

→ full – degree student who completed the → degree programme and received the degree.

Incoming exchange student → *Exchange student*

International application

application to enrol for a degree programme at the medical school in question submitted by a prospective → *international (full-degree) student* or → *international doctoral student*.

International conference

a conference, organised either at home or abroad, that involves participants from at least two countries. An international conference is also typically defined by virtue of the international/ comparative nature of its agenda (*source: IMPI Project, 2011*).

International core business (administrative staff in ...)

administrative staff responsible primarily for international cooperation, projects, promotion & marketing, support and information for international students, exchange students, visiting professors and/or for other pro-international processes and academic services.

International development project

→ *International project* conducted abroad in order to find and implement long-term solutions to local problems usually in developing countries.

International partnership/partner

valid (unexpired) partnership agreement between the medical school in question and a partner/partners (HEIs, scientific institutions, business and industry partners etc.) from abroad (**institutional partnership**). For the purpose of the IMS label, an **active** international partnership is one in which at least one activity has taken place in the reporting period.

International project

project with which the medical school in question is formally associated, involving international partners and/or funded from international/foreign sources. For the purpose of the IMS label, the medical school will be asked for data regarding all international projects or – in case of some indicators – a particular type of international projects, e.g. international research projects involving international partners. Once the label refers to:

- “**staff involved** in international projects” it means staff being part of the project team (project managers, coordinators, team members, steering committee members)
- “**projects**” it means projects with which the medical school is formally associated.

International refereed journal

a professional or scholarly journal in which articles or papers are selected for publication by a panel of referees who are experts in the field. They read and evaluate each of the articles submitted for publication (*source: adapted from Medical-Dictionary*). To be considered international the referees have to be from more than one country (*source: adapted from IMPI Project, 2011*).

International student (the same rule applies to international → *doctoral students*)

→ *student* with a foreign citizenship, not considered as a domestic student by national law of the medical school's home country (e.g. permanent residents, holders of permanent refugee/humanitarian visas, etc. are usually treated as domestic, not international students). In other words: **foreign nationality student AND/OR**

→ *student* coming to the medical school from abroad, i.e. from another country (this is certified by the fact that she/he had her/his prior residence abroad, before undertaking the current studies) and/or another HE system (this is certified by the fact that she/he has obtained her/his prior education in a different country than the current country of study). In other words: **student incoming from abroad**.

Based on the type of mobility, international students can come to the medical school in question as:

- **full-degree** students (also called degree/diploma seeking students),
- **incoming** exchange students.

Internationality / internationalisation

on a general level internationalisation is “the process of integrating an international, intercultural or global dimension into the purpose, functions or delivery of higher education ” (*Knight 2009, 7*). For the purpose of the IMS label we would like to distinguish between:

- **internationality** – describes medical school's status at a particular moment in time with respect to international characteristics or profile and
- **internationalisation** – describes a process in which the medical school moves from an actual status of internationality at time X towards a modified actual status of extended internationality at time X+n. In this instance, in the event of proper planning, the actual status is set against an expected target status. The result is then the difference between the actual situation after expiration of the period n and the desired situation after expiration of the period n

(*source: adapted from Brandenburg & Federkeil, 2007*).

Master's (programme, degree)

a second cycle higher education programme that follows a first degree or equivalent level of learning. It leads to a master's degree offered by a HEI and is recognised as such by the relevant authorities of the country where the master degree is conferred (*source: adapted from EACEA Erasmus Mundus Glossary*).

Medical school

HEI, legally independent or being part (e.g. a faculty) of an university, which:

- a. provides medical (MD) education,
- b. awards degrees that enable registration as a medical practitioner,
- c. awards doctoral (e.g. PhD) degrees,
- d. provides clinical teaching,
- e. is active in research (medical & health sciences),
- f. has an organisational structure to support internationalisation.

Mobility programme

a support mechanism for → *students* and/or → *staff* to spend some time in another country for the purpose of study, work experience, other learning/teaching and/or related administrative activity). Mobility programmes are a form of organised student/staff mobility and are thus distinct from self-organised mobility, i.e. mobility periods arranged by the mobile students/staff themselves. Mobility programmes can function at and come from either the supranational/regional level (e.g. ERASMUS, NORDPLUS etc.), the national level or the institutional level (e.g. bilateral agreements) (*source: adapted from IMPI Project, 2011*).

Mobility window

mandatory or optional study or work period abroad integrated into the curriculum (*source: IMPI Project, 2011*).

Non-degree programme

higher education programme/course (e.g. a summer school) leading to a recognised qualification (e.g. a postgraduate certificate or diploma) usually in an area of study too narrow to warrant a full degree. Non-degree programmes cover professional postgraduate/further education, e.g. specialisation training.

Programme element

a sub-part or component of a larger academic programme; examples include a course, module, minor subject etc. (*source: IMPI Project, 2011*).

Scholarship

a type of financial aid, in the form of a grant that does not have to be repaid by the recipient. Scholarships are most often given to students for one of two reasons: academic (or other special) achievement or financial need (*source: InvestorWords*).

Service learning (SL)

a teaching and learning method that combines civic engagement (community service) of students with their cognitive learning in the classroom (*source: adapted from Zentner, 2010, p. 5*).

Staff

- **academic staff:** people employed at the medical school in question as teachers (educators, instructors, lecturers, etc.) and/or researchers, including employed → *doctoral students*; also called faculty members, professors.
- **administrative staff:** non-academic staff employed at the medical school in question, excluding students working in administration offices e.g. as interns.

Student

a person registered in a HEI in order to follow higher education studies leading to a recognised degree or other recognised qualification (postgraduate certificate, diploma), including Bachelor's, Master's and first professional degrees (such as Doctor of Medicine – MD, Doctor of Dental Medicine – DMD, etc.). For the purpose of the IMS label, we do not refer to people following → *doctoral studies* as students, but as → *doctoral students*. (source: adapted from EC *The Lifelong Learning Programme 2007-2013 – Glossary*). For the purpose of the IMS label, once we talk about all students studying at the medical school, we mean both → *full degree* and → *incoming exchange students* and students following → *non-degree programmes* (if this type of studies is included in the label's scope by the applicant medical school).

Virtual mobility

an activity based on a co-operation of, at least two, higher education institutions (from different countries) who agree to offer their → *students* the opportunity to take → (a) programme element(s) at one of the foreign partner universities or through a joint activity of the partners without going abroad but via distance learning (e.g. e-learning, virtual seminars, etc.) (source: adapted from *EADTU, 2007*).

Visiting professor

a member of the → *academic staff* who spends time (minimum duration 1 week) at a higher education institution in another country for professional and/or academic purposes. A visiting professor may engage in activities such as guest lectures, international projects, mentoring thesis work etc. (source: adapted from *IMPI Project, 2011*).

For the purpose of the IMS label, → *academic staff* members travelling abroad for a conference, seminar, meeting, etc., including as invited speakers, will **not** be considered as visiting professors. This kind of international activities will be taken into consideration in other categories (presentations at → *international conferences*, → *international business trips*, etc.).

Work placement (practical training)

a period of practical, paid or unpaid work experience undertaken by → *students* to develop their professional/practical skills (source: *IMPI Project, 2011*). For the purpose of the IMS label, internship taken by → *graduates* from the medical school (e.g. in certain countries by people who received their medical degree, but do not have a full license to practice medicine unsupervised) is not a work placement.

References

- 1) Bates, A., & Poole, G. (2003). *Effective Teaching with Technology in Higher Education*. San Francisco: Jossey-Bass/John Wiley
- 2) Brandenburg, U., & Federkeil, G. (2007). *How to measure internationality and internationalisation of higher education institutions* (Vol. http://www.che.de/downloads/How_to_measure_internationality_AP_92.pdf). Gütersloh
- 3) EACEA Erasmus Mundus Glossary. (n.d.). Retrieved March 9, 2011, from http://eacea.ec.europa.eu/erasmus_mundus/tools/glossary_en.php
- 4) EADTU (2007) *Guide to Virtual Mobility*. Retrieved 22 March, 2011 from http://145.20.178.4/Portals/0/documents/The_Guide_to_Virtual_Mobility.pdf
- 5) EC The Lifelong Learning Programme 2007-2013 - Glossary. (n.d.). Retrieved March 9, 2011, from http://ec.europa.eu/education/programmes/llp/guide/glossary_en.html
- 6) IMPI project glossary (n.d.). Retrieved from http://impi-toolbox.che.de/toolbox_neu/pdf/IMPI_Glossary_2011-03-23.pdf
- 7) InvestorWords. (n.d.). Retrieved from <http://www.investorwords.com/6917/scholarship.html>
- 8) Medical-Dictionary. (n.d.). Retrieved from <http://medical-dictionary.thefreedictionary.com/Refereed+journal>
- 9) Zentner, S. (2010). "Lernen durch Engagement" *Service-Learning in German Schools*. Weinheim: Freudenberg Stiftung.