



**International Students'
Union of Norway (ISU)**

Report

INCLUSION STRATEGY

Prepared by:
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ISU Local Branches
ISU Partners
National Assembly (NAi09 – Oslo)

Dear All,

During the National Assembly (NAi09) that took place at the Norwegian School of Management (BI), 24th – 26th of April 2009, the participants discussed concerns, priorities, challenges, success stories, and strategic steps for increasing the inclusion of international students in the Norwegian society. The discussions were part of the 'Workshop on Strategic Plan for Inclusion' that was organized by Helge Lundsvoll Andersen from Norsk Studentunion (NSU).

Inclusion is an integral element in the policy of Internationalization of Education in Norway. ISU aspires to develop ideas and build on them for future work that will aid in better inclusion. This is a brief report of the several ideas that came out of that workshop and that are found at the following webpage along with previous ideas from last year:

- a) Links for 6 group presentations with more details found under **Inclusion Workshop**:
http://isu-norway.no/NAI2009/NAI_2009.php
- b) Link found under **Language Policy** at UMB:
http://isu-norway.no/NAI2008/INFO_081129_UMB_LANGUAGE_POLICY.pdf
- c) Link found under **Inclusion Fund** (application and guidelines) at UMB:
http://isu-norway.no/NAI2008/INFO_081202_NSU_UMB_Inclusion_fund.pdf

We hope that these ideas will inspire ISU Local Branches along with their relevant student organizations to further work on inclusion. We thank all the participants of the National Assembly, our partners and friends that contributed to the making of this document.

Sincerely,

Farshad Tami

National President (2008-2009)
International Students' Union of Norway

ISU INCLUSION STRATEGY

Version: April 2009

An important part of studying in Norway is getting to know the Norwegian society and culture. Knowing Norwegians and understanding the culture makes it easier to tackle different challenges an international student encounters in Norway. During April 2009, ISU National Assembly created this Inclusion Strategy to help their fellow students in Norway. This strategy is meant to assist, both ISU Local Branches and relevant Student Organization, in advising and organizing events for inclusion between international and Norwegian students as well as the community as a whole. These ideas will be developed further during the next years and hopefully will continuously be enriched with new ideas, success stories and first hand experiences.

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Part 1: Preparation before coming to Norway

- 1) Create a starter package that is available to international students coming to your institution of higher education before they arrive. The package should include information about what the student needs to bring to Norway, which documents are needed and what a student can expect to need during the first couple of days after arrival. There should also be practical information about money currency, banking system, maps, addresses, public transportation and contact persons.
- 2) Try to get access to an e-mail list for all the international students coming to the institution. This can be done through the international office where students interested in social and inclusion activities can sign up when registering during the introduction week. If not possible, you can ask the international office to distribute information for you.

Part 2: Information at arrival, surviving in Norway

- 1) Create a handbook for money saving tips. This can be done in cooperation with other ISU Local Branches and student organizations, but should also include special tips relevant to area of residence. Typical things to be included are which stores and brands are the cheapest, where it is possible to get a student discount and how it is possible to save money buying second hand books, buying tickets from the internet and how to install computer programs to get cheap phone calls etc. The money saving kit should be easy to spread (brochure, calendar, book-mark etc.) and easy to update (electronically).
- 2) Organize a meeting between new and experienced students. Get both Norwegian and international students that have been in Norway for a while to come to an informal information evening. The best is to mix groups of new and experienced students that can talk and share information. The meeting should be held early in the semester when the new students still need information about a lot of things. The event should be organized as some sort of "information café" so it will not be too difficult to get experienced students to volunteer.

Part 3: Inclusion in the student community

- 1) In all institutions of higher education there are a lot of student organizations. One of the best ways to get to know Norwegian students is to participate in a student organization. In order to introduce international students to the different organizations at your institution, you can organize a student organization fair where the organizations can present themselves to attract new members. Some institutions already have this kind of fair, and the job for ISU would then be to make sure all the organizations have information available in English and that the international students get information about the fair and the value of participating in student activities. If you are organizing the whole fair, you first need to contact all the student organizations and find a date and place for the fair. The fair can also be organized electronically or as a brochure, the main job would then be to get all the organizations to give you a written presentation in English including contact information for interested students.

- 2) One inclusion strategy could be to date a Norwegian. ISU can also arrange cafés and pub nights for both Norwegian and international students. Getting to know the Norwegians at the student housing, class or gym is also a good way to get new friends and a source for interesting information about Norway.
- 3) Prepare a starter package that includes information about where students usually hang out in their spare time, a list of student organizations and some basic Norwegian phrases to start a conversation.

Part 4: Inclusion in the local community and cultural knowledge

- 1) Create an introduction to how and where students can get a part time job close to where they live. A list of places and organizations that hire English-speaking workers should be available to new students.
- 2) Organize a project where international students can spend Christmas with a Norwegian host family. This can be in cooperation with the student parliament, the local municipality and other organizations. Find host families through friends and ads in the local newspaper. Match students with families for Christmas Eve and/or other possible holidays.
- 3) Make a list of local organizations and activities that international students can join. Contact the various organizations, clubs etc and ask them for information in English. This can be in cooperation with the student parliament, the local municipality and other organizations. For distribution of this information, see part 3, point 1.

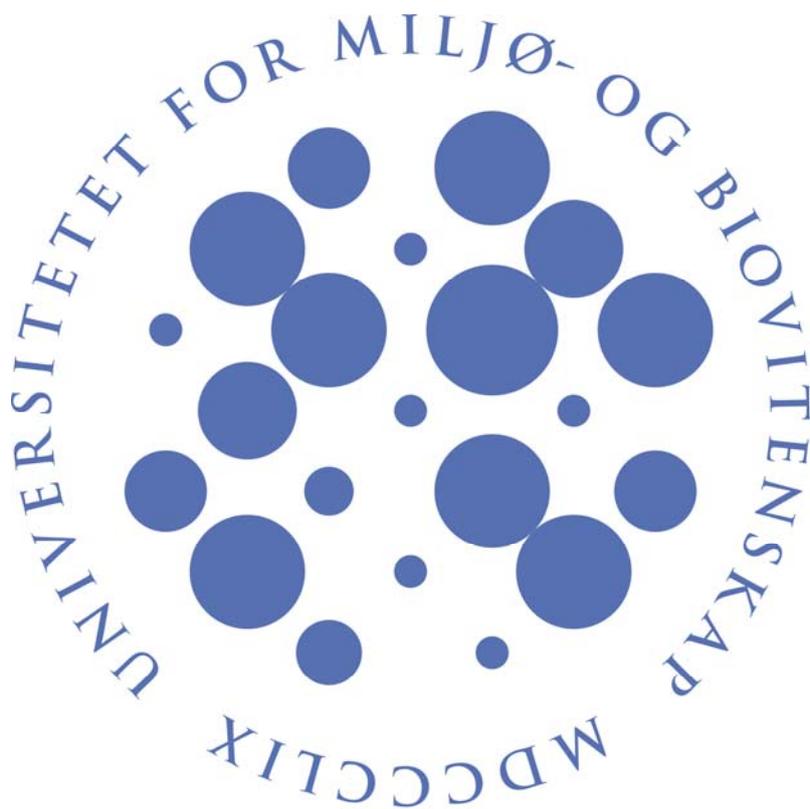


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UMBs språkpolitiske retningslinjer

Språk mangfold styrker miljøet



Language Policy Guidelines for UMB

Language Diversity in the Life Sciences

Language Policy Guidelines for UMB

*Language Diversity in the Life
Sciences*

1. Background

These language policy guidelines aim to increase linguistic and cultural awareness at UMB.

Guidelines for use of the two official forms of the Norwegian language are given in Norwegian legislation. "Norwegian" hereby includes both of these official forms (*Bokmål* and *Nynorsk*).

2. Objectives

The objectives of these guidelines are to:

- contribute to raising awareness regarding language use at UMB, and
- establish guiding principles for the development of our own language use.

3. Accommodating diversity

With globalisation of higher education follows an increased focus on language policy development in Norway's higher education sector. Like other Norwegian universities and colleges, UMB faces two seemingly conflicting needs; the need for English and other foreign languages to enable participation in international student exchange, research cooperation and publishing on the one hand, the development of Norwegian scientific language and terminology on the other. The Norwegian language has been and continues to be important for UMB's success as a national centre of expertise within our disciplines.

Increasing numbers of students and employees have neither Norwegian nor English as their mother tongue. UMB is heading towards a future with a variety of

UMBs språkpolitiske retningslinjer

Språk mangfold styrker miljøet

1. Bakgrunn

UMBs språkpolitiske retningslinjer skal bidra til språklig og kulturell bevisstgjøring ved universitetet.

Retningslinjer for bruk av bokmål og nynorsk er hjemlet i Lov om målbruk i offentlig tjeneste. Med "norsk" menes i denne retningslinje begge disse målformene.

2. Formål

UMB ønsker med disse språkpolitiske retningslinjer å:

- bidra til bevisstgjøring om språkbruk ved UMB, og
- fastslå hovedprinsipper for utvikling av vår egen språkbruk.

3. Tilpasning til mangfold

Globaliseringen av høyere utdanning er bakteppet for UH-sektorens språkpolitiske arbeid. I likhet med andre norske universiteter og høyskoler står UMB overfor to tilsynelatende motstridende behov: behovet for engelsk og eventuelt andre fremmedspråk for å kunne delta på den internasjonale arena ved studentutveksling, forskningssamarbeid, publisering, etc., og utviklingen av norsk fagspråk. Norsk har vært og vil fremdeles være viktig for at UMB lykkes som nasjonalt kompetansesenter på våre fagområder.

Et økende antall studenter og ansatte har verken norsk eller engelsk som morsmål. UMB går mot en fremtid med et utall av språkkonstellasjoner i trekanten: Norsk – engelsk – annet morsmål. UMBs språkpolitikk må dermed ikke bare ta hensyn til motsetningsforholdet mellom norsk og

language constellations in the triangle: Norwegian – English – other mother tongue. Thus, UMB's language policy not only has to accommodate the antagonism between Norwegian and English usage, but also take into consideration that language diversity *de facto* is much greater.

4. Language policy guidelines for UMB

- Norwegian is the main language at UMB. The university is responsible for maintaining and developing Norwegian scientific language in all disciplines in which UMB conducts research and education.
- The main principle for developing linguistic diversity at UMB is "parallel lingualism", defined as a form of bilingualism that systematically gives equal status to Norwegian and a/several foreign language/s in academic work.
- UMB's employees and students are to be encouraged to achieve a high level of proficiency in foreign languages while at the same time maintaining Norwegian as the university's main language.

5. Language policy guidelines for UMB's areas of activity

Teaching

At first-degree level (bachelor), teaching shall primarily be conducted in Norwegian. Textbooks may be in Norwegian or English. At master's and PhD levels, both English and Norwegian should be used as languages of instruction.

Language training opportunities shall be an integrated part of UMB's activities.

Research

Language use in research is determined by the relevant scientific community. The choice

engelsk, men også til at språk mangfoldet i virkeligheten er mye større.

4. Språkpolitiske retningslinjer for UMB

- Norsk er hovedspråk ved UMB. Universitetet har ansvar for å ivareta og utvikle norsk fagspråk på alle fagområder der UMB driver forskning og undervisning.
- Hovedprinsippet for utvikling av språklig mangfold ved UMB er parallellspråklighet. Med parallellspråklighet mener UMB systematisk sidestilling av norsk og ett eller flere fremmedspråk i akademisk arbeid.
- UMBs ansatte og studenter skal stimuleres til å oppnå høy kompetanse i fremmedspråk samtidig som norsk sikres som hovedspråk.

5. Språkpolitiske retningslinjer for UMBs virksomhetsområder

Undervisning

Undervisningen skal primært være på norsk på lavere nivå (bachelor). Både norske og engelske lærebøker kan benyttes. På master- og doktorgradsnivå bør både norsk og engelsk benyttes som undervisningsspråk.

Språkopplæring for ansatte og studenter skal være en integrert del av UMBs virksomhet.

Forskning

Forskningsspråket fastlegges av det enkelte fagmiljø. Valg av publiseringspråk er den

of publication language is the responsibility of the individual faculty member – in accordance with what is appropriate for the discipline in question.

To promote the principle of “parallel lingualism”, all UMB publications should include an extensive summary in “the other language”, i.e., Norwegian publications should have an English summary and vice versa. English publications written by students and researchers who do not have Norwegian as their native language should have a summary in the author’s native language as well as in Norwegian.

Knowledge dissemination and outreach

For most areas dealt with at UMB, Norwegian is the primary language for outreach activities. Exceptions include academic disciplines with an international focus.

Administration and information

The language of administration at UMB is Norwegian. However, the administration’s proficiency in foreign languages (for most purposes: English) must be sufficient to enable *all* students and employees to obtain necessary information.

All important information at UMB (printed and online information, signs, etc.) intended for potential/current students and employees shall be available in Norwegian and English.

Scientific terminology

UMB shall develop strategies for the “parallel lingual” use and development of scientific terminology within UMB’s fields of expertise.

enkelte ansattes ansvar – i samsvar med det som er formålstjenlig innen fagmiljøet.

For å fremme parallelspråklighet bør alle egne publikasjoner ha et fyldig sammendrag på “det andre språket”: Norske tekster bør ha et engelsk sammendrag, og omvendt. Engelske publikasjoner skrevet av studenter og forskere som ikke har norsk som morsmål, bør ha et sammendrag skrevet på vedkommendes morsmål i tillegg til norsk.

Formidling og samfunnskontakt

Norsk er det primære formidlingsspråket for de aller fleste fag ved UMB. Unntak kan være fagområder som har et internasjonalt fokus.

Administrasjon og informasjon

Administrasjonsspråket ved UMB er norsk. Administrasjonens fremmedspråklig kompetanse (for de fleste formål: Engelsk) må være tilstrekkelig til at *alle* studenter og ansatte får nødvendig informasjon.

All vesentlig informasjon ved UMB (trykt informasjon, websider, skilting, etc.), rettet mot potensielle og nåværende studenter og ansatte skal foreligge på norsk og engelsk.

Fagterminologi

UMB skal fremme strategier for parallelspråklig utvikling og bruk av fagterminologi innenfor UMBs fagområder.



Rules for Inclusion funds

Aim: The aim of the inclusion fund is to promote inclusion of international students in the student environment at UMB. The inclusion fund shall contribute to this by creating contact between Norwegian and International students, and to give international and Norwegian students an arena to share knowledge about culture, language and history. Bigger groups are prioritized.

Entitled for support:

- The fund should be used for socio-cultural activities
- The applicator(s) should preferably be student(s) from UMB. Both individual persons and groups/associations can apply for funding.

Not entitled for support:

- Expenses for tobacco and alcohol
- Expenses to activities that is only educational.
- Expenses for fieldwork or fieldtrips.

Demands for the application and the applier:

- The application should contain an account number.
- The application should contain an address.
- The application should contain a contact-person with e-mail and phone-number.
- The application should contain timings for the activity.
- The application should contain the aim of the activity.
- The application should contain an estimation of Norwegian and international participants.
- The application should contain budget with explanations for each post.
- Report should be sent to the committee during the three first weeks after the arrangement.
- The activities should have a part of participation fee.
- The application must be written in English

The Inclusion Funds Committee:

- International officer and welfare officer from the student board.
- One person from Samfunnet Board.
- One person from ISU.
- One person from SIT.

Ineligible persons should not be represented when applications are managed. There should be at least 3 committee members present for the group to be able to make decisions.

The student board can announce activities on quotation: that means that one amount can be made available for appliers applying for a specific activity. The deadline for application is the 5th every month, with imbursement the 15th. The mentioned points for application have great importance for the management of the application, but in some cases some exceptions are made.

Application form for inclusion funds Autumn 2008

The chief purpose of the inclusion funds is to promote the inclusion of international students to UMB's student life. The inclusion funds should contribute to this through the establishment of contacts between Norwegian and international students, and giving international students knowledge of Norwegian culture, language and history. Bigger groups will be prioritized.

Applicants must make themselves familiar with the rules concerning attribution of inclusion funds, available from Studentstyret's Head of Welfare or at Studentstyret's office at Posten.

Applications due by the 5th of each month.

The application is put in postbox 1202 or delivered directly to Studentstyret's office.

1. Name/organization: _____
2. Contact (organization): _____
3. Address: _____
4. Phone: _____
5. E-mail: _____
6. Account number: _____
7. Name and address of account keeper _____

For what activity are the funds being applied for?

The goal of the activity:

Time frame:

Approximate number of participants:

Number of international participants:

Notes:

Include following: Budget w/ explanations of the activity.

Within three (3) weeks of finished activity, a report/evaluation should be sent to Studentstyret (% Head of Welfare) regarding the activity, the follow-through, number of participants, as well as an economic report.

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