


DIGIUGOV

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UNIVERSITAT
JAUME I



Pontificia Universidad
JAVERIANA
Cali



Universidad
Pontificia
Bolivariana
SECCIONAL BUCARAMANGA



UNIVERSIDAD DE
GUADALAJARA
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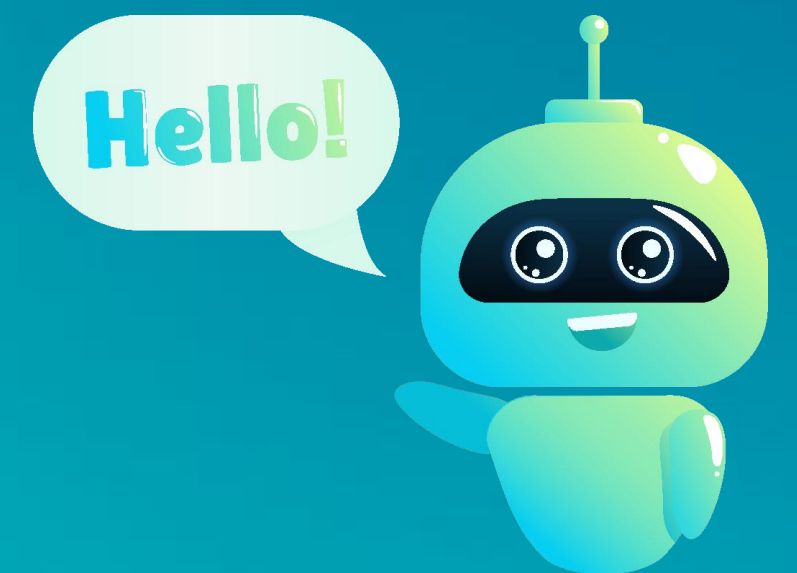


ASCUN
ASOCIACION COLOMBIANA
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WP3

Digitalization of the University Administration

This WP aims at enhancing each university's capacity to improve its administrative procedures, tools and services in the field of digitalization of the university administration.

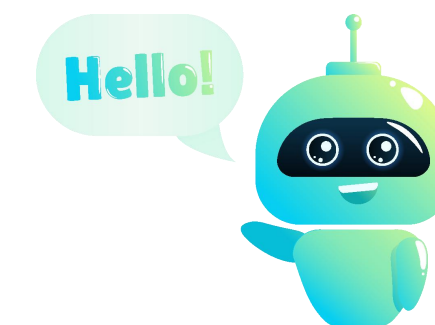


Task 3.1: Online Matching-Events For Interested University Staff for Job Shadowing



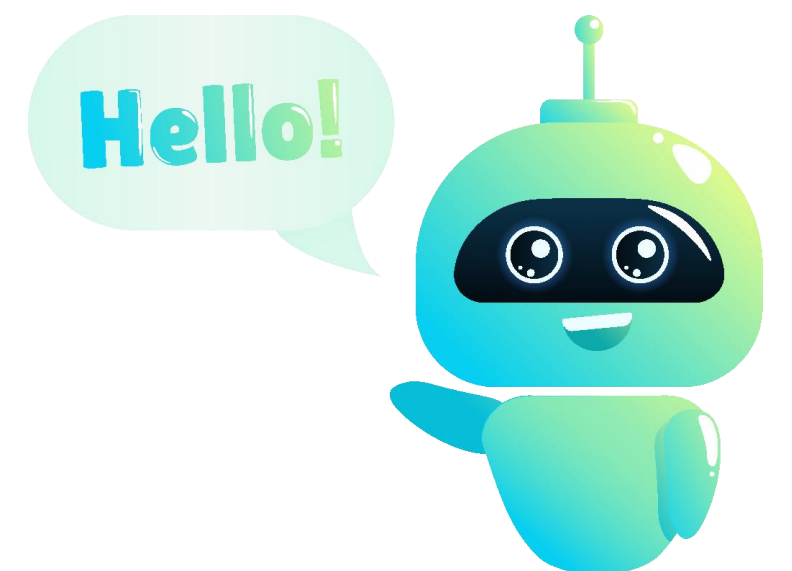
- The objective was to identify counterparts, among the participating institutions, interested in replicating or sharing digitalization strategies.

2023	Topic	Host Institution	Participants	Matches
July 6	Strategy and Project Management in Digitalization	U Potsdam	19	6
July 10	The Role of IT Teams in the Digitization Process	U Caldas	17	8
July 11	The role of digitalization in internationalization	U Javeriana	20	7
July 13	Digitalization practices for marketing & academic advertisement in HEI	U Pontificia. Bolivariana	11	2



Outcomes

- There were 23 possible matchings as a result of this encounters.
- These matching events allowed all the Institutions to know about each other best practices, strengths, and challenges.
- Deliverable 3.1 Report on the online matching of university staff.



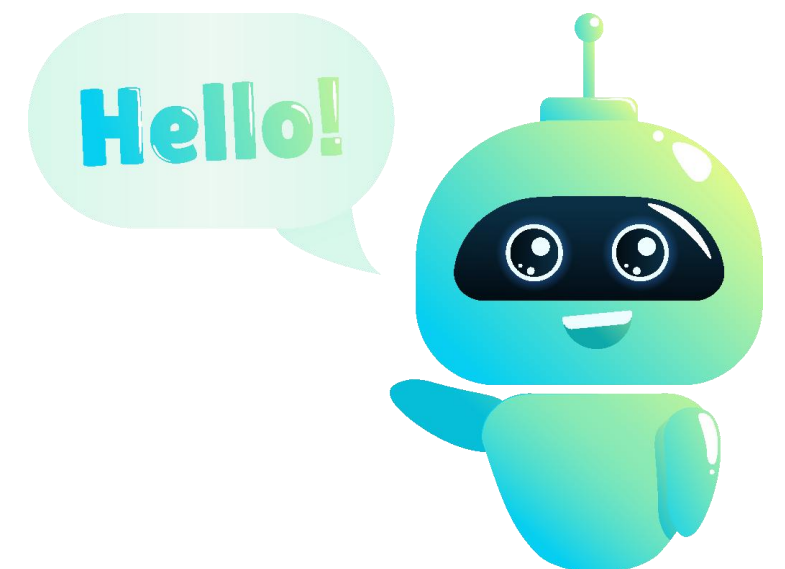
Task 3.2: Develop Awareness-Raising Formats



- The objective is to promote diversity awareness through trainings for different target groups, especially for persons with management responsibility and with committee activities - in administration and in science.

Workshop	Date	Description / Topic	Host Institution
1	Mar, 28th	Structures surrounding diversity management and equal opportunities policy at universities.	U Potsdam (Germany)
2	Nov, 15th	Stereotypes and the relevance of diversity dimensions in the work packages.	TEC (Mexico)
3	Nov, 19th (2024)	Diversity Workshop taken place in Cartagena.	U Caldas / ASCUN (Colombia)

Outcome: D3.2 Curriculum on diversity awareness formats



Task 3.3: Digital Guides

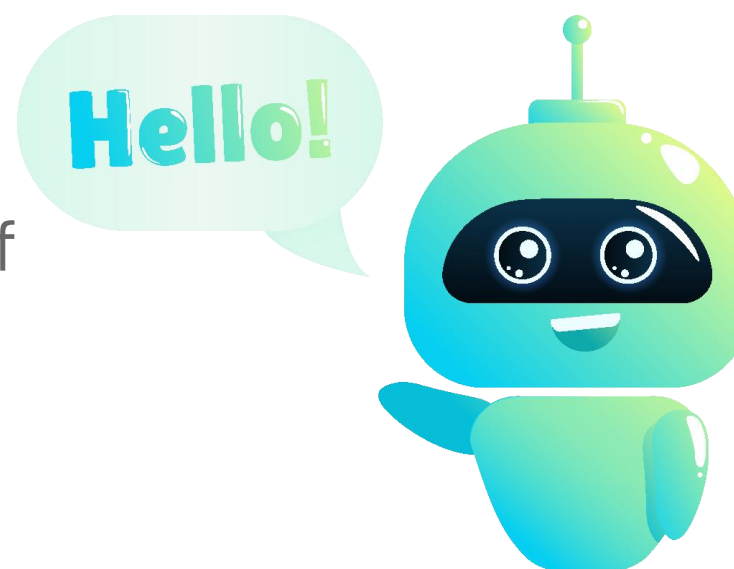


- The objective is to mainstream the advances in the field of digitalization throughout the institutions

Workshop	Date	Description / Topic	Participatns	Host Institution
1	March, 19th 2024	Identification and training of digital guides among the university administration personnel.	16	University of Potsdam

Outcomes:

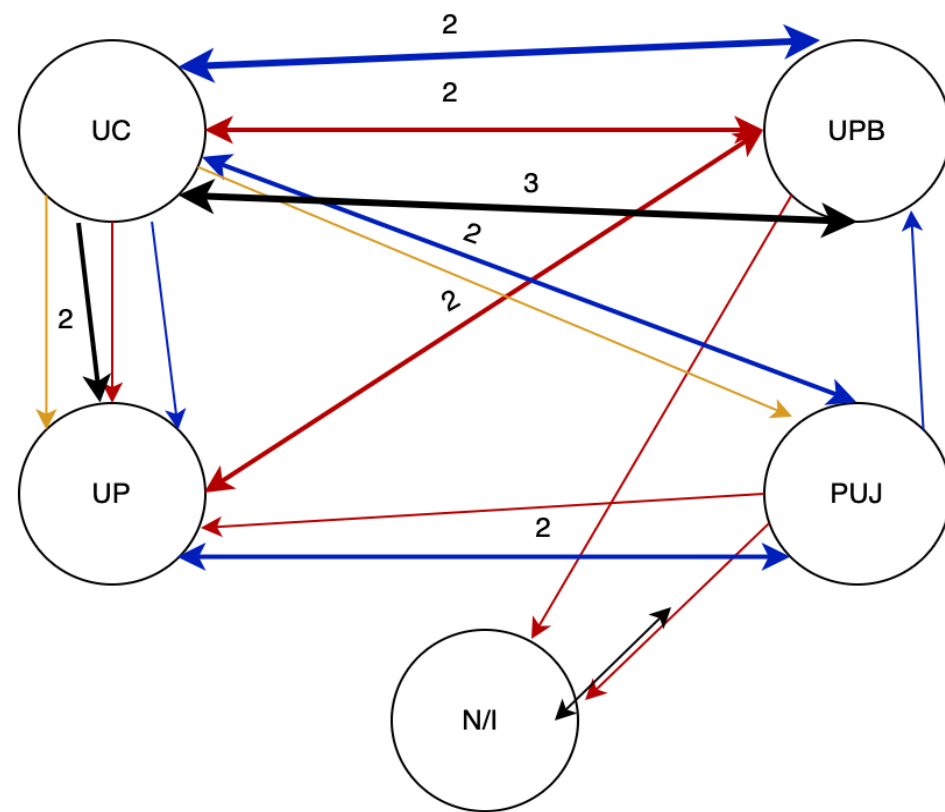
- Summary of Best practices in digitalizing university administration by University of Potsdam published at DigiUGov's webpage.
- 16 digital guides trained.



Task 3.4: Virtual Job Shadowing for Administrative Personnel



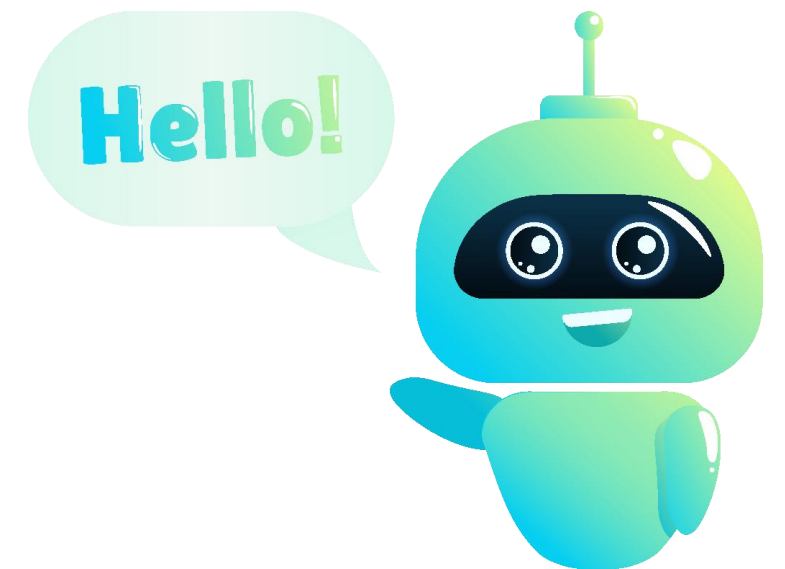
- The objective is to share best practices among administrative personnel based on they interestes



There were 23 posible matches after Task3.1

Outcomes:

8 Matches reported on Microsoft Teams among U Caldas, University of Potsdam, UPB Bucaramanga and PUJ Cali.

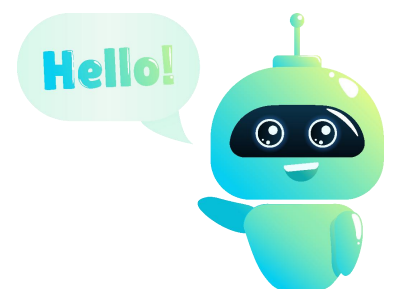


Task 3.5: Support of local organizational development projects (e.g. change management, interface optimization, process optimization), exchange of experiences and/or support by advisory teams



- The objective was to support local organizational development projects.

Project	Date	Description	Partner	Host Institution
Digital competences for Santander entrepreneurs: destiny promotion, regional brand & internationalization of companies	March 21	Through a private seminar, authorities of UPB Bucaramanga presented to the Secretary of Productivity and competitiveness the advance in digital skills among the DigiUGov project and the insights to train entrepreneurs in digital competences for administrative & learning processes	Secretary of Productivity and Competitiveness	UPB

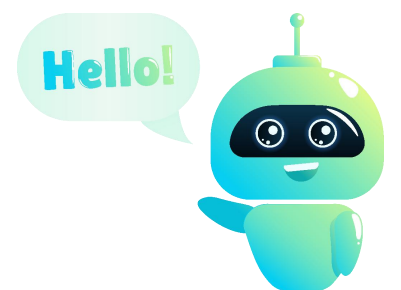



Task 3.5: Support of local organizational development projects (e.g. change management, interface optimization, process optimization), exchange of experiences and/or support by advisory teams



- The objective was to support local organizational development projects.

Project	Date	Description	Partner	Host Institution
Departamental Educational Forum 2024: Building the Education of the XXI Century in Santander	Nov, 8	Based on the results of the DigiUGov project, the Universidad Pontificia Bolivariana Seccional Bucaramanga provided a discussion on the importance of digitization in administrative and academic processes.	Secretary of Education / Santander Governance	UPB





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Universidad de Caldas



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