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UNIVERSITY OF APPLIED SCIENCES

Verwaltung - Gestalten & Entwickeln

Bilingual coordination and facilitation of a Blended Learning Course on Open Educational Resources (OER) in Higher Education (DIGI-FACE cours REL, licences ouvertes, droit d'auteurs et copyright) in the scope of the DIGI-FACE project

- TERMS OF REFERENCE (TOR) -

1. CONTEXT

With funds from the German Federal Foreign Office (AA), the German Agency for International Academic Exchange and Cooperation (DAAD) is pursuing the goal of setting up efficient teaching and research facilities at leading African universities by establishing different Centres of Excellence at African universities. Since 2008, ten Centres have been founded in various countries and regions of sub-Saharan Africa. They are all conceived and implemented as cooperation projects with German partner universities and are situated in Western Africa (Ghana, Niger, Senegal, Mali), Central Africa (DR Congo), East Africa (Kenya, Tanzania) and Southern Africa (Namibia, South Africa).

The African Centres of Excellence (CoE) offer interdisciplinary academic training mostly linked to the areas of "good governance" and competencies which are targeting "soft skills" as well as "German language and culture". All centres have scholarship programs for master's and / or PhD programs.

The African Centres of Excellence enable the training of future leading managers for society and science all over Africa via sustainable structures built up as part of the cooperation projects between the universities situated in the Global South and the Global North.

The CoE contribute to the active sustainable development of African societies by developing contextual, relevant expertise on good governance approaches and technological solutions, which can be applied in relation to the cultural, socio-economic and ecological environment of each of the targeted African regions. In this way, research results will flow into everyday professional life and local knowledge for the needs for development and transformation of the region increases.

2. PROJECT OBJECTIVES

In the framework of the CoE network, DAAD has conceived a support program for financing and assisting digitalisation in African universities via digital academic services to be delivered by the African Centres of Excellence. The new project is called DIGITAL INITIATIVE FOR AFRICAN CENTRES OF EXCELLENCE (DIGI-FACE) and has been launched by additional funding of DAAD since 2019. The aim of this new project is to support the above-mentioned CoE program objectives by setting up and using digital tools to be developed in order to

strengthen the functioning of all digital components of the centres and to promote the desired digital networking of the CoE with each other, with their German partners and with other relevant stakeholders.

2.1 SPECIFIC OBJECTIVES

The Agent has to contribute by his mission to the achievement of the objectives and results of the DIGI-FACE project. The contribution targets the DIGI FACE objectives, results and activities, in particular:

At a DIGI-FACE workshop with the Centres of the African Excellence Programme (funded by the DAAD) in Accra on 28 September 2023, representatives of the participating universities expressed their increased interest and need for information on the legally compliant integration of Open Education Resources (OER). The compliant and qualitative use of OER is essential for strengthening Digital Teaching in universities. All DIGI-FACE Generic Modules are produced as Open Educational Resources (OER). As such, these modules are distributed under the Creative Commons Licence CC-BY-SA. The terms of use for the integration and use of these courses are already published here for all universities: https://digiface.org/wp-content/uploads/2021/12/2021_10_18_OER-summary-edited_version-for-users-final.pdf.

The further use of these generic modules for all universities in the DIGI-FACE community (interdisciplinary and bilingual courses) and their integration into the respective university landscape is limited by a lack of knowledge about the adequate integration of these courses.

For this reason, the agent has to implement the bilingual coordination and moderation of a blended learning course on Open Educational Resources in higher education (DIGI-FACE cours REL, licences ouvertes, droit d'auteurs et copyright).

3. TASKS OF THE AGENT

The following tasks will be carried out by the Agent:

- For this reason, the DIGI-FACE team would like to make a particular range of courses available to the network and DIGI-FACE community as soon as possible. To this end, existing courses on the topic of OER are to be identified and integrated into the DIGI-FACE Learning Management System (LMS). The bilingualism of the community will be considered. An English-language and French-language course should be available. The course should be largely self-paced. A forum should be created for the course participants through a few online sessions.
- The agent has the task of integrating this course independently into DIGI-FACE's range of services and offering and running an English and French-language course in a target group-orientated and needs-based manner. The first step is to clarify the legal and organisational framework conditions for embedding existing OER self-paced courses. (**work package 1**) This is followed by the creation of the MOODLE-based self-paced course on the Learning Management System (LMS) of DIGI-FACE with numerous interaction options and a forum for exchange between the participants (**work package 2**) It is essential that the existing experience of the course participants is identified and exchanged. The agent should also address individual challenges and problems in transferring knowledge. This is the only way to create added value for practice (university). In addition, existing course content on the topic of OER should be integrated into this course. A desired generic module from DIGI-FACE should be used as a concrete example in the course itself. The responsible project coordinators at DIGI-FACE will provide the

necessary input for this. The agent of this contract should create a lively forum between the course participants, steer and moderate discussions between them, and evaluate and document them at the end of the course (**work package 3**). The facilitator must also respond to the individual support needs of the course participants and employees from the participating universities and support them in the practice-relevant transfer of the knowledge learnt and integration of OER courses (**work package 4**). The experience gained as part of this service package must be comprehensively evaluated and documented for all stakeholders (DAAD, UNESCO) (**work package 5**) so that the necessary follow-ups can then be presented and implemented ((**work package 6**))

4. DESCRIPTION OF THE TARGET GROUPS

4.1 Target groups :

Interested University staff and Lecturers of the different Centres of African Excellence and its Higher Education network (francophone and anglophone participants)

4.2 Evaluation methods and milestones:

The following steps will contribute to the desired work result

Step 1: Research and identification of existing self-paced courses on Open and Education Resources (OER) (French and English) that fulfil the quality standards of DIGI-FACE. Subsequent preparation of a partnership for the legally compliant integration and further use of this course content on DIGI-FACE.ORG (max. 2 expert days):

Step 2: Creation of the MOODLE-based self-paced course (in French and English) on the DIGI-FACE Learning Management System (LMS) with numerous interaction options, a forum for exchange between participants and a concrete, practical example using a generic module from DIGI-FACE (max. 10 expert days)

Step 3: Promote and implement the self-paced course on the DIGI-FACE Learning Management System (LMS) with subsequent evaluation (max. 5 expert days)

Step 4: Individual counselling for the practice-oriented transfer of course participants (for further use and integration of OER in universities (max. 10 expert days)

Step 5: Written recommendation for action and experience report from this DIGI-FACE course for all relevant stakeholders (in particular DAAD; UNESCO) (max. 2 expert days)

Step 6: Presentation of the Results in the DIGI-FACE Consortium (max. 1 expert day)

5. Expert/Animator/Facilitator

The animator/ facilitator must be an experienced person. The following experiences are required

- First working experience in international and intercultural settings, (25%)
- First working experience in the scope of international university partnerships is a plus (20%);
- Excellent language skills in English and French. (30%);
- A mastery in Germany and Africa with the focus on Open and Distance Education (10%);

- First work experience in international cooperation projects in the academic and research sector, experience in the pedagogic/scientific animation of DAAD academic cooperation projects is a plus (15%).

6. Deliverables

The deliverables

- The user-orientated and needs-based integration of a course on Open Education Resources (OER) in higher education onto the DIGI-FACE LMS
 - Blended Learning Course: self-paced course with Online Sessions and Forum
 - Blog Posts (offer application for the course, experiences of this course)
 - Bilingual: Facilitation of the course in English and French
 - Support for the transfer of at least one generic module (produced by DIGI-FACE) into the offer of a DIGI-FACE partner university.
 - Handover of an Evaluation report and documentation of the course experiences with recommendations for action for the DIGI-FACE project and all relevant stakeholders
- Presentation of the results at the PMG meeting in February 2024

shall be delivered until 29.02.2024.

7. Submission process

A maximum of 30 days is foreseen for this mission. The candidate must submit a project that respects the following elements:

- Technical offer (75 points);
- Financial offer (25 points).

The technical offer includes :

- The CV(s) of the expert

The financial offer must indicate the daily fee of the consultant.

Note: The evaluation of the offer will be based on the points acquired on each element.

Bids must be sent by e-mail only to the following address no later than **20.12.2023**:
digiface@hs-kehl.de

Any queries regarding the invitation to tender can also be sent to this address.

Issued in Kehl (Germany), 01.12.2023



Prof. Dr. Ewald EISENBERG,
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