



PRME

This is our **Sharing Information on Progress (SIP)**
Report on the Implementation of the **Principles for**
Responsible Management Education

SHARING INFORMATION ON PROGRESS (SIP)

March 2020

Statement of Renewed Commitment

Alberta College is one of the fastest growing colleges in Latvia, which has experienced a multifaceted development during its existence – the study programme offer has been extended, highly qualified branch professionals have been attracted, internationally important cooperation projects have been implemented, international cooperation and experience exchange programme has been enhanced, new information technology solutions and improved infrastructure have been introduced, cooperation with the strategic partner university has been developed.

At the moment, Alberta College has ranked among the most demanded colleges in Latvia, maintaining a stable position among higher education institutions having received a high evaluation both from graduates, as well as employers and cooperation partners.

The offered range of study directions at Alberta College is wide, and the study programmes cover the fields of management, law, communication and IT. Study opportunities are available to everyone who wishes to study, as the study modes are sufficiently diverse to be accessible to everybody, studying both face-to-face and via distance learning.

Likewise, the inclusion of Alberta College in the UN initiative "Principles for Responsible Management Education" (PRME), which aims to promote the sustainability and social responsibility of businesses by incorporating these basic principles into curricula and research, is highly appreciated. The six operational principles put forward by the initiative (*Purpose, value, method, Research, Partnership, Dialogue*) coincide with the values of Alberta College, which are integrated into the process of work and study.

We expressed our commitment to PRME on April 23rd, 2013, SIP was done in June 2015 and 2017.




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Alberta College – a brief overview

Alberta College is a state-accredited institution of higher education, founded in 2001, executing first level professional higher education programs in various study directions, based on the Law on Higher Education Institutions, Chapter 2, Section 10.1, Paragraph 2.

At the moment Alberta College has four accredited study directions, and seven study programs are conducted therein:

1. The study direction “Management, administration and real estate administration” (accredited until 31.12.2020, in accreditation process) contains the following first level professional higher education study programs:
 - “Entrepreneurship” with two specializations: “Small business economy and organization” and “Accounting”;
 - “Institution work organization and management” with the specialization “Personnel work organization”;
 - “Entertainment industry management and production”;
 - “Marketing and innovations”.
2. The study direction “Information and communication sciences” (accredited until 31.12.2020, in accreditation process) contains the first level professional higher education study program “Public relations”.
3. The study direction “Law” (accredited until 31.12.2020, in accreditation process) contains the first level professional higher education study program “Legal Regulation of Business”.
4. The study direction “Information technology, computer engineering, electronics, telecommunication, computer management and computer science” (accredited until 31.12.2022) contains the first level professional higher education study program “Information technologies” with two specializations: “Programmer” and “Computer network administrator”.

Alberta College values corresponds to PRME philosophy:

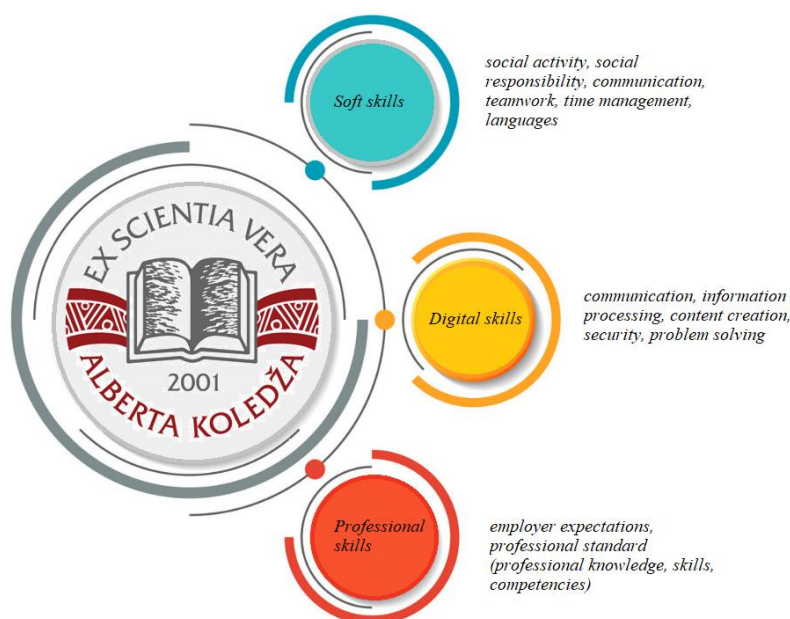
- Honesty and responsibility;
- Openness and reliability;
- Collaboration and support;
- Professionalism and opportunity;
- Creativity and innovation;
- Attractiveness and buoyancy.

Alberta College Development Strategy 2019 – 2023

Alberta College has developed the Alberta College Development Strategy 2019-2023 (AKAS 2023), which defines the vision, mission and motto of the College:

- ***Vision:*** in 2023, we are the most recommended Latvian college according to Latvian employers, we have more than 150 graduates per year who find well-paid jobs in their fields, as well as dare to found their own companies and strive for continuous development;
- ***Mission:*** the College provides the preparation of socially active and responsible professionals by involving existing professionals of the field and using modern teaching methods and digital solutions;
- ***Motto:*** We do everything we do in such a way and because we care what Alberta College graduates can do.

AKAS 2023 defines the image of the graduate of Alberta College:



Soft skills: social activity, social responsibility, communication, teamwork, time management, languages.

Digital skills: Communication, information processing, content creation, security, problem solving.

Professional skills: employer expectations, professional standard (professional knowledge, skills, competencies).

AKAS 2023 defines five directions of strategic development for the next five years. Each goal has been assigned several directions of development:

1. ***The first goal*** is preparing high quality specialists fitting the current job market requirements to secure support functions for businesses and institutions, who can use their acquired knowledge and practical skills to quickly fit into the job market or continue their career growth. The following directions of development have been defined for reaching this goal:

- Study directions and the variety of programs;
- The content of study programs and the quality of studies.

2. ***The second goal*** is providing an efficient study process by applying a student-centered approach, using modern teaching methods, supporting applied research, creative activity and strengthening practical skills, as well as the opportunity to gain international experience while studying. The following directions of development have been defined for reaching this goal:

- A student-centered approach;
- Teaching methods and creative activity;
- Material and technical basis;
- Internationalization.

3. **The third goal** is providing a professional team of academic professionals to implement the study process, who base the quality of study programs and the execution of the study process in science and research, practical industry experience, as well as close cooperation with employers and strategic partner schools. The following directions of development have been defined for reaching this goal:

- Personnel;
- Science and research activity;
- Cooperation with employers;
- Collaboration with other schools.

4. **The fourth goal** is ensuring the efficient management and steady development of the College. The following directions of development have been defined for reaching this goal:

- Management and administration;
- Involvement of students.

5. **The fifth goal** is being an open and dynamic college, flexible towards market trends and forthcoming towards various educational needs of Latvian residents and nationals abroad. The following direction of development has been defined for reaching this goal:

- Image and public activities.

All of the strategic goals and priorities are in line with state policies and state strategic planning documents, the tasks implied by AKAS 2023 have been mapped in comparison with tasks stated in state-level documents.

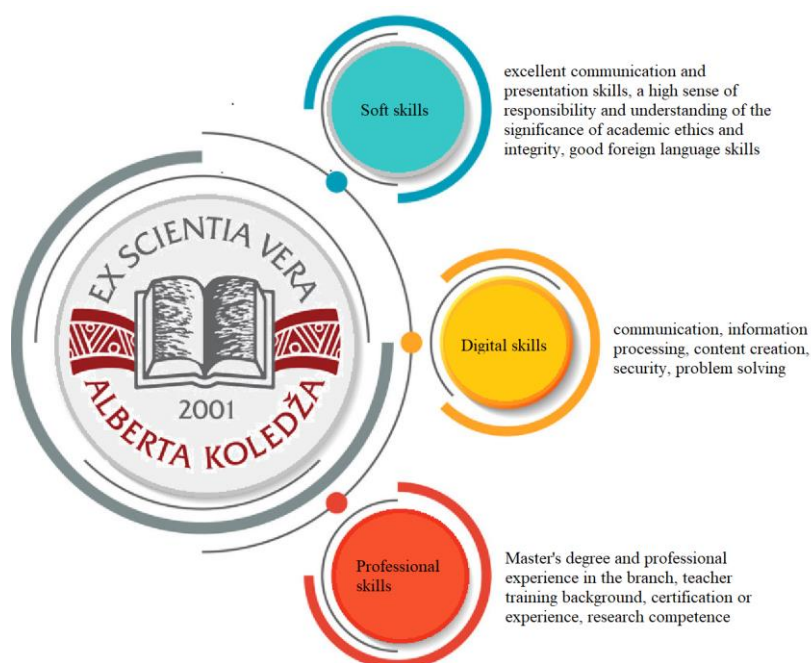
Alberta College Academic Staff Development Plan 2019 – 2023

In 2019, Alberta College approved AKAS 2023, and the new Academic Staff Development Plan (APAP 2023) has been developed in compliance with it.

When drawing up the APAP 2023, the following has been taken into account:

- The Law on Higher Education Institutions;
- Standards and guidelines for quality assurance the European higher education area (ESG 2015);
- The Quality Assurance Policy Framework Principles;
- AKAS 2023.

APAP 2023 defines the image of Alberta College academic staff:



Soft skills: excellent communication and presentation skills, a high sense of responsibility and understanding of the significance of academic ethics and integrity, good foreign language skills.

Digital skills: communication, information processing, content creation, security, problem solving.

Professional skills: Master's degree and professional experience in the branch, teacher training background, certification or experience, research competence.

Implementation of PRME principles

The PRME principles are followed in the implementation of the study programs, study process and are expressed in the following ways:

1. ***The purpose*** is to develop the capabilities of students to be future generators of sustainable value for business and society at large and to work for an inclusive and sustainable global economy. To comply with this principle, students are involved in various activities that develop their independent thinking, decision-making, and participation in public and community life. For example, the students take part in business games, during which they need to independently establish a state, adopt laws and regulations, organise and develop entrepreneurship;

2. ***The values*** are incorporated into the study programs and academic activities. The values are in line with international initiatives such as the United Nations Global Compact. To familiarise the students with its terms, the content of the study programs includes topics such as corporate social responsibility and initiatives thereof, prevention of discrimination in work relations etc. To promote social responsibility of the students, each year College students are invited to take part in various charity events.

3. ***Educational processes*** are selected to enable effective learning experiences for responsible leadership. In order for College graduates to successfully integrate into the work environment, the educational process of the study programs curriculum is organised using state-of-the-art sources, the latest technologies, and training methods.

4. ***The research*** advances understanding of the students about the role, dynamics, and impact of corporations in the creation of sustainable social, environmental and economic value. From the first year on, the students are involved in various research and public opinion polls.

5. ***Partnering*** with business managers to extend students' and business managers' knowledge of the challenges in meeting social and environmental responsibilities and to explore jointly effective approaches to meeting these challenges. The study programs actively cooperates with entrepreneurs, conducts surveys, analyses, and takes into account their views on the knowledge and skills that are important for the students, and involves the entrepreneurs in various College activities. Two internship placements during the studies are aiming at familiarizing the students with the business environment and its challenges.

6. ***The dialogue*** facilitates the exchange of views between educators, lawyers, business and the media, consumers, NGOs, and other stakeholders on critical issues related to global social responsibility and sustainability. The students and lecturers are actively engaged in dialogue with employers, NGOs, state or municipal institution representatives.

The actions of Alberta College are entirely in line with the PRME principles and the College strongly supports the aims of the PRME. The College continues the commitment to long-term affiliation to and support for the Principles.