



Study Visit to “1 Decembrie 1918” University of Alba Iulia / ROMANIA

MINUTES OF THE MEETING

Project Acronym: UPGRADE

Project No: 101129166

WP / Deliverable/ Action: WP2/ T2.1- STUDY VISIT to P11 – UAB/RO

Project partner (s) P11 – UAB/RO

Place/ Date 27 - 37 May 2024, “1 Decembrie 1918” University of Alba Iulia,
Alba Iulia, Romania

May 27th, 2024

1. Welcome Address and presentation of the project team on behalf of UAB:

- *Daniel BREAZ, prof. univ., dr., Rector of the “1 Decembrie 1918” University of Alba Iulia;*
- *Larisa DRAGOLEA, Conf. univ., dr., UPGRADE Institutional Coordinator, Director of the Centre for Information, Counselling and Career Guidance (CICOC UAB);*

2. “Information, Counselling and Career Guidance Centre: history, vision, mission, objectives”, presented by Larisa DRAGOLEA.

- *History of formations and first steps towards success;*
- *Mission, Vision and main objectives of the Centre for Information, Counselling and Career Guidance (CICOC UAB);*
- *Presentation of direction, responsibilities and description of team members’ duties;*
- **Range of activities:**
 - *Information of university students about rights, obligations and opportunities;*
 - *Counselling during the process of accession to studies;*
 - *Psychological counselling;*
 - *Career orientation and reorientation;*
 - *Facilitating access to internship and volunteering programs for students;*
 - *Student’s counselling in search and obtaining a job;*
- *Institutional financial support of the CICOC’s activities, financing of actions through number of implemented projects, financed by The National Council for the Financing of Higher Education (CNFIS);*

3. Meeting with the beneficiaries of CICOC UAB services-university students:

- *Overview of the services received by the students: career counselling, psychological support, volunteering experience at CICOC as a way to discover your career path;*
- *Advantages and fair facts about the services received;*
- *Importance of job fairs, thematic workshops on career development and personal branding in student’s opinion;*
- *Practical advice to Career Guidance centres as a way to improve services, interoperability of software and tools used;*



May 28th, 2024

1. “Career Guidance and Counselling Services”, presented by Iulia Nicoleta MUNTEAN, psychologist, CICOC.UAB:

- **Psychological counselling:** Addressing some aspects of the personal sphere, Emotional exploration, Understanding the dynamics in relationships, addressing depressive, anxious states and personality patterns, developing unconditional self-acceptance;
- **Counselling and career guidance:** Addressing some aspects of the career path, Guidance towards personal exploration, but also towards the exploration of the work environment and the world of professions, Providing feedback in the preparation of employment documents, Preparation for the essential steps to access the labour market (for example, job interview simulation), Adaptation to the work environment;
- Psychological counselling is carried out in accordance with the Operational Procedure regarding the psychological counselling of students/graduates/students in final high school classes, Individual or group. (Document shared internally);
- Career counselling and guidance is carried out in accordance with the Operational Procedure regarding career counselling and guidance for students/graduates/students from final high school classes, individual or group. (Document shared internally);
- **Individual Counselling sessions:** most effective and mostly requested by the students;
- **Group counselling services:** practical workshops, thematic training sessions, less popular based on data presented;
- Practical tips to schedule a counselling session, establishment of rules to be respected prior and during the visit;
- **Documents used in the counselling activity:** Information and consent form for counselling, Information and consent form for assessment/psychological intervention services with online and offline personal data processing, Counselling sheet, Register of beneficiaries of CICOC UAB services, Register of records of counselling sessions, the register of counselling documents, the application for psychological assessment – presentation and practical use;
- **Common problems in psychological counselling:** Social anxiety, Panic attacks, Depressive states, Thoughts of death, suicidal ideation and tendencies, experiencing overwhelming emotions/emotional instability, problems adjusting to the university environment, procrastination, love relationship/family relationship problems, bereavement, low trust in yourself;

2. “Computerized psychological assessment in career counselling”, presented by Iulia Nicoleta MUNTEAN, psychologist, CICOC.UAB:

- **Three (3) essential steps in the career counselling process:** Self-knowledge and personal exploration, Exploring the world of professions, Matching the information about oneself and the information obtained about the labour market;
- **Importance of psychological assessment in career counselling:** For the purpose of self-knowledge, to identify personal aspects relevant to the career, to complete the part of subjective self-reflection with the part of objective evaluation, to gather information that is the basis of a rational career decision, to stimulate the personal development of students, process to complement the professional development part;



- **Four (4) sessions dedicated to career counselling:** Session 1: general discussion about the student's current context, Sessions 2 and 3: actual computerized assessment through the CAS++ Computerized Platform (cognitrom.ro), Session 4: discussing the results and focusing on how the student can use them to take informed career decisions;
- Presentation of the computerized psychological assessment platform CAS++ (Cognitrom Assessment System): contains more than 50 standardized psychological assessment tests;
- **Advantages of the computerized career assessment:** attractive for students, practical for the counsellor, provides quick and clear results and provides anchors for all 3 essential steps of the career counselling approach

3. Study and documentation visit to the Star Assembly headquarters, Sebeş city:

- Presentation of the company's mission and vision, objectives, range of activities, history of development, main achievements for 2023, activities realised with students;
- **Paid internship program:** 2nd year and 3rd year, master's students; Period of minimum 3 months; Schedule: 8 hours/day; Responsibility for a project during the internship; The possibility of receiving the scholarship after completing the internship program.
- **Working student program:** Students from all years of studies; Minimum six months period; Part time/full time programs; The possibility to make contact with the production lines.
- **Internship period:** graduates of higher education; duration of six months; Schedule: 8 hours/day with the possibility of employment.
- **Bachelor's study program:** Students in their final year for the period of 6 months with the possibility of completing the bachelor's thesis within the company.
- Guided tour on the factory territory with presentation of the production line;
- Round of discussions with internship student and mentor, who delivers courses to scholars, question and answer session, tips and tricks;

May 29th, 2024

1. "Studies to monitor the insertion of graduates into the labour market carried out by the "1 Decembrie 1918" University in Alba Iulia, through the Department of predictive analysis and management of labour market demands", presented by Maria Viorela MUNTEAN:

- **Tools and Mechanisms for Career Orientation:** study of the insertion of graduates on the labour market is carried out annually in the period November-December of each year; Emails are sent annually to the university graduates with the invitation to participate in the study;
- **Web application** developed through the project CNFIS FDI 2022 0559 "Correlation of students' skills with the requirements of the labour market through activities and specific career counselling services and monitoring the insertion of graduates within the UAB PRO CAREER" CAREER", available at <https://cicocabsolvent.uab.ro/>;
- **Jobs platform** developed through the CNFIS FDI 2017 0592 project "Mechanisms and tools for correlating the educational offer with the requirements of the labour market within the University "1 December 1918" from Alba Iulia (PRO INSERT)"INSERT)", available at: <http://absolvent.uab.ro/>;



- **Monitoring questionnaire** includes, carries through inline platform had three (3) sections: General information, Evaluation of study options and conditions within the graduated study program and assessment of own level and Career information;
- The developed application allows the generation of customised reports by graduation year, faculties, study programs, and so on.
- Reports on the study's results monitoring the insertion of graduates into the labour market are drawn up;
- **Report on promotion 2021:** Centralising the professional insertion situation of the graduates of the 2021 promotion, obtained by monitoring the questionnaires completed online following the invitations send by email, 70.49% of the total graduates who completed the questionnaire found a job, out of which of which 72.09 % holding a job in the field of graduated studies;
- Revision of the active operational procedure regarding the monitoring of employment in the labour market of graduates of "1 December 1918" university of Alba Iulia: detailed description of the procedure applied, responsibilities, Change record form, Procedure analysis form, Procedure distribution form, Process diagram, The labour market insertion monitoring questionnaire, Questionnaire for employers;
- Revision of the active Regulation for the organization and functioning of the department for analysis and forecast management of labour market requests (DAGPSPM) within the career information, counselling and guidance centre (CICOC): organizational structure, description of duties, database, activities, etc.;

May 30th, 2024

1. **“The County Agency for The Employment of the White Labour Force-AJOFM: objectives, activities and tools used for better employability of students and teens”, presented by Tudor CHIDOVĂȚ, Head of Labor Market and Social Economy Analysis Service (AMPSES) and Oana GIURA, Senior advisor, IT and database department, Labor market and social economy analysis service (AMPSES):**
 - **Measures to prevent unemployment undertaken by AJOFM:** Information regarding the legal provisions regarding the protection of the unemployed, Placement in existing jobs, Professional reorientation, Polling the opinion of employees regarding measures to combat unemployment;
 - **Promotion of workforce employment** achieved through information and professional advice, work mediation, professional training, consultancy and assistance for starting an independent activity or starting a business, supplementing the salary income of employees, stimulating the mobility of the workforce;
 - **Information and professional COUNSELING** carried out by providing information on the labour market and the evolution of occupations, assessment and self-assessment of personality for professional orientation, development of skills and self-confidence of people looking for a job in order to make a decision regarding their own career, training in job search methods and techniques (presenting at the interview, drawing up a CV);



- *AJOFM annually organizes the general job scholarship and other scholarships for target groups such as graduates, young people leaving the child protection system and free qualification and requalification courses;*
 - *Provides consulting for starting a business for the unemployed and students;*
 - **Measures to encourage employers for employment of the unemployed:** (1) *Subsidizing labor costs for employing graduates,*(2) *Subsidizing jobs for young people "Not in Education, Employment or Training" (NEETs),* (3) *Subsidies granted for employing young people at risk of social marginalization,* (4) *Subsidizing employers who employ pupils and students during the holidays , according to Law 72/2007,* (5) *Subsidizing employers who employ higher education graduates during the period of the internship, according to Law no. 335/2013,* (6) *Subsidizing the employer who concludes an apprenticeship contract at the workplace, according to Law 279/2005;*
 - **Measures to encourage unemployed:** (1) *Granting of activation grant,* (2) *Granting of insertion grant,* (3) *Granting of mobility grants for employment, installation and relocation;*
 - **Presentation of the ReCONNECT project:** *“Adaptation to Change - Integrated Anticipation, Monitoring, Evaluation Mechanism of the Labor Market and Education”, implementation period (2020-2023), which aimed at the development of three mechanisms: mechanism for monitoring the insertion of graduates of education and professional training programs (Mechanism 1), mechanism for anticipating the need of skills on the labor market (Mechanism 2), evaluation and monitoring mechanism of public policies regarding active measures and professional training (Mechanism 3);*
 - **ReCONNECT database:** *export of the necessary data from the databases (Integrated Information System of Romanian Education, Single Matriculation Register) of the Ministry of Education, the National Centre for the Development of Professional and Technical Education, the Executive Unit for Financing Higher Education, Research, Development and Innovations, Ministry of Labour and Social Solidarity, National Employment Agency;*
2. **“EURES services for graduates”, presented by Simona JOSEP, EURES Senior Advisor:**
- **EURES services for jobseekers and employers include:**
 - *Matching job vacancies and CVs on the EURES portal;*
 - *Information and guidance and other support services for workers and employers;*
 - *Access to information on living and working conditions in EU Member States, such as taxation, pensions, health insurance and social security;*
 - *Specific support services for frontier workers and employers in cross-border regions;*
 - *Support for specific groups in the context of EURES Targeted Mobility Schemes;*
 - *Support for dynamic recruitment events through the "European (online) Job Days" platform;*
 - *Information on and access to post-recruitment assistance (such as language courses and integration support in the country of destination);*



3. Rules, procedures and institutional regulatory framework carried out at the level of the Information, Counselling and Career Guidance Centre (CICOC.UAB), presented by Larisa DRAGOLEA, Conf. univ., dr.:

- *Presentation of the active regulation for the organization and functioning of the Centre for Information, Career Counselling and Orientation: general provisions, mission and identity, the centre's attributions, organisational structure, beneficiaries and collaborators;*
- *Organisational structures and risk management plan and catalogue presentation;*
- *Revision of the Activity report for the year 2023, presentation of data;*
- *Volunteering activities: recruitment of volunteers is centralised, realised by CICOC as one of its main activities, which ensures insertion of volunteers to departments/faculties with respect of legislation;*

May 31st, 2024

1. Joint networking session, debates, conclusions;

- *Presentation of institutional experience by partner higher education institutions from Moldova in light of procedures and mechanisms used for career guidance and monitoring of employability of institutional graduates;*
- *Tips and tricks to ease data collection and analysis process, lessons learned;*
- *Catalogue of institutional activities to boost student's employment and career path development;*
- *Institutional measures to develop the volunteering experience of university students as a step towards a unite and friendly university community;*
- *Closing and thanks;*