Course/studio syllabi
2023-2024

1. Data on the study programme

1.1 Institution	Technical University of Cluj-Napoca
1.2 Faculty	of Architecture and Urban Planning
1.3 Department	Architecture
1.4 Domain	Architecture
1.5 University level	Licence and master's degree
1.6 Study programme/Qualification	Architecture
1.7 Form of studies	IF – on-site full-time studies
1.8 Course / studio code	301.00

2. Data on the course

2.1 Name of the course	Volunteering 1				
2.2 Course/ Studio Head					
2.3 Head of seminary/ laboratory/ studio	*Assist. PhD arch. Alina Elena VOINEA - alina.voinea@arch.utcluj.ro as first-year study advisor first semerster of 2023-2024*				
2.4 Study year	1	2.5 Semester	1	2.6 Type of evaluation	verification on the way
2.7 Course /studio regime	Formative category: fundamental (DF)/ linked to the domain (DD)/ specific (DS)/ complementary (DC)				DC
	Compulsory (DI)/ Optional/ (DOp)/ Voluntary (DFac)				D.Fac.

3. Total estimated time

3.1 Number of hours/week		out of which:	3.2 Course		3.3 Seminary		3.3 Laboratory		3.3 Project	
3.4 Number of hours/semester		out of which:	3.5 Course		3.6 Seminary		3.6 Laboratory		3.6 Project	
3.7 Distribution of time (hours)/ semester for:									
(a) Individual study supported by course textbook, course text, bibliography, and notes									
(b) Supplementary study in the library, online, and on site									
(c) Preparation for seminaries/ laboratories/ assignments, reports, portfolios, and essays									
(d) Tutoring									
(e) Examination									
(f) Other activities									50

3.8 Total hours of individual study (sum (3.7(a)…3.7(f)))	
3.9 Total semestrial hours (3.4+3.8)	50
3.10 Number of credits	2

4. Preconditions (where applicable)

4.1 curriculum preconditions	-
4.2 competence preconditions	-

5. Conditions (where applicable)

5.1. to conduct the volunteering internship	the existence of an institutional protocol between UTCN and various institutions (NGO, public institution or design office, etc.) - the development by the institution with which there is the protocol of projects in which UTCN volunteers can be involved

6. Specific competencies

Professional competencies	By completing the volunteering internship, students acquire at least one of the knowledge, skills and competence in the following groups according to H.G. 469/24.06.2015:a) the ability to design architectural projects that meet both aesthetic and technical requirements;b) adequate knowledge of the history and theories of architecture and related arts, technologies and human sciences;c) knowledge of fine arts as factors that may influence the quality of the design of architectural projects;d) adequate knowledge of urban planning, planning and techniques applied in the planning process; e) the ability to understand the relationships between people and architectural creations, on the one hand, and architectural creations and their environment, on the other, and the ability to understand the need to harmonize architectural creations and spaces according to human needs and scale; f) the ability to understand the profession of architect and its role in society, in particular by drawing up projects taking into account social factors; g) understanding the methods of research and preparation of the construction project; h) knowledge of structural design, construction and engineering problems associated with the design of buildings; i) adequate knowledge of physical problems and technologies and of the function of buildings so as to equip them with all elements of interior comfort and climate protection, within the framework of sustainable development; j) the technical ability to design constructions that meet the requirements of users, while respecting the limits imposed by the budget and building regulations; k) appropriate knowledge of the industries, organisations, regulations and procedures involved in the process of project implementation in buildings and the integration of plans into overall planning.
Transversal competencies	By completing the volunteering internship, students acquire at least one of the competences below, according to Annex 1 - Regulation on granting credits for volunteering in UTC-N1. Communication in the mother tongue - the ability to express and interpret concepts, thoughts, feelings, facts and opinions, both in oral form and in written form (listening, speaking, speaking, read and write) and interact linguistically in an appropriate and creative way in a full range of cultural and social contexts;2. Communication in foreign languages - which, in addition to the main dimensions of communication skills in the mother tongue, also involves the skills of mediation and intercultural understanding. The level of knowledge depends on several factors and the ability to listen, speak, read and write; 3. Basic mathematical skills and competences in science and technology - the ability to develop and apply mathematical thinking to solve various problems in everyday situations, focusing on the process, the, activity and knowledge. Basic science and technology skills refer to the mastery, use and application of knowledge and methodologies to explain the world around. These involve an understanding of the changes caused by human activity and the responsibility of each individual as a citizen; 4. Digital skills - the reliable and critical use of information society technology (ITSI) and therefore basic skills in information and communication technology (ICT);

	5. "**Learning to learn**" the ability of man to pursue and organize his own learning, either individually or in groups, according to his own needs, as well as awareness of methods and opportunities; 6. Social and civic competences - personal, interpersonal and intercultural competences and all forms of behaviour that allow each person to participate effectively and constructively in social and professional life. These skills are related to personal and social well-being. It is essential to understand the codes of conduct and customs of the various environments in which people work. Civic competence, in particular knowledge of social and political concepts and structures (democracy, justice, equality, citizenship and civil rights), makes active and democratic participation of people possible; 7. Spirit of initiative and entrepreneurship - the ability to turn ideas into action. This sense involves creativity, innovation and risk-taking, as well as the ability to plan and manage projects in order to achieve goals. The person is aware of the context of his own activity and is able to capitalize on the opportunities arising. This is the foundation for acquiring more specialised skills and knowledge that those who establish or contribute to a social or commercial activity need. This should include awareness of ethical values and promotion of good governance; 8. Cultural awareness and expression - appreciation of the importance of the cultural expression of ideas, experiences and emotions through a series of channels (music, theatre, literature and visual arts).

7. Objectives of the discipline (Based on the grid of specific competences accumulated)

7.1 General objective of the discipline	By completing the volunteering internship, at least one of the objectives below is fulfilled, according to Annex 1 - Regulation on granting credits for volunteering in UTC-NAcquisition of soft skills in non-formal and informal education contexts through voluntary involvement in activities within non-governmental organizations. • increase of employability through development of skills compatible with the labor market • improving the quality of volunteer work or as a preliminary step towards more complex volunteering activities
7.2 Specific objectives	By completing the volunteering internship, at least one of the objectives below is fulfilled, according to Annex 1 - Regulation on granting credits for volunteering in UTC-N 1. Knowledge and understanding (knowledge and appropriate use of discipline-specific notions) & Understanding the relevance of volunteering activity in the context of the specialization profile followed & Highlighting the peculiarities of various non-governmental organizations in the whole of society; • Understanding the functioning of public non-governmental organizations in Romania from the perspective of the legal regulations in force. 2. Explanation and interpretation (explaining and interpreting some ideas, projects, processes, as well as theoretical and practical contents of the discipline) & Explaining the role of volunteer activities from the perspective of the current relevance • Interpretation of NGO activities from a critical and comparative perspective & Critical reporting to life and its real problem following involvement in volunteering activities. 3. Instrumental-applicative (design, conduct and evaluation of specific practical activities; use of methods, techniques and tools of investigation and application) • Participation in concrete voluntary activities according to the NGO's activity profile and its own interests; 'development of a Volunteer Portfolio; 4. Attitudinal (manifesting a positive and responsible attitude towards the scientific field / nurturing a scientific environment

	centered on democratic values and relations/ promoting a system of cultural, moral and civic values / optimal and creative use of their own potential in scientific activities / involvement in institutional development and promotion of scientific innovations / engaging in partnership relations with other personsinstitutions with similar responsibilities / participation in their own professional development) 'Stimulating interest in volunteering, civic and social responsibility;
	5.Ability to work in teams, in interdisciplinary collectives; 6.Developing the capacities to organize activities specific to the field of architecture; 7.Understanding the profession in interdisciplinary activities; 8.Improvement of time management skills.

8. Content/Syllabi

8.1 Course	-
8.2 Seminary / laboratory / project	-

Bibliography
According to Annex 1 - Regulation on granting credits for volunteer activity in UTC-N
A. Good practice models or relevant projects carried out at European level and targeting significant components focused on the recognition of competences developed through volunteering:
1. Key competences for lifelong learning, Recommendation 2006/962/EC of the European Parliament and of the Council of 18 December 2006 on key competences for lifelong learning [Official Journal L 394 of 30.12.2006]
2. List of key competences, common to several occupations, approved by CNFPA Decision nr. 86/24.06.2008
3. Key competences for a changing world, Draft Joint Activity Report 2010 of the Council and the Commission on the implementation of the Education and Training 2010 work programme, taken over in full in the Official Journal of the European Union 2010/C 117/01.
5. Validation of Prior Learning (VPL) – method promoted by Movisie International (Netherlands center for social development)
6. Vskills – approach promoted by Volunteer Development Scotland (www.vds.org.uk)
7. Volunteer Card (Ehrenamtskarte) – service promoted by the federal government of the Region Rhine-Westphalia (Germania) http://www.ehrensache.nrw.de/
8. Rubric model – Model of self-assessment of competences
9. Balance sheet of competences (Kompetenzbilanz aus Freiwilligen-Engagement) - model developed in Germany - http://www.dji.de/5_kompetenznachweis/KB_Kompetenzbilanz_281206.pdf
10.Service Learning – method promoted in Slovakia at Matej Bel University
11.Experience, Learning, Description – tool for the recognition of non-formal and informal learning in Sweden - http://eldkompetens.se
12. Certificate Generator (Nachweisgenerator) – service developed online in Germany - http://www.nachweisgenerator.de/
13. Komprax – Competences for practice, project promoted by Iuventa Slovakia (www.iuventa.sk) 14. Benevol – project implemented in Switzerland
15. Nefix – project implemented in Slovenia
16. Resources online: www.europass.ro, www.youthpass.eu, www.tvet.ro, www.ise.ro
17. ECTS Users' Guide - http://europass.cedefop.europa.eu/en/documents/european-skills-passport/diplomasupplement/info-for-necs/ects-user-guide/pdf.pdf
18. GUIDE FOR RECOGNISING COMPETENCES ACQUIRED THROUGH VOLUNTEERING - http://www.voluntariat.ro/download/Ghid_pt_recunoasterea_competentelor_dobandite_prin_voluntariat.pdf
B. Relevant reports in the field of volunteering and non-formal education:
1. Sunshine Report on Non-Formal Education, publicat de European Youth Forum

http://www.youthforum.org/OLD/?q=en/node/162
2. "Volunteering Infrastructure in Europe -
http://www.alliancenetwork.eu/uploads/Alliance%20documents/Other%20documents%20Volunteering%20and%20Youth/CEV_Vol unteering%20infrastructure.pdf
 3. Report of the conference "Bridges for recognition" (January 2005) www.salto-youth.net
4. Report ''European inventory on validation of non formal and informal learning'' (published by Cedefop).
5. European portfolio for youth leaders, raport publicat de Consiliul Europei

9. Harmonizing the content of the discipline with the expectations of the epistemic community, the professional associations, and representative employers

• The content of the discipline is in line with the European Union's concerns to encourage voluntary activities and to recognise the skills acquired from them.

10. Assessment

Type of activity	10.1 Evaluation criteria	10.2 Assessment method	10.3 Calculation of final grade
10.4 Course	Conducting the volunteering internship. Drawing up the volunteer portfolio (see Article 8 of the Regulation on the granting of credits for volunteering in UTC-N)	Portfolio of volunteering	-
10.5 Seminary/Laboratory /Project		Assessment report from the host organisation	-
10.6 Minimal standard for passing: Form of verification of the discipline Volunteering 1: Qualification Admitted/Respined			

Date : 28.02.2024	Head of course	Title, Name, Surname	Signature
	Course		
	Practical application	Assist. PhD arch. Alina VOINEA *as first year study counselor first semester 2023-2024*	

Date of validation by the Department Council:

_____

Chief of Department
Prof. PhD. arch. Virgil POP

Data of approval in the Faculty Council:

_____

Dean
Associate professor. PhD. arch. Dragoș Șerban Ion ȚIGĂNAȘ