

## **World Federation of Colleges and Polytechnics**

### **Guide to Hosting the World Congress**

#### **Introduction**

Leading up to the founding of the World Federation of College and Polytechnics (WFCP), professional and technical education and training institutions found each other, almost by accident. With names ranging from community college to polytechnic to institute of technology, it was not always easy for institutions to recognize sister institutions.

The desire to have a forum to talk on a regular basis, learn from each other and share experiences was the foundation of the Federation's beginning. In 1999, the Association of Canadian Community Colleges (now known as Colleges and Institutes Canada) hosted the 1st World Congress of Colleges and Polytechnics in Quebec City, Canada. The Congress was planned by the International Planning Committee, with partners from the USA, Canada, New Zealand, Colombia, South Africa, Commonwealth Africa, India and South East Asia.

The WFCP existed as an informal network until it was formalized in 2002 with the organization's first constitution at the 2nd World Congress, held in Melbourne, Australia. Since its inception, the Federation's membership has grown as it continues to offer members a forum to exchange best practices and move professional and technical education and training forward around the world.

The bi-annual congress is the hallmark of the World Federation of Colleges and Polytechnics. Every two years, education professionals gather in a member country to hear the latest trends, best practices and network with their peers in the professional and technical education and training sector. The Congress programs are informed by the Federation's Affinity Groups and the host nation's local cultural flair.

The host nation bears the responsibility for planning the Congress. Hosting a World Congress involves working with the WFCP Board of Directors, arranging a venue, developing a funding plan, working with industry and local and international organizations to develop an exhibit hall and forming local partnerships with educational institutions or agencies to help the program committee form a theme for the Congress, amongst others.

Securing a venue large enough to host our delegates is critical at an early stage and for this reason a member country needs to indicate interest in hosting as soon as possible, at least three years ahead.

The Congress is a mix of pre-Congress activities, keynotes, plenaries, concurrent sessions and networking activities. The Federation uses the occasion of the Congress to conduct business through the Annual General Meeting and a retreat for the Board of Directors.

## **Former WFCP World Congresses**

You will find below a list of the World Congresses since 1999, along with the city and association that hosted the event:

1999 World Congress: Québec, Canada (Colleges and Institutes Canada (CICan) [formerly Association of Canadian Community Colleges])

2003 World Congress: Melbourne, Australia (TAFE Directors Australia (TDA))

2005 World Congress: Dubai, United Arab Emirates

2008 World Congress: New York City, USA (American Association of Community Colleges (AACCC))

2010 World Congress: Birmingham, UK (Association of Colleges (AoC))

2012 World Congress: Halifax, Canada (CICan)

2014 World Congress: Beijing, China (China Education International Exchange Association (CEAIE))

2016 World Congress: Vitória, Brazil (Conselho Nacional das Instituições da Rede Federal de Educação Profissional, Científica e Tecnológica (Conif))

## Expectations

The following elements are required for each Congress:

- Keynote speakers
- Opening and closing ceremony, gala, or social event
- Sessions designed to tie in with the Federation’s Affinity Groups<sup>1</sup>
- Meeting/breakfast for CEOs / Presidents
- Awards of Excellence
- Pre-Congress activities
  - Leadership Institute
  - Youth Camp
  - Campus Tour
- Post-Congress Activities
  - Annual General Meeting
  - Board retreat
- Firsts
- Legacies

The Congress should operate under a series of accepted principles:

- Reflect the strategic direction of the Federation
- Ensure the Federation’s Affinity Groups are reflected in the program
- Reflect the international nature of the Federation
- Be managed with sound business practises
- Uphold the “greening” begun at the Brazil Congress, including a concerted effort to ensure the Congress is designed with the principles of sustainability and attempts to mitigate the impact on the environment
- Be accessible both in communication pre-Congress and on-site
- Provide a forum for participants to showcase innovative practices and host interactive discussion on professional and technical education and training
- Provide opportunities for networking and professional development
- Ensure the host nation’s culture is reflected throughout the Congress, whether in the program, plenaries, and/or social activities

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<sup>1</sup> Access to Learning and Employment, Applied Research and Innovation, Entrepreneurship, Green Colleges, Higher Technical Skills, Leadership Development, and Student Support Services.

## **Scope of Responsibilities**

### **Board Responsibilities**

The WFCP Board is a working Board that takes an active and direct approach to managing the affairs of the Federation. The Board is responsible for:

- choosing the venue of the Congress
- managing the planning committee
- confirming the decisions made by the planning committee
- encouraging participation by delegates and exhibitors domestically
- ensuring domestic representation in the International Youth Camp, Leadership Workshop and Awards of Excellence
- developing a process and allocating responsibility to handle: the Call for Presentations, the Awards of Excellence, Youth Camp and Leadership Workshop
- forming a committee to select recipients for the Awards of Excellence
- stepping into the planning and hosting role, if the host country is no longer able to
- determining the legacy to pursue at the Congress
- promoting the Congress worldwide
- helping seek sponsors

The Board may allocate some its decision-making power to a World Congress Steering Committee, as done for Beijing (2014) and Melbourne (2018). The Terms of Reference for the Melbourne Congress Steering Committee lays out the role of the Board's World Congress Steering Committee.

The role of the World Congress Steering Committee is as follows:

- Meet monthly to discuss World Congress
- Work with Host Committee to determine program, speakers, activities, pre-Congress, workshops, etc.
- Ensure WFCP activities are reflected in World Congress program
- Assist with resolving strategic level issues and risks
- Assess World Congress planning progress and provide feedback to Host committee
- Develop and support implementation of international promotional plan for World Congress
- Develop and support implementation of international sponsorship strategy
- Provide advice and guidance on issues facing the World Congress
- Review and approve final World Congress plan
- Review and offer guidance on World Congress budget
- Support the Host Country planning committee in any manner requested

## **Secretariat Responsibilities**

The WFCP Secretariat supports the Board and the activities of the Federation. In regards to the Congress, the Secretariat takes direction from the Board and the host country and completes the tasks assigned, as needed. In addition, the Secretariat is responsible for:

- ensuring the Board has the tools necessary, including time, to meet and plan the Congress
- liaising between the Board and planning committee
- sharing information, as directed
- creating promotional material, as needed
- ensuring the WFCP website, Twitter and Newsletter promotes the Congress and can facilitate those looking for information regarding the Congress
- developing and maintaining lists of potential delegates and exhibitors

## **Host Organization Responsibilities**

The host organization is responsible for:

- working under the direction of the WFCP Board of Directors
- the Congress budget and any subsequent losses incurred; profits from the Congress are used to maintain the Federation's Secretariat
- selecting a local committee of individuals to plan the Congress as the organizing committee
- selecting a venue that is:
  - accessible
  - can accommodate 700 – 1000 people in a plenary setting
  - smaller auditoriums for breakout sessions and workshops
  - meeting rooms
  - exhibition hall
- choosing the Congress theme and keynote speakers
- working with local vendors to ensure all aspects of the Congress are planned and prepared for in terms of logistics and products needed, including meals for delegates during the Congress
- implementing the Call for Presentations, Awards of Excellence, Youth Camp, and Leadership Workshop, as determined by the Board
- working with a local designer or institution to design the Awards of Excellence plaque or trophy
- planning the Congress program
- ensuring some sessions are designed to tie into the Federation's Affinity Groups or priorities identified by the Board of Directors
- planning the campus tours
- promoting the Congress
- on site management of the Congress



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- ensuring branding of the Congress reflects the Federation brand
- bearing the cost of the Youth Camp and Leadership institute when participants have arrived in the host city
- setting up and maintaining the Congress website
- registration
- exhibition
- logistics – e.g. guidance to hotels, travel, etc.
- raising funds – including funding from government and sponsors

## **Elements of each Congress**

### **Keynote Speeches**

Speeches should fit the overall theme of the Congress, addresses the big question reflected in the Congress theme, and speak directly to professional and technical education and training. Keynote speeches should include a period for question and answer, to allow for an engaged audience. The organizing committee will choose the Keynote speakers and the Board of Directors will confirm the decision, before it is acted on.

### **Opening and closing ceremony, gala, or social**

The opening and closing of the Congress allow the host country an opportunity to showcase local talent and the strength of their own domestic institutions. Skills competition or performances of local dance and music is an integral part of the host nation leaving its unique mark on the Congress.

The Closing ceremonies must allow for the announcement of the next Congress.

The host nation will decide whether to adopt a more formal gala or a less formal social activity, such as a cocktail, for the opening and closing of the Congress.

### **Sessions designed to tie in with the Federation's Affinity Groups**

Workshops, roundtables and smaller plenaries should reflect either the themes or areas around the Federation's Affinity Groups. Whether a stream approach is adopted – with presentations in multiple rooms matching the themes – or a roundtable approach is used, the Affinity Groups should play an important role in determining the final look of the program. The leads of the Affinity Groups should be involved in aspects related to successful applicants of the Call for Presentations and planning of sessions related to their Group.

### **Meeting/breakfast for CEOs / Presidents**

A networking opportunity for CEOs and Presidents of institutions and member associations should be included in the Congress program. A breakfast allows an informal event for leaders to develop ties and discuss approaches to professional and technical and education and training.

### **Awards of Excellence**

The Congress should allow a space, whether within the opening and closing ceremonies, or as a standalone event, to recognize the winners of the Awards of Excellence. The host country will work with a local designer to design the Gold Award plaque for the recipients. See Appendix for application form and previous award designs.

## **Pre-Congress Activities**

### **Leadership Institute**

A two-day workshop, planned in conjunction with the Board, directed at leaders of institutions, associations and other organizations involved in professional and technical education and training. At least 40 participants should attend.

### **Youth Camp**

An international camp for students, with activities designed to facilitate discussion on professional and technical education and training and the role of youth. The students should produce a “Voice of the Youth” that will be presented to the all delegates at the Closing of the Congress.

### **Campus Tour**

The tour should allow participants to see different aspects of local institutions and allow for discussion about best practises and challenges faced by institutions of professional and technical education and training.

## **Post-Congress Activities**

### **Annual General Meeting**

The host should facilitate a space big enough to host all of the WFCP members in attendance in order to conduct the business of the Federation. The Annual General Meeting will allow vacant Board spots to be filled, members to vote on the direction of the Federation, and give members a space to voice their opinion on the everyday business of the Federation.

### **Board retreat**

After the Annual General Meeting, the Board will gather for a retreat where they will conduct business and welcome new Board members with an orientation of the Board. The retreat is a working one. The host country should provide a space that allows the 15 person to meet in relative privacy and comfort.

## **Firsts**

To demonstrate the innovation and adaptability present in the Federation, the host country is encouraged to develop the Congress with as many firsts as possible. For example, in China in 2014, there were five firsts:

1. the first student skills show
2. the first CEO/President of Institutions workshop
3. the first International Youth Camp
4. the first launch of six affinity groups
5. the first WFCP Awards of Excellence

The firsts in Brazil:

1. the first paperless conference
2. the first conference app
3. the first innovative use of technology: totems to charge devices, RFID for badges
4. the first Best Practice session by award winners
5. the first time in South America

## **Legacy**

The Congress allows the Federation the opportunity to add to its legacy. With the Beijing Declaration in China, the Federation committed itself to its values in professional and technical education and training. In Brazil, the Vitoria Declaration speaks to the Federation's commitment to inclusion in education. See Appendix for both Declarations

## **Financial Information**

The host country bears all of the cost related to the planning and hosting of the Congress. Any losses incurred in the course of planning or hosting, will be borne by the host country. Any profit earned from the Congress is returned to the WFCP Secretariat to contribute to the operation of the Federation.

The host organization can expect the cost of hosting the Congress to be around \$1 million (USD).

## **How to Apply**

If you are interested in hosting the World Congress, please submit a proposal to the WFCP Secretariat at [secretariat@wfc.org](mailto:secretariat@wfc.org).

## **Appendix**

### **Awards of Excellence Application**

**WFCP WORLD CONGRESS 2016**  
***The Role of Professional Education in the 21<sup>st</sup> Century***

*September 23-25, 2016*

*Vitória, Espírito Santo, Brazil*

*To be followed by the 40<sup>th</sup> annual Meeting of Leaders of Federal Institutions of Vocational and Technological Education – Reditec*

***World Federation of Colleges and Polytechnics***

***AWARDS OF EXCELLENCE***

WFCP is pleased to announce its second annual Awards of Excellence, recognizing outstanding contributions from member institutions to achieving the vision of the Federation and celebrating accomplishments in the global colleges and polytechnics sector.

The Awards seek to distinguish WFCP member institutions, whose exceptional initiatives are strengthening applied learning and research outcomes. The Awards celebrate remarkable contributions to human resource development and the wider economic development. Awards are now matched to the Federation's Affinity Groups and recipients will be awarded for the excelling a range of categories, from entrepreneurship to leadership development.

The WFCP Awards of Excellence will honor and support higher standards in applied education institutions and are an opportunity to showcase and foster best practices in the sector.

### ***Selection and Eligibility Criteria:***

The Awards program is open to WFCP member institutions and colleges and individuals that are part of the WFCP member associations as well as member associations. To be eligible for consideration, nominees should have made a significant and sustained contribution in one of the categories.

### ***Categories***

The Awards of Excellence are presented in several categories reflecting core values and strategic objectives of WFCP and its member institutions. Award recipients will be announced at WFCP's World Congress.

The 2016 Nominations are now open for the following categories:

- **Access to Learning and Employment** – To be awarded to an individual, institution or institutional association that has developed effective channels to increase access to learning and employment for students.
- **Applied Research** – To be awarded to an individual, institution or institutional association that has demonstrated excellence in addressing real-world challenges through applied research
- **Entrepreneurship** – To be awarded to an individual, institution or institutional association that has demonstrated excellence in integrating entrepreneurship into academic curriculum and/or implemented innovative entrepreneurial activities.
- **Green Colleges** – To be awarded to an individual, institution or institutional association that has demonstrated excellence in advancing environmental sustainability through knowledge, tools, practices and technologies
- **Leadership Development** – To be awarded to an individual, institution or institutional association that has demonstrated excellence in developing the next generation of college leaders
- **Higher Technical Skills** – To be awarded to an individual, institution or institutional association that has demonstrated excellence in partnering with industry to improve access to jobs and meet the skills needs of the 21<sup>st</sup> century workforce

- **Student Support Services** – To be awarded to an individual, institution or institutional association that has demonstrated excellence provision of services that support students throughout their college experience.

### ***Application Procedure***

- Submit the nomination form below
- The application should include a detailed letter in support of the nomination, identifying how the nominee has demonstrated excellence in at least one of the core categories and why he/she deserves the award
- Testimonials, formal documents demonstrating the nominee's contribution and impact
- WFCP member colleges and associations could nominate candidates for the Awards of Excellence. Members could self-nominate, nominate other members or nominate institutions that belong to college associations that are members of the Federation

### ***Send nominations to:***

- The WFCP Secretariat: [secretariat@wfc.org](mailto:secretariat@wfc.org)

***Nomination forms (below) must be received by the Secretariat by June 30, 2016.***

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**NOMINATION FORM**

**How to nominate**

WFCP members should submit a maximum of two nominations. Each nomination must be submitted on a separate form. Incomplete forms may be considered ineligible for assessment.

Send your completed form to:

*World Federation of Colleges and Polytechnics  
1 Rideau St. Suite 701, Ottawa (Ontario), K1N  
8S7 CANADA  
or email: [secretariat@wfcps.org](mailto:secretariat@wfcps.org)*

**Applications close**

**\*\*June 30, 2016\*\***

**Nominee details**

Award category:	
Name of the person, college, institute or association	
Country	Region



Contact information	
First name:	Surname:
Nominee's postal address: <i>(include postcode)</i>	Nominee's phone number:
Nominee's email address:	





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3. *Demonstrated benefits to students.*

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4. *Demonstrated evidence of innovation, initiative or obstacles which the nominee may have had to overcome to achieve their outcomes.*

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**Nominated by**

Name:	Organisation:
Address: <i>(include postal code)</i>	
Telephone:	Email:
Relationship to nominee:	
Signature	Date:

*References from WFCP Members and Beneficiaries*

Name of referee 1 (WFCP Member):	Organisation:
Address: <i>(include postal code)</i>	
Phone number:	Email address:
Name of referee (Beneficiary):	Organisation:
Phone number:	Email address:



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**APPENDIX – AWARDS OF EXCELLENCE TROPHY – BEIJING 2014**

**(DESIGN PHASE)**





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**APPENDIX – AWARDS OF EXCELLENCE TROPHY – VITÓRIA 2016**





**APPENDIX – BUDGET – BEIJING 2014**

WFCP World Congress 2014						
Revenue			Expenses			
Registration Fees	3420000RMB (李杨中文预算数据)	\$570,000	Logistics	Conference Hall Rental	\$150,000	
Exhibits	(关宏展览预算数据)	\$111,000		Transportation	\$32,000	
Sponsorships	300000RMB (李杨中文预算数据)	\$50,000		Interpretation	\$20,000	
Total		\$731,000		Volunteers	\$2,000	
				Stage Settings	\$15,000	
				Audio Visual Equipment	\$29,000	
				Recordings	\$5,000	
				Program	Speaker Hotel	\$58,000
					Speaker Flight	\$30,000
					Speaker Honorariums	\$8,500
			Gifts		\$3,500	
			Unexpected Expenses		\$17,000	
			Social	Tea Break	\$55,000	
				Reception Catering	\$67,000	
				Banquet	\$85,000	
			Communications and Branding	Printings	\$14,000	
				Delegate Bags	\$10,000	
				Advertisement	\$5,000	
			Event & Travel	Staff Travel/Expenses	\$25,000	
			HR-CEAIE		\$100,000	
			HR-Yannick		\$25,000	
			Total		\$756,000	
			Administration Expenses-CEAIE	10%	\$75,600	

## APPENDIX – BUDGET VITÓRIA 2016

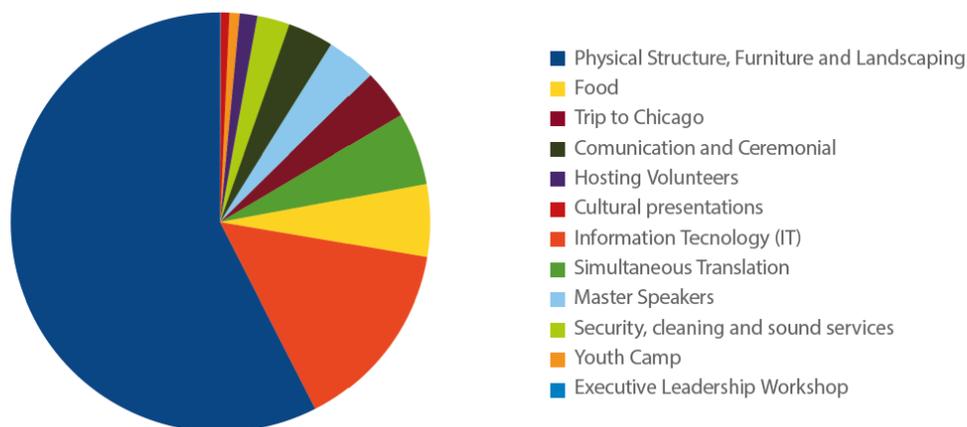
### Financial information

#### Expenses

<b>Pre-event</b>			
Youth Camp	<i>Includes food, hosting, transfers and mediators</i>	US\$	6,389.72
Executive Leadership Workshop	<i>Includes only food. The meeting rooms were a courtesy of the official hotel chain. The moderators of the event were sent free of charge by Tknika.</i>	US\$	426.21
Trip to Chicago		US\$	30,810.81
<b>Main Event</b>			
Cultural presentations		US\$	5,320.27
Communication and Ceremonial		US\$	28,342.97
Food		US\$	45,035.67
Master Speakers	<i>Includes value of conferences, food and airfare. The transfer was paid by Ifes and the accommodations were courtesy of the official hotel chain.</i>	US\$	30,250.00
Hosting Volunteers		US\$	10,940.27
Physical Structure, Furniture and Landscaping		US\$	462,914.86
Simultaneous Translation		US\$	45,015.13
Information Tecnology (IT)		US\$	119,167.56
Security, cleaning and sound services		US\$	20,217.02
<b>Total cost of the event:</b>		<b>US\$</b>	<b>805,499.45</b>

### Financial information

#### Expenses

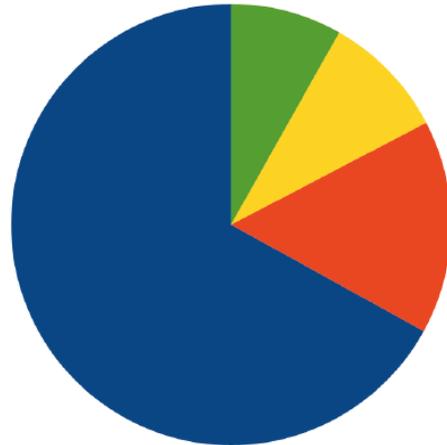




## Financial information

### Financial income

- Brazilian Government
- Financial Support of Conif
- Registrations
- Sale of booths



## Financial information

### Financial income

Pre-event	
Brazilian Government	US\$ 548,563.78
Financial Support of Conif	US\$ 128,285.40
Registrations	US\$ 67,000.00
Sale of booths *	US\$ 75,132.17

#### \* Sale of booths

- 13 by sponsors (2 international e 11 brazilians)
- Free: WFCP, Ifes, Brazilian Government, Paneleiras and Casacas (Tourist Support), Steinbeis University (counterpart of participation in roundtable)

#### \* Hotel Chain Support

- Discounts in hosting participants of Youth Camp and volunteers
- 6 free hostings (used for speakers, facilitadors of Youth Camp and volunteers)
- Free meeting rooms for Executive Leadership Workshop



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## APPENDIX – PROMOTIONAL MATERIAL





## World Congress (September 23 – 25)

The bi-annual World Congress is a meeting place for leaders and practitioners in professional education from around the world. Join discussions about the future of professional education and share best practices. With keynote from comparative education expert Robert Cowen and sociologist Domenico De Masi, **#WFCP18** promises an interesting, in-depth look at The Role of Professional Education in the 21st Century.



### Youth Camp

September 19 – 25

40 students (16 – 25) will participate in interactive activities and represent the Voice of the Youth at the Congress.



### Executive Leadership Workshop

September 21 – 22

An interactive opportunity for leaders in professional education to meet with their international peers, the workshop will draw upon the experience of its leaders and the newest developments in management.



### Campus Tours

September 22

Visit the campuses of the Federal Institute of Espírito Santo (IFES) that match your professional education interest, from business to agriculture to fishing. IFES offers a number of interesting tour options.

Registration and other World Congress details available at:  
<http://wfcplife.edu.br>



**APPENDIX – EXHIBITOR**

**COSTS**

**Exhibition area**

Institutions' Booths  
Value: US\$ 3,500  
Size: 2 x 4 meters  
Includes: 2 exhibitor registrations

**Direct Mailing**

Value: US\$ 1,000 per mailing  
Instructions of purchase will be sent after demonstration of interest. Payment will be made directly to CONIF.

For more information please visit:  
[www.wfcp.ifes.edu.br](http://www.wfcp.ifes.edu.br)



**2016 WFCP  
WORLD CONGRESS  
AND REDITEC  
LEADERS MEETING**

The Role of Professional  
Education in the 21st Century

**Vitória, Brazil September 23-27, 2016**

**BOOTHS GUIDE**



## **APPENDIX – LEADERSHIP CAMP**

Dear 2016 World Congress Participants,

Thank you for registering for the 2016 World Federation of Colleges and Polytechnics World Congress in Vitória, Espírito Santo, Brazil from September 23<sup>rd</sup> to 25<sup>th</sup>.

We would like to invite you to register for the Executive Leadership Workshop that is part of the pre-events leading up to the Congress. The two-day workshop, from September 21<sup>st</sup> to 22<sup>nd</sup>, will be an interactive opportunity for leaders in professional and technical education and training to network with their peers, learn the newest developments in management and draw upon the expertise of leaders in the field. In addition to examining the role of creativity in teamwork, the workshop will offer participants an opportunity to self-reflect and evaluate their strengths. The focus on building strong teams through management and decision-making will inform the workshop. You can see the full program on the World Congress website:

<http://wfcpi.fes.edu.br/executive-leadership-workshop/?lang=en>.

The cost of the workshop is \$400. You can register for the Executive Leadership Workshop through the World Congress website: <http://wfcpi.fes.edu.br/registration/?lang=en>.

Thank you



## ANNEX – BEIJING DECLARATION

# ANNEX 1 - BEIJING DECLARATION

## WFCP - BEIJING DECLARATION - “BUILDING A BETTER FUTURE”

October 26, 2014, Beijing

Gathered on the occasion of the Congress of the World Federation of Colleges and Polytechnics (WFCP) in Beijing, as member delegates from institutions of 55 countries on 5 continents, we are determined to contribute to following up on the Congress with the first unanimously approved WFCP declaration since its founding. We intend to submit it to our respective national authorities and to international organizations.

### We believe that:

- 1 Colleges, institutes and polytechnics (hereinafter referred to as “institutes”) are dedicated to the development of people and of their communities by offering the possibility to acquire knowledge, develop skills and attitudes needed to work and to grow all life, to innovate and to act as global citizens committed to their societies.
- 2 Institutes consider education and skills development as a basis for a harmonious development of their communities. Technical and vocational education and training are means of preparing students for occupational fields that contribute to their effective participation in the global skills and labour market, enabling them to gain access to quality of life at all levels.
- 3 The future success of nations, communities and individuals increasingly depends on the ability of societies and their educational and training providers to work together with governments, institutions and businesses to augment the capacity of a skilled workforce with transferable and renewable skills and knowledge.
- 4 Education and skills development shall be accessible to everyone and subsequently be part of a process of continuous improvement. This must be the priority of every country’s government and international development agencies.
- 5 Applied education and capacity building are essential to ensuring a productive and sustainable future workforce for economic, social and environmental sustainability.
- 6 Human development shall be done with a concern towards equitably meeting prosperity and environmental needs of present and future generations.
- 7 Knowledgeable and globally-connected institutional leaders are crucial to the high performance of institutes and the success of their graduates, who will live and work in a 21st century global economy.

### We reaffirm our commitment:

- 8 To increased access: institutes will maintain and develop training programs and services that give more people access to the needed qualification, along with improvement thereafter. With continuous renewal in mind, these programs and services will be developed and regularly reviewed in collaboration with the relevant organizations and companies.
- 9 To academic and service quality: the offer of products and services will rely on a continuous drive to improvement and excellence aiming at student success. Applied learning institutions will also remain responsive to industry trends by developing new skills and training initiatives to set the stage for the success and the happiness of tomorrow’s labour force.
- 10 To responsible development: institutes will further ensure that skills acquired by students and that the research done are always balanced by environment and biodiversity. Scientific and human resources always have environmental sustainability in mind.
- 11 To professional development of institutional leadership: institutional leaders strive to promote the success of all students. They seek and engage in domestic and international opportunities to network, collaborate and share best practices, knowledge and resources.
- 12 To responsive human resource and skills development by better aligning education and training providers with the demands of today’s rapidly changing economic landscape. Institutes are ideally positioned to spearhead flexible and adaptive learning approaches to ensure they graduate readily-employable and skilled individuals who can adjust to the reality of increased career mobility at the national and international level.



**We are determined to:**

- 13** Deepen partnerships : Institutes want to build more partnerships with the industry and other organizations in view of undertaking applied research and driving innovation in their environments. The training provided at these institutes will be cutting-edge, and companies will benefit from a modern workforce, thus improving processes and quality of products and service.
- 14** To increase the relevance of learning and traineeships to the labour market: Institutes will promote a close collaboration with the local labour market so as to better align curricula and emerging skills needs of the local and global economy.
- 15** Raise the innovative capacity of individuals and institutions and generate a broadening of competence profiles and development to ensure better employability and international competitiveness with more adaptable skills for graduates.
- 16** Promote international partnerships to strengthen applied, technical and vocational education: institutes agree to emphasize the internationalization of education in all its dimensions, including the transfer of technical knowledge through country-partnerships. They intend to not only strengthen their links with institutions abroad through their federations, but also foster strategic alliances with international agencies and international development organizations at home.
- 17** Foster global citizenship: In an increasingly open and internationalized world, institutes will intensify efforts to further develop international co-operation and to allow their students to prepare for an international citizenship that entails social responsibility, a global vision, professional skills and innovative solutions.
- 18** Support professional development of institutional leaders: Institutes will share information and create opportunities to support and grow the professional development of leaders within our sector of higher education. Leaders must be able to continuously develop and recalibrate their own skills, helping lead and inspire their teams, ensuring their institutes are fluid and responsive in providing employers with a skilled citizenry.

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For institutes, this desire to build a better world, to train skilled workers and responsible citizens has never been more relevant. We call upon our respective governments, organizations and companies whose workforces we educate, members of our communities and also international agencies to continue providing support.

We are confident that with our joint efforts, the Federation will contribute to building a better future through the power of vocational education.

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Denise Amyot, Chair of WFCP Board, October 26, 2014

Document signed by the representatives of the associations of colleges or institutions of the 55 member countries of the World Federation of Colleges and Polytechnics, gathered at the World Congress on October 26, 2014 in Beijing.



**ANNEX – VITÓRIA DECLARATION**



**Inclusion in Education Protocol  
for Colleges and Polytechnics**

The signatory institutions to this protocol recognize and affirm their responsibility and obligation to inclusion in education.

Colleges and polytechnics respect and recognize that people have distinct cultures, language, histories and contemporary perspectives.

Inclusion in education emanates from the intellectual and cultural traditions of peoples around the world.

Inclusion in education will strengthen colleges' and polytechnics' contribution to improving the lives of learners and communities.

**Signatory institutions agree to:**

1. Commit to making inclusion in education a priority.
2. Ensure governance structures recognize and respect all peoples.
3. Implement various intellectual and cultural traditions through curriculum and learning approaches relevant to learners and communities.
4. Support students and employees to increase understanding and reciprocity among traditionally marginalized groups.
5. Commit to increasing the number of individuals belonging to traditionally marginalized groups with ongoing appointments throughout the institution, including senior administrators.
6. Establish inclusive holistic services and learning environments for learner success.
7. Build relationships and be accountable to traditionally marginalized communities in support of integration and inclusion through education, training and applied research.

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Signatories endorse the intent of these principles and are committed to developing policies, procedures and practices within their institutions.

Institution	Name	Title	Date	Signature
_____	_____	_____	_____	_____
Partner	Name	Title	Date	Signature
_____	_____	_____	_____	_____