



Baku State University

Local Stakeholder Engagement Policy

SUSTAINABLE DEVELOPMENT GOALS





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1. INTRODUCTION

INTRODUCTION

Baku State University (BSU) recognizes the importance of engaging with local stakeholders, including residents, government entities, and civil society organizations. This policy outlines the university's commitment to fostering meaningful relationships and facilitating stakeholder participation in university decision-making processes.

2. PURPOSE

The purpose of this policy is to establish clear guidelines and procedures for identifying, engaging, and collaborating with local stakeholders to ensure their input is valued and integrated into the university's strategic initiatives and decisions.



3. SCOPE

This policy applies to all departments, faculties, and units within BSU and covers interactions with stakeholders in Baku and surrounding areas, including but not limited to:

- Residents
- Local government agencies
- Civil society organizations
- Business and industry partners
- Educational institutions
- Refugee resettlement agencies
- Environmental groups
- Cultural and community organizations



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4. DEFINITIONS



Local Stakeholders: Individuals, groups, or organizations located within the university's geographical area of influence that may be affected by or have an interest in the university's operations and activities.

Engagement: A process of establishing, maintaining, and nurturing relationships with stakeholders to ensure mutual understanding, trust, and collaboration.

Meaningful Participation: Ensuring stakeholders can contribute to decision-making processes in a way that their input is considered, valued, and has a tangible impact.

5. POLICY STATEMENT

BSU is committed to identifying and engaging with local stakeholders in a manner that is transparent, inclusive, and responsive to community needs. The university shall ensure that stakeholders have meaningful mechanisms for participation in decision-making processes.





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6. OBJECTIVES



- ✓ To identify and prioritize local stakeholders relevant to the university's mission and strategic goals.
- ✓ To establish communication channels that facilitate ongoing dialogue and collaboration with stakeholders.
- ✓ To incorporate stakeholder input into university planning, decision-making, and evaluation processes.
- ✓ To foster trust and mutual benefit between the university and local communities.

7. RESPONSIBILITIES

University Leadership: Ensure adherence to this policy and provide necessary resources for stakeholder engagement initiatives.

Stakeholder Engagement Committee: Establish a dedicated committee responsible for implementing and monitoring engagement activities. The committee shall include representatives from various university departments and stakeholder groups.

Department Heads and Faculty: Actively participate in engagement activities and integrate stakeholder perspectives into academic and administrative functions.





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8. PROCEDURES

8.1. Identification of Stakeholders



- Conduct a stakeholder mapping exercise annually to identify key local stakeholders and their interests, concerns, and potential impact on the university.
- Prioritize stakeholders based on their influence, relevance, and alignment with the university's strategic goals.

8.2. Engagement Mechanisms

- **Communication Channels:** Establish and maintain various communication channels, including newsletters, social media, and community meetings, to keep stakeholders informed and engaged.
- **Stakeholder Forums:** Organize regular forums, workshops, and roundtable discussions to facilitate dialogue and gather input from stakeholders.
- **Advisory Councils:** Form advisory councils comprising stakeholders from diverse sectors to provide guidance on specific initiatives and projects.
- **Feedback Mechanisms:** Implement systems for collecting and responding to stakeholder feedback, ensuring transparency and accountability.



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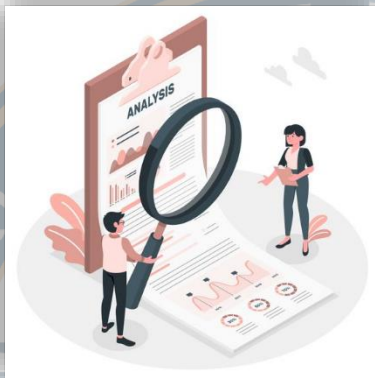
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8.3. Participation in Decision-Making

- **Stakeholder Representation:** Ensure representation of stakeholders in university committees and working groups where decisions impacting the community are made.
- **Consultation Processes:** Engage stakeholders in consultation processes during the planning and implementation of major projects, policies, and programs.
- **Decision-Making Frameworks:** Develop decision-making frameworks that incorporate stakeholder input and assess its impact on university outcomes.

9. MONITORING AND EVALUATION



- Regularly assess the effectiveness of stakeholder engagement activities and make necessary adjustments to improve outcomes.
- Conduct annual reviews of stakeholder engagement initiatives and report findings to university leadership and stakeholders.
- Utilize feedback from stakeholders to refine engagement strategies and enhance the quality of relationships.



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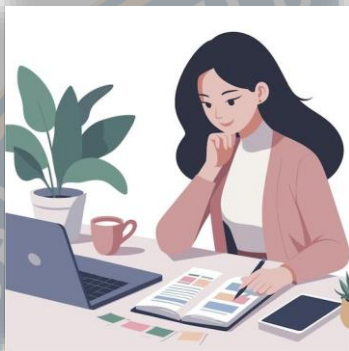
10. CONTINUOUS IMPROVEMENT

BSU is committed to continuously improving its stakeholder engagement practices by:

- Investing in staff training and development to enhance engagement skills and capabilities.
- Keeping abreast of best practices and innovations in stakeholder engagement within higher education.
- Encouraging an organizational culture that values diversity, inclusivity, and collaboration.



11. REVIEW AND REVISION



This policy shall be reviewed and revised every year or as needed to ensure its continued relevance and effectiveness in achieving the university's goals.



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12. STAKEHOLDER MATRIX

Stakeholder	Interest	Influence	Impact	Engagement Strategy
<i>University leadership</i>	High	High	High	Active involvement and consultation
<i>Academic staff</i>	Medium	Medium	High	Regular meetings and feedback
<i>Administrative staff</i>	Medium	Low	Medium	Information sharing
<i>Students</i>	High	Medium	High	Surveys, forums, and committees
<i>Alumni</i>	Medium	Low	Medium	Alumni events and networking
<i>Local residents</i>	Low	Medium	Medium	Community meetings and newsletters
<i>Local government agencies</i>	Medium	High	High	Strategic partnerships
<i>Civil society organizations</i>	Medium	Medium	Medium	Collaboration on projects



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<i>Business and industry partners</i>	High	High	High	Partnerships and joint ventures
<i>Educational institutions</i>	Medium	Medium	Medium	Academic collaboration
<i>Environmental groups</i>	Medium	Medium	Medium	Joint initiatives and campaigns
<i>Cultural and community organizations</i>	Medium	Low	Medium	Cultural events and partnerships
<i>Media and press</i>	High	Medium	High	Press releases and media briefings
<i>Donors and sponsors</i>	High	High	High	Regular updates and acknowledgments

