

2021-23 UJEP ACTION PLAN						
	event name	Guarantor	contents	indicators	objectives	time schedule
1	VP Evaluation system	Vice-Rector for Development and Quality	<ol style="list-style-type: none"> 1. evaluation of teaching quality 2. revision of the rules for the evaluation of research workers (in KR UJEP) 3. setting rules for evaluating the activities of the postdoctoral category 4. implementation of HaP- evaluation of the fulfilment of personal development plans (analyses, outputs), digitization of agendas (internal evaluation improvement) 5. connection of the RW (research worker) evaluation system (KR UJEP, HaP) with the outputs from the educational portal, i.e. event No. 7 in AP2019-20 (each RW its card - training included, fulfilment of the personnel plan), systematization of work, positions 	<ol style="list-style-type: none"> 1. realization of surveys in STAG system every semester 2. revised career rules 8. use of the HAP system at five UJEP faculties 	<p>setting up a system for evaluating researchers using relevant tools, electronic information systems, internal regulations and standards.</p>	1Q2022
2	Innovative activities of students, development of the Technology and Knowledge Transfer Centre	Vice-Rector for Science	<ol style="list-style-type: none"> 1. involvement of students (R1- students in Ph.D.) in innovation activities (ICUK and CTTZ) - development of their competencies for business, creation of innovations and adaptations to technological changes, need for consultation with ICUK- offers and opportunities for student involvement 2. extension of publishing in UJEP open-access and definition of suitable conditions for publishing (allocation of resources, training, promotion). Support the availability of information resources, providing the public with open access to educational resources created through activities at UJEP (open-access). 3. Implementation of training, workshops focusing on intellectual property, good practice sharing (linked to Event No. 7 AP 2019-20_education portal) 	<ol style="list-style-type: none"> 1. creation of at least 1. student start-up 2. implementation of two supported EIZ 8. implementation of trainings and workshops 	<p>development of competencies of students, researchers in the field related to innovation activities, working with information and transfer of knowledge between the academic and application sphere</p>	2Q2022
3	Development of the UJEP Counselling Centre (career counselling included)	Vice-Rector for study	<ol style="list-style-type: none"> 1. Prepare an analysis of career counselling services at universities in the Czech Republic, identify examples of good practice. 2. Identify the needs for the creation of effective communication between faculties and the UJEP Counselling Centre, create the structure necessary for this communication, identify key persons and define the role of a career counsellor. 3. Implement training, share examples of good practice. 	<ol style="list-style-type: none"> 1. analysis of career counselling services at universities 2. introduction of the method of internal communication 3. appointment of the career counsellor at UJEP 8. implementation of training 	<ol style="list-style-type: none"> 1. increasing the quality and availability of career counselling at UJEP 2. increasing the awareness of the provided career counselling services among UJEP students and graduates 	1Q2022
4	Support for doctoral studies	Vice-Rector for study	<ol style="list-style-type: none"> 1. Define the relevant trainer standards (in particular the qualification requirements, competencies, scope of responsibilities). When evaluating trainers/lecturers, the UJEP Career Rules and the rules for employee evaluation adopted at faculties must be strictly applied. 2. Establish rules to regulate the course of doctoral studies in connection with parenthood or when a doctoral student cares for a close person. 3. Support development of auxiliary services for doctoral students, i.e. services enhancing career development (search services, services offering foreign mobility, preparation of project applications, project management, financial management, etc.) and the activities of doctoral schools. 4. Strengthen external and international elements in the evaluation of learning and research outcomes of doctoral programmes. Incorporate foreign experts into committees for state doctoral examinations and thesis defence process. 5. Support integration of doctoral graduates into the professional community at the national and international level, in the academic sphere and beyond. 6. Financing for PhD students - allocate financial resources from DKRVO, which shall be intended to support sustainable development of university-wide areas of creative activity (doctoral schools, postdoctoral positions for excellent PhD staff, short-term internships for foreign staff, participation in the funding of electronic information sources, qualification growth based on a specific timeline etc.). 	<ol style="list-style-type: none"> 1. define the standard of the trainer/lecturer 2. revise the system providing support for doctoral studies (rules for study during parenting or when doctoral student cares for a close person, functional structure of services available to doctoral students, support through doctoral schools, DKRVO) 3. Examples of good practice in implementing external and international elements study controls 4. Existence of postdoctoral positions at faculties 	<ol style="list-style-type: none"> 1. increasing the quality and efficiency of doctoral studies 2. providing doctoral students with adequate support in terms of professional guidance and support services 	2Q2023
5	Development of UJEP internal educational portal	Vice-Rector for Development and Quality	<ol style="list-style-type: none"> 1. Strengthen information security of educational and creative activities. 2. Create conditions suitable for initial and continuing education of academic and scientific staff. 3. "Open Access" should mainly be used when publishing the results of creative activities. Connection to the link of the repository in UJEP library. 4. Support high-quality linguistic literacy of academic, scientific, research and administrative personnel. 5. Extension of the educational portal with another three modules (connection to AP19-20) - the specialization, management education and public education module. 	<p>extended functional educational portal on LMS Moodle platform</p>	<p>development of the internal educational portal focusing on working with human resources in the field of training and competence development</p>	4Q2021
6	Internationalization and promotion of R&D at UJEP	Vice-Rector for external relations	<ol style="list-style-type: none"> 1. Strengthening internal appreciation and the sense of belonging within the RW community at UJEP. Advocate increase of the prestige of quality teaching and strengthen the positive motivation of academic staff through Rector's awards and other tools enabling high-quality creative activities. 2. It is still obligatory to include, support and promote student mobility in doctoral study programmes, and to implement other elements to strengthen internationalization. 3. In cooperation with the marketing and promotion department as well as with external workers, the need to communicate and present significant achievements and outcomes in the field of creative activity, introduce successful and respected staff and students, promote external cooperation with application, public administration and culture sectors, increase public awareness of research infrastructure, instruments and laboratory equipment and build an image of the University as a successful, modern and widely recognized institution. 4/ Gradually increase the number of foreign students (mobility and degree students) and academic and research staff at the University and integrate them into the life of the UJEP academic community. By doing so, actively develop internationalization at home. 	<ol style="list-style-type: none"> 1. evaluation of outputs and granting the Rector's awards in the field of R&D (once per year) 2. completion of at least one mobility for each full-time SP doctoral student 3. presentation of R&D outputs at popularization events at least once a year 4. increase in the number of foreign students and academic staff by 5% 	<ol style="list-style-type: none"> 1. strengthening internationalization in the field of R&D. To do so, the Strategy for Internationalization of R&D at UJEP created in 2021 should be used 2. increasing the number of foreign students and staff working at UJEP 3. promotion of R&D outputs. Promotion shall take place both at the professional level and at the popular educational level. The aim is to introduce UJEP as the scientific centre of the region. 	3Q2022
7	Developing the implementation of the Young and beginning researcher management concept	Vice-Rector for Science	<ol style="list-style-type: none"> 1. Creation of accompanying documentation for the already issued Concept of management of young research workers - <i>Methodology of evaluation of career plans of young research workers</i> 	<ol style="list-style-type: none"> 1. Preparation of the Methodology for evaluation of career plans of young research workers 	<p>Optimization of procedures used for evaluating career plans of young research workers</p>	2Q2022
8	Strategic management of the HRS4R implementation process at UJEP and addressing gender issues	Vice-Rector for Development and Quality	<ol style="list-style-type: none"> 1. methodical support for implementation principles and evaluation of the implementation process 2. Establishment of the Strategy and analysis department. (analyses of the fulfilment of Plans of personnel development of faculties, etc.) 3. Monitoring of the HRS4R process implementation for the next period 4. Regular involvement of UJEP in world rankings of universities, such as THE World University Rankings and QS World University Rankings. 5. Active promotion and awareness in the field of gender equality at UJEP 	<ol style="list-style-type: none"> 1. implementation of AP UJEP 2021-23 and monitoring of the HRS4R process at UJEP 2. establishment of the department of strategies and analyses for monitoring of personnel development plans at faculties, etc. 3. Establishment of bodies responsible for supervising the HRS4R implementation process at UJEP (Implementation and Evaluation committee, guarantors of individual AP UJEP 2021-23 the events (tied to a position, not to a name), regular reporting on event implementation process. 4. UJEP included in the regular annual international evaluation of universities in the The THE 	<ol style="list-style-type: none"> 1. methodical support for implementation principles and evaluation of the implementation process 2. Regular annual analysis of personnel development of UJEP faculties 3. Making UJEP more visible on the international scale through rankings of THE and QS universities. 4. Addressing gender issues at UJEP, active promotion of gender policy 	3Q2023
	events continuing from AP19-20					