REPUBLIC OF SERBIA

Academy of Technical and Art Applied Studies Belgrade

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Pursuant to Article 87, Paragraphs 30 and 33 of the Statute of the Academy of Technical and Art Applied Studies Belgrade (number 7-1/2019 from December 17, 2019, amendment 2/11-11 from February 27, 2020, amendment 2/17-3 from September 17, 2020, amendment 197-8/2 from April 14, 2021, the Teaching and Professional Council of the Academy of Technical and Art Applied Studies Belgrade, at a session held on June 7, 2021, adopted the following:

ACTION PLAN

FOR THE IMPLEMENTATION OF THE STRATEGY OF INTERNATIONALIZATION OF THE ACADEMY OF TECHNICAL AND ART APPLIED STUDIES BELGRADE FOR THE PERIOD 2021-2026

INTRODUCTION

Strategy of Internationalization of the Academy of Technical and Art Applied Studies Belgrade (hereinafter: Strategy) proclaims commitment to internationalization of activities and international cooperation as one of the most promising courses of action to future development of the Academy of Technical and Art Applies Studies Belgrade (hereinafter: ATUSS). The Strategy is to be followed up by the adoption of a corresponding Action Plan for internationalization, which would determine further steps and activities in more detail and facilitate the attainment of objectives set in the Strategy. Therefore, the hereby given Action Plan for the Realisation of the Strategy of Internationalization 2021-2026 defines, in detail, activities and specific steps to be taken by ATUSS, with the aim of reaching all the objectives set in the Strategy, as well as bearers of such activities, progress indicators and anticipated results for each of the activities. This Action Plan also determines the manner of financing activities listed therein, as well as the mechanism for monitoring the process of realization of the Action Plan.

OBJECTIVE		1. LOCAL IMPRO	VEMENT OF INTERNA	ATIONALIZATION	
NAME OF ACTIVITY	STEPS	OUTCOMES	PROGRESS INDICATORS	DURATION OF ACTIVITY	BEARERS OF ACTIVITY
1.1. Improvement of course content of study programmes in alignment with the global trends and development	 Improvement of study programmes in accordance with the global standards aligned with the labour market demands in Serbia Monitoring development and innovation, as well as software tools, equipment and its application, related to courses at ATUSS Introduction of novelties in courses and course literature 	 Modernized course content Modernized course material New editions of handbooks for laboratory classes, practice classes and lectures Modernized bibliographical course references 	 Number of modernized courses Number of new lesson units Number of new publications Number of new bibliographical references 	2021-2026	 Teaching and Professional Council of ATUSS Teaching and Professional Councils of Departments Heads of study programmes Course teachers Course teaching assistants
1.2. Improvement of language skills of students, teaching and non-teaching staff	 Increase the number of English language lessons in undergraduate studies or providing English language courses 	 Improved language skills of students, teaching and non-teaching staff Increase in participation in 	 Increased number of courses offered in English Increased number of outgoing mobility students Increased number 	2021-2026	 Teaching and Professional Council of ATUSS, President Assistants and President of ATUSS

	to students Creating and implementing English language courses for teaching staff with the aim of developing their capacity for teaching in English Creating and realizing English language courses for non-teaching staff	international projects, conferences, journals and trainings	of teaching and non-teaching staff who have taken part in international projects and mobility projects Increased number of publications in English		 Students, teaching and non-teaching staff External organization (Language centre, etc.)
1.3. Increasing the number of courses realized in the English language	 Gathering information on which undergraduate courses could potentially be offered in English Gathering information on which master courses could potentially be added to the list of master courses which could be realized in English as well 	 Completed list of courses offered both in Serbian and English in undergraduate studies Extended list of courses offered both in Serbian and English in master studies Modernized and updated Course Catalogue 	 Increased number of courses offered in English in undergraduate studies Increased number of courses offered in English in master studies 	2021-2026	 Organizational unit for international cooperation Department of IT and support Teaching and Professional Council of ATUSS, Teaching and Professional Councils of Departments and President of ATUSS

	 Marking courses correspondingly in the Course Catalogue on the web page of ATUSS 				
1.4. Introduction of study programmes in the English language	Identifying the conditions for a study programme to be accredited in the English language Providing the conditions for a study programme to be accredited in the English language Preparing documentation for the accreditation commission	Accredited study programme in the English language	First study programme in the English language	2021-2026	 Teaching and Professional Council, Council, Assistant Presidents of ATUSS and President of ATUSS Teaching and Professional Councils of Departments Working groups for preparation of accreditation documentation Heads, teachers and teaching assistant of a study programme being accredited National Accreditation Body - Commission for Accreditation and Quality Assurance

1.5. Introduction of a joint master programme in cooperation with a foreign partner (Joint and/or double master degree)	 Identifying the conditions for a joint master programme with a foreign partner Providing the administrative/leg al framework for the introduction of joint master programmes with foreign partners Identifying an appropriate foreign partner for a joint master programme 	 Completed and adopted general act on realizing joint master programmes Established cooperation and prepared materials for accreditation of master programmes in cooperation with a foreign partner Accredited joint master programme 	First accredited joint master programme with a foreign partner introduced	2021-2026	 Teaching and Professional Council, Council, Assistant Presidents and President of ATUSS Teaching and Professional Councils of Departments Working groups for preparation of accreditation documentation Heads, teachers, and teaching assistants of a study programme being accredited Organizational unit for international cooperation National Accreditation and Quality Assurance
1.6. Introduction of foreign mentorship in master studies	 Identifying the conditions for the introduction of 	 Completed and adopted general acts for the 	 Number of master theses with joint mentorship 	2021-2026	 Teaching and Professional Council, Council,

	foreign mentorship in master studies • Ensuring the administrative/leg al framework for the introduction of foreign mentorship in master studies • Identifying appropriate foreign partners for the introduction of foreign mentorship in master studies	introduction of foreign mentorship in master studies Established cooperation as well as a network of partners for the implementation of foreign mentorship in master studies	 Number of partners for the implementation of foreign mentorship in master studies Increased rate of international mobility 		Assistant Presidents and President of ATUSS Teaching and Professional Councils of Departments Heads, teachers, and teaching assistants of a study programme being accredited Organizational unit for international cooperation
1.7. Improvement of international cooperation in research, development, publishing and expert/consulting activities (secondary activities)	 Realizing functional, organizational, structural and normative improvement with the aim of creating the conditions for intensified secondary activities Identifying areas of activity in which international cooperation in 	 Established functional and organizational structure enabling the implementation of secondary activities at a satisfactory level Established normative framework of secondary activities at a satisfactory level 	 Number of sealed agreements and contracts on joint realization of international projects of secondary activities Number of ongoing and realized international projects of secondary activities 	2021-2026	 Teaching and Professional Council, Council, Assistant Presidents and President of ATUSS Teaching and Professional Councils of Departments Organizational unit for international cooperation

secondary activities could be established Generating project proposals for international cooperation in secondary activities Finding specific opportunities, projects and partners for the realization of international cooperation in secondary activities Establishing international cooperation with the aim of realizing projects in secondary activities, as well as follow-up projects Monitoring the results achieved through the realization of international projects of secondary	 Signed agreements and contracts on mutual international realization of projects in secondary activities Realized international projects in secondary activities Submitted reports on the results achieved in the realization of international projects of secondary activities of ATUSS 	Positive results achieved in the realization of international projects of secondary activities		 Heads of all organizational units of ATUSS Teachers, teaching assistants and staff from non-teaching departments
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OBJECTIVE	2. I	NCREASE IN THE RA	TE OF INCOMING AN	D OUTGOING MOBILI	TY
NAME OF ACTIVITY	STEPS	OUTCOMES	PROGRESS INDICATORS	DURATION OF ACTIVITY	BEARERS OF ACTIVITY
2.1. Legal and administrative preparation of mobility projects	 Carrying out a detailed analysis of the rules of international mobility projects, particularly Erasmus+ programmes, while assessing the competences of ATUSS as well as segments which require improvement Analysing and improving rule books of ATUSS related to international mobility (Rule Book on International Mobility, Language Policy, Rules and Conditions for the 	Improved rule books related to international mobility of ATUSS (Rule Book on International Mobility, Language Policy, Rules and Conditions for the Selection of International Mobility Candidates)	Number of analyzed rules and programmes of international mobility and compliance of the general acts of ATUSS with such rules	2021	 Secretariat of ATUSS Organizational unit for international cooperation Teaching and Professional Council of ATUSS Council of ATUSS Assistant Presidents and President of ATUSS

	Selection of International Mobility Candidates) with the aim of improving performance and being more efficient				
2.2. Strengthening the Organizational unit for international cooperation	 Forming a corresponding unit within the Secretariat of ATUSS (Office for International Cooperation or similar) Precise definition of work structure related to international mobility - Coordinator for International Cooperation, Coordinator for Mobility, Academic ECTS Coordinator and student representatives Holding regular meetings with 	 Increased number of the members of the Organizational unit for international mobility Defined activities of individual members of the Organizational unit for international mobility 	 Increased level of efficiency of the Organizational unit for international cooperation Number of meetings of the Organizational unit for international cooperation 	2021-2026	 Secretariat of ATUSS Organizational unit for international cooperation Assistant Presidents and President of ATUSS Student Parliament

	relevant departments with the aim of improving performance Increasing the number of team members				
2.3. Improvement of services for foreign and local mobility students	 Improving all types of services related to foreign students who participate in international mobility (information on the application process and administrative procedures, the visa regime, insurance and healthcare services, food and accommodation at students dormitories, etc.) Offering language support to foreign students to learn the basics of Serbian as well as to local students 	 Improved, extended and aligned relevant data for students who participate in international mobility Relevant data published on the web pages of ATUSS and individual Departments Organized student support working groups for incoming students as well as cooperation with existing support groups in Belgrade 	Improved content as well as the quality of relevant services for students who participate in international mobility	2021 – 2022	 Organizational unit for international cooperation Secretariat of ATUSS Student and Teaching Affairs services at individual Departments Assistant Presidents and President

	to improve their knowledge of foreign language(s) • Creating peer support systems for foreign students (buddy network) • Creating ties between incoming students in Belgrade and existing student groups for incoming students				
2.4. Strengthening ties with foreign institution of higher education in the field of international mobility	 Identifying potential partners for international mobility of students, particularly in SEE countries (sharing similar languages) and other European countries (particularly those offering courses in English) Contacting partners and creating the base 	 Finalized base of potential partners for international mobility programmes 	Finalized base of potential partners for international mobility programmes	2021-2026	 Organizational unit for international cooperation Secretariat of ATUSS Assistant Presidents and President of ATUSS

	for future cooperation on mobility programmes				
2.5. Participation in international mobility projects	Identifying study programmes which could take part in international mobility Raising the number of master study programmes included in international mobility Preparing project proposals for mobility programmes Submitting applications for mobility programmes	 Finalized list of potential participants in mobility in the form of a list of undergraduate study programmes Finalized extended list of courses available in master studies which are a part of international mobility Submitted proposals for international mobility projects Approved international mobility projects 	 Number of interested study programmes of undergraduate studies for outgoing mobility Number of courses in applied studies being a part of international mobility programmes Number of international mobility projects of ATUSS 	2021-2026	 Organizational unit for international cooperation Coordinators and teams of individual projects Secretariat of ATUSS Heads of study programmes Teaching and Professional Council of ATUSS and Teaching and Professional Councils of Departments Assistant Presidents and President of ATUSS

2.6. Promotion of ATUSS as a candidate for international mobility	 Informing students on current events in international mobility through student organizations Improving the content on international mobility on the web pages of ATUSS and individual Departments Promoting current events in international mobility via social media platforms Participating in international fairs of higher education institutions Organizing consultation hours for staff Creating the alumni base of participants in international mobility, as well other alumni of ATUSS in general 	 Organized meetings with the representatives of the Student Parliament with the aim of informing students about the current events in international mobility Improved web page content, as well as an additionally added 'FAQ' section Realized participation in international fairs of higher education institutions as ATUSS Organized consultation hours for staff Finalized alumni base of students with international experience 	• Increased visibility of ATUSS and the level of interest with regard to international mobility - among students, staff, the public and potential partners	2021-2026	Organizational units for international cooperation and marketing Organizational unit for IT and support
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2.7. Design of databases of international mobility	 Developing databases with a registry and information on mobility projects, outgoing and incoming students, outgoing and incoming staff Evaluation of participation in international mobility 	 Finalized database with information on mobility projects and realized students and staff mobilites Inserted data on international mobility Finalized questionnaires for the evaluation of 	Enabled reliable and simple reporting as well as access to quantitative and qualitative data on realizing mobility relevant for continuous self-evaluation and development	2021-2026	 Organizational units for international cooperation and marketing Organizational unit for IT and support Student and Teaching Affairs services at individual Departments
		participation in mobility			

OBJECTIVE	3. IMPROVEMENT	3. IMPROVEMENT OF COOPERATION WITH FOREIGN INSTITUTIONS OF HIGHER EDUCATION, THE ECONOMY AND OTHER PARTNER INSTITUTIONS					
NAME OF ACTIVITY	STEPS	OUTCOMES	PROGRESS INDICATORS	DURATION OF ACTIVITY	BEARERS OF ACTIVITY		
3.1. Connecting with relevant European and global programmes and relevant associations for the realization of international projects	 Identifying the base of relevant associations and programmes for international projects Learning administrative and legal financial rules of those association and programmes Taking membership in and improving the performance of ATUSS with the aim of becoming a member in relevant associations and programmes 	 Finalized database with relevant associations and programmes for international cooperation, their rules and conditions Membership in relevant European and global programmes for the realization of international projects 	 Increased diversity of projects of ATUSS Increased number of projects 	2021-2026	 Organizational unit for international cooperation Secretariat of ATUSS Accounting department of ATUSS Teaching and Professional Council of ATUSS and Teaching and Professional Councils of Departments Assistant Presidents and President of ATUSS 		
3.2. Extension of the base of potential partners for international projects among	 Identifying potential partners among SEE countries (sharing similar languages) 	 Finalized base of potential partners among foreign HEIs, the economy and 	 Number of potential partners 	2021-2026	 Organizational unit for international cooperation 		

foreign institutions of higher education, the economy and other partner institutions	and other European countries • Contacting partners and setting the stage for potential cooperation	other partner institutions			
3.3. Increase in the number of international projects	 Continuing active participation in current projects and taking part in future Erasmus+ calls in the action Capacity Building in Higher Education Joining Erasmus+ projects from the category of Strategic Partnerships with the aim of setting good examples, as well as projects from the category of Sector Skills Alliances relevant for applied studies and projects from the category of Knowledge/Innovation Alliances for 	 Prepared project proposals for participation in international Erasmus+ projects and international projects of other programmes 	Number of international projects	2021-2026	 Organizational unit for international cooperation Coordinators and teams for individual projects of international cooperation Secretariat of ATUSS Accounting department of ATUSS Teaching and Professional Council of ATUSS and Teaching and Professional Councils of Departments Assistant Presidents and President of ATUSS

	better cooperation with the economy • Identifying and joining other types of international projects through various programmes				
3.4. Legal and administrative improvement of project realization	Adopting a rule book on realization of international projects	Defined institutional procedures for submission of project proposals and realization of international cooperation projects in Erasmus+ and other programmes	 Efficient project realization Increased number of projects 	2021-2022	 Organizational unit for international cooperation Coordinators and teams for individual projects of international cooperation Secretariat of ATUSS Accounting department of ATUSS Teaching and Professional Council of ATUSS and Teaching and Professional Councils of Departments Assistant Presidents and President of ATUSS

					Council of ATUSS
3.5. Platform for monitoring realization of international projects	Creating a software for project monitoring and management at the level of ATUSS	 Facilitated project implementation, communication with partner institutions, preparation of reporting documentation, etc. 	• Efficient platform	2021-2026	 Organizational units for international cooperation and marketing Organizational unit for IT and support Coordinators and individual project teams Assistant Presidents and President of ATUSS
3.6. Increase in visibility of ATUSS as a participant in international projects	 Improving content on international projects on the webpage of ATUSS Promoting current events in the field of international projects via social media platforms Creating promotional material on international activity of ATUSS 	 Improved existing content on international projects on the webpage and social media platforms of ATUSS Realized participation in international fairs of higher education institutions Finalized promotional materials on 	Scope of realization of promotional activities (number of web page visits, outreach of the video on international cooperation, numbers of shares on social media, etc.)	2021-2026	 Organizational units for international cooperation and marketing Coordinators and individual projects teams

	realized and		
	ongoing projects		

OBJECTIVE	4. COMMITI	MENT TO INTERNATION	DNALIZATION AND INT	TERNATIONAL COOF	PERATION
NAME OF ACTIVITY	STEPS	OUTCOMES	PROGRESS INDICATORS	DURATION OF ACTIVITY	BEARERS OF ACTIVITY
4.1. Functional, organizational and structural improvement of ATUSS	 Analysis of the functional, organizational and structural set-up of ATUSS and its alignment with international activities Suggesting measures for the improvement of the existing functional, organization and structural set-up and its alignment with international activities Preparing recommendation and adopting amendments to the existing general acts and procedures of ATUSS, preparing recommendation and adopting new general procedures and acts of ATUSS Constant monitoring and 	Established functional, organizational and structural set-up of ATUSS aligned with reliable, predictable, efficient and regular implementation of international activities of ATUSS	 Number of analyzed general acts, processes and procedures Number of amended and adopted general acts, processes and procedures Number of realized international activities Satisfactory level of effectiveness, reliability, predictability, efficiency and regularity of international activities of ATUSS 	2021-2026	 Heads of all existing organizational units, departments, permanent committees and working groups of ATUSS Coordinators and individual project teams Teaching and Professional Council of ATUSS and Teaching and Professional Councils of Departments Assistant Presidents and President of ATUSS Council of ATUSS

	recommendation of further measures for the improvement of the functional, organizational and structural set-up of ATUSS and its alignment with international activities				
4.2. Establishing a corresponding normative framework in the sphere of international cooperation	 Analysis of the existing normative framework regulating the domain of international cooperation of ATUSS Preparing measures for the improvement or the establishment of a corresponding normative framework regulating the domain of international cooperation of ATUSS Adopting general acts in the normative framework for international cooperation of 	 Adopted rules defining the normative framework for international cooperation, starting from initiative-making to establishing some form of international cooperation, to realization, monitoring and control over international cooperation 	 Number of analyzed general acts, processes and procedures in the domain of international cooperation Number of amended and adopted general acts, processes and procedures in the domain of international cooperation Number of realized international activities Satisfactory level of effectiveness, reliability, efficiency and regularity of international activities of 	2021-2026	 Heads of all existing organizational units, permanent committees and working groups of ATUSS Coordinators of individual projects Teaching and Professional Council of ATUSS and Teaching and Professional Councils of Departments Assistant Presidents and President of ATUSS Council of ATUSS Council of ATUSS Council of ATUSS

	ATUSS Ongoing monitoring and recommending measures for further improvement of the normative framework regulating the domain of international cooperation of ATUSS		ATUSS		
4.3. Continuous improvement of linguistic competences of students and staff	 Carrying out an analysis of the opportunities for learning new and improving the existing knowledge of students and staff with regard to global languages, that is, languages widely used on a global scale Creating an encouraging environment as well as the conditions for gaining new and improving the existing knowledge of students and staff, with regard to global languages 	 New knowledge gained and the existing knowledge of students and staff improved with regard to global languages Increased number of students and staff with the gained knowledge of global languages 	 Number of realized courses and other forms of knowledge transfers with the aim of learning global languages Number of students and staff who attended the courses and other forms of knowledge transfers with the aim of learning global languages Number of students and staff who gained new and improved existing knowledge with regard to global 	2021-2026	 Assistant Presidents and President of ATUSS Heads of all existing organizational units and departments of ATUSS Teaching and Professional Council of ATUSS and Teaching and Professional Councils of Departments Staff of ATUSS Students

			languages		
4.4. Ensuring reliable and sufficient own financial means for international cooperation	 Regular analyzing of the existing and potential resources for financing activities of internationalization and the development of international cooperation Regular planning of financial means necessary for activities pertaining to internationalization and the development of international cooperation Regular analyzing and monitoring of resources planned for activities of internationalization and development of international cooperation Regular analyzing and monitoring of resources planned for activities of international cooperation Regular analyzing and development of international cooperation Regular analyzing and monitoring of financial results achieved through project realization dealing with internationalization and internationalization 	 Reliable, sufficient and regular financing of activities pertaining to internationalization n and the development of international cooperation provided Negative financial effects pertaining to internationalization n and the development of international cooperation prevented Stable and positive financial situation enabled 	 Expenditure for activities of internationalization and the development of international cooperation Income made through activities pertaining to internationalization and the development of international cooperation 	2021-2026	 Assistant Presidents and President of ATUSS Council of ATUSS Subject designated for monitoring the process of internationalizati on and development of international cooperation Accounting department of ATUSS Organizational unit for international cooperation

	cooperation				
4.5. Establishing a mechanism for monitoring the process of internationalization and the development of international cooperation	 Carrying out an analysis with the aim of finding a corresponding way of monitoring the processes of internationalization and the development of international cooperation Designating a person in charge of monitoring the process of internationalization and the development of international cooperation as well as defining his/her duties and responsibilities Analyzing the reports submitted by the designated person monitoring the process of internationalization and the development of internationalization and the development of international cooperation Recommending measures for the improvement of the 	 Designated person for monitoring the process of internationalization and the development of international cooperation Timely identifying and removing obstacles, problems and inconsistencies in the process of internationalization and the development of international cooperation Recommending measures for the improvement of the process of internationalization and the development of international cooperation and the development of international cooperation and the removal of the identified obstacles, problems and inconsistencies in such processes 	 Designated person for monitoring the process of internationalization and the development of international cooperation with defined duties and responsibilities Identified and removed obstacles, problems and inconsistencies in the process of internationalization and the development of international cooperation Realized process of internationalization and the development of international cooperation and the development of international cooperation in accordance with the planning documentation 	2021-2026	 Assistant Presidents and President of ATUSS Council of ATUSS Subject designated for monitoring the process of internationalizati on and the development of international cooperation

such processes

PRESIDENT OF THE TEACHING AND PROFESSIONAL COUNCIL OF ATUSS

Dr Vera Petrovic, professor of applied studies