



**IMPLEMENTATION PLAN FOR THE STRATEGIC PLAN
OF THE FACULTY OF ARTS
OF THE UNIVERSITY OF WEST BOHEMIA
FOR 2020**

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1. Introduction

The implementation plan for the strategic plan of the Faculty of Arts of the University of West Bohemia for 2020 (hereinafter PRSZ FF 2020) is based on strategic documents of the Faculty and the University, especially the Long-term Plan of the Faculty of Arts for 2016-2020 (hereinafter DZ FF 2016-2020) and the Long-term Plan of the University of West Bohemia for 2016-2020 (hereinafter referred to as DZ UWB 2016-2020) and their implementation plans for the strategic plans (hereinafter referred to as PRSZ) for 2017-2018. PRSZ FF 2020 sets priorities (tactical goals) and specifies activities (methods) leading to the achievement of planned outputs and fulfilment of individual goals, which are in accordance with the general goals defined by UWB and FF strategies.

Key Goals of DZ UWB 2016-2020

1. **Quality and Relevance.** Enhancing a culture of quality in all activities of the University, i.e. in educational, research and artistic activities, service activities and activities in the area of partnership with external entities. We understand quality as in relation to clearly defined and relevant goals.
2. **Internationalization and openness.** Supporting effective internationalization of all University activities. We understand internationalization as an important condition for the University's openness to people, ideas and values.
3. **Partnerships and diversity.** Developing mutually beneficial partnerships at the regional, national and international levels within all activities of the University. Established partnerships will bring greater diversity in the area of study offer, creative activities and social mobility.

Key Goals of DZ FF UWB 2016-2020

For the period 2016–2020, the **Faculty has set four key goals in connection with the goals of the UWB Long-Term Plan**, which are cross-cutting across all its activities: educational, research and the third role.

- Internationalization
- Anchoring in the region
- Field diversity
- Identification and openness

PRSZ FF 2020 defines for each priority **indicators indicating the state of fulfilment of the set objectives**. Individual indicators are based on DZ UWB 2016-2020 (or PRSZ UWB 2020) and DZ FF 2016-2020.

2. Implementation Plan 2020

Priority 1. Education/ Quality Relevant Educational Activity

Priority of PRSZ UWB 2020

P1 Education

Link to Priority P4 Quality and P6 Internationalization

Responsibility

Vice-Dean for Learning

Evaluation of the Fulfilment the 2019 Strategy – Current State

- The Faculty obtained study programme accreditations (National Accreditation Office (NAO) accreditations awarded) for all submitted doctoral programmes: Archaeology, Philosophy and History of Science and Technology, and International Relations. The doctoral programmes Ethnology and Modern History are in the process of approval, as well as the follow-up Master programme Teaching French for Secondary Schools and the Bachelor study programme Social Work (status as of December 2019).
- The Faculty has prepared supporting materials for institutional accreditation in four areas of education (Sociology, Historical Sciences, Political Science, Philosophy, Theology and Religion Studies) and met the accreditation standards for institutional accreditation of Bachelor and follow-up Master study programmes in these areas (except Historical Sciences).
- Supporting materials were prepared for the quality evaluation of selected accredited study programmes (in the form of a self-evaluation report for accreditation) and supporting documents were prepared for the needs of a full comprehensive evaluation of the study programmes (SP).
- Alfresco is used for the needs of creating and approving study programmes, and appropriate data support from internal systems is set for the needs of evaluation of study programmes (IS/STAG, Magion, OBD, GaP, HAP).
- Examples of good practice in creating, approving and evaluating study programmes are shared across the Faculty; support is provided for guarantors and chairs of the Study Field Boards (ROV) (templates of minutes, forms of resolutions, shared analyses for SP evaluation, etc.).
- Cooperation with employers from the public, non-profit and private spheres is anchored, among other things, through the newly established Board of Partners (partner representatives). The Board is an advisory body to the Dean continuously reflecting the quality of the study programmes implemented in accordance with the requirements of practice.
- The methodology of internships is developed as a Faculty-wide tool to support activities of departments and the need to create, approve and evaluate study programmes. (project ESF1 FF).

- In cooperation with P2 goals, a partial evaluation of the implemented doctoral programmes is performed in order to unify the conditions and improve the quality of the course of study – see P2.
- A proposal is being prepared for the creation of modules for Erasmus students according to areas of education (Sociology, Historical Sciences, Political Science, Philology, Philosophy, Theology and Religion Studies), composed of foreign language courses from various study programmes as an offer for foreign students (with a value of a minimum of 30 credits), in cooperation with P3 and in connection with the ESF2 project (from 2020).
- In accordance with the goal of increasing interest in studying individual programmes at the Faculty, a proposal of measures is made, and support of external communication is implemented, including lectures at secondary schools and other forms of PR – see P3.
- Distance learning (MOODLE, etc.) of selected courses is introduced, which will be used mainly in the part-time form of study (so-called study support), and various forms of online study support are tested as a prerequisite for increasing the attractiveness of implemented programmes (with online support elements).
- The methodology of learning outcomes (QRAM) continues to be implemented and revised and used more for the needs of evaluating the quality of study programmes.

Target State 2020

- Successfully completed programme accreditation of study programmes, the creation, discussion and approval of which began in 2018 and 2019.
- Accreditation of new Bachelor and Follow-up Master study programmes within the framework of institutional accreditation in the following areas of education: Political Science, Philosophy, Theology and Religious Studies and Sociology and announced admission procedures to new programmes.
- Accreditation of new study programmes falling within the area of Historical Sciences education according to the conditions of the National Accreditation Office.
- Completed preparation of supporting documents for quality evaluation of accredited study programmes (in the form of a self-evaluation report for accreditation or a full summary evaluation), created plans for measures aiming at improvement in connection with evaluation results.
- Completed methodology for practical traineeships as a whole-Faculty tool to support activities of departments and the need to create, approve and evaluate study programmes. The methodology is linked to the tools in the IS/STAG system and the administration of practical traineeships is pilot tested within IS/STAG.
- Developing cooperation with employers from the public, non-profit and private spheres, including through the Board of Faculty Partners, with the aim of involving partners from the application sphere in the evaluation of study programmes and graduate profiles. Intensifying cooperation with members of the Partner Board regarding the organization and management of student practical traineeships and internships.
- Finalized proposal for the creation of modules for Erasmus students according to areas of education (Sociology, Historical Sciences, Political Science, Philology, Philosophy, Theology and Religious Studies) composed of foreign language courses of various study programmes as an offer for foreign students (at least 30 credits), in cooperation with P3.

- In accordance with the goal of increasing interest in the study of individual programmes at the Faculty, a proposal of measures is made and support for external communication is implemented, including lectures at secondary schools, presentations on social networks and other forms of PR - see P3.
- Distance form of teaching (MOODLE, etc.) of other selected courses is introduced, which will be used mainly in the part-time form of study (so-called study support), and other forms of online study support are tested as a prerequisite for increasing the attractiveness of programmes and creating programmes for foreign students (with elements of online support).
- The situation in the area of educational activities for the period 2016-2020 is evaluated and a draft strategy for the period 2021-2025 is prepared.

Methods and Activities Leading to Achievement of the Target State

- Creation and access to supporting documents, methodological materials and data sources for the activities of individual committees and guarantors in the process of creating, approving and ensuring the quality of study programmes.
- Full use of the document storage (documents shared according to the organizational structure of the Faculty of Arts).
- Elaboration and continuous fulfilment of a detailed schedule of activities connected with the creation and approval of new study programmes of the Faculty of Arts, UWB.
- Ensuring conditions and processes for the implementation of professionally oriented study programmes (especially in connection with fulfilling the conditions for ensuring practical traineeships/internships).
- Implementation of the methodology for evaluating the quality of study programmes (following the UWB methodology, NAO standards and ESG standards) for all FF programmes, including the involvement of relevant parties (graduates, employers) in the process of creating and evaluating study programmes; use of learning outcomes methodology during the evaluation.
- Ensuring the activities of the Board of Partners as an advisory body to the Dean.
- Creation of documents for the accreditation of new study programmes of the Faculty within the framework of institutional accreditation.
- Revision of the courses offered to Erasmus students.
- Raising awareness of usable tools and methods in distance elements in teaching (training, courses, seminars, consultations in cooperation with Lifelong Learning).
- Raising awareness among students of the importance of feedback through various types of assessment (semester assessment, etc.).
- Update of databases in the UWB Portal.
- Use of learning outcomes methodology (Q-RAM) in the descriptions of newly prepared study programmes.

Indicators

Desi gnation	FF link 2019	Indicators of reaching the target state	Unit	2018 (state)	2019 (plan)	2019 (state)	2020 (plan)	Note
P1 Education								
F1	1	Number of accredited study programmes – joint/double/multiple degree	Number per year	1	3	1	3	Indicator UWB U21–18. <i>Note: postponement of the plan for concluding the DD contract of the Bavarian Studies programme (2Q/2020); shift of the accreditation plan for follow-up master programme Teaching French for Secondary Schools, followed by the conclusion of a DD contract.</i>
F2	1	Percentage of FF graduates responding in the study programme quality evaluation survey	%	59.6	60	42.2	40	Replaces the indicator: There is a system to support the employability of graduates. Indicator UWB U14–18
F3	1	Proportion of bachelor and related fields students implementing mobility in the length of at least one month	%	16	20	18.76	25	Interconnection with indicator UWB U19–18 Average by department (17.68% for bachelor programmes, 23.33% for master programmes) Data source: Data warehouse. <i>Note: data related to academic year.</i>
F4	1	proportion of doctoral students in the full-time form of study implementing mobility in the length of at least one month	%	34	38	35.29	40	Interconnection with indicator UWB–18 Data source: Data warehouse. <i>Note: data related to academic year.</i>
F5	1	Incoming mobility of FF students	Number	145	150	91	180	Data source: Data warehouse.
F6	1	Outgoing mobility of FF students	Number	188	200	131	280	Data source: INIS. <i>Note: due to the declining number of students and students' lack of interest in outgoing mobility, the 2020 indicator is unlikely to be met.</i>
F7	1	Proportion of offered FF fields processed in the Q-RAM methodology down to the level of individual courses	%	100	100	100	100	Indicator UWB U12–18 <i>Note: courses processed in the Q-RAM methodology will be continuously updated and the methodology will be applied when creating courses in new</i>

Desi gnation	FF link 2019	Indicators of reaching the target state	Unit	2018 (state)	2019 (plan)	2019 (state)	2020 (plan)	Note
								<i>programmes</i>
F8	1	Percentage of FF students responding in the teaching quality evaluation survey	%	17	25	12.78 (LS 2019)	30	In relation to the current strategy. Data source: IS/STAG (Teaching evaluation, without evaluation of learning outcomes) <i>Note: the plan from 2019 (25%) was not fulfilled - measures - see methods above.</i>

Auxiliary Indicators for 2019 – Evaluation:

Link – priority of FF 2019	Indicators of reaching the target state	Unit	2019 (plan)	2019 (state)	Note
1	Proportion of bachelor students implementing mobility in the length of at least three months	%	12	12.28	Interconnection with indicator UWB U19-18 Data source: Data warehouse.
1	Proportion of bachelor and related fields students implementing mobility in the length of at least three months	%	15	13.04	Interconnection with indicator UWB U19-18 Data source: Data warehouse.

Priority 2. Creative Activity/Excellence in Science and Research

Priority PRSZ UWB 2020

P2 Creative activity

Link to P3 Third Role, P5 Internationalization and P6 Projects

Responsibility

Vice-Dean for Science and Research

Evaluation of Fulfilment of Strategy 2019– Current State

- The Methodology 2017+ is gradually being implemented within the environment of the Faculty; the evaluation according to Modules 1 and 2 has been underway for a second consecutive year, and the application of the remaining modules is currently being prepared. In Module 3, the evaluated unit will be the Faculty, in Modules 4 and 5, the whole University.

- The Faculty actively participated in a pilot system for evaluating the quality of UWB creative activities. In 2019, four evaluation reports were prepared – FORD 5.6 (Political Science); 6.1 (History and Archaeology); 6.2 (Languages and Literature); 6.3 (Philosophy, Ethics and Religion) including reactions. The pilot results of the evaluation of creative activity were used for the needs of self-evaluation within the accreditation and evaluation of study programmes.
- Criteria for evaluating the quality of doctoral study programmes (DSP) in accordance with University-wide procedures and in connection with evaluation of the quality of creative activity and evaluation of the quality of study programmes have not yet been established; in the area of increasing the quality of DSP, an introductory seminar was held for DSP students and the fulfilment of selected courses and conditions of DPS is checked (especially courses focusing on internships and professional studies).
- Incoming and outgoing mobility of junior and senior researchers has taken place (Mobility 2.0 project); the second phase of the mobility project is being prepared (3.0)
- The Faculty supported preparation of domestic and international projects (including ERC), plus international cooperation in the area of science (as for internationalization, see also P3).
- During the course of 2019, awareness was raised regarding the possibilities for support in the area of preparation of prestigious international projects; in cooperation with the Project Centre, information seminars are held, e.g. regarding H2020.
- Due to the delay on the part of the NAO, accreditation of the associate professorship procedure in the field of Philosophy and History of Science and Technology was not completed.
- The Faculty prepared a GAP analysis of the current situation and an action plan and submitted an application for the HR Award, thus committing itself to the Human Resources Strategy for Researchers based on the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers (for more details, see P4).
- Individual departments have an overview of research partners; in the implementation process, the anchoring of key partnerships has the form of long-term framework partnership agreements.
- The indexing of the Faculty journal WBHR in the Scopus database is completed.

Target State in 2020

- The duties and rights of doctoral students and junior researchers and their supervisors are specified and their awareness of these activities is increased through relevant activities (in cooperation with P1 activities) - methodology for doctoral students containing information for beginning researchers, introductory seminars for doctoral students; the duties, responsibilities and powers of supervisors and other relevant bodies in relation to personal development and systematic feedback to doctoral students are specified; materials for the evaluation of doctoral students are innovated; an examination of doctoral study field boards in the area of evaluation of individual study plans is performed; a survey of the requirements and expectations of doctoral students and young researchers in the area of professional development is carried out, which will serve, among other things, for the formulation of a strategy for the next period 2021-2025. **(Action plan HR AWARD)**

- Methodology 2017+ is gradually being implemented in the Faculty environment; the Faculty will select the relevant area of FORD and will be evaluated in Module 3; the evaluation will also take place in Modules 4 and 5 (the Faculty will be part of the University evaluation). The Faculty will prepare supporting documents for evaluation by the international evaluation panel (implementation plan - June 2020).
- The Faculty consistently reflected the recommendations of four evaluation reports from the pilot comprehensive system for evaluating the quality of UWB creative activity – FORD 5.6 (Political Science); 6.1 (History and Archaeology); 6.2 (Languages and Literature); 6.3 (Philosophy, Ethics and Religion) and will take appropriate action. The pilot results of the evaluation of creative activity were used for the needs of self-evaluation within the accreditation and evaluation of study programmes.
- Increasing awareness of examples of good practice and definition of results (including corresponding social relevance and contribution to knowledge) in the area of quality outputs of Methodology 2017+ is ensured.
- Following the accreditation, the conditions for the associate professorship procedure are modified in accordance with the conditions and principles of the associate professorship procedure at most faculties of philosophy and arts in the Czech Republic.
- Outgoing mobility of junior and senior researchers was launched (Mobility project).
- The Faculty implemented measures from the HR AWARD action plan for the given period, and linked the preparation of the Strategic Plan 2021-2025 in accordance with The Human Resources Strategy for Researchers based on the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers (for more details, see P4).
- The shift in the area of creative activity for the period 2016-2020 is evaluated and a draft strategy for the period 2021-2025 is prepared.

Methods and Activities Leading to Achievement of the Target State

- Implementation of a system for evaluating the quality of creative activity, including the use of pilot results of evaluation of creative activity for the needs of evaluation of study programmes.
- Verification of the process of creation, approval and evaluation of the quality of doctoral study programmes; use of pilot results of creative activity evaluation for the needs of DSP evaluation.
- Implementation of career rules and staff evaluation (see also P4) - emphasis on quality or excellence in scientific research results, motivation to participate in University-wide projects in the area of researcher mobility and the development of internationalization; setting standards in the area of creative activity.
- Implementation of the HR AWARD Action Plan.
- Raising awareness of University-wide support in the preparation of prestigious international projects; organizing seminars.
- Evaluation of the attractiveness of research results for popularization and PR.
- Coordinated implementation of activities aimed at indexing the KHV FF journal in the Scopus database.

Indicators

Designation	FF link 2019	Indicators of reaching the target state	Unit	2018 (state)	2019 (plan)	2019 (state)	2020	Note
P2 Creative Activity								
F9	2	Number of quality research teams of international importance	Number per year	2	2	2	3	Interconnection with the definition of indicator UWB U3-18
F10	2	Number of prestigious international projects	Number per period	3	3	4	4	HERA JRP, Marie Skłodowska-Curie Actions, Global Fellowship, INTER-EXCELLENCE. Interconnection with indicator UWB U4-18
F11	2	Volume of funds obtained from national and international grant schemes	Volume /accumulation /mil	54,7	69,5	65	100,0	New indicator of FF Indicator UWB U2-18
F12	2	Cumulated volume of FF contract research in the period 2016-2020	Volume /accumulation /mil	3,4	4,0	6,2	10,0	Indicator renamed in connection with the UWB strategy (original name: Volume of contract research) Data sources: Magion

Priority 3. Internationalization, External Relations and the Third Role/Open and International Faculty

Priority PRSZ 2020 UWB

P3 Third role and P5 Internationalization

Links also to P1 Education and P2 Creative Activity

Responsibility

Vice-Dean for External Relations

Evaluation of Fulfilment of Strategy 2019– Current State

- In the area of internationalization, the Faculty focused on key activities: (1) development of cooperation within Erasmus+ with EU universities; continued cooperation both within the framework of credit mobility (Morocco, Iran, Ethiopia, Belarus) and beyond credit mobility (Kyrgyzstan, USA, Sudan, Russia); (2) preparation and implementation of double degree programmes (Department of Romance Languages, Faculty of Arts, UWB), Bavarian Studies (Department of German and Slavic Studies); (3) development of international research projects (e.g. Czech-Bavarian projects) including lectures by visiting professors from abroad; (4) preparation of an international follow-up master programme in English (Development and Globalization Studies).
- Research centres in departments (KAR, KSA, KBS, KGS, KHV, KAP) develop scientific and popularization activities.
- The Faculty promotes its activities in the form of electronic materials, press conferences, Instagram, YouTube and other media outlets with the aim of reaching a larger number of Czech and foreign students.
- In the area of external relations and the third role, the Faculty focuses on cooperation with the city/region in the form of projects, public lectures or seminars, for example by organizing debates with experts, lectures in the Education and Research Library of the Pilsen Region, organizing exhibitions, etc.
- Activity in the area of mobility continues, i.e. incoming and outgoing students within Erasmus+, Inter and other programmes.
- The process of improving the website continues, further international cooperation based on Erasmus+ agreements is being developed, as well as cooperation with non-European universities in Africa, Asia, the Middle East and Latin America.
- The Faculty has a promotional video aimed at potential future students.

Target State 2020

- The communication between the Faculty of Arts and key parties is evaluated and a communication strategy of the Faculty of Arts is created (among other things, as a basis for the preparation of SZ 2021-2025), including a plan of activities and communication with relevant parties with emphasis on popularization of science; the strategy (including an implementation plan) includes systematic and targeted popularization of selected research

results towards specific parties (groups and organizations from public, non-profit and private sectors or the public); the strategy is consulted with relevant internal parties (Dean's Board, Academic Senate of the Faculty of Arts) and external parties (Board of Partners); the theme of popularization of science is an integral part; in connection with the implementation of the strategy, methods of data collection and methods of reporting data regarding popularization activities are set up. **(Action plan HR AWARD).**

- In accordance with the communication strategy, promotion of the Faculty towards relevant target groups is intensified, selected academics/researchers are involved in the presentation of interesting activities; the Faculty holds regular press conferences; students participate in the promotion of the Faculty, regular meetings with Erasmus+ students are held.
- The editing of the Faculty website with a new design in the Czech and a foreign language version (first English, then German) is finished.
- Cooperation on the creation and implementation of programmes in cooperation with foreign partner universities continues; in addition to the double degree programmes of the Department of Romance Languages with the Université d'Artois, Arras, France, also the Bavarian Studies program at the Department of German and Slavic Studies in cooperation with the University of Regensburg, Regensburg, Germany; and cooperation is established with the University of Pavia on the programme Development and Globalization Studies with a view to implement a programme in the double degree mode, as well as monitoring other possibilities for the creation of similar programmes on an international basis.
- An international study programme in English – Development and Globalization Studies (a two-year MA programme focused on highly topical issues of development, migration, globalization and social dynamics of the European Neighbourhood regions) was prepared for accreditation. The programme is planned in both full-time and part-time forms; an integral part will be various types of distance activities and online courses.
- The Faculty continues student, academic and research mobility at least at the current level through various mechanisms, such as Erasmus+, Credit Mobility, Internationalization Programme, Free Movers, Mobility 3.0 (see P2) or other programmes.
- Promotional materials in electronic and printed versions are further developed, social networks are updated towards relevant target groups, and the Faculty presentations in English are available to all employees for wide international use; appropriate promotional material is available for partner foreign institutions.
- Internationalization of the Faculty is intensively supported, international cooperation of the Faculty is promoted through electronic and printed materials; through the various research centres (at KFI, KBS, KSA, KHV, KAP), scientific, research, publishing and popularization activities in cooperation with foreign countries are interconnected.
- The role of the Faculty in the area of cooperation with the public (the so-called third role) is at a stable level of intensity, the method and form of communication with the media is set; there is a schedule for regular press conferences. The Faculty continues to cooperate with both the Education and Research Library of the Pilsen Region and the Archive of the City of Pilsen in organizing regular lectures for the public.
- Modules are prepared for Erasmus students according to various areas of education (Sociology, Historical Sciences, Political Science, Philology, Philosophy, Theology and Religious Studies) composed of foreign language courses of various study programmes as an

offer for foreign students (with a minimum value of 30 credits), in cooperation with P1 and with the support of ESF2; selected online courses for international students (within and outside Erasmus courses).

- The Faculty publishes an information bulletin on its website in Czech and English.
- The Faculty has started preparing a YouTube channel.

Methods and Activities Leading to Achievement of the Target State

- Communication with graduates, offering graduates the chance to participate in the Faculty events, monitoring successful graduates, maintaining contacts with graduates and media coverage of their activities.
- Cooperation with secondary schools (especially lectures at secondary schools, lectures by the Faculty students at their former secondary schools, etc.).
- Organizing press conferences, involving the faculty students in the promotion of the Faculty.
- Preparation of online courses for international students (within and outside Erasmus courses).
- Regular publication of an information bulletin regarding the Faculty in Czech and English, distribution of the bulletin to applicants.
- Gathering feedback from Erasmus+ students.
- Active use of social networks to attract applicants, regular maintenance of the website, social networks, Instagram, YouTube.
- Intensification of existing bilateral cooperation and establishment of further cooperation.
- Implementation of popularization lectures for the public and interdisciplinary seminars, organizing events for the public.
- Media cooperation with UWB External Relations, the city, the region and other parties.
- Cooperation with the Division of Lifelong Learning, especially in the area of popularization of science.
- Activities of a working group chaired by the Vice-Dean for External Relations.
- Creation of a plan of activities and communication with relevant parties with emphasis on the popularization of science – strategy (including implementation plan).

Indicators

Desi gnation	FF link 2019	Indicators of reaching the target state	Unit	2018 (state)	2019 (plan)	2019 (state)	2020	Note
P3 Internationalization, External Relations and the Third Role								
F13	3	Foreign professors	Number per period	43	48	45	60	Merged indicator DZ FF 2016-2020 (Number of foreign academic staff with scientific degrees, number of foreign

Designation	FF link 2019	Indicators of reaching the target state	Unit	2018 (state)	2019 (plan)	2019 (state)	2020	Note
								visiting professors/lecturers, number of foreign extraordinary professors, number of foreign experts, postdocs and visiting researchers involved in research projects) Link to indicator UWB U5-18 Data source: INIS and documents from departments.
F14	3	Number of accredited LLL courses	Number per period	12	12	13	5	Monitoring: LLL database.
F15	3	Number of events for the public	Number per period	45	48	52	45	Merged indicator SZ FF 2016-2020 (Number of exhibitions, number of lectures for the public, number of cultural events, number of other events for the public)
F16	3	Number of bilateral Erasmus+ agreements	Number	145	145	141	120	Overview of UWB Foreign Relations.
F17	3	Number of other bilateral mobility agreements	Number	37	37	43	30	Overview of UWB Foreign Relations.

Auxiliary Indicators for 2019 – Evaluation:

Link – priority of FF 2019	Indicators of reaching the target state	Unit	2019 (plan)	2019 (state)	Note
1, 2 and 3	Number of active centres at the Faculty	Number	5	7	Centres implementing, in 2019, activities focused on cooperation with practice, internationalization, popularization and research (including contract research) - Centre for Applied Archaeology (KAR), Centre for Interregional Research (KGS), Centre for Applied Anthropology and Field Research (KSA), Centre for Analyses of Regional Policies (KAP), Centre for African Studies (KBS), Centre for Japanese Studies (KHV), Centre for Eurasian Studies (KSA).
1 and 3	Number of enrolled students compared to 2018	Increase by %	At least by 10%	20.16 %	Enrolled first-year students as of 31 October 2019. In 2018/19, there were 1,423 applicants and in 2019/20, 1,710 applicants. Increase in interest by 20.16%.

Priority 4. Management and People/Responsible Management as a Prerequisite for Quality and Development

Priority PRSZ UWB 2020

P4 Quality

Links also to P6 Projects

Responsibility

Vice-Dean for Strategy and Development, Dean

Evaluation of Fulfilment of Strategy 2019– Current State

- Innovated Career Rules of the Faculty of Arts have been issued in accordance with the University-wide framework, which also includes setting up employee evaluation in connection with current conditions (R&D evaluation methodology 2017+, evaluation of the quality of study programmes). The innovation of the Career Rules of the Faculty of Arts was carried out in particular with regard to the requirements (standards) imposed on various job positions, reflection of employees' activities in the area of educational activities, creative activities and related activities, accreditation standards and fulfilment of equal opportunities principles.
- The organizational rules of the Faculty of Arts specify the responsibilities, competencies and powers of key bodies/committees of the Faculty of Arts, including the positions of Dean, Vice-Dean, Secretary and Head of the Department.
- Strategic interviews are conducted with departments; however, the responsibility of the departments for the fulfilment of activities leading to meet strategic goals has not yet been clearly specified.
- The Faculty has fulfilled the conditions and requirements for the internal environment according to the standards for institutional accreditation.
- A GAP analysis has been prepared as a basis for an action plan aimed at obtaining the HR Excellence in Research AWARD using information from relevant parties and the Faculty committees; an analysis of the current situation has been carried out and a plan for the revision of documentation and processes in the personnel area was set up in accordance with the conditions of the HR Excellence in Research AWARD; In this context, a two-year action plan has been created and discussed by the relevant committees and an application for the HR AWARD was submitted (December 2019).
- A pilot evaluation of employees by Heads of departments was carried out, personal career development plans were created in cooperation with employees (academic staff) and Heads of departments, and the IS HAP software support was also used during the evaluation.
- Partial steps have been taken in the cleaning of databases and data sources; the definition of indicators in relation to the usability of data from the UWB data warehouse was specified; indicators are further specified in connection with relevant data and analytical support.

- Further steps were taken leading to the implementation and interconnection of innovative procedures in the area of accreditation of study programmes (see P1), pilot verification of a new method of evaluation of study programmes (see P1) and pilot evaluation of creative activity according to University-wide guidelines (see P2).
- The preparatory analytical phase (collection of documents and current analyses) for the needs of creating the Strategic Plan of the Faculty of Arts for the period 2021-2025 started.
- Requirements of departments in the area of priorities P1, P2 and P3 for the involvement of the Faculty in University-wide projects were mapped (ESF2, ERDF2, and several more).

Target State 2020

- Implementing the declared activities of the HR AWARD Action Plan in cooperation with the Faculty committees, the UWB HR Manager and the UWB Management; sharing examples of good practice with relevant parties in the implementation process (other universities, EC, other UWB Faculties) in order to keep the HR AWARD.
- Implementing the principles of the new Faculty Career Rules (effective from 1 January 2020) to the level of individual departments and staff, in particular, specifying the responsibilities, competencies and powers in the staff job descriptions, include activities in the area of popularization of science in the job description, applying the evaluation set by the Faculty Career Rules adopted in 2019. Each employee with workload greater than 0.5 (20 hours per week) will be evaluated. **(Action plan HR AWARD).**
- Developing a methodology and standardizing the process of human resources management at the Faculty of Arts, acquainting Heads of individual departments with it and implementing it in the evaluation of researchers **(Action plan HR AWARD).**
- In connection with P3, translating into English relevant documents, forms and legislation - all the Faculty regulations and selected rules (decrees, decisions), as well as key strategic documents and documents related to personal development and evaluation of employees, doctoral students and young researchers. **(Action plan HR AWARD).**
- Introducing continuous monitoring of the ratio of women to men linked to individual indicators of the Faculty Strategic Plan and use the monitoring for the preparation of SZ 2021-2025. **(Action plan HR AWARD).**
- Specifying the responsibility of departments for the fulfilment of activities leading to strategic goals being met (also in connection with the creation of SZ 2021-2025).
- Continuing to clean databases and data sources, defining indicators and increasing the usability of databases and other data sources (from the UWB data warehouse) in order to ensure consistent monitoring of compliance with indicators – and using it as a supporting document for the 2021-2025 strategy.
- Continuing revision of the internal quality assurance system, including implementation and interconnection of innovative procedures in the area of accreditation of study programmes (see P1), pilot verification of a new method of evaluation of study programmes (see P1) and pilot evaluation of creative activities (see P2) – focusing mainly on harmonization of partial procedures and simplification of self-evaluation activities.
- Completing the analytical phase for starting the creation of the Strategic Plan of the Faculty of Arts for the period 2021-2025, creating a draft of the Strategic Plan of the Faculty of Arts 2021-2025 in connection with the UWB Strategic Plan.

- Coordinating and mapping the requirements of departments in the area of priorities P1, P2 and P3 for the involvement of the Faculty in University-wide projects.

Methods and Activities Leading to Achievement of the Target State

- Implementation of the Career Rules at the Faculty of Arts (using IS HAP) within the evaluation of employees by Heads of departments and evaluation of Heads of departments by the Dean of the Faculty of Arts.
- Mapping of processes in the personnel area in accordance with the conditions of the HR Excellence in Research AWARD.
- Completion of the action plan required for obtaining the HR Excellence in Research AWARD using relevant data and documents.
- Monitoring the fulfilment of indicators, specification of indicators (including qualitative indicators) in connection with the provision of relevant IT and data support.
- Implementation of activities in accordance with the new organizational rules of the Faculty of Arts (including strategic reports and interviews between the Management of the Faculty of Arts and Heads of departments).
- Ongoing revision of the internal quality assurance system, including implementation and interconnection of innovated procedures in the area of accreditation of study programmes (see P1), verification of a new method of evaluation of study programmes (see P1) and evaluation of creative activity according to University-wide guidelines (see P2).

Indicators

Designation	FF link 2019	Indicators of reaching the target state	Unit	2018 (state)	2019 (plan)	2019 (state)	2020	Note
P4 Management and People								
F18	4	Number of professors under 55	Number per period	1	2	2	3	UWB Indicator U9-18
F19	4	Number of professorship appointment procedures initiated	Number per period	1	2	1 (accumulation)	3 (accumulation)	New FF Indicator (since 2018).
F20	4	Number of associate professorship appointments initiated	Number per period	3 (accumulation)	5	3 (accumulation)	12 (accumulation)	New FF Indicator (since 2018). The state of meeting the indicator is critical; measures will be taken in agreement with Heads of departments.
F21	4	Number of new associate professors -employees	Number per period	6 (accumulation)	2	6 (accumulation)	12 (accumulation)	Number of FF UWB academics who are undergoing associate professorship procedures in the period 2016-20. The state of meeting the indicator is critical; measures will be taken in agreement with Heads of departments.

Priority 5. Related Activities/Conditions for Quality Educational and Creative Activities

Priority PRSZ UWB 2020

P6 Projects

Link to P4 Quality and Strategy in the Area of PRSZ UWB infrastructure and support processes

Responsibility

Faculty Secretary

Evaluation of Fulfilment of Strategy 2019– Current State

- The investment project “Reconstruction of the Sedláčkova 38–40 and Veleoslavínova 27–29 buildings” was completed. Thanks to the reconstruction of these premises, the physical split of the Faculty buildings was optimized. The Department of Historical Sciences was moved to the newly acquired premises. The ST building is already used by the Faculty only as a teaching building.
- The Faculty was also involved in the implementation of the University-wide project “Nábyteček” in 2019, within which equipment was acquired in a total value exceeding one million crowns (0.8 million investment, 0.5 million non-investment funds).
- ERDF2 project launched to help improve the infrastructure needed for ensuring quality teaching (linked to ESF2).
- The Faculty Secretary's Board meets once a month. The Faculty Secretary passes on information, assigns tasks to the department secretaries and consults with them when important decisions have to be made. Thanks to the fourteen-day shift to meetings of the Dean's Board, the efficiency of passing information to the Faculty workplaces is increased.
- The original annual schedule for preparation of project documentation, the implementation of building modifications and the commissioning of air conditioning in the SP building proved to be unattainable. Due to the complexity of the connection to the existing recuperation system, the delivery of project documentation was extended until next year (in 2020 we expect delivery of PD and preparation of a tender for the implementation of construction with the aim of implementation in 2021).
- The planned project “Reconstruction of the third floor of the Jungmannova 1 building” was delayed due to KSIM's request for a comprehensive solution for the reconstruction of the JJ building. Next year, PD for the reconstruction of the auditorium will be completed, and the total PD will then be prepared in 2021.
 - General keys acquired for the SP and SO buildings.
 - The preparation of study and project documentation for the “Cultivation of the SP yard” project was postponed to the following period by the decision of the Bursar.
 - Due to the ongoing construction modifications in the VC building, the project “Parking posts in the VC car park” was postponed until 2020.

Target State 2020

- High-quality documents for tenders are created and devices and equipment needed for the implementation of key activities of the ERDF2 project are acquired.
- In 2020, PD will be delivered for the construction of the Air Conditioning of the SP building and a tender will be prepared for the implementation of construction, which will take place in 2021.
- External blinds will be purchased for the upper floors of the SP building.
- PD for the reconstruction of the JJ hall will be delivered and documents will be collected for the preparation of PD for the overall reconstruction of the JJ building.
- The issue of parking outside the VC building (parking posts) will be resolved.
- The Faculty committees and most of the Faculty's advisory boards and working groups routinely use relevant IT support for controlled documentation, and information and knowledge sharing.
- Optimization of teaching activities at the Faculty.
- Study and project documentation for the "Cultivation of SP yard" project is prepared.

Methods and Activities Leading to Reaching the Target State

- Implementation of the FRIM plan for 2020 and the "Medium-Term Strategic Outlook in the area of UWB investments".
- Utilization of doc.zcu.cz options and University-wide IT support.
- Activity of the Faculty Secretary's Board and other working groups will increase the efficiency of information transfer.
- Performing an analysis in order to streamline the preparation of schedules.

Indicators

Desi gnat ion	FF Link 2019	Indicators of reaching the target state	Unit	2018 (plan)	2018	2019 (plan)	2020	Note
P5 Supporting processes								
F22	5	The departments are located and teach in one building	State	-	No	-	Yes	An analysis of options was carried out in 2018 and 2019. The indicator will be specified in relation to the results.
F23	5	Raising standards in the Faculty buildings	State	Yes	Yes Continuously	Yes	Yes	Indicator renamed. Original text: The FF buildings have reached the standards usual in the campus buildings in Bory. It will be continuously

Designation	FF Link 2019	Indicators of reaching the target state	Unit	2018 (plan)	2018	2019 (plan)	2020	Note
								evaluated on the basis of invested funds.
F24	5	Cultivation of the yard Sedláčková/Riegrova/Jungmannova	State	Yes	Yes	Yes	Yes	Yard in Jungmannova street added (2018)
F25	5	FF has a decent background for students	State	Yes	Yes Started	Yes	Yes	Start of the "Nábyteček" project It aims to increase facilities for students

3. Annexes

Annex 1. Interconnection of PRSZ FF UWB 2020 Priorities with PRSZ UWB 2020 Priorities

Priority PRSZ FF 2019	Priorities of PRSZ UWB 2019					
	P1 Education	P2 Creative activity	P3 Third role	P4 Quality	P5 Internationaliz ation	P6 Projects
P1 Education Quality relevant educational activity	*			*	*	
P2 Creative activity Excellence science and research		*	*	*	*	*
P3 Internationalization, external relations and the third role Open and International Faculty	*	*	*		*	
P4 Management and people Responsible management as a prerequisite for quality and development				*		*
P5 Related activities Conditions for quality educational and creative activities				*		*

Annex 2. Interconnection of PRSZ FF UWB 2020 Priorities with SZ FF 2016-2020 Priorities

Priority PRSZ FF 2019	Areas of DZ FF UWB 2016-2020					
	Education	Science and Research	Other creative activities and the third role of the university	External and foreign relations	Management and people	Supporting processes
P1 Education Quality relevant educational activities	*					
P2 Creative activity Excellence science and research ¹		*	*			
P3 Internationalization, external relations and the third role Open and International Faculty ²	*		*	*		
P4 Management and people Responsible management as a prerequisite for quality and development					*	
P5 Related activities Conditions for quality educational and creative activities						*

¹ Due to the clear division of responsibilities for the fulfilment of partial goals, the topic Other Creative Activities is included in this priority; in SZ FF 2016-2020, this topic was part of the priority Further Creative Activity and the Third Role of the University

² Due to the clear division of responsibilities for the fulfilment of partial goals, the topics of Third Role, External and Foreign Relations are included in this priority; in SZ FF 2016-2020, these topics were part of the two priorities Further Creative Activity and the Third Role of the University and External and International Relations

Annex 3. Other DZ FF 2016–2020 Indicators

DZ FF 2016–2020 Indicators not Included in PRSZ FF 2020 (clarification of the definition and/or provision of relevant data sources necessary):

Indicator
Share of foreign students
Number of active foreign partnerships (non-mobility)
Number of courses for the University of the Third Age
Number of memberships of domestic boards and evaluation committees
Number of positions in foreign companies and evaluation committees

Annex 4. Key Indicators of DZ UWB for the Period 2016-2020 and their Fulfilment bt FFUWB, 2019 Values and Plan for 2020

Designation UWB	Description of key indicator	Units	Starting state (2015)	Target state 2019 (plan)	Target state 2019	Target state 2020 (UWB + FF)
U1-18	Sustainability indicators met within the European Centre of Excellence and Regional Centres Not relevant for FF	Yes /No	-	-	-	Yes
U2-18	Volume of funds obtained from national and international grant schemes FF includes in the given indicator funds for scientific and educational projects according to the code list of activities (15xx) and funds for projects financed by the Ministry of Education, Youth and Sports and grant agencies according to the code list of activities (16xx)	Million CZK (accumulation)	- 0.0	- 69.5	65	2 000 100.0
U3-18	Number of quality research teams of international importance (the team has publications in WoS or Scopus in Q1, publications are cited, h-index of team members is appropriate to the field, team size is greater than 5). The required indicators are averaged over the number of team members; each team is connected to a doctoral field, doctoral students in the team play a significant role in the team's work) FF does not fulfil, according to the definition of UWB (for FF non-standard Q1; FF teams are not necessarily connected to a doctoral study programme, team size greater than 5 is not characteristic for FF fields). There are quality research teams of international importance at the Faculty of Arts – team members participate in research in foreign institutions, have publications in international co-authorship, have foreign citations, the team is linked to a research study programme, draws experience from prestigious projects (COST; Marie Skłodowska-Curie Actions, Global Fellowship, projects within the programme INTER-EXCELLENCE)	Number of teams (in 2020)	12 1	 2	 3	22 3
U4-18	Number of ERC projects or prestigious international projects In the period 2016-2020 FF will receive at least three prestigious projects (HERA, COST, Jean Monet, Horizon 2020), however, definitely not ERC	Number of prestigious projects (accumulation)	0 0	 3	 3	6 3
U5-18	Number of foreign experts who have been working for UWB for more than one year	Number of experts per year	7			20

Designation UWB	Description of key indicator	Units	Starting state (2015)	Target state 2019 (plan)	Target state 2019	Target state 2020 (UWB + FF)
	Stays of visiting professors (according to the definition of the UWB Statutes) longer than one year are unlikely in the context of FF fields, yet the number 2 is left in the 2020 plan (reduction from the plan which was 5). The indicator is fulfilled by a KAP employee (visiting professor for 0.5 years, followed by a foreign expert working for FF). Foreign experts are monitored within a separate FF indicator (these are shorter stays).	(in 2020)	2	0	1	2
U6-18	Number of listed international procedures for postdoctoral positions	Number of positions listed per year	50	0	0	50
	Listing postdoctoral positions is realistic for FF only within University-wide projects		0	0	0	5
U7-18	Number of major international scientific conferences organized or co-organized (indexed in a recognized database)	Number of conferences per year	5			10
	FF currently organizes 1-2 important international conferences a year. However, indexing conferences is not a common practice in FF fields. Of the 8-10 conferences envisaged for the planned period, only a small number will be implemented	(in 2020)	0	0	2	2
U8-18	Structure of multi-source funding at Faculties and NTC	Ratio of NIV (basic contribution to activities/other resources)	36:64	60:40	60:40	35:65
	Given the usual financial volumes of grants in the area of social sciences and humanities, FF can achieve a 50:50 share in a very optimistic outlook; target 2020 adjusted to 55:45. At the same time, we expect an increase in qualitative indicators and institutional support in the subsidy part.				64:36	55:45
U9-18	Number of professors under 55	Number of professors (physical state in 2020)	7	2	2	22
	Target state of FF 2020 revised to a realistic estimate (3). Original estimate 5			1		3
U10-18	Number of student end-of-study theses by talented students involved in research tasks and using the infrastructure of research centres	Number of end-of-study theses (accumulation)	50	5 (40)	5(80)	200
	FF lists dissertation/master thesis topics in cooperation especially with NTC and FAS. The data for the infrastructure built within the CVSMD project are also given in brackets.				4(72)	20 (230)

Designation	Description of key indicator	Units	Starting state (2015)	Target state 2019 (plan)	Target state 2019	Target state 2020 (UWB + FF)
U11-18	The University is ranked among the top eight and in fine arts and design among the top two universities in the Czech Republic	Yes/No	Yes			Yes
	Not relevant for FF		-	-	-	
U12-18	The ratio of fields offered is processed at each University Part in the Q-RAM methodology down to the level of individual courses	% study fields	0			80
	Within the framework of University-wide projects, FF will process all its fields in the Q-RAM methodology, down to the level of individual courses. The Q-RAM methodology will also describe newly accredited study programmes		0	100	100	100
U13-18	Ratio of students enrolled in study programmes accredited under institutional accreditation	% students	0			40
	FF fields are accredited until 2020 FF will participate in institutional accreditation as UWB Part			-	-	0
U14-18	Percentage of graduates responding in the study programme quality evaluation survey	%	20	30		30
	Percentage of FF graduates responding in the study programme quality evaluation survey			60	42,2	40
U15-18	The share of bachelor studies started in 2015 will be completed before the end of the standard study period increased by one year	% graduates	70			80
	2015 - 587 students enrolled in bachelor courses; from 1 September 2015 to 31 December 2019, 375 students completed their studies, 200 graduated + three (3) are still studying and eight(8) have interrupted their study; 375 completed are 63.88% of 587, and 200 graduates are 34.10%; there are 11 students still studying, which is 1.9%.		Cannot be evaluated so far	60	34,1	70
U18-18	Curricula of all newly accredited study programs include courses enabling the achievement of set standards of students' language skills for the given study programme.	Yes/No	?	Yes		Yes
	A standard part of all the Faculty curricula are professional/specialized language courses, through which students reach the expected standard; if students do not meet the standards for a given programme, they are allowed to enrol in non-specialized language courses; the same procedure will be followed		-	Yes	Yes	Yes

Designation UWB	Description of key indicator	Units	Starting state (2015)	Target state 2019 (plan)	Target state 2019	Target state 2020 (UWB + FF)
	within the accreditation of new study programmes					
U19-18	Proportion of bachelor and follow-up master degree graduates who participated in study placements abroad (minimum duration 3 months)	% Bc. and Mgr. students	3			10
	FF fulfilment (2019 - Bc. - 21.84%, Mgr. - 9.64% = result number average)		5	4	15,78	12
U20-18	Proportion of doctoral graduates who participated in foreign study internships or research internships (minimum duration 3 months)	% Ph.D. students	6			50
	FF fulfilment		10	25	20	40
U21-18	Number of accredited study programmes – joint/double/multiple degree	Number (in 2020)	4			10
	Number of FF accredited study programmes – joint/double/multiple degree		1	2	1	3
U23-18	Proportion of UWB academics and researchers who have been active or are working for at least one semester at a foreign workplace	% academics and researchers	–			10
	Fulfilment of this indicator depends on support from University-wide projects.		3	8	9	20
U24-18	Secondary school pupils and UWB students are active in the system of searching for talented applicants and students	Number of pupils/students	–	20		4
	Not relevant for FF in the current period until 2020		–	–	–	–
U25-18	Cumulated volume of UWB contract research in the period 2016-2020	Million CZK (total)	52.6 mil. CZK/year			310
	Cumulated volume of FF contract research in the period 2016-2020		2-3 mil. CZK/year	4,0	6,2	10
U26-18	UWB is represented in at least 40 major committees that have impact on educational policy or evaluation of research and research projects	Number of representations (in 2020)	20			40
	FF fulfilment		5	10		8
U27-18	Number of cooperating graduates (i.e. graduates involved in lectures or other UWB activities)	Number of graduates (in 2020)	100			230
	Number of cooperating graduates (i.e. graduates involved in lectures or other FF activities)		8	14	16	20

Designation UWB	Description of key indicator	Units	Starting state (2015)	Target state 2019 (plan)	Target state 2019	Target state 2020 (UWB + FF)
U28-18	High-quality investment plans for the listed new construction projects (see the Infrastructure chapter) Not relevant for FF alone	Yes/No	No			Yes
U29-18	UWB has electronic information resources available also in 2020 that meet the needs of research, development and education For FF alone irrelevant	Yes/No	-		-	Yes
U30-18	The ICT infrastructure has been modernized in line with the strategic needs of the University Parts Not relevant for FF alone	Yes/No	-		-	Yes
U31-18	Operating parameters, conditions and standards aimed at the efficiency and quality of central ICT services are published Not relevant for FF alone	Yes/No	No		-	Yes
U32-18	Obtaining institutional accreditation for UWB Not relevant for FF alone	Yes/No	No		Yes (IA for FF within three education areas)	Yes