

Action Plan

On the basis of the Statute of the Faculty of Business Economics and Entrepreneurship, the Council of the Faculty of Business Economics and Entrepreneurship, based on the Strategy of Internationalization 2021-2028, adopted:

ACTION PLAN FOR IMPLEMENTING THE INTERNATIONALISATION STRATEGY 2021 - 2028.

The Internationalization Strategy, adopted by the Council of the Faculty of Business Economics and Entrepreneurship, foresees that the Action Plan for the Implementation of the Strategy (hereinafter: the Action Plan) will determine the concrete activities to be carried out for the purpose of implementing this Strategies. The Action Plan is a set of concrete activities to plan the realization of the basic objectives envisaged by the Strategy. The action plan is adopted for the whole period of validity of the Strategy.

MONITORING AND EVALUATION

The activities from this action plan will be carried out by the Faculty of Business Economics and Entrepreneurship within its competencies, as well as other listed bodies and services. The Committee for Internationalization is responsible for the successful implementation of the envisaged activities. The Internationalization Department Office submits to the Director and the Council an annual report on the realization of the activities foreseen by the Strategy and the Action Plan. The report will describe the accomplished activities and present the achieved results.

FINANCING

Activities from the Action Plan are financed from the funds of the Faculty of Business Economics and Entrepreneurship.

GENERAL AIM I	IMPROVEMENT OF STUDY PROGRAMS (INTERNATIONALIZATION AT THE HOME)			
AIM 1	Improving existing and developing new study programs in English			
ACTIVITY	MOVES	RESULTS	INDICATORS	RESPONSIBILITY
Development of curriculum cooperation at all levels of study	Improving existing and developing new study programs in English, which will raise inter-institutional cooperation at higher levels and improve and modernize the educational process at	Catalogue Course (The Book of Courses)	Increase in the number of courses that can be offered to foreign students Increase in the number of study programs offered in a foreign language	Faculty Erasmus+ Coordinator International Department Office



	the Faculty.			
AIM 2	Providing support for improving the language skills of students, teaching and non-teaching staff, which provide active participation in the processes of internationalization of the Faculty			
ACTIVITY	MOVES	RESULTS	INDICATORS	RESPONSIBILITY
	Creation and implementation of English language courses for teaching staff in order to increase the capacity to conduct teaching in English English Courses for Non-teaching Staff Increased number of English lessons in regular studies, in order to improve language skills of students or provide English language courses for students	Improved language skills of teachers, students and administrative staff Further strengthening the capacities of the Faculty An additional advantage is to provide support to masters students and Teaching Assistants to participate more actively in international conferences, projects, publishing scientific papers in foreign journals, etc.	Increased number of items offered in English Increased number of students who achieved mobility during the study Increased number of teaching and non-teaching staff who achieved mobility Increased participation of students at international conferences and increased number of publications in a foreign language	Faculty International Department Office
	Improving the language skills of students, teaching and non-teaching staff			
GENERAL AIM II	INCREASING THE NUMBER OF ACCELERATED AND EXTRAORDINARY MOBILITY (STUDENTS, RESEARCHERS, ADULT AND ADMINISTRATIVE STAFF)			
AIM 1	Legal and administrative preparation for full participation in Erasmus + credit mobility programs			
ACTIVITY	MOVES	RESULTS	INDICATORS	RESPONSIBILITY
Regulation of the process of recognition of academic results during mobility	Updating and improving the Criteria for Mobility and	Adopted changes on student mobility and transmission of ESPB	Realized student mobility with full recognition of the	Faculty Erasmus+ Coordinator

	<p>Recognition of ESPB in accordance with the amendments made by Erasmus+ Defining procedures for concluding a learning contract Defining mechanisms for recognition of academic results during mobility and monitoring of them Preparation and implementation for <i>Erasmus without paper - EWP</i></p>	<p>Clearly defined procedures as well as the rights and obligations of all mobility actors</p>	<p>results achieved by the student during mobility</p>	
<p>Development of accompanying documents for student mobility</p>	<p>Creating Document Models: Application Form for Mobility, Study Plan Proposal, Student Evaluation Forms, Language Certificates, Bilingual list of passed exams Implementation of Erasmus + Mobility program Preparation and implementation for <i>Erasmus without paper - EWP</i></p>	<p>Facilitated administration and implementation of mobility by adopting adopted models of documents by all members Issuing a bilingual list of passed exams to foreign students who were exchanged at the Faculty All relevant mobility information is available and stored in an electronic database Promoting digital education</p>	<p>Efficient administration of the student mobility competition Regularly updated database</p>	<p>Faculty Erasmus+ Coordinator International Department Office Faculty</p>
<p>Improving existing Guide</p>	<p>Preparation of a guide</p>	<p>A Catalogue Courses in a</p>	<p>Development of a</p>	<p>Faculty</p>

for student mobility	with detailed information on registration procedure, residence, Improving existing guide for foreign students Preparation and implementation for <i>Erasmus + App</i>	foreign language was improved Increased number of realized mobility of foreign students	Catalogue Courses available to foreign students for studies at the Faculty in English language and feedback on the quality of information needed by them	Erasmus+ Coordinator International Department Office
AIM 2	Increasing the level of cooperation with foreign higher education institutions			
ACTIVITY	MOVES	RESULTS	INDICATORS	RESPONSIBILITY
Revision of existing academic cooperation agreements with foreign higher education institutions	Monitoring Evaluation	Review of the existing Academic Cooperation Agreements with foreign higher education institutions Identified possible partners for further and more effective cooperation in the field of exchange of students and teachers Amendments to the existing Treaties after identifying potential partners for further and more efficient cooperation	Increased number of activated Agreements with which the Agreement on Academic Cooperation was signed Improved exchange of students and teachers with foreign higher education Institutions with whom the Academic Cooperation Agreement has been signed	Faculty International Department Office
Selection of potential partner institutions for new forms of cooperation	Identified partners Analysis of acceptable forms of cooperation	A new forms of cooperation A signed academic cooperation agreement with universities in an	Increased number of signed Academic Cooperation Agreements with	Faculty International Department Office

		environment where there is no language barrier Signed the Agreement on Academic Cooperation with Universities	Universities/Faculties from the environment Increased number of signed Academic Cooperation Agreements with Universities/Faculties from the Program countries	
AIM 3	Raising the level of visibility of the Faculty's academic offer for the purpose of promoting internationalization			
ACTIVITY	MOVES	RESULTS	INDICATORS	RESPONSIBILITY
Improve Faculty website	Updating information Collecting relevant information	Service information available to foreign students and teachers and researchers through the Faculty website Updated information on academic offer for foreign students Improved website of the Faculty (available in English)	Increased number of visits to the Faculty website All relevant information is available on the University's portal in English Positive feedback from foreign students, teachers and researchers	Faculty Erasmus+ Coordinator
Presentation of the Faculty at international education fairs	Updating information about relevant international fairs of education Collecting relevant information from education network	Participation in relevant international fairs of education in the country and abroad Enhanced network of contacts of international partners	Increased participation in international education fairs Increased network of contacts of international partners	Faculty
Membership in relevant fairs	Improving cooperation	The Faculty is a member of	Active membership in	Faculty

European and global university/faculty networks		relevant European and world university/faculties networks	relevant European and global university networks	
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GENERAL AIM III				
IMPROVEMENT OF COOPERATION WITH FOREIGN UNIVERSITIES/FACULTIES AND RESEARCH INSTITUTIONS, COMMERCIAL AND OTHER PARTNERSHIP INSTITUTIONS THROUGH INTERNATIONAL PROJECTS				
Administrative and legal preparation in order to provide the conditions for greater participation in the programs financed through the international projects				
AIM 1				
ACTIVITY	MOVES	RESULTS	INDICATORS	RESPONSIBILITY
Amendment and progress of the Rulebook on the Implementation of International Projects of the Faculty	Analysis Evaluation	Amendments to the Rulebook for Implementation of International Projects	Efficient realization of international projects in accordance with the Rulebook Efficient administration of international projects	Faculty International Department Office
Defining the institutional procedures for the application of international projects	Monitoring of project competitions Analysis of project calls	Clearly defined pre-accession procedures for project proposals	Improved communication and coordination Convenient administration in the pre-registration process	Faculty International Department Office
AIM 2	Increasing participation in international projects and improving cooperation with foreign universities, faculties, research institutions, businesses and other partner institutions in different fields of science, education, research, innovation etc.			
ACTIVITY	MOVES	RESULTS	INDICATORS	RESPONSIBILITY
Institutional support in the process of application and implementation of	Regular monitoring and information of the academic community	Increased participation in international projects through Erasmus + and	Increased number of international projects whose carrier or	Faculty International Department Office

International projects	<p>about the possibilities of applying for international projects</p> <p>Selecting partner institutions</p>	<p>other programs</p> <p>Improving institutional capacity and resources, scientific research, educational process, mobility of researchers, teaching and non-teaching staff through the financing of international projects</p> <p>New and intensified existing cooperation with foreign universities, research institutions, business and other partner institutions in various fields of science, education, research, innovation and other</p> <p>Promoting the values of inclusion and diversity, tolerance and democratic participation in society</p>	<p>partner is the Faculty</p> <p>Increased mobility of researchers, teaching and non-teaching staff, number study programs developed or developed independently or in cooperation with partner institutions (joint study programs)</p>	
<p>Encourage the participation of foreigners professors in scientific writing papers to be published in journals of Faculty</p>	<ul style="list-style-type: none"> Experiences of foreigners professors in scientific writing 	<p>Through the faculty electronic media will seek to promote the journal</p>	<p>Editorial records scientific journals and scientific conferences</p>	<p>Faculty</p>
<p>Encourage writing and publishing scientific articles by internal teaching staff in</p>	<p>Development and improvement of high quality of scientific work internal teaching</p>	<p>Publishing scientific articles in internationally recognized journals</p>	<p>Editorial records scientific journals and scientific conferences</p>	<p>Faculty</p>

internationally recognized journals	staff			
Encourage guest lectures domestic and foreign lecturers	Experiences of visiting professors can contribute to the application and acquisition of knowledge and practice in the process scientific research.	NNV reports on visiting lectures	NV reports on visiting lectures	Faculty International Department Office

GENERAL AIM IV				
DETERMINATION OF THE FACULTY OF INTERNACIONALIZATION				
AIM 1	Defining and establishing a unique monitoring system for the implementation process of the Internationalization Strategy and regular reporting on the achieved results			
ACTIVITY	MOVES	RESULTS	INDICATORS	RESPONSIBILITY
Defining mechanisms for monitoring the implementation of the Strategy internationalization, or implementation of the Action Plan	Analysis of mechanisms for monitoring Collection of relevant data	The activities envisaged by the Strategy / Action Plans have been realized	Reports	Faculty International Department Office
AIM 2	Providing adequate financial resources that will enable smooth realization Action Plan and quality implementation of the Strategy			
ACTIVITY	MOVES	RESULTS	INDICATORS	RESPONSIBILITY
Funding mechanisms	Development of security mechanisms funding	Funds for financing the activities foreseen by the Strategy are provided	A strategy is being implemented	Faculty

Belgrade, 26.01.2022.

Council President
Milan Gavrilović, Ph.D.

