



**SLEZSKÁ
UNIVERZITA
V OPAVĚ**

**Implementation plan for Long-term project of
educational and scientific, research,
development and innovation, artistic and other
creative activities
of the Silesian University in Opava for 2020**

PREAMBLE

The document "Implementation plan for Long-term project of educational and scientific, research, development and innovation, artistic and other creative activities of the Silesian University in Opava for 2020" (also "PRDZ SU") is prepared by the management of the Silesian University in Opava (hereinafter referred to as "SU") as an integral part of the strategic management of a higher education institution. It is based on the "Implementation plan for Long-term project of educational and scientific, research, development and innovation, artistic and other creative activities for 2016-2020". Its main goal is to refine and update the long-term priorities and objectives for 2020.

When processing the current form of PRDZ SU, the SU management has taken into account a number of facts that the university and its constituents will have to deal with in 2020 and which will play an important role in determining the direction of its further development. The most important step of the year in question, facing both the management of the SU and the management of its individual constituents (hereinafter referred to as "constituents"), is quite undoubtedly the "tuning" of the new Silesian University Information System and finalization of the process of separating the Institute of Physics from the structure of the Faculty of Philosophy and Science in Opava.

As in previous years, in 2020 the university will again be significantly influenced by the implementation of ESF and ERDF projects acquired by the SU under the operational programme Science, Research, Education. The funds thus raised will help the university not only in the restoration and development of its infrastructure, but also in the process of innovation of selected study programmes.

In 2020, the SU will continue to face negative trends in the area of demographic population development both in the Czech Republic and in neighbouring Slovakia, which is very likely to be reflected mainly in the number of students enrolled for the first year of the individual study programmes, and subsequently in the amount of funding that the university receives under the grant for educational activities provided by the Czech Ministry of Education. Our long-term experience speaks of the fact that these changes will negatively impact some constituents of the university primarily offering social sciences and humanities study programmes. For this reason, in 2020, the university management wants to continue to pay increased attention to the quality and efficiency assessment system of educational and creative activities, the internationalisation of the educational process and the field of public relations. As part of the individual steps leading to improvement of the quality of the education process, our aim will be to intensify activities related to the implementation of the concept of development of study programmes, reduce learning failure, expand the offer of advisory services and create a supply of Massive Open Online Courses.

In the area of strategic development, we consider significant mainly the steps to increase the efficiency of individual Departments, Institutes and Research Centres of the SU, our primary objective being the achievement of the highest possible degree of their economic autonomy. In order to achieve this objective, it is essential that the individual constituents of the university fully respect the medium-term concept of scientific, research and artistic activities of the SU. Young scientists and researchers from abroad must be involved in the work of the centres, which will in turn lead not only to further improvement of the pedagogical activity of these workplaces, but in particular to the growth of their prestige, but also to prestige of the university itself, in the eyes of both the professional and lay public.

The aim of SU management is not only to fulfil its role in educational and scientific and research activities, but also to fulfil the third role that universities play in traditional Central European society. In this area, too, we want to build on steps we have taken in previous years. For this reason, in 2020, the university staff will again pass on their knowledge, observations and experience to the general public, both in the statutory cities of Opava and Karviná, as well as throughout the Moravian-Silesian Region.

2020 will also be the first year in which the SU will fully benefit from the new SU Information System, which was put into live operation at the beginning of the academic year 2019/2020. This system, in cooperation with the current Career and Graduate Portal of the Silesian University, should subsequently contribute to deepening and intensifying work with both existing university students and its graduates.

All of the above objectives will also be supported in 2020 by steps associated with the ongoing implementation of SU marketing strategy and with further intensification of the promotion of the university in public.

PRIORITY AREAS OF THE IMPLEMENTATION PLAN FOR LONG-TERM PROJECT 2020

In 2020, the SU will focus on achieving the partial objectives below, building on the "Long-term project of educational, scientific, research, development and innovation, artistic and other creative activities of the SU for the period 2016-2020".

Priority area 1: Education

OBJECTIVE 1: TO COMPLETE THE CONCEPT OF DEVELOPMENT OF STUDY PROGRAMMES

To complete the concept of optimal development of study programmes in terms of their contents, staffing and accreditation management.

Objective fulfilment

- Creation of the concept of development of study programmes and its implementation.

Responsible persons

Vice-Rector for Study and Social Affairs, Heads of constituents

Deadline

31.12.2020

OBJECTIVE 2: TO DEVELOP A UNIVERSITY-WIDE METHODOLOGY FOR EVALUATING EDUCATIONAL ACTIVITIES

To systematise procedures for obtaining feedback from educational activities, evaluate the outputs obtained and use these outputs to improve not only the learning process but also related activities.

Objective fulfilment

- Creation of methodology for evaluating educational activities.

Responsible persons

Vice-Rector for Study and Social Affairs, Heads of constituents

Deadline

31.12.2020

OBJECTIVE 3: TO ACCREDIT THE NEW AND INNOVATE THE EXISTING STUDY PROGRAMMES

In accordance with the schedule for the implementation of OPVVV projects and in view of other societal demand, to prepare and, where appropriate, also submit applications for accreditation of selected study programmes.

Objective fulfilment

- Preparation of applications for accreditation of study programmes and their submissions linked to the realized OPVVV ESF project and the upcoming OPVVV RE:START project.
- Preparation of applications for accreditation of study programmes reflecting social demand and their submission taking into account the priorities of the individual constituents.

Responsible persons

Investigators, Vice-Rector for Study and Social Affairs, Heads of constituents

Deadline

31.12.2020

OBJECTIVE 4: TO COMPLETE THE CREATION OF OPEN COURSES (MOOC)

In accordance with the schedule for implementation of the IP project "Support for education within CŽV (MOOC and U3V)", to complete the creation of selected MOOCs.

Objective fulfilment

- Creation of 10 MOOC.

Responsible persons

Vice-Rector for Study and Social Affairs, respective Vice-Deans

Deadline

31.12.2020

OBJECTIVE 5: TO COMPLETE THE TRANSITION TO THE NEW IS SU

To complete the transition to the new IS SU and achieve its full use in the respective activities of the SU.

Objective fulfilment

- Implementation of IS SU into respective SU agendas.

Responsible persons

Head of CIT, Heads of constituents.

Deadline

31. 12. 2020

OBJECTIVE 6: TO EVALUATE STUDY PROGRAMMES WITH REGARD TO SCIENCE AND RESEARCH RESULTS

To evaluate the course of innovation of study programmes following the results of science and research.

Objective fulfilment

- Processing of the Study Programmes Innovation Report.

Responsible persons

Vice-Rector for Science and Foreign Relations, Heads of constituents.

Deadline

31.12.2020

OBJECTIVE 7: TO EXPAND THE DIGITALIZATION OF PROCESSES ASSOCIATED WITH STUDY –PAPERLESS STUDY

To digitalize the processes of the study agenda and related activities.

Objective fulfilment

- Extension of the digitalization of studies-related processes, from application to decision-making on students' rights and obligations to final state exams. Paperless circulation and delivery of various documents, decisions, paperless approval processes.

Responsible persons

Vice-Rector for Study and Social Affairs, respective Vice-Deans

Deadline

31.12.2020

OBJECTIVE 8: TO DEVELOP SERVICES TO STUDY APPLICANTS AND STUDENTS WITH SPECIFIC NEEDS

To develop activities and processes leading to the promotion of the study of target groups and, in the context of the outputs of op VVV ESF and ERDF projects, continue to develop activities leading to reducing barriers in the approach of applicants to study at SU.

Objective fulfilment

- Holding professional seminars, workshops and round tables for SU staff, including consulting and mentoring activities.
- Creation and launch of an online overview of SU buildings accessibility.
- Establishment of the Open Days Consulting and Career Centre of the SU, which would show applicants with specific needs the possibilities of study at SU.
- Implementation of navigation system of markings for the blind and sand-blind on the FVP SU building, Bezručovo náměstí 14 in Opava.

Responsible persons

Vice-Rector for Study and Social Affairs

Deadline

31.12.2020

OBJECTIVE 9: TO DEVELOP THE SERVICES OF THE ADVISORY AND CAREER CENTRE

To extend the offer of advisory services in accordance with the OP VVV ESF and OP VVV ESF2 project. To promote the new services of the Advisory and Career Centre in the field of counselling for the selection and applicability of a suitable programme, coaching and preparation for job interviews (assessment centre training) for target groups such as students, graduates and SU staff.

Objective fulfilment

- Extension of the offer of professional services of the SU Advisory and Career Centre and their promotion.

Responsible persons

Vice-Rector for Study and Social Affairs

Deadline

31.12.2020

Priority area 2: Science, research and creative activities

OBJECTIVE 1: TO CREATE THE CONCEPTS FOR THE DEVELOPMENT OF SCIENTIFIC AND RESEARCH ACTIVITIES OF INDIVIDUAL CONSTITUENTS

To develop medium-term concepts for the development of scientific, research, development and innovation activities of individual constituents of the Silesian University for the years 2021-2023.

Objective fulfilment

- The creation of a concept of development of scientific, research, development and innovation activities of constituents.

Responsible persons

Heads of constituents.

Deadline

31. 12. 2020

OBJECTIVE 2: TO IMPLEMENT INTERNAL EVALUATION OF THE CREATIVE ACTIVITIES OF SELECTED WORKPLACES

To implement internal evaluation of the creative activities of the Institute of Physics and 3 other Institutes of FPF, 2 institutes of FVP and one Department of OPF.

Objective fulfilment

- 7 internal evaluations of creative activity.

Responsible persons

Heads of respective constituents.

Deadline

31. 12. 2020

OBJECTIVE 3: TO ENSURE THE CONDUCT OF THE FIRST EVALUATION OF RESEARCH ORGANISATIONS ACCORDING TO METHODOLOGY 17+ AT THE UNIVERSITY

Following the new methodology for evaluating research organisations for the higher education segment, to ensure the conduct of the first complete evaluation of the SU according to Methodology 17+.

Objective fulfilment

- Preparation of supporting documents and implementation of SU evaluations according to Methodology 17+.

Responsible persons

Vice-Rector for Science and Foreign Relations, Heads of constituents.

Deadline

15. 4. 2020

OBJECTIVE 4: TO ESTABLISH A REPOSITORY OF UNIVERSITY EMPLOYEE'S WORKS

To establish a university repository of publishing outputs and set up processes for its full use, in accordance with the Action Plan for the Implementation of the National Strategy for Open Access of the Czech Republic to Scientific Information.

Objective fulfilment

- Functional repository of SU.
- Internal standards for the use of the SU repository.

Responsible persons

Vice-Rector for Science and Foreign Relations, Heads of constituents, Head of CIT.

Deadline

31. 12. 2020

OBJECTIVE 5: TO EVALUATE THE FUNCTIONING OF SCIENTIFIC AND ARTISTIC CENTRES TO DATE

To evaluate the current functioning of university science and research and arts centres, interdisciplinary research centres and applied social research centres.

Objective fulfilment

- Reports by the Heads of the respective centres containing both the evaluation of their scientific/artistic contribution, the involvement of students in their activities and their financial profitability, and the concept of their continued functioning.

Responsible persons

Head of respective constituents.

Deadline

31. 12. 2020

OBJECTIVE 6: TO INTEGRATE THE NEW HIGHER EDUCATION INSTITUTE FULLY INTO THE RUNNING OF THE UNIVERSITY

To take steps to fully integrate the newly created higher education Institute into the running of the university.

Objective fulfilment

- Establishment of the bodies of the new Institute.
- Adjustment of internal Regulations of the SU.
- Submission of accreditation applications.

Responsible persons

Rector, Director of the newly formed institute.

Deadline

31. 12. 2020

OBJECTIVE 7: TO SUBMIT PROJECT APPLICATIONS

To submit 10 applications for projects of GAČR, TAČR and other providers with the beginning of investigation in 2021.

Objective fulfilment

- 10 submitted project applications.

Responsible persons

Heads of constituents.

Deadline

31. 12. 2020

Priority area 3: Relations to external environment

OBJECTIVE 1: TO DEVELOP COOPERATION WITH GRADUATES

To support the development of functionalities of the SU Alumni Portal, such as the Development of Graduates' Portal, newsletter or feedback analysis tools. To involve graduates in the teaching and implementation of professional activities at SU constituents in accordance with the OP VVV ESF and ESF 2 project.

Objective fulfilment

- Development of functionalities of the SU Alumni Portal.
- Implementation of professional events and opponents' reports of final theses by graduates of the SU.

Responsible persons

Vice-Rector for Study and Social Affairs

Deadline

31.12.2020

OBJECTIVE 2: TO PROMOTE COOPERATION WITH EMPLOYERS

To reflect employers' demand on the basis of investigations carried out under the ESF OP project, implement conclusions and recommendations aimed at innovation and development of study programmes, taking into account the real requirements of labour market operators. To support the development of the SU Career Portal functionalities, create a Business Gate module and profiles accessible to employers.

Objective fulfilment

- Development of functionalities of the SU Career Portal.
- Implementation of recommendations resulting from monitoring the demand of labour market operators in the context of innovation of teaching at SU.

Responsible persons

Vice-Rector for Study and Social Affairs

Deadline

31.12.2020

OBJECTIVE 3: TO FINALISE THE DATABASE OF COOPERATING ENTITIES

To complete a database of academic, public, corporate and non-profit entities cooperating with SU and its constituents.

Objective fulfilment

- Completed database.

Responsible persons

Vice-Rector for Development, Heads of constituents.

Deadline

31. 12. 2020

OBJECTIVE 4: TO FULFIL THE THIRD ROLE OF THE UNIVERSITY

To popularize and pass on scientific knowledge and research and outputs of creative activity to the public. To continue to reach out to the professional and lay public by offering activities, deepen the established

cooperation with institutions and organisations interested in participating in the development of the university and its constituents. To create a common area for professional meetings and education underpinned by real needs of the region.

Objective fulfilment

- Cultural and social events in the region organized or co-organized by the SU.
- Activities carried out for the public.

Responsible persons

Head of the Public Relations Department, Heads of constituents.

Deadline

31. 12. 2020

OBJECTIVE 5: TO EVALUATE THE FUNCTIONING OF SPECIALISED WORKPLACES AIMED AT COOPERATION WITH EXTERNAL SUBJECTS

To evaluate the functioning of specialised workplaces aimed at cooperation with external subjects.

Objective fulfilment

- Reports of the Heads of respective workplaces on cooperation with external subjects.

Responsible persons

Vice-Rector for Development, Heads of constituents.

Deadline

31. 12. 2020

Priority area 4: Quality

OBJECTIVE 1: TO IMPLEMENT THE NEW METHODOLOGY FOR EVALUATING RESEARCH ORGANISATIONS FOR THE HIGHER EDUCATION SEGMENT INTO THE SU ENVIRONMENT

To project the new methodology for evaluating research organisations for the higher education segment into continuous monitoring and evaluation processes of creative activity of university constituents.

Objective fulfilment

- The internal standard for continuous monitoring and evaluation of relevant indicators of creative activities of university constituents, or individual workplaces.

Responsible persons

Vice-Rector for Science and Foreign Relations.

Deadline

31. 12. 2020

OBJECTIVE 2: TO CARRY OUT THE EVALUATION OF RELATED ACTIVITIES

In preparation of the strategic plan for the next period, to carry out an internal evaluation of the quality of related activities at the university.

Objective fulfilment

- Conducted evaluations.

Responsible persons

Bursar.

Deadline

31. 12. 2020

OBJECTIVE 3: TO FINALISE THE PORTFOLIO OF MONITORED QUALITY INDICATORS

Following the new methodology for evaluating research organisations for the higher education segment and introduction of the new IS SU, to finalise a portfolio of monitored quality indicators of the university's activities.

Objective fulfilment

- Internal standard anchoring the monitored quality indicators and how they are further used.

Responsible persons

Vice-Chairman of the RVH.

Deadline

31. 12. 2020

Priority area 5: Internationalization

OBJECTIVE 1: TO SUBMIT APPLICATIONS FOR INTERNATIONAL PROJECTS

To submit at least 3 applications for international projects of the H2020 programme, or similar programmes.

Objective fulfilment

- 3 applications for international projects.

Responsible persons

Vice-Rector for Development.

Deadline

31. 12. 2020

OBJECTIVE 2: CREATION OF AN INTERNATIONAL ADVISORY BODY

To establish an international advisory council of the university and define the principles of its activities.

Objective fulfilment

- Appointment of the International Advisory Council.
- Anchoring the functioning of the International Advisory Council in the Rector's internal standard.

Responsible persons

Vice-Rector for Science and Foreign Relations.

Deadline

31. 12. 2020

Priority area 6: Human resources

OBJECTIVE 1: TO OBTAIN THE HR AWARD CERTIFICATE

To gradually implement further steps needed to obtain the European Commission HR Award certificate.

Objective fulfilment

- Submission of an action plan to the European Commission.

Responsible persons

Vice-Rector for Development.

Deadline

31. 12. 2020

OBJECTIVE 2: TO IMPROVE THE QUALIFICATION STRUCTURE OF ACADEMIC STAFF

To successfully complete at least 6 habilitation procedures and 1 professorship of core SU employees.

Objective fulfilment

- Successful completion of habilitation and professorship procedures.

Responsible persons

Heads of constituents.

Deadline

31. 12. 2020

Priority area 7: Economy

OBJECTIVE 1: TO STREAMLINE ECONOMIC PROCESSES

To implement new technologies, such as digitalization of approval processes, circulation of documents and transmission of information between employees and the university, especially in the field of business trips or payslips.

Objective fulfilment

- A fully functional electronic system of circulation of travel orders, electronic access to selected data.

Responsible persons

Bursar, secretaries, faculty secretaries.

Deadline

31. 12. 2020

OBJECTIVE 2: TO DEVELOP UNIVERSITY INFRASTRUCTURE

To continue to carry out important investment activities, in particular under the framework of projects financed by the OP VVV.

Objective fulfilment

- A completed investment plan.

Responsible persons

Bursar, secretaries, Heads of constituents.

Deadline

31. 12. 2020

OBJECTIVE 3: TO COMPLETE THE METHODOLOGY FOR MONITORING THE FINANCIAL PROFITABILITY OF STUDY PROGRAMMES AND DISCIPLINES

To complete the methodology for monitoring the financial profitability of individual study programmes and disciplines in relation to teaching and operational capacities, economic performance coefficients of study programmes, student numbers in these programmes and disciplines, or in relation to other factors.

Objective fulfilment

- **Completed the methodology for monitoring the financial profitability of study programmes and disciplines.**

Responsible persons

Bursar, Heads of constituents.

Deadline

31. 12. 2020

OBJECTIVE 4: TO CODIFY THE RULES FOR ALLOCATION OF FUNDS FOR INDIVIDUAL CONSTITUENTS OF THE UNIVERSITY

Assuming sufficient stability of the external environment, to codify the rules for intra-university allocation of educational funding and institutional support for the long-term conceptual development of research organisation in order to respect not only similar rules at the central level, but also the principles of the university's self-government.

Objective fulfilment

- Rules for intra-university allocation of funds for educational activities.
- Rules for intra-university allocation of institutional support funds for the long-term conceptual development of research organisation.

Responsible persons

Rector

Deadline

31. 12. 2020

Priority area 8: Image

OBJECTIVE 1: TO INTENSIFY PROMOTIONAL AND INFORMATION CAMPAIGNS CARRIED OUT BY BOTH THE SILESIA UNIVERSITY AND ITS INDIVIDUAL CONSTITUENTS

Consistent implementation of both the university's marketing strategy and marketing strategies of its individual constituents, if they are developed at these constituents, or strengthening the role of individual departments tasked with a promotional and information campaign, both at university and individual constituents' level. Development of multimedia presentations.

Objective fulfilment

- Upgraded and enhanced multimedia presentations.
- Updated form of the university's and its constituents' websites.
- Presentations at high schools.

Responsible persons

Head of the Public Relations Department, Heads of constituents.

Deadline

31.12.2020

OBJECTIVE 2: TO ANALYSE THE EFFECTIVENESS OF THE SU-MADE PROMOTIONAL AND INFORMATION CAMPAIGN

To perform the analysis of the effectiveness of the SU-made promotional and information campaign.

Objective fulfilment

- Analysis of the effectiveness of the SU-made promotional and information campaign.

Responsible persons

Rector, Head of the Public Relations Department, Heads of constituents.

Deadline

31.12.2020

OBJECTIVE 3: TO CONTINUE TO INTENSIFY THE PROMOTION OF SU WITH HIGH SCHOOL STUDENTS

To work with high schools and communicate with potential applicants for study.

Objective fulfilment

- Further strengthening of targeted promotion of study at SU in those interested in study.

Responsible persons

Heads of constituents.

Deadline

31. 12. 2020

OBJECTIVE 4: TO CONTINUE THE ACTIVE PERFORMANCE OF UNIVERSITY ACADEMICS IN REGIONAL AND NATIONAL MEDIA

To increase the number of active performances of university academics in regional and national media.

Objective fulfilment

- Number of active performances.

Responsible persons

Head of the Public Relations Department, Heads of constituents.

Deadline

31. 12. 2020

OBJECTIVE 5: TO SUPPORT THE CONSTITUENTS IN THE 30TH ANNIVERSARY CELEBRATIONS OF THEIR ESTABLISHMENT

To support the organisation of cultural, social and sporting events aimed at celebrating the 30th anniversary of the establishment of FPF and OPF.

Objective fulfilment

- Realized cultural, social and sporting events.

Responsible persons

Rector, Heads of constituents.

Deadline

31. 12. 2020

CONCLUSION

This document is the result of the consensus of all constituents of the Silesian University in Opava. It was discussed at the Rector's Council on 1. 10. 2019, by the Scientific Council of the Silesian University in Opava on 2. 10. 2019., Academic Senate of the Silesian University in Opava on 16. 10. 2019 and approved by the Board of Directors of the Silesian University in Opava on 21. 10. 2019.

LIST OF ABBREVIATIONS USED

Abbreviation	meaning of abbreviation
CIT	Information Technologies Centre
ČZV	Lifelong learning
ERDF	European Regional Development Fund
ESF	European Social Fund
FPF	Faculty of Philosophy and Science in Opava
FVP	Faculty of Public Policies in Opava
GAČR	Grant Agency of the Czech Republic
HR	Human Resources
IS	Information system
MOOC	Massive Open Online Course
MŠMT ČR	Ministry of Education, Youth and Sports of the Czech Republic
MÚ	Institute of Mathematics in Opava
OP	Operational programme
OP VVV	Operational programme science, research, education
OPF	Faculty of Business Administration in Karviná
PRDZ	Implementation plan for long-term project
RVH	Internal Evaluation Council
SU	Silesian University in Opava
TAČR	Technological Agency of the Czech Republic
U3V	University of the Third Age
VAV	Science and Research