

Pursuant to Article 54, paragraph 1, point 17 of the Statute of Union University Belgrade and the recommendation of the University Senate approved on 20th of March 2019, the University Council session held on 25th of March 2019, has adopted the following

ACTION PLAN

Goal: I Institutional capacity-building for the internationalization of the University activities				
Action	Implementation tools	Outcome	Target date	Lead agency
Capacity-building for the International Relations Office (IRO) at the university level	Staff training by the IRO at the university level	Efficient support to international programmes implementation	September 2019	UNION University – IRO
Capacity-building and development of offices, centres, sectors at the constituent faculty level	Staff training by the IRO at the faculty level	Efficient support to international programmes implementation	September 2019	UNION University and international relations coordinators

Determining institutional procedures and regulations for international cooperation	Adoption of key rulebooks and regulations, defining the responsibilities of the IRO staff at the university and constituent faculty level	Development of transparent, efficient and effective reporting systems	March 2019	UNION University – IRO
Defining the lines of responsibility and task distribution with regard to international programmes	Adoption of relevant regulations for international programmes implementation	Development of transparent, efficient and effective reporting systems	September 2019	UNION University
Improving the integrated system and the mobility programmes coordination at the university level	Development of institutional software with integrated mobility programme data	Functioning software	January 2020	UNION University– IRO and international relations offices at the constituent faculties

Continuous monitoring and evaluation of international programmes implementation at the University and constituent faculty level	Annual standardized reports on ongoing mobility programmes	Standardized report template	December 2019 / future reports to be submitted by March of the current year, for the past year	UNION University– IRO and international relations offices at the constituent faculties
Adapting the curriculum to teaching in a foreign language	Implementation of international textbooks and other sources, Power Point presentations in foreign languages	Increased number of study programmes in English	June 2020	Constituent faculties
Accreditation of study programmes in English	Preparation of the accreditation documents	Increased number of study programmes in English	December 2021	Constituent faculties
Regulating the academic recognition procedure for student mobility	ECTS recognition rulebooks and procedures	Efficient mobility outcomes recognition	March 2019	UNION University and constituent faculties

Improving language skills and competences of students, academic and non-academic staff	Continuous training and courses for the IRO staff	Efficient support to international programmes implementation	Continuous	Constituent faculties
Creating an integrated university online library containing foreign language publications	Building relevant software solutions	Improved access to English publications for international students	January 2023	UNION University and constituent faculties
Innovations in pedagogical and teaching processes	Staff training and courses, applying the best international practices	Min. 10 employees per faculty trained annually	Continuous	Constituent faculties - vice-deans for international relations cooperating with vice-deans for teaching and student affairs

**Goal: II
Strengthening/developing a network of international partner institutions and joint study programmes**

Action	Implementation tools	Outcome	Target date	Lead agency
Building an international network of lecturers and researchers	Bilateral and multilateral mobility programmes, training programmes, scientific conferences	Development of a network of international partner institutions	Continuous	International relations offices at the constituent faculties
Academic exchange (students and teachers)	Bilateral and multilateral mobility programmes, training programmes	Capacity building and experiences exchange	Continuous	Constituent faculties
Promoting academic integrity	Online platform for mobility management and promotion	Improved inclusion in international trends	Continuous	UNION University and constituent faculties
Adopting a life-long learning philosophy	Life-long learning policy	Awareness of the need for continuous learning and improvement	Continuous	UNION University and constituent faculties
Defining the procedures for appointing visiting professors	Rulebooks and by-laws	Development of joint study programmes	January 2020	UNION University and constituent faculties

Building alumni networks and global student networks (ESN, Erasmus Study Network)	Designing online platforms and joining global student networks	Building alumni networks and encouraging alumni cooperation	December 2019	International relations offices at the constituent faculties
Building <i>Buddy</i> network programmes to enhance the inclusion of international students	Building ties between local and international students	Increased numbers of international students, their inclusion in the local community	January 2021	International relations offices at the constituent faculties

Goal: III Development of auxiliary organizational activities

Activity	Implementation tools	Results	Target date	Lead agency
Developing an online platform for managing and promoting the mobility process	Creating and designing an adequate software solution	Efficient promotion of mobility programs	January 2020	UNION University and International Relations Offices of constituent faculties

Promoting results of and programs for international exchange	Online platform, web pages of constituent faculties, social networks	Efficient promotion of mobility programs	continuous	UNION University and International Relations Office of constituent faculties
Improving and building administrative capacities with respect to the financial aspect of project realization	Courses and trainings for administrative personnel in charge of realizing international relations programs	Improved procedure for realizing international payments	September 2019	UNION University and International Relations Office, administrative coordinator
Providing support for administrative questions - helping students applying for visas, finding accommodation, obtaining insurance and other logistic questions	Appointing a person in charge of stated questions	Improved process of solving stated questions	September 2019	UNION University and International Relations Office, administrative coordinator
Developing and improving cooperation with relevant organs of state and national bodies to provide foreign students with adequate accommodation, help them in applying for visas and obtaining health insurance	Continuous communication with relevant organs of state and national bodies	Signing cooperation agreements with relevant organizations	continuous	UNION University - International Relations Office and coordinators for international cooperation
Cooperating with employment agencies and civil society organizations to develop study programs that correspond to the employment needs of the national and international labor market and society	Continuous communication with employment agencies and civil society organizations	Development of study programs accustomed to the needs of the private sector	continuous	UNION University - International Relations Office and coordinators for international cooperation

Providing Serbian language courses to foreign students, faculty and non-faculty members	Courses and trainings	Integration into national social trends	continuous	UNION University - International Relations Office and coordinators for international cooperation
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Goal IV: Internationalization of scientific work				
Activity	Implementation tools	Results	Target date	Lead agency
Building a wider international network of lecturers and researchers	Bilateral and multilateral mobility programs, trainings, scientific events	Development of a network of international partner institutions	continuous	International Relations Offices of constituent faculties
Strengthening research capacities of the University and constituent faculties	Trainings, seminars, courses	Improved scientific activity	continuous	UNION University - International Relations Office and constituent faculties
Organizing scientific conferences	Programs of bilateral and multilateral cooperation	Improved scientific activity and international exchange	continuous	Constituent faculties

Organizing round table discussions	Programs of bilateral and multilateral cooperation	Improved scientific activity and international exchange	continuous	Constituent faculties
Organizing other scientific events	Programs of bilateral and multilateral cooperation	Improved scientific activity and international exchange	continuous	Constituent faculties

University Union Council Chair

Slobodan Vukadinović

