

CLASS: 602-04/24-07/10

REG. NO.: 2103-1-21-08-24-6



**Action plan for improving quality in the procedure
II. reaccreditation cycle**

**BJELOVAR UNIVERSITY OF APPLIED
SCIENCES**

for the period from 2024 to 2028

Date and place:

Bjelovar, June 18th 2024

Responsible person and signature:



Zrinka Puharić, PhD, Assist. Prof.,
College Prof.

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Introduction

The Bjelovar University of Applied Sciences was in the process of reaccreditation in the academic year 2018/2019. The Expert Panel visited the institution on 14 and 15 May 2019. The final version of the Final report of the Expert Panel in the process of reaccreditation of the Bjelovar University of Applied Sciences was delivered to the institution on 15 September 2020. In accordance with the criteria, the Expert Panel evaluated the Bjelovar University of Applied Sciences with the following grades:

Quality grade by assessment area				
	Unsatisfactory level of quality	Minimum level of quality	Satisfactory level of quality	High level of quality
I. Internal quality assurance and the social role of the higher education institution			X	
II. Study programmes		X		
III. Teaching process and student support			X	
IV. Teaching and institutional capacities			X	
V. Professional and/or scientific activity			X	

In accordance with the Letter of Expectation received on 3 November 2020 (Class: 602-04/20-13/00117, Reg. No.: 533-04-20-0002), the Bjelovar University of Applied Sciences is obliged to eliminate the identified shortcomings within three years and submit an action plan to the Agency for Science and Higher Education within six months from the date of receipt of the Letter of Expectation. Bjelovar University of Applied Sciences has developed the action plan adopted by the Professional the Council in its 6 session held on 28.01.2021, and by the Governing Board in its 8 session held on 2nd February 2021.

On 23 February 2021 the Accreditation Council delivered their judgement (Class: 602-04/18-04/0053 Reg. No.: 355-02-04-21-0021 as of 18 February 2021) as related to the Action plan of the Bjelovar University of Applied Sciences.

In accordance with the re-accreditaion procedure in higher education (CLASS: 602-04/18-04/0025, REG. NO.: 355-02-04-19-0004 as of 19 July 2019), the Bjelovar University of Applied Sciences is obliged to inform the Agency on the implementation of the Action plan, every year until the day of submitting the report on eliminating the deficiencies, and update the implementation conditions in MOZVAG accordingly.

After the adoption of the Action Plan, the Bjelovar University of Applied Sciences regularly submitted reports on the implementation:

- Report on the implementation of the action plan in order to improve the quality in procedure II. reaccreditation cycle for 2021
 - Result: Positive opinion of the Accreditation Council on the adoption of the Report (Class: 602-04/18-04/0053, REG. NO: 355-02-04-22-0023, April 19, 2022)
- Report on the implementation of the action plan in order to improve the quality in procedure II. reaccreditation cycle for 2022

- Result: Positive opinion of the Accreditation Council on the adoption of the Report (Class: 602-04/18-04/0053, REG. NO: 355-02-04-23-0025, April 4, 2023)
- Report on the Activities Executed in Fulfillment of the Action Plan and Deficiencies Removal per the Expectations Letter

The final result of the reaccreditation process of the Bjelovar University of Applied Sciences is the positive opinion of the Accreditation Council on the fulfillment of the conditions for higher education activities. (Class: 602-04/18-04/0053, REG. NO: 355-02-04-23-0027, October, 23, 2023). Ministry of Science and Education issued to the Bjelovar University of applied sciences a Certificate of fulfillment of the conditions for the performance of higher education activities (Class: 602-04/20-13//00117, REG. NO: 533-04—23-0005 dated November 27, 2023 .).

The Council of the Bjelovar University of Applied Sciences appointed a working group to develop an Action Plan for quality improvement in the process of the II cycle of reaccreditation for the period from 2024 to 2028 at the 14th session held on February 22, 2024 (Annex 1). The working group has prepared the document and submitted it to the Council of the Bjelovar University of Applied Sciences, which considered the Action Plan at its 16. session held on March 21st 2024 (Annex 2), and forwarded it to the Administrative Council, which adopted the document at its session held March 25th 2024 (Annex 3).

The Commission for Subsequent Monitoring in the Reaccreditation Procedures of the Bjelovar University of Applied Sciences issued an opinion on May 13, 2024, requiring the Bjelovar University of Applied Sciences to revise its action plan by specifying continuous implementation deadlines. The revised action plan was sent to the Council of the Bjelovar University of Applied Sciences, which discussed the document at its 20th session held on June 18, 2024 (Annex 4), and forwarded it to the Administrative Council for a final decision.

In the revised document, the deadlines are written in blue.

I. Internal quality assurance and the social role of the higher education institution

- 1.1. Formalise the processes of the quality assurance system.
- 1.2. Improve the dissemination on quality assurance policy among the stakeholders.
- 1.3. Formalise the peer-to-peer assessment procedure.
- 1.4. Improve the scientific and research activities.
- 1.5. Assure a funding share from the local administration for a period of several years according to the budget status.
- 1.6. Update the Development Strategy and the Strategy Implementation Action Plan.
- 1.7. Improve the supervision and training of external lecturers.
- 1.8. Increase students' awareness regarding the relation between learning outcomes and competencies.
- 1.9. Provide literature according to the amendments of study programmes.
- 1.10. Monitor and make interventions related to teachers' workload in a timely manner.
- 1.11. Modernise the ethical issues in study programmes, final theses and teacher training.
- 1.12. Improve the knowledge and use of the English language on all levels.
- 1.13. Assure detailed information on the pass rates, labour market and other quality indicators.
- 1.14. Expand and formalise lifelong learning programme.

II. Study programmes

- 2.1. Improve the implementation of EU directives in the undergraduate professional study programme in Nursing.
- 2.2. Management should organise training on the implementation of learning outcomes in the teaching process.
- 2.3. Better cooperation in issues related to the amendments of study programmes.
- 2.4. BUAS should assure adequate ECTS distribution.

III. Teaching process and student support

- 3.1. Analyses on student progress should be clear and made available to students.
- 3.2. Teachers should mutually evaluate teaching methods and not rely solely on marks from the student survey.
- 3.3. Students should be encouraged to use the services of the Career Guidance Centre to a greater extent.
- 3.4. Students with special needs should be provided with an easier access to the student registry and laboratories, if necessary.
- 3.5. BUAS should work on ECTS recognition for incoming students and provide language-related teaching conditions for such students.
- 3.6. BUAS should offer more courses taught in English for incoming students.
- 3.7. Learning outcomes of the study programme in Nursing should be connected with the evaluation in a better manner.
- 3.8. Set up tools / standards based on which objective evaluation may be implemented, i. e. the evaluation of learning outcomes in clinical practice.
- 3.9. BUAS should establish double grading to ensure that grading is objective.
- 3.10. BUAS should consider listing the learning outcomes in the Diploma Supplement.
- 3.11. Alumni club should be more active.

IV. Teaching and institutional capacities

- 4.1. It is recommended to employ more teachers in order to reduce the workload of the current teaching staff.
- 4.2. Set up a mechanism for motivating external associates to participate in mentoring final theses and limit the number of final thesis mentorships of employed teachers.
- 4.3. Organise additional training on learning outcomes, especially regarding their level and compliance with evaluation methods.
- 4.4. Class schedule for each semester should be created and published as soon as possible.

- 4.5. It is recommended that one the employment criteria refers to excellent knowledge of English.
- 4.6. Encourage candidates who do research work for the purpose of achieving the objective aimed at assuring that BUAS becomes a scientific institution.
- 4.7. Formalise the practice of peer-to-peer assessment.
- 4.8. BUAS is encouraged to continue making investments in infrastructure, especially due to the planned implementation of graduate study programmes.
- 4.9. Upgrade the physical and virtual library.
- 4.10. Improve connections with the industry and other higher education institutions and become more active in project activities.

V. Improve connections with the industry and other higher education institutions and become more active in project activities

- 5.1. Develop an action plan for encouraging teachers to cooperate with the industry and professional and scientific organisations.
- 5.2. Improve knowledge transfer by organising special workshops and courses on innovative technologies, advertising in the media and cooperation with partners from different fields.
- 5.3. Strengthen and develop mechanisms for improving international cooperation and increasing the number of papers published in journals indexed in relevant databases
- 5.4. Seek to formalise financial support and employment through stronger support from the local community.
- 5.5. There is a need for continuous informing of the public about the activities of BUAS.
- 5.6. Make additional efforts to increase scientific productivity and the number of publications in the best Croatian and foreign journals (in English).
- 5.7. Encourage teachers to participate in the work of international professional associations and attend international conferences to increase their scientific reputation and the reputation of BUAS in the world.
- 5.8. In the regional environment, knowledge and knowledge transfer to companies need to be made more visible through the production of printed brochures.
- 5.9. Encourage teachers to participate in editorial boards of journals and to work on the development of patents and copyrights for registering the institution in the Register of Scientific Organisations.
- 5.10. Formalise the system of professional development in order for teachers to be acquainted with the latest developments in their field and thus make better scientific and / or professional achievements.
- 5.11. Teachers should participate in workshops on defining learning outcomes for improving the teaching process.

Activity plan based on the defined objectives

1. Internal quality assurance and the social role of the higher education institution	
1.1.	The Higher education institution has established a functional internal quality assurance system.
1.1.2.	Improve the dissemination on quality assurance policy among the stakeholders.
ACTIVITIES	
	<ul style="list-style-type: none"> once a year, conduct training for employees and external associates on current topics in the field of quality assurance regularly update information on quality assurance on the website of the Bjelovar University of Applied Sciences in Bjelovar
INDICATOR OF IMPLEMENTATION	
	<ul style="list-style-type: none"> signature lists of participants, photo documentation up-to-date information on quality assurance on the website https://vub.hr/osiguravanje-kvalitete/
PERIOD OF IMPLEMENTATION	
	<ul style="list-style-type: none"> conduct employee and external collaborator training once a year and report to the relevant authorities in the annual report of the Quality Management Representative by no later than: <ul style="list-style-type: none"> December 31, 2025 December 31, 2026 December 31, 2027 December 31, 2028 update the information on quality assurance on the website https://vub.hr/osiguravanje-kvalitete/ at least twice a year (by June 30 and December 31 of the current year).
RESPONSIBLE PERSON OR BODY	
	<ul style="list-style-type: none"> representative of the Quality Management Board

REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN

1.1.	The Higher education institution has established a functional internal quality assurance system.
1.1.3.	Improve the scientific and research activities.
ACTIVITIES	
<ul style="list-style-type: none"> ● encourage the scientific training of teachers ● increase the number of scientific papers at an internationally recognized level ● increase the number of research projects ● improve the equipment needed for scientific research projects ● establish a peer-reviewed electronic professional-scientific journal with open access for biomedicine and healthcare, technical sciences, social sciences and humanities, which will be published once a year 	
INDICATOR OF IMPLEMENTATION	
<ul style="list-style-type: none"> ● decisions on the co-financing of the doctorate ● decisions on co-financing participation in international scientific meetings ● insight into research projects ● list of equipment ● peer-reviewed electronic professional-scientific journal with open access available on the website of the Bjelovar University of Applied Sciences 	
PERIOD OF IMPLEMENTATION	
<ul style="list-style-type: none"> ● decisions on co-financing doctorates, and a report on the progress of doctoral candidates by November 30 of the current year of the implementation period of the action plan ● review of the number of scientific papers and research projects by October 30 of the current year ● annual report on newly acquired equipment by October 30 of the current year ● establish a journal by September 30, 2024 	
RESPONSIBLE PERSON OR BODY	

<ul style="list-style-type: none"> ● Committee for professional, scientific and publishing activities ● Editorial board of the magazine 	
REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN	
1.2.	The higher education Institution applies recommendations for quality improvement from previously conducted evaluations.
1.2.1.	Improve the supervision and training of external lecturers.
ACTIVITIES	
<ul style="list-style-type: none"> ● to survey external collaborators about interest in education topics ● prepare and realize the education of external lecturers 	
INDICATOR OF IMPLEMENTATION	
<ul style="list-style-type: none"> ● report on the conducted survey ● signature lists, photo documentation from the held trainings 	
PERIOD OF IMPLEMENTATION	
<ul style="list-style-type: none"> ● 31.12.2025. 	
RESPONSIBLE PERSON OR BODY	
<ul style="list-style-type: none"> ● vice dean for teaching and students ● study managers 	
REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN	

1.2.	The higher education Institution applies recommendations for quality improvement from previously conducted evaluations.
1.2.2.	Provide literature in accordance with changes in study programs.
ACTIVITIES	
	<ul style="list-style-type: none"> monitor and intervene in the compliance of literature with changes in study programs
INDICATOR OF IMPLEMENTATION	
	<ul style="list-style-type: none"> the librarian's annual report on the compatibility of literature with study programs annual literature acquisition plan
PERIOD OF IMPLEMENTATION	
	<ul style="list-style-type: none"> annual report by the librarian on the alignment of literature with study programs by December 31 each year during the action plan implementation period (from 2024 to 2028) annual literature procurement plan by December 31 of the current year (from 2024 to 2028)
RESPONSIBLE PERSON OR BODY	
	<ul style="list-style-type: none"> head of the library
REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN	
1.2.	The higher education Institution applies recommendations for quality improvement from previously conducted evaluations.
1.2.3.	Monitor and timely intervene on teacher workload.
ACTIVITIES	
	<ul style="list-style-type: none"> monitor the teacher's workload and propose intervention proposals to the dean engage external collaborators in the implementation of classes if there is a need adopt an employment plan

INDICATOR OF IMPLEMENTATION	
<ul style="list-style-type: none"> ● report of the commission for teaching and students on the workload of teachers with a proposal for interventions ● the decision on the employment plan made by the Administrative Council ● the implementation plan of the study with the assignment of teaching to external collaborators was adopted by the Council of the <i>Bjelovar University of Applied Sciences</i>. 	
PERIOD OF IMPLEMENTATION	
<ul style="list-style-type: none"> ● Report by the Committee for Teaching and Students on teacher workload with proposed interventions by September 31 of the current year (from 2024 to 2028) ● Decision on the employment plan made by the Management Board by January 31 of the current year (from 2024 to 2028) ● Implementation plan for studies, assigning teaching to external collaborators, adopted by the Polytechnic Council by September 30 of the current year (from 2024 to 2028) 	
RESPONSIBLE PERSON OR BODY	
<ul style="list-style-type: none"> ● committee for teaching and students ● dean ● study managers ● Administrative Council 	
REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN	
1.4.	The Higher Education Institution ensures the availability of information on important aspects of its activities (teaching, professional and/or scientific and social role).
1.4.1.	Improve the knowledge and use of the English language on all levels.
ACTIVITIES	
<ul style="list-style-type: none"> ● enable the education of teachers in English at the B2 level ● to oblige teachers to prepare teaching materials and conduct courses in English in accordance with the agreement on financing English language teaching ● in accordance with the needs of the Erasmus program, hold consultative classes in English for incoming students 	
INDICATOR OF IMPLEMENTATION	

- insight into the contracts on attending English language, certificates on the achieved B2 level
- insight into teaching materials in English

PERIOD OF IMPLEMENTATION

- results of teacher training in English as an integral part of the Dean's annual report, adopted by the Management Board by October 30 of the current year (from 2024 to 2028)
- continuously conduct consultative teaching in English in accordance with contracted Erasmus+ obligations for incoming students

RESPONSIBLE PERSON OR BODY

- dean, secretary

REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN

1.6. Lifelong learning programs implemented by the higher education institution are aligned with the strategic goals and mission of the higher education institution and social needs.

1.6.1. Expand and formalise lifelong learning programmes.

ACTIVITIES

- develop new lifelong learning programs in the STEM field
- implement lifelong learning programs

INDICATOR OF IMPLEMENTATION

- proof of verification of the lifelong learning program by the competent authority
- list of participants, photo documentation

PERIOD OF IMPLEMENTATION

- annual report of the Committee for Lifelong Learning adopted at the thematic session of the Quality Assurance Unit by November 30 of the current year (from 2024 to 2028)

RESPONSIBLE PERSON OR BODY

- Committee for Lifelong Education

REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN

RESPONSIBLE PERSON OR BODY	
<ul style="list-style-type: none">● Committee for Lifelong Education	
REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN	

II. Study programmes

2.1. The general goals of all study programs are in line with the mission and strategic goals of the higher education institution and the needs of the labor market.

2.1.1. Improve the implementation of EU directives in the undergraduate professional study programme in Nursing.

ACTIVITIES

- regularly monitor and evaluate the implementation of EU directives, especially in the field of acquiring skills in clinical training
- organize meetings and trainings of clinical practice mentors

INDICATOR OF IMPLEMENTATION

- records of monitoring the acquisition of skills in the practice booklet, OSKI checks

PERIOD OF IMPLEMENTATION

- review of practice booklets by October 30 of the current year (from 2024 to 2028)
- hold meetings and/or training sessions for clinical practice mentors annually by October 30 during the period 2024 to 2028.

RESPONSIBLE PERSON OR BODY

II. Study programmes	
2.1.	The general goals of all study programs are in line with the mission and strategic goals of the higher education institution and the needs of the labor market.
2.1.1.	Improve the implementation of EU directives in the undergraduate professional study programme in Nursing.
ACTIVITIES	
	<ul style="list-style-type: none">● regularly monitor and evaluate the implementation of EU directives, especially in the field of acquiring skills in clinical training● organize meetings and trainings of clinical practice mentors
INDICATOR OF IMPLEMENTATION	
	<ul style="list-style-type: none">● records of monitoring the acquisition of skills in the practice booklet, OSKI checks
PERIOD OF IMPLEMENTATION	
	<ul style="list-style-type: none">● review of practice booklets by October 30 of the current year (from 2024 to 2028)● hold meetings and/or training sessions for clinical practice mentors annually by October 30 during the period 2024 to 2028.
RESPONSIBLE PERSON OR BODY	

<ul style="list-style-type: none"> Head of professional undergraduate study of Nursing 	
REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN	
2.5.	The higher education institution ensures compliance of ECTS credits with the actual student workload.
2.5.1.	BUAS should assure adequate ECTS distribution.
ACTIVITIES	
<ul style="list-style-type: none"> carry out procedures for amending and supplementing study programs with the aim of ensuring compliance of ECTS points with the actual student workload, based on a student survey 	
INDICATOR OF IMPLEMENTATION	
<ul style="list-style-type: none"> Student surveys that indicate a mismatch between ECTS points and the actual student workload (question number 7 in the survey) Drafts of changes and additions to study programs and/or Requests for initial accreditation of study programs 	
PERIOD OF IMPLEMENTATION	
<ul style="list-style-type: none"> 31.12.2024. 	
RESPONSIBLE PERSON OR BODY	
<ul style="list-style-type: none"> vice-dean for teaching and students heads of study departments 	
REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN	

III. Teaching process and student support

3.4.	The Higher education Institution provides adequate support for students.
3.4.1.	Students should be encouraged to use the services of the Career Guidance Centre to a greater extent.
ACTIVITIES	
	<ul style="list-style-type: none"> ● update the contract with the Career Information and Counseling Center ● continue organizing events called " What and where to go after university "
INDICATOR OF IMPLEMENTATION	
	<ul style="list-style-type: none"> ● signed an updated contract with the Career Information and Counseling Center ● signature list, photo documentation
PERIOD OF IMPLEMENTATION	
	<ul style="list-style-type: none"> ● 31.12.2024.
RESPONSIBLE PERSON OR BODY	
	<ul style="list-style-type: none"> ● vice-dean for teaching and students
REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN	
3.6.	The Higher education Institution enables students to gain international experience.
3.6.1.	BUAS should work on ECTS recognition for incoming students and provide language-related teaching conditions for such students.
ACTIVITIES	

	<ul style="list-style-type: none"> ● continue to improve employees' English language skills ● implement the recognition of ECTS credits for incoming students, respecting the principle of flexibility
	INDICATOR OF IMPLEMENTATION
	<ul style="list-style-type: none"> ● certificates of passing the B2 level of the employee's knowledge of the English language ● the number of subjects for which teaching materials are provided in English ● Study contracts or professional internship contracts (ERASMUS+)
	PERIOD OF IMPLEMENTATION
	<ul style="list-style-type: none"> ● results of employee training in English language and Erasmus+ contracts as an integral part of the Dean's annual report adopted by the Management Board by October 30 of the current year (from 2024 to 2028).
	RESPONSIBLE PERSON OR BODY
	<ul style="list-style-type: none"> ● Dean ● Erasmus coordinator ● ECTS coordinators
	REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN
3.7.	The Higher education Institution provides favorable conditions for foreign students to study.
3.7.1.	BUAS should offer more courses taught in English for incoming students.
	ACTIVITIES
	<ul style="list-style-type: none"> ● continue to improve employees' English language skills
	INDICATOR OF IMPLEMENTATION
	<ul style="list-style-type: none"> ● certificates of passing the B2 level of the employee's knowledge of the English language ● the number of subjects for which teaching materials are provided in English

PERIOD OF IMPLEMENTATION	
<ul style="list-style-type: none"> • results of employee training in English language and Erasmus+ contracts are an integral part of the Dean's annual report adopted by the Management Board by October 30 of the current year (from 2024 to 2028). • study program coordinators review teaching materials in English before the start of the academic year, by October 30 of the current year (from 2024 to 2028). 	
RESPONSIBLE PERSON OR BODY	
<ul style="list-style-type: none"> • vice-dean for teaching and students • heads of study departments 	
REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN	
3.8.	The Higher education Institution ensures objective and consistent evaluation and assessment of student achievements.
3.8.1.	Learning outcomes should be better linked with assessment in nursing studies.
ACTIVITIES	
<ul style="list-style-type: none"> • insight into exams and assessment methods • additionally educate teachers about the construction of exams according to learning outcomes 	
INDICATOR OF IMPLEMENTATION	
<ul style="list-style-type: none"> • insight into exam materials 	
PERIOD OF IMPLEMENTATION	
<ul style="list-style-type: none"> • 31.12.2025. 	
RESPONSIBLE PERSON OR BODY	

- vice-dean for teaching and students
- heads of Nursing study department

REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN

3.10. **The Higher education Institution takes care of the employability of students after their studies.**

3.10.1. Alumni club should be more active.

ACTIVITIES

- continue to organize guest lectures by successful graduates

INDICATOR OF IMPLEMENTATION

- participants' signature lists, photo-documentation, social networks

PERIOD OF IMPLEMENTATION

- the list of guest lectures held is an integral part of the Dean's annual report adopted by the Management Board by October 30 of the current year (from 2024 to 2028).

RESPONSIBLE PERSON OR BODY

- heads of study departments

REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN

IV. Teaching and institutional capacities

4.3.	Recruitment, promotion and re-selection of teachers are based on objective and transparent procedures that include evaluation of excellence.
4.3.1.	It is recommended that one the employment criteria refers to excellent knowledge of English.
ACTIVITIES	
	<ul style="list-style-type: none"> during recruitment, check the candidate's knowledge of the English language and ensure that those candidates with knowledge of the English language at the B2 level are given preference (with the fulfillment of other conditions). If there are no adequate candidates, oblige the chosen one to obtain a B2 level certificate
INDICATOR OF IMPLEMENTATION	
	<ul style="list-style-type: none"> certificates of the acquired B2 level of knowledge of the English language or a transcript of the interview
PERIOD OF IMPLEMENTATION	
	<ul style="list-style-type: none"> once a year (by October 30 of the current year, from 2024 to 2028), review of the list of newly acquired equipment and devices, investments in space modernization.
RESPONSIBLE PERSON OR BODY	
	<ul style="list-style-type: none"> dean
REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN	
4.5.	The space, equipment and entire infrastructure (laboratories, IT service, workshops, etc.) are suitable for the implementation of study programs and ensure the achievement of the intended learning outcomes and the realization of professional and/or scientific activities.
4.5.1.	BUAS is encouraged to continue making investments in infrastructure, especially due to the planned implementation of graduate study programmes.
ACTIVITIES	
	<ul style="list-style-type: none"> continuously invest in the modernization and furnishing of premises, didactic equipment and devices

INDICATOR OF IMPLEMENTATION	
<ul style="list-style-type: none"> • a list of new equipment, investments in space with financial documentation of the realization of the purchase 	
PERIOD OF IMPLEMENTATION	
<ul style="list-style-type: none"> • once a year (by October 30 of the current year, from 2024 to 2028), review of the list of newly acquired equipment and devices, investments in space modernization. 	
RESPONSIBLE PERSON OR BODY	
<ul style="list-style-type: none"> • dean 	
REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN	
4.6.	The library and its equipment and access to additional contents ensure the availability of literature for the needs of quality studies and quality scientific and teaching activities.
4.6.1.	Upgrade the physical and virtual library.
AKTIVNOSTI	
<ul style="list-style-type: none"> • regularly update the literature necessary for the implementation of study programs • expand the availability of bibliographic databases 	
INDICATOR OF IMPLEMENTATION	
<ul style="list-style-type: none"> • literature acquisition plan for the current academic year • annual report of the library manager on the compatibility of the available literature with the study programs • list of acquired literature in the current academic year • list of bibliographic databases 	
PERIOD OF IMPLEMENTATION	
<ul style="list-style-type: none"> • annual report by the librarian on the alignment of literature with study programs and annual literature procurement plan by December 31 of the current year (from 2024 to 2028). 	
RESPONSIBLE PERSON OR BODY	

<ul style="list-style-type: none"> heads of studies departments, head of the library 	
REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN	
4.7.	The Higher education Institution sity rationally manages financial resources.
4.7.1.	Improve connections with the industry and other higher education institutions and become more active in project activities.
ACTIVITIES	
<ul style="list-style-type: none"> monitor the availability of adequate national and international tenders for programs and projects related to higher education participate as a holder or partner in relevant projects 	
INDICATOR OF IMPLEMENTATION	
<ul style="list-style-type: none"> the number of projects in which the Bjelovar University of Applied Sciences is the host or partner 	
PERIOD OF IMPLEMENTATION	
<ul style="list-style-type: none"> annual overview of the list of projects where the Polytechnic of Bjelovar is the lead or partner by December 31 of the current year (from 2024 to 2028). 	
RESPONSIBLE PERSON OR BODY	
<ul style="list-style-type: none"> vice dean for development 	
REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN	

V. Professional and/or scientific activity

5.1.	Teachers and associates employed at the university are dedicated to achieving high quality and quantity of professional and/or scientific work.
5.1.1.	Develop an action plan for encouraging teachers to cooperate with the industry and professional and scientific organisations.
ACTIVITIES	
<ul style="list-style-type: none"> consider and make a decision on the inclusion of the institution in professional and scientific organizations. 	
INDICATOR OF IMPLEMENTATION	
<ul style="list-style-type: none"> the decision of the Dean's College on the inclusion of the institution in professional and scientific organizations. 	
PERIOD OF IMPLEMENTATION	
<ul style="list-style-type: none"> continuously 	
RESPONSIBLE PERSON OR BODY	
<ul style="list-style-type: none"> dean's college 	
REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN	
5.1.	Teachers and associates employed at the university are dedicated to achieving high quality and quantity of professional and/or scientific work.
5.1.2.	Improve knowledge transfer by organising special workshops and courses on innovative technologies, advertising in the media and cooperation with partners from different fields.

ACTIVITIES	
<ul style="list-style-type: none"> organize guest lectures on innovative technologies. 	
INDICATOR OF IMPLEMENTATION	
<ul style="list-style-type: none"> participant signature list of guest lecture participants, photo documentation 	
PERIOD OF IMPLEMENTATION	
<ul style="list-style-type: none"> the list of guest lectures delivered is an integral part of the Dean's annual report adopted by the Management Board by October 30 of the current year (from 2024 to 2028). 	
RESPONSIBLE PERSON OR BODY	
<ul style="list-style-type: none"> heads of studies departments 	
REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN	
5.3.	The professional and/or scientific achievements of the higher education institution are recognized in regional, national and international frameworks.
5.3.1.	Make additional efforts to increase scientific productivity and the number of publications in the best Croatian and foreign journals (in English).
ACTIVITIES	
<ul style="list-style-type: none"> continue to financially stimulate employees to publish papers in relevant domestic and foreign journals 	
INDICATOR OF IMPLEMENTATION	
<ul style="list-style-type: none"> the number of works of employees and external collaborators published in relevant journals available in the CROSBI system (CROSIS) 	

PERIOD OF IMPLEMENTATION	
	<ul style="list-style-type: none"> the Committee for Professional, Scientific, and Publishing Activities submits an annual report by November 30 of the current year (from 2024 to 2028).
RESPONSIBLE PERSON OR BODY	
	<ul style="list-style-type: none"> Management, committee for professional, scientific and publishing activities
REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN	
5.3.	The professional and/or scientific achievements of the higher education institution are recognized in regional, national and international frameworks.
5.3.2.	Encourage teachers to participate in the work of international professional associations and attend international conferences to increase their scientific reputation and the reputation of BUAS in the world.
ACTIVITIES	
	<ul style="list-style-type: none"> continue to financially encourage employees to participate in the work of international professional associations and attend international meetings
INDICATOR OF IMPLEMENTATION	
	<ul style="list-style-type: none"> employee reports on participation in scientific meetings and in the work of international organizations
PERIOD OF IMPLEMENTATION	
	<ul style="list-style-type: none"> continuously
RESPONSIBLE PERSON OR BODY	
	<ul style="list-style-type: none"> Management, committee for professional, scientific and publishing activities

REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN

5.3.	The professional and/or scientific achievements of the higher education institution are recognized in regional, national and international frameworks.
5.3.4.	Encourage teachers to participate in editorial boards of journals and to work on the development of patents and copyrights for the purpose of registering the institution in the Register of Scientific Organisations.
ACTIVITIES	
<ul style="list-style-type: none">● establish conditions for publishing your own magazine	
INDICATOR OF IMPLEMENTATION	
<ul style="list-style-type: none">● the number of journals in which the Bjelovar University of Applied Sciences teachers participate in the editorial boards● link to the new magazine of the BUAS	
PERIOD OF IMPLEMENTATION	
<ul style="list-style-type: none">● establish our own journal by September 30, 2024.	
RESPONSIBLE PERSON OR BODY	
<ul style="list-style-type: none">● Management, committee for professional, scientific and publishing activities	
REPORT ON THE IMPLEMENTATION OF THE ACTION PLAN	