



WORK PLAN OF THE NETWORK

September 2015 - August 2016

In the current 2015/16 year, The Network of vocational colleges will focus all its activities on achieving the aims of higher education that can be observed in: transfer of the scientific, professional and artistic knowledge and skills, ensuring scientific offspring, offering the possibility to individuals to obtain higher education as well as life-long education under equal conditions, all based on the results of ECBAC 517200. In this sense, the quality of the teaching process, development of the centralized ICT service, development of the Center for the Student service, internationalization through the service for international cooperation, as well as the promotion of the results of the ECBAC 517 200 project would be the main activities of the Network.

It is important to emphasize that further efforts will be made to form the Academy of vocational studies. They will be focused on systematic solutions, that is, the talks with the key factors in the system of higher education (National Council for Higher Education, Ministry of education, science and technological development, local government, HERE team) which will be intensified and planned.

Through permanent analysis of the efficiency of studying, improvement of the studying conditions, harmonisation of the criteria and definition of the basic knowledge, above all the practical one, preconditions for the achievement of the aforementioned aims will be made through implementation of the following activities:

1. Analysis of success on exams and the average mark at:
 - Basic vocational studies
 - Specialist studies
2. Analysis of success and efficiency in knowledge checks as an obligatory part of the exam, in view of obtaining realistic assessment of knowledge over colloquia, tests or other forms of knowledge checks- harmonization, style, rules on making tests
3. Analysis of the usefulness and purpose of lectures (memorizing at lectures)
4. Collecting opinions from all the study programmes at each institution in view of improving the quality of knowledge and success on exams
5. Modernization of the existing study programmes

6. Efficient realisation of the professional practice
7. Efficient realisation of the practical placement
8. Conducting the activities for the selection of the best students and their promotion at the labour market
9. Establishment of closer cooperation with the economy
10. Making conditions for commercialization of the scientific, research and professional work of the employees
11. Modernization of the existing technical resources of institutions
12. Comparison of students with the students from other higher education institutions in application of practical knowledge during student mobilities at similar or identical study programmes.
13. Financial analyses and development of financial plans that include resources of all the institutions that are members
14. Improvement of the financial position of employees
15. Improvement of the existing rulebooks
16. Analysis of the minimal conditions for the election of professors and fellow-workers
17. Analysis of the enrollment policy
18. Internationalization
19. Project teams
20. Network institutionalisation

In the text to follow, an overview of the planned activities per each month is given together with the responsible and the deadlines for implementation of these activities.

September 2015

activities	responsibles	deadline
Enrollment analysis for 2015/16	Senate, Council	IV week
Development of work plans for the Network offices	Network offices, Senate, Council	I-IV week
Presentation of the Network model to the HERE team	Network representative in the HERE team	I week
Analysis of the model of the Network and the model of the Academy of vocational studies at National Council for Higher Education in Serbia	Network representatives in KASSS	II week a
Development of dissemination plans for 2015/2016	Senate, Council	I-IV
Training for IPA II project application Cross-border Cooperation Programme Bulgaria - Serbia 2014-2020	IRO office	IV week
Dissemination	ICT service , Council	IV week

October 2015

activities	responsibles	deadline
Analysis of the start of the academic year 2015/16	Senate	I week
Approval of the work plans for the Network offices	Senate, Council	I week
Establishment of the office for publishing activities	Senate, Council	IV week
Report of the quality assurance office on the teaching process	Quality assurance office, Senate, Council	IV week
Dissemination	ICT service, Council	IV week

November 2015

activities	responsibles	deadline
Approval of the work plans for the career guidance office	Career guidance office, Senate	I week
Approval of the plan for the publishing activity	Office for publishing activity, Senate	II week
ICT service report	ICT office, Senate,	II week
IRO report	IRO office, Senate,	II week
Meeting with the representatives of the Commission for accreditation	Senate	III week
Dissemination	ICT service , Council	IV week

December 2015

activities	responsibles	deadline
Development of the 2016 work plan for the Network	Offices, Senate, Council	I-IV week
Development of financial plans	Offices, Senate, Council	IV week
Round table with KASSS, Ministry, HERE team and the National Council for Higher Education	Offices, Senate, Council	II week
Round table with the representatives of the local government and the representatives of the district	Council	III week
Analysis of the results of the Network	Offices, Senate , Council	III week
Dissemination	ICT service , Council	IV week

January 2016

activities	responsibles	deadline
ICT service report	ICT office, Senate, Council	II week
IRO report	IRO office, Senate, Council	II week
Report of the student service	Student service office, Senate, Council	II week
Report of the office for career guidance	Career Guidance office, Senate	II week
Dissemination	ICT service	IV week

February 2016

activities	responsibles	deadline
Round table with the representatives of the local government and the representatives of the district	Council	III week
Report of the office for publishing activity	Office for publishing activity, Senate	II week
Report of the QA office on the realisation of the winter term	QA office, Senate	IV week
Defining of new integrated study programmes	QA office, Senate	III week
Meeting with the representatives of the Commision for accreditation	Council	IV week
Dissemination	ICT service , Council	IV week

March 2016

activities	responsibles	deadline
ICT service report	ICT office, Senate	II week
IRO report	IRO office, Senate	II week
Report of the student service	Student service office, Senate,	II week
Report of the office for career guidance	Office for cooperation with the industry, Senate, Council	II week

April 2016

activities	responsibles	deadline
Report on the work of the Student Parliament	Student Parliament	I week
Round table with KASSS, Ministry, HERE team and the National Council for Higher Education	Offices, Council	II week
Enrollment policy	Senate, Council	IV week
Dissemination	ICT service , Council	IV week

May 2016

activities	responsibles	deadline
Round table with the representatives of the local government and the representatives of the district	Council	III week
Analysis of the Network results	Office, Senate, Council	III week
Dissemination	ICT service, Council	IV week

June 2016

activities	responsibles	deadline
ICT service report	ICT office, Senate, Council	II week
IRO report	IRO office, Senate , Council	II week
Report of the student service	Student service office, Senate, Council	II week
Report of the office for career guidance	Office for career guidance, Senate,	II week
Dissemination	ICT service, Council	IV week

July 2016

activities	responsibles	deadline
Analysis of the enrollment results	Senate	II week
Report of the QA office on the realisation of the summer term	QA office, Senate	IV week
Dissemination	ICT ssrvice, Council	IV week

August 2016

activities	responsibles	deadline
Meeting with the representatives of the Commision for accreditation	Council	II week
Preparation activities for 2016/17	Offices, Senate, Council	IV week
Round table with KASSS, Ministry, HERE team and the National Council for Higher Education	Offices, Council	IV week

President of the Council