



University of Prishtina "Hasan Prishtina"
Faculty of Mechanical Engineering

Strategic action plan
2023-2025

Prishtina, January 2023

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1. The process of drafting the Strategic - FME Plan 2023-2025

Based on Article 72 of the Statute of the University of Pristina, the Dean of the Faculty of Mechanical Engineering, decided to appoint the working group for the drafting of the Action Plan for the FME, in order to implement the strategic plan of the UP.

The Working Group will focus on the strategic plan of the UP 2020-2022. All development activities of the FME will be guided by this document, which will also be an indicator of the performance of the management structures of the FME on the basis of its annual monitoring and review.

The close working group has held several working and consultative meetings in which it has defined the pillars with the priorities for the development of the FME and has worked on an initial draft which has been sent for additional contributions to the management of the Faculty, with the aim of their contribution and based on all the responsibilities that the document issues for their work.

Working group members:

Prof. Dr. Ilir Doçi
Prof.asoc.dr. Afrim Gjelaç
Prof.asoc.dr. Xhevahir Bajrami
Prof.dr. Hysni Osmani
Prof.dr. Shaban Buza
Prof.dr. Arbnor Pajaziti
Prof.asoc.dr. Ramadan Mazrekaj
Prof.ass.dr. Arlinda Rrecaj
Prof.ass.dr. Shkelzen Shabani
Prof.ass.dr. Drilon Meha
Fatmire Kuçi, Secretary

2. The mission of the Faculty of Mechanical Engineering (FME)

The mission of FME originates from the fundamental mission of the University of Prishtina (Article 6 of the Statute of the University of Prishtina, 2012, as an autonomous public institution of higher education, which develops academic education, scientific research, artistic creations, professional counseling and fields of other academic activities). Based on this, the Faculty of Mechanical Engineering has defined its mission in the education of young people in the field of Mechanical Engineering, at all levels of higher education, in order to be able to respond to the demands of the labor market in country and beyond, to adapt to continuous education in this field, as well as contribute directly to the sustainable technological, social and scientific development of Kosovo.

FME as an academic unit of UP is committed to be integrated into the European Higher Education Area (EHEA) and the European Scientific Research Area (ERA). This is the commitment and strategic orientation stated in the approved documents related to higher education at the national level, at the university level and also at the faculty level (Law on Higher Education, UP Statute, Study Regulations bachelor, master and doctorate in FME, etc.).

3. Organizational structure of FME

The organizational structure of the FME is presented in the following organogram, where it can be seen the connections between the management staff and the various service units that function within the faculty.

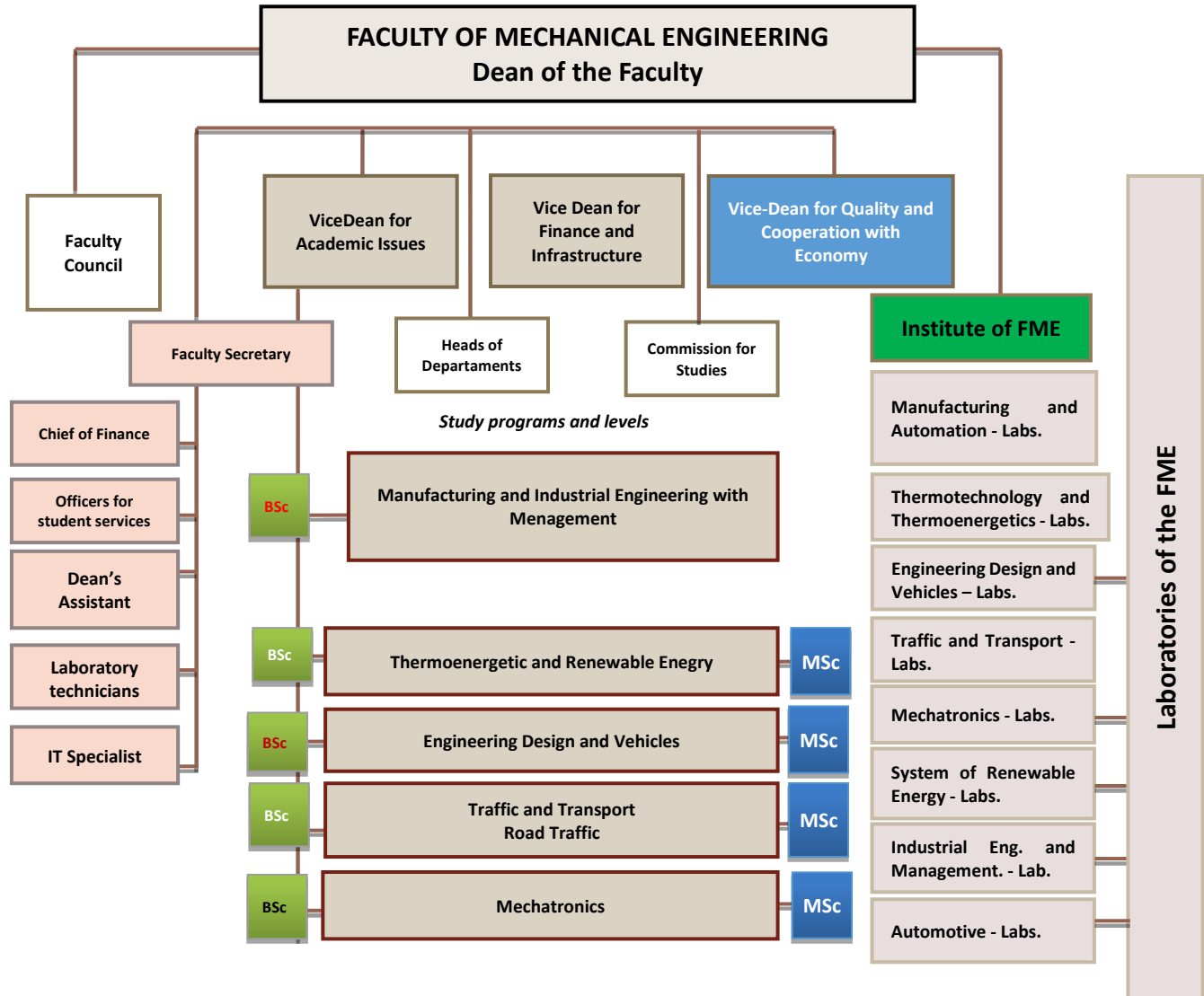


Fig.1. Organizational structure of FME

4. Strategic Plan for FME

The strategic plan contains eight separate strategic areas, which also include the corresponding strategic initiatives, which the UP must focus on implementing during the time period 2023 - 2025. Below, in a summarized form, the special initiatives are presented provided for implementation:

Teaching and learning-learning - Aims to improve teaching (new methodologies, improvement of teachers' pedagogy, capacity building, etc.), scientific research (increasing the number of scientific publications in competitive journals, participation in conferences, research in laboratories, cooperation with partner Universities, cooperation in international projects, etc.), support of professional development of staff, and service (such as service to the community), cooperation with the economy, drafting of textbooks, raising academic performance, advancing work with students, improvement of teaching curricula, acquisition of new technologies in the fields of FME programs, etc. FME programs are in harmony with the mission statement of the University of Prishtina "Hasan Prishtina" to prepare graduates in the relevant field of study (professional training).

Our continuous aim is: (1) Improving teaching - using the most advanced teaching methods, (2) Recruiting new personnel as well as increasing competences as a result of applying lifelong learning methods (supporting professional development of staff), (3) Raising the academic and research performance of the teaching staff based on the newest methods of scientific research, organizing training workshops for teachers and publications in journals with international reviews.

Further, students will be prepared to: (1) Identify, formulate and select complex engineering problems by applying principles of engineering, science and research (2) Communicate effectively and competently, (3) Research effectively in team, who create a collaborative and inclusive environment, set goals, plan tasks to accomplish objectives.

Scientific research work – Increasing the research-scientific results of FME's academic staff in peer-reviewed journals accepted at the international level in the relevant fields of studies and research. Further, the aim is to provide staff support in professional development and support in research methodology, statistical analysis, writing for journals, manuals, books, book chapters, as far as possible, covering the cost of publication. Research work in laboratories is also included. Moreover, this will enable increased opportunities for the realization of works and services, which are a source of income for the faculty and university, as well as the creation of conditions for scientific activities in cooperation with international institutions.

Quality assurance and accreditation - Refers to the processes undertaken within the academic unit to improve teaching and learning to achieve better results. Through quality assurance, the aim is to increase the quality of teaching and the transfer of knowledge by the academic staff, to highlight the progress of students, to advance the content of the courses, as well as to raise the awareness of students for real evaluation of the courses. In order to increase international cooperation and integration in the European area of higher education, within the accreditation process, the development of master's and doctoral programs is aimed, including several modules in English in accordance with the Bologna system. This process will contribute to the growth and improvement of scientific and research results at FME. Also

in the framework of accreditation, it is necessary that the study programs of FME are adapted to the needs of the labor market.

Level of studies and programs required by the labor market - Implementation of programs in accordance with the needs of the labor market; Achieving measurable results of study programs; Increasing cooperation with the public and private sector to connect programs with demand, current skills and knowledge requirements and future needs;

Development of human resources – Development and expansion of the staff organogram and future staff structures; Ongoing training of administrative staff and laboratory workers; Clarification of work duties and responsibilities for administrative staff.

Development of the IT system - Implementation of the globally competitive information system; Development of student services with EU/US standards; Initiation of student development system for learning as a whole; Strengthening the alumni network;

Fiscal accountability and improved financial data reporting - Design and implementation of finance and budget systems (policies, software, processes, training and utilization) to improve university management and improve transparency and accountability, as well as mutual reporting on performance of strategic objectives and initiatives.

Infrastructure development - Further development of FME laboratories; The addition of didactic equipment, the addition of computer classrooms, the addition of educational research software. Development of the strategy for the management of campus resources; The possibility of infrastructure development for activities on the faculty campus;

Globalization/internationalization - Implementation of study programs/levels in English with international partners; Growth and operationalization of sister partnerships; Increasing the number of applications for mobility and scholarships; Staff support for joint projects for obtaining international funds; Description and verification of transcripts and documents (at the request of international partners); Increasing cooperation with the international non-university community or private corporations.

This strategic plan is planned to be implemented by all structures or offices of UP-FME, which include the dean's office, various offices at the faculty level (e.g. academic development office, IT office, for student services, libraries, etc.), as well as to a large extent the departments of the faculty themselves.

In total, the number of tasks/activities foreseen in the Faculty of Mechanical Engineering for all strategic initiatives are given in the table below.

In the framework of this, in the Faculty of Mechanical Engineering (FME) in UP, a commission was formed consisting of eleven members who belong to the academic staff of the faculty in question, who held a series of meetings and drew up the action plan, where include the specific activities that FME must undertake in order to realize the objectives foreseen within the said strategy. In summary form, the action plan drawn up for FME includes the given activities, which must be realized in the time period 2023-2025.

The concrete action plan drawn up in this document will serve the dean's office as a supporting framework for the realization of the UP strategy in terms of the faculty in question. The Dean's Office (which includes vice-deans) in close cooperation with the heads of departments will be directly engaged in the implementation of this action plan, while the University Governing Council and the Rector's Office will be responsible for monitoring and evaluating the implementation of specific actions foreseen based on the reports compiled by the faculty in question.

Below, in detailed form, are presented the special activities that FME will develop to achieve the objectives foreseen by the strategic plan of UP, which are within the competence of the faculty in question. Each foreseen activity has defined the period of its realization, as well as the staff responsible for realization.

5. Monitoring, evaluation and reporting

Monitoring and evaluation are fundamental factors for the implementation of a strategy and aim to measure the progress achieved. The FME Council appoints a commission for monitoring and evaluating the implementation of this strategy, according to the dynamics foreseen for the Action Plan. The commission for monitoring and evaluating the implementation of the strategy, in close cooperation with all the relevant structures of the FME, will regularly monitor the implementation of the Action Plan of this strategy and report at certain stages. The FME Council will be responsible for monitoring and evaluating this strategy.

The data that the relevant offices will submit to the commission for monitoring and evaluation should include: activities carried out and progress, effects, impacts, difficulties, lessons learned and recommendations.

Responsible officials will also receive data from donors. In order to ensure proper monitoring of the Action Plan, the indicators for monitoring the implementation of the strategy have been determined. These indicators will enable the monitoring of progress, noting the level of achievement of the objectives and the realization of the goals of this strategy. This strategy is an active document and will be reviewed and supplemented on an annual basis.

The continuous monitoring and evaluation of this strategy through the Action Plan provides its implementers with an overview, which enables them to act in time and in accordance with the needs and challenges that the higher education sector is currently facing, but also in the future. The Action Plan of this strategy is built in a tabular structure, the progress of which will be regularly monitored in regular meetings led by the Monitoring and Evaluation Committee.

At the end of the implementation of the strategy, a general assessment will be made to check to what extent this strategy has influenced the strengthening of the FME, considering the UP Strategy as a basis.

6. Action Plan for the Faculty of Mechanical Engineering

In the following, the tasks and activities foreseen within the Faculty of Mechanical Engineering are presented, which are aimed at achieving the special objectives foreseen by the strategic plan of the University of Pristina. Each of the tasks is accompanied by accompanying details for the indicators (meters) that show the realization of certain tasks, the time limit, the relevant staff or unit/department that is responsible for performing the tasks, as well as the corresponding anticipated cost of expenses.

6.1 Teaching and learning						
Strategic objectives: a) Improvement of guidelines based on methodologies and time requirements b) Community services c) Enhancing academic performance						
Strategic objective	Aim	Tasks and activities	Indicators	Time frame	Responsible staff e	Resources/cost (€)
Improving guidelines based on methodologies and time requirements	Providing facilitating opportunities for students to learn knowledge and comparability with the results achieved	<ul style="list-style-type: none"> -Advancement and electronic access to SEMS for students, including all necessary information on subjects, grades, student activities and data (courses), results, Course Sites, Moodle, etc. -Evidence of delays in teaching and regular or even ad hoc trainings for teachers. - Fulfillment of detailed conditions and standards -Improving or updating study programs in accordance with the requirements and/or feedback from the needs of the labor market -Organization of monthly workshops during break time (12:00-13:00) regarding best 	<ul style="list-style-type: none"> - All students should be provided with an official e-mail address and an official student card. - To place all teaching material in SEMS and other specialized platforms for interactive teaching. - Advancement of the e-student module on the SEMS platform. - Advancement of the academic staff 	January 2023 - ongoing process	<ul style="list-style-type: none"> - Dean, - Vice Dean for teaching and student affairs - Heads of departments - Coordinator for academic development - FME IT officer. 	5000

		<p>teaching practices (6 times per academic year)</p> <ul style="list-style-type: none"> - Creation of the module for communication with students within SEMS - Creation of the module for the submission and evaluation of seminars and student projects in SEMS - To organize the FME website in such a way that each teacher is responsible for organizing the website of the subject for which he is responsible - Continuous assessment throughout the semester of students through engagement in teamwork and individual work through the application of the adequate application for monitoring 	<p>e-module on the SEMS platform.</p> <ul style="list-style-type: none"> - Advancement of the administrative e-staff module on the SEMS platform. - Number of trained staff - Level of training - Revising the syllabuses in each study program and adapting the study programs; - Accredited study programs - Setting up scientific platforms and other services for students and staff (e.g. science direct, web of science, Moodle, Turnitin, etc.) 			
			<ul style="list-style-type: none"> - The staff publishes the results and announcements on the website of the relevant subject/course, respecting the regulations in force 	<p>April 2023 - ongoing process</p>	<ul style="list-style-type: none"> - Dean, - Vice Dean for teaching and student affairs - Coordinator for academic development - FME IT officer 	<p>15,000</p>
<p>Community services</p>	<ul style="list-style-type: none"> - To establish standards for the pedagogical body, who act as members of the 	<ul style="list-style-type: none"> - To develop a "reward" scheme for community service as a condition for employment, advancement, etc.; 	<ul style="list-style-type: none"> - To measure progress towards the goal. - Drafting of procedures 	<p>October 2023 - ongoing process</p>	<p>Dean's Office Departments Academic staff</p>	<p>3,000</p>

	<p>UP pedagogical body for service in the UP and the community in Kosovo and beyond.</p> <p>- The readiness and experience of the UP to provide knowledge and services according to the community's requirements.</p>	<ul style="list-style-type: none"> - To develop a policy system for community service; - To develop a protocol for projects for the general good in FME, UP and in the community. - Promotion of FME opportunities in secondary schools - Activation of institutes within the FME, for research and the realization of professional expertise for the needs of the community - Allocating weekly, monthly or yearly tasks for the staff. For example, Design and collection of data for Business Cards, Creation and maintenance of official pages in social networks - Participation in the organization of meetings in high schools. 	<ul style="list-style-type: none"> - The number of services provided in the community - The number of promotions carried out - The number of expertises carried out - The number of posts made - Number of followers in social networks - Number of promotional videos made 			
			<ul style="list-style-type: none"> - Promotion of FME opportunities in secondary schools 	March 2023 - ongoing process	Dean's Office Academic staff	3,000
			<ul style="list-style-type: none"> - Management of the Institute within the FME, for research and realization of expertise, professional projects, for the needs of the community 	January 2023 - ongoing process	The director and secretary of the FME Institute.	6,120
			<ul style="list-style-type: none"> - Allocation of weekly, monthly or annual tasks for the staff. - Creation and maintenance of official pages in social networks. 	January 2023 - ongoing process	-Dean -Academic staff - IT officer	

Increasing academic performance	Assessment of student performance based on the Bologna system	<ul style="list-style-type: none"> - Designing the process of evaluating student performance based on the Bologna system; - To enable the development of learning, consultations and exams through online software tools - To develop the module in SEMS for the advance reservation of halls for exams and meetings 	<ul style="list-style-type: none"> - The monitoring system implemented for the performance of students in the country; - SEMS includes the schedule of lessons, consultations and exams. - SEMS offers the possibility of reserving rooms for exams and meetings 	January 2023 - ongoing process	<ul style="list-style-type: none"> - Dean, - Vice Dean for teaching and student affairs - Faculty Council - FME IT officer 	
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6.2 Scientific/artistic research work						
Strategic objectives: (a) Improving and increasing results in FME (b) Innovation during research/scientific/artistic work						
Strategic objective:	Aim	Tasks and activities	Indicators	Timeline	Responsible staff	Resources/cost (€)
Improving and increasing results in FME	Encouraging the involvement of international capacities in scientific research, as well as improving other	<ul style="list-style-type: none"> - Reporting on the achieved results and on undertaken mandatory measures on an annual basis - Creation of scientific research groups within the FME 	<ul style="list-style-type: none"> - Number of published papers - Number of conferences - Number of established 	January 2023 - December 2025	Vice-dean for quality and cooperation with economy	0.07% of the annual budget of the UP

	international collaborations	<ul style="list-style-type: none"> - Organizing scientific seminars with international, diaspora and local scientists on an annual basis - Finding the possibilities that the presented papers in the seminar to be published in a scientific journal with international review in the form of a special edition. - Finding opportunities for organize international and national scientific conferences. - Finding opportunities to participate in local and international scientific projects (calls for projects from UP, MESTI, FULBRIGHT, HORIZON EUROPE, ERASMUS+, CEEPUS, HERAS, EPA, DAAD, GIZ, ADA, various funding entities, etc.) - Application for mobility offered by institutions (MESTI, FULBRIGHT, HORIZON EUROPE, ERASMUS+, CEEPUS, HERAS, EPA, DAAD, GIZ, ADA, various funding entities, etc.). - Creating a database of scientific publications of the FME academic staff, where each teacher must register his publications, after being accepted. - To create a storage space for the scientific publications that come from the staff participating in the conferences for the purpose of internal use. 	<p>scientific research groups</p> <ul style="list-style-type: none"> - Number of presenters and participants in the seminar - Number of published papers in the special edition of a certain journal - Number of organized conferences, number of presenters and participants - Number of applied/won scientific projects - Material benefits (financial and laboratory) of FME 			
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		-Creating a server room for storage and simulations.				
	Increasing academic integrity during research/scientific work	<ul style="list-style-type: none"> - Creation of the necessary legal provisions - Continuous updating of information on the front page of the FME website for research/scientific funding opportunities - Staff training for research grant applications - Implementation of anti-plagiarism software 	<ul style="list-style-type: none"> - The number of cases presented/handled by the ethics commission in UP - The number of posts made on the FME website about financing opportunities - Number of participations in trainings 	January 2023 - December 2025	<ul style="list-style-type: none"> - Vice-dean for quality and cooperation with economy - IT officer 	5,000€
Innovation during research/scientific work	Support of innovations and protection of intellectual work of UP	<ul style="list-style-type: none"> - Drafting the legal basis for innovations - Harmonization of FME internal regulations with the Law on Intellectual Property of the Republic of Kosovo - Advancement of the Innovation Center of UP, managed by FME. 	<ul style="list-style-type: none"> - Regulation on innovations in UP - Introduction of the ethical statement for intellectual property and innovation - Participation in drafting of the regulation on intellectual property of UP - Creation of Start Ups within the Innovation Center of UP 	January -2023	<ul style="list-style-type: none"> -FME Council - Vice-dean for quality and cooperation with economy -Heads of departments 	10,000€

6.3 Quality assurance and accreditation

Strategic objectives:

- (a) Improving teaching and learning in order to develop students' competencies
- (b) Quality of self-assessment reports
- (c) Student performance measurement system
- (d) Creation of short periods scholarships for conducting research visits abroad
- (e) PhD programs in FME in accordance with the Bologna system
- (f) Increasing the quality of teaching, learning and research activities in FME
- (g) Expanding FME relations with the labor market and civil society
- (h) Involvement of students in quality improvement
- (i) Enhancement of quality performance.

Strategic objective:	Aim	Tasks and activities	Indicators	Timeline	Responsible staff	Resources/cost (€)
Improving teaching and learning in order to develop students' competencies	Updating and harmonizing of study programs (in accordance with the Bologna Declaration and the European area of higher education)	- Development and implementation of protocols for partnership with local and international institutions - Drafting of memorandums of cooperation with local and international institutions - Holding industrial board meetings	-Number of partnerships with local and international institutions	January 2023 - ongoing process	Vice-dean for quality and cooperation with economy	
		- Analyzing of information's received from colleagues, the labor market, graduates, etc. - Development of teaching methods, which increases	- Contact with local and international institutions - Designing new study programs - Number of new accredited programs	January 2023 - ongoing process	-FME/ Departments, Study committee,	

		active participation (of students) - Development and accreditation of lifelong learning programs.	- Number of interdisciplinary programs in cooperation with international partner universities.		- Faculty council	
Supporting inquiry-based learning		- Development of the best research-based learning methods for all study programs levels before accreditation and during implementation - Clear definition of learning outcomes in the syllabuses of each study program	- Increasing interest in enrolling in study programs and increasing active participation in lectures	January 2023 - ongoing process	-FME/ Departments, Study committee, - Faculty council	
		- Better opportunities for research-based learning (adding the scientific research component) - Supporting students for participation in scientific conferences and workshops	- Number of conferences, scientific workshops attended by academic staff and students	January 2023 - ongoing process	FME/ Departments, The Vice-dean for quality and cooperation with economy	
		- Implementation of teaching methods that increases the active participation of students and creativity during teaching -Increasing awareness of best learning practices and skills (including	- Number of events organized with the aim of research-based learning and e-learning - Materials published on the website of UP.	January 2023 - ongoing process	FME, The Vice-Dean for Learning, Study committee	

		inquiry-based learning and e-learning).				
		- Students support to take responsibility and be involved in teaching assistance (PhD students, demonstrator students).	- Number of students and subjects included in learning	January 2023 - ongoing process	-FME, -FME council	
Improving physical and virtual environments for FME students		- Development and improvement of the physical environment and virtual devices for distance learning at FME	- Development and improvement of classrooms infrastructure in FME	January 2023 - ongoing process	UP/FME	
		- Providing of library services and access to electronic resources	- The number of active students with access to these electronic resources	January 2023 - ongoing process	UP/FME	
Encouragement for continuous capacity building for teaching staff		-Increasing the cooperation of faculties and their departments with Center for Career Development (CCD)- Office for Quality Development (OQD) of UP. - Organization of adequate trainings for the development of teaching staff in research	- The number of scientific publications made by the academic staff	January 2023 - ongoing process	UP/FME	

	Creating a strong partnership between academic staff and students.	<ul style="list-style-type: none"> - Supporting and proportioning of students with maximum results within FME - Involvement of students in dialogue with staff on issues related to the quality of teaching and learning - Students possible requirements in order to design suitable subjects and programs - Identification and support of the best students to study at UP (winners, etc.) - Analyzing the graduation number and falling/passing of students for modules/programs/faculties 	- Number of organized events and participating students.	January 2023 - ongoing process	-FME management - FME staff	Zero
Quality of self-assessment reports	Development of monitoring mechanisms and implementation of the quality of self-assessment reports.	<ul style="list-style-type: none"> - Mechanisms development for receiving students and employers feedback (surveys, alumni, etc.). -Survey with students (via online tools), employers and graduates (alumni), in order to get feedback about the quality of 	The number of conducted surveys	January 2023 - ongoing process	-FME management - FME staff -Office for Academic Development (OAD) - IT of FME	

		teaching and learning at FME				
Student performance measurement system	Drafting of expected results for all subjects and programs Implementation of the student results measurement system Student assessment to enable continuous quality improvement	<ul style="list-style-type: none"> - Processing the expected results for all subjects and study programs - Publication of evaluation results - Reviewing strategies for evaluating students' learning - Development of the methodology for student assessment - Development and implementation according to the Bologna system and the syllabus/accredited program 	-	January 2023 - ongoing process	<ul style="list-style-type: none"> - FME management - FME staff - OAD - IT of FME 	
Creation of short periods scholarships for conducting research visits abroad	Increasing the number of opportunities for FME staff and students to undertake research visits, create global networks and increase their productivity	<ul style="list-style-type: none"> - Encouraging and supporting short-term research visits for FME staff and students - Promotion of support funds for mobility 	- Allocated and used finances every year for this activity	January 2023 - ongoing process	UP/FME	3.000
PhD programs in FME in accordance with the Bologna system	The development of doctoral study programs for the study fields at FME	- Supporting PhD study programs to be developed in different disciplines, as well as the application for accreditation of these programs	<ul style="list-style-type: none"> - Number of accredited programs - Number of registered students 	January 2024 - ongoing process	<ul style="list-style-type: none"> - FME management - FME staff 	

Expanding FME relations with the labor market and civil society and increasing the quality of teaching, learning and research activities in FME	Encouraging the involvement of national and international capacities in scientific research and development activities.	<ul style="list-style-type: none"> - Identification of international and national contacts and researchers - Creation of a database of contacts of researchers from the diaspora - Establishing contacts and supporting researchers from the diaspora - Determination of contractual obligations for scientific research activities for academic staff - Creation of the legal basis and regulations for the engagement of FME staff based on the best European practices - Offering at least one course in each bachelor's and master's level study program in English 	<ul style="list-style-type: none"> - The number of engaged international research staff - Number of courses offered in English - The number of students involved in courses offered in English 	January 2023 - ongoing process	FME	12,000
	Creating strategic partnerships with institutions with international reputation	<ul style="list-style-type: none"> - Creation of the legal basis for cooperation - Recommendations of the Consultative Group for scientific research activities of FME for the 2-3 strategic partners of the faculty 	<ul style="list-style-type: none"> - The number of realized partnerships 	January 2023 - ongoing process	FME	

		- Establishing cooperation relations with strategic partners of FME				
	Distribution/publication of information about opportunities for cooperation. Supporting the grant acquisition from national funding agencies and private or public institutions	- Relevant information regarding international cooperation opportunities - Creation of the necessary legal provisions - Establishment the foundation of the UP		January 2023 - ongoing process	The Vice-dean for quality and cooperation with economy	
	Drafting and implementation of three-year plans for scientific research activities in FME	- Creation of a working group for the design of the 3-year development plan - Approval of the 3 year development plan	- The results of the implementation of this plan	2025	The Vice-dean for quality and cooperation with economy	
	Promotion of academic and professional competencies for study programs at FME. Response in teaching and research to the wider needs of society.	- Promotion of academic and professional competences for all graduates aiming for employment in the public sector and in public life - Promotion of general competencies for all graduates aiming for employment, especially in the field of general and professional education, legal system, medicine, applied engineering, public administration, etc.	- Development and implementation of academic and professional competencies - The development of research projects that respond to the broad needs of society - Development of relations with secondary schools - Organization of visits/information sessions, etc.	January 2023 - ongoing process	UP/ FME FME FME	

		<ul style="list-style-type: none"> - Communication with secondary schools, in order to provide information and guidance to secondary school students and support them to facilitate the transition from school to higher education - Engaging students and teachers in society, especially by developing projects that are relevant to the education of students and society at the same time - Research projects that respond to the broad needs of society - Establishing relations with secondary schools, in order to provide information and orientation for secondary school students and for their support to facilitate the transition from secondary school to higher education. 	<ul style="list-style-type: none"> - Development and implementation of academic and professional competencies - Development of relations with secondary schools - Organization of information sessions, etc. -The number of supporting projects, which are relevant for the education of students and society. 		<p>FME</p> <p>- FME Management</p> <p>- ZZHA</p>	28,000
	<p>Increasing the potential of alumni (graduates) for further development of FME</p> <p>Increasing the potential of alumni</p>	<ul style="list-style-type: none"> - Development of the database for FME alumni. - Improving and completing the UP alumni database 	<ul style="list-style-type: none"> - Development of mechanisms for contacting alumni (graduates); - Development of the alumni database 	<p>January 2023</p> <p>- ongoing process</p>	<p>UP-FME</p>	15,000

	(graduates) for further development of higher education in UP	<ul style="list-style-type: none"> - Continuous development of contacts with alumni, further developing the alumni newsletter - Encouraging and maintaining contacts with alumni to contribute in increasing knowledge of encouraged students in all aspects. - The way (possibilities) of doing a research project for tracking UP graduates to get information on quality and professional development - Involvement of the Research Center. 	<ul style="list-style-type: none"> - Development of strategies for cooperation with alumni - Encouraging and maintaining contacts with alumni - The mechanism developed for contacting alumni (graduates) - Updated alumni database - Strategies developed for cooperation with alumni - The number of contacts and the creation of a database for communication in order to increase international relations - Feedback in the development of mechanisms for quality and professional tracking 		<p>Management (Office for Academic Development / /IT) UP unit Alumni</p> <p>-Management Office for Academic Development/ Center for Career Development/ Office for International Cooperation/ IT / Academic Units</p>	
	Conduct market analysis to identify which programs are relevant to market needs.	<ul style="list-style-type: none"> - To consult the advisory body of FME from the Industry 	<ul style="list-style-type: none"> - To analyze the recommendations given by this body and to see the possibility of implementing these recommendations in the study programs at FME 	January 2023 - ongoing process	FME	1000

	To increase the number of partners from the labor market	<ul style="list-style-type: none"> - To increase the number of partners from the labor market in order to support the professional practice in the respective companies 	<ul style="list-style-type: none"> - To see the possibility of implementing the practice in other subjects as well 	January 2023 - ongoing process	FME	1000
Involvement of students in quality improvement	<p>Increasing the number of students involved in all quality assurance processes at FME Drafting procedures for student representation in quality assurance.</p>	<ul style="list-style-type: none"> - Representation of students in all quality assurance processes at FME - Students and representatives of student organizations to participate in all main assessment levels - Drafting of mechanisms for student participation in quality assurance activities - Determination of the role of students as partners in quality assurance 	<ul style="list-style-type: none"> - The number of students who participated in quality assurance committees/groups 	January 2023 - ongoing process	UP/FME	
	<p>Selection of distinguished students from all departments and from each year of study level in quality assurance at FME</p>	<ul style="list-style-type: none"> - FME defines the criteria for the selection of students in quality assurance. Finally, the criteria are articulated and published - Support and relevant training for students participating in quality assurance activities 		January 2023 - ongoing process	Vice-dean for learning and issues with students	

Enhancement of quality performance	- Performance evaluation at the end of each academic year	- To determine the criteria for performance evaluation - Design and implementation of Key Performance Indicators (KPI).	- Existence of the performance evaluation form -The number of performance evaluations that have been carried out	January 2023 - ongoing process	FME	
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6.4. Level of studies and programs required by the job market						
Strategic objectives:						
(a) Achievability of competences in accordance with job market requirements						
(b) The development of study programs with the development of the application of technology						
(c) Development of study programs in accordance with the global requirements of the region and beyond						
(d) Increasing cooperation with the public and private sector to connect the programs with demand, current skills, knowledge requirements and future needs						
Strategic objective	Aim	Tasks and activities	Indicators	Time frame	Responsible Staff	Sources/ Cost (€)
Achievability of competences conforming to job market requirements	The knowledge achieved to be compatible with the level of studies in accordance with the legal framework	- Accomplishment of feedback information from industrial advisory boards specifying the fulfillment of requirements - Increasing cooperation with specific areas and in harmony with the actual developments -Increasing the level of practice in addition to the	- To create and approve the legal basis for the establishment of advisory groups; - The number of employees in the labor market - Development of the research and professional component in the labor market according to the needs presented	January 2023-continuous process	- Dean of the Faculty - Vice-dean for quality and cooperation with economy, - Heads of departments,	5,000

		<p>teaching component for the teaching subjects</p> <ul style="list-style-type: none"> - Analysis of the legal basis if it is appropriate to clearly define all the mechanisms and instruments for the provision of professional programs in accordance with market requirements - To carry out an analysis after the implementation of teaching programs (need for reconsideration, degree of employment opportunity); - Develop and/or use job market analysis. - To develop professional programs in accordance with job market requirements - To apply for accreditation of professional study programs in accordance with market requirements - Development and publication of the database. -Conclusion of Agreements of Understanding with organizations for business support (e.g. Chamber of Commerce, associations, etc.), as well as with special institutions/companies -To organize BootCamps in co-organization with the industry 	<ul style="list-style-type: none"> - Raising the professional level for the needs of the market -The number of students employed in the institution where the professional Internship was carried out - Number of signed memorandums of understanding - Report of the analysis of the legal basis - The program implementation analysis report 		<ul style="list-style-type: none"> - The Secretary of the Faculty 	
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<p>The development of study programs with the application of new technologies</p>	<p>Fulfillment of increased requirements according to strategic objectives</p>	<ul style="list-style-type: none"> - Institutionalization of practice in applied fields and changing the ratio between the theoretical and practical part in the course syllabuses - The development of the database for the possibilities of realization of the professional Internship - Creation of groups on the LinkedIn platform for students looking for professional Internship -Organization of virtual meetings in which companies present their opportunities for professional Internship 	<ul style="list-style-type: none"> -Participation in professional practice should be measurable with a certain number of ECTS -Evaluation of professional practice by the joint panel: Teaching and Market Economy - Analysis and preparation of the development or perfection of the program according to market demand - Adaptation and revision of existing programs that are not in step with the requirements of the time; - Orientation in interdisciplinary programs -The number of students enrolled in each of the study programs -Number of virtual meetings organized 	<p>January 2023-continuous process</p>	<ul style="list-style-type: none"> - Vice Dean for Quality and Cooperation with Economy, - Departments -Professional Internship course holders -Coordinator for academic development 	<ul style="list-style-type: none"> -FME Advisory Board - Support agencies from the EU, - USAID, -GIZ
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The development of study programs in accordance with the global requirements of the region and beyond	<ul style="list-style-type: none"> - To request the development of the program level according to the needs of the labor market. -Compatibility with the requirements of the European market and aligning the level with adequate programs 	<ul style="list-style-type: none"> - Implementation of labor market studies. - Implementation of joint studies with institutions in the region and beyond - Engagement of international professors in teaching through distance in elective subjects/courses of master's studies -Invitation of international professors for guest lectures -Invitation of experts from the diaspora for guest lectures 	<ul style="list-style-type: none"> - Number of graduates in joint studies -Number of employees in the international market -The number of International professors engaged -Number of lectures held by international professors -The number of lectures held by International experts 	January 2023-continuous process	<ul style="list-style-type: none"> - Dean of the Faculty - Vice-dean for quality and cooperation with economy, - Heads of departments, -Program carriers - IT Official 	(UP and EU Funds)
		<ul style="list-style-type: none"> - To use the strategies of the Ministry of Labor and other government strategies; - To use external forecasts of the labor market (EU, USAID, GIZ, etc.) in order to benefit from funds intended for new technological fields; 	<ul style="list-style-type: none"> -To prepare reports/documents that show the orientations of the labor market (Kosovo and international documents); - To prepare the number of requests for specific, actual in the regional market. 	January 2023-continuous process	<ul style="list-style-type: none"> - Dean of the Faculty - Vice-dean for quality and cooperation with economy, - Heads of departments, -Program carriers 	International funds (EU, USAID, JAICA, etc.)

Increasing collaboration with the public and private sectors to match programs with demand, current skills, knowledge requirements, and future needs	-Developing interactive relationships for the world of the labor market and enterprises - Fulfillment of the requirements set forth in accordance with the increase of the research and professional level	Creation of the database for the needs presented for collaboration	The database in the engagement of academic staff and students in the realization of services for the submitted requests	January 2023-continuous process	- Dean of the Faculty - Vice-dean for quality and cooperation with economy, - Heads of departments	5,000
		- To institutionalize the access to services offered through special institutes - More effective functioning of the FME institute	-Providing services in improving the implementation of production based on advanced technologies - The number of related study programs in this context requirements, followed by accreditation -Analysis of requests submitted in a certain period of time implementation of the program (roughly 3-year period) -Number of projects/activities developed by the FME Institute	January 2023-continuous process	- Dean of the Faculty - Vice-dean for quality and cooperation with economy, - Heads of departments - Faculty Secretary	

		- Participation in the annual career fair related to special presentations and achievements in the implementation period	-The number of expertises carried out in specific fields -Number of presenting companies/organizations at the fair - The number of participants in the fair	January 2023-continuous process	- Dean of the Faculty , - Vice-dean for quality and cooperation with economy, - FME Institute Director, - Heads of departments	500
		- To organize a round table for strengthening the possibility of employment, during which employees and relevant stakeholders reflect with representatives of universities (among them Office for Academic Development and Office for Carrier Development) on how to develop cooperative strategies to improve the transition of students to Labor market	-Evidence of the participation of interested and relevant parties; -Summary report of the round table	January 2023-continuous process	- Dean of the Faculty , - Vice-dean for quality and cooperation with economy, - FME Institute Director, - Heads of departments	500

6.5. Development of human resources

Strategic objectives:

- (a) Development of the staff organogram and future staff structures
- (b) Increased training of administrative staff
- (c) Improving recruitment and employment practices
- (d) Clarification of work duties and responsibilities for administrative staff

Strategic objective	Aim	Tasks and activities	Indicators	Time frame	Responsible Staff	Sources/ Cost (€)
Development of the staff organogram and future staff structures	- The new restructuring of the organogram, its updating and annual planning of personnel needs	-Revision and completion of the current regulation - Update of an organogram on the organizational structure of FME - Determining the tasks of the departments and updating the regulations for the staff based on the needs	-Assessment and planning of personnel needs. - Report on the review and completion of the regulation	January 2023-continuous process	- Dean of Faculty - Vice-dean for teaching matters, - Heads of departments - The secretary of the faculty - Coordinator for academic development	
Increased training of administrative staff	- Planning needs and priority areas for training, increasing the participation of the administration within international projects (e.g. Erasmus++ Mobility, Horizon EUROPE, etc.) - Contacting international donors - Sending staff to language and computer skills courses	-Active participation in trainings and workshops to improve work performance, communication and other skills - Organization of mandatory training/refresher workshops - Compilation of the list of administrative staff who are in immediate need of training in terms of language and computer skills	- Drafting of the training program; - Compulsory elementary courses for personnel - The number of training participants and their successful completion	January 2023-continuous process	- Dean of Faculty - The secretary of the faculty	5,000
Improving recruitment and employment practices	-Promoting a transparent recruitment process - Respecting all recruitment procedures	- Selection of the most qualified personnel	-Publication of calls/vacancies in time; - Publication of employment contests (public job vacancies) on the UP/FME website	Continuous process	-Members of review commissions - The Faculty Council	

	- Selection of the most qualified personnel and timely filling of vacancies		-Publication of job vacancies in time and in smaller numbers, which enables a more efficient conclusion; -Publication of job vacancies on the UP website in social networks - Promotion of new positions; -Transparency of the selection through publication in the relevant bulletins on the UP website		
Clarification of work duties and responsibilities for administrative staff	Analysis of current responsibilities and restructuring of positions within the framework of new needs and responsibilities	-Individual assessment of current duties and responsibilities and restructuring according to needs	-Transparent evaluation of overloads or lack of tasks within the regular working hours - Accurate determination of work tasks - Adding new tasks and responsibilities in compliance with the needs of the time	Continuous process	

6.6. Development of the IT system

Strategic objectives:

- (a) Implementation of globally competitive information system
- (b) Development of student services to EU/US standards
- (c) Initiation of student development system for holistic learning
- (d) Strengthening the alumni network

Strategic objective	Aim	Tasks and activities	Indicators	Deadline	Responsible staff	Resources/ cost (€)
Implementation of an information system that is competitive worldwide	Using an agency outside the UP to assess SEMS potential and make recommendations for improving SEMS functions.	-To develop and introduce new operations SEMS; -Increase the level of security in SEMS operations.	- New functional operations in SEMS.	January 2023-ongoing process	-Vice Rector for Finance / IT -Eventual consultations (and on a voluntary basis) with the staff of the Faculty of Mechanical Engineering	
	System development Modern electronic for human resource management.	- To functionalized the electronic system of the network for monitoring the learning process within the FME.	- The number of electronic devices installed in classrooms and laboratories.	January 2023-ongoing process	-Vice dean for finance and infrastructure -Education office	
Development of student services to EU/US standards	The development of the functional library system within the faculty related to that of the UP.	-Full functionalization of the FME library and access to credible bibliographic and	- access to e-library students - access to e-library open to students		Vice Dean for teaching and students affair/Vice dean for finance and infrastructure.	

		scientific platforms. -The establishment of the Centre for student support, which aims to encourage students to achieve greater success in studies.	-the establishment or advancement of the center for student support			
Developing a system of socialism for students	Improving the social life of students through activities	-Establishment of a regular student sports competition - Establishment of the artistic group at the faculty	-At least two competitions a year. -Holding at least one artistic activity per year		Students organization in coordination with the Dean	
Development of alumni associations	The formation of the alumni center within the FME	Providing equipment and human resources for the alumni center	The office, the staff and the implementation of the tool within the website of the faculty		Vice Dean for teaching and students affair. Learning offices	

6.7. Fiscal accountability and improvement of financial data information

Strategic objectives:

- (a) Increasing transparency in spending public money, own revenues, grants and donations
- (b) Integration of financial data into a module and easier administration of financial records.
- (c) Registration of the property of the faculty and determination of property issues

(d) Development and implementation of finance and budget systems (policies, software, processes, training, utilization) to improve university management and improve transparency and accountability						
Strategic objective	Goal	Tasks and activities	Indicators	Deadline	Responsible staff	Resources/cost (€)
Increasing transparency in spending public money, own revenues, grants and donations.	<ul style="list-style-type: none"> - Recording of all expenses in FME -Monthly budget reporting - Accountability and transparency for all issues FINANCIAL <ul style="list-style-type: none"> -Daily improvement of the management of the institution and allocated funds -Improving planning and execution 	<ul style="list-style-type: none"> - Generation of management reports -Publication of FME contracts and expense reports -Continuous education and training of the staff for the financial policies of the UP. -Using the common financial module at the UP level (including FME), with the aim of easier administration of financial services. 	<ul style="list-style-type: none"> -Realization within the deadlines. -Number of published expense reports. - Number of trainings conducted 	Continuously	<ul style="list-style-type: none"> -Vice Dean for Finance and Infrastructure - The finance officers. -Office for assets and logistics 	3000
Integration of financial data into a software module and easier administration of financial records	<ul style="list-style-type: none"> -Creation of real-time budget-capable systems and financial access systems by responsible staff. 	<ul style="list-style-type: none"> - Development of an integrated database at the UP level. 	<ul style="list-style-type: none"> -Updating notes in the integrated database of the UP. 	January 2023 - ongoing process	<ul style="list-style-type: none"> -Dean of Faculty - Vice dean for finance and infrastructure. -The Finance officer -Office for assets and logistics. 	10,000
Registration of the property of the faculty and determination of property issues.	<ul style="list-style-type: none"> - Recording of FME assets (operating, amortized and for decommissioning). 	<ul style="list-style-type: none"> - Pre-annual registration of FME assets - Registration of FME's property in the e-property system. 	<ul style="list-style-type: none"> -Annual property registration reports 	Continuously	<ul style="list-style-type: none"> -Commission appointed by the Dean of FME and the asset/Logistics officer. 	200
Development and implementation of finance and	<ul style="list-style-type: none"> - Acquaintance with the condition of the infrastructure and current 	<ul style="list-style-type: none"> -Planning the needs for personnel/resources according to the 	<ul style="list-style-type: none"> - Realization within the deadlines 		<ul style="list-style-type: none"> Committee appointed by the FME Dean and 	

budget systems (policies, software, processes, training, utilization) to improve faculty management and improve transparency and accountability.	functional/non-functional equipment, as well as the identification of needs within the FME.	requirements of the FME.			Assets/Logistics Officer.	
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6.8. Infrastructure development						
Strategic objectives;						
(a) Further development of the FME infrastructure database and inventory						
(b) Implementation of the master plan for physical systems and infrastructure						
(c) Development of the FME campus resource management strategy						
(d) Opportunities for developing the infrastructure for activities on the FME campus						
(e) Improvement of infrastructure for people with disabilities in UP buildings						
Strategic objectives	Objective	Tasks and activities	Indicators	Deadline	Responsible staff	Resources / costs (€)
Further development of the FME database and inventory infrastructure	Evaluation and visual presentation of the structural capacities of the FME	- Development of the database in FME as an academic unit of UP. -Digitization of the FME infrastructure.	- Functionalization of the general infrastructure database. -The number of students engaged in carrying out the digitization process of the FME infrastructure	in continues progress	- Vice Dean for Finance and Infrastructure	15,000

Implementation of the physical systems and infrastructure master plan	Increasing the quality of infrastructure by at least 10% until 2024.	-The exiting need evaluation and planning for existing facilities until 2024.	- Planning of new laboratories.	in continues progress	-Vice Dean for Finance and Infrastructure	30,000
			-Completion of administrative work for new laboratories (location, project, permits, etc.).	in continues progress	-Vice Dean for Finance and Infrastructure - Finance office	
			Traffic polygon	January 2024	-Vice Dean for Finance and Infrastructure - Finance office - Head of the traffic and transport department	
		-Accelerating the development and maintenance of FME green spaces	January 2024	-Vice Dean for Finance and Infrastructure - Finance office		
The development of The strategy for managing campus resources	Utilization of the FME infrastructure to implement the UP mission.	-Using FME infrastructure and facilities as an asset to complete the inventory of research laboratories and create the database;	- Completing the inventory and operationalizing the database;	January 2024	-Vice Dean for Finance and Infrastructure - Finance office	
		- Development/renewal of forms for annual inventory. - Renovation of classrooms and cabinets	- Available Forms - The number of renovated halls and cabinets			
		- Providing laboratory services to third parties (business, industry, etc.).	- The Annual revenue generated by FME laboratory services	January 2024	-Vice Dean for Finance and Infrastructure - Finance office	
		-Investment in the modernization of at least four laboratories	- Additional modernization of laboratories	January 2024	-Vice Dean for Finance and Infrastructure	40,000

		-Investment in IT laboratories/equipment with modern technology.	- Registration of changes and additions		- Finance office	
The possibility of developing infrastructure for campus activities	To create recreational spaces for students inside the FME facility and outside it	-Identify suitable spaces depending on the purpose of use and equip them with the necessary inventory -Functionalization of the space outside the FME building for students with seats and desks	-Their use for specified purposes - The number of seats and working tables in the outdoor spaces	January 2024	-Vice Dean for Finance and Infrastructure - Finance office	20,000
Improvement of infrastructure for persons with special needs in FME buildings	To advance the access of persons with disabilities to the FME facility, classrooms and laboratory	- Access identification pathways for people with special needs - Functionalization of elevators - Adding ramps and a bridge for people with special needs - Functionalization of a research laboratory for people with special needs	- Possible access for people with special needs - The number of students who attended the numerical lectures/trainings	January 2024	-Vice Dean for Finance and Infrastructure - Finance office	60,000

6.9. Globalization / Internationalization						
Strategic objectives: (a) Further internationalization of the faculty (b) Creating new and functional international partnerships						
Strategic objectives	Objective	Tasks and activities	Indicators	Deadline	Responsible staff	Resources/ costs (€)
Further internationalization of the faculty	- Increasing the participation and activities of FME in	- Identification of the best available programs for the development of FME in	-Annual number of programs in English -Number of joint degree programs;	January 2023 until	- Faculty Dean - Vice Dean for Research and International Cooperation	60,000

	<p>European and international network of higher education and scientific research's</p>	<p>accordance with market needs</p> <ul style="list-style-type: none"> - Identification of international partners - Approval of programs - Implementation of agreements - Curriculum development - Promotion of FME programs abroad - Student exchange - Establishing a team for international students services - Creating new study programs in English language - Creating joint programs (joint degree) - Development of the mobility staff and student activities of FME (Fulbright, Erasmus+ etc.) - Engagement of visiting professors (lecturers and researchers) at FME - Innovation in the organization and content of the Summer School of University of Prishtina in the third decade - Participation of FME staff in lectures held in 	<ul style="list-style-type: none"> - Annual FME number of staff and student mobility's - Annual number of visiting Professors at FME contracted by University of Prishtina (UP) - Number of professors and students at University of Prishtina summer school (UPSS) editions - Annual number of FME professors that have lectured at UP - Annual number of Informative sessions /announcement letters from the vice-dean for scientific research and international cooperation - Number of invitations received by FME staff for guest lectures abroad - Annual number of transcripts/ documents 	<p>December 2024</p>	<p>- Heads of departments</p>	
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		<p>Summer School Prishtina University</p> <ul style="list-style-type: none"> -Researching the opportunities for FME staff to accept invitations for lecturing at various international universities - Efficient information and facilitation of mobility and credit transfer procedures for visiting students 				
	Increased efficiency of services for students and visiting professors	<ul style="list-style-type: none"> - Development of the electronic database for the management of donations and international projects - updating the FME website in English on the points of interest for internationalization - Extension of Internet access through the Wi-Fi network in all FME halls - Making an office at FME for visiting professors and students 	<ul style="list-style-type: none"> -Database developed for international projects and services -Volume and latest news published on the web website of FME in English (programs, results, etc.) -The number of halls that have constant access to the Internet - Existence of a work office for visiting professors and students 	January 2023 until December 2024	<ul style="list-style-type: none"> - Faculty Dean - Vice-dean for quality and cooperation with economy - Vice Dean for Finance and Infrastructure - IT Officer 	40,000
Creating new and functional international partnerships	-Higher education increased partnership with	<ul style="list-style-type: none"> - Implementing collaborations with existing partners - identifying priority of the Memorandum of Understanding (MU) 	<ul style="list-style-type: none"> -Annual number of new MU signed -The list of concrete projects with universities, which UP has MU 	2023-2025	<ul style="list-style-type: none"> - Faculty Dean - Vice-dean for quality and 	5,000

	<p>the European and global network</p> <p>-Steady growth applications and results in new projects</p> <p>Increasing cooperation with the international non-university community or private corporations/SMEs</p>	<ul style="list-style-type: none"> - Membership in various international associations -Financial support for fiscal implementation of MU - Creating new partnerships to develop new forms of MUs - Advancing existing partnerships - New application for projects from the FME side as grant holder and partner - Sustainable growth of revenues from international projects -Creating new partnerships with international SME when applying for joint projects in different financing schemes (Horizon Europe, COSME, IPA, etc.) -Applying for admission to various scientific networks/groups (COST actions) 	<ul style="list-style-type: none"> - Annual number of applications sponsored through ZKPS. - Annual contribution of FME revenues from international projects -Number of applications made in partnership with international corporations/SMEs - Number of applications/acceptances in different scientific networks 		<p>cooperation with economy</p> <ul style="list-style-type: none"> - Heads of departments - FME Professors 	
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