

Strategy

for the Faculty of English
at Adam Mickiewicz University in Poznań
for the years 2013-2023
updated for the 2016-2020 term of office

Mission of the Faculty of English

Never compromise on excellence

The Faculty of English at Adam Mickiewicz University in Poznań is committed to the following values and principles:

- **Openness to the world:** We attach the utmost importance to the free circulation of scholarly thought and to collaboration with research centres in Poland and worldwide.
- **Cultural role:** Along with the entire academic community, we bear responsibility for the development of a knowledgeable society. We are actively engaged in initiatives that promote scientific culture, ethics and knowledge outside the University.
- **Tolerance and diversity:** Academic freedom is grounded in respect for a diversity of views and positions. Commitment to top quality research does not mean enforcement of research topics and directions.
- **Academic ethics:** We are committed to promoting academic ethics and making every effort to allow these principles to inform all our relations with our University colleagues and students.
- **Recognisable identity:** The Faculty of English aspires to be recognisable and renowned as an advanced academic centre and a reliable partner for academic cooperation.
- **Linguistic awareness:** As globally oriented linguists, our English language specialists are especially sensitive to issues concerning linguistic identity, the protection of endangered languages, and efforts to ensure a diversified linguistic landscape globally.
- **Teaching quality:** We take every effort to assure the highest possible level of teaching. We want a diploma from our Faculty to be a clear indicator of the excellence of the education obtained.
- **Student-friendly faculty:** The Faculty strives to offer assistance to students and support their personal development.
- **Bold acceptance of challenges:** We welcome change, progress and new challenges. Our continued growth calls for the continuous verification of our accomplishments and for their external assessment.
- **Team work:** The Faculty of English is a harmonious community of collaborative and mutually supportive scholars, academics and students.

The faculty, staff and students of the Faculty of English treat the University not only as a place of work and learning, but also as a space for pursuing their passions. As the cornerstone of growth, science benefits the contemporary world, states and societies, and is necessary for all those for whom intellectual activity is a source of personal satisfaction and pleasure. We aim to promote this position on science through our work, personal examples and contact with our immediate environment outside the University

	CO 1. TOP QUALITY RESEARCH			
Identical section in AMU Strategy	Activity	Owner	Deadline	Indicator/result
CO 1.1 Supporting scientific development of faculty and students	Obtaining top category in the Research Assessment Exercise	Deans	2017	Granted category
	Enhancement of motivation for scientific activity by directly linking the evaluation of a scholar's scientific activity and positive and negative financial consequences (remuneration, resources allocated for trips, awards)	Dean, heads of departments and centres	Ongoing task	Implemented assessment and incentive system
	Motivating the faculty to publish in top-rated journals	Deputy Dean for Research and International Cooperation	Ongoing task	Implemented incentive system
	Involvement of students as partners and co-authors in publications in research and research grants being carried out by the faculty	Deputy Dean for Research and International Cooperation, Deputy Dean for PhD Studies – Head of the Faculty PhD Programme	Ongoing task	Number of students participating in research
	Supporting grant proposals by providing information and offering training to faculty on drafting grant proposals	Deputy Dean for Research and International Cooperation, Dean's Representative for Grants	Ongoing task	Number of submitted grant proposals
	Supporting grant implementation, in particular, via publically accessible online databases of received and implemented projects/grants (links to an existing database of the Polish National Research Centre)	Dean's Representative for Grants, Dean's Representative for Finances	Ongoing task	Efficient implementation of grants
	Participation of faculty members in ERC grants being carried out by other research centres	Dean, Deputy Dean for Research and International Cooperation, Dean's Representative for Grants	2018	Confirmed participation

	Obtaining an ERC (European Research Council) grant	Dean, Deputy Dean for Research and International Cooperation, Dean's Representative for Grants	until 2020	Obtained grant
	Organisation of guest lectures / short seminars by eminent scholars, visiting professorships	Deans	Ongoing task	Number of guests and talks
	Introduction of a new format for doctoral defences to encourage discussion	Deputy Dean for PhD Studies – Head of the Faculty PhD Programme	2017	Introduced format
	Establishment of an international Faculty Advisory Board	Dean	2017	Report from a yearly visit to the Faculty of English
CO 1.2 Cooperation with the Fulbright programme	Maintaining and expanding continuous cooperation with the Fulbright programme: Distinguished Chair Regular programmes Fulbright Specialist Program Teaching Assistants Fulbright for students	Dean and Deputy Dean for PhD Studies – Head of the Faculty PhD Programme	Ongoing task	Number of programme participants
CO 1.3 International promotion of research results	Improvement of the publications database (e.g. based on the Polish Scholarly Bibliography)	Database coordinator, Deputy Dean for Research and International Cooperation	2017	Database
	Online accessibility of defended doctoral dissertations in the AMU Repository	Deputy Dean for PhD Studies – Head of the Faculty PhD Programme, Publishing Centre	Ongoing task	Number of available dissertations
	Continuation of the OWAD (Outstanding WA Dissertations) programme	Deputy Dean for Research and International Cooperation	Ongoing task	Number of published dissertations

	Raising the Impact Factor of journals published by the Faculty of English	Deputy Dean for Research and International Cooperation, journal editors	Ongoing task	Rating of the journals in the Ministry's list of rated journals
	Introduction of journals edited by the Faculty of English to Open Access publishers or Open Access platforms	Dean, Deputy Dean for Research and International Cooperation, journal editors	Ongoing task	Number of journals
	Introduction of the principle of maintaining online profiles on well-known platforms (such as Google Scholar) by all faculty members and staff	Deans, Deputy Dean for Research and International Cooperation	2017	Number of profiles
	Supporting the organisation of international conferences	Deans, Dean's Office	Ongoing task	Number of conferences
CO 1.4 Enhancement of research infrastructure	Investment in research infrastructure	Deans	Ongoing task	Expansion of research infrastructure
	Design and construction of WA LABS (consolidated research laboratories of the Faculty of English and CSLP – Centre for Speech and Language Processing at the Faculty of English), further development of their potential on the new premises of the Faculty of English	Dean and heads of laboratories, Head of the Centre	2017-2019	Created laboratories
	Creation of new infrastructure for work on the new premises of the Faculty of English	Dean	2017-2019	New infrastructure

CO 2. TOP QUALITY TEACHING				
Identical section in AMU Strategy	Activity	Owner	Deadline	Indicator/result
CO 2.1 Development of an internal assessment system and teaching quality assurance	Implementation of the teaching quality control system	Task Force for Teaching Quality Assessment	Ongoing task	Efficient system
	Cooperation with the WA Student Government Council to ensure the highest possible response rate to student questionnaires	Deputy Deans for Full-Time and Part-Time Studies, Dean's Representative for USOS Programme	Ongoing task	Number of responses
	Motivating lecturers to enhanced performance in teaching (e.g. teaching awards, bonuses)	Deans	Ongoing task	Motivation system
	Dean's award for the best teacher based on student questionnaire results	Dean	Ongoing task	Award
CO 2.2 Adopting clear organisation and programming principles	Implementation of the National Qualifications Framework principles	Deputy Deans for Full-Time and Part-Time Studies, Task Force for Teaching Quality Assurance, Task Force for Teaching Quality Assessment	Ongoing task	Implemented principles
	Assurance of continuous USOS system operations Making attempts to extend system functionalities	Deputy Deans for Full-Time and Part-Time Studies, Dean's Representative for USOS Programme	Term of office until 2020	Reliable and extended system

CO 2.3 Improvement of teaching competences of academic teachers	Teaching, psychology and pedagogy workshops at the academic level for PhD students and faculty	Deputy Deans for Full-Time and Part-Time Studies, Deputy Dean for PhD Studies – Head of the Faculty PhD Programme, teaching centres	Ongoing task	Number of training programmes, number of participants, results of questionnaires completed by participants to assess usefulness of the training
	Enabling horizontal transfer of knowledge among employees to improve teaching	Dean’s Representative – Head of Studies in cooperation with course coordinators	Ongoing task	Higher assessment scores for classes
	Courses on research methodology, statistics, new technologies, etc. for various target groups including the faculty and staff	Deans	Ongoing task	Number of training programmes, number of participants, results of questionnaires completed by participants to assess usefulness of the training
	Continuation and greater use of the Erasmus programme for lecturers	Deputy Deans for Full-Time and Part-Time Studies, Erasmus Faculty Coordinator	Ongoing task	Number of participants
CO 2.4 Diversified study offers	Expanding the offer of full-time, part-time and postgraduate programmes	Deans, Dean’s Representative – Head of Studies	Ongoing task	Number of new programmes
	Implementation of new technologies, including e-learning and blended learning	Deputy Deans for Full-Time and Part-Time Studies, Centre for Educational Innovations and Language Technologies	Ongoing task	Number of courses/programmes involving new technologies
	Interdisciplinary/inter-faculty PhD studies (e.g. under the Cotutelle international agreement with Norway)	Deputy Dean for PhD Studies – Head of the Faculty PhD Programme	Ongoing task	Number of open study programmes

	Application for a new interdisciplinary PhD programme (under POWER funding scheme)	Deputy Dean for PhD Studies – Head of the Faculty PhD Programme	2017	New programme
CO 2.5 Shaping qualifications in line with job market expectations	Enriching current curricula with courses/topics preparing graduates to enter the job market (e.g. entrepreneurship, Business English)	Deputy Deans for Full-Time and Part-Time Studies, Dean in cooperation with Poznań universities	Ongoing task	Courses
	Constructive cooperation with the Faculty's Social Council of Entrepreneurs	Deans, Dean's Representative for Cooperation with Entrepreneurs	Ongoing task	Modifications in study programmes, new offers for students
	Active participation of employees in the Open University initiative	Dean's Representative for Open University	Ongoing task	Number of courses
CO 2.6 Supporting student autonomy	Extension of student internship offers	Student internship coordinator in cooperation with Careers Service	Ongoing task	Number of students participating in internships; questionnaires assessing the system
	Continuous support for Reading Clubs	Deans	Ongoing task	Number of students participating in Reading Clubs; questionnaires assessing the system
	Support for the organisation of student conferences (especially international ones)	Dean	Ongoing task	Number of conferences and students participating in conferences; questionnaires assessing the system
	Encouraging students to initiate their own research projects and to participate in research projects	Deputy Deans for Full-Time Studies, Part-Time Studies, PhD Studies and Research	Ongoing task	Number of students participating in research projects; questionnaires assessing the system
	Cooperation with and support for the Student Council of the Faculty of English	Deans	Ongoing task	Students' activities

CO 2.7 International aspect of education. Development of international cooperation	Lectures conducted by foreign guests	Deans	Ongoing task	Number of invited guests, lectures and their participants
	Creation of joint (BA, MA and PhD) studies in cooperation with foreign universities	Deans, Erasmus Coordinator	Ongoing task	Number of created programmes and their participants
	Increasing the number of international students (Erasmus, Erasmus PLUS, POWER)	Deputy Deans for Full-Time and Part-Time Studies, Erasmus Faculty Coordinator	Ongoing task	Number of international students
	Increased number of trips of faculty within the Erasmus program and simultaneous promotion of studying at the Faculty of English	Dean, Deputy Deans for Full-Time and Part-Time Studies, Erasmus Faculty Coordinator	Ongoing task	Number of trips and questionnaires following the visits
CO 2.8 Guaranteeing state-of-the-art teaching infrastructure	Ensuring an adequate number of appropriately equipped teaching rooms and offices for faculty members	Dean	2017-2019	Number of rooms and devices
	Ensuring the best possible class schedule	Dean, Deputy Deans for Full-Time and Part-Time Studies, Dean's Representative – Head of Studies, Dean's Office for Students	2017-2018	Efficient schedule
	Improvements to the system of assigning non-teaching tasks to employees	Dean, Dean's Representative – Head of Studies, Dean's Office	2017-2018	Streamlined system of non-teaching tasks

CO 3. FACULTY OPEN TO ITS ENVIRONMENT				
Identical section in AMU Strategy	Activity	Owner	Deadline	Indicator/result
CO 3.1 Enhancement of the cultural role of the University in the region	Supporting students' and employees' participation in events held by the city / participation in those events	Deans, Dean's Representative for Promotion and External Relations	Ongoing task	Number of initiatives
	Initiating events with the participation of local and regional communities / promotion of achievements outside university, at local, regional and national levels (e.g. open lectures, researchers' night, festival of science, concerts, cafe)	Deans, Dean's Representative for Promotion and External Relations	Ongoing task	Number of initiatives
	Cooperation with diplomatic representatives of states connected with the teaching offer of the Faculty (Ireland/Canada/USA/Republic of South Africa/Australia/UK/Netherlands/Belgium)	Deans	Ongoing task	Number of initiatives
	Celebrating the 5th anniversary of the Faculty of English	Dean, Dean's Office	2017	Anniversary function

CO 3.2 Openness to educational needs and aspirations of the residents of the city and region	Participation in open programs held by the University (Third Age University, Colourful University, Open University, etc.)	Deans, Dean's Representative for Promotion and External Relations, Dean's Representative for Open University	Ongoing task	Number of organised lectures, number of participants, results of an evaluation questionnaire
	Cooperation with schools, creation of academic and university-supported classes (University in Your School)	Deputy Deans for Full-Time and Part-Time Studies, Dean's Representative for Promotion and External Relations, Dean's Representative for Cooperation with Entrepreneurs	Ongoing task	Number of meetings, number of initiatives
	Open lectures	Dean's Representative for Promotion and External Relations, Dean's Representative for Cooperation with Entrepreneurs	Ongoing task	Number of lectures
	Due consideration for the demands of the residents of the city and region in the creation of the educational offer via cooperation with the Programming Board of Employers	Deans	Ongoing task	Offered programmes
CO 3.3 Openness of the University to the demands of a knowledge-based economy	Cooperation with companies regarding student internships	Student internship coordinator	Ongoing task	Number of initiatives
	Shaping the graduate profile on the basis of an analysis of the job market (Preparation of analysis in cooperation with the Faculty of Social Sciences)	Deans, Alumni Coordinator	2017/2018	Profile of the graduate
	Cooperation with the Careers Service to exchange information	Dean's Representative for Promotion and External Relations, Dean's Representative for Cooperation with Entrepreneurs	Ongoing task	Number of initiatives

CO 3.4 Strengthening ties with University alumni	Organisation of alumni reunion for graduates of English studies at AMU	Deans, Dean's Representative for Promotion and External Relations, Dean's Representative for Cooperation with Entrepreneurs, Alumni Coordinator	2019	Reunion
	Creation of a database with addresses of alumni to facilitate contacts	Dean's Offices for Students	Ongoing task	Database with addresses
	Development of a platform to exchange information and support relations with alumni (cooperation with alumni, cooperation with the Alumni Association)	Deputy Deans for Full-Time, Part-Time and PhD Studies, Alumni Coordinator, Dean's Representative for Promotion and External Relations, Dean's Representative for Cooperation with Entrepreneurs	Ongoing task	Platform, number of visits

CO 4. FACULTY WELL MANAGED				
Identical section in AMU Strategy	Activity	Owner	Deadline	Indicator/result
4.1 Introduction of Faculty strategic management	Appointment of a Task Force for Strategy Monitoring	Faculty Council following a motion by the Dean	Term of office	Report for the Dean
	Monitoring strategy implementation	Task Force for Strategy Monitoring	Ongoing task	Report for the Dean
	Updates to strategic tasks in response to changes and current needs	Dean and Deputy Deans	Ongoing task	Introduced changes
	Reporting the Faculty's activities in the context of strategic objectives and tasks	Dean and Deputy Deans	Ongoing task	Reports
4.2 Promotion of organisational culture	Participation of employees in training programmes regarding organisational culture (annual training for administrative and technical staff at the Faculty)	Dean, Head of Dean's Office	Ongoing task	Number of training programmes
	Supporting activities to enhance organisational culture (modern dean's office, questionnaires; "Student-Friendly Dean's Office"; the head's role; skill development, e.g. MBA, Erasmus; using experience of other dean's offices; weekly staff meetings for the Faculty's Dean's Offices)	Deans, Head of Dean's Office	Ongoing task	Number of initiatives
	Improving communication with staff and students (open office hour, Dean's schedule)	Dean	Ongoing task	Number of initiatives
	Supporting the well-being of staff and students (availability of a psychologist and a speech therapist)	Dean	Ongoing task	Number of initiatives

4.3 Enhancement of organisational culture	Development and improvement of the Faculty web service (alignment with the AMU Strategy for Visual Identity; improvements to the Strategy in relation to the Faculty needs)	Deputy Dean for Research and International Cooperation, Dean's Representative for Website Management, Computer Centre, Publishing Centre	Ongoing task	Efficient web service
	Enhancement of the work of the Dean's Office and document circulation. Designs for new Dean's Offices	Deans, Dean's Office	Ongoing task	Efficient Dean's Office
	Continuous development of administrative and technical staff	Deans, Head of Dean's Office	Ongoing task	Number of training programmes
	Work assessment of administrative and technical staff (questionnaires)	Dean	September – creation of the questionnaire/ Recurring task	Questionnaire results
4.4 Transforming the administration process into HR management	Development of criteria to link employee assessment results to remuneration (bonuses) in cooperation with trade unions	Dean and a committee appointed by the Dean	Annual task	Bonus system
	Creation of a 4-year employment plan	Dean, Head of Dean's Office	Annual task	Implementation of the plan
	Development of a system to link employee assessment results to awards	Deans and a committee appointed by the Dean	Annual task	Award system
	Adjusting job descriptions of administrative, technical and managerial staff to current needs	Deans, Head of Dean's Office	Annual task	Precise job descriptions
4.5 Enhancing the finance management system	Drawing up the Faculty's financial plan (preliminary budget, financial plan based on current deregulation regulations)	Dean, Dean's Representative for Finances	Last quarter of the year preceding the implementation of the plan, first quarter of the year in question	Preliminary budget and financial plan

	Streamlined management of the Faculty's financial resources	Dean, Dean's Representative for Finances	Ongoing task	Allocation of funds
	Improved system for allocating funds to Faculty's divisions (departments and centres)	Dean, Dean's Representative for Finances	Annual task	Developed principles
	Streamlined use of funds allocated to division	Head of division	Annual task	Efficient use of funds
4.6 Infrastructure management	Assuring appropriate designs and refurbishment of rooms in the new Faculty's premises in accordance with teaching and research needs	Dean, WA Labs	2017-2019	New rooms and refurbished rooms
	Equipping the Faculty's rooms in accordance with teaching and research needs	Dean, Computer Centre, Centre for Educational Innovations and Language Technologies	Ongoing task	Equipment
4.7 Coordination of activities undertaken by the Faculty of English and other university schools of English studies in Poland	Continuation of PUAP (Accord of Polish University Schools of English)	Dean	Ongoing task	Results of the accord