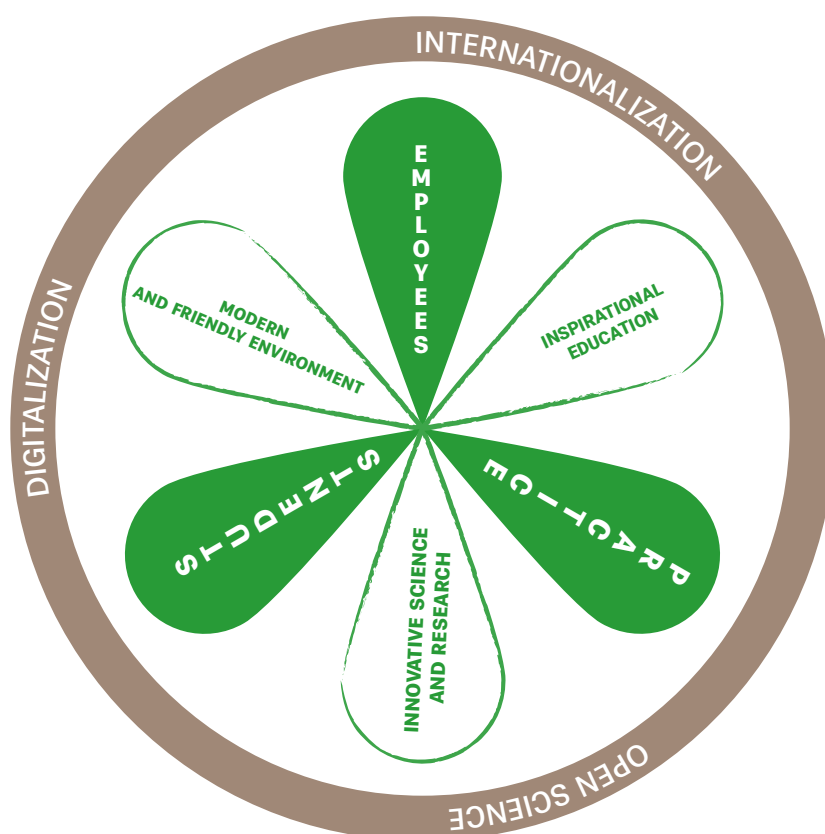


2021 - Fulfilment of the Annual Implementation Plan for the Strategic Plan of Education, creative and other activities

of the Faculty of Forestry and Wood Sciences

Czech University of Life Sciences in Prague
for the period from 2021

(FFWS Strategic Plan 2021+, FFWS SP 2021+)



Discussed by the Scientific Board of the Faculty of Forestry and Wood Sciences, CZU in Prague on 2 March 2022.

Approved by the Academic Senate of the Faculty of Forestry and Wood Sciences, CZU in Prague on 3 March 2022.

Approved by the Dean's Board of the Faculty of Forestry and Wood Sciences, CZU in Prague on 9 March 2022.



Faculty of Forestry
and Wood Sciences

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Introduction

The whole of society and the activities of all educational institutions, including our Faculty, were again significantly affected by the Covid-19 pandemic in 2021. This situation was already taken into account when planning the individual measures of the Annual Plan for the implementation of the Strategic Plan. Nevertheless, the Faculty fulfilled all its duties and planned activities as far as possible. 2021 was a significant milestone in infrastructure construction and reconstruction. The construction of the FFWS Warehouse created the appropriate facilities for the Faculty and departments for material and technical equipment used primarily in teaching. The second important investment event was the start of the completion and reconstruction of the original FFWS building, which will improve the working environment for the ever-increasing number of Faculty staff. The construction was affected by the unfavourable situation in the building materials market, which will be reflected in an increase in the originally planned costs and thus an increase in co-financing from our own resources. Because of the pandemic, we had to provide many activities (including teaching) in a hybrid or completely online form, so the restrictions due to the reconstruction are not so fundamental.

2021 was important in the field of education. The first students graduated from the new master's degree programmes in Wood Sciences, and new students entered the first years of the newly accredited Lesní inženýrství (Forest Engineering) master's degree programme and Myslivost a péče o životní prostředí zvěře (Hunting and Management of Game Environment) bachelor's degree programme. We continued to evaluate and modernize all study programmes.

The field of science and research was characterized by the promotion of key parameters of the M17+ Methodology, with an emphasis on the quality of publication outputs and increasing their share in journals included in the first decile, first quartile, and Nature Index category. An important factor on which the Faculty focused were the so-called FORDs, which are absolutely essential for the Faculty in terms of its profile and further development. An equally important area that received a lot of attention and support was the creation of outputs used in practice, with an emphasis on international overlap. Faculty management is aware that quality projects are created within the implementation of quality research projects. Therefore, considerable support was concentrated in the area of project acquisition, especially international. Due to the pandemic situation, the area of internationalization was quite limited; however, the planned activities were still fulfilled. An example is the co-organization of major international events, such as the EFI Annual Conference and the IUFRO Conference.

Based on the list of activities in this document, we can state that the development activities set by Faculty management in the Strategic Plan 2021+, also thanks to the active approach of the Faculty staff, were successfully fulfilled within the annual implementation plan of the Strategic Plan for 2021.

Quality strategic Faculty management

Internationalized FFWS

- Run at least two summer schools (one abroad for our students and one for foreign students at FFWS).

Completed. During June, two summer schools were organized at FFWS for students from abroad; one focused on forestry, the other on wood sciences. A total of 16 students from partner institutions participated. In September, our students went to a summer school in Slovakia (a total of 30 students).

- Organize a meeting for Erasmus+ coordinators from faculties/universities close to FFWS focus.

Completed. The meeting took place online in June. FFWS introduced itself as a modern and open institution, offering cooperation in education as well as science and research.

- Update the list of foreign partners and add more institutions for newly opened study programmes.

Partially completed. New institutions were selected and approached. Due to new Erasmus+ rules, where contracts are only concluded electronically, they will not be concluded until 2022 (in 2021 the new system was not yet working, so it was not possible to use it).

- Carry out an analysis of barriers that prevent students going on foreign trips and, subsequently, take further steps to improve the system.

Completed. During April and May, FFWS students were approached, the main barriers were identified and subsequently dealt with at the level of FFWS management (e.g. optimal foreign universities were selected, portraits of students who went to Erasmus earlier were created).

- In cooperation with EFI, run the Annual Conference in Prague in October 2021. Create online presentation material (video) to support internationalization

Completed. Based on the EFI decision, the conference was held online. A video presenting the issue of environmental education at FFWS was created, which was screened at the online EFI Annual Conference.

Open Science at FFWS

- Have an analysis carried out in the field of data management (legal aspect, examples of good practice from other research organizations).

Based on the FFWS initiative, this task was taken over by the CZU central office (Department of Information and Communication Technologies, DICT).

- Within a new call, systematically support the publication of outputs in the „Open Science“ mode.

Completed. In the course of 2021, a combination of a call from the Rectorate level within the HRA CZU project (OP RDE) and funds for the Faculty long-term conceptual development were used to support „Open Access“. The articles published in D1, Q1, and exceptionally Q2, received support.

- Provide „Open Access“ counselling for staff and PhD students

Completed. Counselling at the FFWS level was provided by the S&R department and partly by the Strategy and Development department. In this area, it was mainly a matter of coordinating payments for publications in the „Open Access“ regime and securing financial resources for these activities.

- Raise awareness in the field of „Open Science“ and „Open Access“ through communication with employees and PhD students. A brief plan and vision of the Faculty in these activities will be prepared and distributed, including a proposal for possible support from Faculty management.

Completed. As part of awareness-raising in this area, a two-day seminar was organized for employees and PhD students together with the CZU Library, where this topic was introduced and discussed. In 2021, this Faculty support was presented to the heads of departments and the whole process was coordinated in cooperation with them (selection of articles, source of funding, cases of support for articles in 2nd quartile journals according to FORD and AIS – support focused primarily on journals in 1st quartile, etc.). The plan and vision of the Faculty in these activities are part of the Dean’s Regulation on the support of scientific research activities at FFWS.

- Prepare an analysis of the current state and opportunities for FFWS in processing research data in the form of data or text mining.

Partially completed. The analysis of FFWS research data, including the possibilities of tools for their analysis (also including advanced methods of artificial intelligence and text mining), was started with selected researchers at the Faculty. The analysis results were projected into a data platform for forestry, which is being developed at the national level. The plan for next year is to continue the analysis and expand the data platform with additional datasets and to prepare examples of their use.

Digitized FFWS

- During the year, create an analysis of FFWS’s internal processes and identify areas where digitization is appropriate

Completed. The central workplace of DICT CZU has developed an overall strategy for the digitization of the CZU faculties and campus. FFWS is a part of this strategy; the High-Tech pavilion, which has sufficient network and technological equipment, was chosen as a suitable space for pilot implementation. Within its internal processes, FFWS publishes all forms and applications in an electronic version on the websites of the individual departments of the Dean’s Office and on a common disk drive.

1. Inspirational education

1.1 Promising candidates

a) Promote FFWS studies at secondary schools and organize Open Days

Completed. Studying at FFWS was promoted at secondary schools by visits with information and professional lectures. However, due to the unfavourable epidemiological situation, in certain parts of the year, promotion had to be done online (internet campaign, lectures at secondary schools, trade fairs). For the same reason, the January and March Open Days (OD) took place online, and we could only return to the contact form with the OD date in November.

b) Organize a summer workshop for secondary school students.

Completed. A summer workshop for secondary school students focused on forestry, wood sciences, and hunting took place in August 2021 and was attended by 16 students. The importance of this event from the point of view of admitting new students is evidenced by the fact that out of 10 participants in the 2020 summer workshop, 6 of them joined the FFWS study programmes.

c) Organize local, regional, and national rounds of the YPEF competition and promote FFWS studies there.

Completed. In 2021, despite the unfavourable epidemiological situation, FFWS managed to hold a YPEF competition at all three levels. The local round and the regional round in Prague took place online, the national round of the competition took place in person in Kostelec nad Černými lesy in September. Studying at FFWS was promoted in all competition rounds.

d) Create a FFWS YouTube channel in English and promote study in English in a targeted way.

Completed. An official English YouTube channel was created and during 2021, 11 videos promoting study, science and research to FFWS applicants were uploaded

e) Prepare promotional videos of study programmes at a professional level.

Completed. Videos were created presenting the study programmes Myslivost a péče o životní prostředí zvěře (Hunting and Game Environment Management) and Konzervace přírodnin a taxidermie (Conservation of Natural Resources and Taxidermy). The videos were used during visits to secondary schools, OD, in internet campaigns, etc. They can be viewed on the official Czech YouTube FFWS channel (FFWS v Praze).

1.2 Students with inner motivation

a) Organize at least two lectures for students aimed at increasing motivation to study.

Completed. The lectures were focused on students' personal development. The first took place in May, called 'End of Procrastination'. Due to the epidemiological situation, it took place online. The second lecture was held at the end of November on the topic of Mind Setting. Lectures were provided by GrowJob, s.r.o., lectured by Petr Ludwig.

b) Involve the guarantors of all study programmes in the teaching of Introduction to Studies in order to introduce first year students to the concept of the study programme, the continuity and importance of all subjects, and other important contexts.

Completed. Guarantors of study programmes participated in the teaching of Introduction to Studies and Occupational Health and Safety in the last planned block.

c) Carry out an analysis of study failure and take measures.

Completed. Data collection and evaluation took place in the first part of 2021. Based on the results, measures were taken that are being implemented on an ongoing basis (workshops for students from the study counsellor, meetings of the Dean and Vice-dean for Education with students, raising students' awareness of current obligations, etc.)

d) Introduce a position of a study counsellor who will help students to deal with study problems (especially with regard to managing the psychological burden associated with studying).

Completed. Mgr. BSc. Klára Ten Donkelaar was hired as a study counsellor. She provides students with individual consultations and group workshops. In 2021, two workshops were held: Learning without Straining or How to pass the exams, and Digital detox.

e) Modify the structure of teaching bachelor's thesis and diploma thesis subject and unify the requirements for granting credit.

Completed. During the summer semester, students must attend the Library lectures on the topic of Professional resources for science and research, and, in the winter semester, the Library lectures on the topic of Citation ethics and the correct principles of citation. In the winter semester, there is also a workshop with a supervisor, who organizes it for all students who are currently writing their final theses with him/her. The aim is for students to present the current stage of their theses and other students to respond to it in the discussion. The syllabi have been updated.

f) Organize at least one block course of a foreign professor, which students will be able to choose as an optional subject and will be recognized as part of their studies.

Not completed. Due to bad epidemiological situation, the course did not take place. However, a course syllabus has been created and will be included in the offer of optional subjects for the academic year 2022/23.

g) Carry out an analysis in the field of international mobility and take measures to reduce barriers to participation in study stays abroad.

Completed. In the first quarter of 2021, a questionnaire survey was conducted among FFWS students. 171 respondents filled in the questionnaire. The biggest barriers to participation in study stays abroad have been identified and measures are being taken on an ongoing basis (portraits from students who have participated in study stays and internships, information lectures within the Introduction to Studies, clarification of funding options for studies or internships abroad, etc.)

h) For each study programme, select suitable universities and offer students specific universities, including subjects that will then be recognized as part of their studies.

Partially completed. Suitable universities were selected only for the Forestry area. The process will continue in 2022

1.3 FFWS graduates in practice

a) Create videos with FFWS graduates about their employment.

Completed. Two videos were made promoting FFWS graduates.

b) Involve graduates in lectures for students.

Completed on an ongoing basis. During the year, FFWS graduates participated in both teaching and lectures organized by FFWS and student associations.

1.4 FFWS – a partner respected by practice FFWS

a) Hold at least two meetings of the Board for cooperation with practice (Rada pro spolupráci s praxí) by the end of the year.

Partially completed. With regard to the epidemiological situation, communication with the Board for cooperation took place electronically or within individual meetings. As a whole, the board met once.

b) Run Forestry Day and the second year of Wood Science Day.

Completed. The Forestry Day took place on 9 September 2021, the Wood Science Day took place on 16 September 2021.

c) Prepare at least one Newsletter for Practice, which will be an appendix to the Lesnická práce journal, and present other FFWS applied outputs there.

Completed. The Newsletter for Practice was published as part of the May issue of Lesnická práce journal and contained five applied outputs. The Newsletter for Practice and other FFWS applied outputs can be found on the FFWS website in the section Projects and cooperation with practice – Applied outputs.

d) In the wider plenary (FFWS management + Dean's Board), define possible areas for lifelong learning courses and find a suitable partner for this area.

Completed. A course for the employees of VLS state enterprise focused on nature-friendly forest management was launched, and in cooperation with Prague International Business School (PIBS), work began on creating an MBA course specializing in forestry management.

1.5 FFWS as a part of public awareness in forestry and wood sciences

a) Organize two online (or hybrid) multidisciplinary discussions on selected topics (Forest and Art; Forest, Wood, and Health; etc.).

Partially completed. In 2021, an online interdisciplinary discussion on the topic of Forests and Religion was held. Other topics are planned for 2022.

b) Financially support employees in outputs in the media in the form of remuneration.

Completed. Employees and PhD students were remunerated for activities related to the popularization of FFWS outputs. The remuneration was paid in June and December, based on a proposal from the heads of departments or workplaces and the marketing department. The whole procedure took place according to the Dean's Regulation on the support of scientific research activities at FFWS in 2021.

c) Issue at least five press releases on forestry and wood science topics.

Completed. In 2021, 13 press releases were issued on forestry and wood science topics.

d) Publish at least five professional or popular science articles in periodicals.

Completed. In 2021, 12 professional or popular science articles were published in periodicals. These were, for example, articles in the journals Lesnická práce, Svět myslivosti, Vesmír, and the daily newspapers Pražský deník and 5plus2.

2. Innovative science and research

2.1 Support professional scientific outputs by FFWS employees

a) Create a pilot call to support increasing the potential for applying FFWS results in practice.

Completed. This pilot call has been launched. 5 teams with their performances entered it and 2 of them were supported. The Faculty provided these teams with an expert who helps them in the process of implementing their own output into practice and its application.

b) Participate in the preparation of at least four international projects.

Completed. FFWS participated in the preparation of 9 international projects, which were submitted for evaluation in 2021.

c) Announce a call for support of excellent teams at FFWS, whose activities will lead to excellent scientific outputs and outputs beneficial to society and practice (the aim is to support at least five such teams).

Completed. This call was announced in 2021. 9 teams applied and 8 of them were supported for two years (2021 and 2022). The total amount of support allocated for these teams is CZK 4 million..

d) Create conditions for recruiting prospective employees to scientific positions who have a high publication potential (e.g., within a call for support of excellent teams at FFWS or support in project submission where external experts will be employed).

Completed. A call was announced to support excellent teams, see above. Furthermore, the Faculty created support in submitting projects (especially the Department for Strategy and Development) and the heads of departments and workplaces were provided with support for the admission of prospective employees to postdoctoral positions.

e) Provide counselling services in the creation of outputs that can be applied in the category of Social Relevance or Contribution to Knowledge within the M17+ Methodology (Module 1), both in the phase of their planning, implementation, creation, transfer of practice and society, but also their own justification within the selection of quality outputs.

Completed. This process was ensured by the RS&R department and the heads of departments/workplaces. A call was announced via Dean's Regulation, which specified rewards for employees for outputs that the Faculty will apply within the so-called Collection of Quality Outputs (CQO) – Module 1 M17+. Furthermore, the outputs that will be applied in 2021 (outputs from the period 2016–2020) were discussed across the workplaces. The justification of outputs within the CQO was coordinated by the Vice-dean for S&R with the authors of the outputs (regular meetings, preparation of documents and specification of justifications). A methodological instruction for the authors of the outputs was developed in preparation for the justification of their contribution. In 2022, it will be necessary to prepare a call to support of new outputs for practice and society.

f) Create conditions for staff and PhD students in terms of access to tools that can help them in publishing (e.g., Grammarly for advanced correction of English texts).

Completed. Grammarly for advanced proofreading in English is available to all staff and PhD students free of charge.

g) Create a tool that will quickly and easily display the AIS of a scientific journal to employees and PhD students.

Partially completed. A file was available on the FFWS website listing all scientific journals registered in the WoS database and divided according to the OECD branch structure: Fields of Research and Development (FORD) and Article Influence Score (AIS). For each journal in each FORD, the quartile in which the journal is located is listed. In the summer months, the current AIS value of all journals was given. However, it is clear that in 2022 (ideally at its beginning), employees and PhD students must have at their disposal a user-friendly tool for a quick view of the AIS scientific journal, and especially its inclusion in the quartile in the individual FORDs.

h) Prepare rules and recommendations for maintaining good research practice at FFWS (Code of Conduct for Research Integrity, Ethical Issues).

Completed. Strategic activities within these activities were coordinated on behalf of the Faculty in the implementation of the „CZU HR Award“ project. The European Commission has awarded the Czech University of Life Sciences in Prague the prestigious HR Excellence in Research award. In 2022, the most important rules and recommendations for maintaining good research practice must be presented and published in an appropriate manner at the FFWS.

2.2 Quality PhD studies

a) Carry out a thorough inspection of the publishing activities of all FFWS supervisors.

Completed. The first results of these inspections were handed over to the chairmen of the Departmental Boards in the middle of the year. A further review of the supervisors' publishing activities was carried out in December and will be the basis for the meetings of the Departmental Boards, which will take place at the end of January 2022.

b) Carry out an analysis of students who successfully completed their studies in relation to PhD students enrolled in the study for individual supervisors.

Completed. This analysis has been carried out and will be the basis for the meetings of the Departmental Boards, which will take place at the end of January 2022.

c) Present the results of the above-mentioned inspections and analyses to the Departmental Boards and, on the basis of the obtained results, propose changes and set adequate measures.

Completed. The results of the above analyses were passed on to the chairmen of the Departmental Boards. They served as a basis for a possible termination of supervision in the relevant study programme, or as an argument in not approving the announcement of dissertation topics and the admission of new PhD students to specific supervisors for the academic year 2021/22.

d) Announce new calls for PhD students to implement their own projects from the Internal Grant Agency and thus motivate them to independent creative activities.

Completed. The call has been announced. 54 PhD students were supported, to a total amount of CZK 8 million.

e) Announce a call for PhD students within specific research which will integrate them into the process of commercialization of FFWS outputs.

Completed. This call was announced for PhD students as part of a specific research. 5 PhD students applied with their outputs and 2 of them were supported.

f) Announce calls to support PhD student trips to (i) long-term internships abroad, (ii) conferences, and (iii) courses, seminars, workshops.

Completed. All these calls from institutional support were announced for PhD students. In total, 9 students were supported for long-term internships abroad, 3 students for conferences and 22 students for courses, seminars and workshops.

g) Organize a special „Survival course“ for new foreign PhD students.

Completed. These activities took place in a much more widespread form than planned. The original plan was a short seminar, where foreign students in the 1st year would be briefly introduced to issues that will help them during the first days in their new environment. This seminar did not take place because the so-called PhD-Kamos Programme was implemented, within which were activities such as: meeting with students in the 1st year; establishing an email phdhelper@fld.czu.cz; establishing a WhatsApp group; establishing a PhD helper (2nd year student who communicates intensively with new students); campus tour; and trip to the centre of Prague, etc.

h) Check student activities thoroughly using the WorkIS app. Involve supervisors, heads of departments/workplaces and chairmen of Departmental Boards in this activity.

Completed on an ongoing basis. Study activities were checked and approved every month by supervisors and heads of departments or workplaces. In the event of non-fulfilment of these activities, the chairmen of the Departmental Boards were informed of this fact. Subsequently, these issues were reflected in the student's annual evaluation.

i) Pay above-standard scholarships to active and talented students for extraordinary work activities of a PhD student (when fulfilling study obligations continuously).

Completed. Scholarships to the amount of CZK 25 million were paid to students in PhD study programmes.

3. Modern and friendly environment

3.1 FFWS as a progressive employer – employees with inner motivation

a) Increase funds for incentive components of employee wages.

Completed. Funds for personal evaluation and extraordinary rewards have been increased.

b) Focus on socializing and employee meetings in an informal environment.

Completed. A Family Day, a Christmas concert, and the FFWS hunt were organized for employees and their families in the second half of 2021. In the first half of the year, it was not possible to organize similar events due to the unfavourable epidemiological situation.

c) Provide funds to support employee trips abroad.

Completed. A separate amount has been set aside in the budget to support foreign travel. Unfortunately, due to travel restrictions, there was no full drawdown.

d) Organize at least one training event focused on the development of academic staff pedagogical skills.

Partially completed. Two lectures on personal development – End of Procrastination (7 May 2021) and Mind Setting (30 November 2021) by Petr Ludwig (GrowJob, s.r.o.) were organized for teachers as well as for all employees.

e) Allocate funds for extraordinary rewards in six pay periods.

Completed. As part of the optimization of multi-source financing, FFWS managed to allocate funds for extraordinary rewards in six pay periods, which were used primarily for extraordinary work rewards in the non-contact and hybrid teaching environment, increased demands for excellent publications, and increased administration with regard to administrative obligations resulting from the Administrative Procedure Code and increase of Faculty performance.

3.2 Quality technical equipment at FFWS

a) Start the reconstruction and completion of the old FFWS building in the first stage, i.e., build an extension.

Completed. Reconstruction and completion of the original FFWS building began on 17 May 2021. The rough construction of the extension was completed at the turn of November/December, in accordance with the schedule.

b) Build a FFWS Warehouse for the needs of practical teaching and field research.

Completed. The warehouse was approved in September 2021, and it has been in use since then.

c) Allocate investment and non-investment funds from central sources for repairs, maintenance, and technical improvement of equipment.

Completed. Funds have been allocated; repairs and maintenance will continue in a similar regime in 2022.

3.3 FFWS as a good manager

a) Create an internal regulation governing the management of contract research and ancillary activities.

Completed. In the first quarter, a Dean's Regulation was created regulating the method of approving and managing ancillary activities and contract research within FFWS.

b) Provide funding for advice on commercialization.

Funds have been allocated for commercialization activities. The funds were allocated from own revenues and from funds to support long-term conceptual development

3.4 Sustainable and socially responsible FFWS

a) Limit non-recyclable waste at FFWS events.

Completed on an ongoing basis. FFWS is gradually reducing the amount of non-recyclable waste used at its events. The use of glass and ceramics was preferred at smaller events, and wood and paper at mass events. Recyclable waste sorting is provided at all FFWS events.

b) Create promotional materials from sustainable and ecological materials.

Completed on an ongoing basis. In the production of new FFWS promotional materials, the use of Czech wood and other sustainable and ecological materials was preferred (e.g. pens made of recycled paper and accessories with a share of straw, a textile food bag for loose shopping).

c) Link FFWS activities with the support of companies and organizations helping handicapped people and organizations helping animals.

As usual, FFWS has supported DUHA Society by purchasing a painting as part of its project „New Year's cards that help.“ The painting was ceremoniously handed over at the FFWS Christmas concert and was used for Faculty's New Year's card. FFWS also became the adoptive parent of the European elk at Prague Zoo for the year 2021. FFWS decided for this help due to the spring closure of zoos to the public. The FFWS also responded to a tragic event in which several municipalities in South Moravia were hit by a tornado, and organized a Faculty fundraiser to help school facilities in the area. FFWS also supported the opening of the Motol Hospital place of reverence and donated a small-leaved lime to be planted with wooden leaves with the names of donors who donated their bodies for scientific and educational purposes after death.

