 Universiteti i Prizrenit University of Prizren Universiteti Prizrenë <b>"UKSHIN HOTI"</b>	
Pranuar me dt.	27.04.2023
Zyra e pranimit	Nr. i protokollit
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**MEMORANDUM OF UNDERSTANDING**

between

**The University of Iowa, Iowa City, Iowa, USA**

and

**The University of Prizren "Ukshin Hoti", Prizren, Kosovo**

**1. Parties**

The Parties to this Memorandum of Understanding (MOU) are **The University of Iowa, having its office at Iowa City, Iowa, USA** and **The University of Prizren "Ukshin Hoti" having its office at 1 Shkronjat, Prizren, n.n. 20000, Kosovo, known as "Parties"**.

**2. Purpose**

The Parties wish to cooperate in a mutual effort to implement the USAID funded Activity *Private Sector Partnerships to Strengthen Higher Education*, in the selected faculties of The University of Prizren "Ukshin Hoti" (Faculty of Life and Environmental Sciences and the Faculty of Computer Science), through active engagement of private sector partners. The Parties recognize that this MOU is broadly drafted, but that it will form the basis of a plan of action.

**3. Proposed Roles**

The proposed activities ("Activity") under this MOU will contribute to the overall aim of the USAID funded Activity *Private Sector Partnerships to Strengthen Higher Education*, to strengthen partnerships between the private sector and academic institutions, and support development of market-oriented and experiential learning approaches in the Information and Communication Technology (ICT) and Agriculture sectors. The MOU between the University of Iowa and the University of Prizren "Ukshin Hoti" will focus on four strategic objectives:

- Increase universities' analytic capabilities and access to labor market data in partnership with the private and public sector.
- Strengthen partnerships with the private sector to enable universities to develop/revise curriculum according to market demand.
- Enhance interconnectivity and effectiveness in student experiential learning.
- Strengthen partnerships between universities and the private sector to enable demand-driven applied research.

The relative success of this Activity requires substantial commitments on the part of the University of Iowa and the University of Prizren "Ukshin Hoti" is the beneficiary of the interventions specified in the Cooperative Agreement (72016723CA00002) that USAID has with The University of Iowa as its implementing partner. In order for the Activity objectives and corresponding interventions to have their intended transformative impact for the University of Prizren "Ukshin Hoti" and the private sector parties with whom it engages, the University of

Prizren “Ukshin Hoti” intends to make and fulfill the following commitments, as specified below:

- A. Throughout the implementation of the Activity, the Rectorate of the University of Prizren “Ukshin Hoti” agrees to support the sustainability of Activity interventions by pursuing and adopting Administrative acts, in line with University Statute and current laws, as applicable to the Activity objectives and interventions.
- B. The University of Prizren “Ukshin Hoti” agrees to provide the Iowa Consortium<sup>1</sup> with a physical office space on campus throughout the duration of the project. The office location will have sufficient space for a modest conference room, and 2 flex space office stations for project personnel. The office space will be located in close proximity to the career services administrative unit, and in an area where there is high foot traffic of bachelor’s students. The Iowa Consortium will provide supplies necessary to make the work space operational.
- C. The University of Prizren “Ukshin Hoti” agrees to provide sufficient physical space with reliable, consistent, and technical capabilities for virtual training and learning. Trainings and information related to Activity interventions will be captured and accessible virtually for students, academic and administrative staff, and the private sector in an asynchronous format for later usage.
- D. The University of Prizren “Ukshin Hoti” agrees to participate fully in all communications, promotion, and outreach efforts associated with Activity implementation.
- E. The focus of Activity will be situated within the Faculty of Life and Environmental Sciences and the Faculty of Computer Science. More specifically, interventions will be devoted to the following bachelor’s level study programs within these aforementioned Faculties: Forest & Environmental Sciences, and Agribusiness, as well as Software Design, and Information Technologies and Telecommunications (taught in Albanian, Bosnian, and Turkish).
- F. The Faculties’ industrial boards will work with Activity staff to enhance the structural operational capacities of these boards. The Deans and Rector will work with Activity staff to revise the university’s administrative procedures and policies to make necessary changes in the composition, leadership, scope of work, and logistics of the industrial board to ensure the operational efficiency and sustainability of Activity interventions.
- G. The University of Prizren “Ukshin Hoti” and the selected Faculties and study programs agree to provide the Activity staff access to data (any relevant sensitive or private data will be anonymized or deidentified to assure individuals’ information is protected) in the university data system. These parties also agree to fully participate in all activities designed to enhance the usage of these systems within the context of industrial boards, curricular reform activities, experiential learning, and research engagements. The selected Faculties and study programs agree to promote and adhere to data collection practices

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<sup>1</sup> Iowa Consortium” refers to the “cooperation between the University of Iowa, Iowa State University, and the Kosova Education Center” as the educational entities charged with implementing the grant.

and protocols throughout the duration of the Activity, and to sustain these efforts upon conclusion of the Activity.

- H. The Faculties' Deans or his/her designees agree to work with Activity personnel and experts to train and plan for (during the early years of the Activity), and ultimately assume as part of their Dean professional responsibilities to perform secretariat functions for the relevant industrial boards in Life and Environmental Sciences and Computer Science. The University of Prizren "Ukshin Hoti" further agrees that the industrial board administrative secretariat functions will be supported by the University of Prizren "Ukshin Hoti" career services staff members, and included in their scope of work. The Deans and career services staff will work with Activity personnel throughout the duration of the project to grow their professional capacities to prepare, plan, formalize, and implement secretariat duties.
- I. The Deans of selected Faculties at the University of Prizren "Ukshin Hoti" and career services staff will work with Activity staff throughout the duration of the Activity to grow their professional capacities to prepare, plan, formalize, and implement secretariat duties and functions.
- J. At minimum, the Vice Rector for International Cooperation and Quality Assurance, the Vice Rector for Teaching, Student Affairs and Scientific Research, each selected Faculties' Vice Deans for Quality, the Chief of Departments (for the selected study programs), career services will integrate into their professional responsibilities using educational intelligence and institutional research and effectiveness techniques into their core work responsibilities. Professionals serving in these roles will participate in trainings to refine these skills and will take on progressively more responsibility for performing these data functions independently after the coaching and support phase of the project concludes.
- K. The University of Prizren "Ukshin Hoti" agrees to nominate a working group leader from the Vice Rector for Quality Assurance office to work with career services staff for the ongoing development, enhancement, and maintenance of the e-career platform. These activities will be supported by the expertise of the Activity staff throughout the implementation cycle.
- L. The University of Prizren "Ukshin Hoti" agrees to add organizational capacities in career services/development, by adding no fewer than one, full-time administrative staff member, with 100% of their work effort devoted to performing the expanded career development functions associated with the project initiatives. This staff member will be hired no later than the conclusion of the 2023-2024 academic year. Career services staff members, through Activity interventions, will learn and then implement, responsibilities for coordinating and sustaining administrative support for experiential learning activities. Also, career services staff members, through Activity interventions, will learn and then implement, administrative support to Life and Environmental Sciences and Computer Science industrial boards in cooperation with the respective Deans of these Faculties.
- M. The selected Faculties at the University of Prizren "Ukshin Hoti" and study programs' professors agree to cooperate with Activity staff by making all faculty, department, and program meetings accessible to Activity staff. Meetings will regularly address the above four Activity objectives, involving relevant private sector cooperation, and the details of

implementing interventions related to data, curriculum, experiential learning, and industry related research.

- N. The selected Faculties at the University of Prizren “Ukshin Hoti” and all professors from the selected study programs agree to fully participate in the Competency Based Education practices (corporate panels and curricular reform training and implementation) throughout the duration of the Activity. These parties also agree to engage with Activity staff and experts to obtain instructional feedback (including participating in teaching observations with Activity staff and experts) and implement continuous improvement related to evaluating and supporting the quality of course instruction, implementation of lesson plans, and the overall improvement of pedagogy, assessment, and application of key concepts and competencies within courses.
- O. The University of Prizren “Ukshin Hoti” agrees to have staff affiliated with the Center for Teaching Excellence at University of Prishtina to participate as trainers and implementers of the Competency Based Education procedures throughout the duration of the project and beyond (notwithstanding any efforts by the University of Prizren to create its own Center for Teaching Excellence, wherein affiliated staff would participate in the Competency Based Education training and implementation). These individuals in the Center for Teaching Excellence will be available to offer expertise to assist the selected Faculties with implementation of the Competency Based Education process following the conclusion of the project.
- P. Each selected study program agrees to having no fewer than 2 professors (any rank) trained in the Competency Based Education training processes (tools associated with engaging private sector in curricular reform). Trained professors will be responsible for leading departmental colleagues through the processes with the private sector in specified intervals throughout the duration of the project.
- Q. The selected Faculties and all professors from the selected study programs agree to fully participate in the Competency Based Education practices throughout the duration of the project and to engage with project personnel on continuous improvement practices related to evaluating and supporting the quality of course instruction, implementation of lesson plans, and the overall improvement of pedagogy, assessment, and evaluation within courses.
- R. The selected Faculties and all professors from the selected study programs agree to fully participate in the Competency Based Education practices throughout the duration of the project and to engage with project personnel on continuous improvement practices related to evaluating and supporting the quality of course instruction, implementation of lesson plans, and the overall improvement of pedagogy, assessment, and evaluation within courses.
- S. For each of these selected study programs, the Chief of Department will integrate into their professional responsibilities serving as the contact point for experiential and curricular initiatives within their study program. The individual professor serving in this role will provide ongoing leadership for sustaining these activities and coordinating with the career services staff.
- T. The selected Faculties, and all professors from the selected study programs agree to become familiar with, and utilize the virtual experiential learning Iowa/ Kosovo RISE

interface to facilitate experiential learning and placements. These parties will also promote its use by students, in classrooms, and in private sector engagements.

- U. The selected Faculties at the University of Prizren “Ukshin Hoti” and all professors from the selected study programs agree to adopt and implement applied lessons in their courses, utilizing Activity resources to plan, develop, and carry out experiential forms of learning for students.
- V. The selected Faculties at The University of Prishtina and all professors from the selected study programs agree to work with Activity staff and career services personnel (in perpetuity) to plan and administer the experiential components of the curriculum.
- W. Professors in the selected study programs agree to pursue competitive opportunities to participate with professors from the University of Iowa and Iowa State University, and private sector companies to deepen collaborations related to conducting industry-related, demand driven research.
- X. The Faculties and the selected study program professors agree to cooperate with Activity staff by making faculty, department, and program meetings accessible to Activity personnel. Meeting will include Activity interventions and matters related to data, curriculum, experiential learning, and industry related research.
- Y. The University of Prizren “Ukshin Hoti” agrees to engage in co-funding financial support/funds (renumeration) for students participating in internships with private sector companies. The University of Prizren “Ukshin Hoti” will work with Activity staff to create or revise relevant University statutes and/or current laws, and steward the adoption of proposed measures through the relevant governance bodies to ensure the sustainability of financial resources after the conclusion of the Activity.

Both parties agree that all financial agreements necessary to implement this MOU must be negotiated and agreed to in writing separately and will depend upon the availability of funds.

#### **4. Communications**

All communications relating to this MOU shall be directed only to the specific persons designated to represent The University of Iowa and The University of Prizren “Ukshin Hoti” on this activity.

#### **5. Duration**

This MOU will become effective as of the date of the last signature by the Parties’ authorized representatives. This MOU is valid for a period of five years from the effective date. The Parties may terminate this MOU without cause by providing 120 days prior written notice to the other Party. In the event of early termination, the Parties will make good faith efforts to complete or terminate existing tasks, projects, or engagements without substantial prejudice to the other Party.

#### **6. Obligations**

It is the policy of The University of Iowa and The University of Prizren “Ukshin Hoti” to guarantee the basic rights of their students and faculty by entering into collaborative agreements

only with institutions whose selection procedures for participation are based solely on the level of ability and quality of performance of candidates.


Both Parties subscribe to the policy of equal opportunity and nondiscrimination. The University of Iowa and The University of Prizren "Ukshin Hoti" shall abide by these principles in the administration of this MOU, and neither party shall impose criteria for any selection processes of scholars or students which would violate the principles of nondiscrimination as expressed in The University of Iowa Human Rights policy found on The University of Iowa's website at: <https://opsmanual.uiowa.edu/community-policies/human-rights>. The University of Iowa and The University of Prizren "Ukshin Hoti" reserve the right to terminate this Agreement at any time if violations of this policy are brought to their attention and confirmed.

The Parties to this MOU expressly agree to maintain the confidentiality of information as specified above to the extent permitted by law and to create an exclusive relationship between the Parties for the terms of this MOU.


For purposes of implementing this agreement, the contact persons will be:

For the University of Iowa	For The University of Prizren "Ukshin Hoti"
Elmaze Gashi	Prof.Ass.Dr.Zirije Hasani
Chief of Party	
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### SIGNATURES

  
Dr. Russell Ganim  
Associate Provost and Dean of  
International Programs  
University of Iowa

April 24, 2023  
Date

  
Dr. Samedin Krrabaj  
Rector  
University of Prizren "Ukshin Hoti"

24.04.2023  
Date