

**UNIVERSITY “UKSHIN HOTI” PRIZREN
QUALITY ASSURANCE OFFICE**



**SUMMARY REPORT OF
ASSESSMENTS RESULTS FOR THE
CALENDAR YEAR
2022**

APRIL, 2023

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Introduction

Quality Assurance Office

The Quality Assurance Office (QAO) operates as a part of the Central Administration of Prizren University "Ukshin Hoti". The purpose of the QAO is to develop and continually enhance university policies and practices to improve quality, in accordance with the provisions of the Higher Education Law, European Area Quality Assurance standards, Kosovo Accreditation Agency standards, and Quality Assurance Regulations.

The operational oversight of the QAO rests with the Vice-Rector for Increasing Quality and International Relations, while the administrative oversight is managed by the University's General Secretary. Quality assessment is carried out through the instruments outlined in the Quality Assurance Regulations, which are formulated by the Central Committee for Quality Assurance and approved by the Senate. Reports generated by the Quality Assurance Committee at the academic level incorporate recommendations derived from assessment outcomes. These results are communicated to the deans and administrative leaders (stakeholders), and they are also forwarded to the management. Ultimately, the report is published on the University's official website.

Questionnaires A1, A2, A3, A4, A5, A6, and A13 are conducted twice a year, while other questionnaires are launched at the end of the year. Questionnaires A8 and A12 are continuously processed during student de-registration and graduation. All questionnaires are both anonymous and completely confidential. Academic staff performance is evaluated based on five assessment pillars from questionnaires A1, A2, A3, A4, and A5. These results reflect the staff's performance for each semester as well as the entire year. Academic staff receive notifications regarding their performance results at the conclusion of each semester.

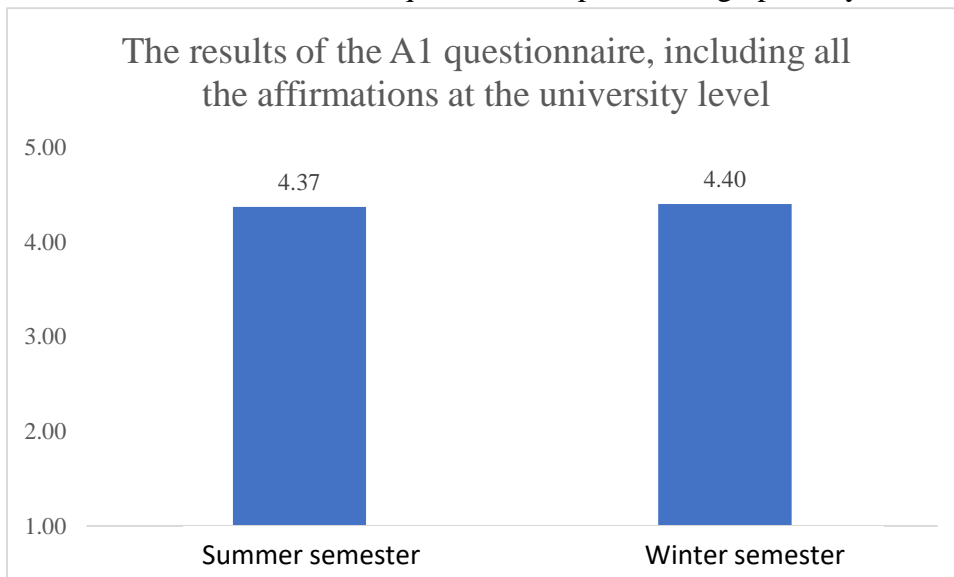
A1 – Professors/Assistants assessment by students

This questionnaire is designed for both bachelor's and master's students. It comprises 17 for professors and 16 for assistants, along with one additional open-ended question. Responses are rated on a scale of 1 to 5. The questionnaire addresses the following aspects:

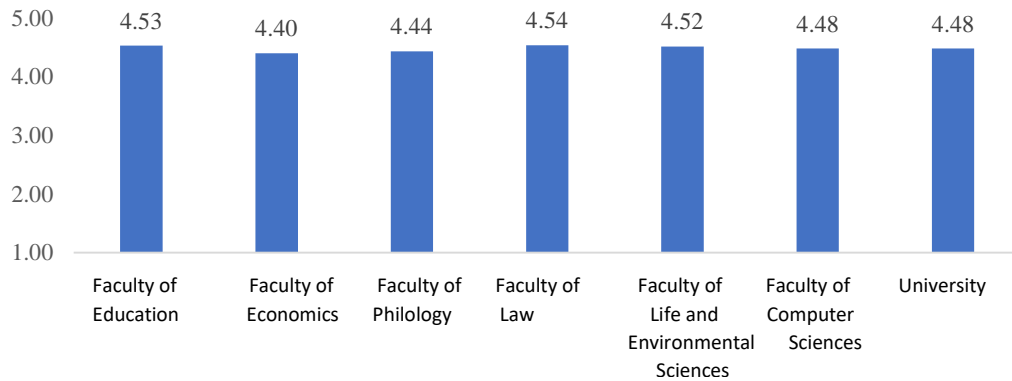
- Teaching methods
- Student-instructor interactions
- Ethical conduct

The primary aim of this questionnaire is to gather information about various aspects, including the syllabus implementation, professional development, teaching methodologies, time management, availability for consultations, and the behaviour of professors and assistants.

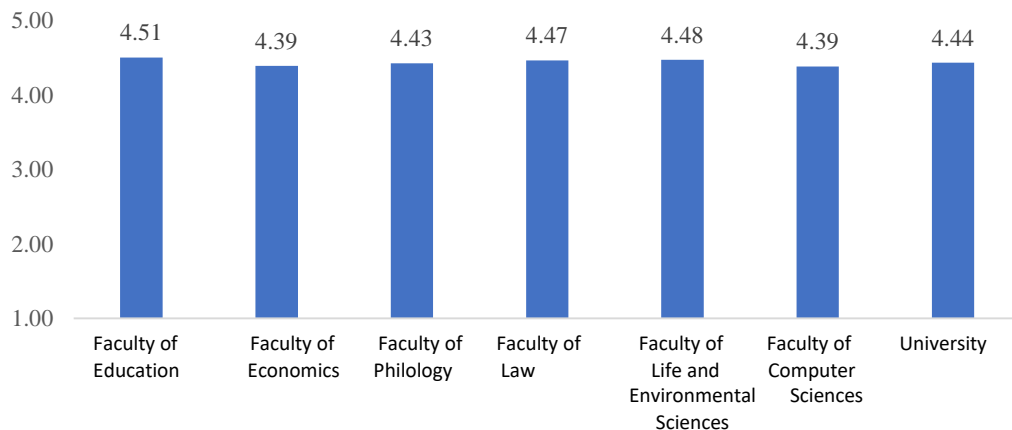
It serves as a vital component of the academic staff performance assessment, conducted twice a year at the end of each semester. The resulting report presents both general statistics and recommendations derived from the collected data. Professors and assistants receive notifications regarding their performance and can access the questionnaire results through the university's online system, specifically on their individual profiles. The questionnaire is entirely confidential and anonymous. During the summer semester, the questionnaire collected 8593 responses from students and 8944 for winter semester. The survey results are satisfactory with a rating of 4.37 for the summer semester and 4.40 for the winter semester at the university level, on a full five-point scale. Below, the results for each question are presented graphically for the calendar year 2022.



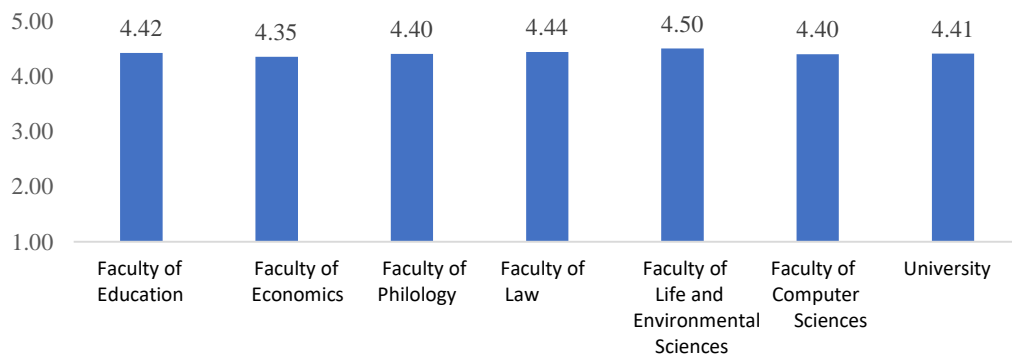
P1: At the beginning of the semester, the professor presented the syllabus/content of the subject and the assessment methods.



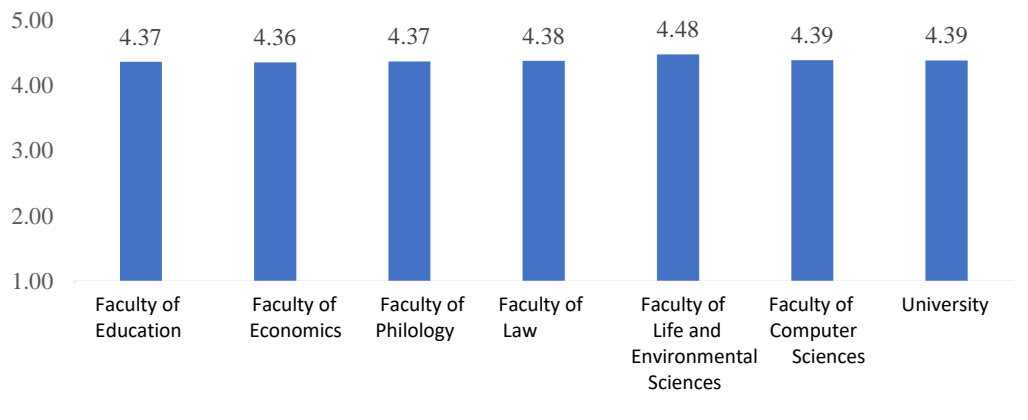
P2: The professor has been regular in lectures.



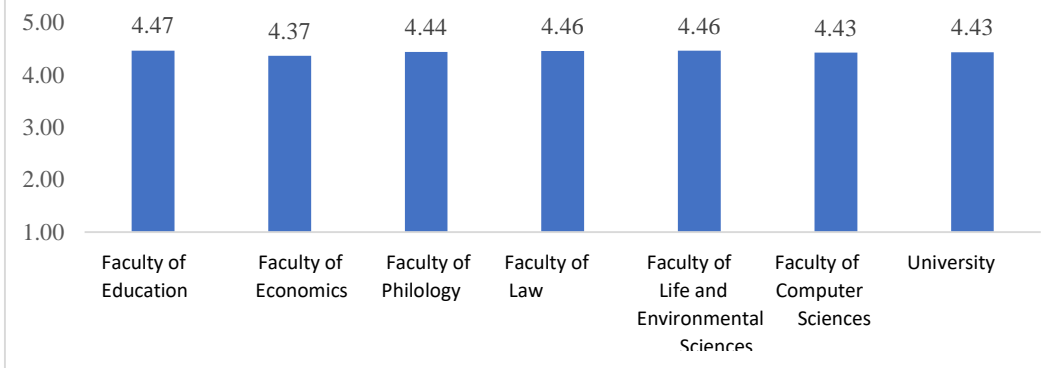
P3: The professor has accompanied the lectures with examples and illustrations that help in understanding the lecture's content.



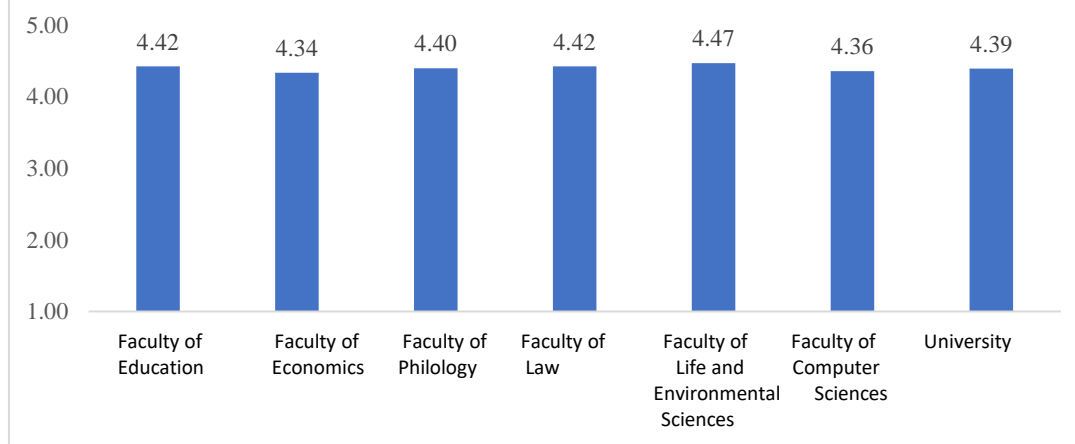
P4: The professor has used contemporary teaching technology (e.g., projectors, the internet, simulators).



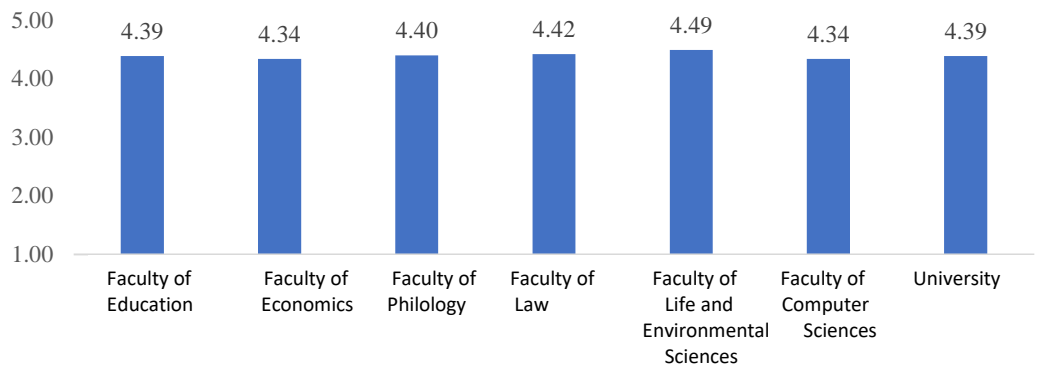
P5: The professor has shown readiness to answer students' questions and has demonstrated competence in the subject.



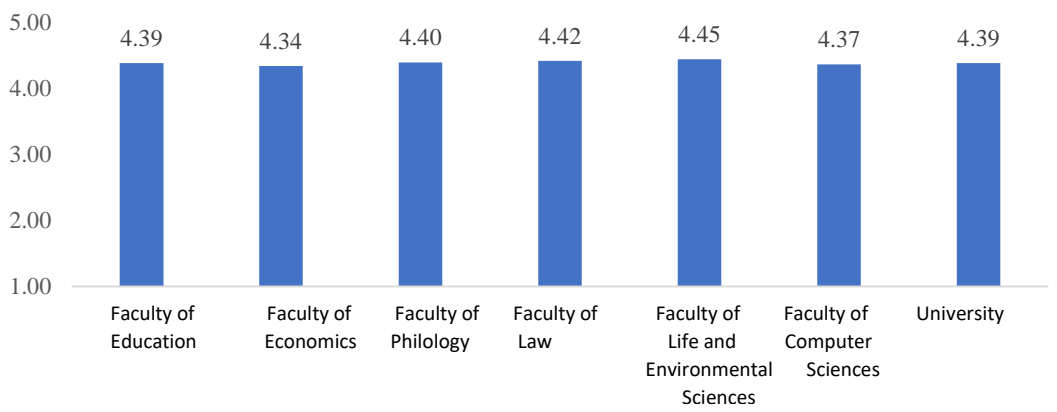
P6: During lectures, the professor has encouraged discussions and classroom activities.



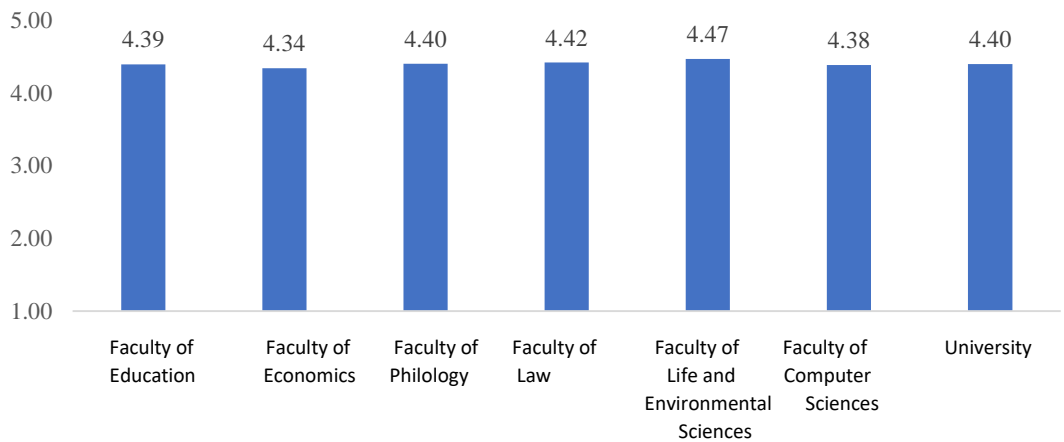
P7: The professor emphasizes the importance of student participation in lectures.



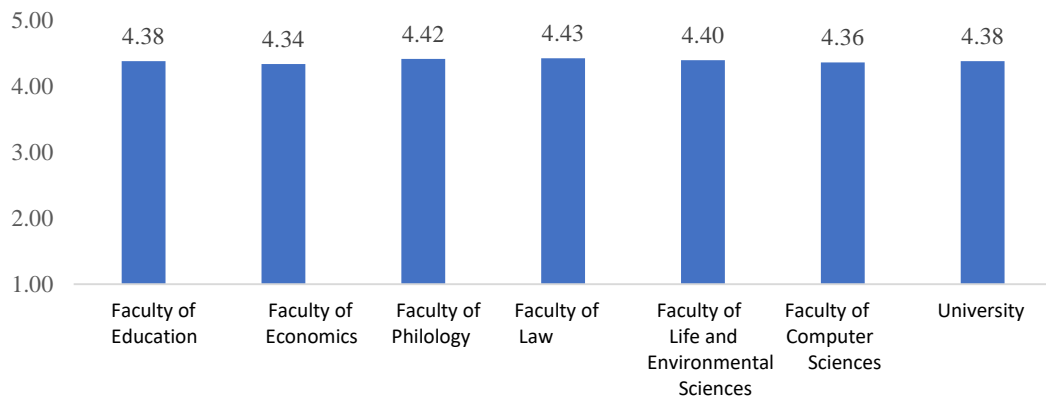
P8: The professor has used basic and additional resources/literature in teaching.



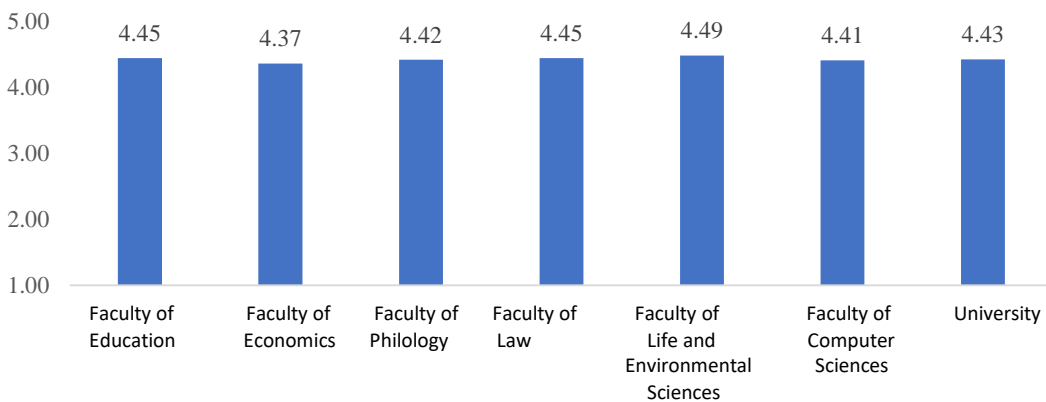
P9: The professor has integrated theoretical and practical concepts for the subject (if exercises are applied).



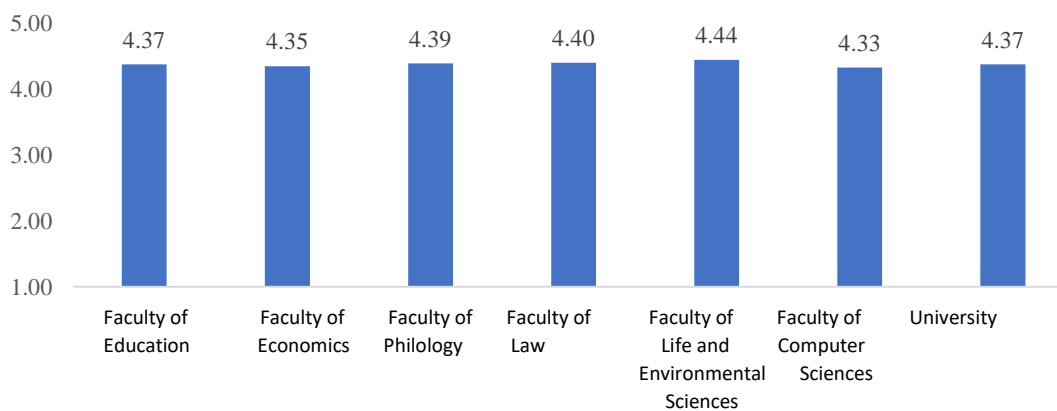
P10: How well does the lecture content correspond with the exercises (if exercises are applied)?



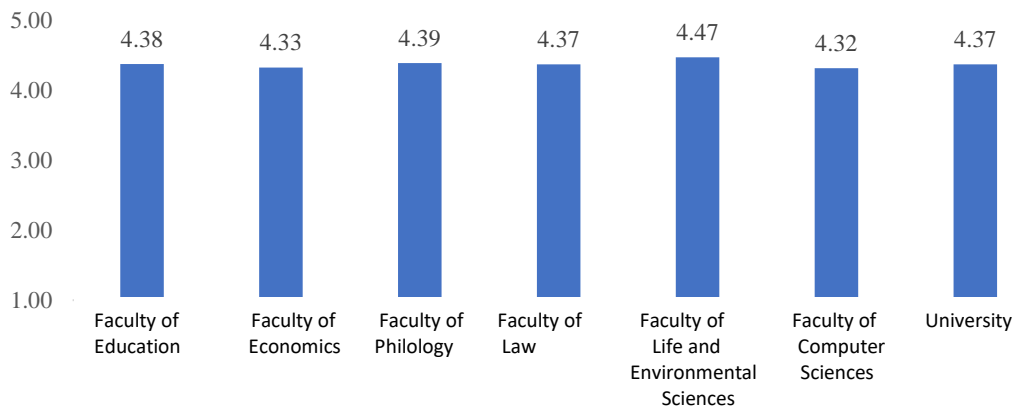
P11: The professor managed the time well during the lectures.



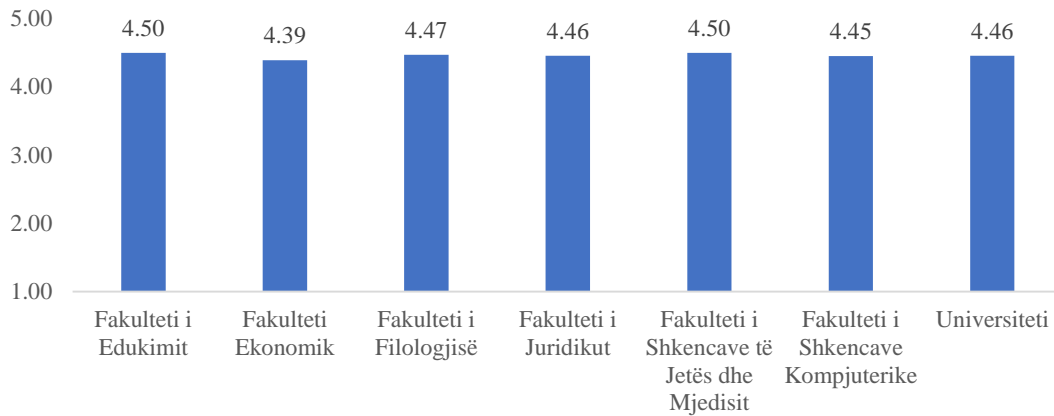
P12: The assessment of students' work has been done continuously.



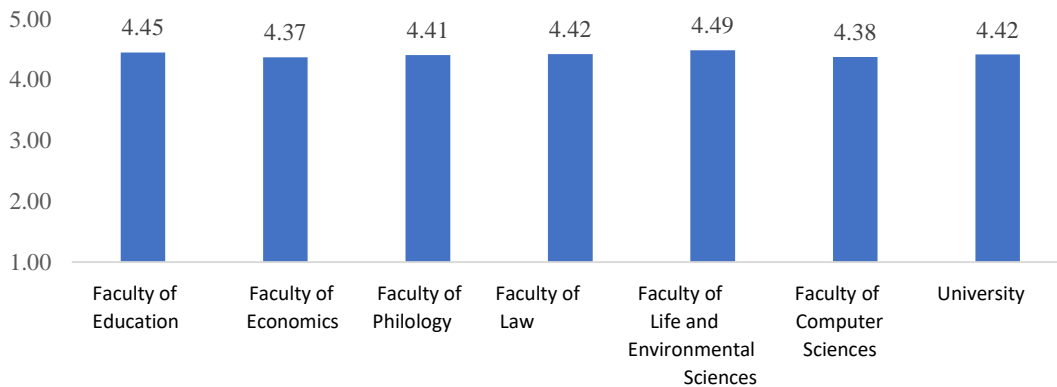
P13: How willing has the professor been in offering outside-of-lecture-hour consultations?



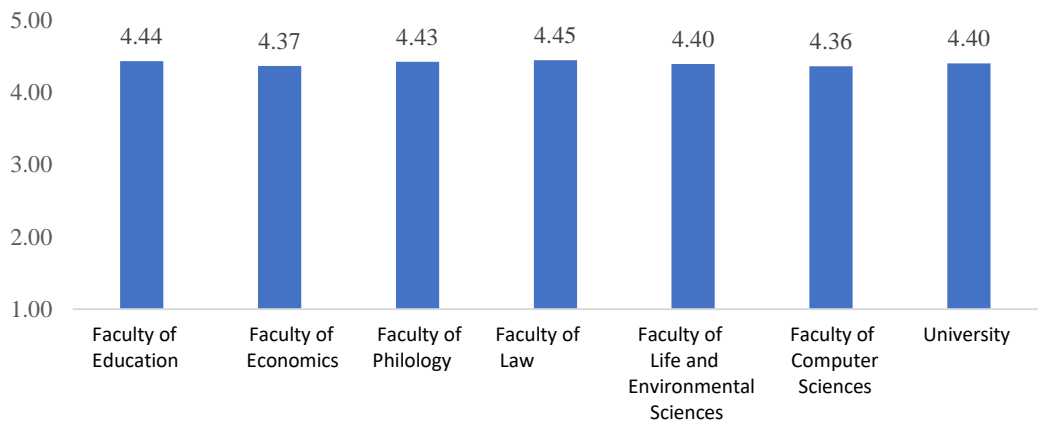
P14: The professor has behaved in accordance with the ethical code.



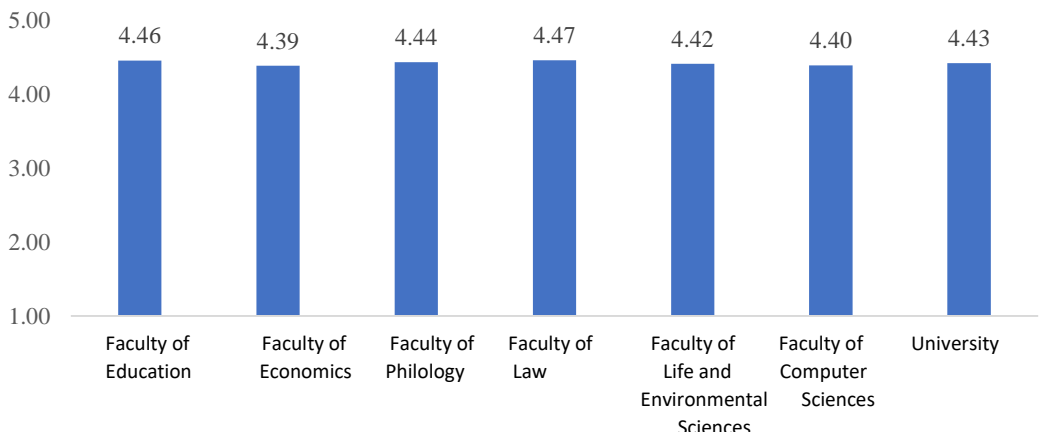
P15: How much information has the professor provided you for current trends related to the subject?



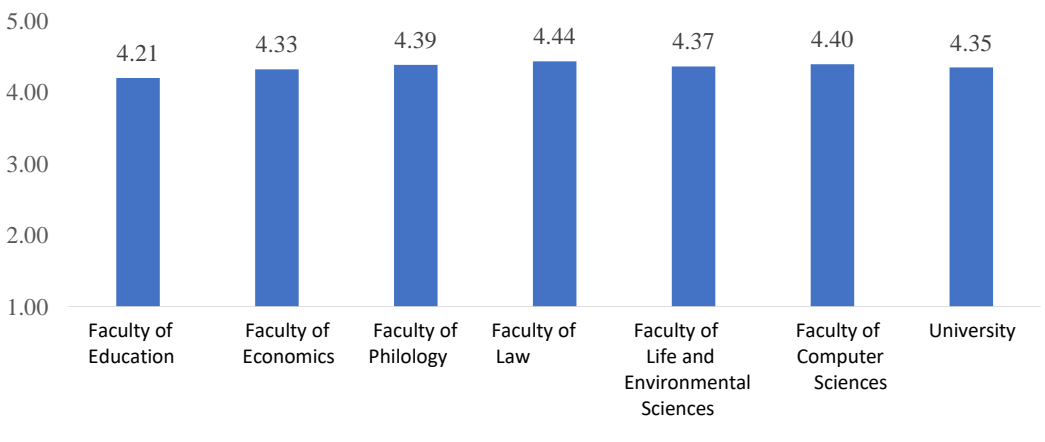
P16: How effective has the professor been during the lectures?



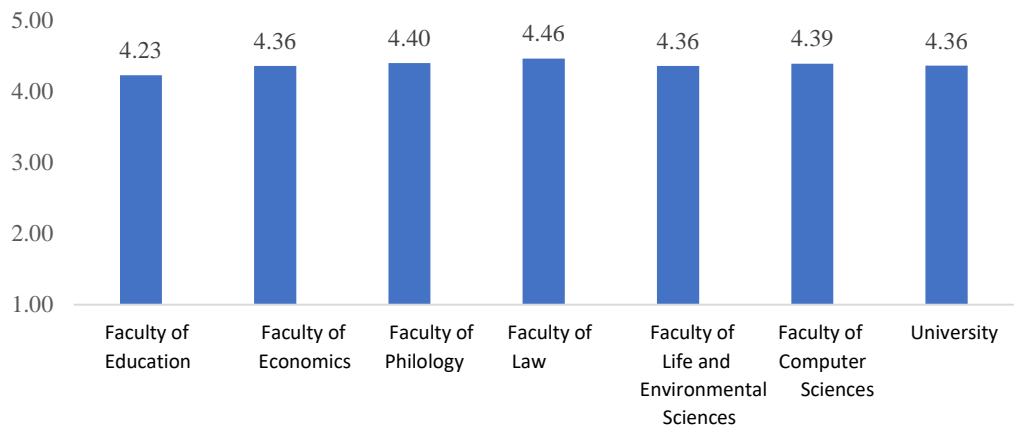
P17: How do you assess the professor in general?



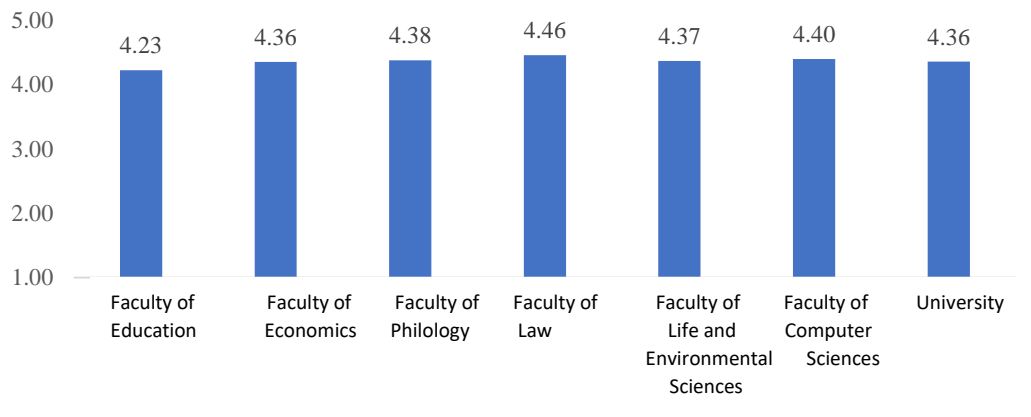
P18: The assistant has been regular in the exercises..



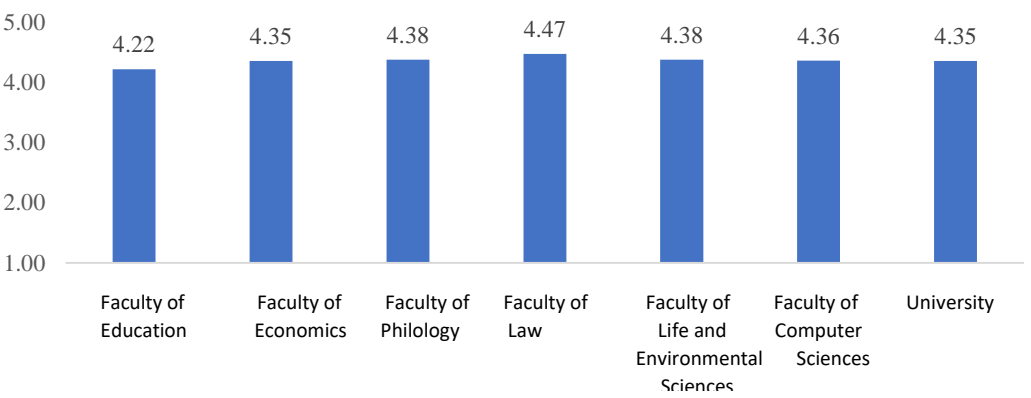
P19: The assistant has been well-prepared and demonstrated competence in the subject.



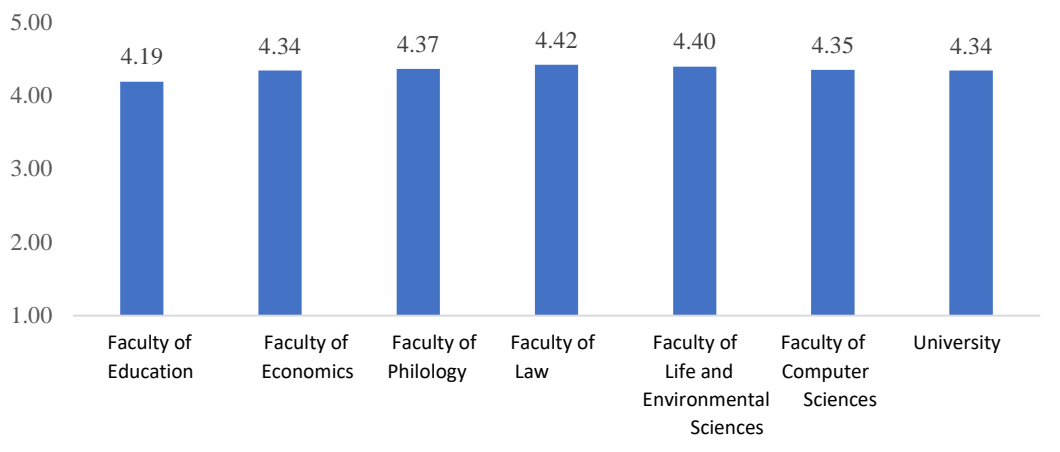
P20: How closely has the assistant followed the syllabus/course content?



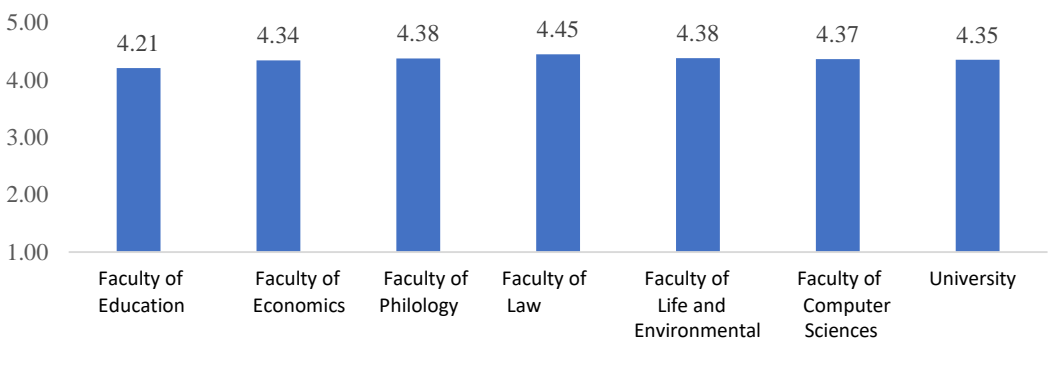
P21: During the exercises, the assistant has encouraged class discussions and activities.



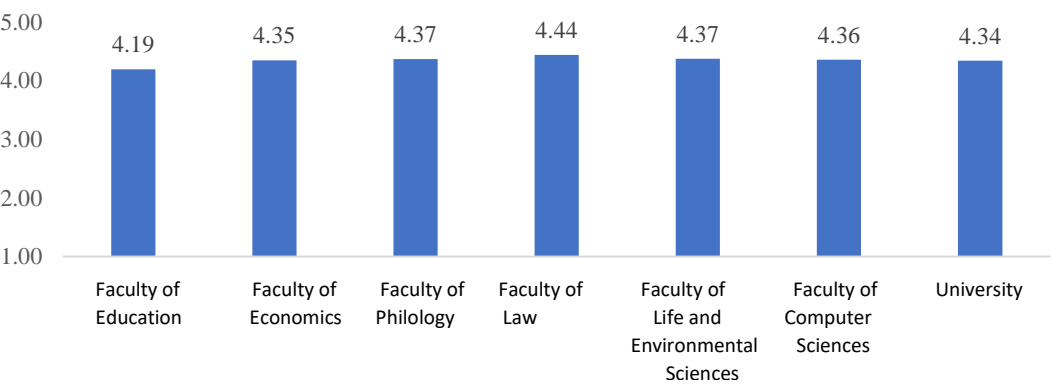
P22: The assistant gives importance to student participation in the exercises.



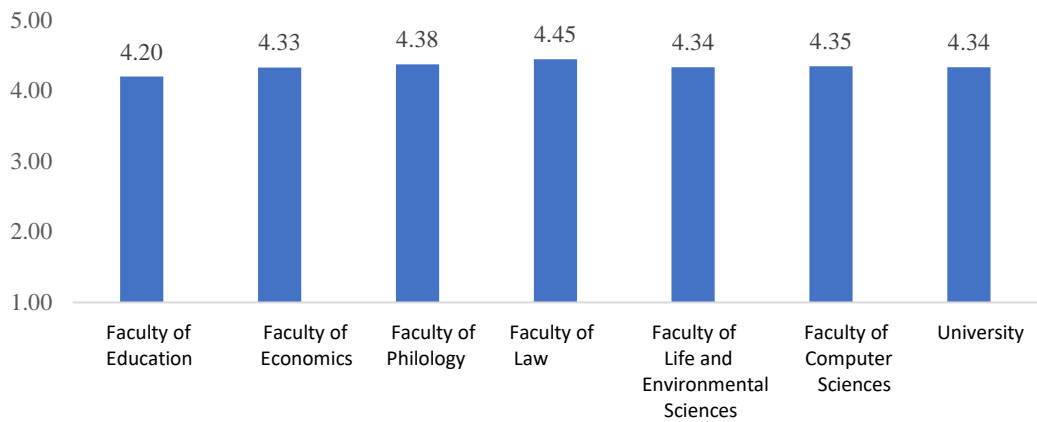
P23: The assistant has used sufficient resources in the exercises.



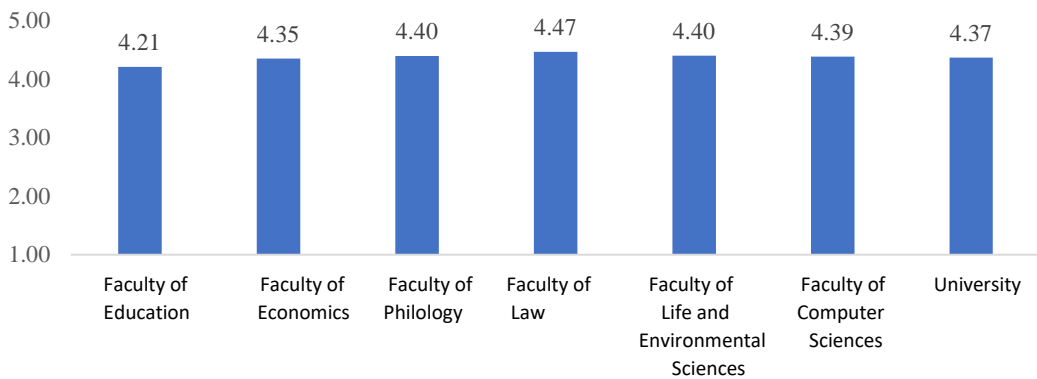
P24: The assistant has contributed to integrating theoretical and practical concepts for the course (if exercises are applied).



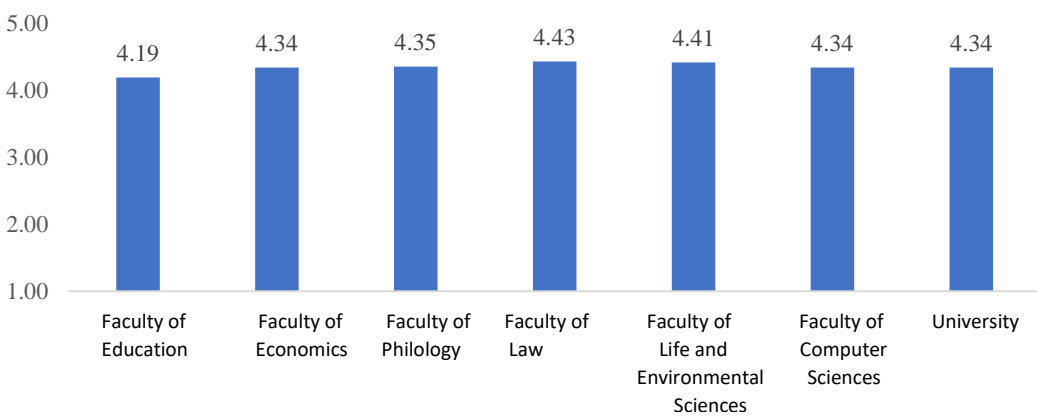
P25: How well does the lecture content correspond with the exercises (if exercises are applied)?

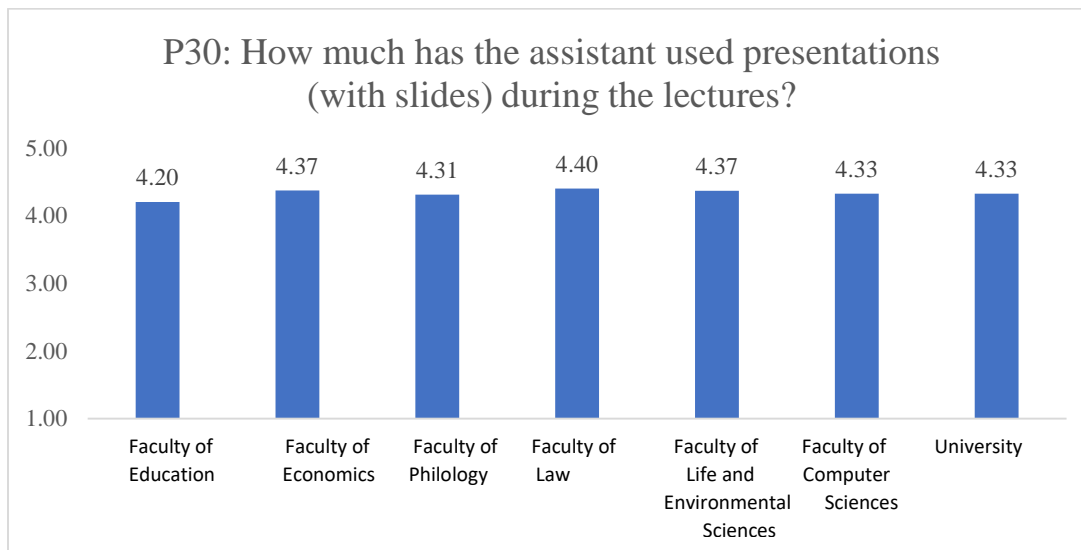
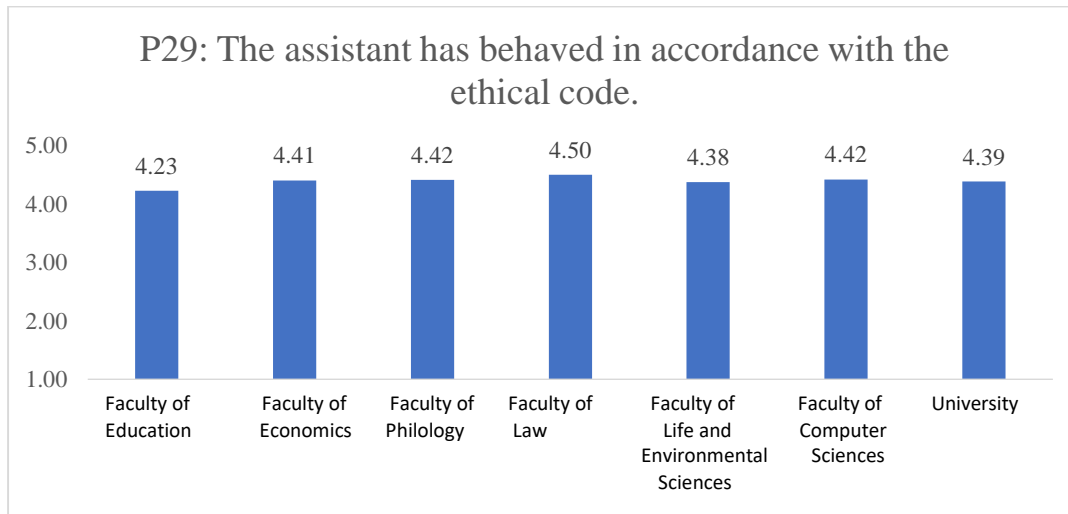
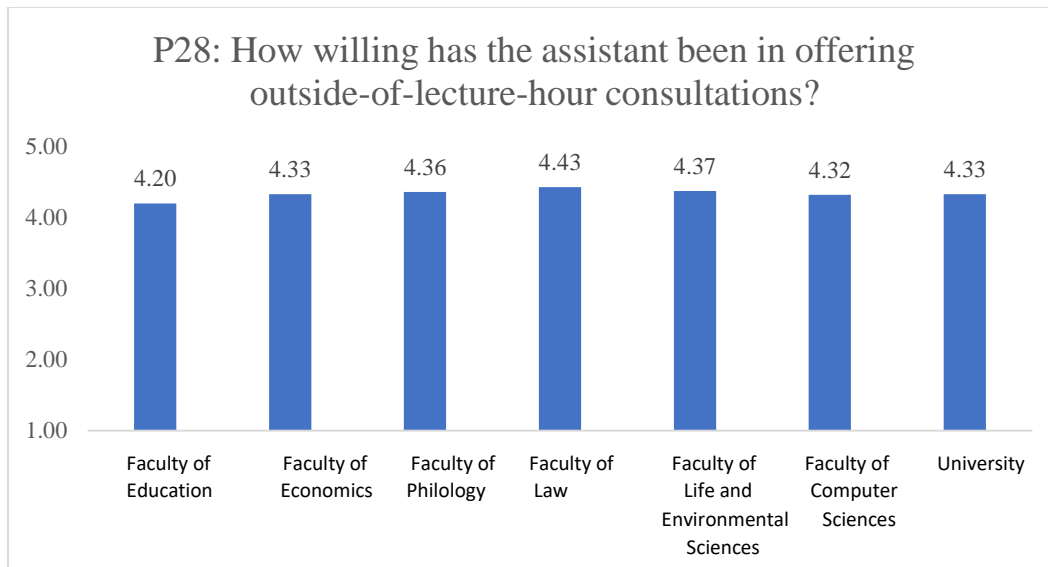


P26: The professor managed the time well during the lectures.

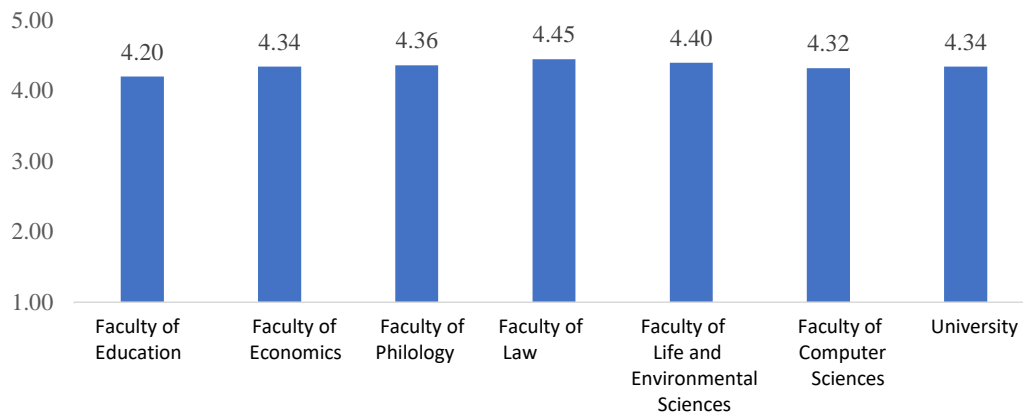


P27: The assessment of students' work has been done continuously.

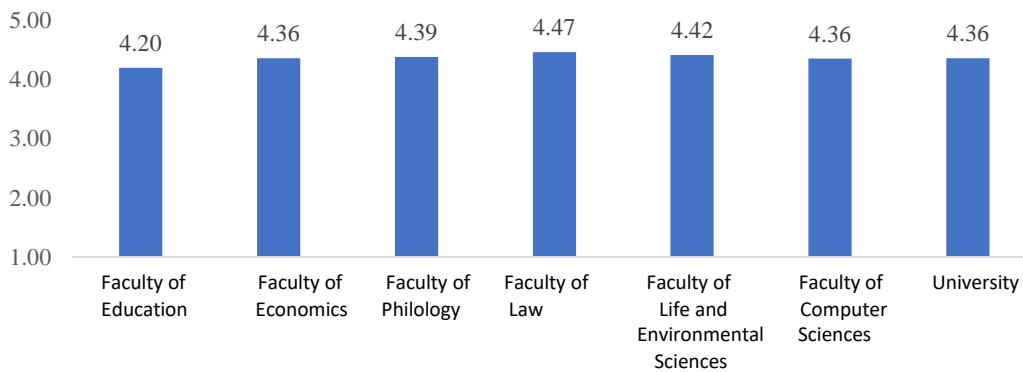




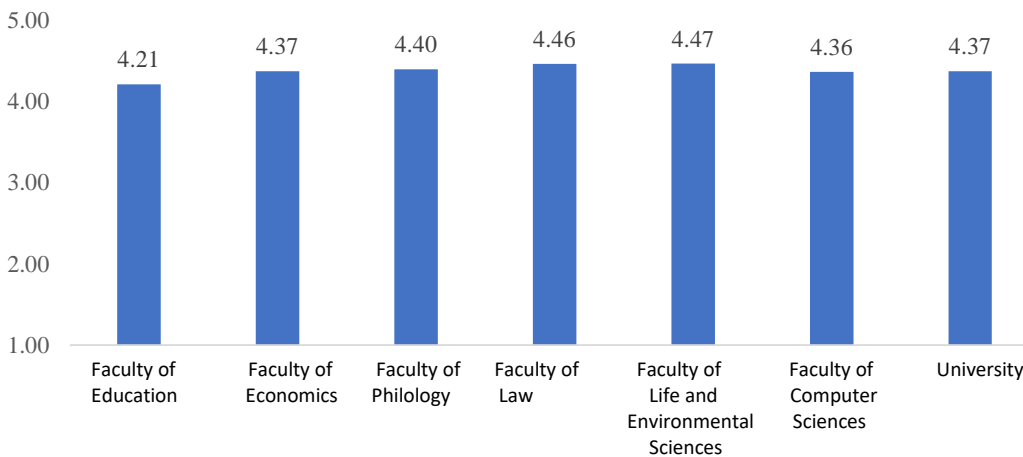
P31: How much information has the assistant provided you for current trends related to the subject?



P32: How effective has the assistant been during the lectures?



P33: How do you assess the professor in general?



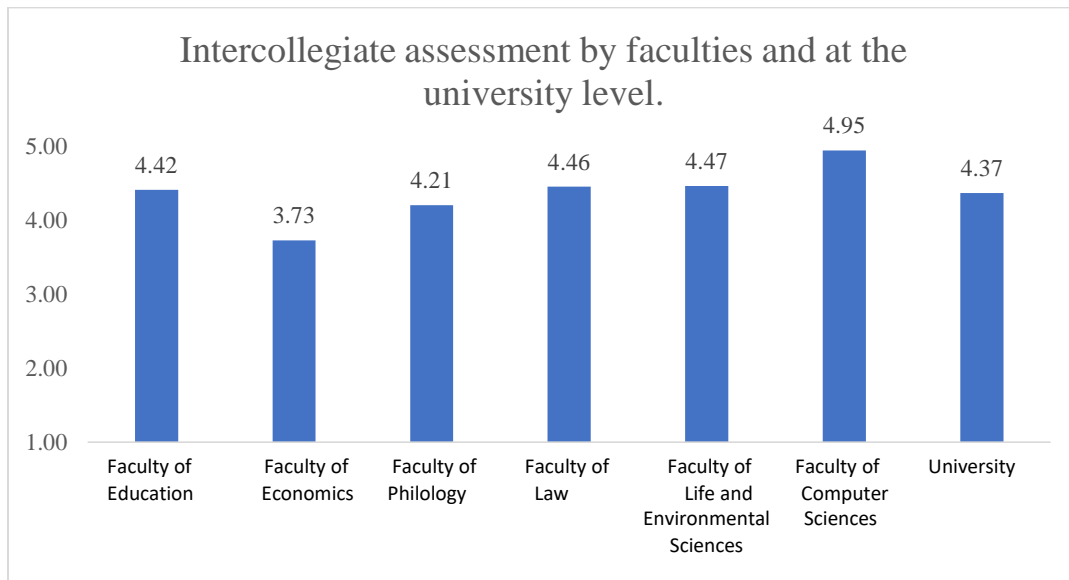
A2 – Intercollegiate assessment

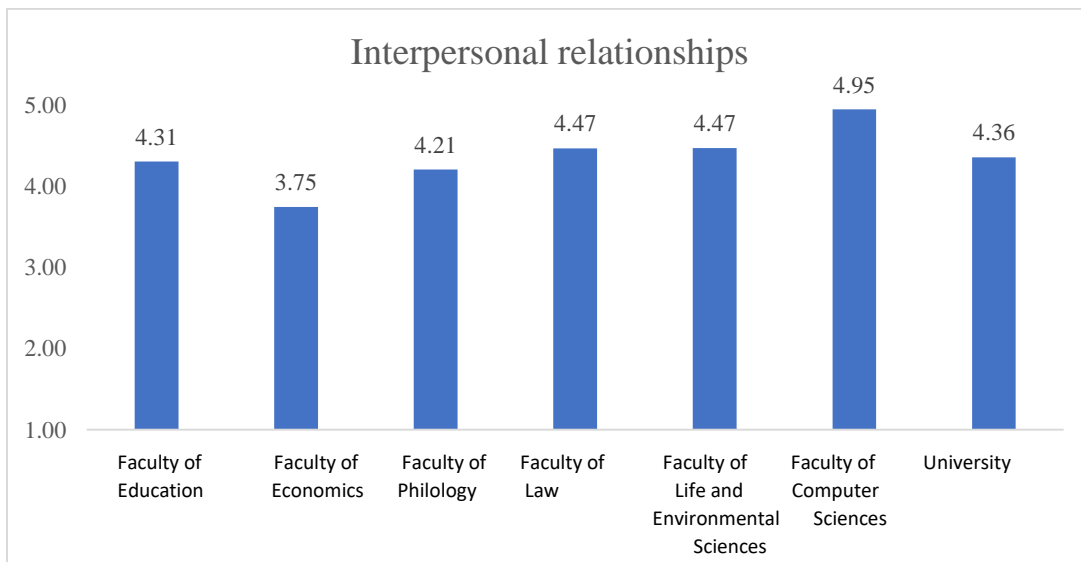
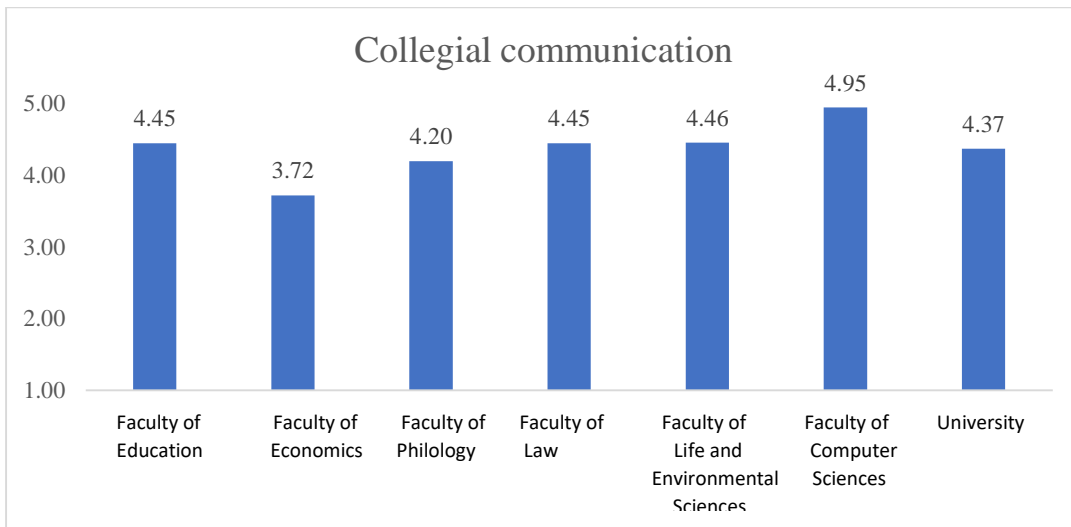
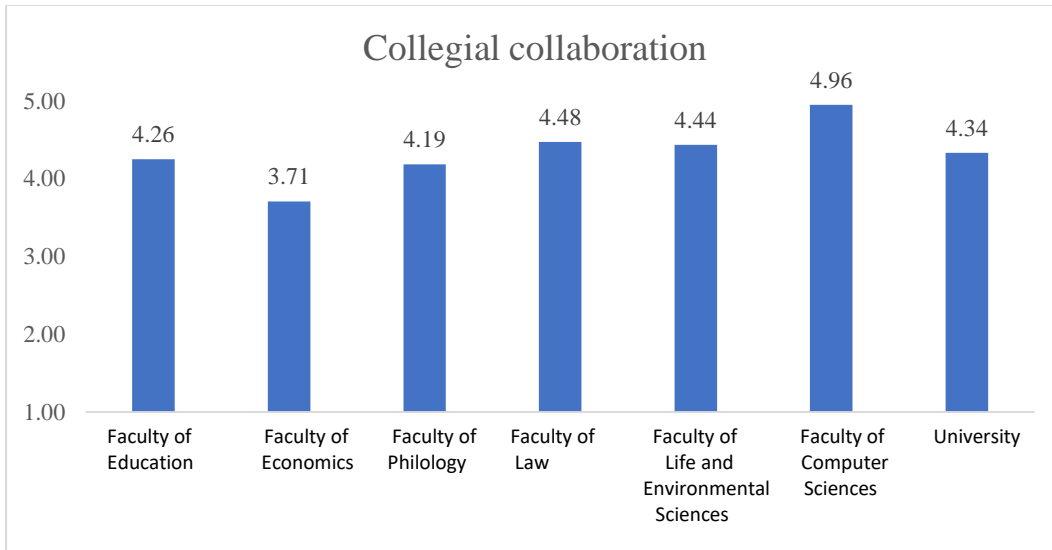
The questionnaire is intended for the academic staff and is launched twice a year as an indicator of their performance. The survey has been launched for all academic units. It is launched across all academic units and consists of four levels rated on a scale of 1 to 5:

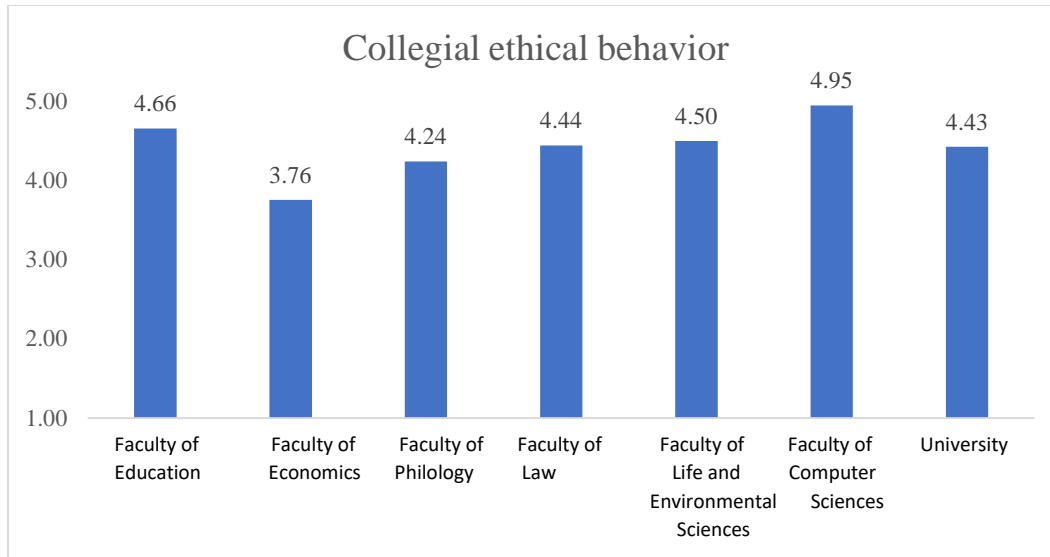
- Intercollegiate collaboration
- Intercollegiate communication
- Interpersonal relations
- Ethical intercollegiate behaviour

The primary goal of the questionnaire is to identify both advantages and areas needing improvement in intercollegiate relations. Professors receive notifications about their performance and intercollegiate assessment each semester. The questionnaire is completely confidential and anonymous.

Intercollegiate assessment averages of the faculties are as follows: Faculty of Education: 4.42, Faculty of Economics: 3.73, Faculty of Philology: 4.21, Faculty of Law: 4.46, Faculty of Life and Environmental Sciences: 4.47 and Faculty of Computer Science: 4.95.





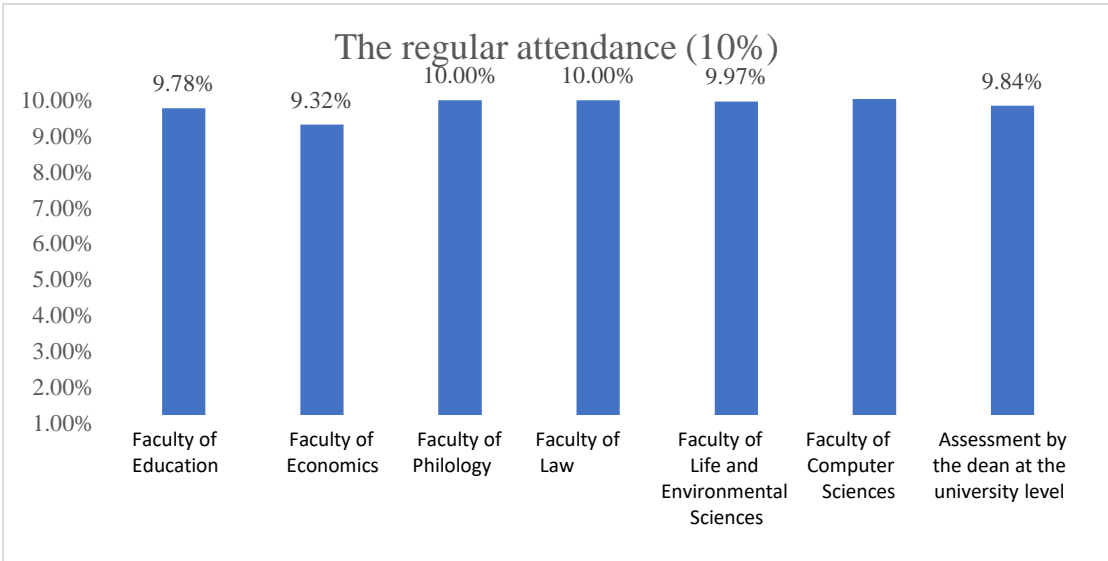
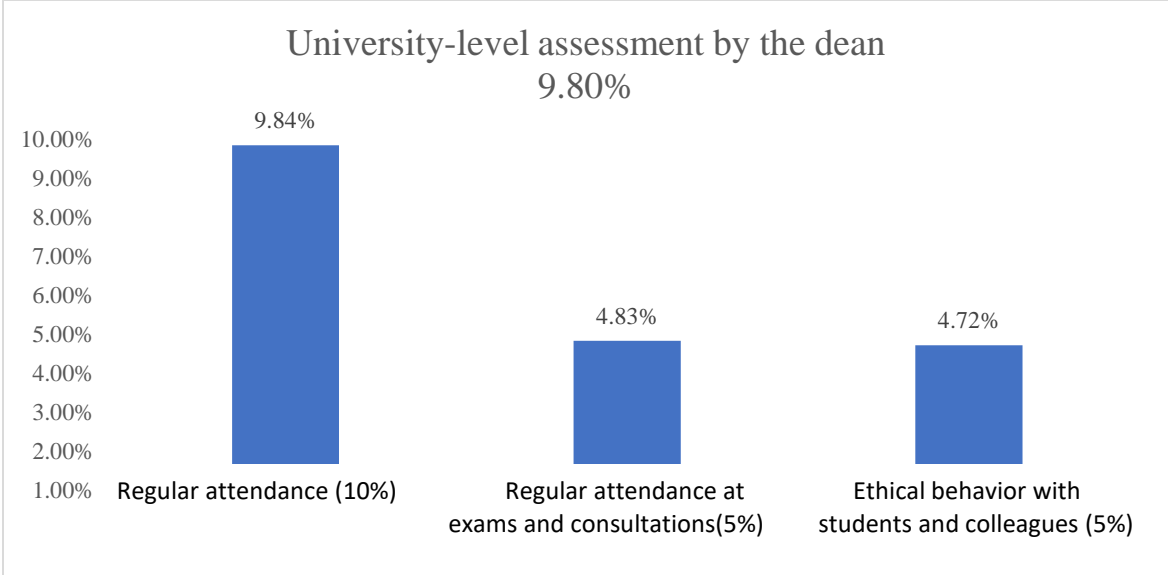


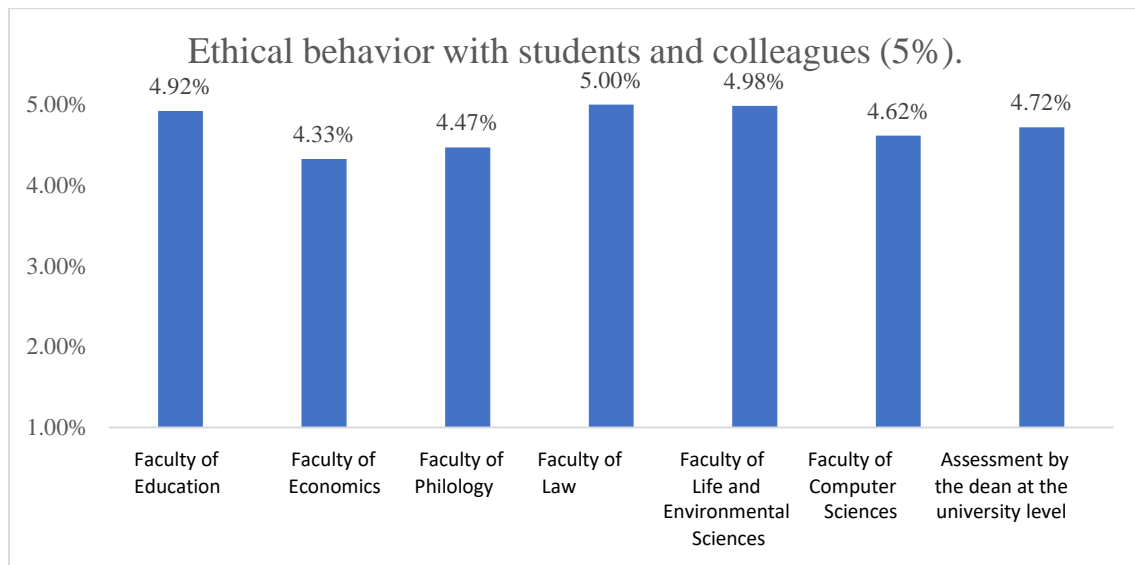
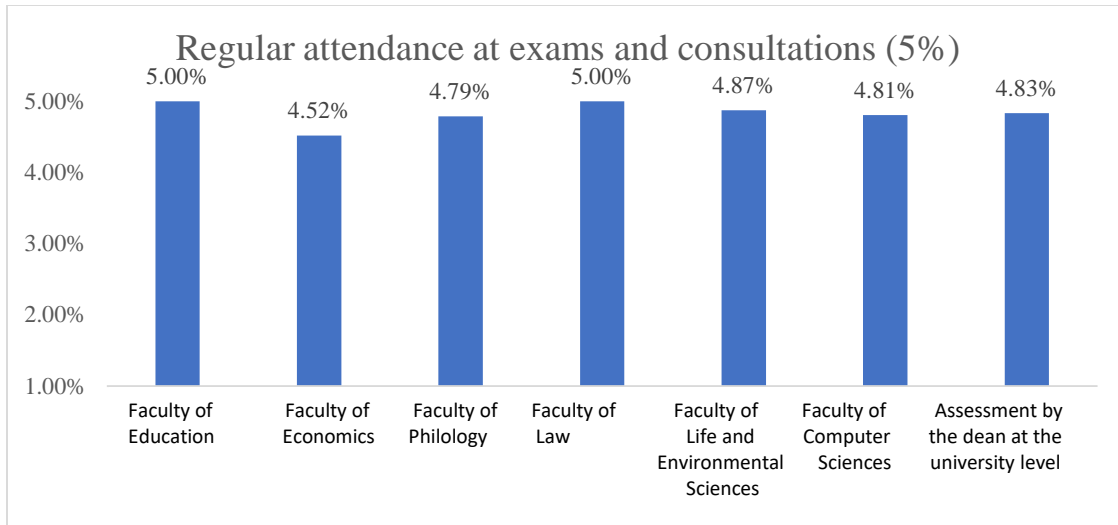
A3 – Report of assessment by the Dean

The questionnaire is designed for the deans to assess the academic staff. It is launched twice a year and serves as an indicator of academic staff performance. The questionnaire comprises three assessment levels and includes an open-ended question that evaluates:

- Regular attendance (10%)
- Consistent scheduling of exams and consultations (5%)
- Ethical behaviour towards students and colleagues (5%).

The purpose of the questionnaire is to facilitate assessment by the academic unit leader, aiming to gather information that helps in improvement. The teaching staff is notified of their assessment by the dean through their individual online profiles. The questionnaire is completely confidential and anonymous. The resulting report presents general statistics and recommendations based on the data collected from the questionnaires.

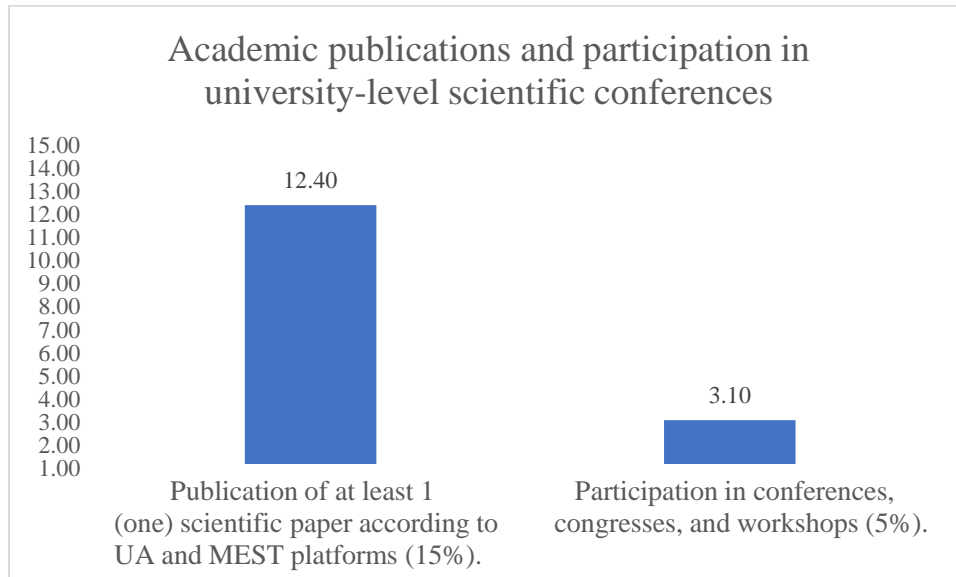




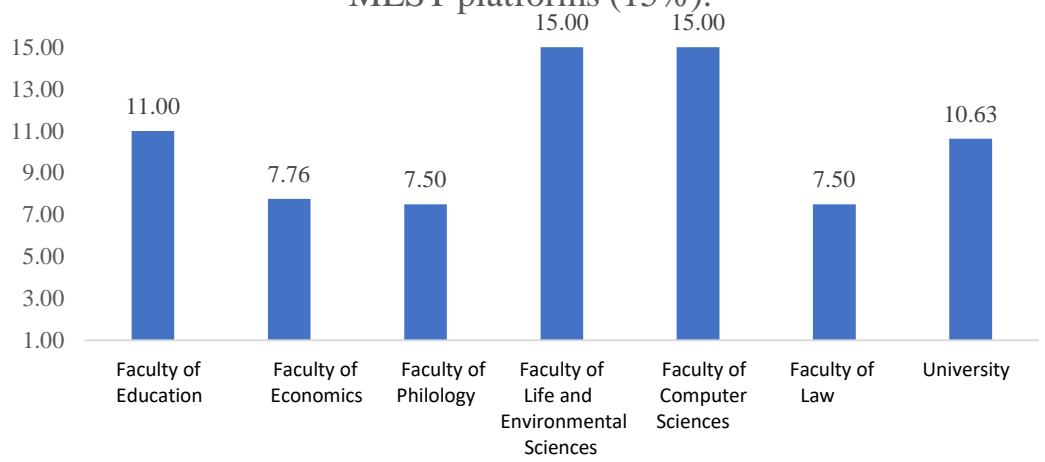
A4 – Assessment of scientific publications and conference participation

The questionnaire is designed for the regular evaluation of academic staff to identify their achievements in scientific publications (at least 1 scientific paper as per UA MESTI guidelines) which is evaluated with 0% to 15% and their participation in conferences, congresses, and workshops is evaluated on a scale of 0% to 5%. The evaluation is based on factual evidence. The questionnaire is conducted twice a year and serves as a key indicator for determining academic staff performance.

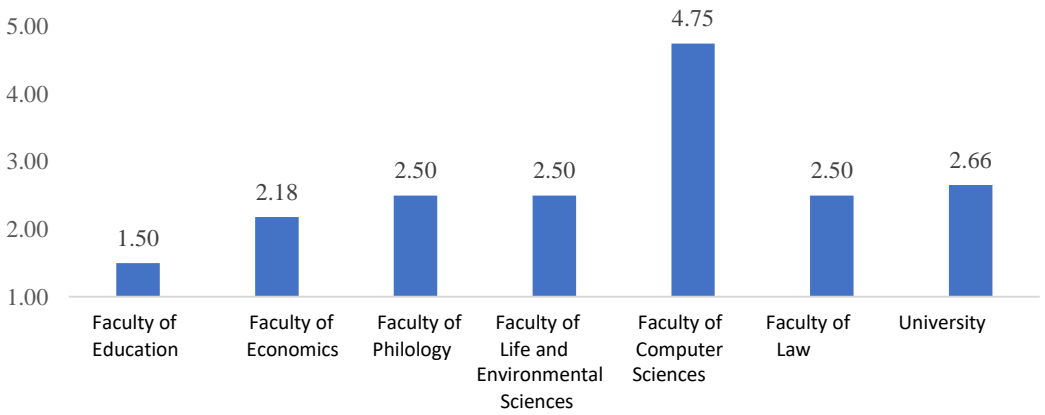
The report presents general statistics and recommendations that result from the evaluation. The university strives for measurable outcomes in order to compare and ensure quality in the university. The questionnaire is completely confidential and anonymous. At the university level, the publication of at least 1 (one) scientific paper on the platforms according to UA, MESTI accounted for 12.40% out of 15%, while participation in conferences, congresses and workshops contributed as 3.10% from 5%.



Publication of at least 1 (one) scientific paper in UA and MEST platforms (15%).



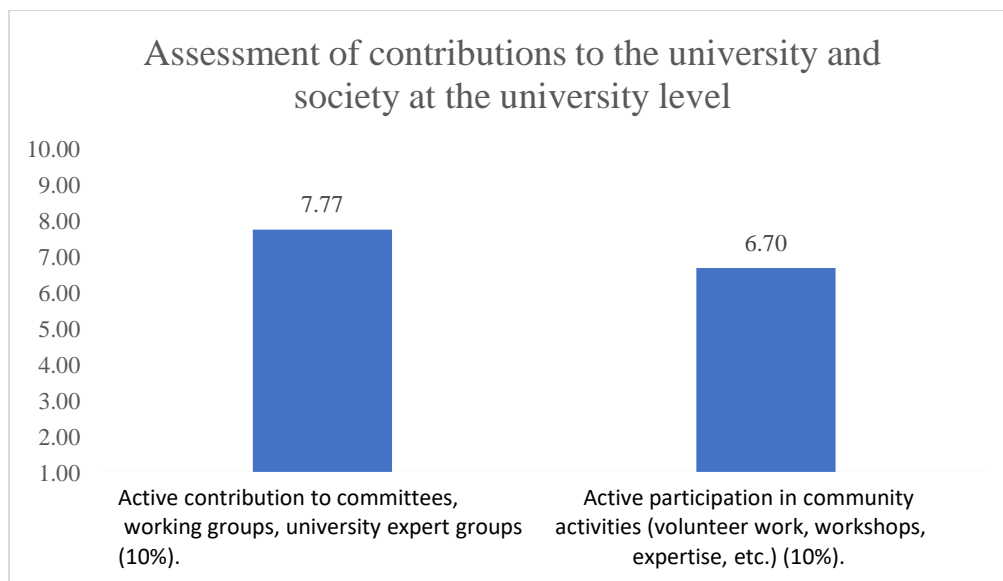
Participation in conferences, congresses, and workshops (5%)

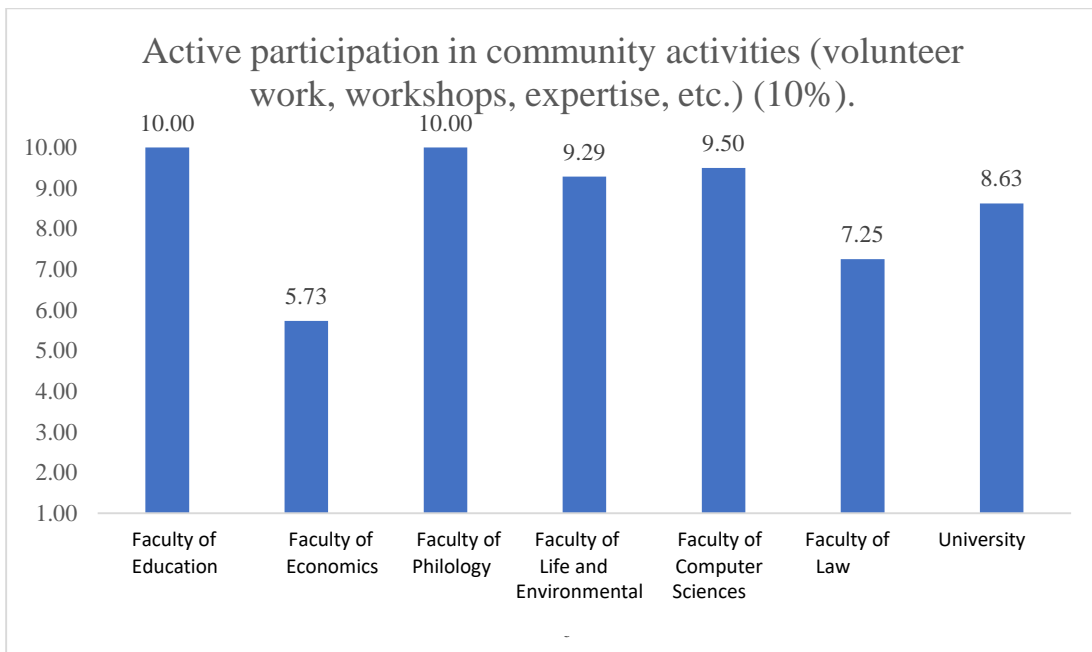
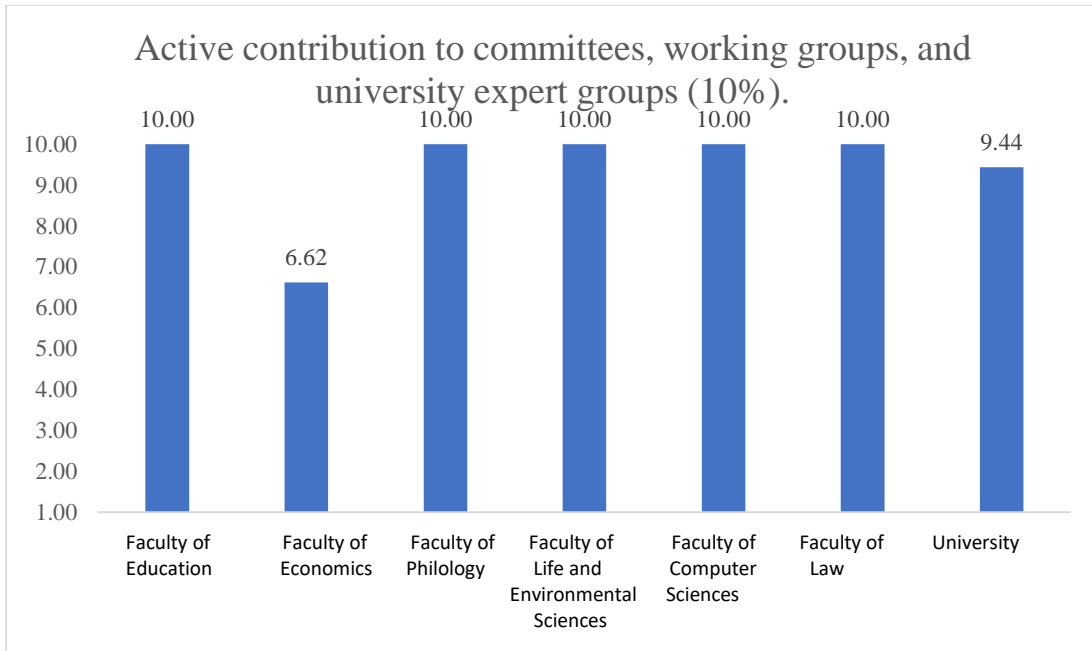


A5 – Assessment report of the contribution to university and society

The survey is intended for regular academic staff with the aim of encouraging staff to participate in committees, working groups, university expert groups, and actively engage in community activities (volunteer work, workshops, expertise, etc.). Active contributions to committees, working groups, university expert groups are evaluated on a scale from 0% to 10%, as well as active participation in community activities (volunteer work, workshops, expertise, etc.), which is also evaluated on a scale from 0% to 10%.

The questionnaire is conducted twice a year and serves as a key indicator for determining regular academic staff performance. The questionnaire is completely confidential and anonymous. The university strives for measurable outcomes in order to compare and ensure quality in the university. At the university level, the active contribution to committees, workshops, and expert university groups was evaluated at 7,77% out of 10%, while active participation in community activities (voluntary work, workshops, expertise, etc.) was evaluated at 6,70% out of 10%.





A6 – Comprehensive assessment

The questionnaire is designed for students, and the comprehensive assessment aims to gather thorough information about them. The assessment questionnaire is divided into four columns/categories, containing 32 closed-ended questions and 2 open-ended questions.

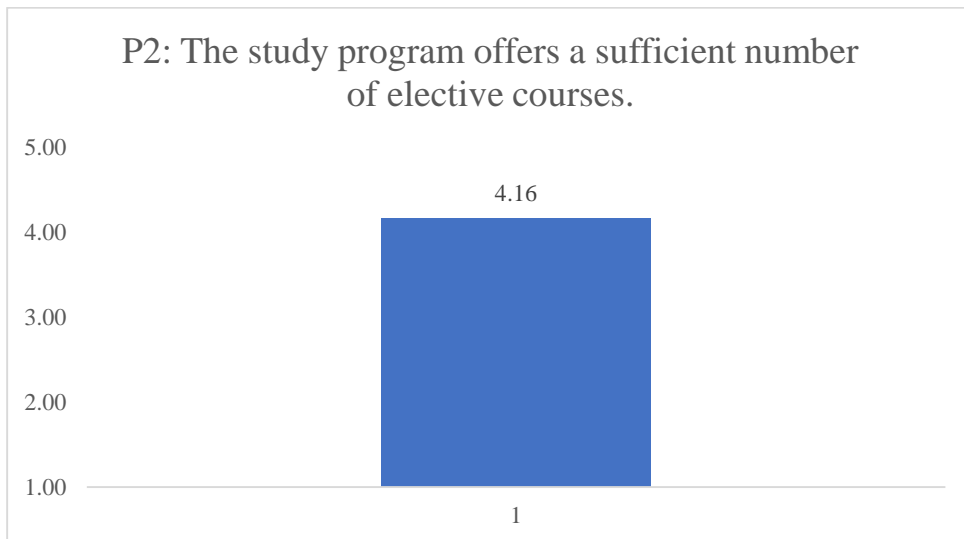
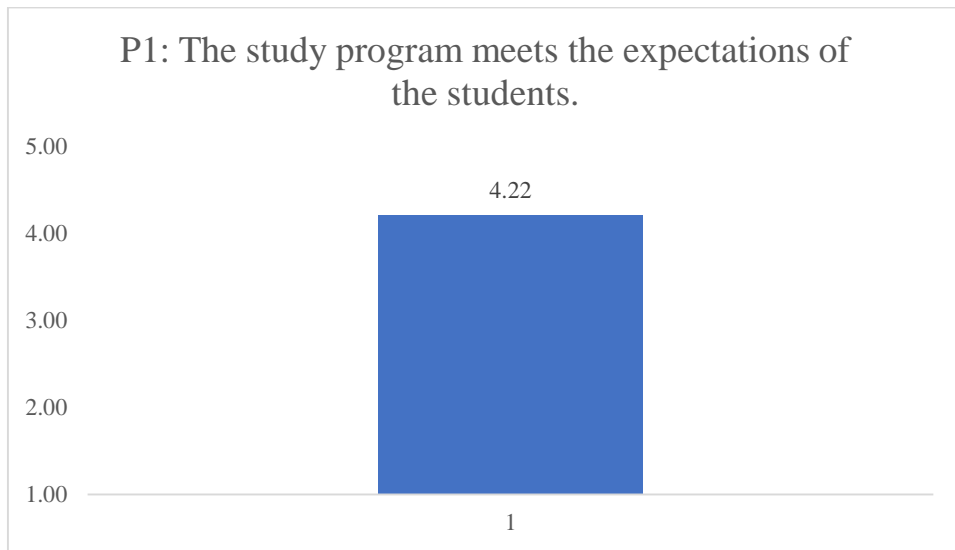
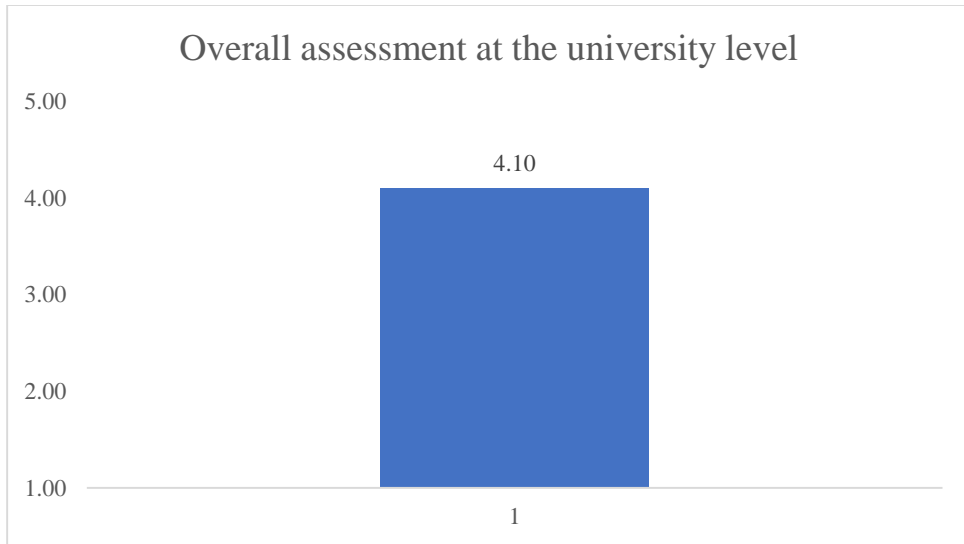
The study program category includes 7 questions:

- Faculty category, governance, and student services: 7 closed-ended questions and 1 open-ended question.
- University administrative services category: 3 questions.
- Library category: 7 questions.
- Infrastructure category: 4 questions.
- Extra-curricular activities category: 4 questions.

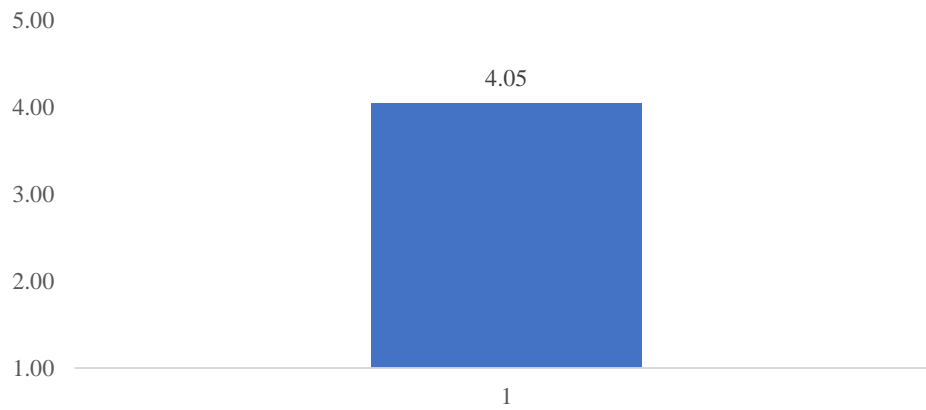
Questionnaires aim to provide insights into various aspects, including:

- Fulfillment of the students' expectations study program's,
- Adequacy of elective courses,
- Motivation for students' research work,
- Study program and employment,
- Management-student correlation,
- Functionality of faculties, student services,
- Interpersonal relationships,
- Student elections,
- Mobility,
- Information, IT services,
- Library, access, literature, service,
- Infrastructure, classrooms, offices, laboratory equipment, hygiene.

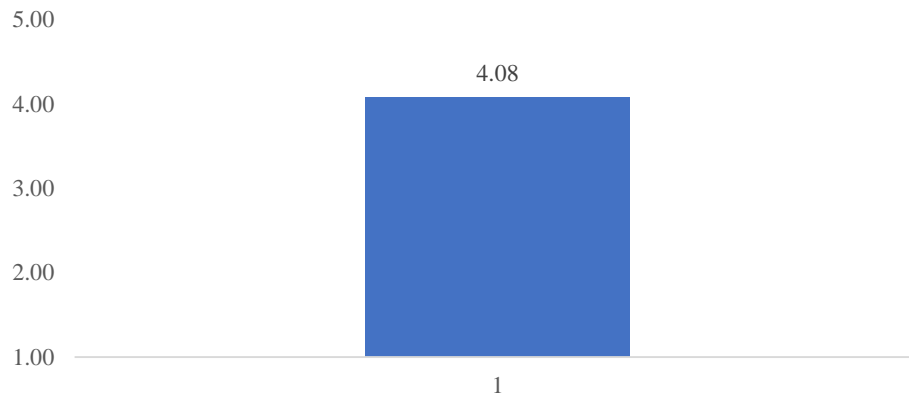
Assessment is conducted on a 1-5 scale. The questionnaire is completely confidential and anonymous. The report presents general statistics and recommendations arising from the data collected from the questionnaires.



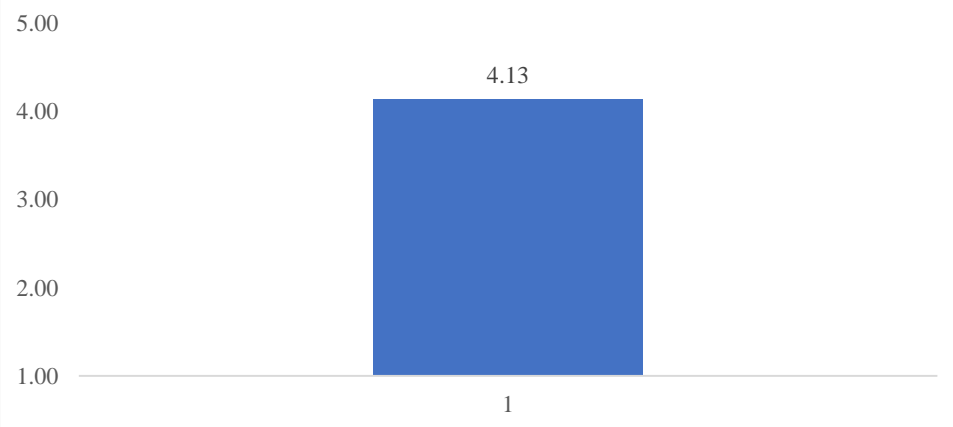
P3: Practical work is conducted regularly and as previously planned.



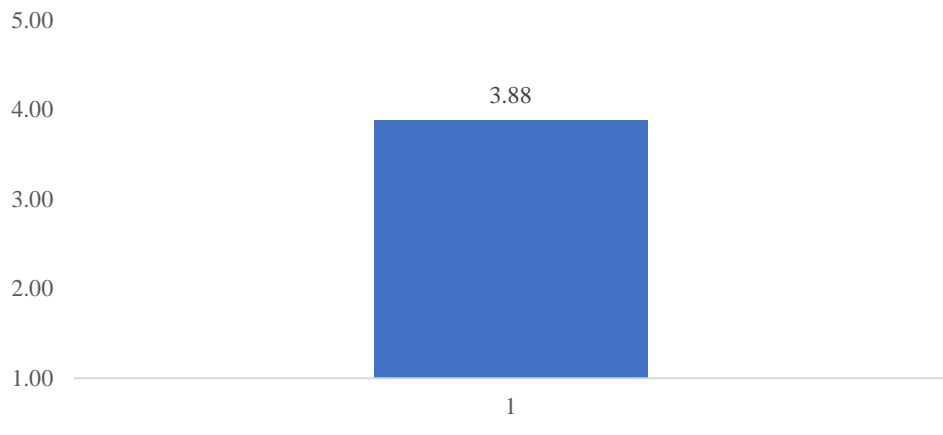
P4: Students are motivated to engage in research work in collaboration with the professors.



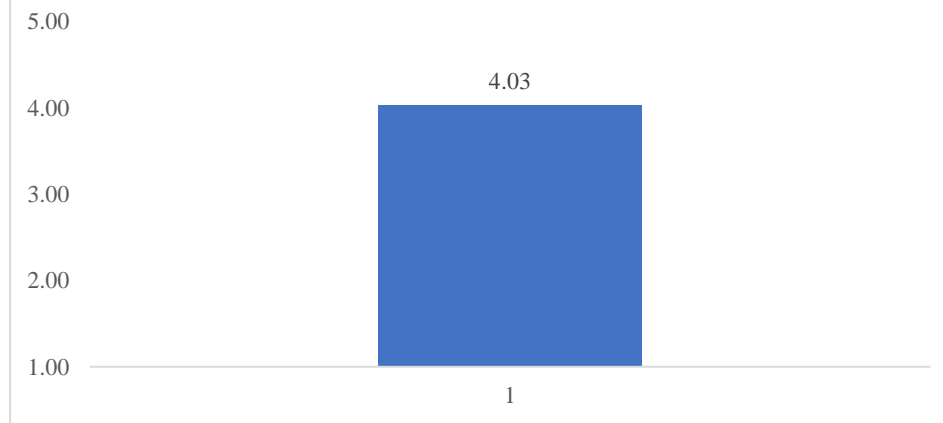
P5: Students are offered services and advice by program holders.



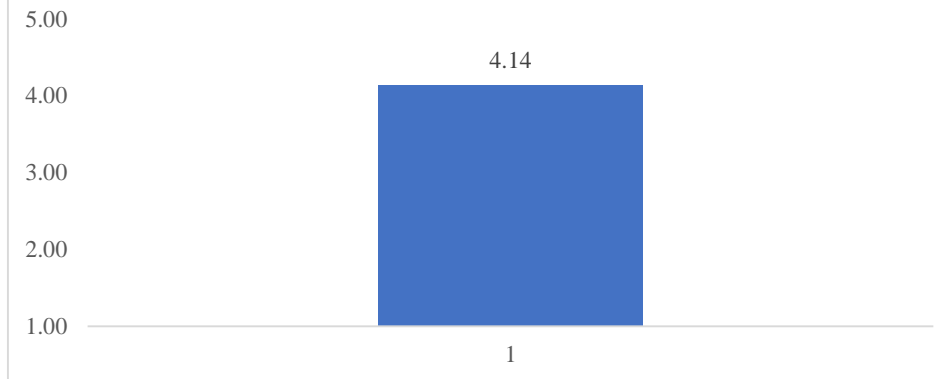
P6: Students are provided with online learning
(online lectures)



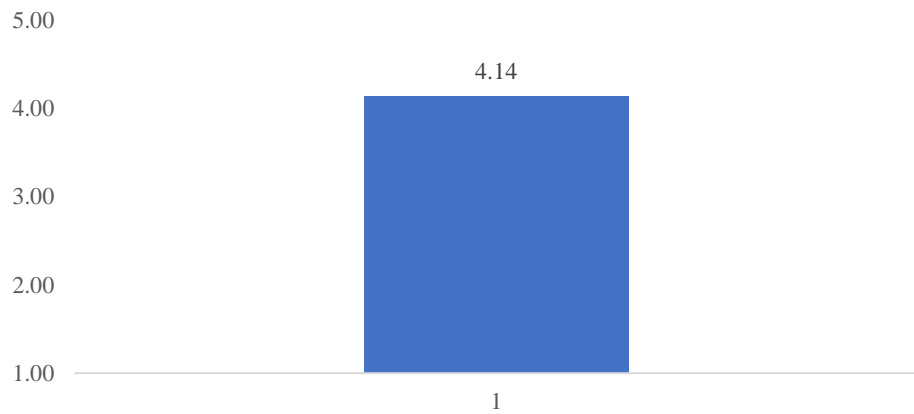
P7: The study program provides students with the
opportunity for employment after graduation.



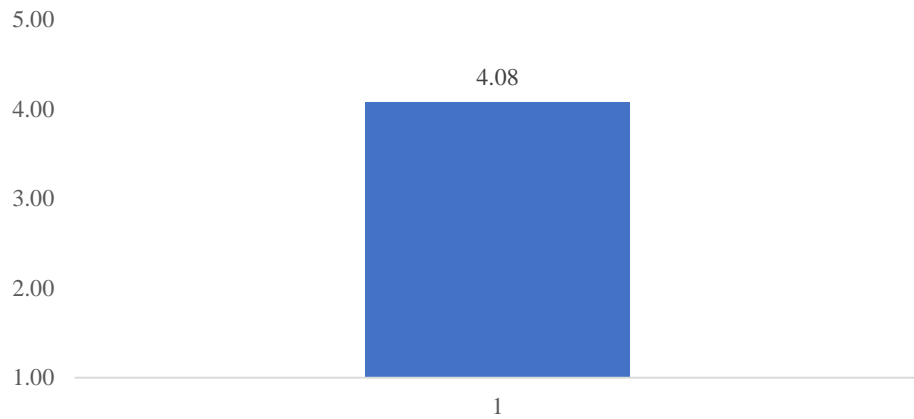
P8: The faculty management (dean, vice-dean,
program leader) is open to students' remarks,
suggestions, and requests.



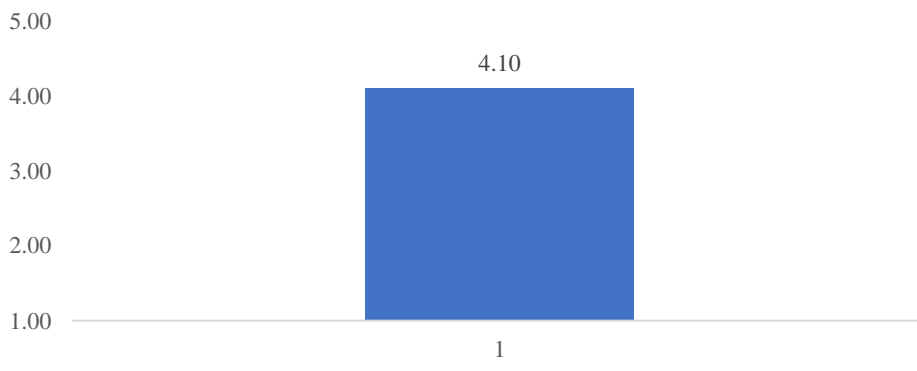
P9: The faculty has a sufficient staff and operates efficiently.



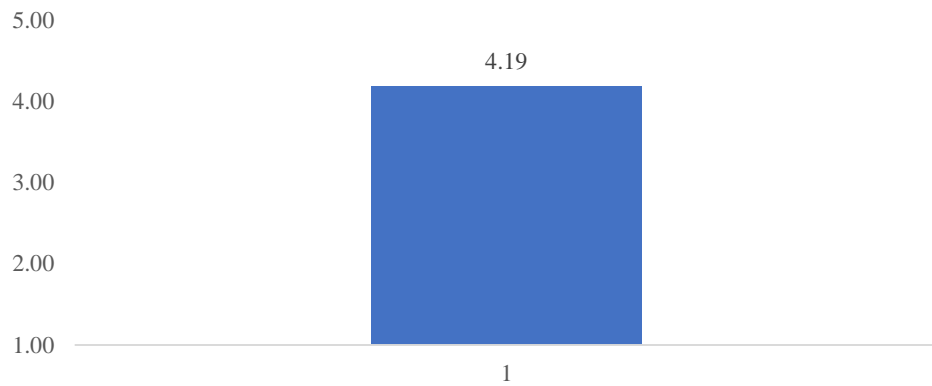
P10: The faculty's administrative services are satisfactory.



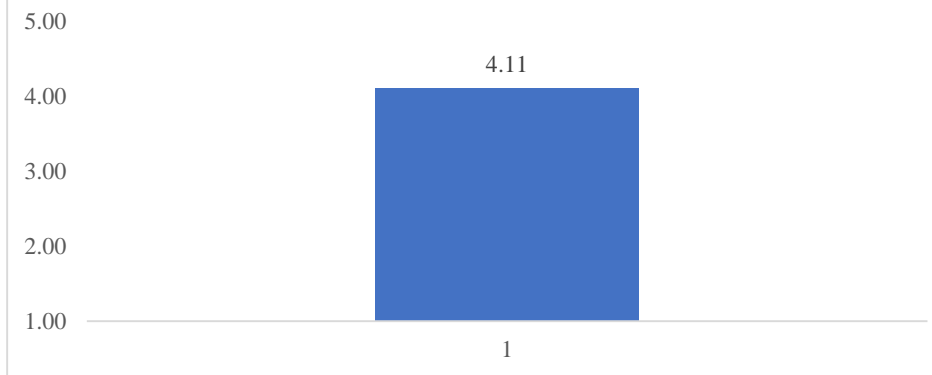
P11: The faculty provides satisfactory infrastructure conditions (e.g., buildings, classrooms, laboratories, social spaces).



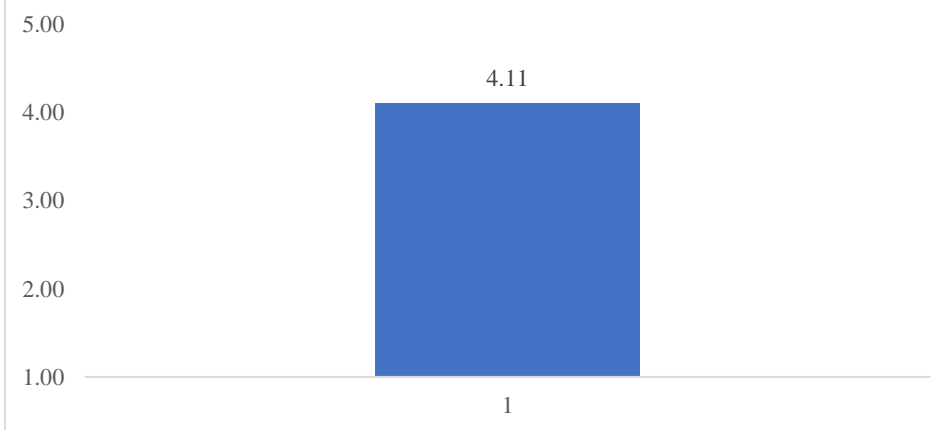
P12: The professor-student relationships are friendly and motivating.

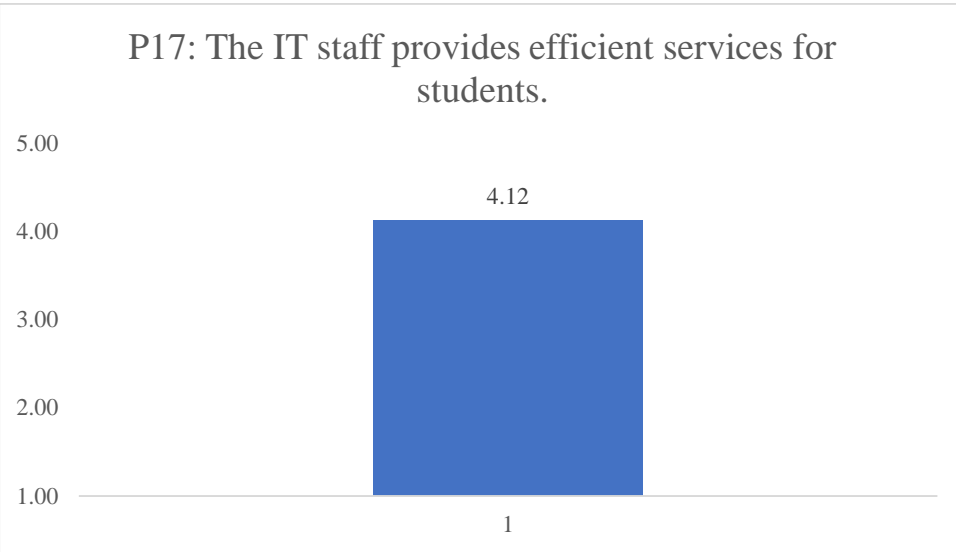
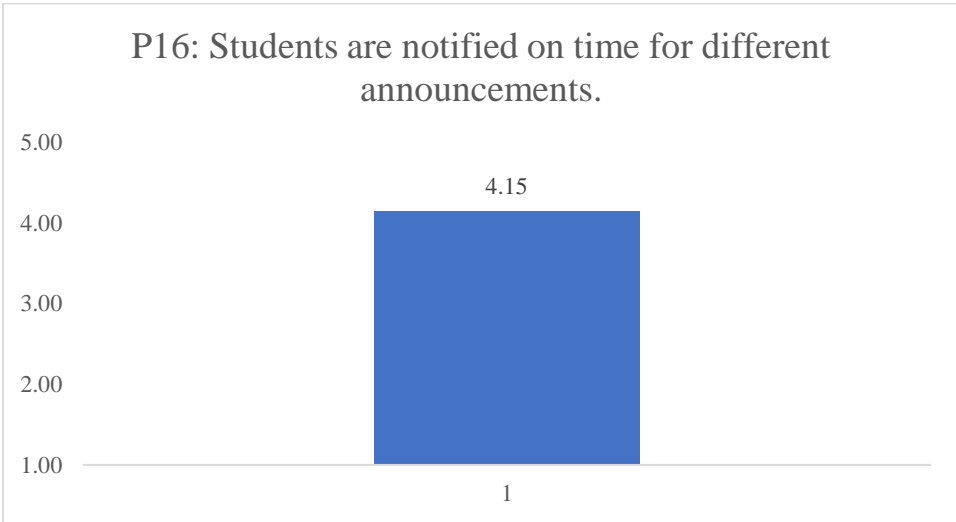
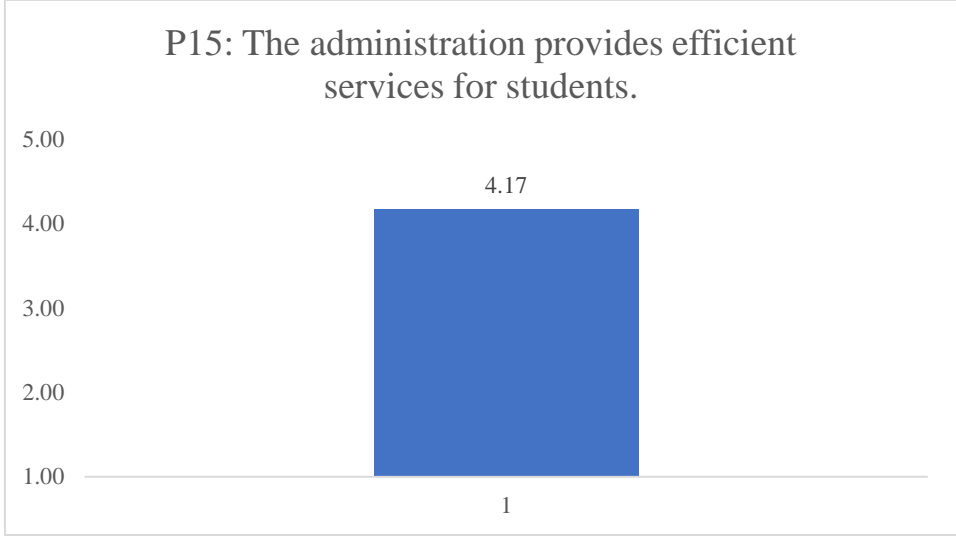


P13: Students participate in the selection of student representatives in the Student Parliament (SP).

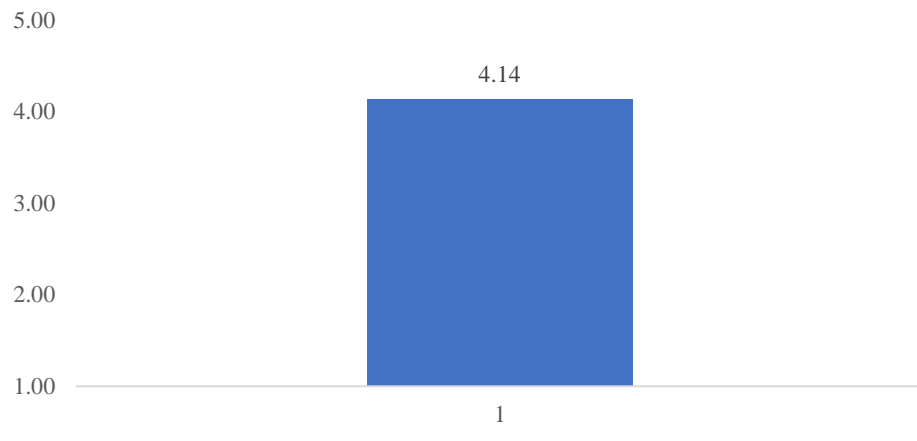


P14: Students are provided with opportunities for mobility and internships abroad (e.g., Erasmus).

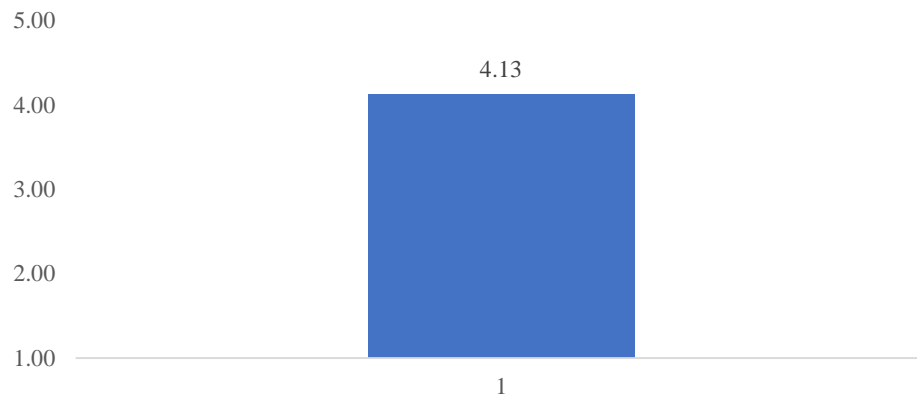




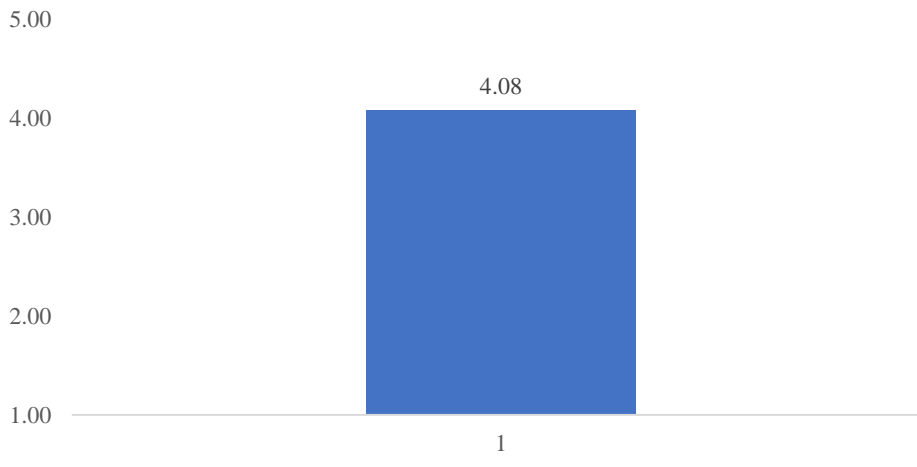
P18: The library has sufficient and professional staff.

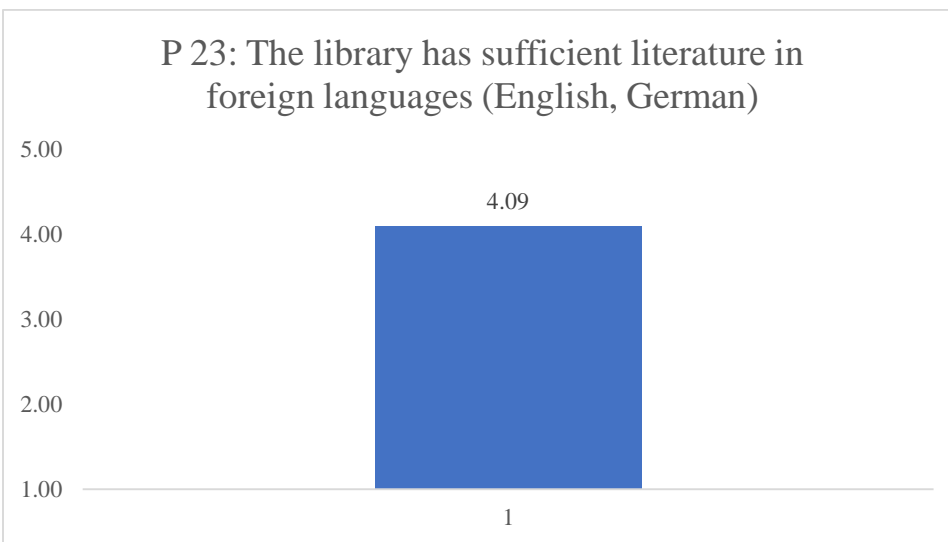
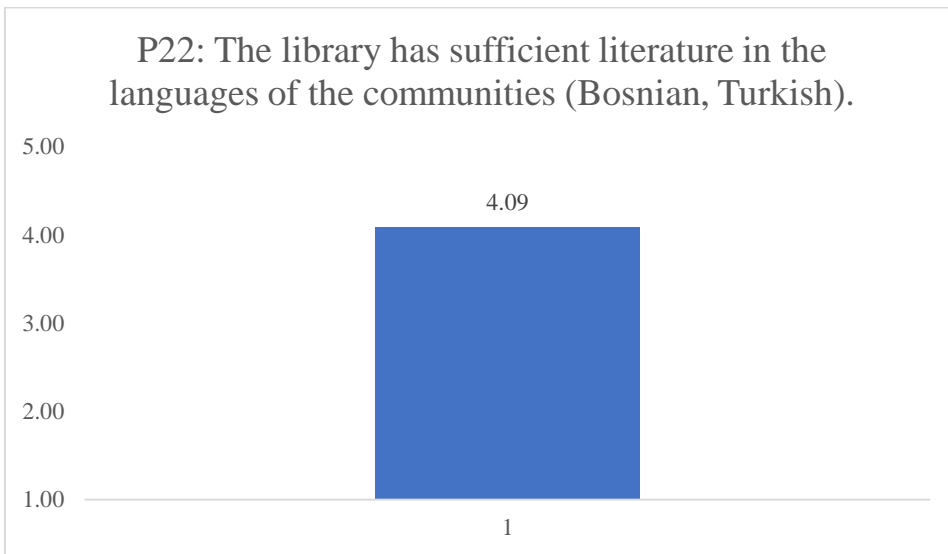
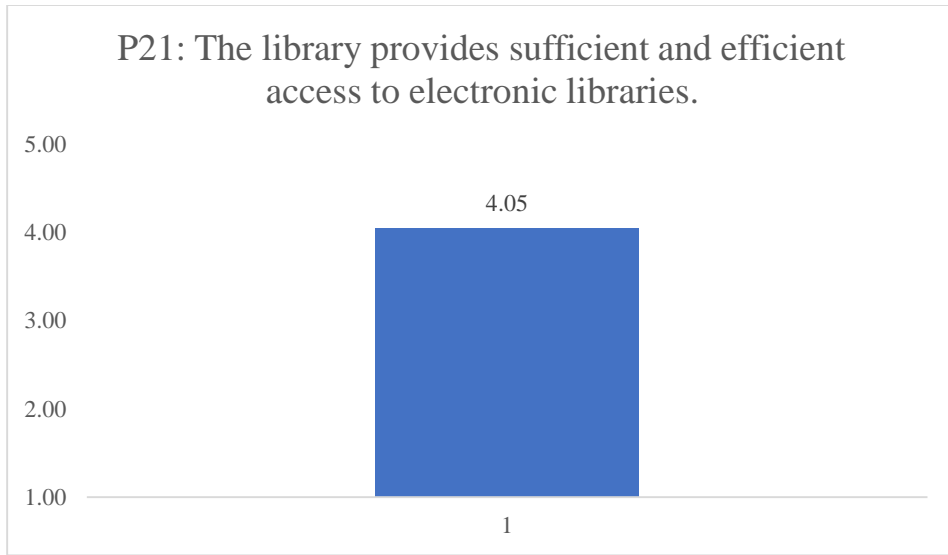


P19: The library operates with a convenient schedule for students.

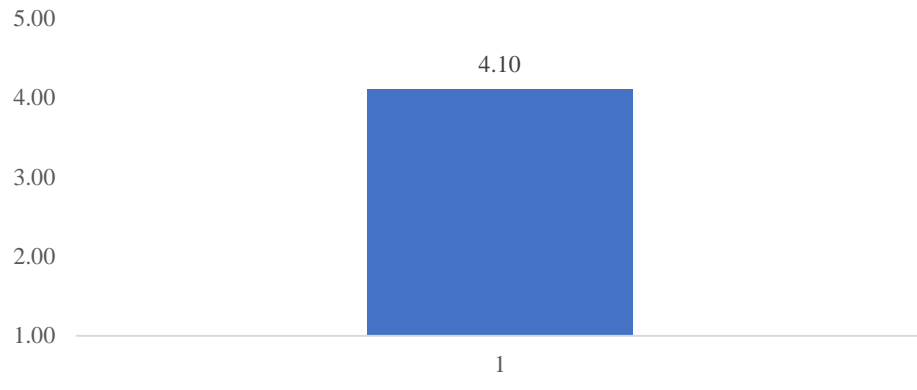


P20: The library is rich in sufficient literature.

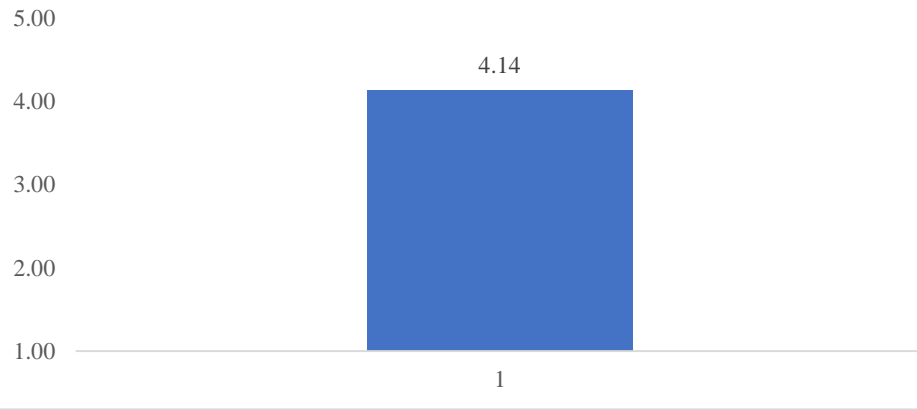




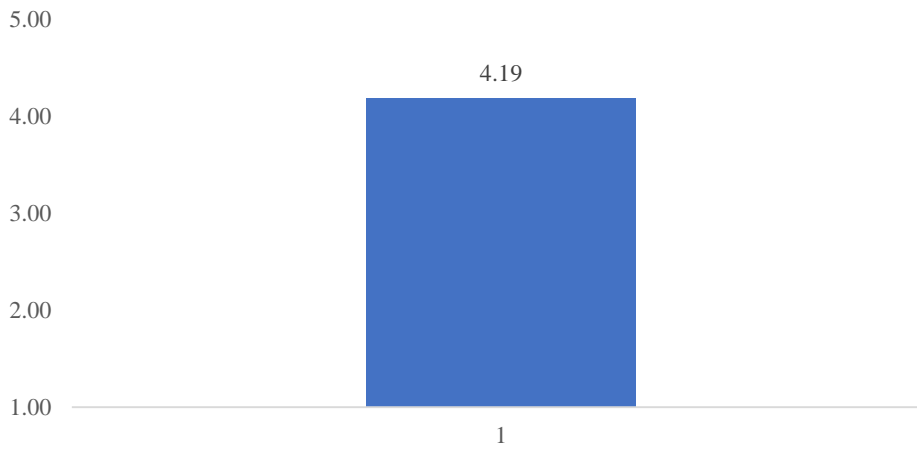
P24: The library provides accessible and satisfactory services for individuals with special needs.



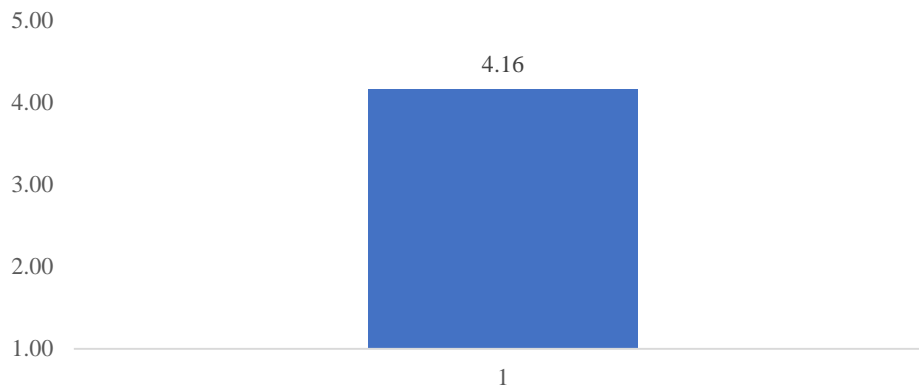
P25: In the Faculty/University, we have sufficient spaces.



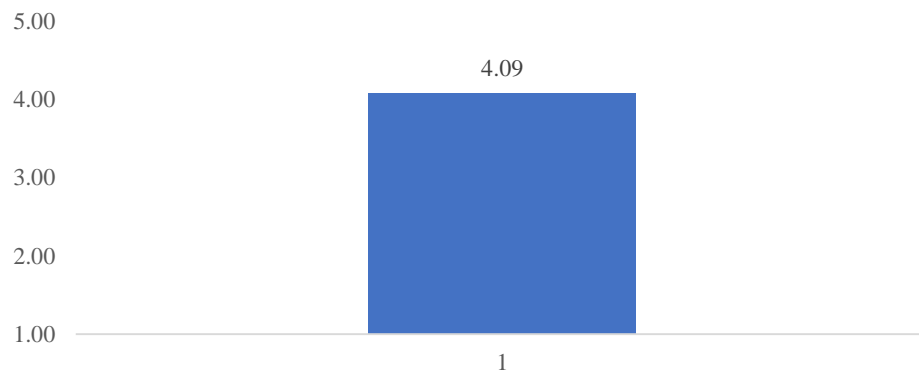
P26: The classrooms are comfortable for learning.



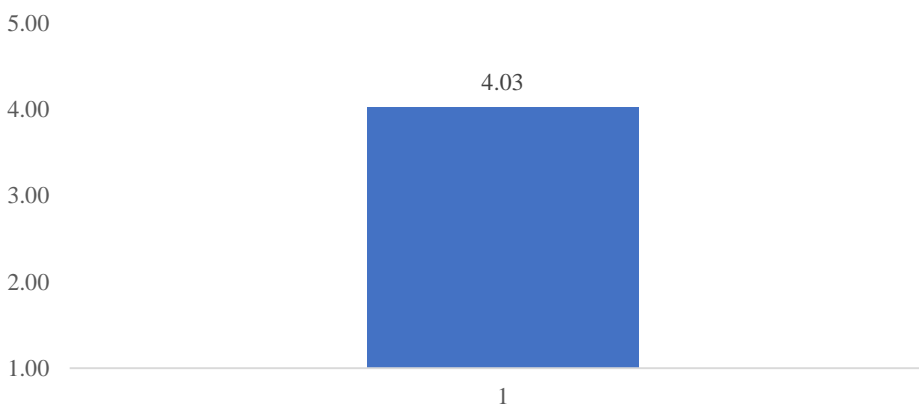
P27: The maintenance of the Faculty/University spaces is at an adequate level.



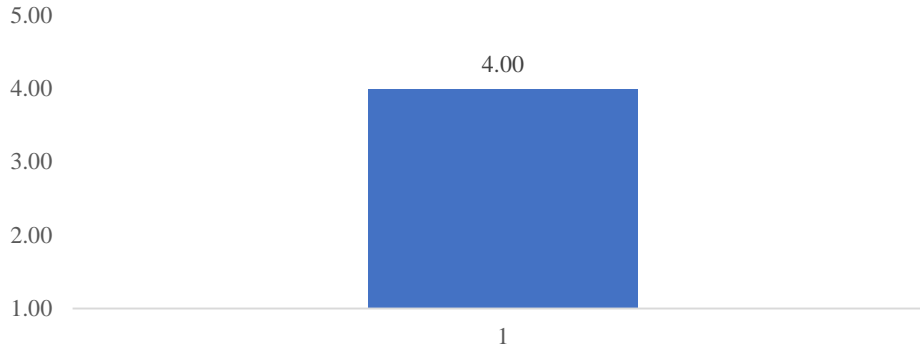
P28: The computer labs are equipped with computers and IT devices, and are available to students.



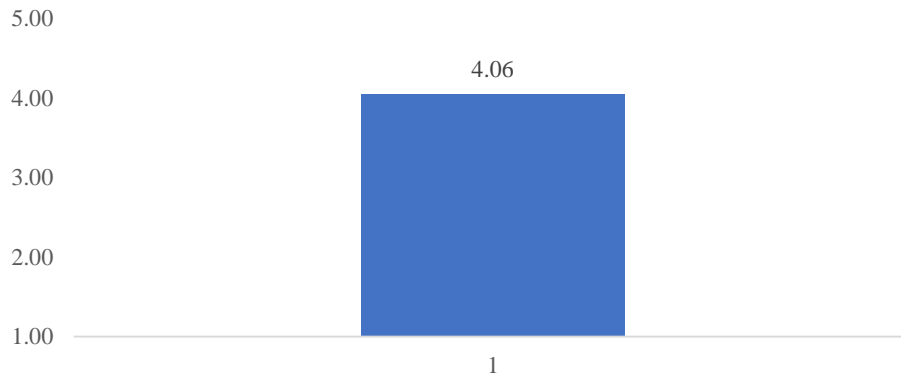
P29: Students participate in the planning and decision-making of extracurricular activities.



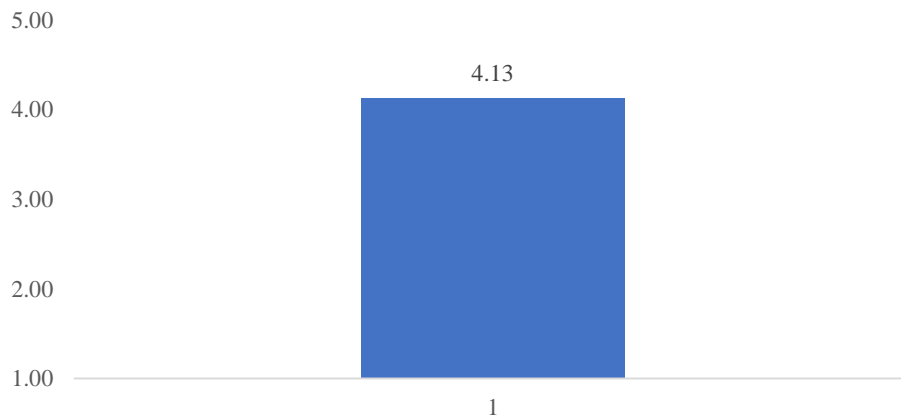
P30: Students have access to recreational, entertaining, and sports centers within or outside the University.



P31: Students are provided with comfortable conditions for spending their free time at the Faculty/University.



P32: Students are informed and supported by the Career and Alumni Center (CAC).



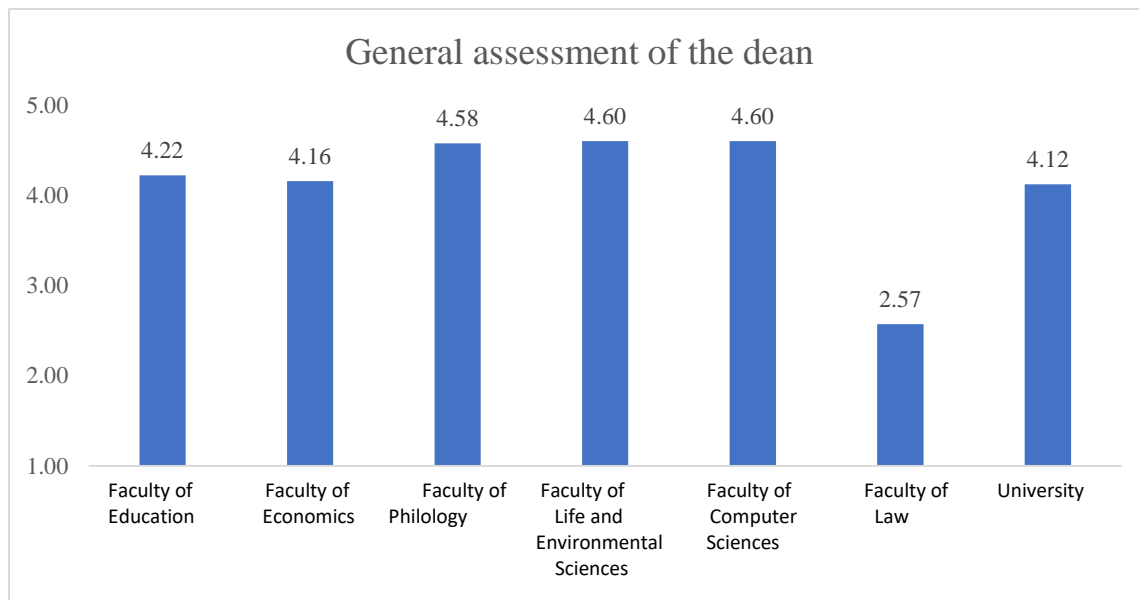
A7 – Dean’s performance evaluation

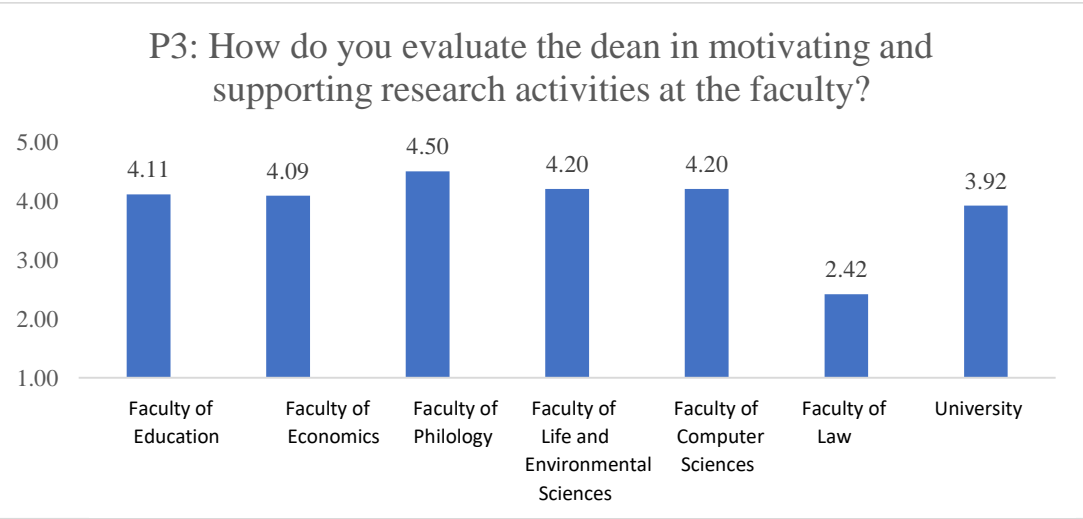
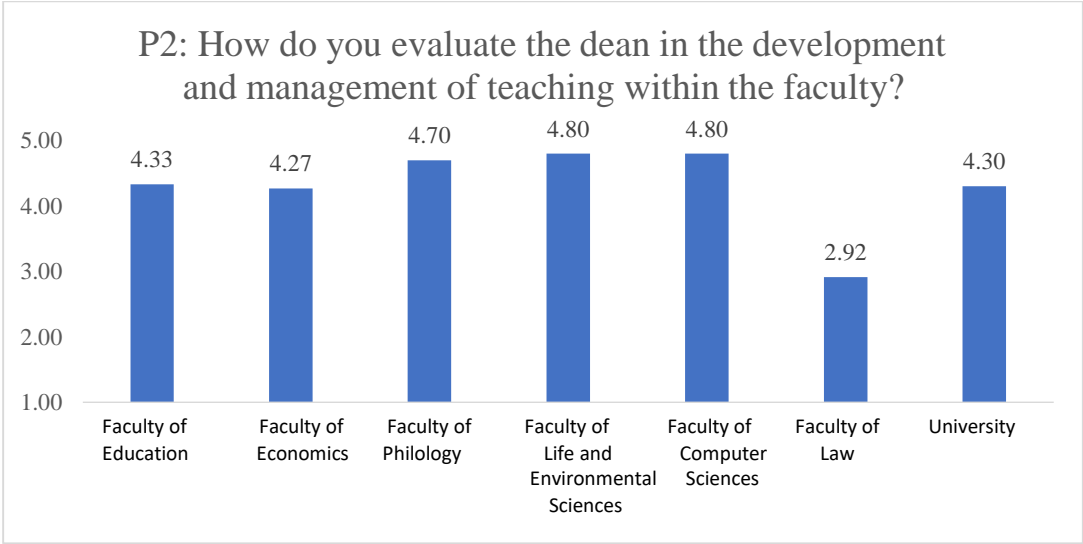
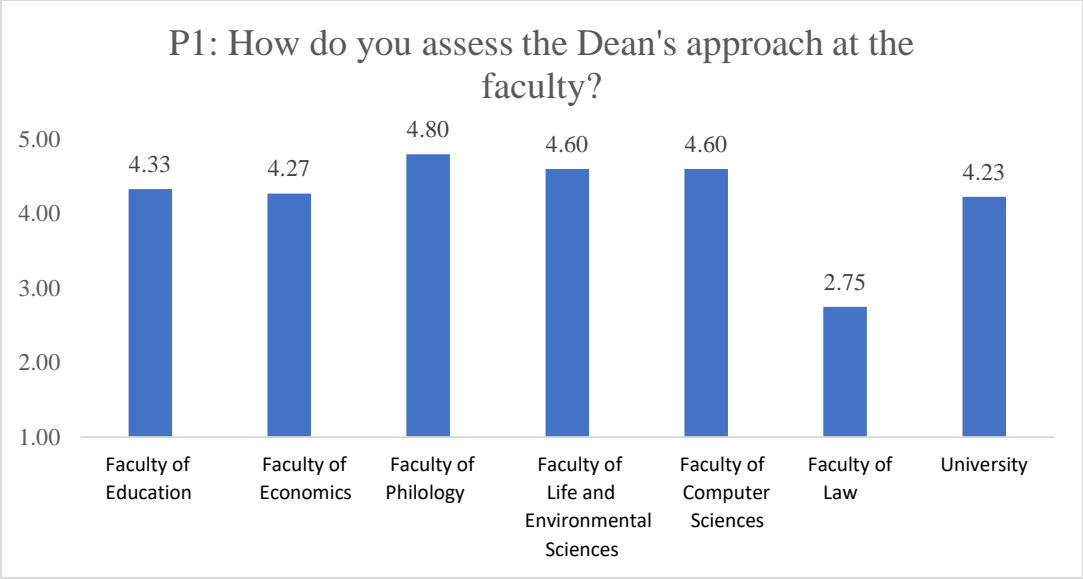
The questionnaire is designed for the academic staff, where the dean of each academic unit is evaluated. The dean's evaluation by the academic staff is conducted once a year. The questionnaire contains 13 closed-ended questions and 1 open-ended question. The purpose of the questionnaire is to evaluate the Dean on various aspects, such as:

- The vision and development of the academic unit.
- Governance and decision-making.
- Motivation and support for scientific research.
- Discussions within the academic unit.
- Representation skills inside and outside the university.

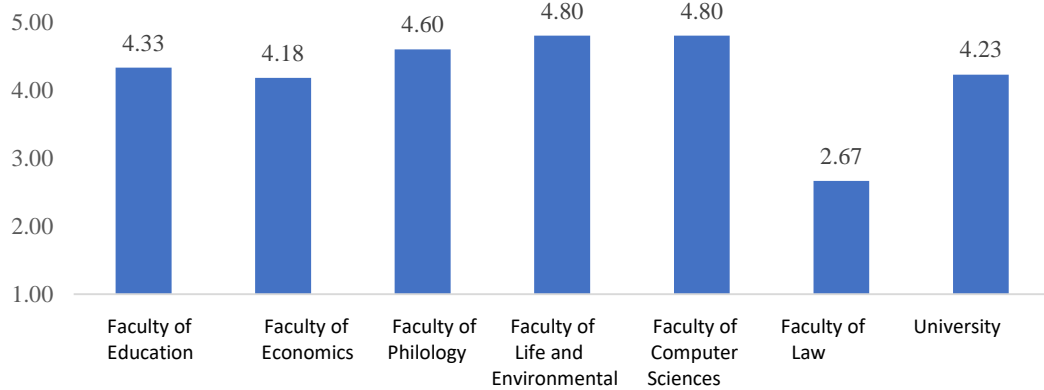
The questionnaire is completely confidential and anonymous. The evaluation is done on a scale of 1 to 5. The report represents general statistics and recommendations that result from the collected data from the questionnaires.

53 respondents from six academic units operating at the university have answered the evaluation. According to the data, 9 respondents answered from the Faculty of Education, 11 from the Faculty of Economics, 10 from the Faculty of Philology, 5 from the Faculty of Life and Environmental Sciences, 6 from the Faculty of Computer Science, and 12 from the Faculty of Law. The results of the questionnaire regarding the "Dean's Performance Evaluation" based on the questions are as follows:

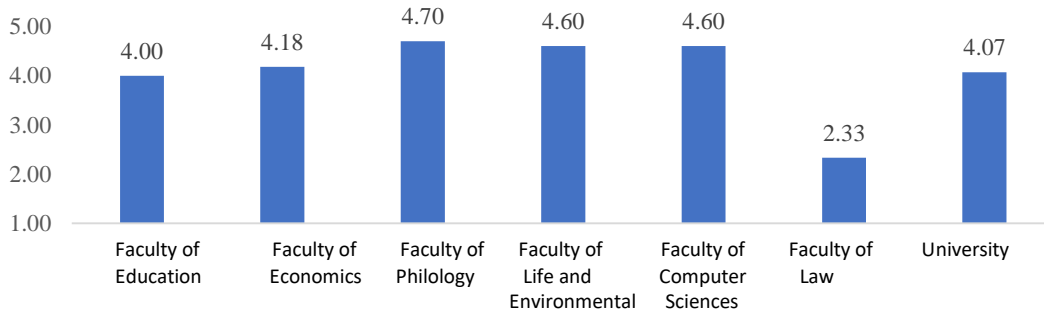




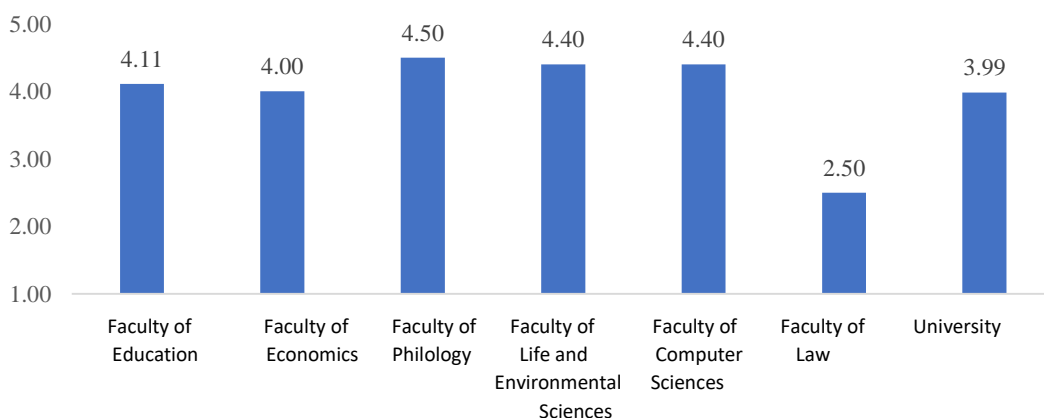
P4: How do you assess the Dean's success in mentoring and developing the faculty?



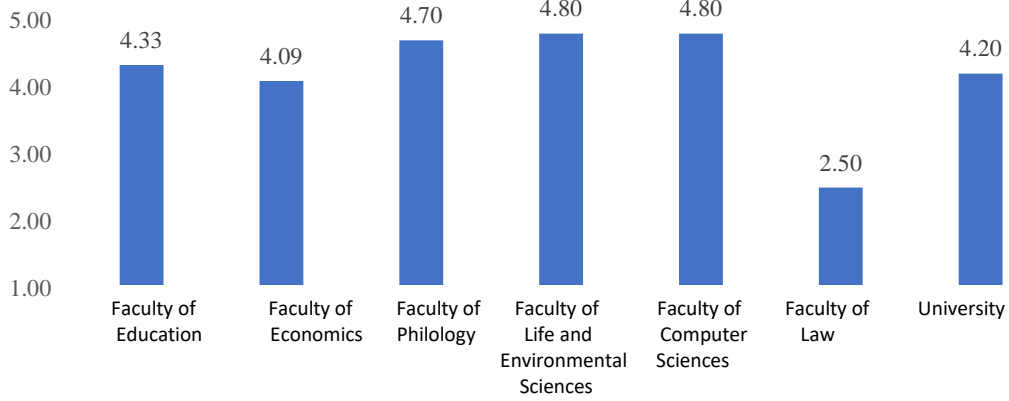
P5: How do you evaluate the Dean in ensuring faculty participation in decision-making and university governance?



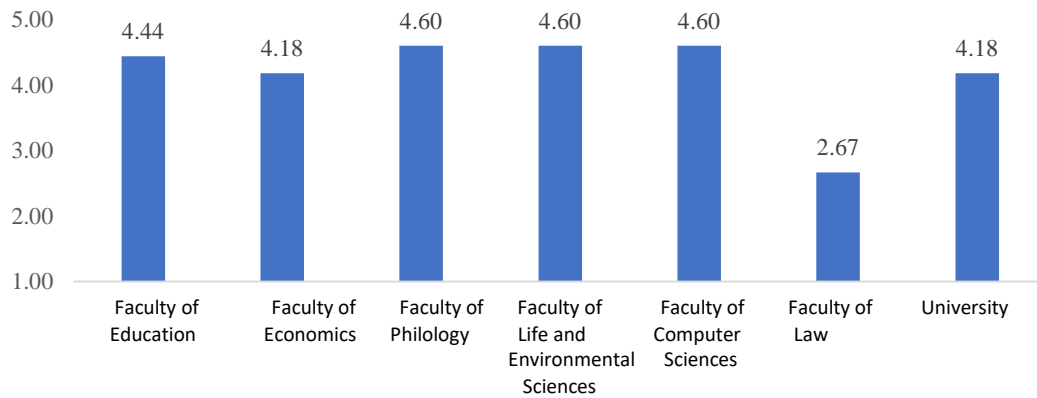
P6: How do you assess the fairness of the Dean in allocating resources?



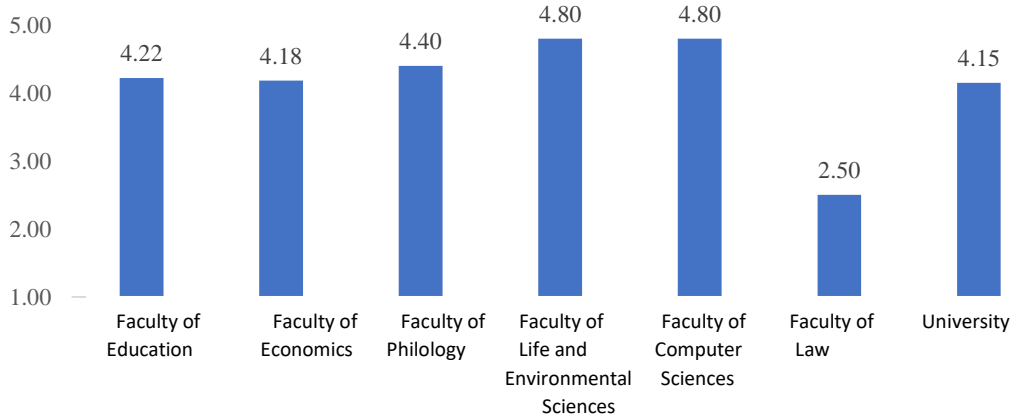
P7: How do you evaluate the Dean's approach to discussing critical issues within the faculty?



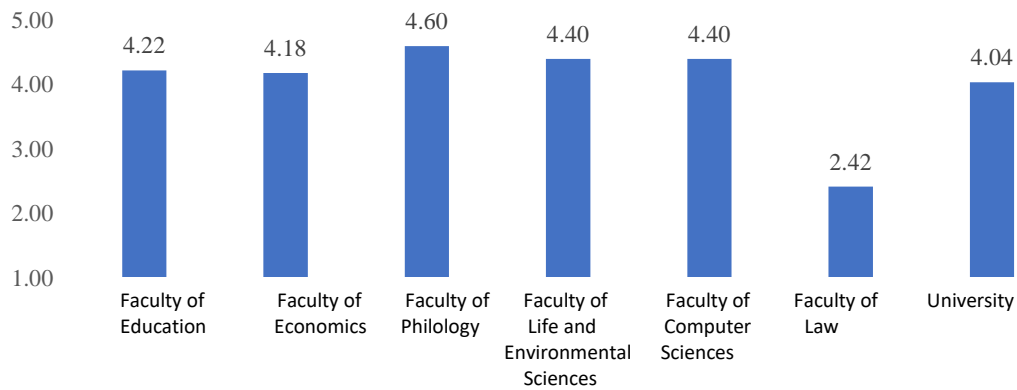
P8: How would you assess the Dean's allocation of space among the departments?



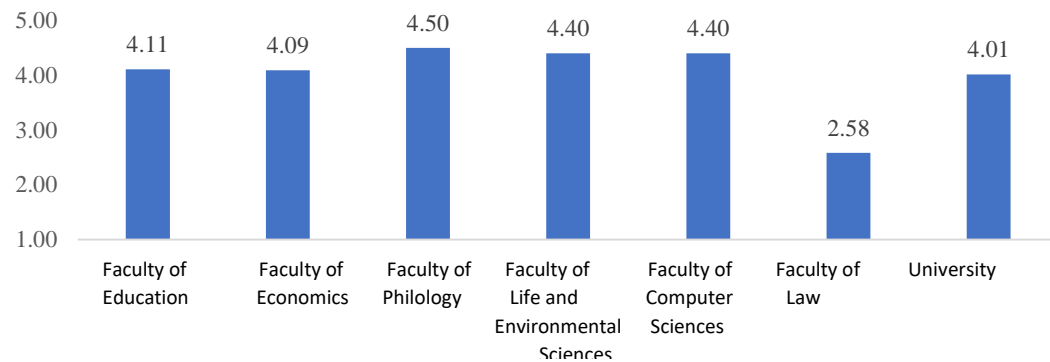
P9: How do you evaluate the Dean's representation at the University?



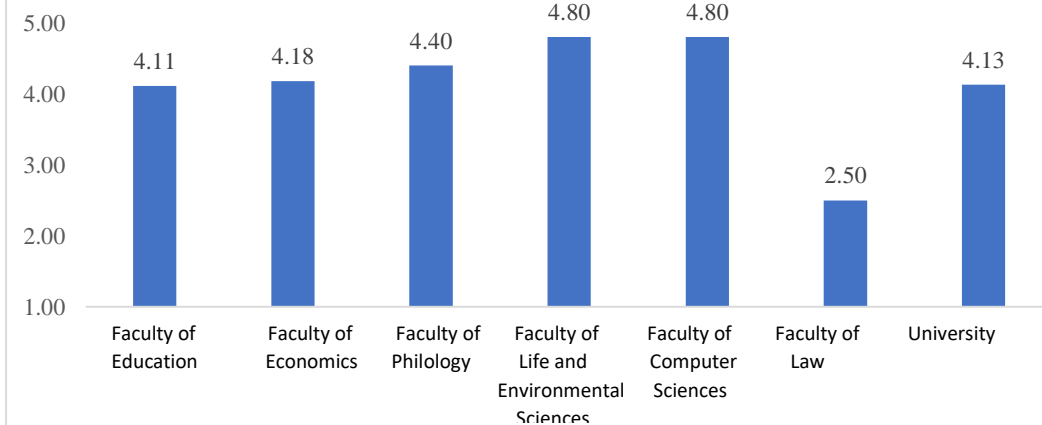
P10: How do you assess the representation of the Dean in the external community?

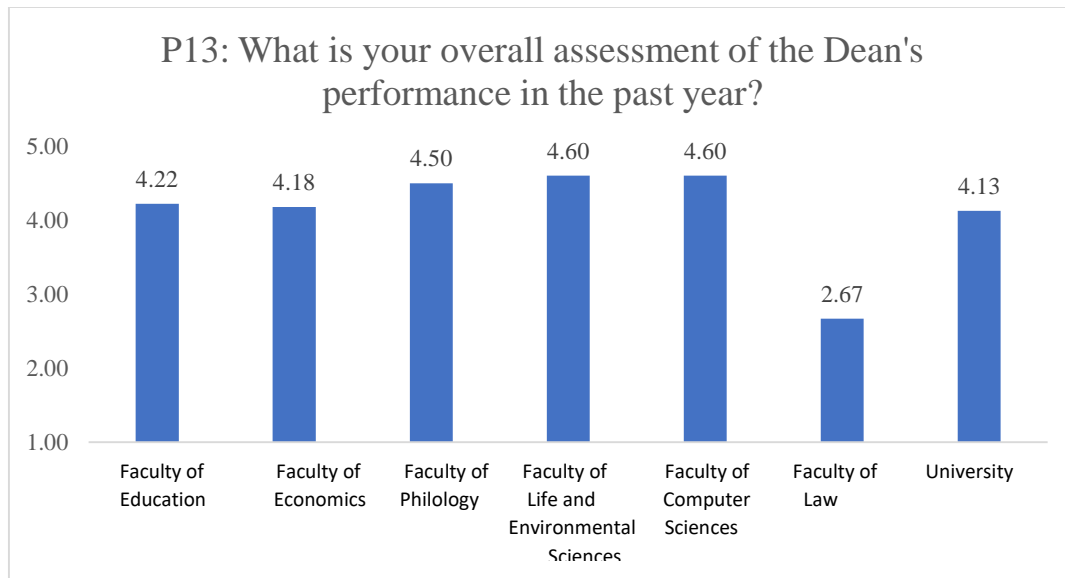


P11: How do you evaluate the Dean's success in securing resources (salaries, equipment, etc.) from the upper management?



P12: How do you assess the Dean's vision for the development of the faculty?





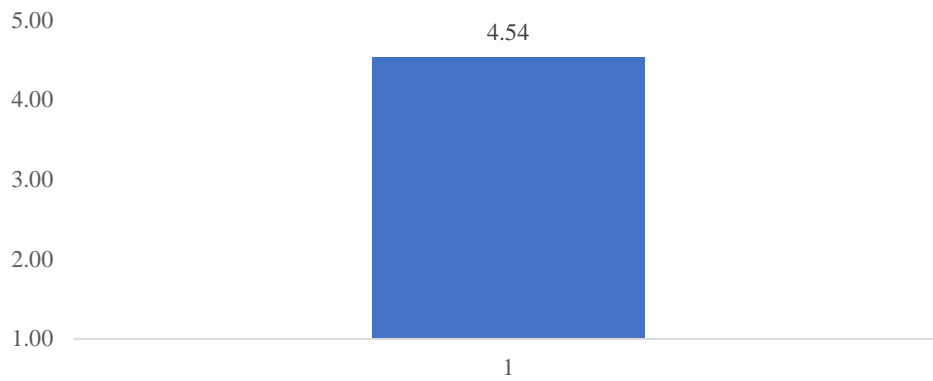
A8 – Evaluation by graduated students

The questionnaire is used by graduated students at both the bachelor and master's levels of each study program. The questionnaire contains 41 questions, out of which 38 are closed-ended questions and 3 are open-ended questions. The questionnaire is divided into three columns/categories:

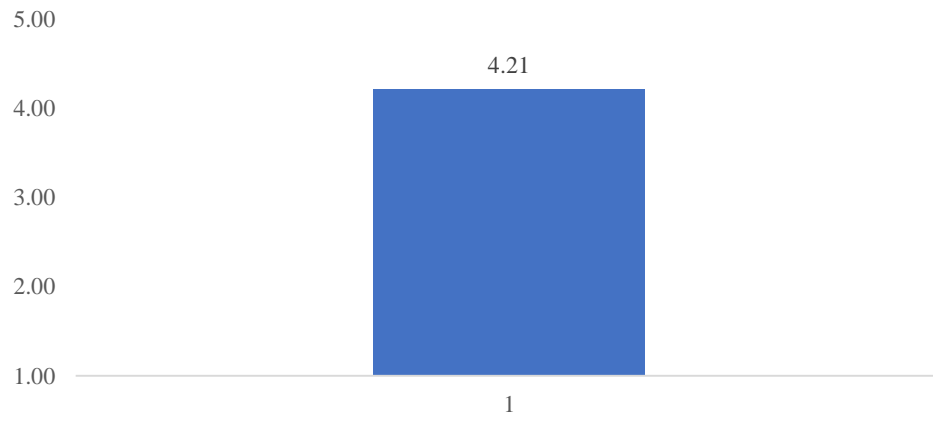
- Study program
- Teaching and evaluation
- Treatment of students and learning support
- The evaluation of the overall result

The purpose of the questionnaire is to collect information about various aspects of the study program, including its content, coherence, expectations, teaching methods, exercises, practical work, student involvement in research, mobility opportunities, evaluation processes, examination deadlines, student-professor relations, consultations, mentoring, career and alumni support professional training during the studies, ECTS credits, program expectations, strengths, weaknesses, and more. The questionnaire is completely confidential and anonymous. The report represents general statistics and recommendations that result from the collected data from the questionnaires.

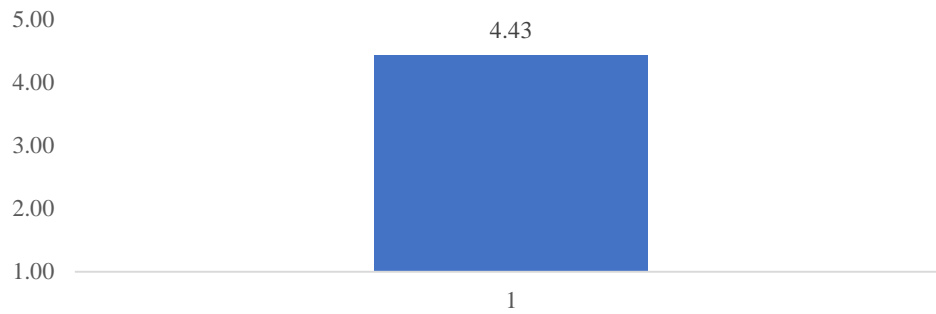
P1: How do you assess the content and quality of the program's subjects?



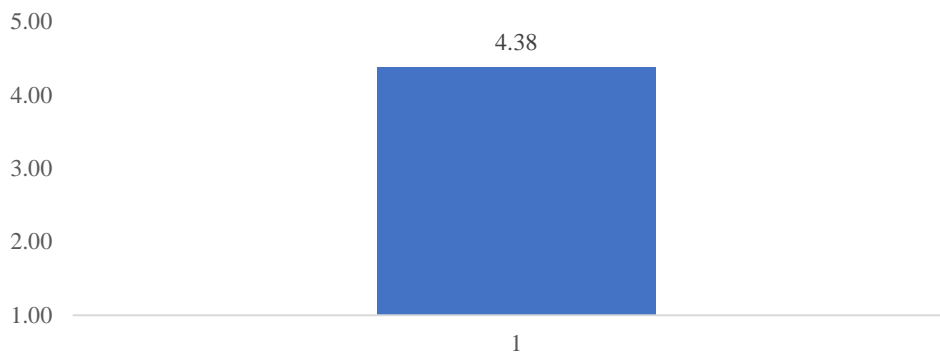
P2: How do you assess the possibility of taking courses outside of the study program?



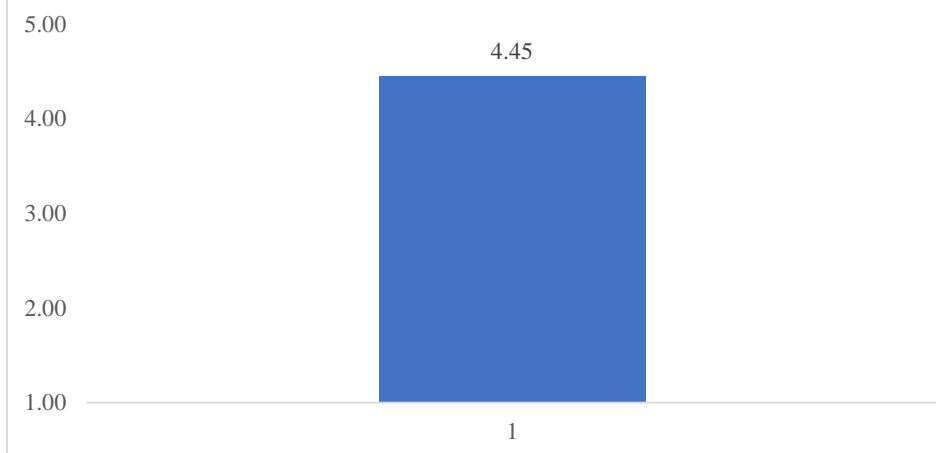
P3: How do you assess the relevance of the study program to your prior education?
How has your prior education helped you during your studies?



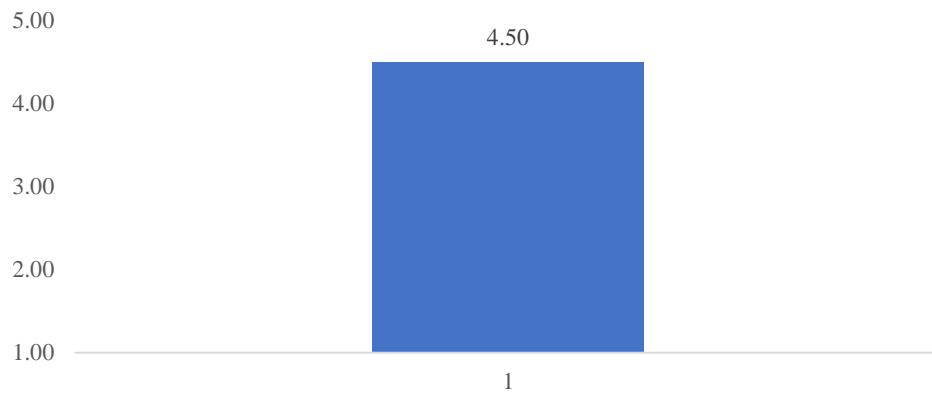
P4: How do you evaluate the coherence, continuity, and progression of course content for various years of study?



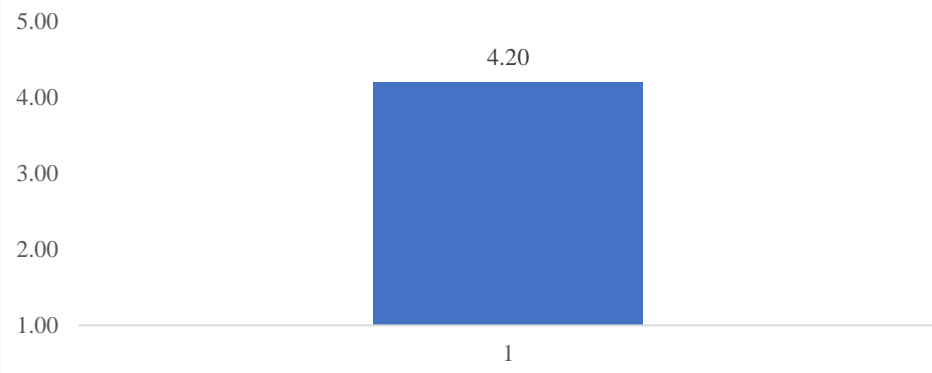
P5: How well has the study program met your expectations?



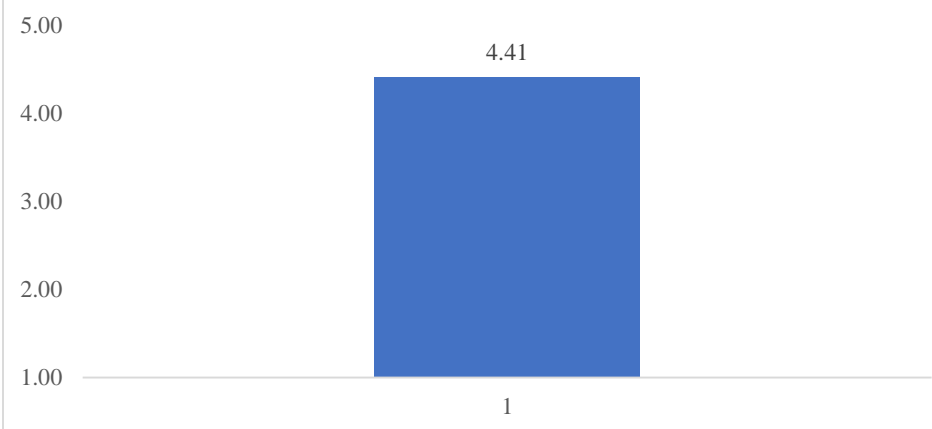
P6: How do you assess the quality of the lectures in helping you understand the course content?

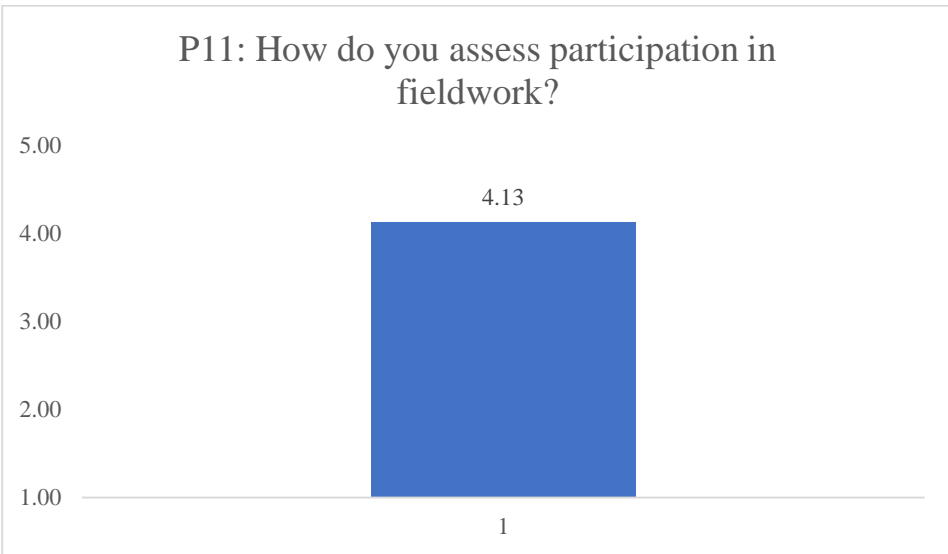
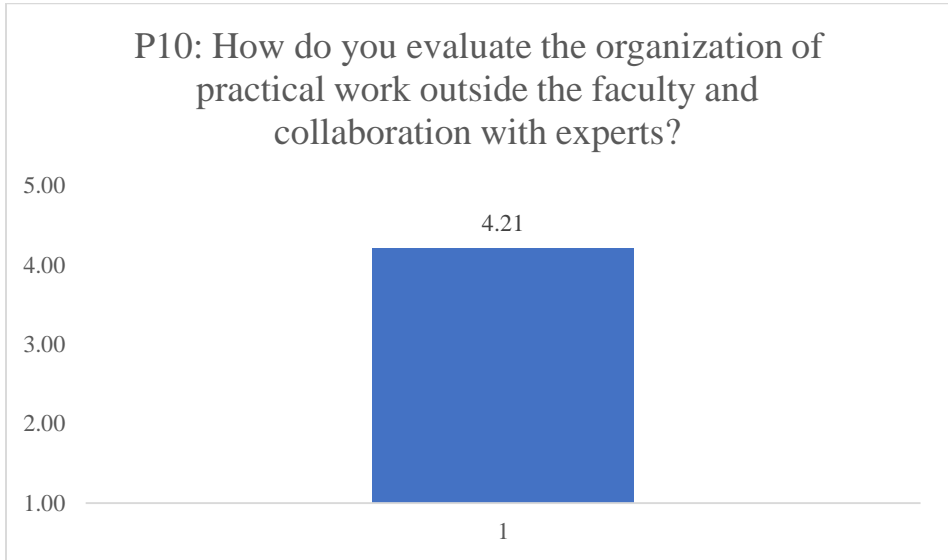
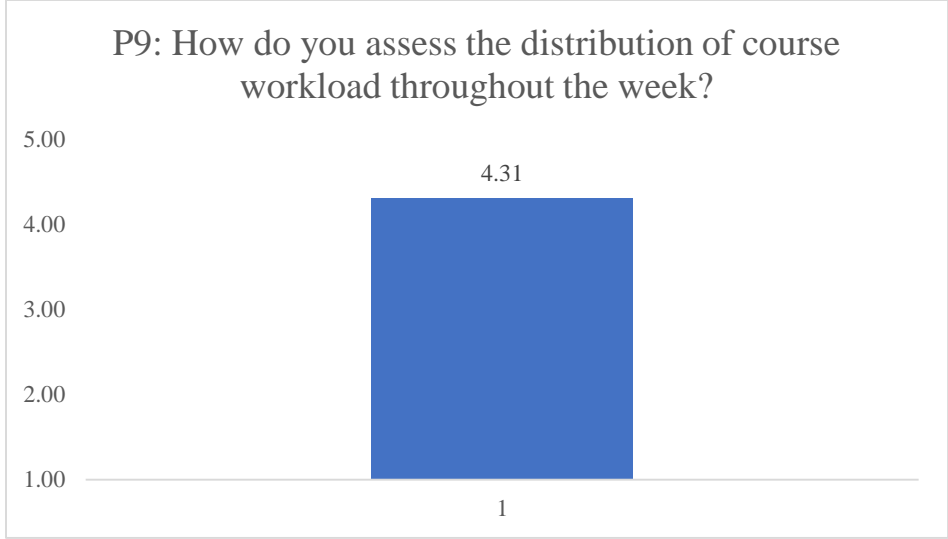


P7: How do you assess the practical work in seminars (labs) and the opportunity to apply theoretical knowledge in practice?

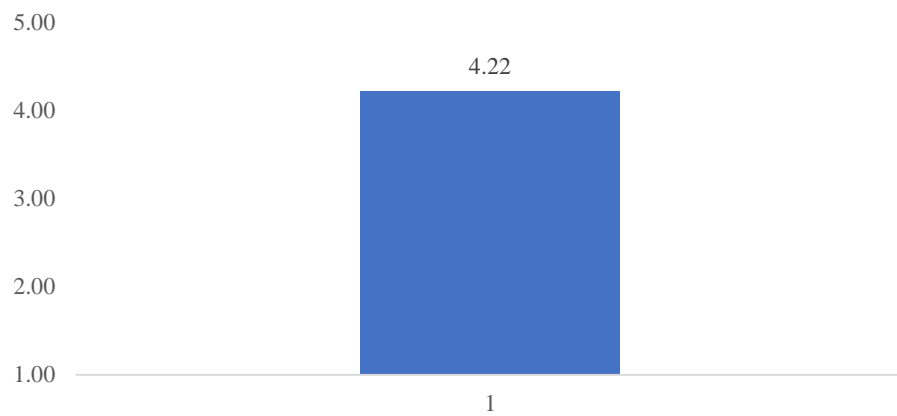


P8: How do you assess the quality of the study materials/literature?

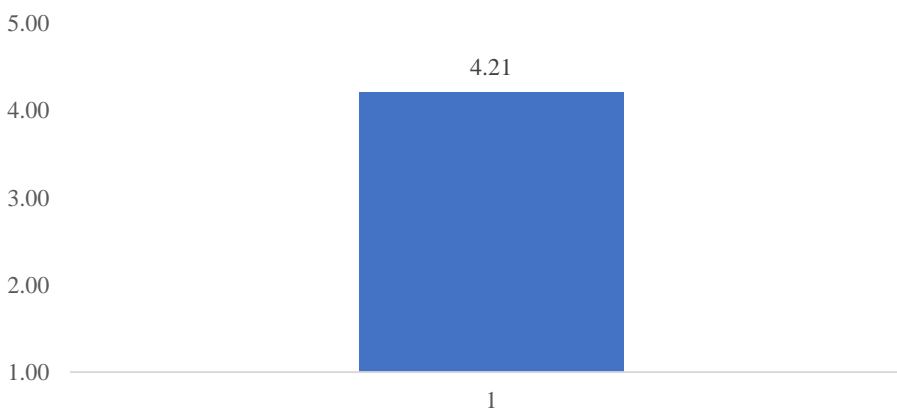




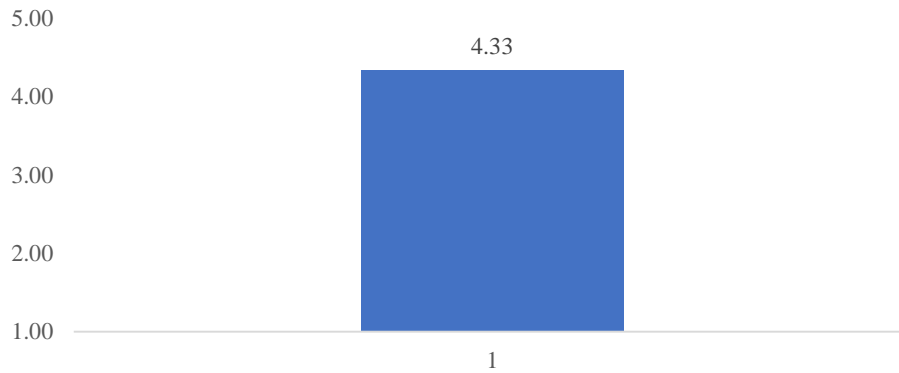
P12: How do you assess your involvement in the the professor's research projects?



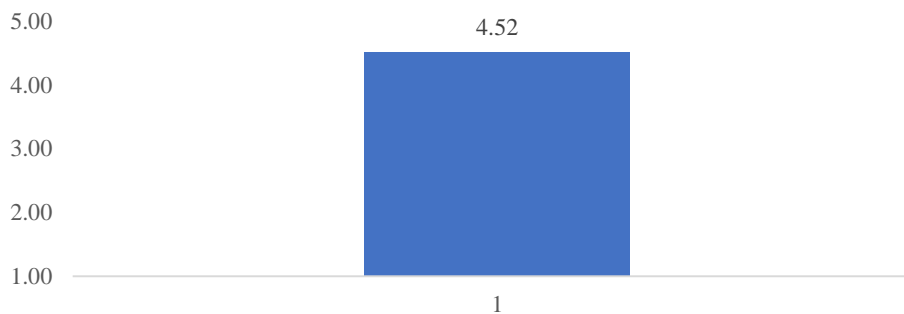
P13: How do you evaluate the opportunities for international collaboration and mobility?



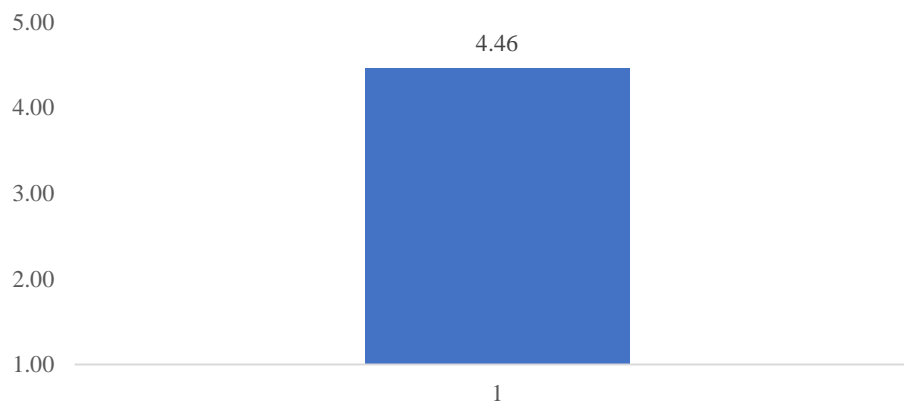
P14: How do you assess the definition of course objectives and their fulfillment (acquired skills) by the end of the course?



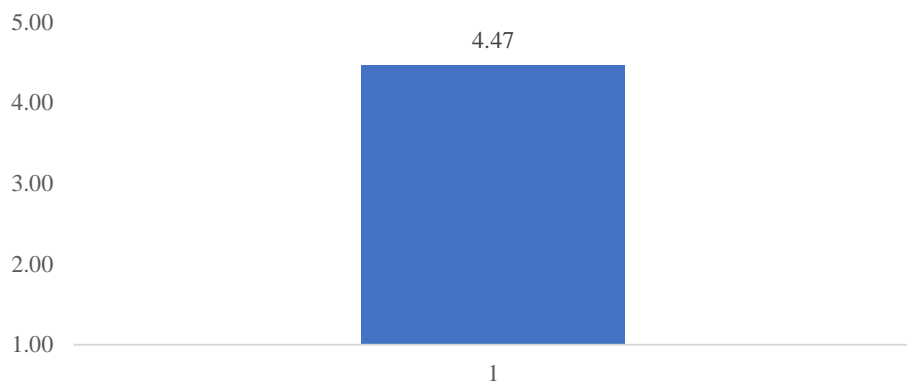
P15: How do you evaluate the assessment criteria for successfully passing the course (Is it clear what the student needs to learn in order to pass the exam with high grades)?



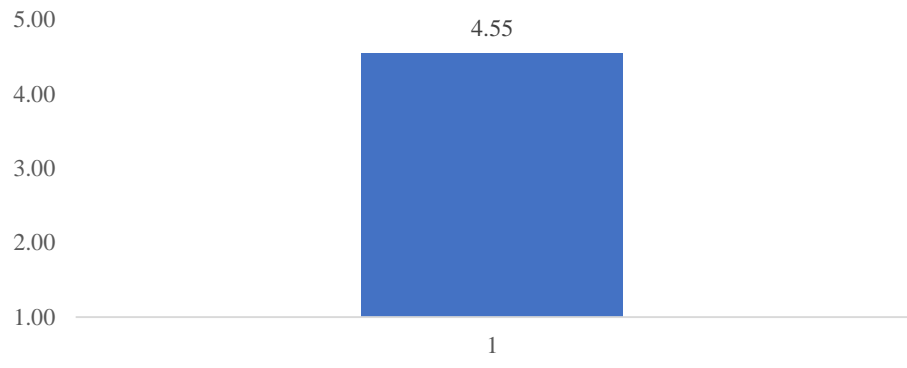
P16: How do you assess the coherence of assessment criteria for different courses?



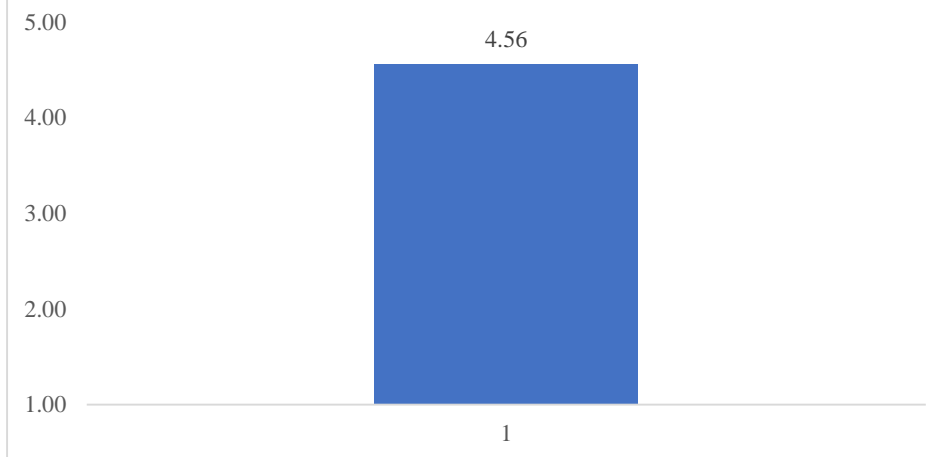
P17: How do you assess continuous assessment for the subjects throughout the semester?

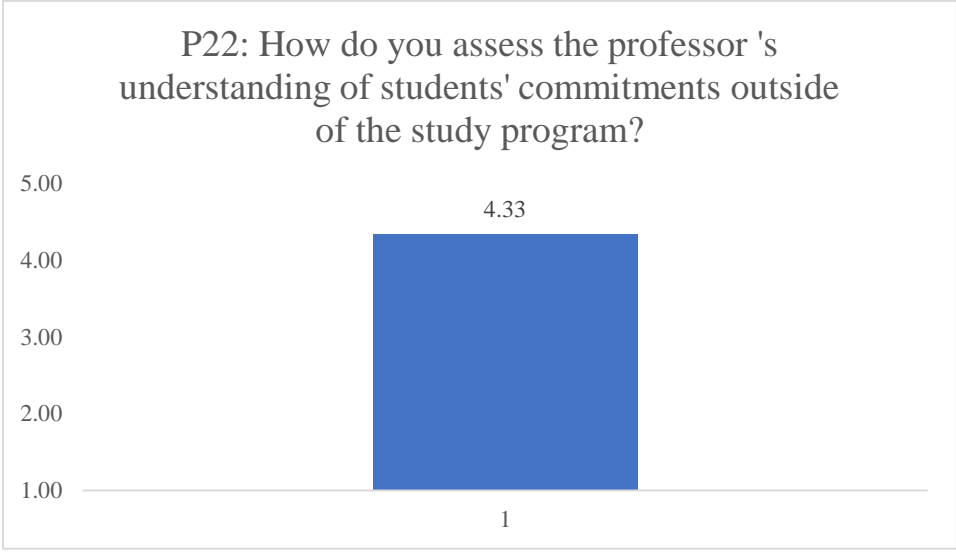
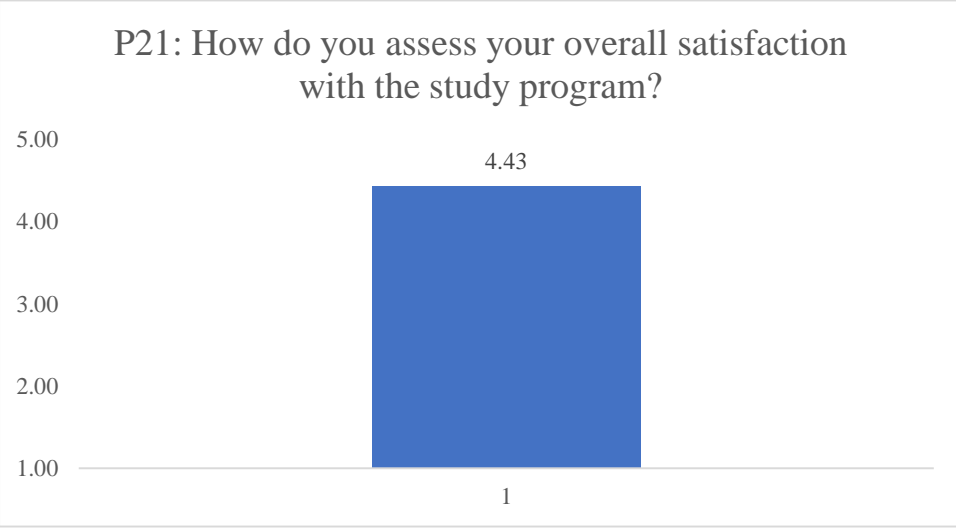
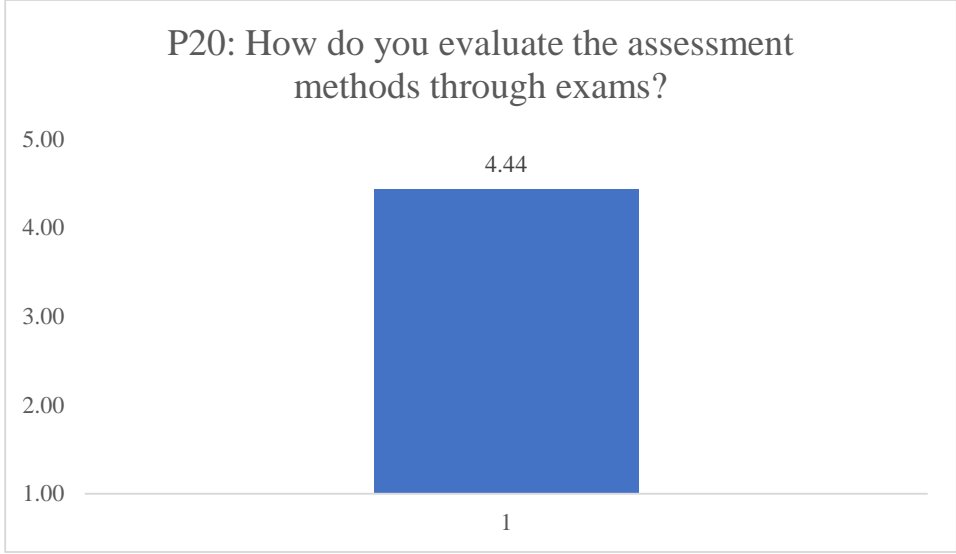


P18: How do you assess the examination schedule and other forms of assessment (colloquiums, semester projects, etc.)?

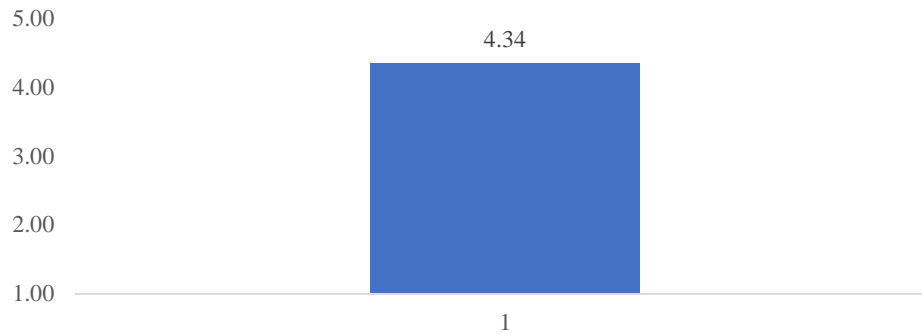


P19: How do you assess the number of examination deadlines?

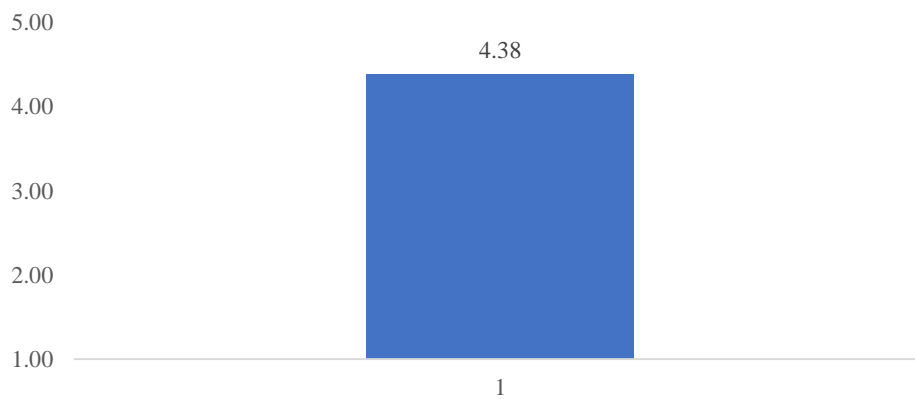




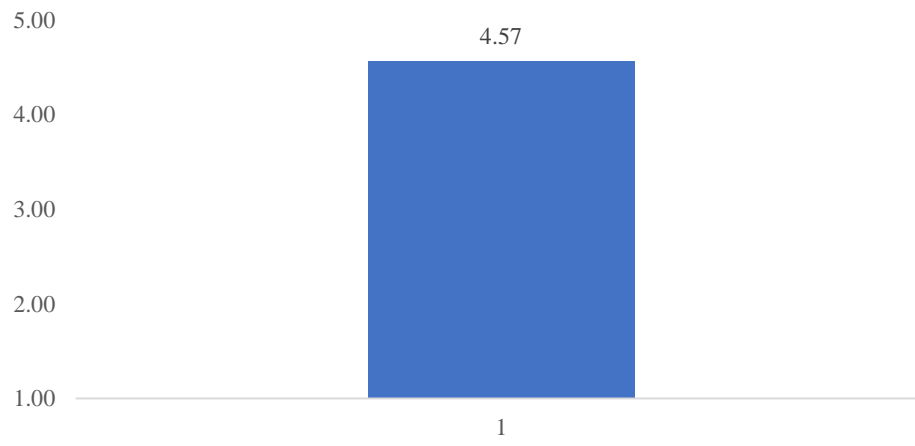
P23: How do you assess professors regarding their role in encouraging students to build self-confidence?



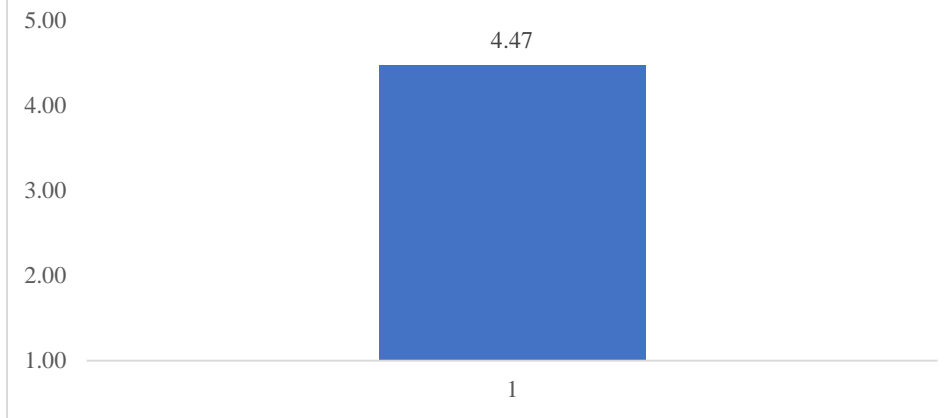
P24: How do you assess the approach of the teaching staff?



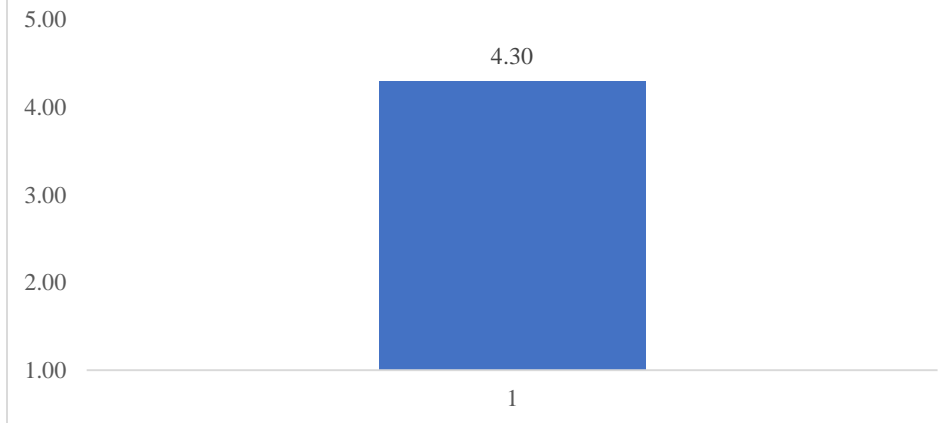
P25: How do you assess the approach of the personal mentor?



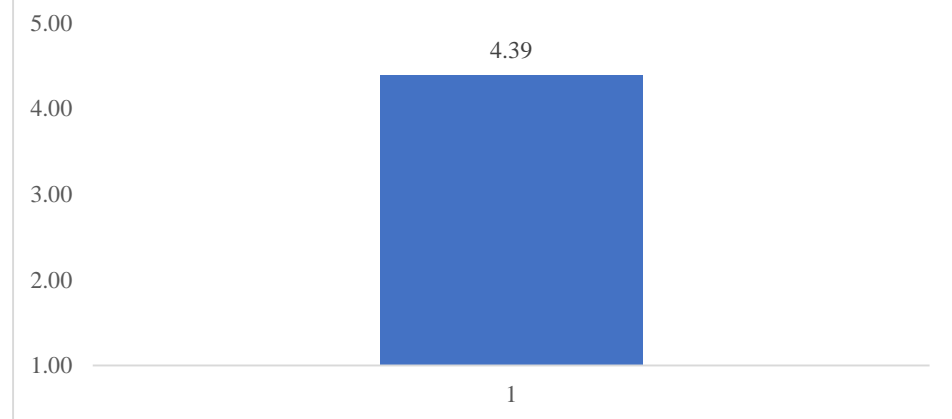
P26: How do you assess consultations with instructors outside of class hours?



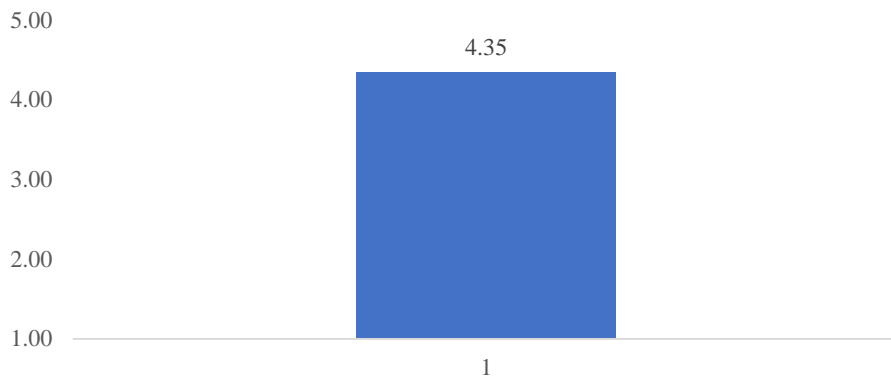
P27: How do you assess career counseling for students (employment opportunities)?



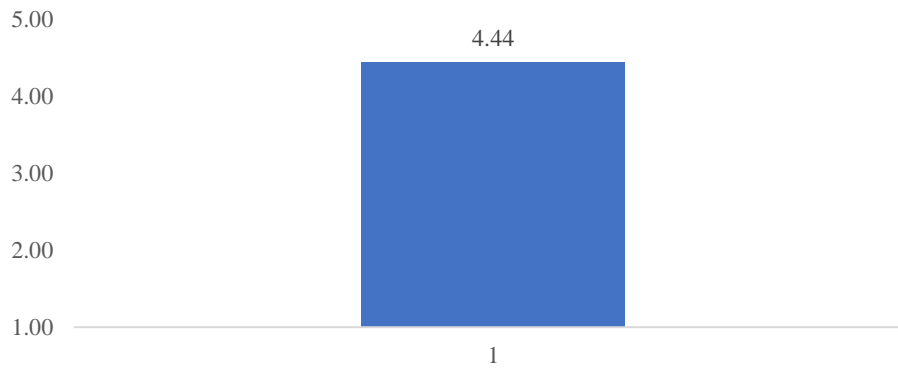
P28: To what extent has the study program met your first expectations?



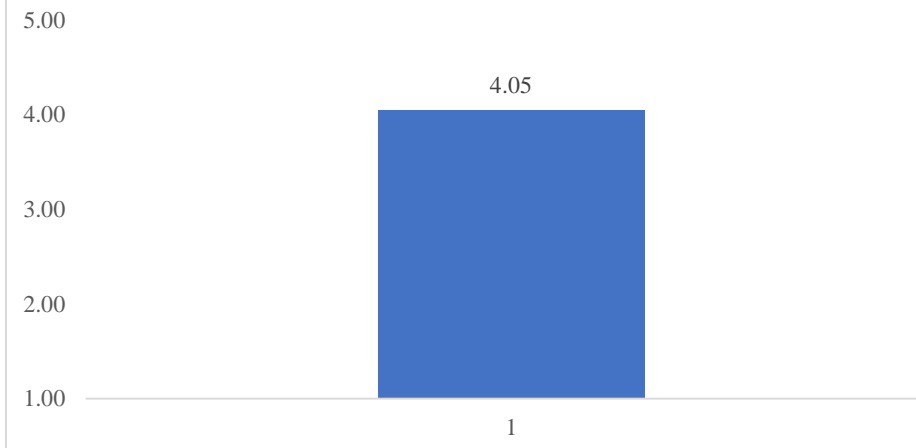
P29: To what extent has the study program prepared you for employment?

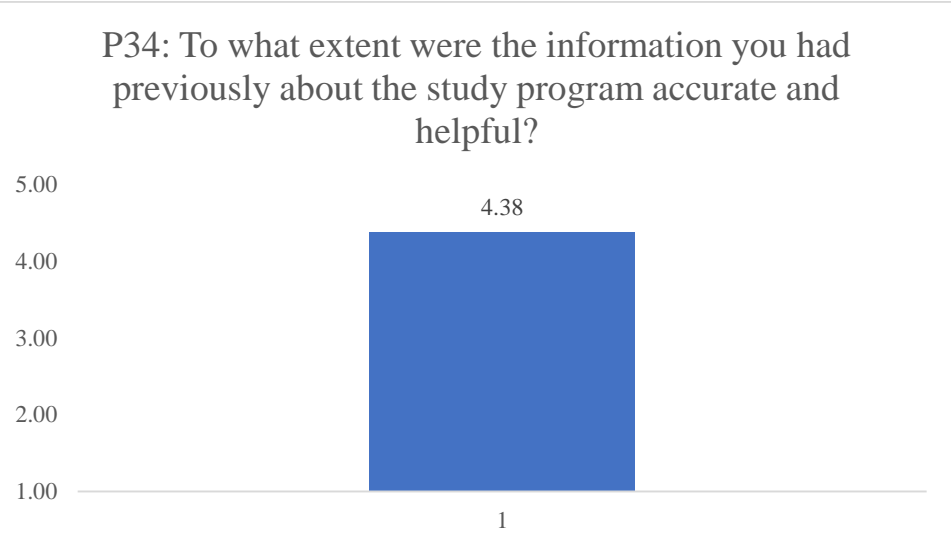
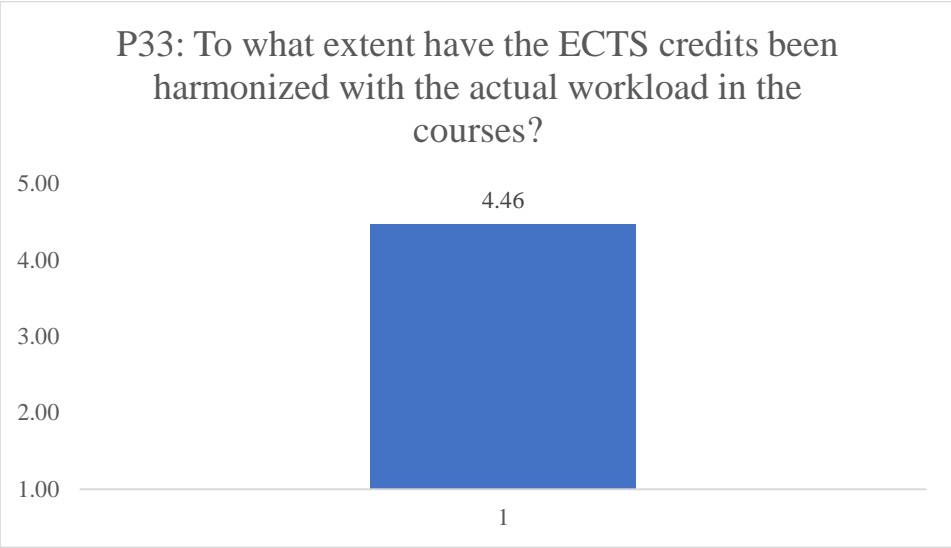
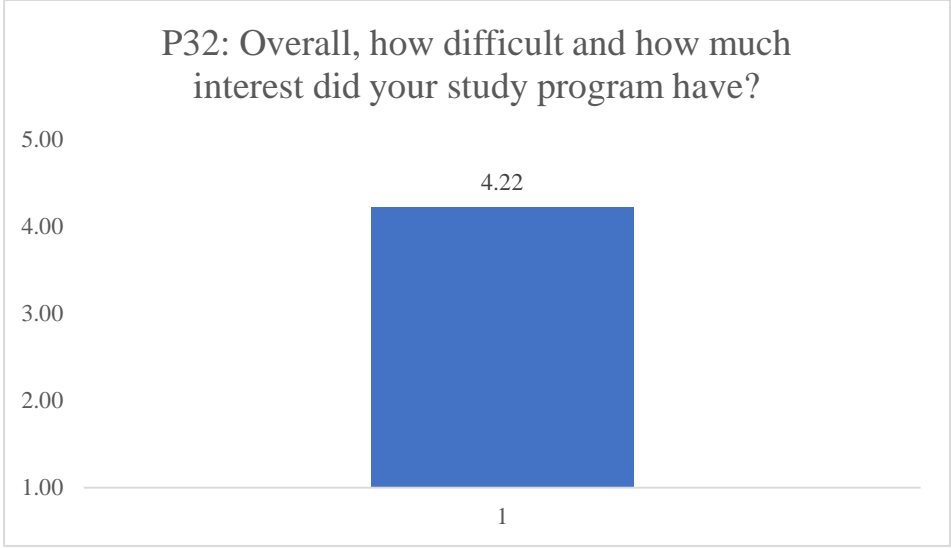


P30: To what extent has the study program prepared you to continue your studies in the same field?

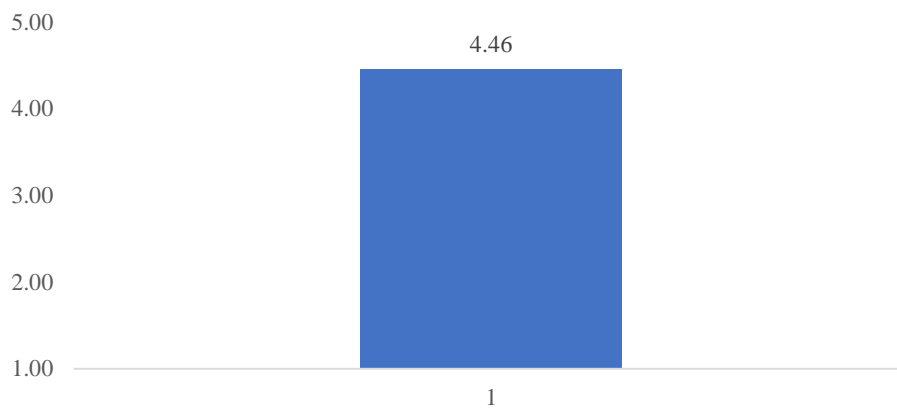


P31: How satisfied are you with the employment opportunities after graduation?

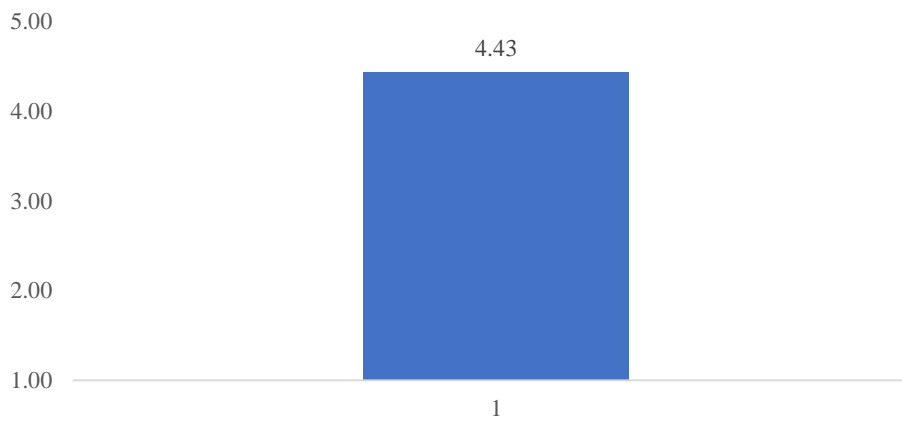




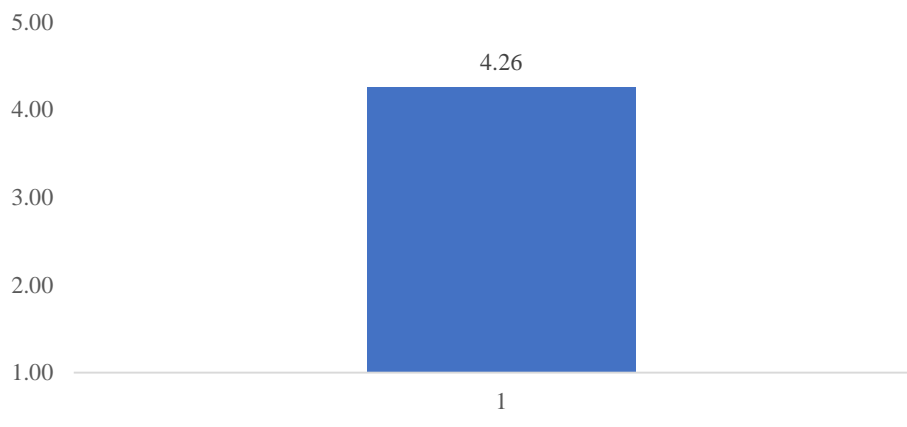
P35: If you could choose again, would you enroll in the same study program?

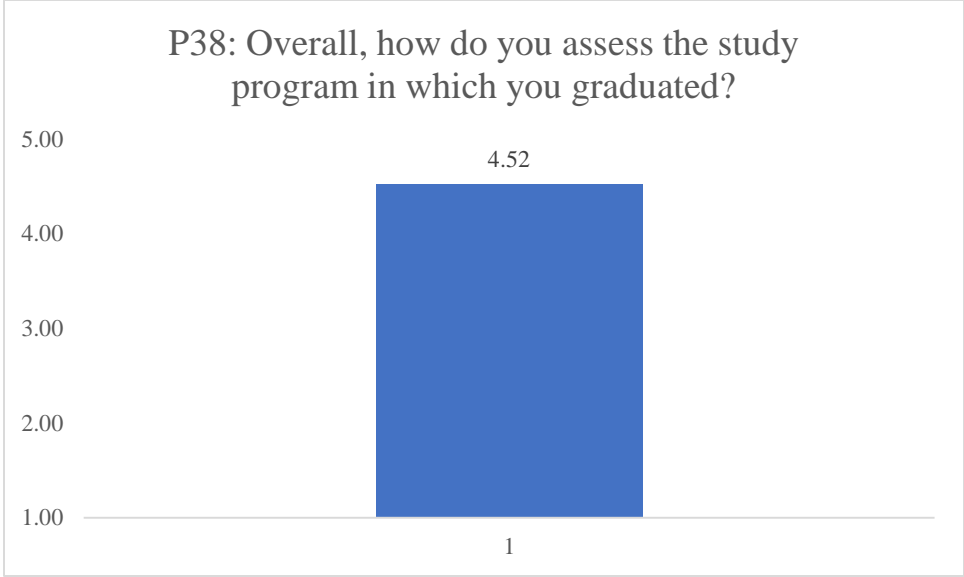


P36: Considering your experiences, would you recommend your study program to others?



P37: Do you plan to enroll in a postgraduate study program (master's or doctoral) in the future?





Note:

The report has been prepared at a university level!

A9 – Assessment by academic staff

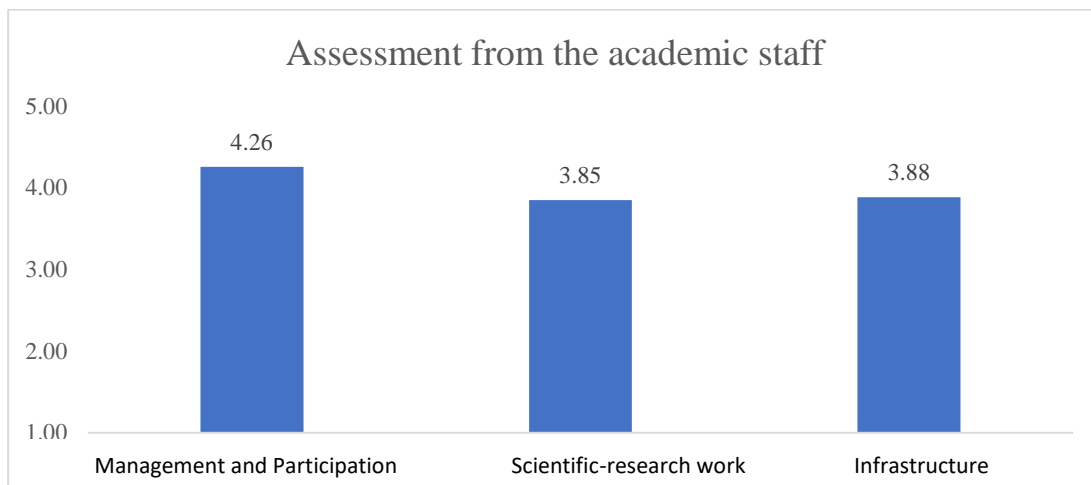
The questionnaire is designed for the University's academic staff and is conducted once a year. The questionnaire has 59 questions, of which 1 is an open-ended question. The questionnaire is divided into three columns/categories:

- Managing and Participation
- Scientific Research
- Infrastructure

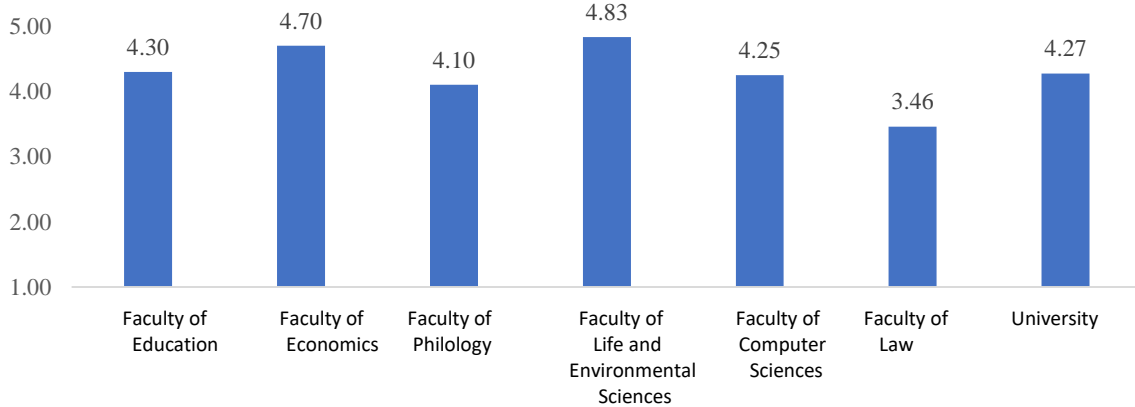
The purpose of the questionnaire is to gather information about various aspects of the university, including institutionalization, transparency, decision-making participation, criteria for academic promotion, innovation, quality assurance, mission and university vision, strategic objectives, internationalization, professional advancement, number of students, syllabi, ECTS credits, mobility, academic unit leadership, communication between academic/administrative staff and students, library services, collaboration for scientific research, training, projects, extracurricular activities, infrastructure, hygiene, IT services, communication tools, and the university website. The questionnaire is completely confidential and anonymous.

The report represents general statistics and recommendations that result from the collected data from the questionnaires.

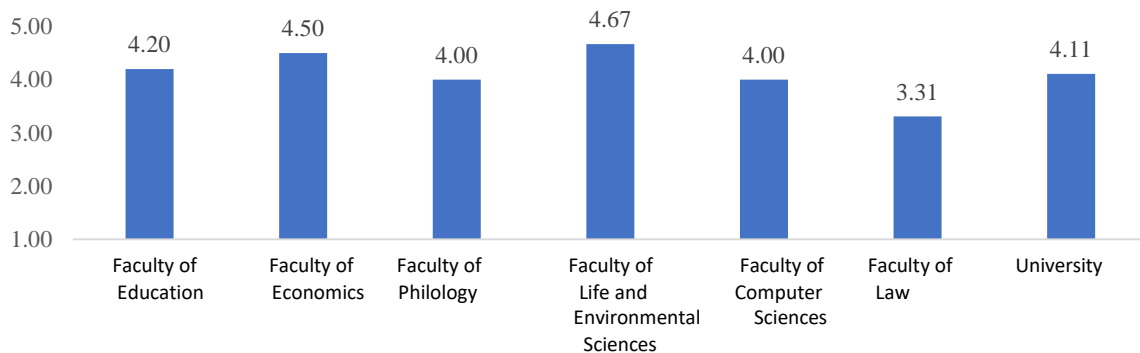
The questionnaire was answered by 57 respondents at the university level. Among these, there were 10 respondents from the Faculty of Education, 10 from the Faculty of Economics, 10 from the Faculty of Philology, 8 from the Faculty of Life and Environmental Sciences, 6 from the Faculty of Computer Sciences, and 13 from the Faculty of Law. At the university level, the category 'Managing and Participation' received an evaluation score of 4.26, indicating a high score. The category 'Research Work' received an evaluation score of 3.85, which is above the average. Additionally, the evaluation score for 'Infrastructure' was 3.88, also above the average.



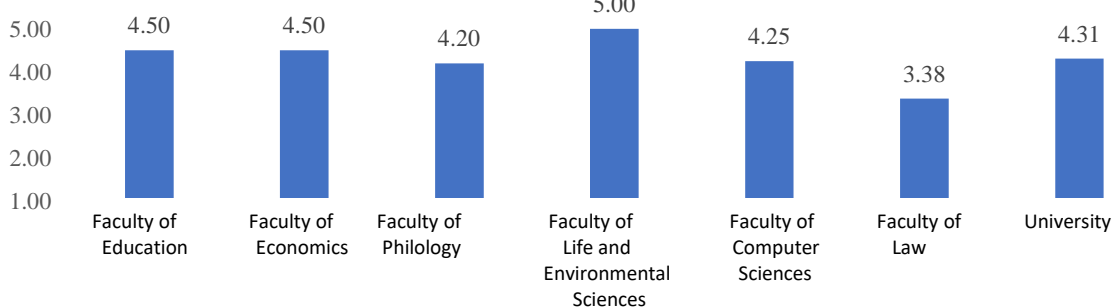
P1: Management and participation [How do you assess the level of institutionalization of the University?]



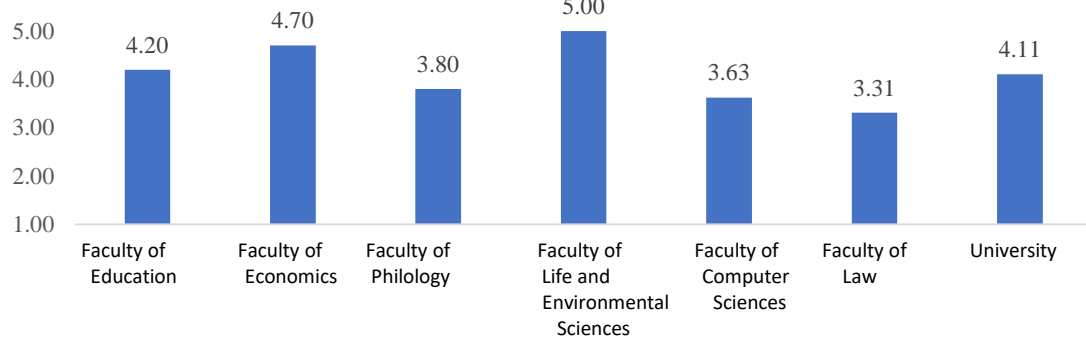
P2: Management and participation [How do you assess the transparency and accountability of the decisions made by the Senate and the University Governing Council?]



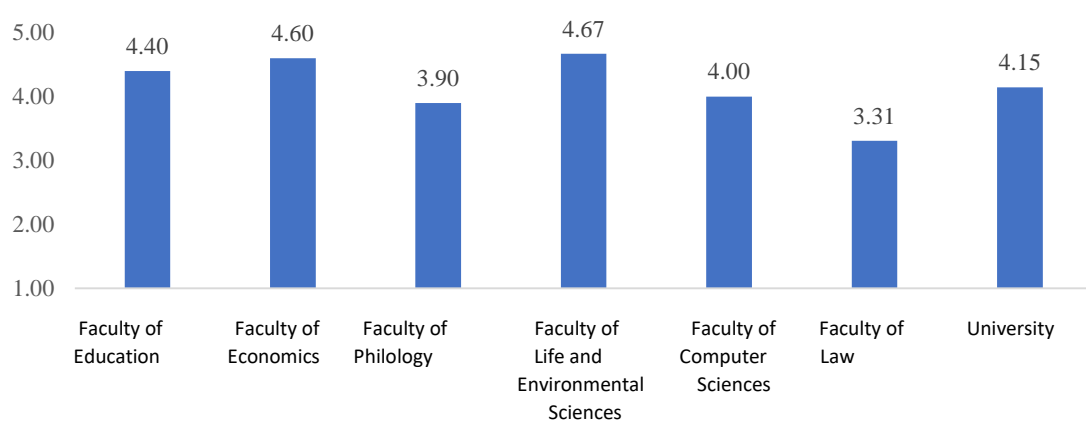
P3: Management and participation [How do you assess the transparency and accountability of decisions made by the Faculty Council, the Dean's Office, and Management Officials?]



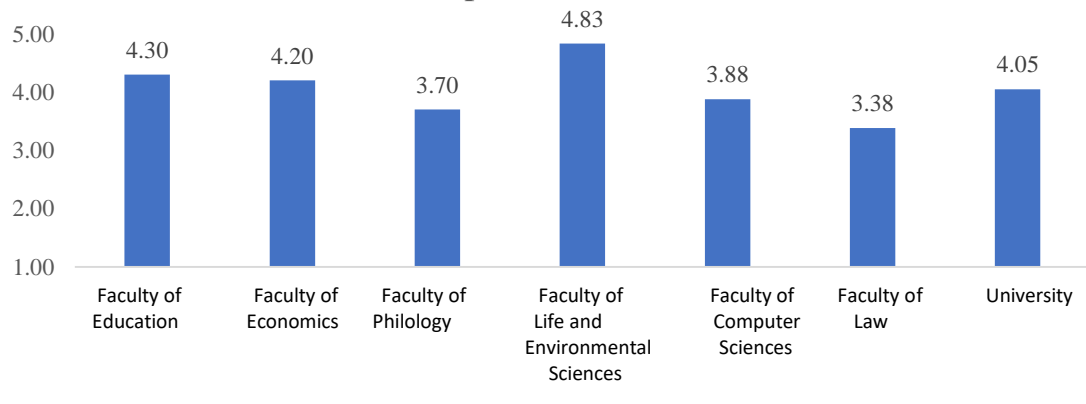
P4: Management and participation [How do you assess your potential for participation in the University's managerial decision-making and academic unit?]

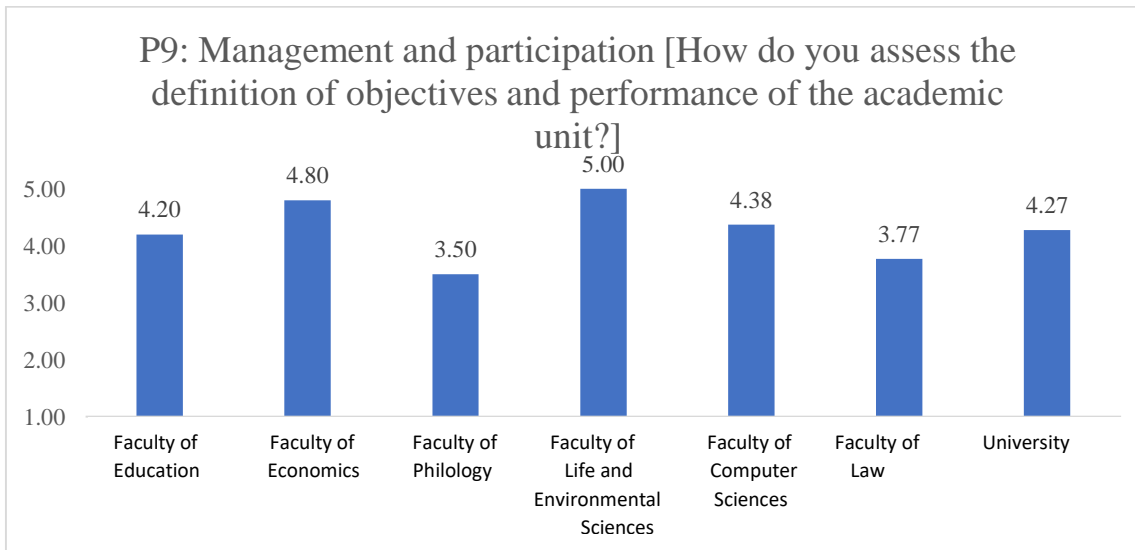
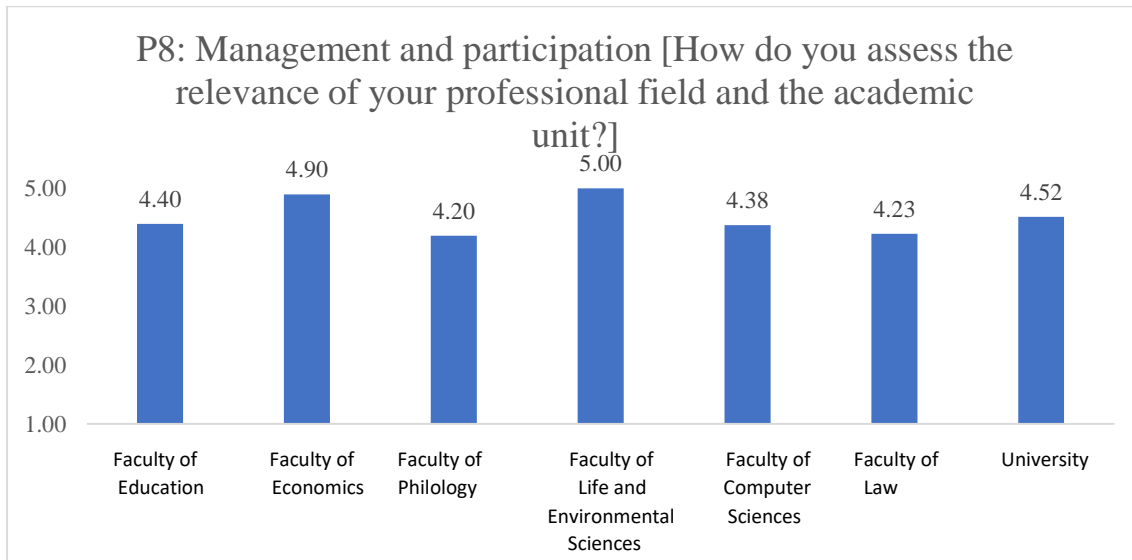
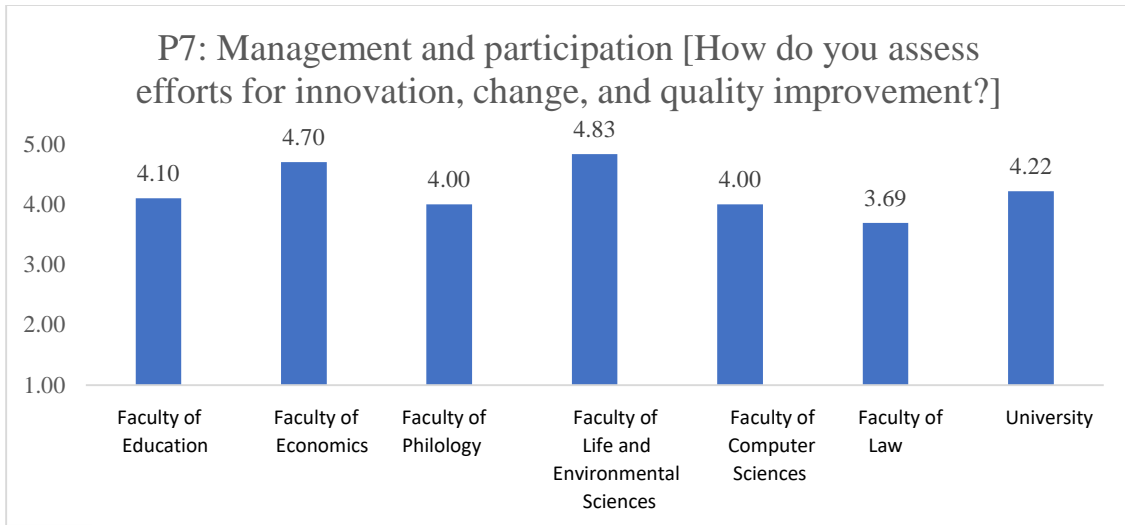


P5: Management and participation [How do you assess freedom of speech?]

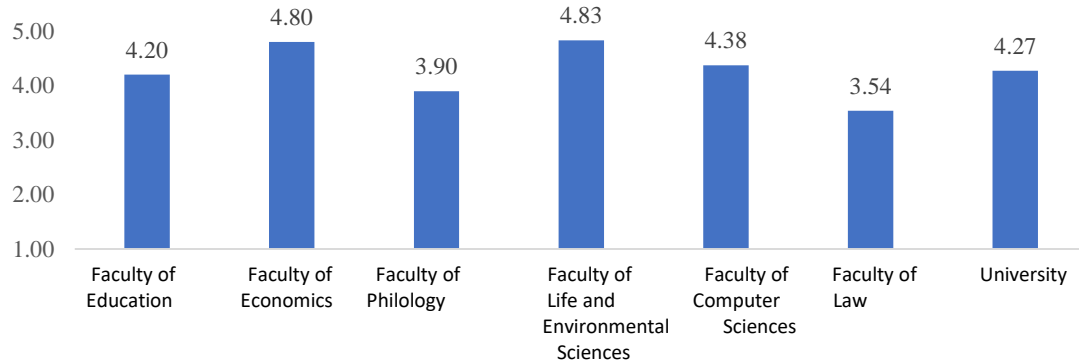


P6: Management and participation [How do you assess the criteria and procedures for academic appointment and promotion?]

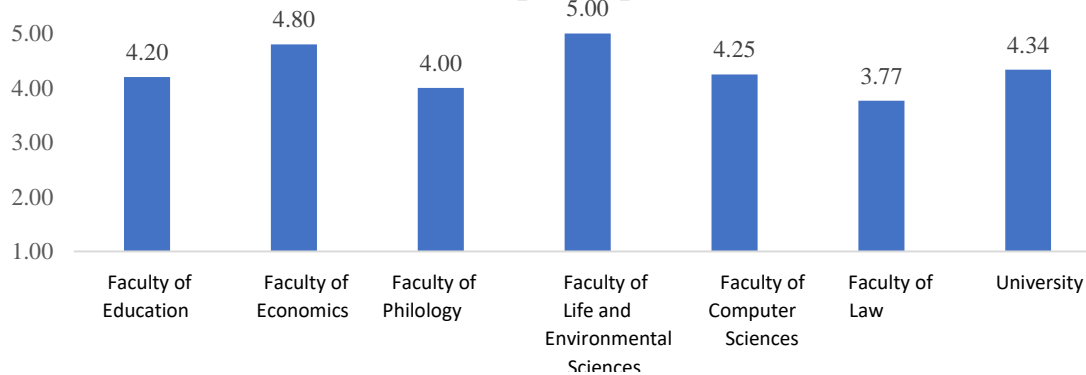




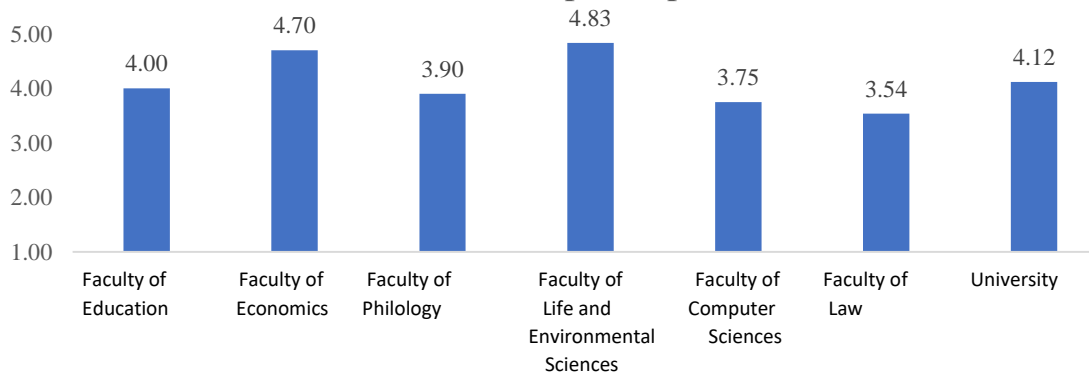
P10: Management and participation [How do you assess the University's mission and vision? If the assessment is 1 or 2, please provide the reason!]



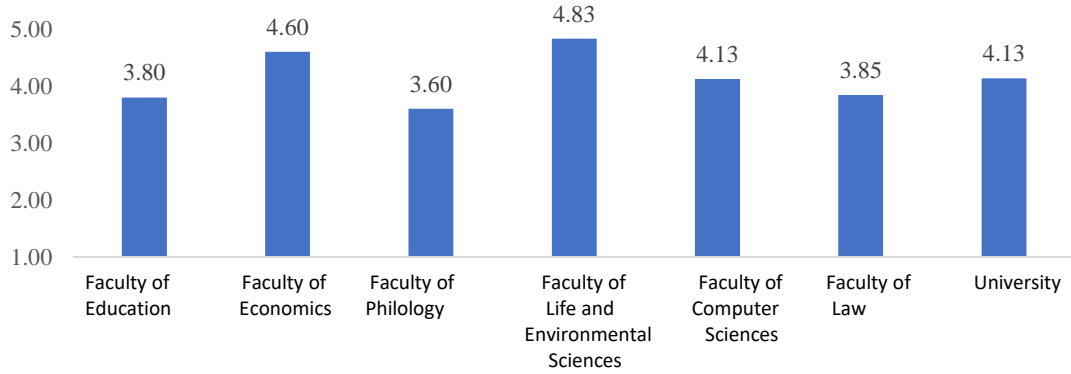
P11: Management and participation [How do you assess the University's priorities and strategic objectives? If the assessment is 1 or 2, please provide the reason!]



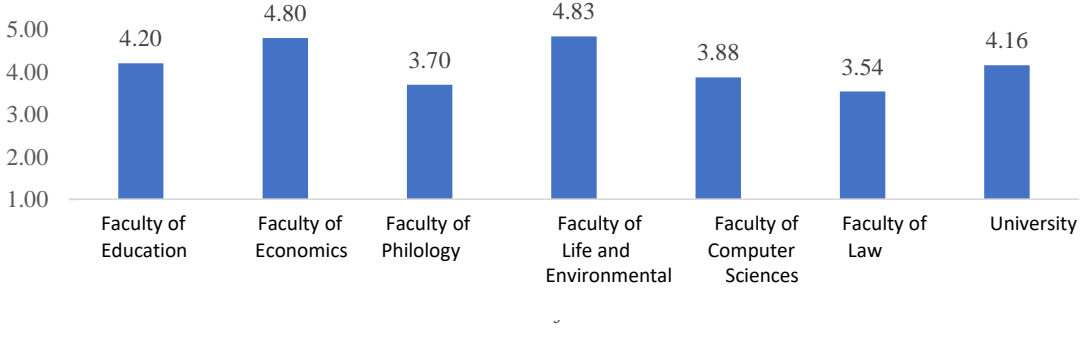
P12: Management and participation [How do you assess the University's objectives and efforts for internationalization? If the assessment is 1 or 2, please provide the reason!]



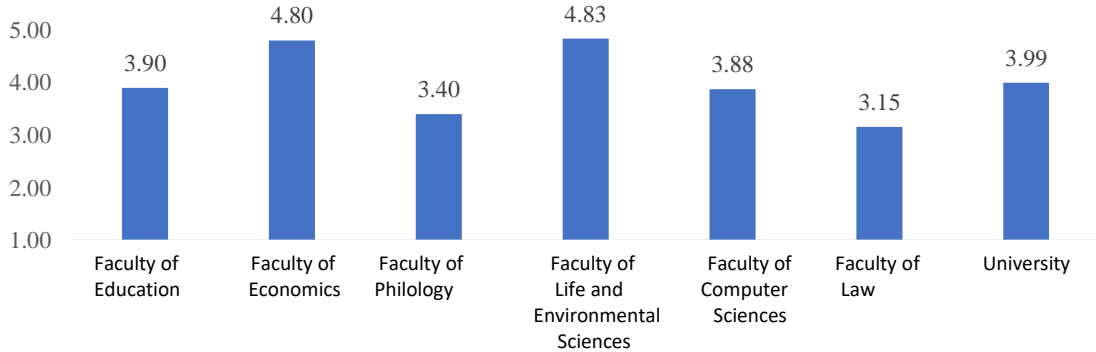
P13: Management and participation [How do you assess the position of our University compared to other universities in the country?]



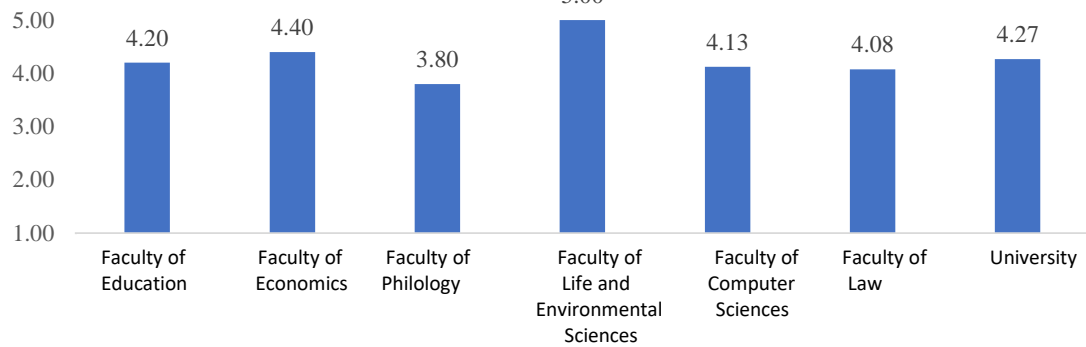
P14: Management and Participation [How do you assess the University's relationships with external institutions (public institutions, private institutions, NGOs, the public...)?]



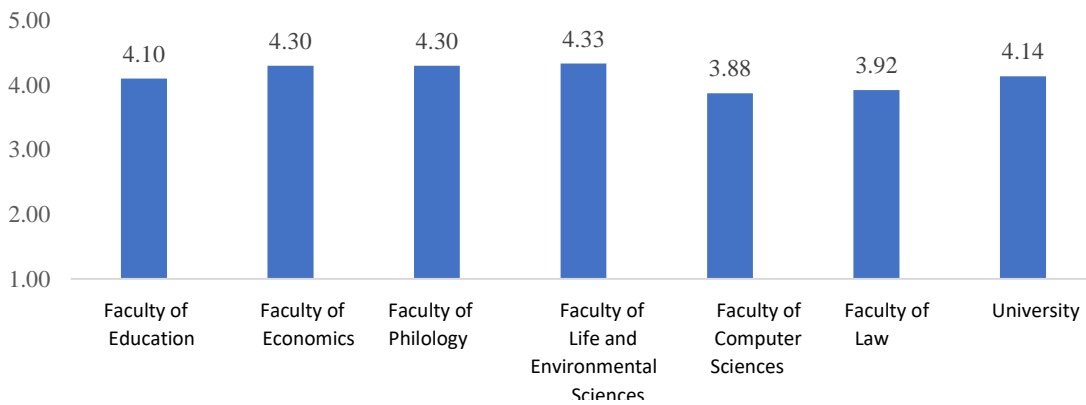
P15: Management and participation [How do you assess the possibility of academic/professional advancement and your financial compensation?]



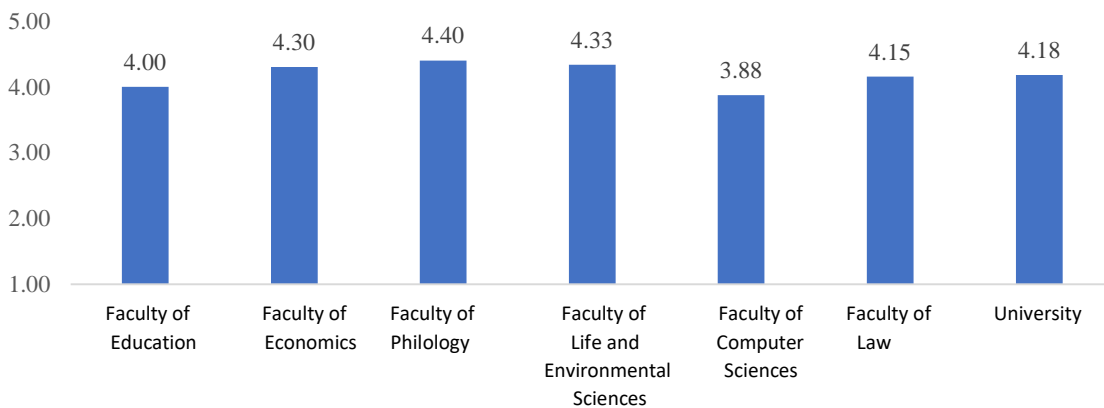
P16: Management and participation [How do you assess the number of students in your academic program? If the assessment is 1 or 2, please provide the reason!]



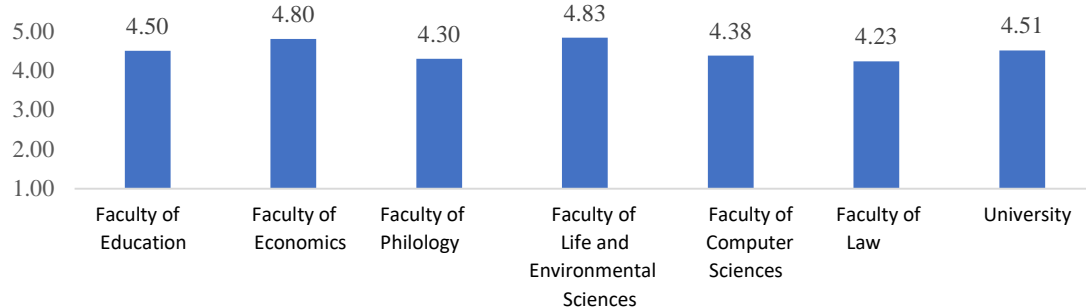
P17: Management and participation [How do you assess the skills of the students at the University?]



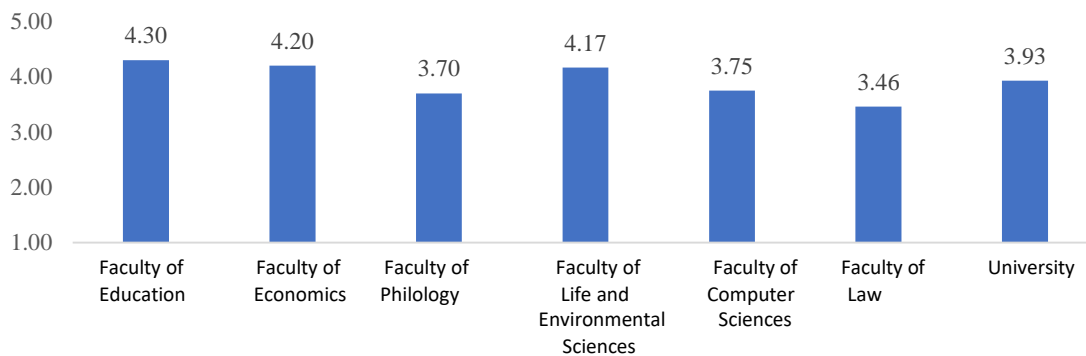
P18: Management and participation [How do you assess the skills of the students in your faculty?]



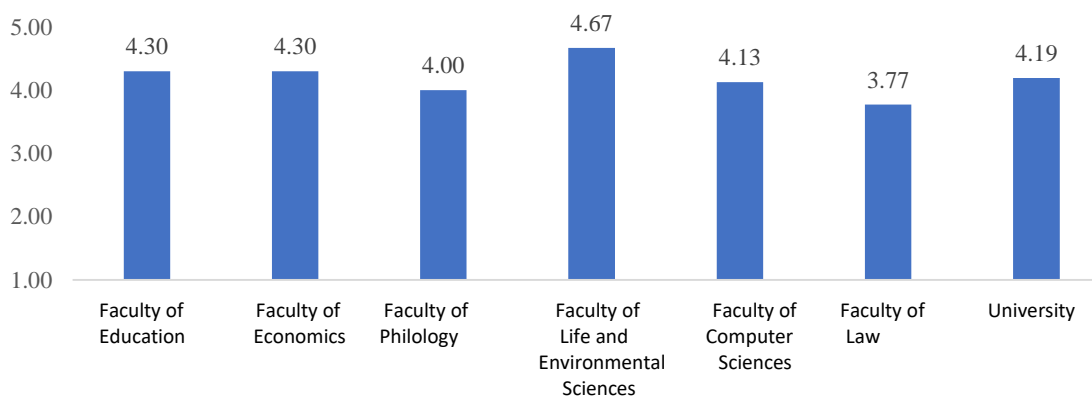
P19: Management and participation [How do you assess the compatibility of the syllabus, content of the courses, and ECTS credits? If the assessment is 1 or 2, please provide the reason!]



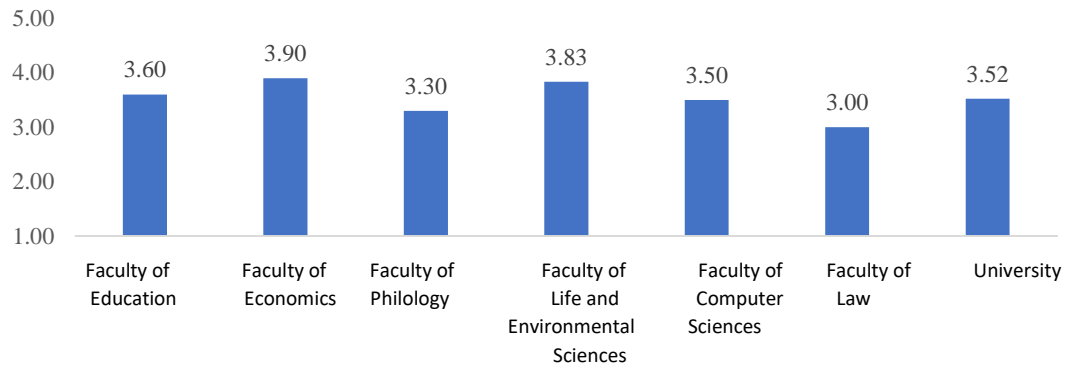
P20: Management and participation [How do you assess the number of academic staff in your faculty?]



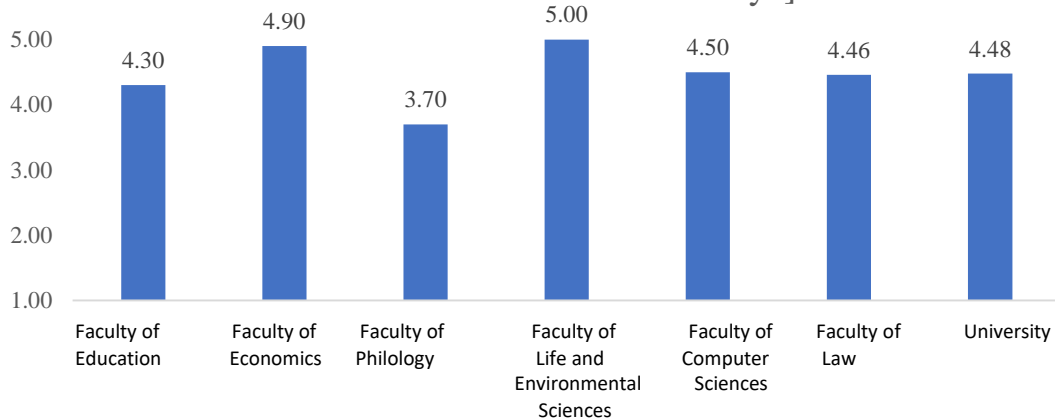
P21: Management and participation [How do you assess the quality and competence of the academic staff in your faculty?]



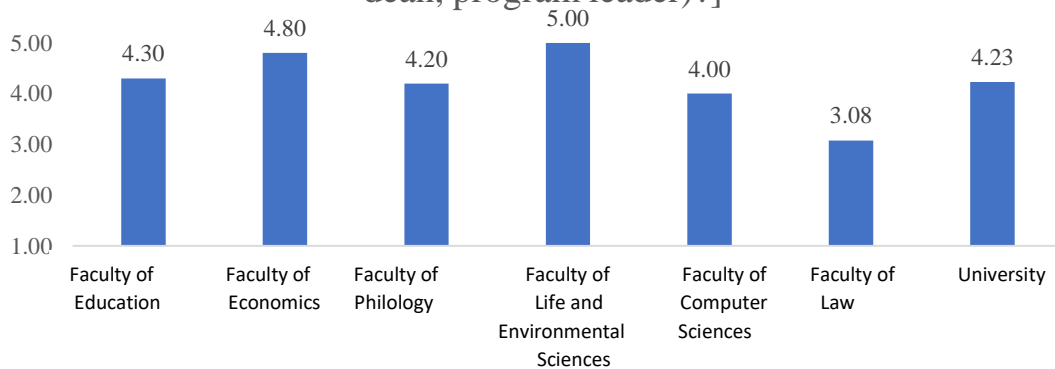
P21: Management and participation [How do you assess the quality and competence of the academic staff in your faculty?]



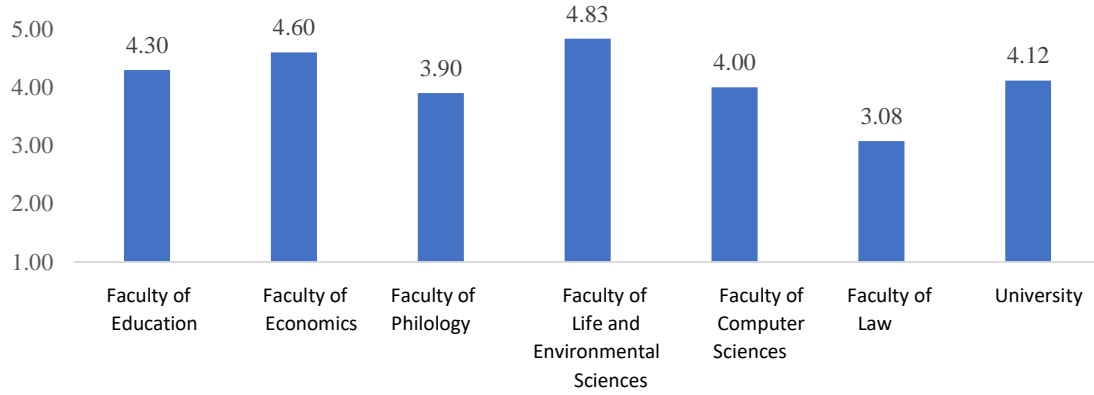
P23: Management and Participation [How do you assess the tuition fees at the University?]



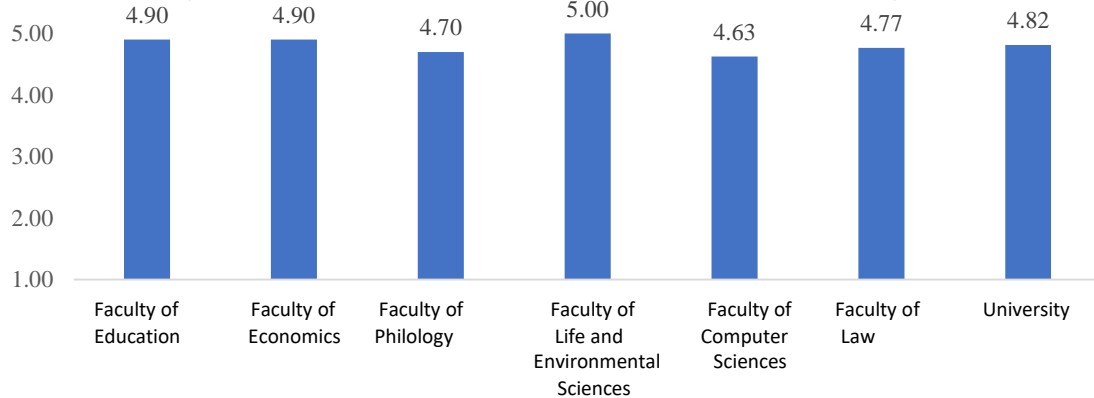
P24: Management and participation [How do you assess the approach of the academic unit leaders (dean, vice dean, program leader)?]



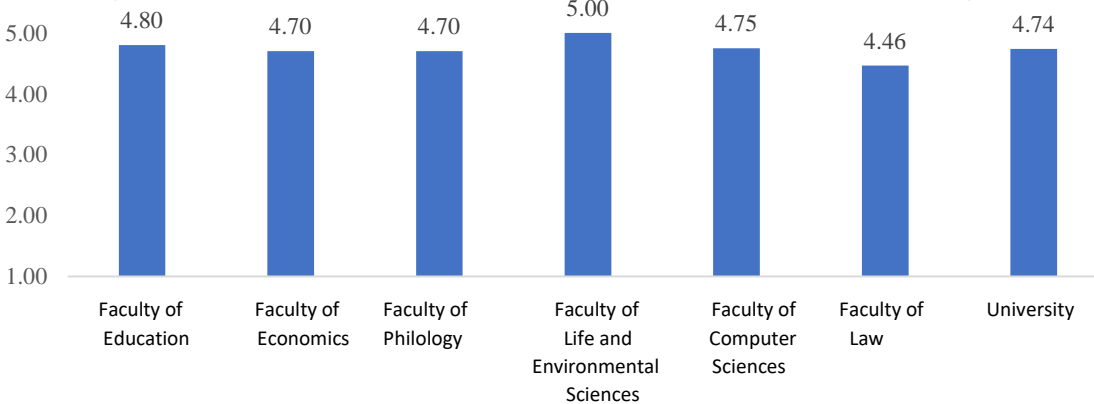
P25: Management and participation [How do you assess the approach to the senior management of the University (Rector, Vice-Rectors)?]



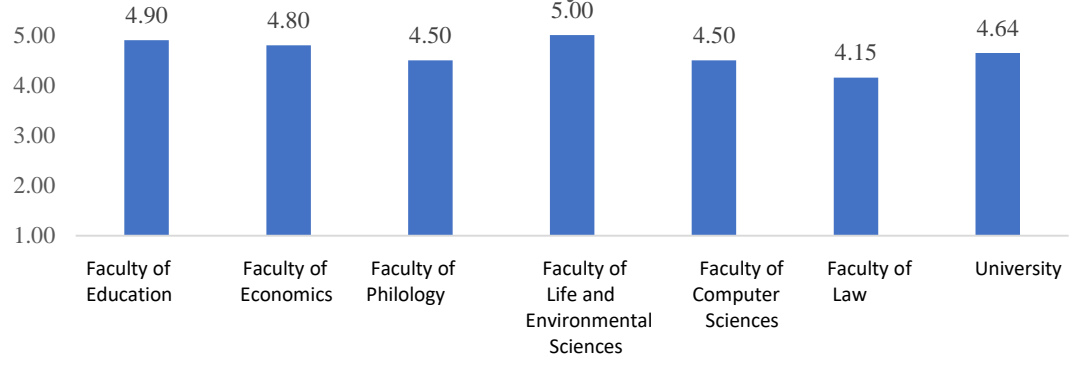
P26: Management and Participation [How do you assess your communication with students in the faculty?]



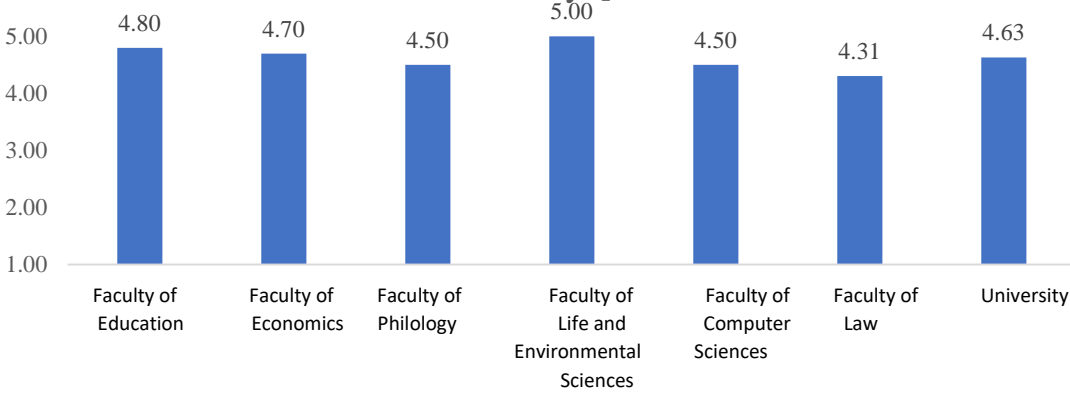
P27: Management and Participation [How do you assess your communication with the academic staff in the faculty?]



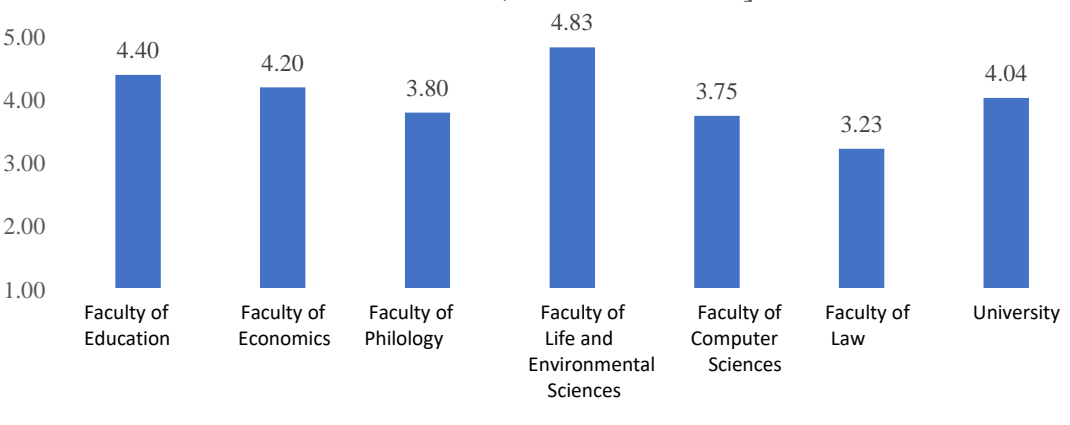
P28: Management and participation [How do you assess your communication with the administrative staff in the faculty?]



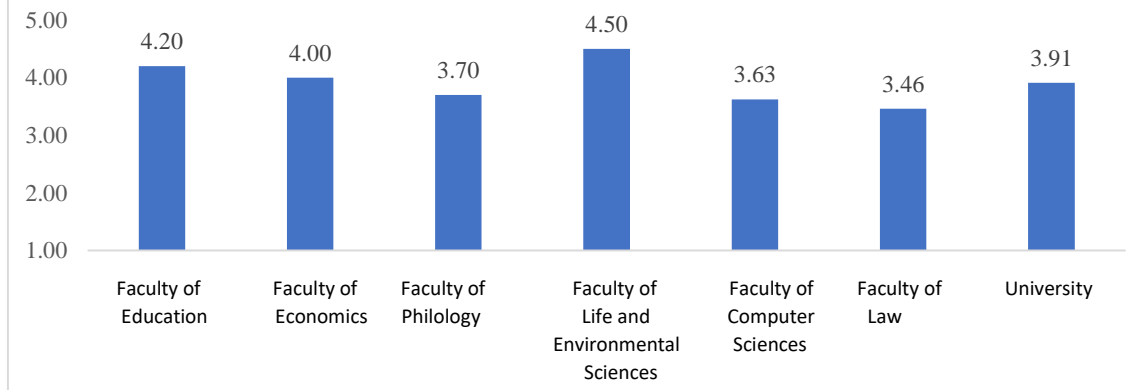
P29: Management and participation [How do you assess your communication with the supportive staff in the faculty?]



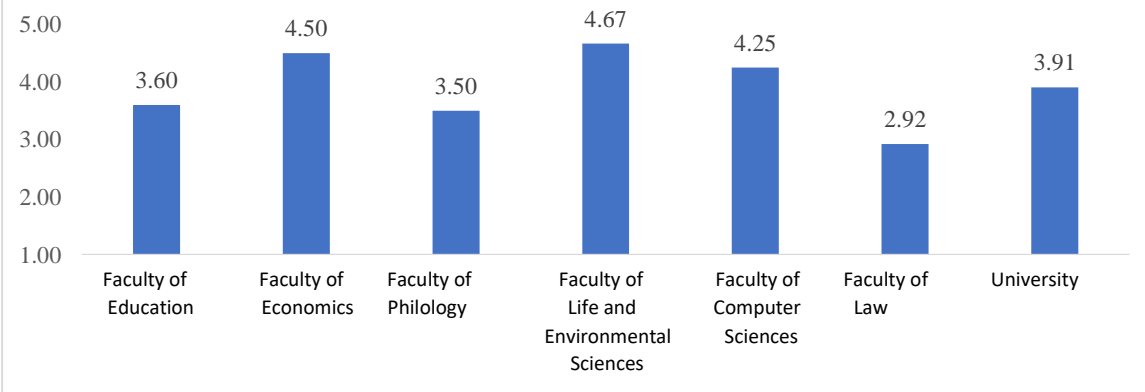
P30: Scientific-research work [How do you assess the library service in terms of books, journals, research documents, and databases?]



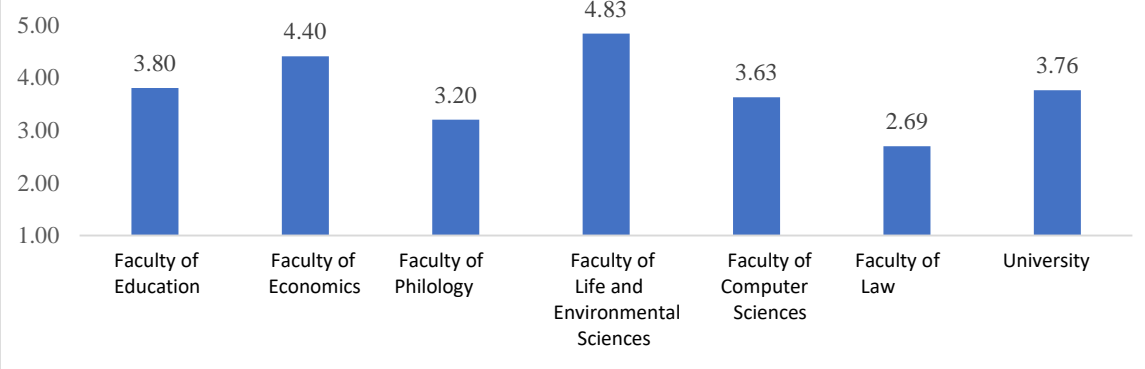
P31: Scientific-research work [How do you assess the collaboration among academic staff in scientific-research work?]



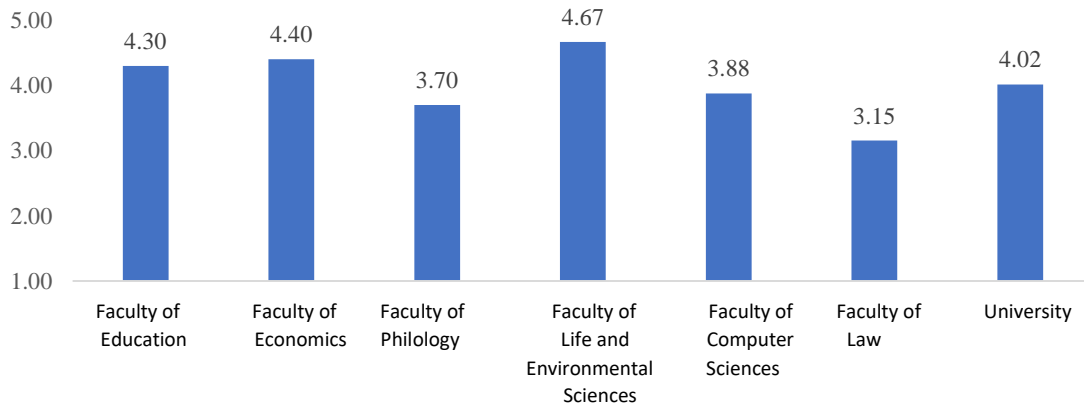
P32: Scientific-research work [How do you assess the policies and stimulus measures for scientific-research work at the University?]



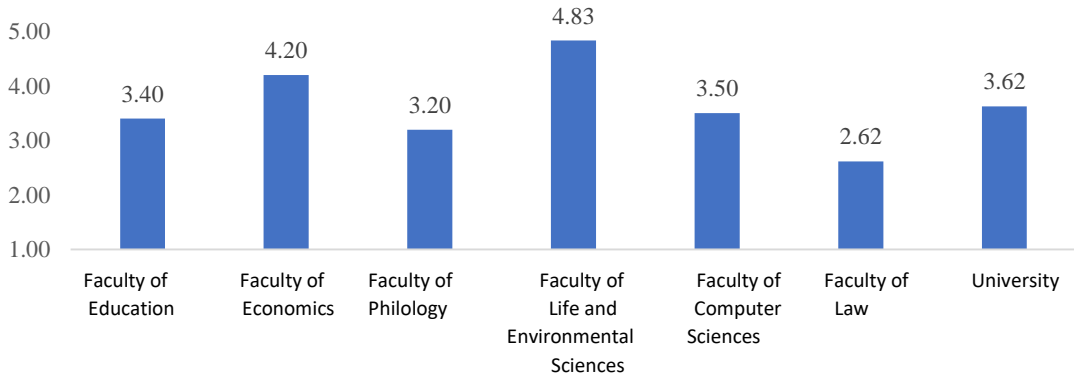
P33: Scientific-research work [How do you assess the University's/faculty's support for participation in international congresses, conferences, and workshops?]



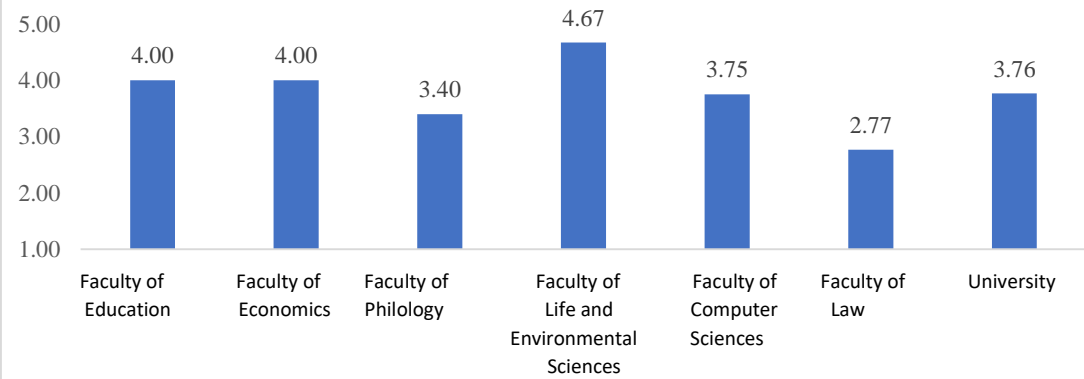
P34: Scientific-research work [How do you evaluate the University's programs for professor training?]



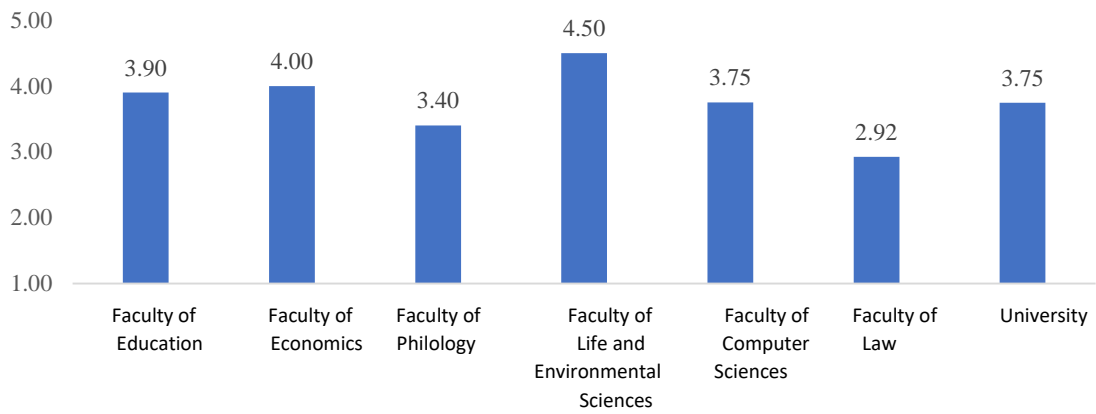
P35: Scientific-research work [How do you assess the University's support in the development and design of research projects?]



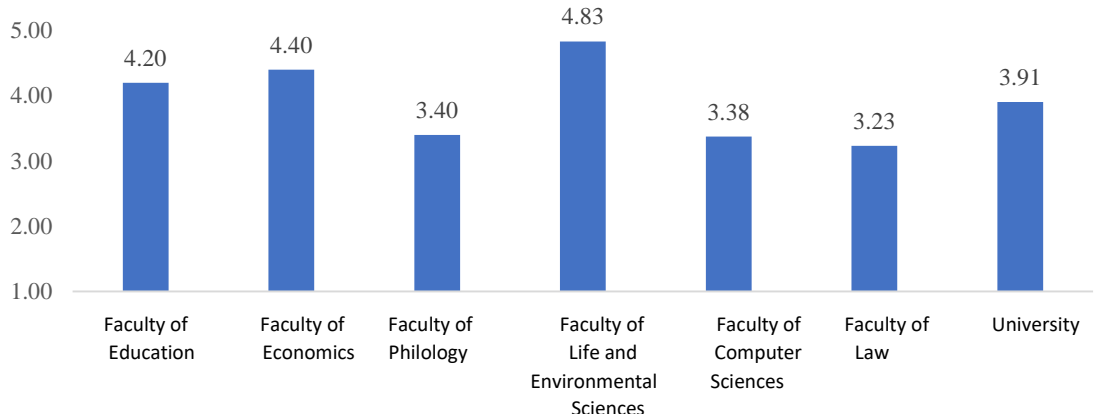
P36: Scientific-research work [How do you assess the implementation and support of external projects in research work?]



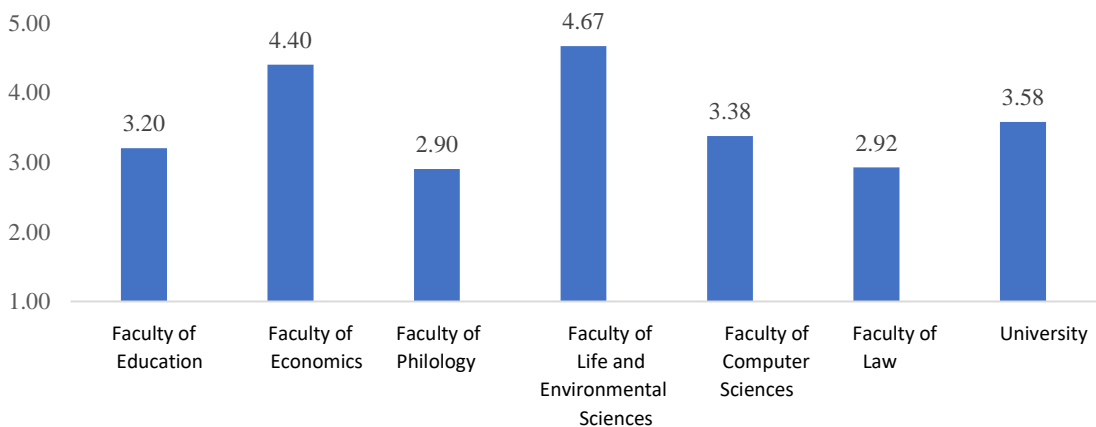
P37: Scientific-research work [How do you assess the sufficiency of mobility programs (Erasmus+ etc.)?]



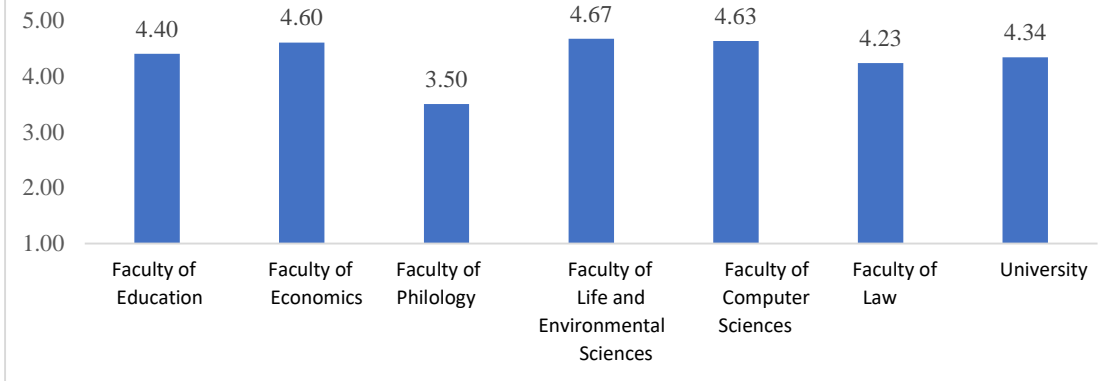
P38: Infrastructure [How do you assess the conditions for cultural and artistic activities at the University?]



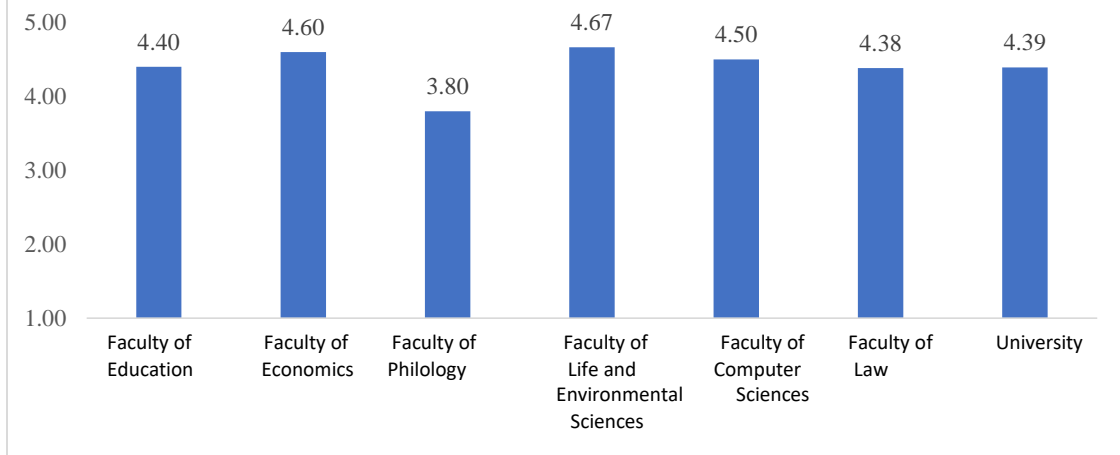
P39: Infrastructure [How do you assess the sports activities and the spaces created for this purpose?]



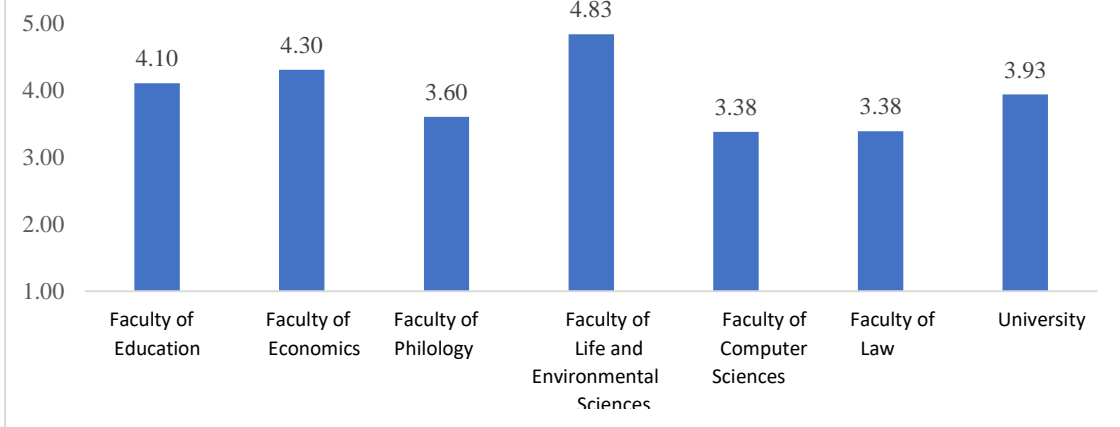
P40: Infrastructure [How do you assess the hygiene on campus?]

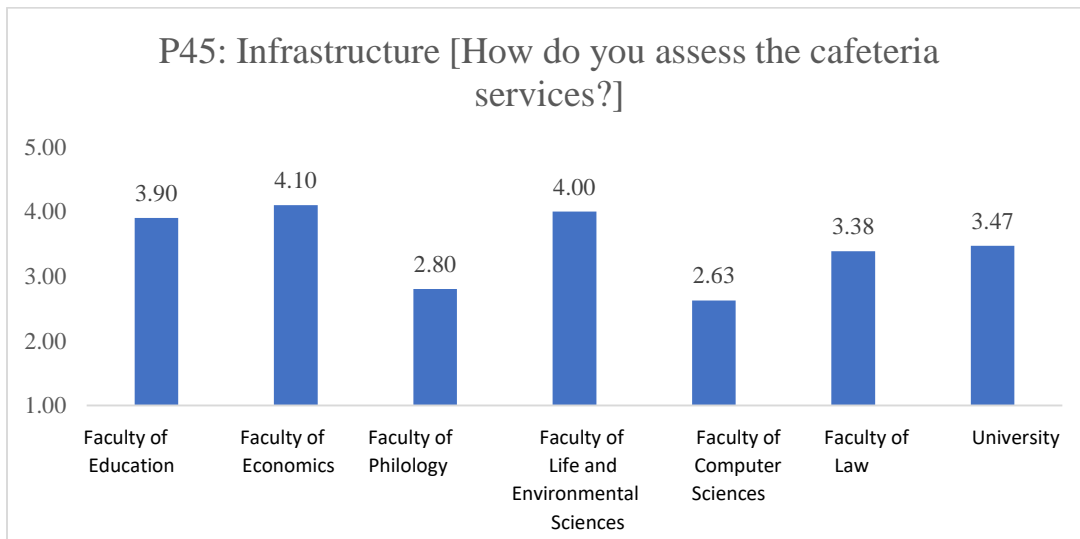
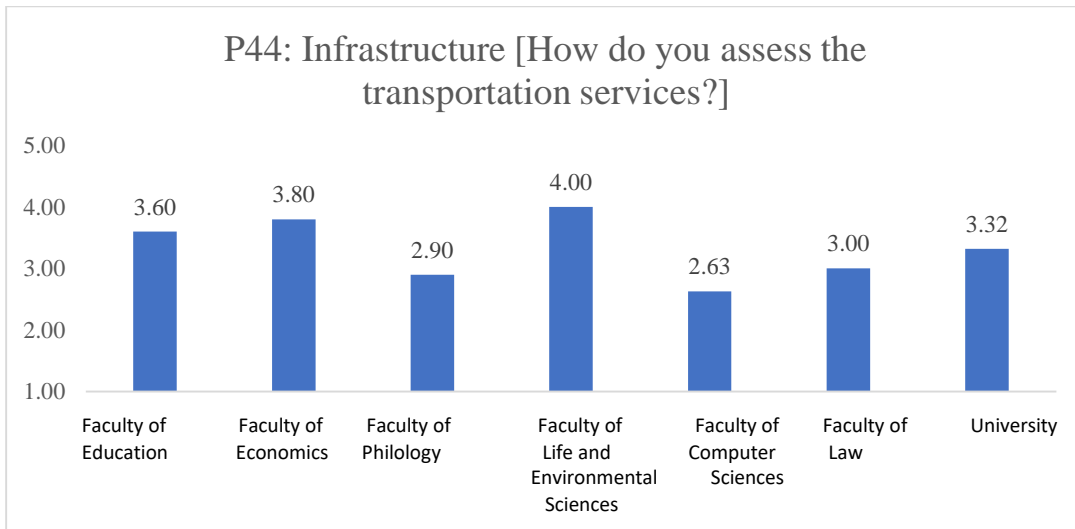
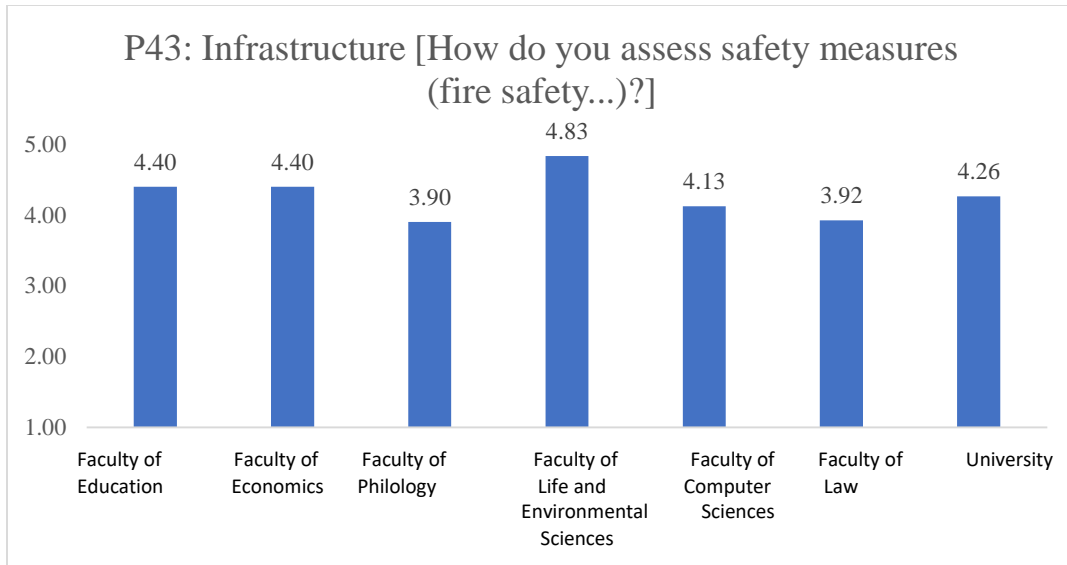


P41: Infrastructure [How do you assess the hygiene in buildings, offices, and classrooms?]

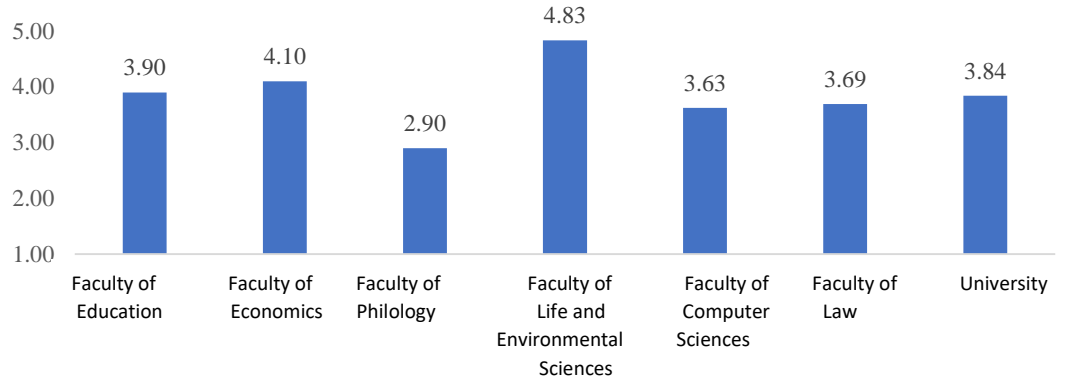


P42: Infrastructure [How do you assess the service for construction and renovation?]

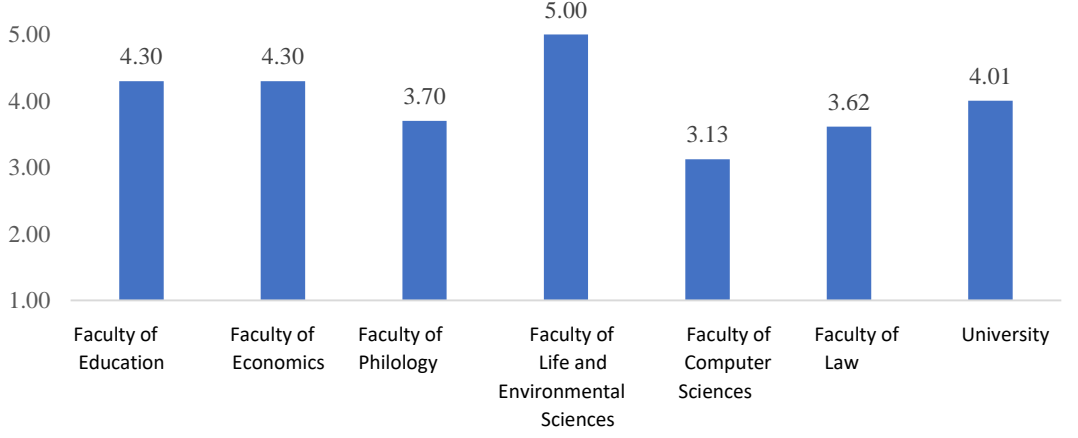




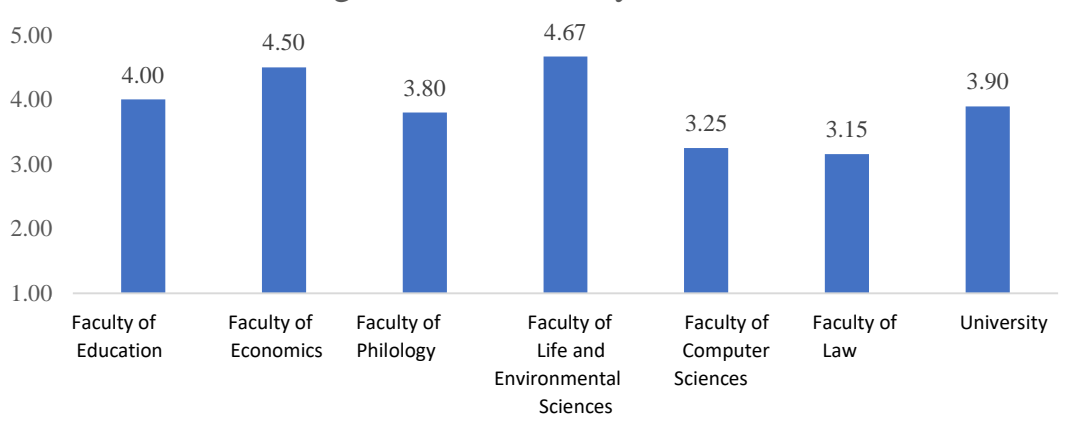
P46: Infrastructure [How do you assess internet services, information processing, and academic information system services?]

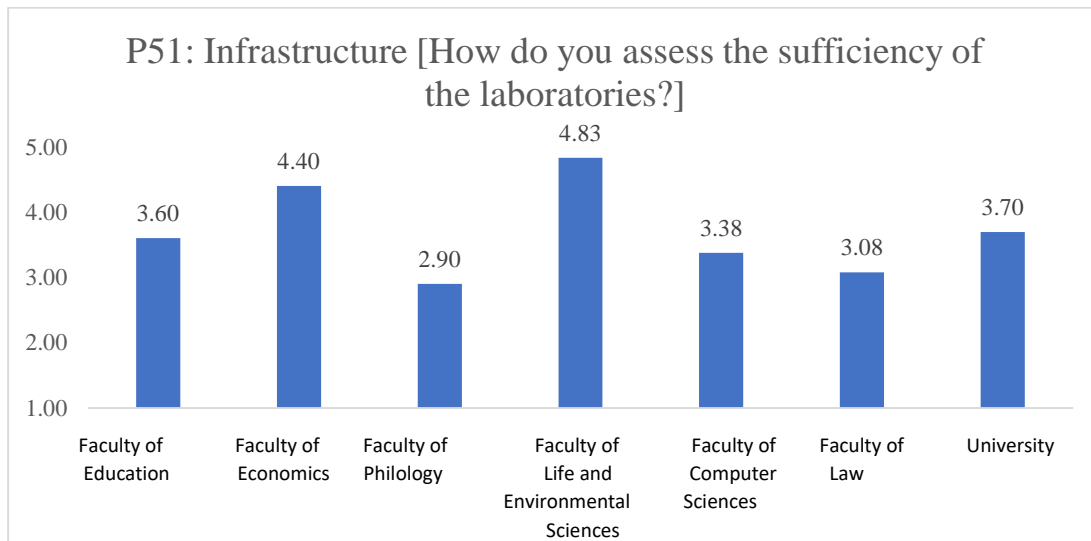
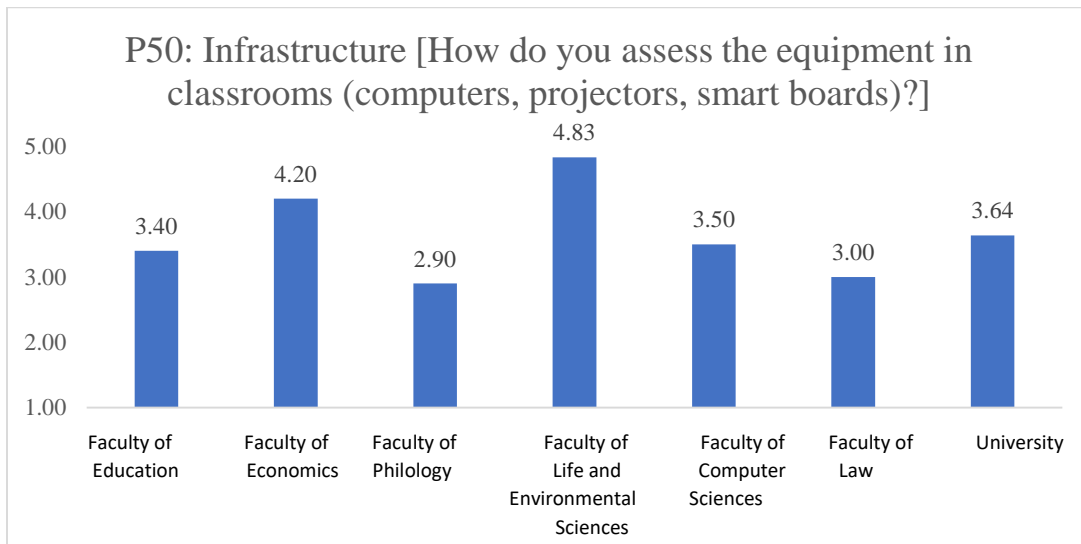
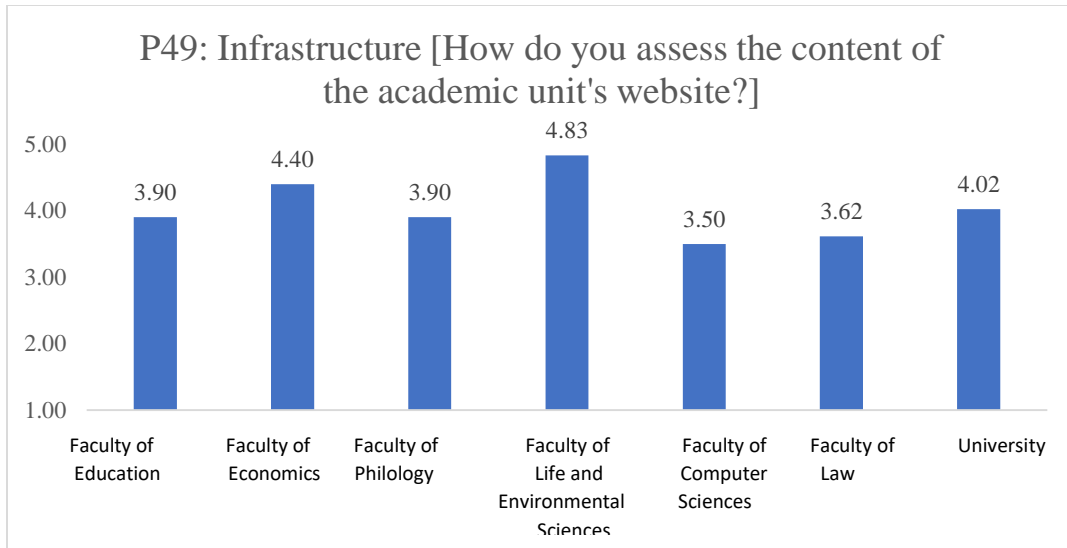


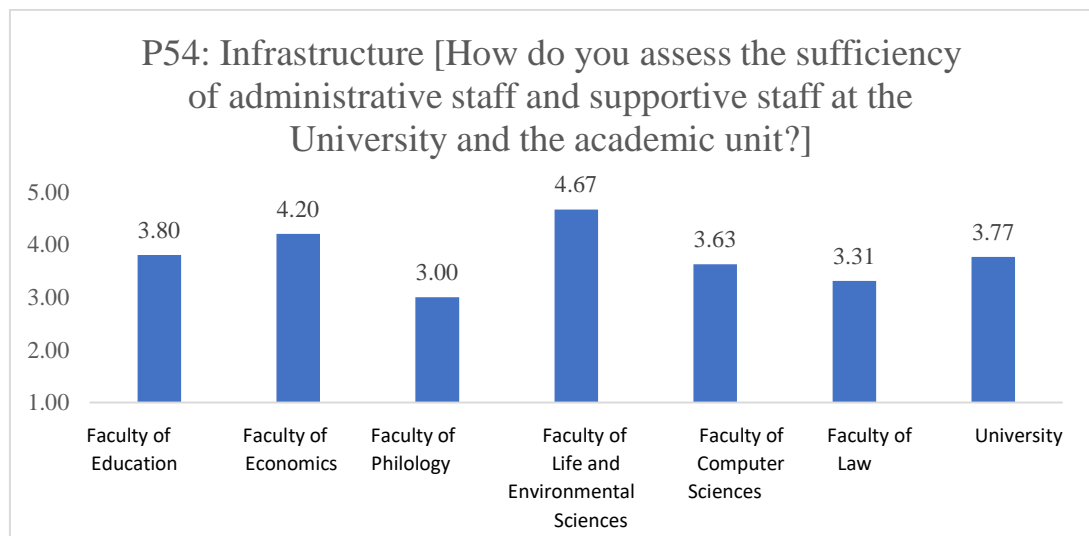
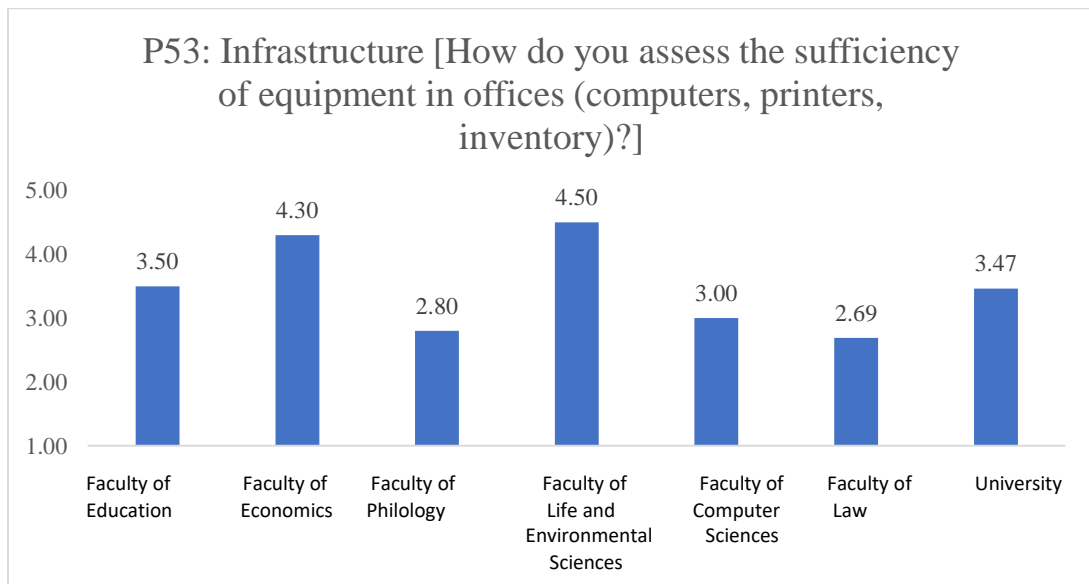
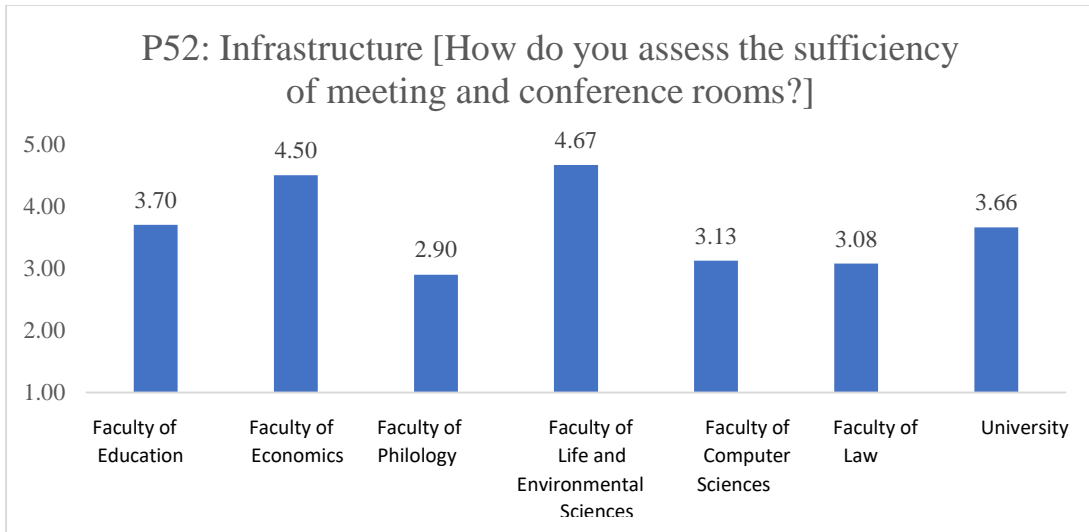
P47: Infrastructure [How do you assess communication services (mail, email, notifications, etc.)?]



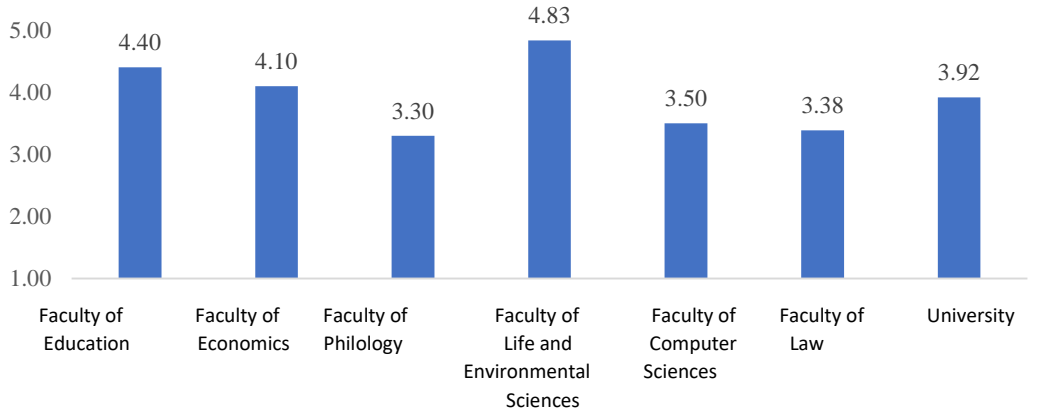
P48: Infrastructure [How do you assess the content and design of the University's website?]



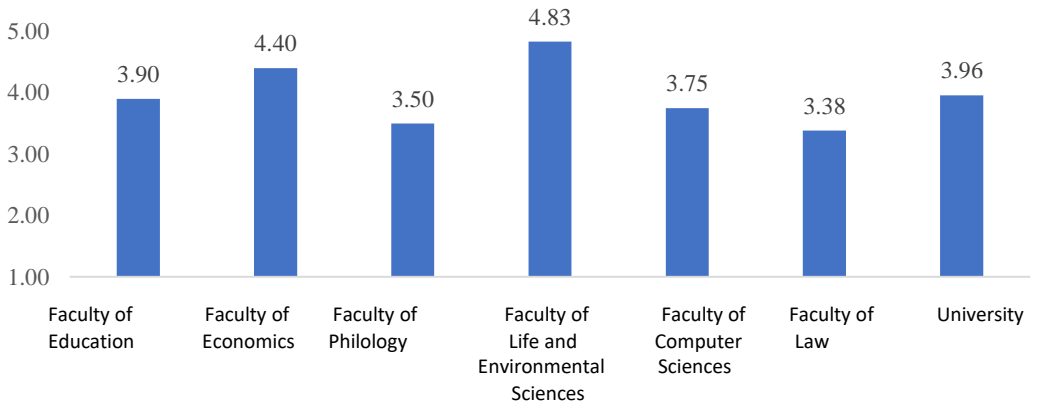




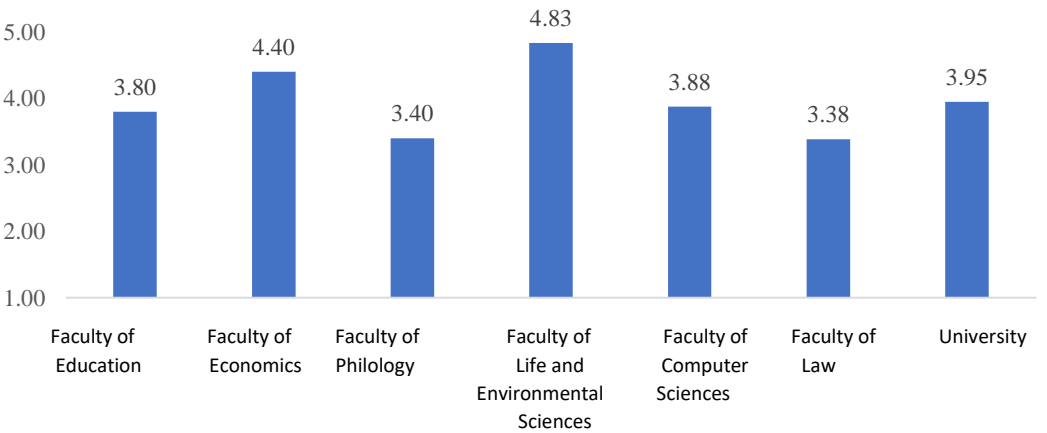
P55: Infrastructure [How do you assess the qualification of administrative staff and support staff?]

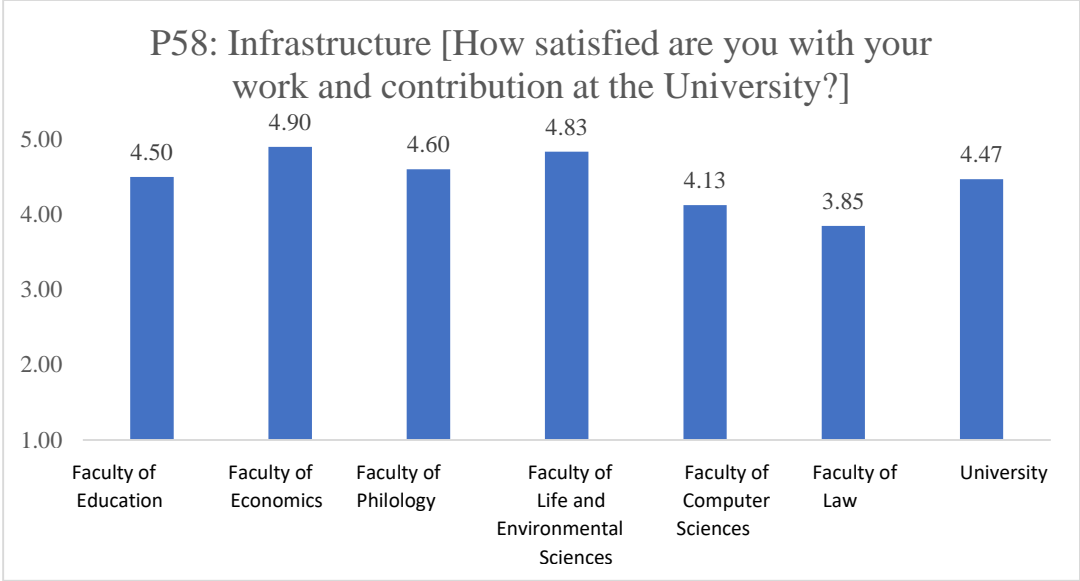


P56: Infrastructure [To what extent do your expectations align with the current state at the University?]



P57: Infrastructure [To what extent do your expectations align with the current state in the academic unit?]

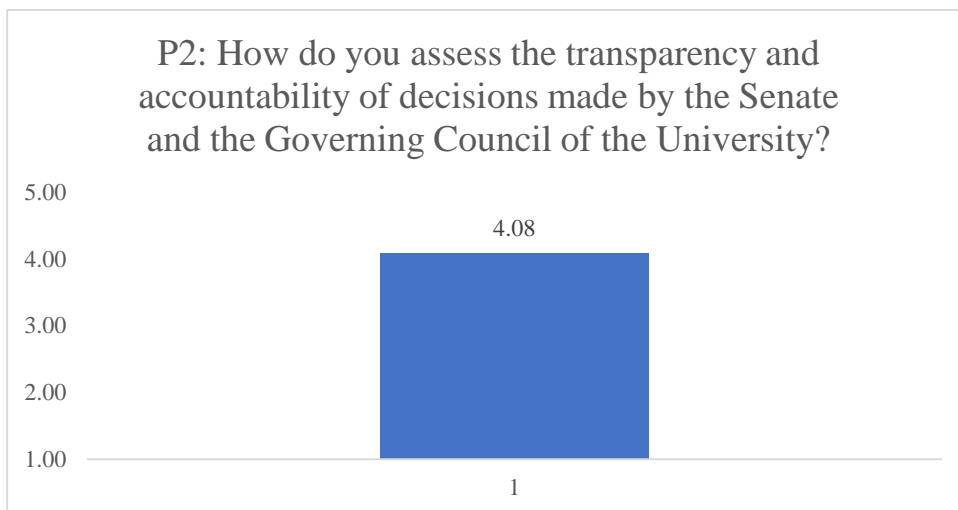
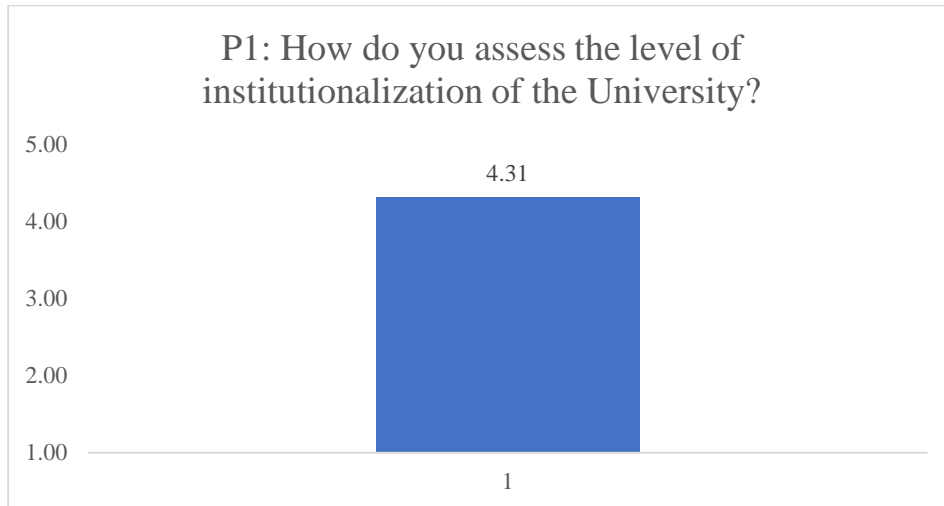




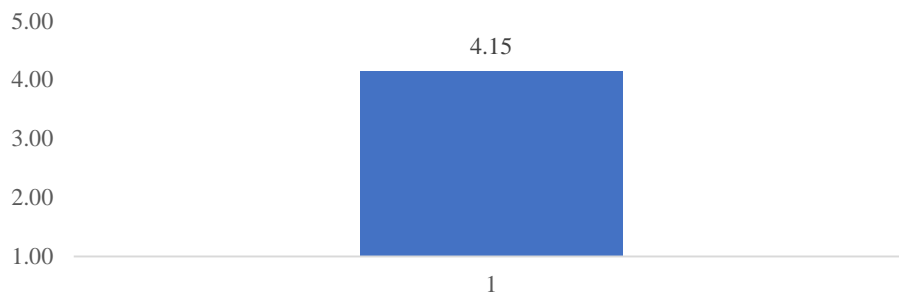
A10 – Assessment by administrative staff

The questionnaire is designed for the administrative staff at the centre level and within academic units. It is conducted once a year and consists of 45 closed-ended questions and 1 open-ended question. The purpose of the questionnaire is to identify weaknesses and shortcomings in order to facilitate improvements at both the centre and academic unit levels. The questionnaire aims to evaluate various aspects of the university, including institutionalization, transparency, participation in decision-making, tasks/competencies, cooperation with administrative and academic staff, student engagement, progress, work environment, freedom of speech, attempts at quality assurance, internationalization, management, infrastructure, safety, cafeteria services, information/communication services, website effectiveness, and expectations.

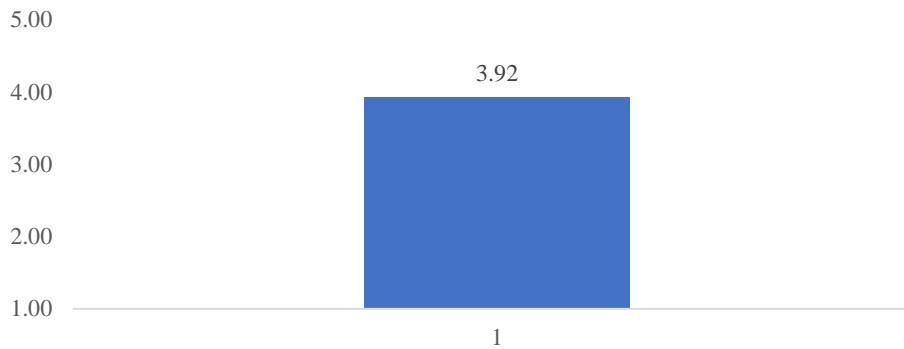
The questionnaire was answered by a total of 13 individuals from the Central Administration and only 1 individual from the Faculty of Computer Science. The results for each separate question in the questionnaire are as follows:



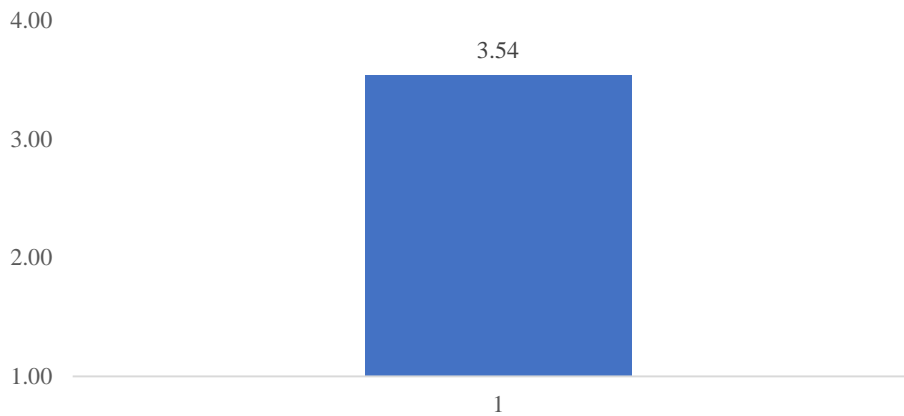
P3: How do you assess the transparency and accountability of decisions made by the Faculty Council, the Dean's Office, and management officials?



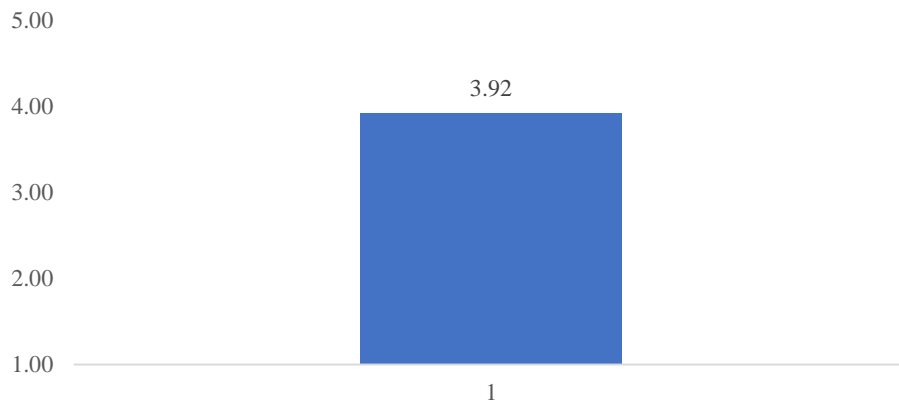
P4: How do you assess your opportunity to participate in the managerial decision-making of the University and/or the academic unit?



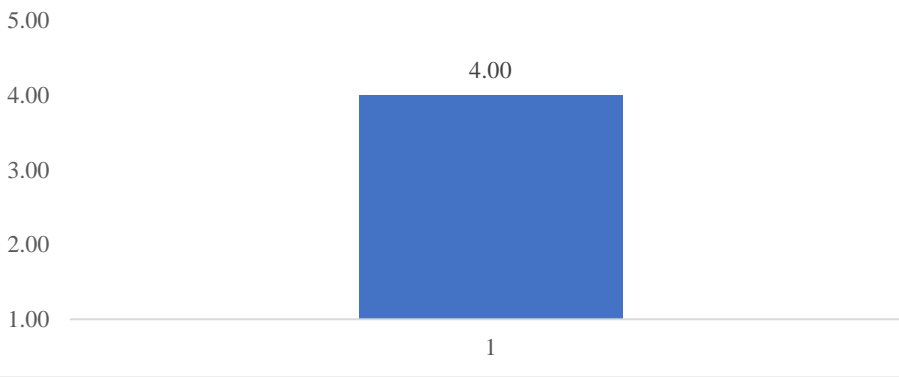
P5: How do you assess the distribution of tasks, competencies, and responsibilities?



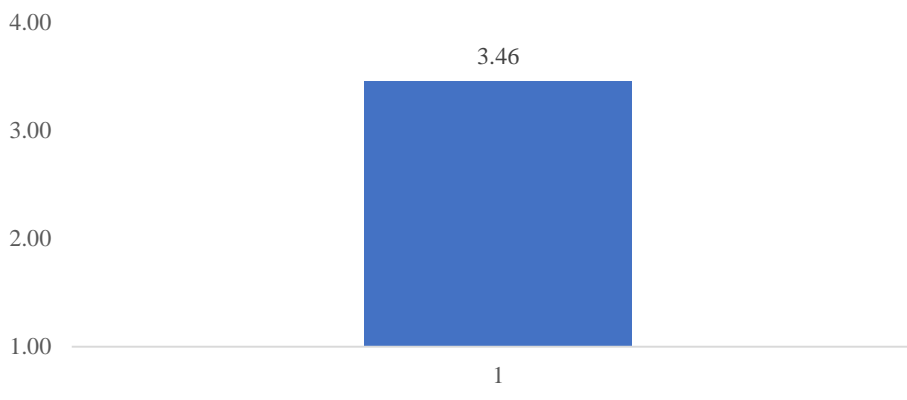
P6: Do you consider that there is a clear job duties description?



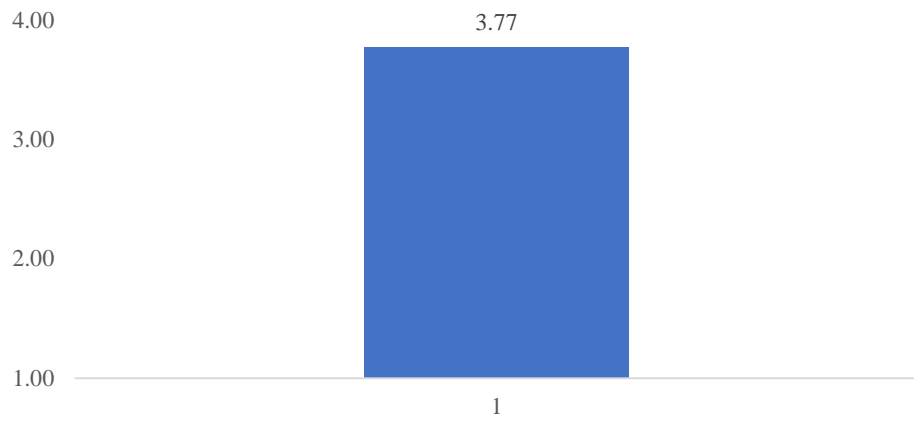
P7: How do you assess the harmony/collaboration among the administrative staff?



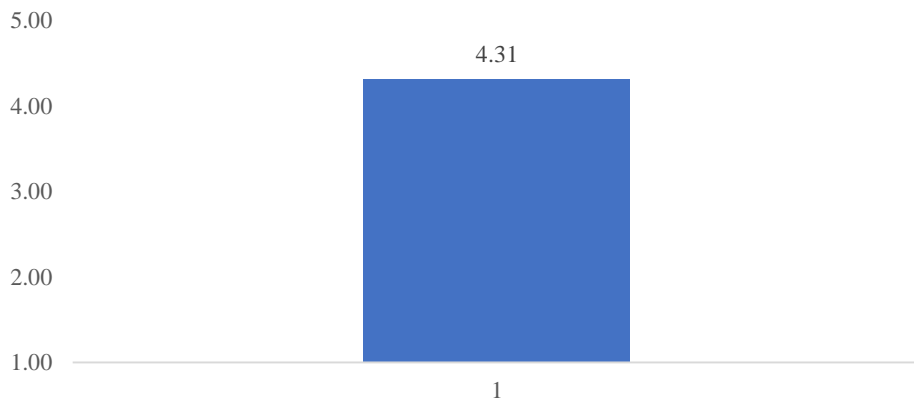
P8: How do you assess the process of appointing administrative staff, taking into consideration professional competence?



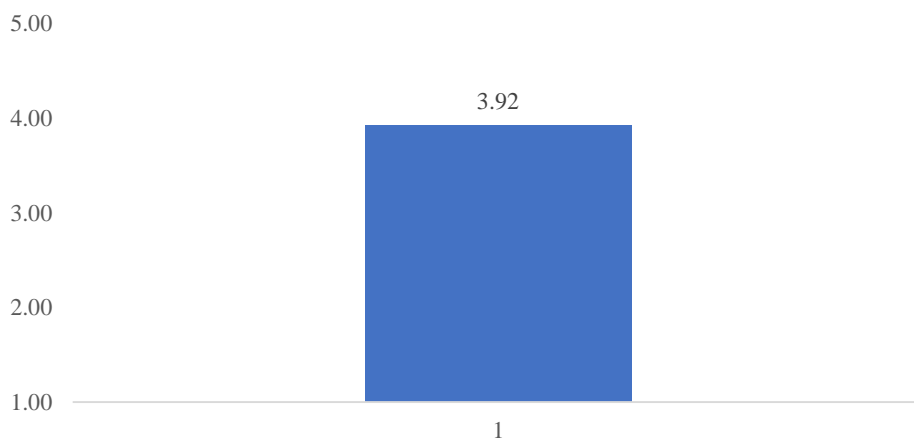
P9: How do you assess the selection criteria and procedures for administrative promotion?



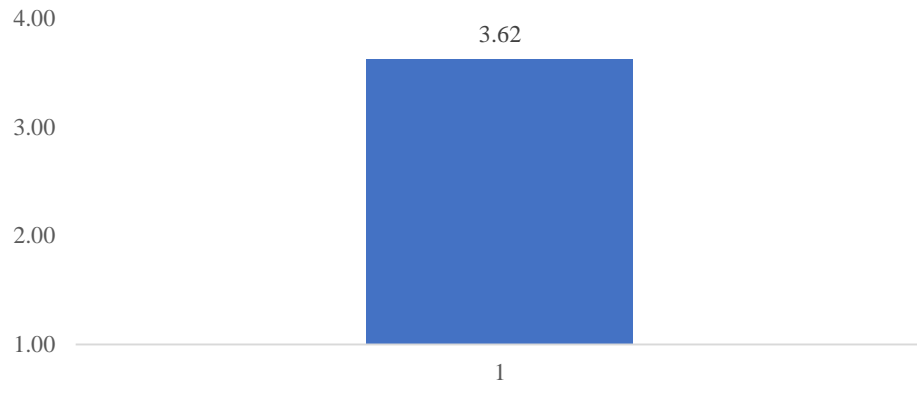
P10: How do you assess the safety of the work environment?



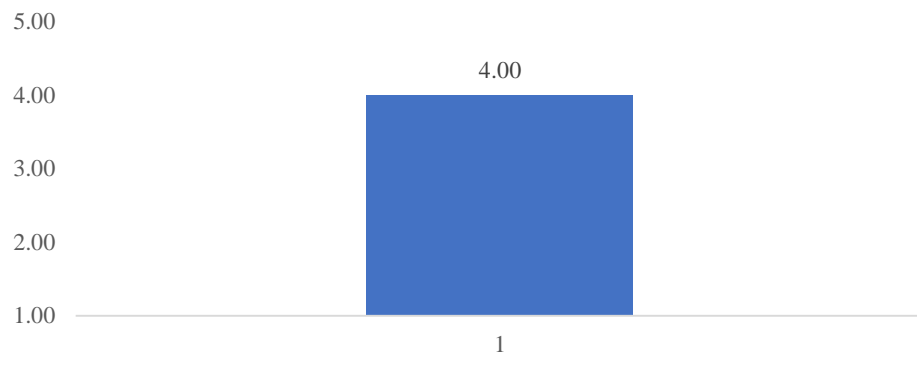
P11: How do you assess the organization of training for administrative staff?



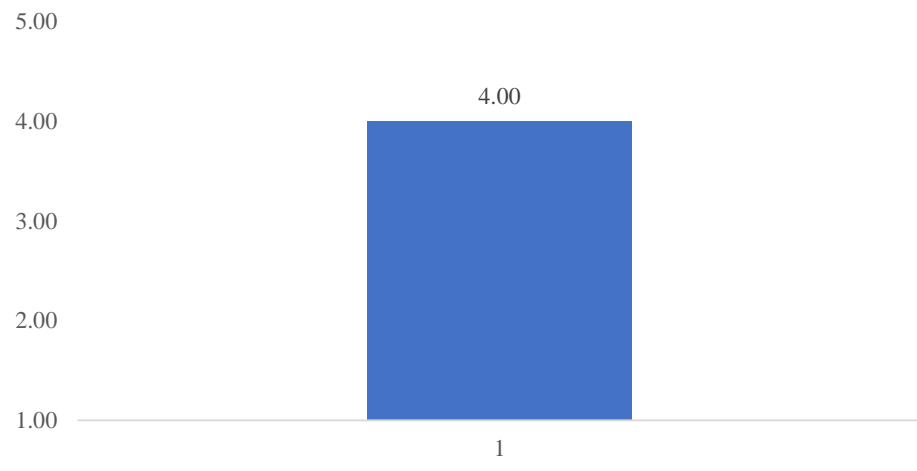
P12: How do you assess the number of administrative and supportive staff at the University?



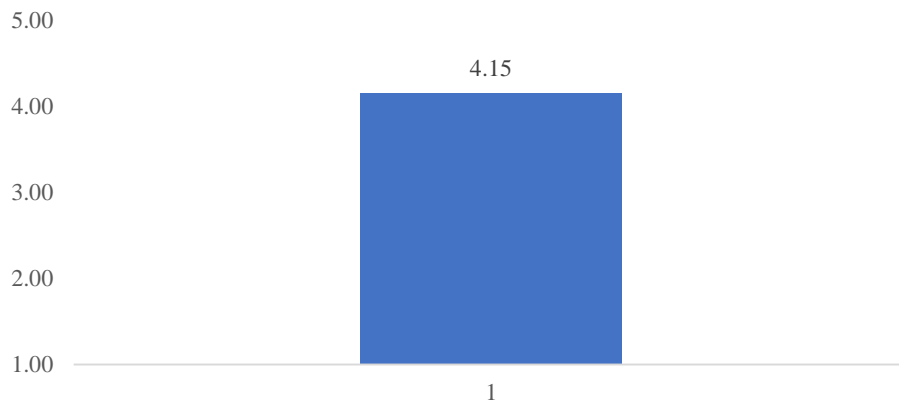
P13: How do you assess the quality of services provided by the administrative and support staff working at the University/academic unit?



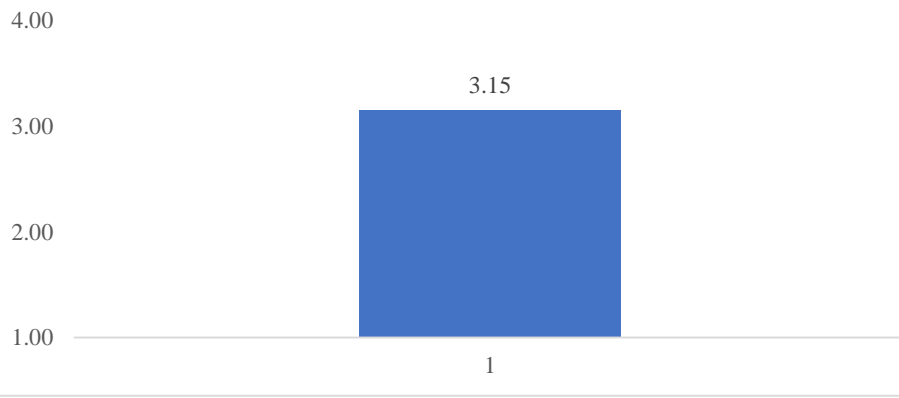
P14: How do you assess freedom of expression?



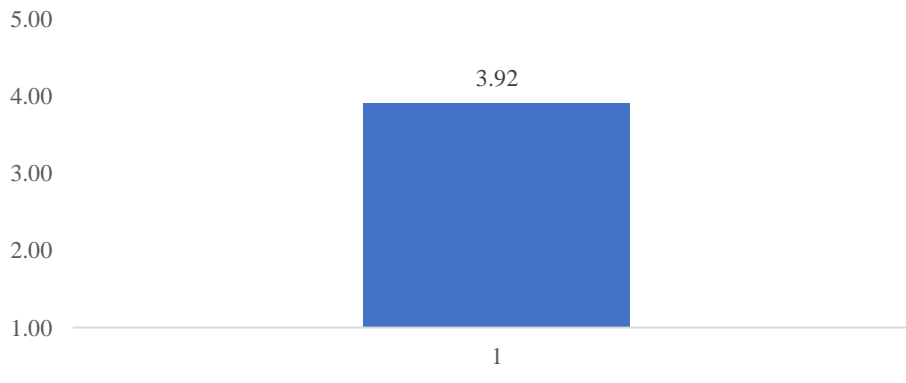
P15: How do you assess the efforts to ensure quality at the University/academic units?



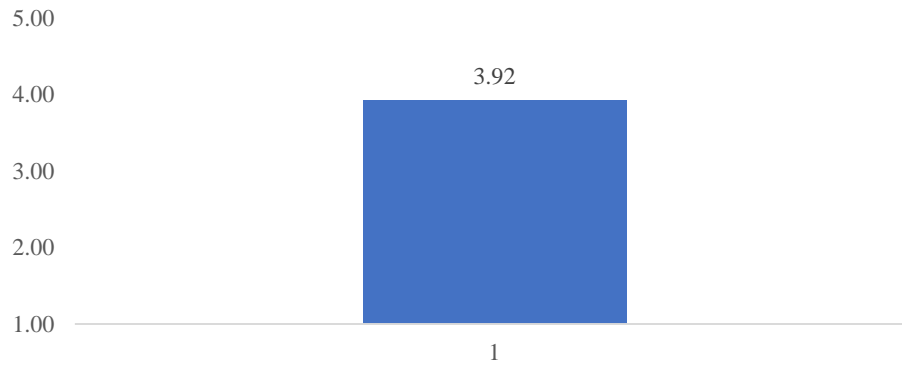
P16: How do you assess transparency in the system of selecting the best administrative staff member?



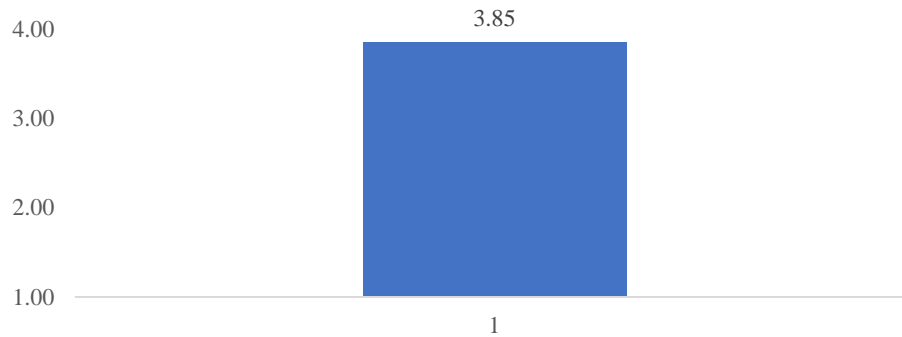
P17: How do you assess the mission and vision of the University? If you rate it with 1 or 2, please provide the reason!



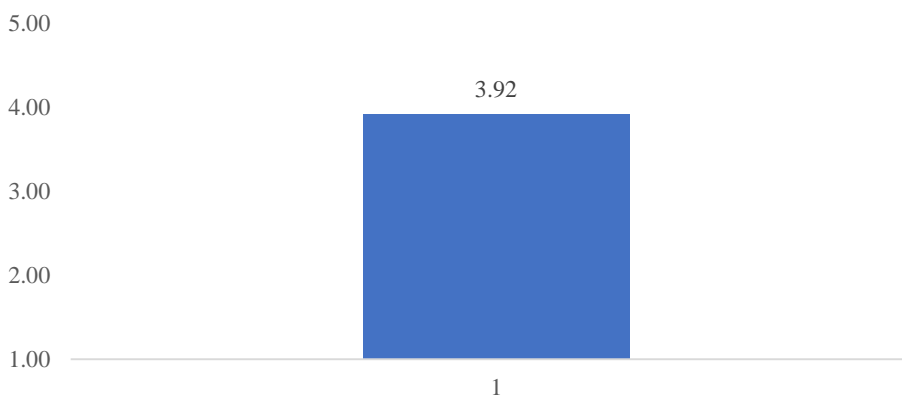
P18: How do you assess the priorities and strategic objectives of the University? If you rate them with 1 or 2, please provide the reason!



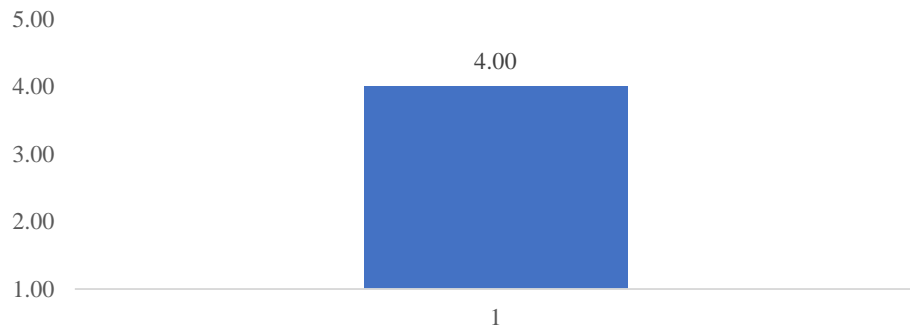
P19: How do you assess the objectives and efforts for internationalization at the University? If you rate them with 1 or 2, please provide the reason!



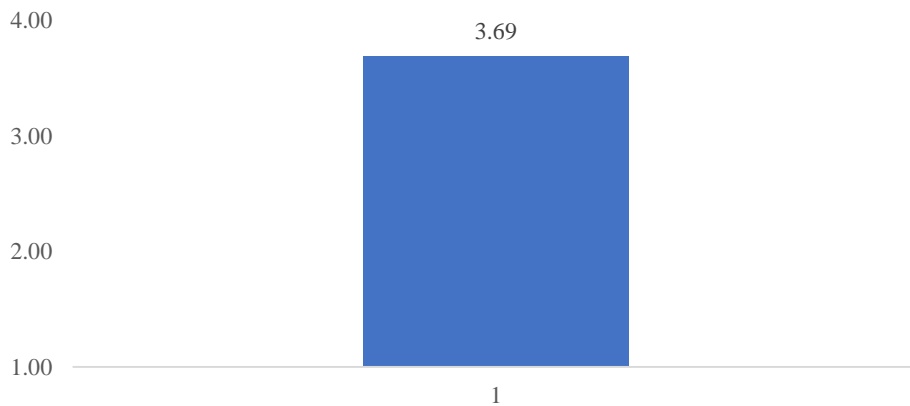
P20: How do you assess the position of our University compared to other universities in the country?



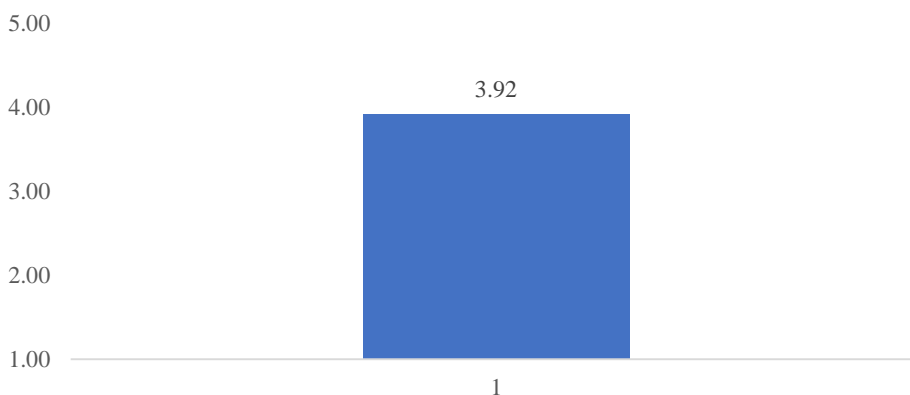
P21: How do you assess the University's relationships with external institutions (public institutions, private institutions, NGOs, the public...)?



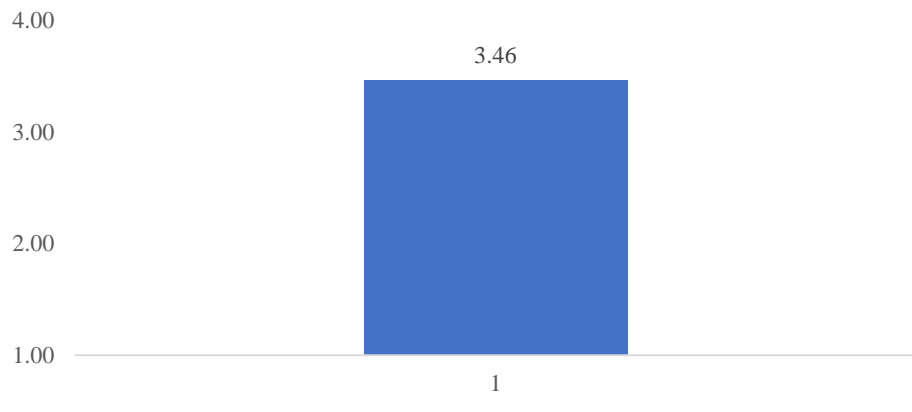
P22: How do you assess the number of students at the University?



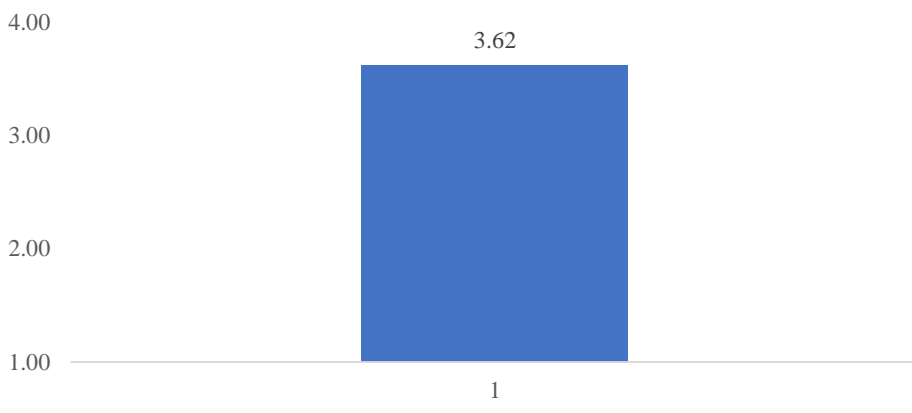
P23: How do you assess the quality and competence of the academic staff in relation to the administration?



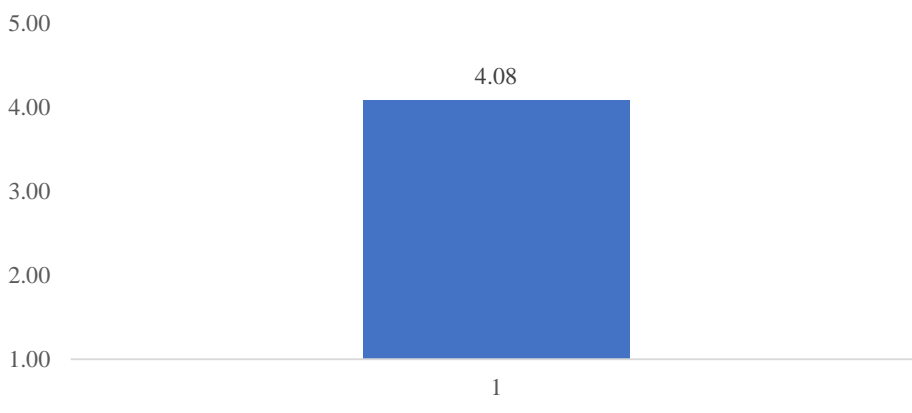
P24: How do you assess the application for foreign students to study at the University?



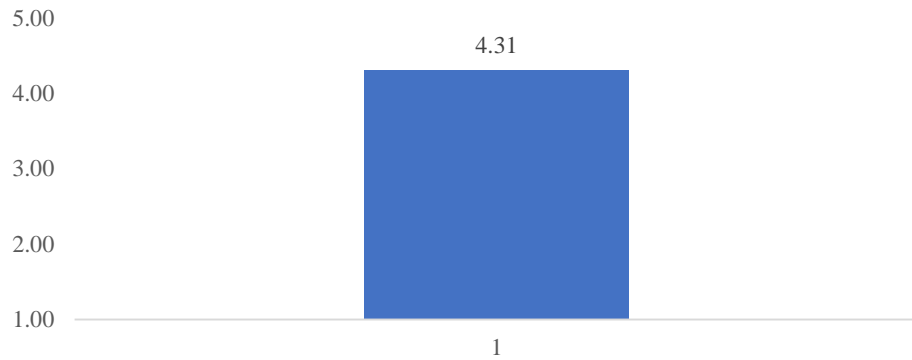
P25: How do you assess the compensation for overtime work?



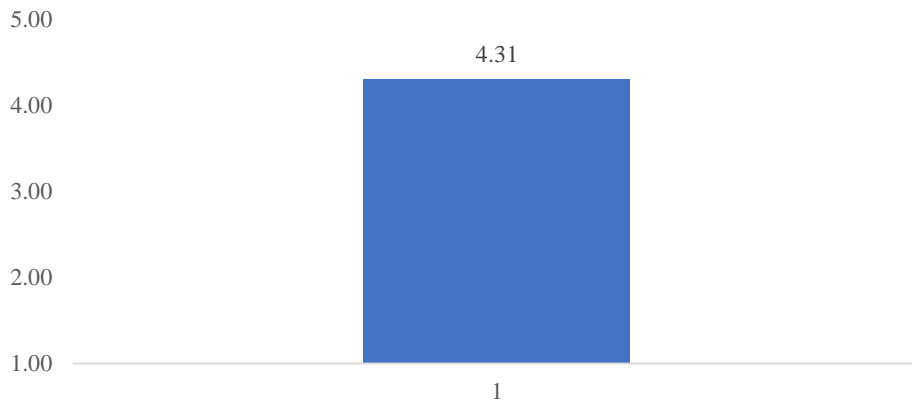
P26: How do you assess the access to academic unit leaders (dean, associate dean, program leader)



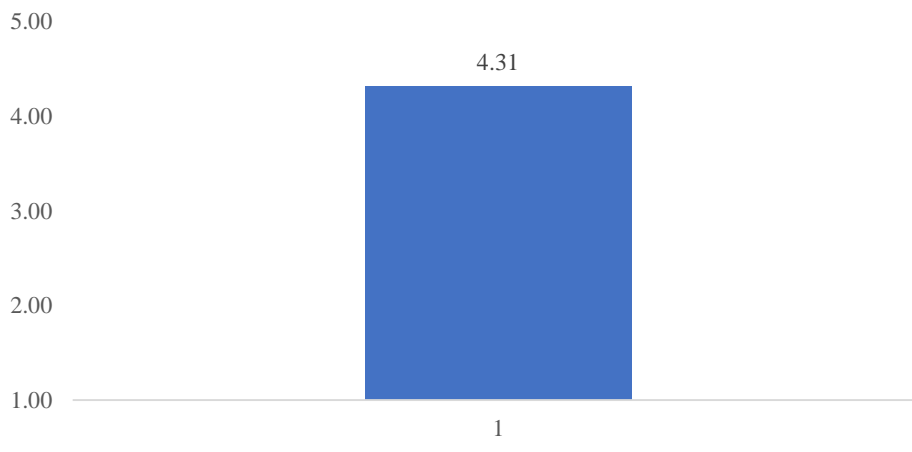
P27: How do you assess access to the senior management of the University (Rector, Vice-Rectors)?



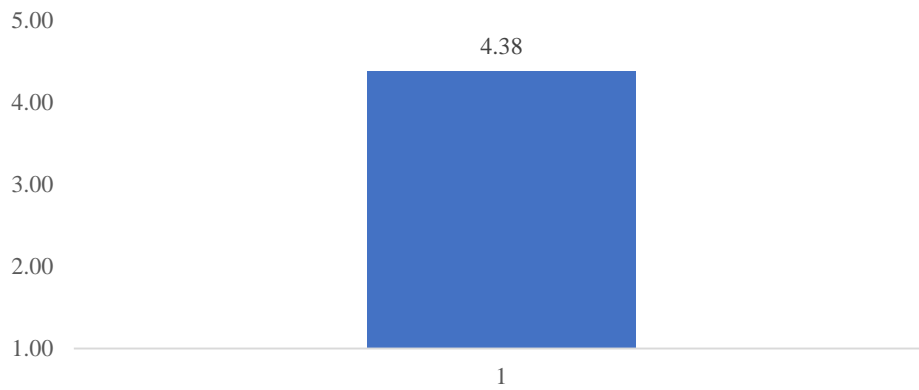
P28: How do you assess the collegial relationships among the administrative staff?



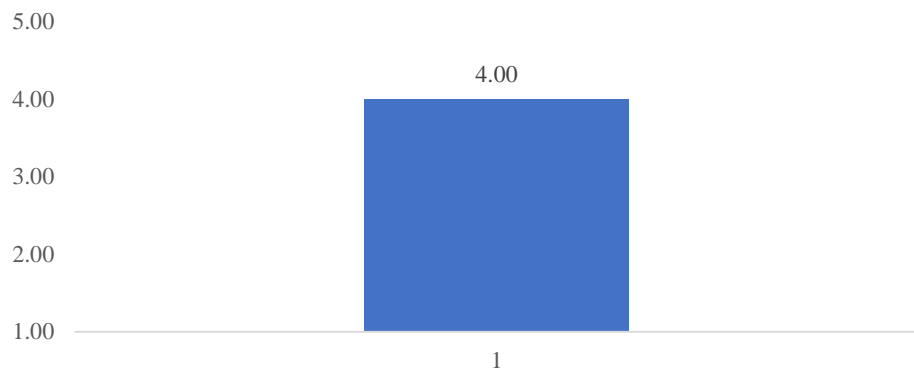
P29: How do you assess the relationships with the academic staff?



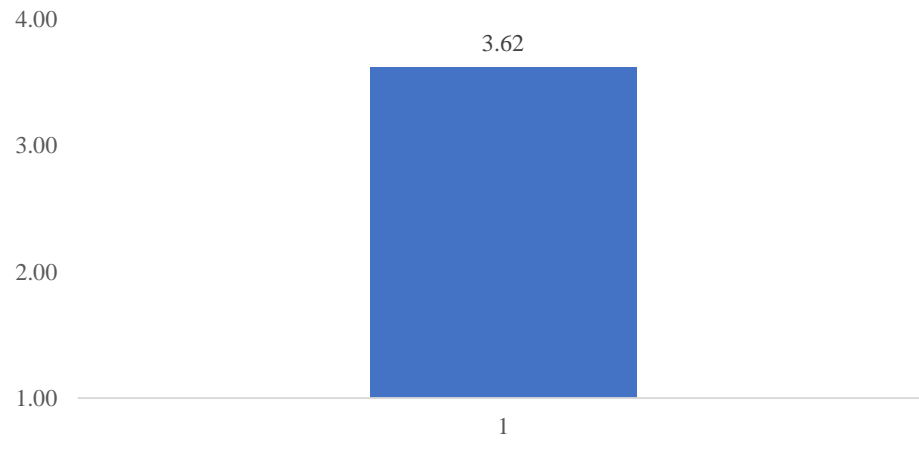
P30: How do you assess your communication with the students?



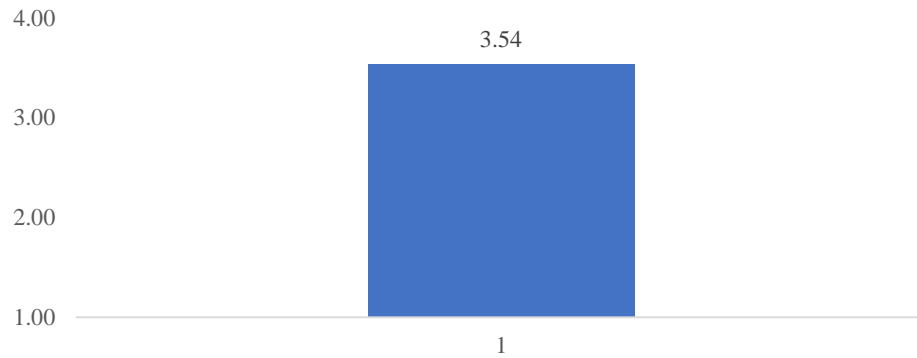
P31: How do you assess the opportunities for discussion and problem-solving with superiors at work?



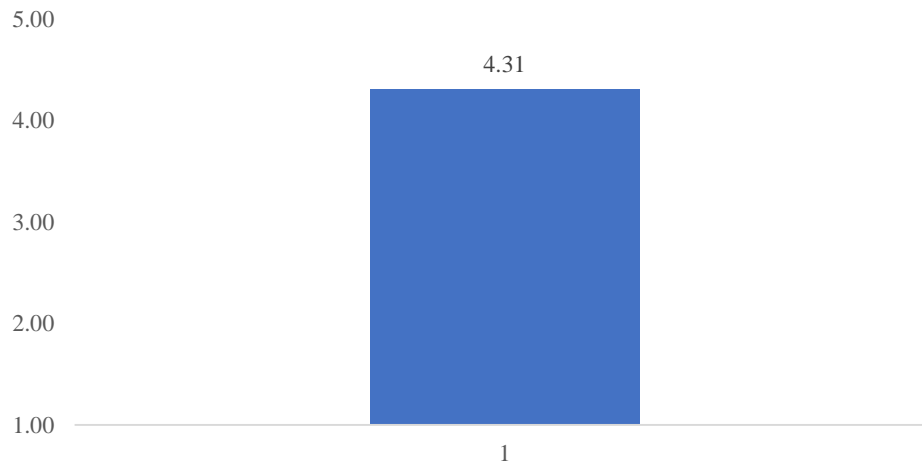
P32: How do you assess the conditions for cultural and artistic activities at the University?



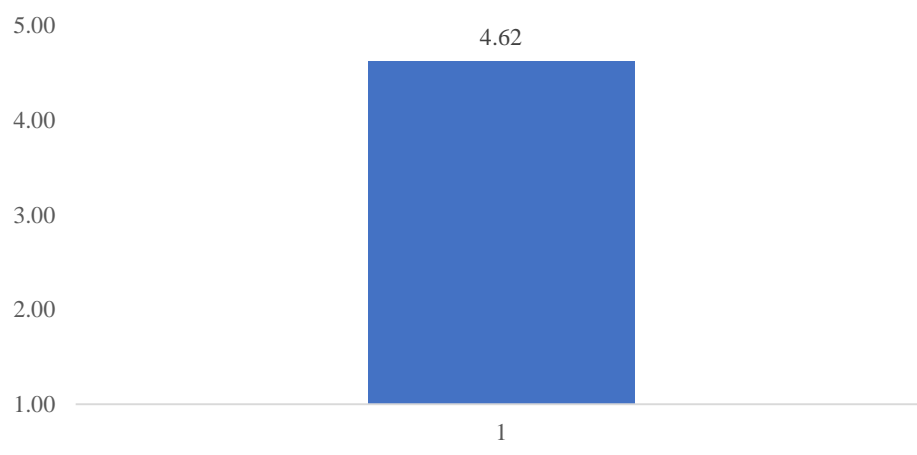
P33: How do you assess the opportunities for sports activities and the spaces created for this purpose?



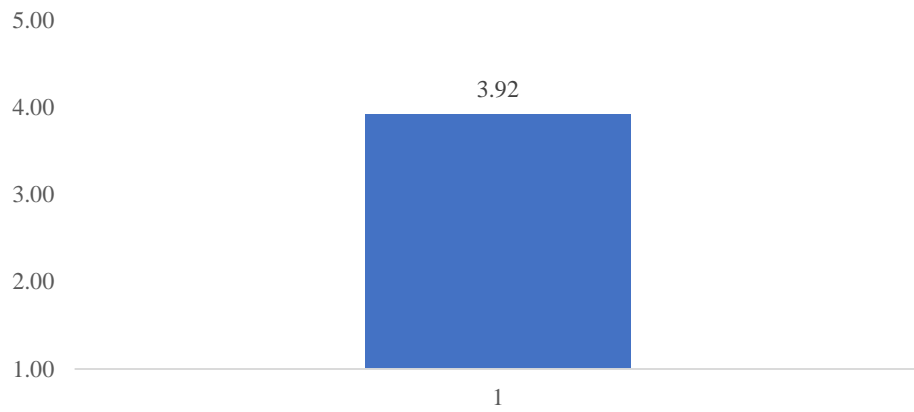
P34: How do you assess the hygiene on campus?



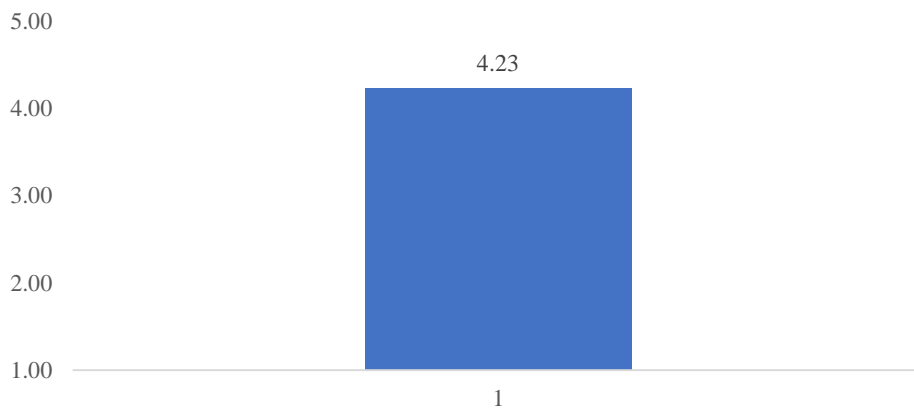
P35: How do you assess the hygiene in buildings and offices?



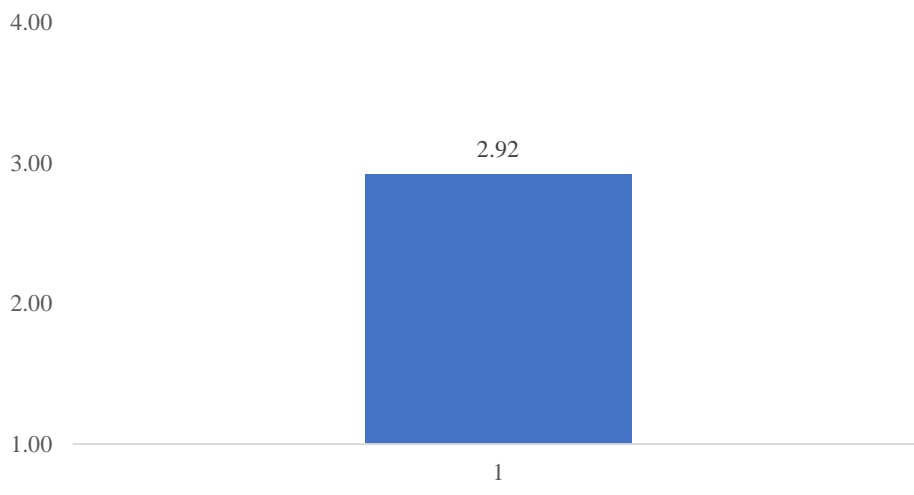
P36: How do you assess the infrastructure at the University/academic unit?



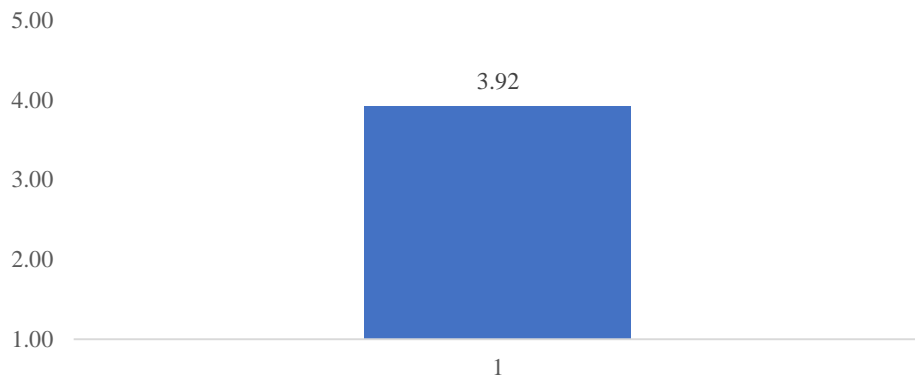
P37: How do you assess the safety measures (fire safety, other security measures...)?



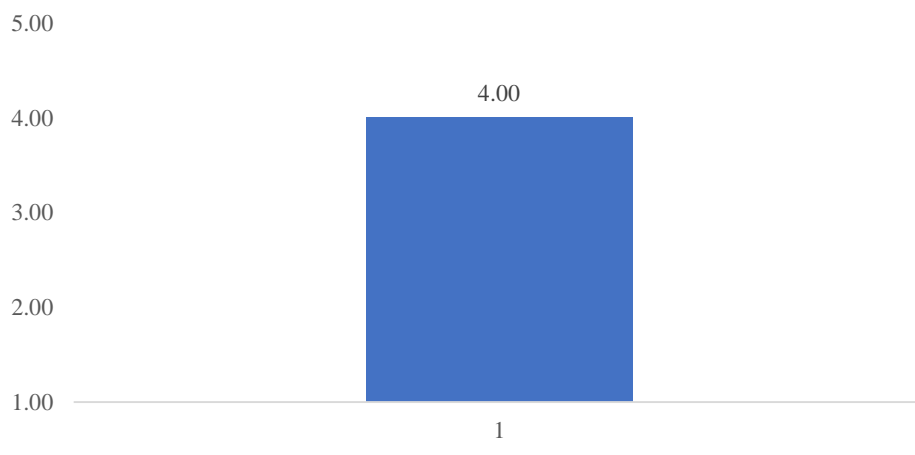
P38: How do you assess the cafeteria services?



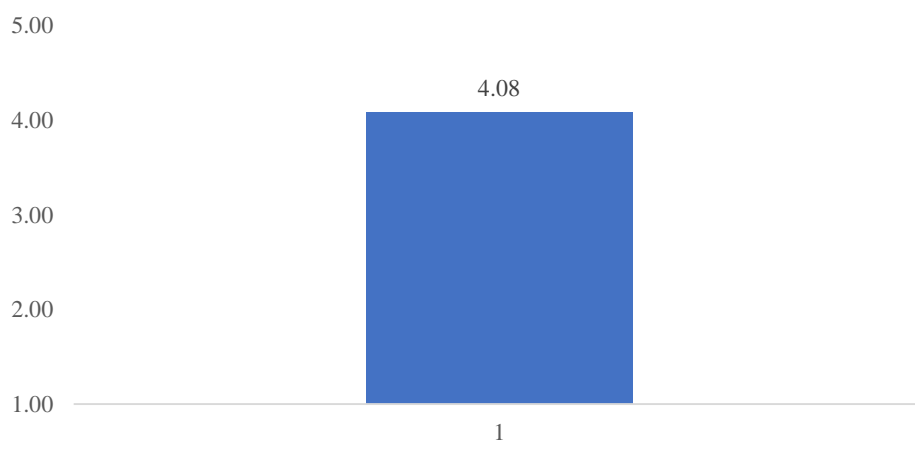
P39: How do you assess the internet services, information processing services?

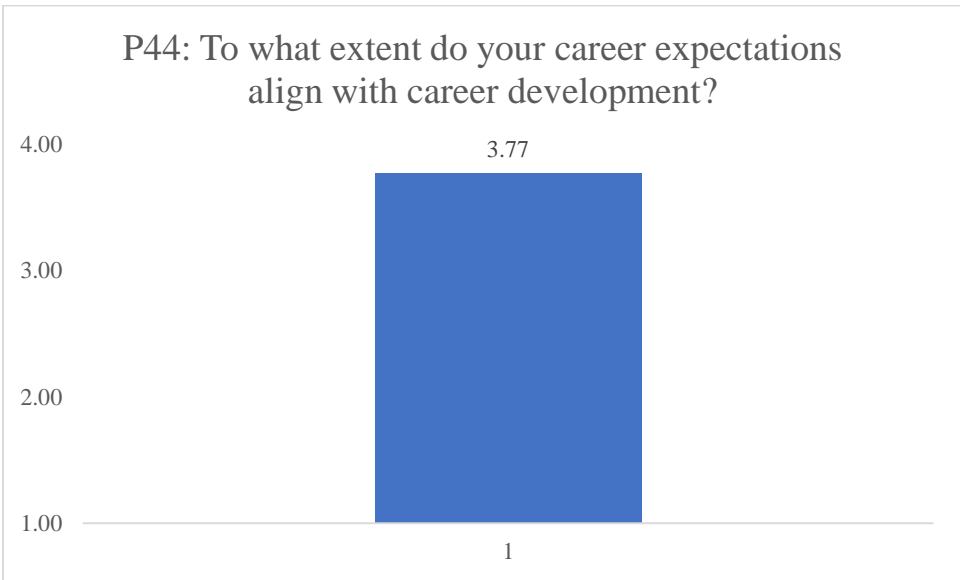
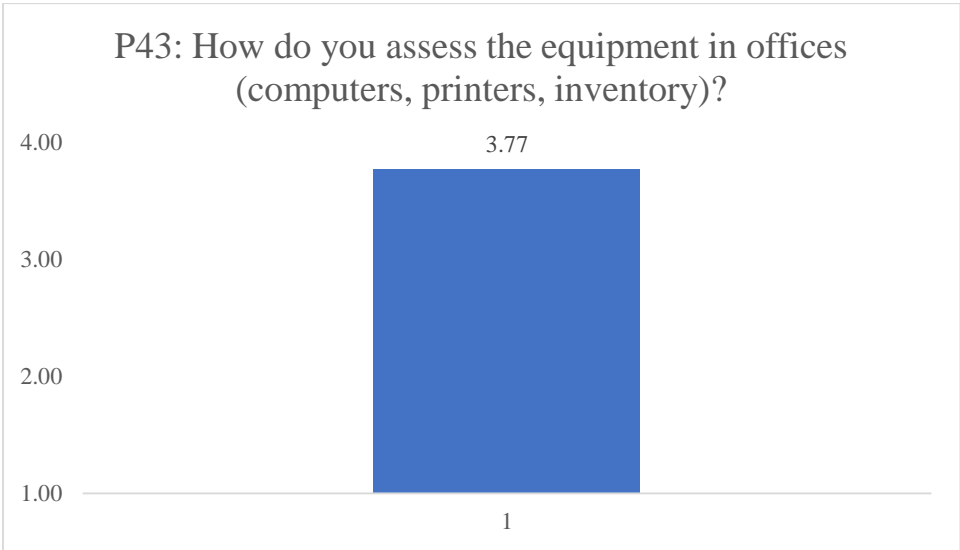
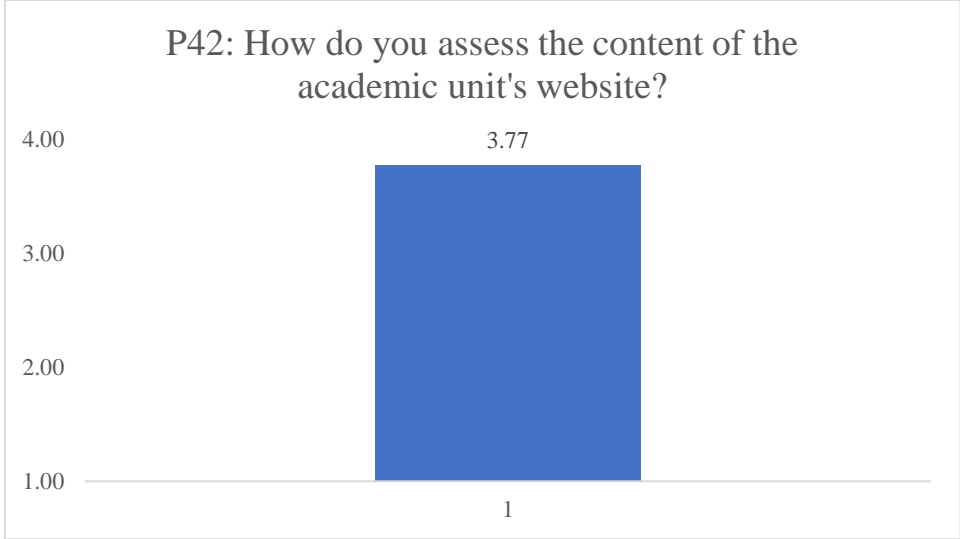


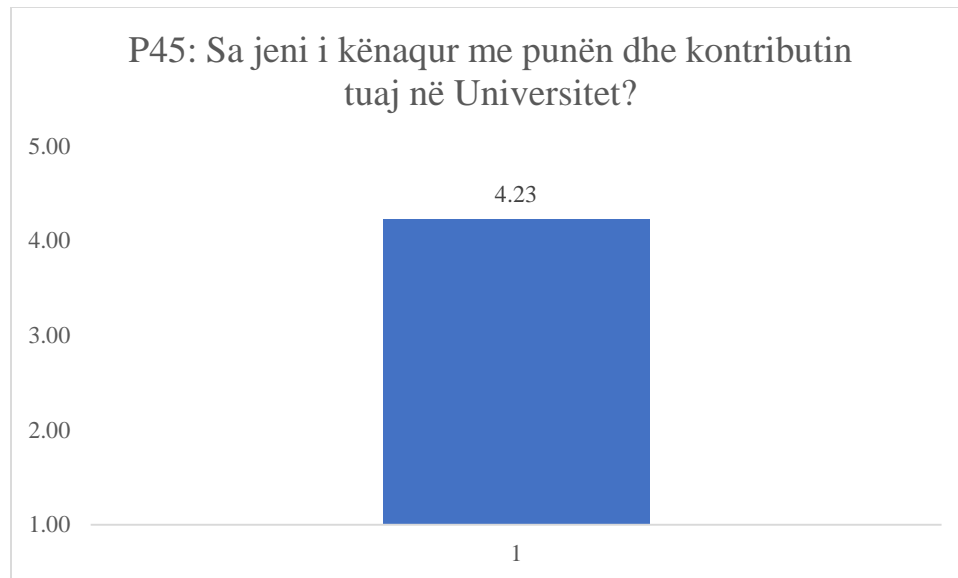
P40: How do you assess the communication services (mail, email, notifications, etc.)?



P41: How do you assess the content and design of the University's website?



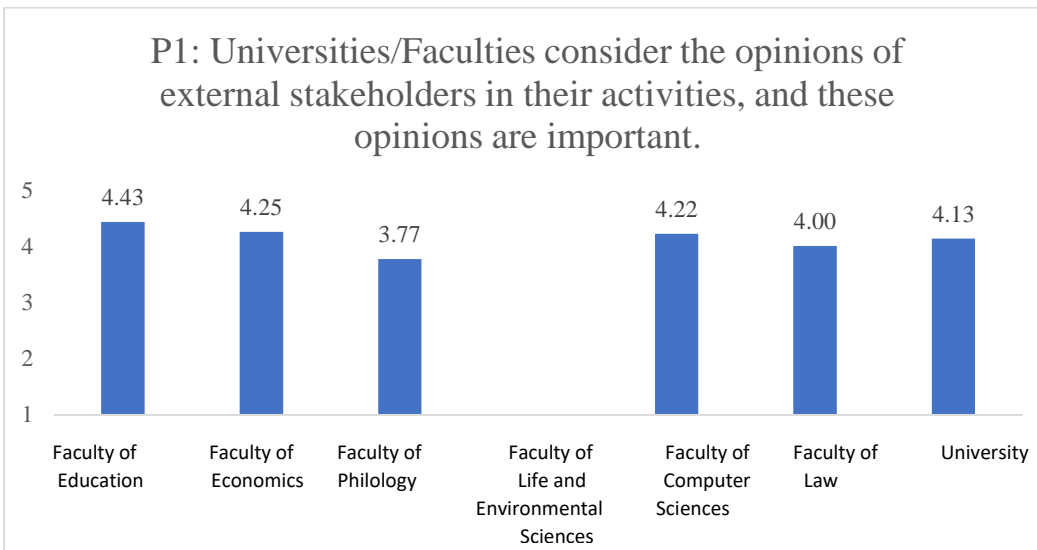
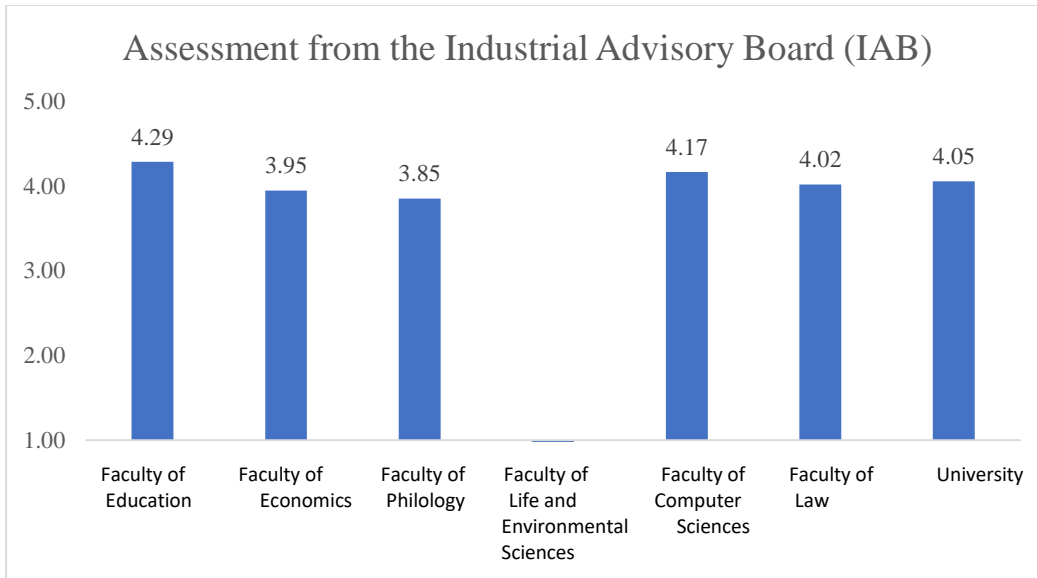




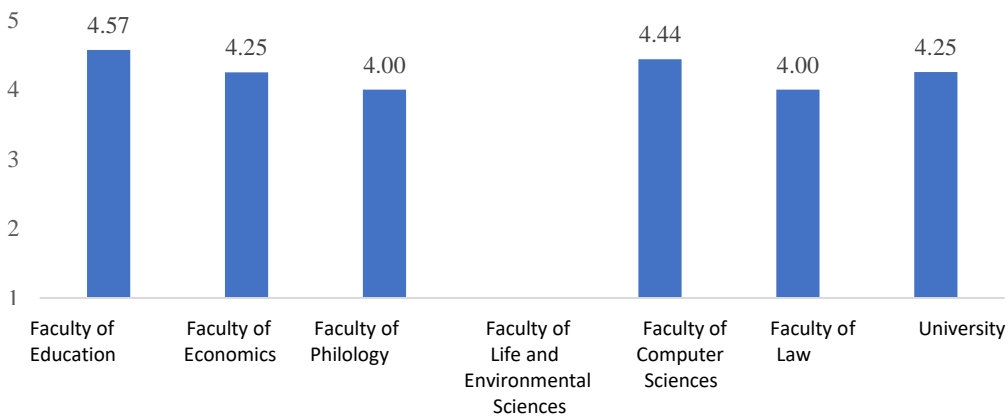
A11 – Assessment by Industrial Advisory Board (IAB)

The questionnaire is designed for employers, particularly for the IAB, and it is conducted once a year. The questionnaire contains 14 closed-ended questions and 1 open-ended question. Its objectives include enhancing collaboration with private businesses, evaluating the university/academic unit collaboration, addressing employee needs, assessing practical, observing communication with university/academic units, evaluating IAB participation in teaching classes, measuring the importance of collaboration, and assessing involvement with university/academic unit structures. The questionnaire is completely confidential and anonymous.

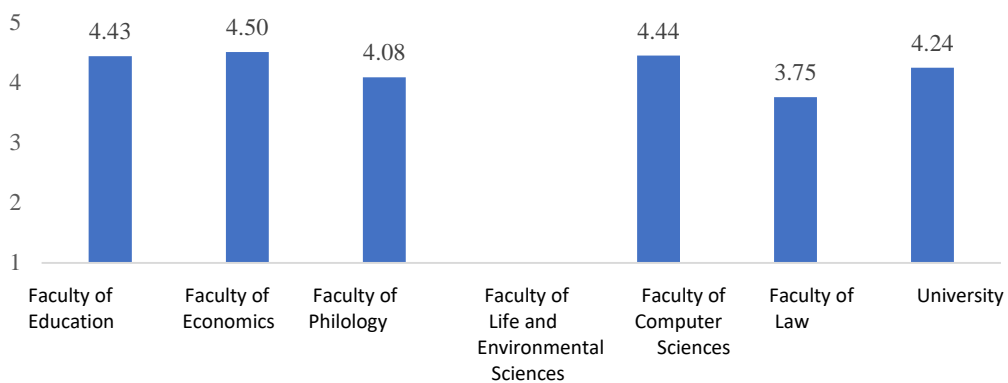
The report presents general statistics and recommendations based on the collected data from the questionnaires. The questionnaire was answered by a total of 37 respondents: 7 from the Faculty of Education, 4 from the Faculty of Economics, 13 from the Faculty of Philology, 9 from the Faculty of Computer Science, 0 from the Faculty of Life and Environmental Sciences, and 4 from the Faculty of Law. The evaluation results, measured on a scale from 1 to 5 at the university level, averaged 4.05. Specifically, the Faculty of Education received an average evaluation of 4.29, the Faculty of Economics was evaluated at 3.95, the Faculty of Philology received an evaluation of 3.85, the Faculty of Life and Environmental Sciences did not receive any evaluations from the IAB members, the Faculty of Computer Science was evaluated at 4.17, and the Faculty of Law received an evaluation of 4.02.



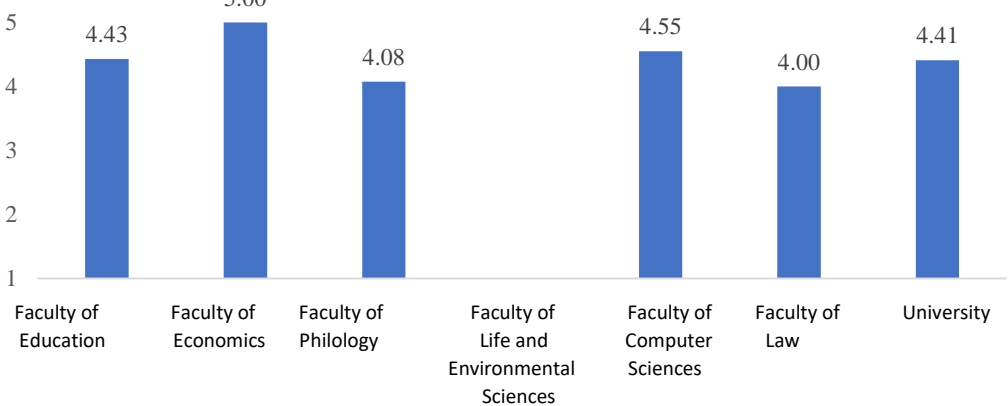
P2: Universiteti/fakultetet janë të hapur për bashkëpunim me palët e jashtme të interesit.



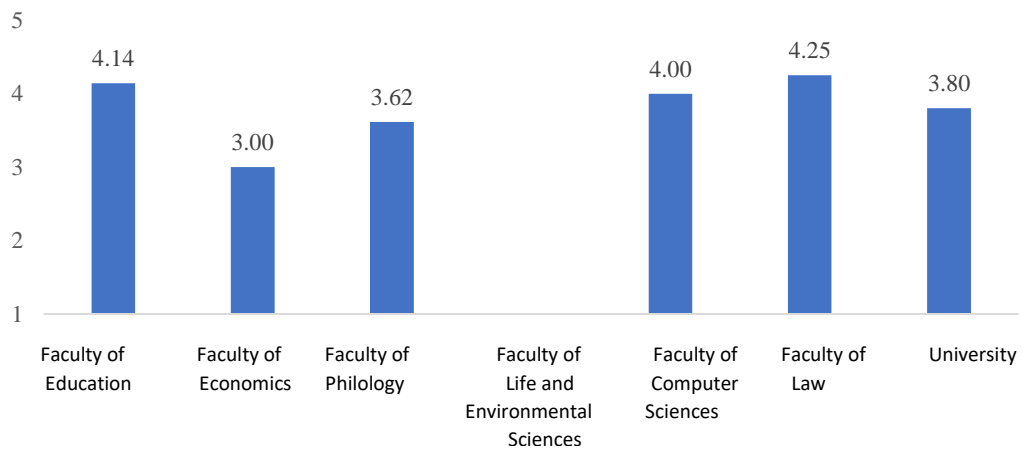
P3: The most important phase is establishing the form of collaboration with the University through initiating contact with the appropriate University staff.



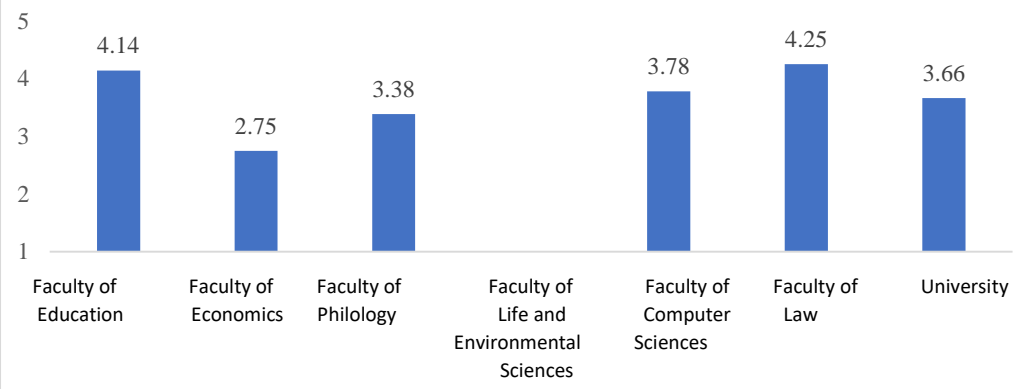
P4: Employer needs are very important for developing new programs and reviewing existing programs.



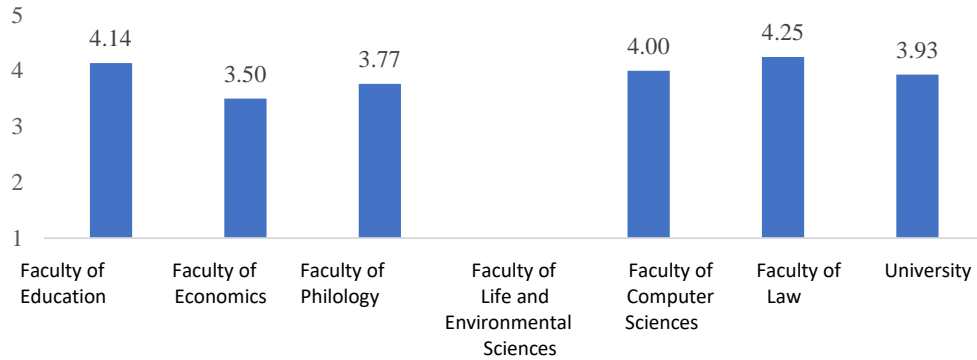
P5: There is a clear and transparent mechanism for involving employers in the teaching process.



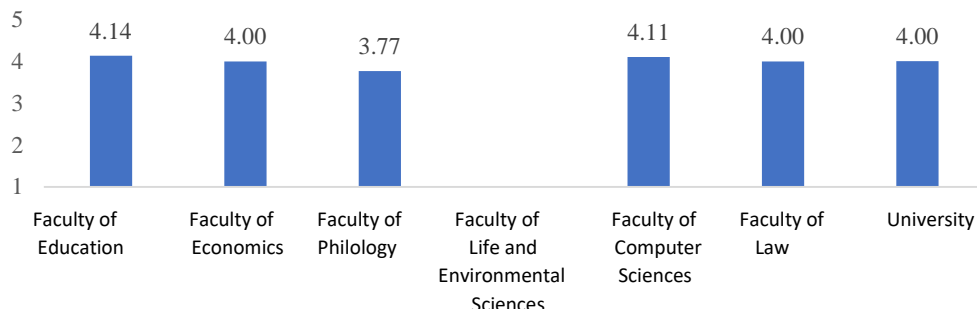
P6: There is an efficient and well-organized system of practical work for students, involving external stakeholders of interest.



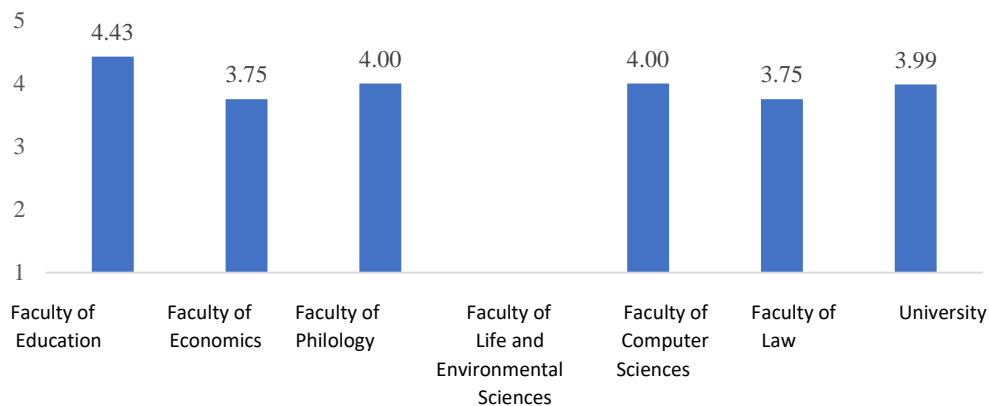
P7: Employers are informed about the communication channels with academic staff and program leaders.



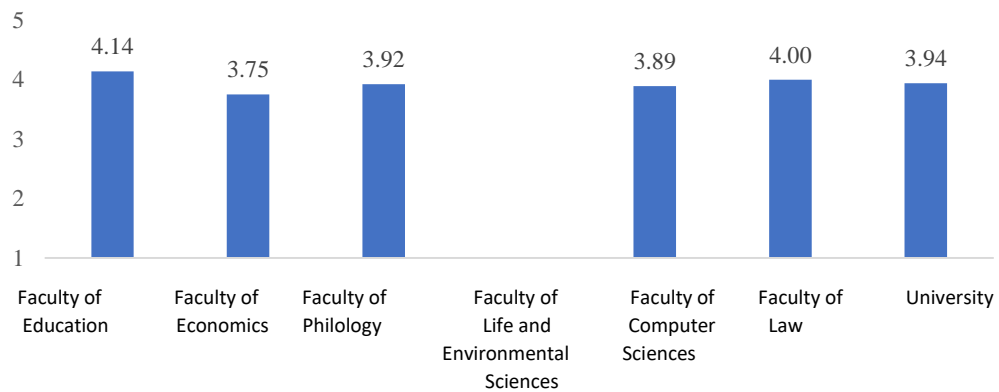
P8: There are formal bodies where external stakeholders are participants in the University's management structures. The influence and importance of these official bodies in the University's activities.



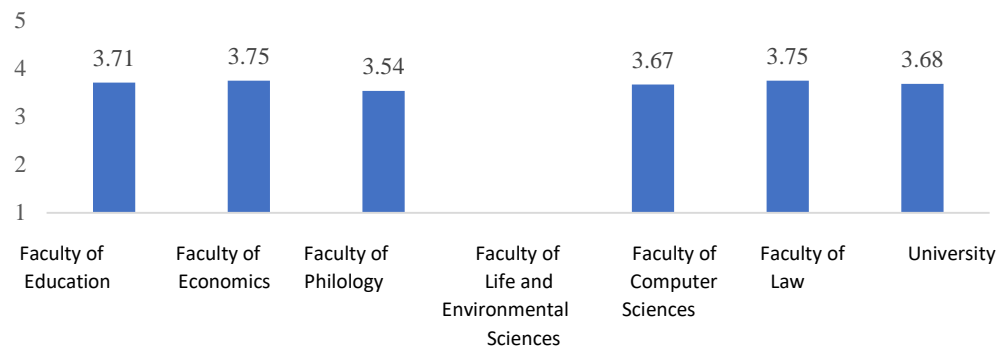
P9: The University's authorities' approach to collaborating with employers is adequate.



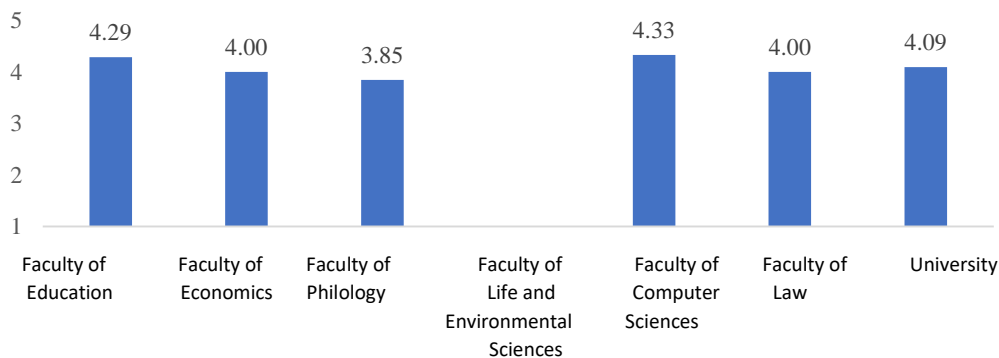
P10: Employers' approach to collaborating with the University is adequate.



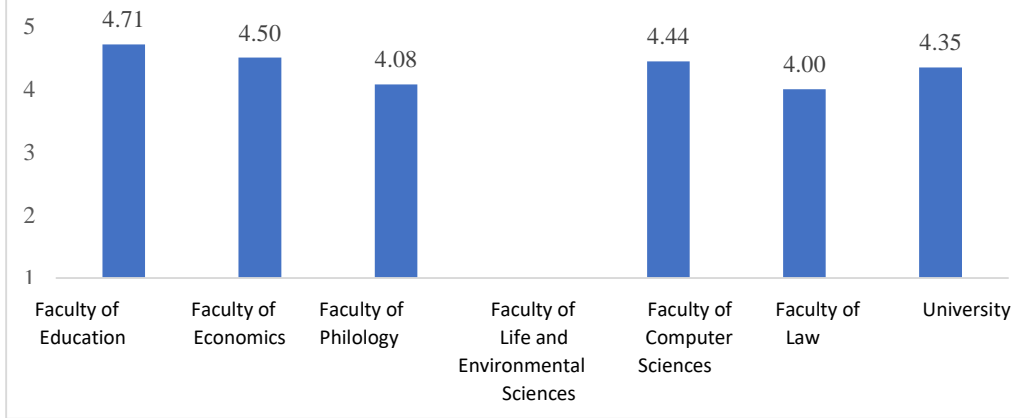
P11: The direct participation of employer representatives in the teaching process (invitations to give lectures, public lectures, identification of thesis topics) is adequate.



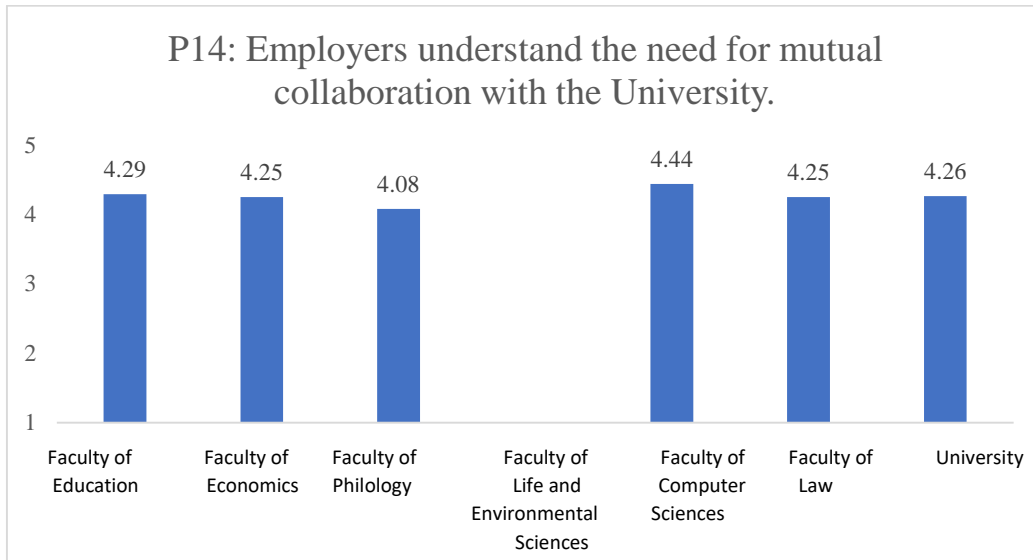
P12: Employers see long-term benefits from collaborating with the University, and the impact of this collaboration is reflected in the skills and competencies of graduates.



P13: Academic staff values the importance of collaborating with employers.



P14: Employers understand the need for mutual collaboration with the University.



A12 – Mentoring of student dropout

This questionnaire is designed for students at the bachelor's and master's levels, regardless of their study program, who are in the process of deregistering from the university. The purpose of this questionnaire is to gather information about the reasons for discontinuing their studies, with the aim of improving the quality and preventing student dropout. The questionnaire is divided into three main categories and subcategories:

- Personal Reasons
- Migration
- Reasons related to the program/subject/faculty
- Lack of opportunities for distance learning
- Changing faculties
- Work
- Financial reasons
- Studying abroad
- Other reasons

The questionnaire also includes two open-ended questions. It is important to note that the questionnaire is completely anonymous and confidential. The report will provide general statistics and recommendations based on the data collected from the questionnaires.

The results indicate that the primary reason for dropping out is migration (57% of reported cases), followed by personal reasons (15%), financial and work-related issues (6%), lack of free time for studying (5%), studying abroad (4%), changing faculties (3%), changing universities (1%), and other reasons (1%).

A13 – Intercollegiate assessment of the lesson

The intercollegiate assessment of the lesson is conducted twice a year, every semester. Collegial observation is performed on the same or similar subjects. The objectives of the questionnaire are as follows:

- To identify aspects of the lecture that enhance the teaching and learning process.,
- To generate recommendations for the teaching and learning process based on surveys, ideas, and objectives gathered through the observation process.

Faculty of Education: At the Faculty of Education, 12 collegial assessments were conducted during the year 2022.

Faculty of Economics: At the Faculty of Economics, 31 collegial assessments were conducted during the 2022.

Faculty of Philology: The report has not been sent!

Faculty of Life and Environmental Sciences: At the Faculty of Life and Environmental Sciences, 5 collegial assessments were conducted during the year 2022.

Faculty of Computer Science: At the Faculty of Computer Science, 53 assessments were conducted.

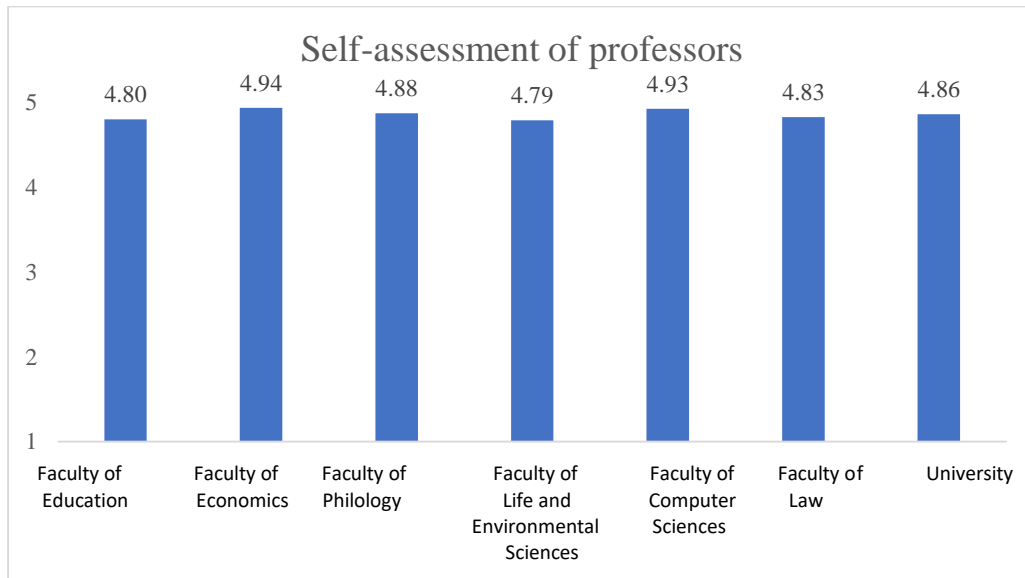
Faculty of Law: At the Faculty of Computer Science, 12 assessments were conducted during the year 2022.

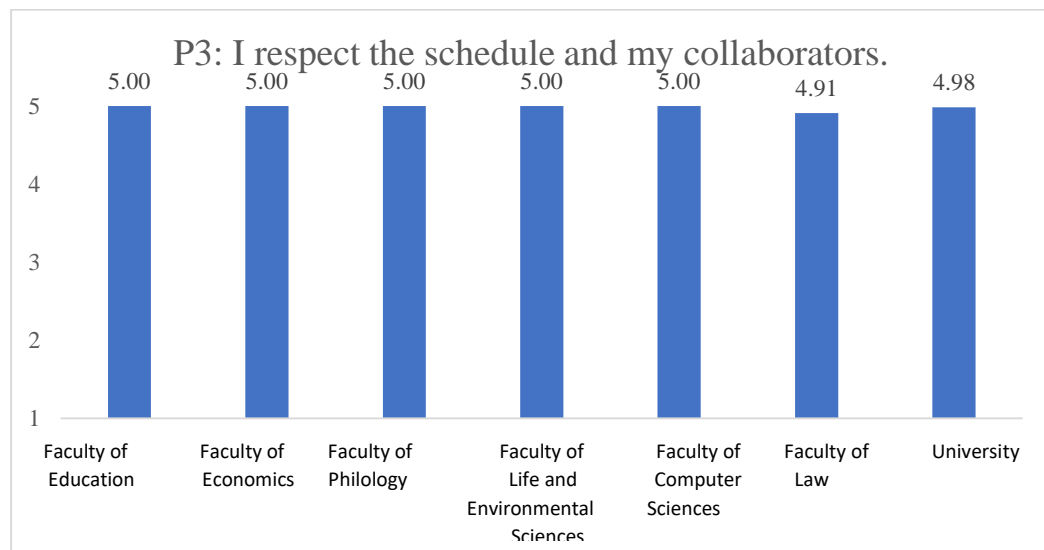
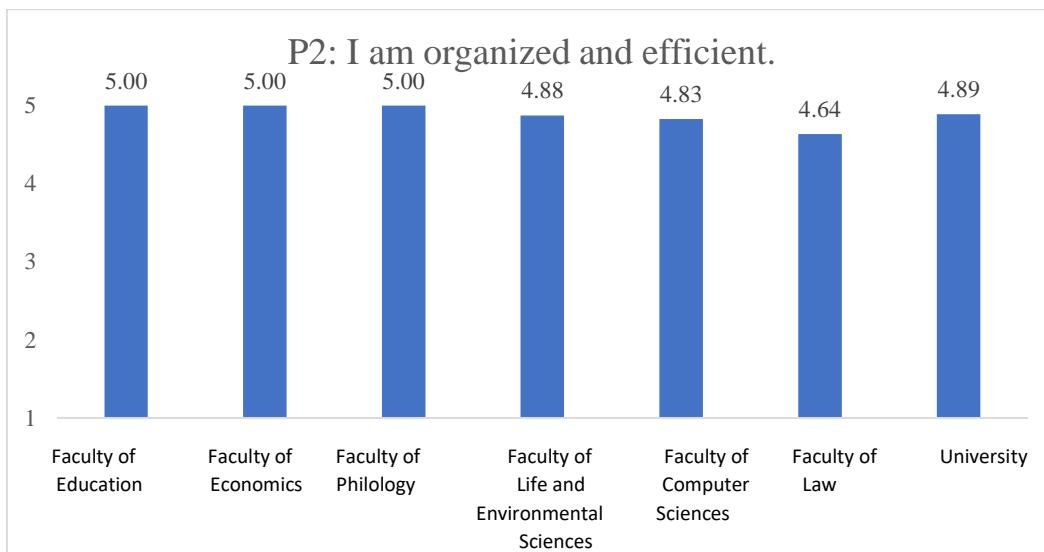
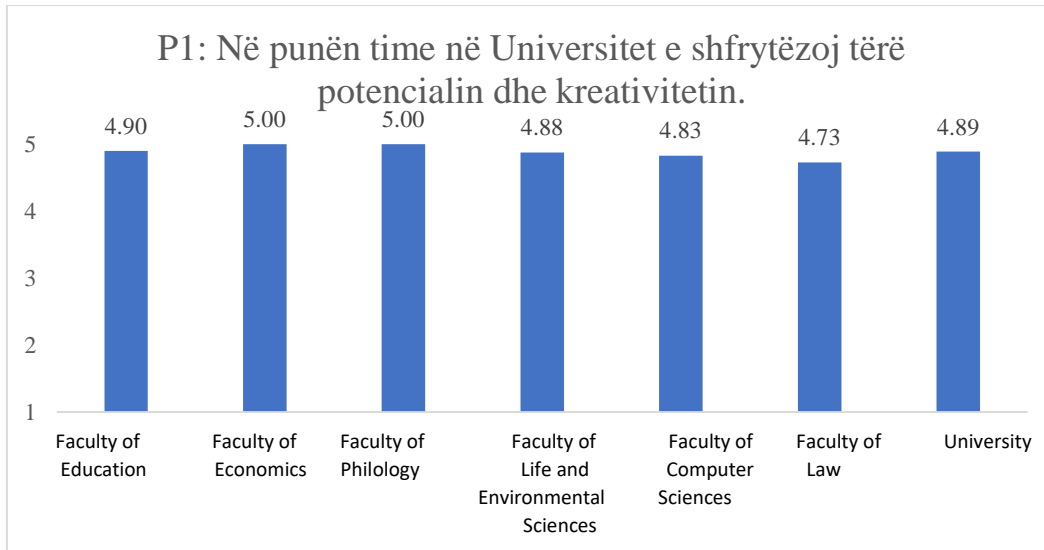
A14 – Self-assessment of professors

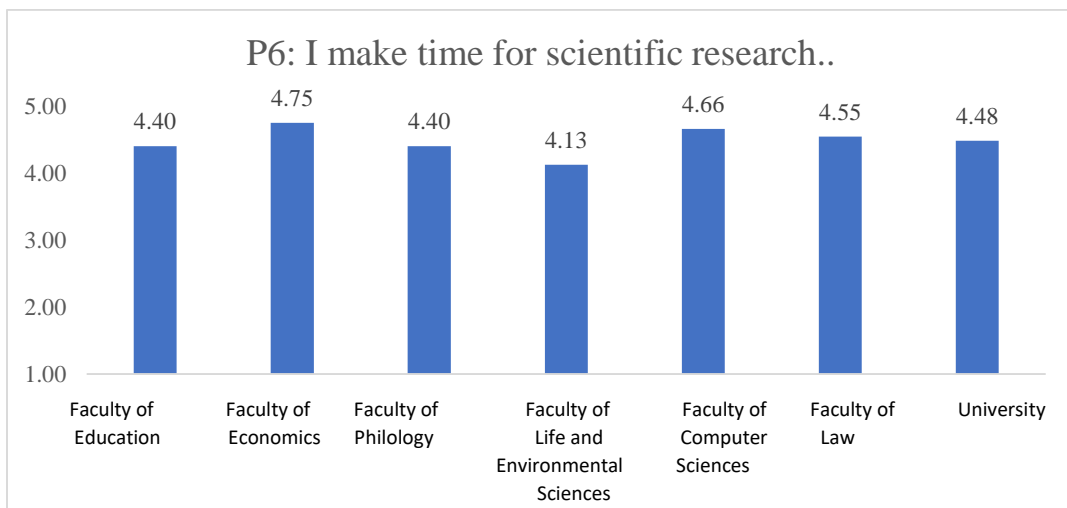
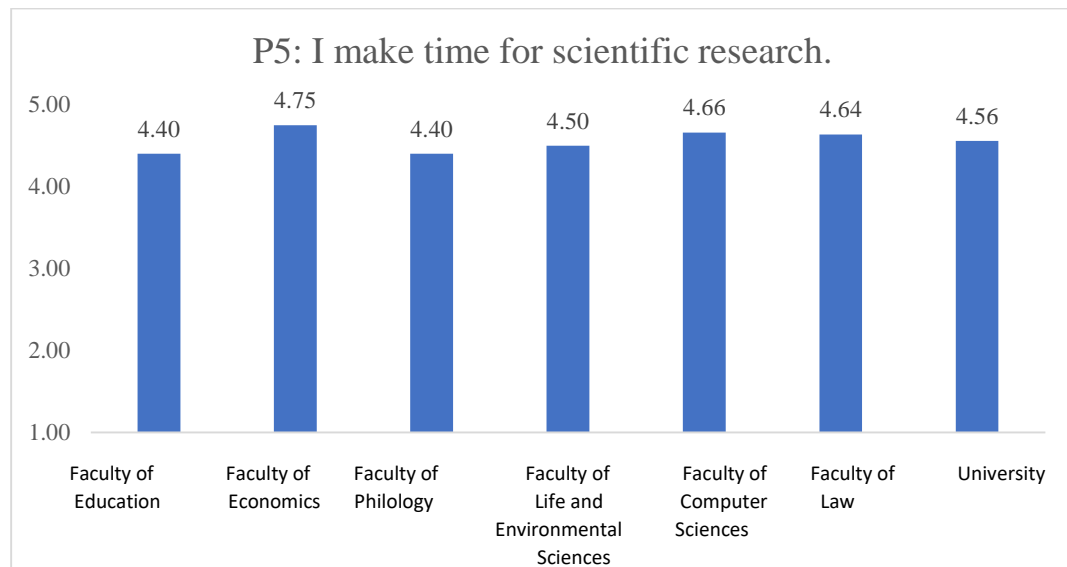
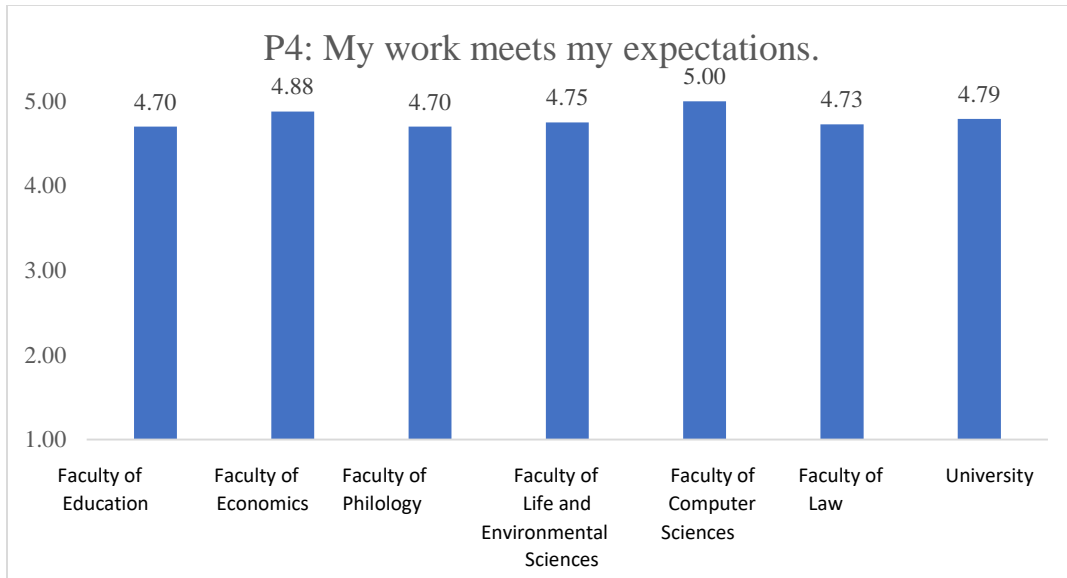
The self-assessment questionnaire for professors is conducted once a year by the university's academic staff. The questionnaire consists of 21 closed-ended questions and 2 open-ended questions. Its purpose is to identify both positive elements and aspects for improvement. The questionnaire covers topics such as the utilization of potential, respecting the work schedules and collaboration, expectations, dedication of time to research, student evaluation, teaching techniques, lecture sources, participation in conferences/trainings, mentoring, contributions to curriculum development, study program, etc.

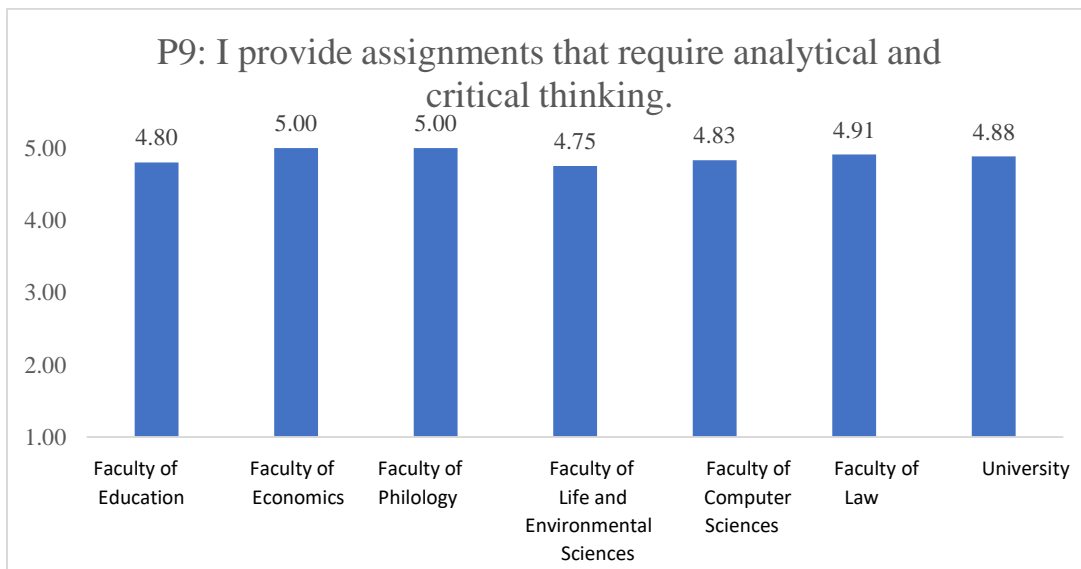
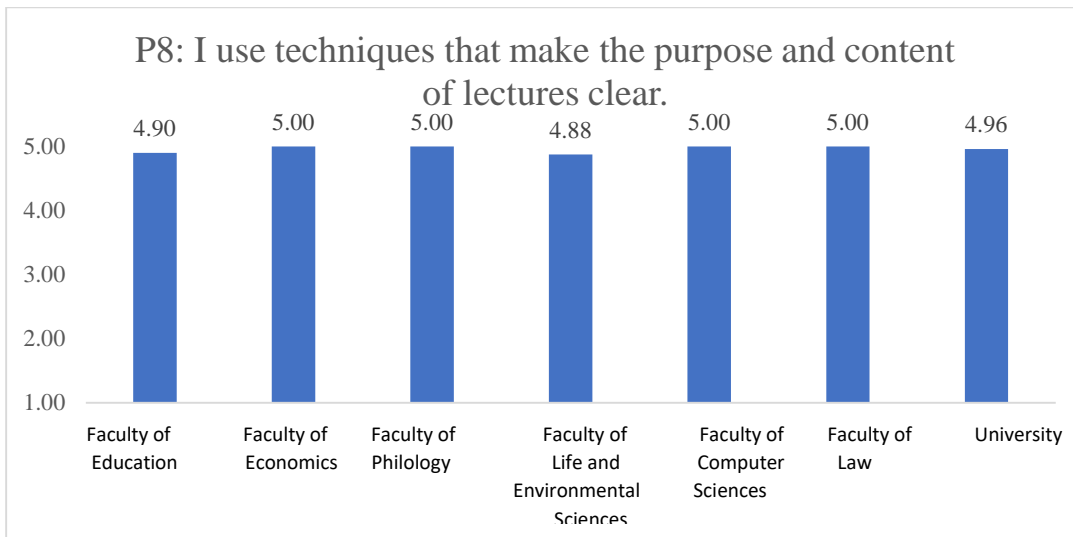
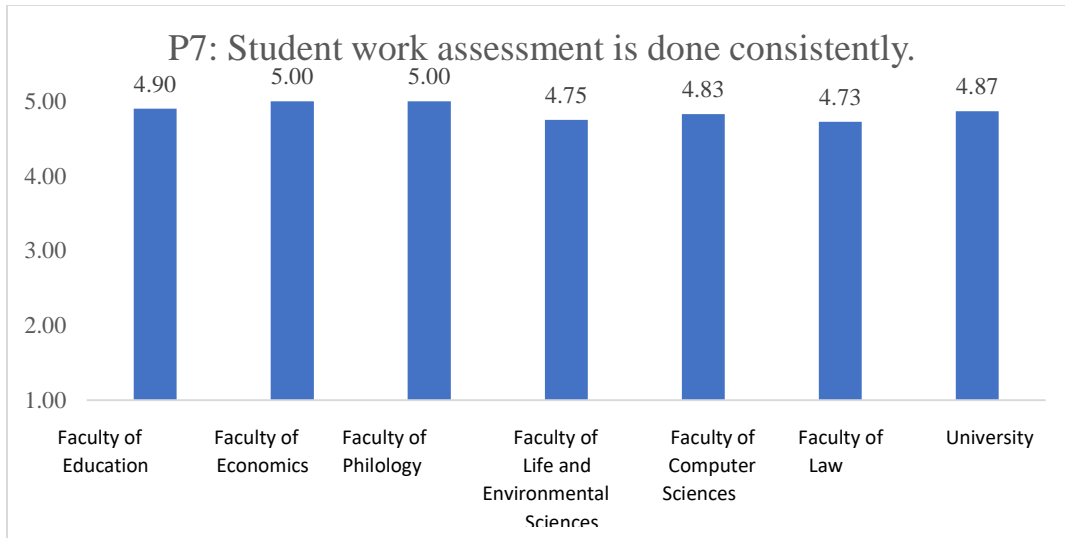
The report will provide general statistics and recommendations based on the data collected from the questionnaires. The questionnaire has been answered by 53 respondents. 10 respondents answered from the Faculty of Education, 8 from the Faculty of Economics, 10 from the Faculty of Philology, 8 from the Faculty of Life and Environmental Sciences, 6 from the Faculty of Computer Science and 11 from the Faculty of Law.

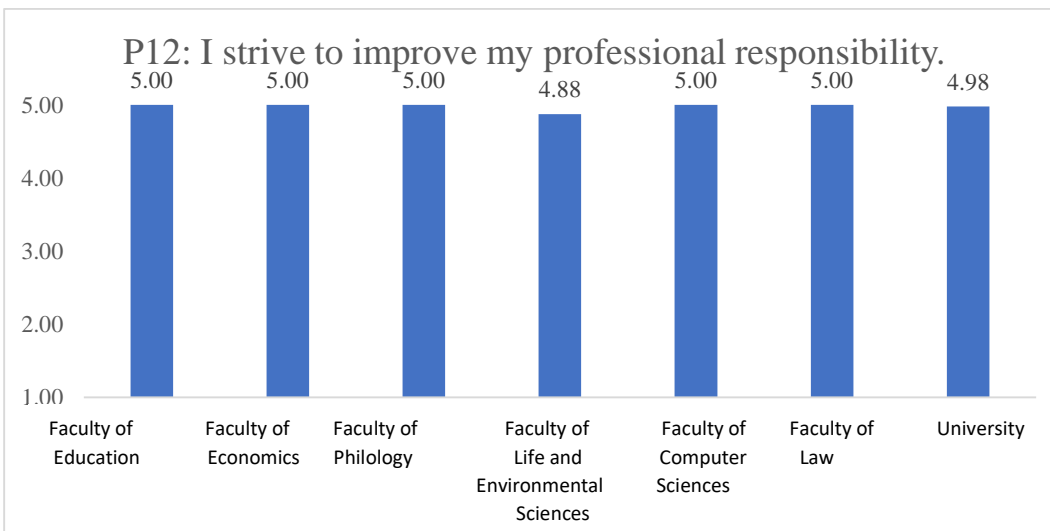
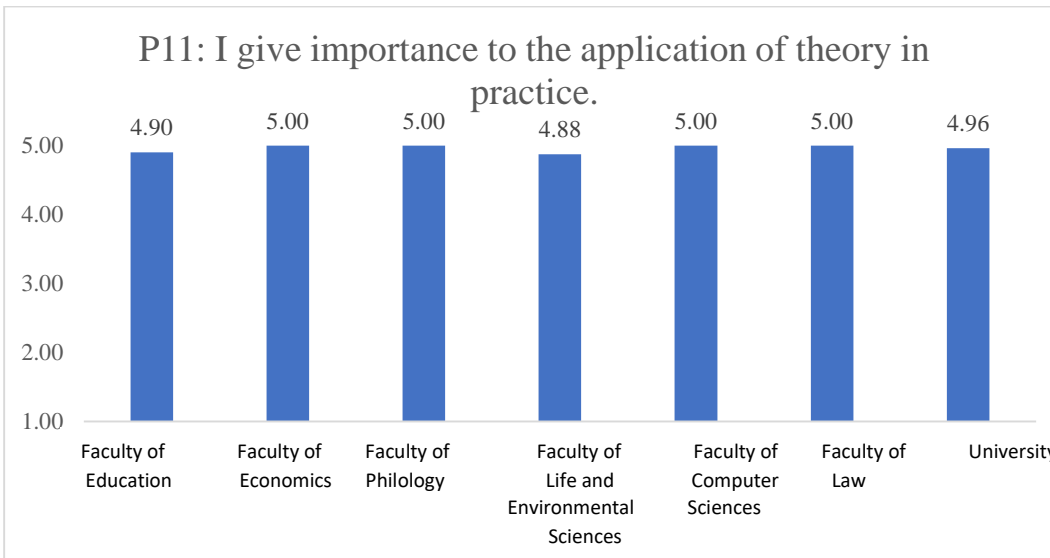
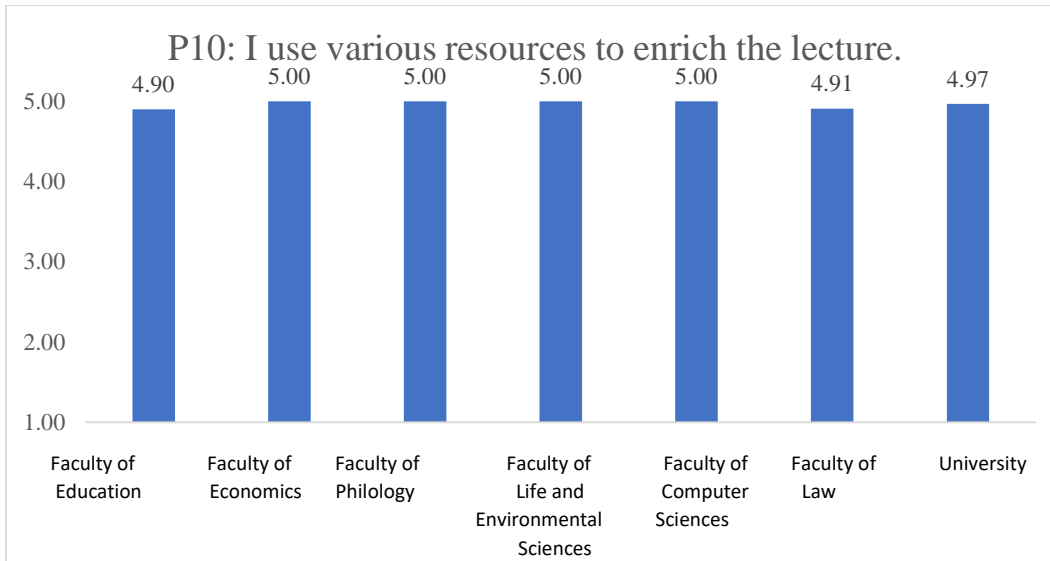
The overall university-level self-assessment score is 4.86. The self-assessment results for professors at the university level are as follows: Faculty of Education: 4.80, Faculty of Economics: 4.94, Faculty of Philology: 4.88, Faculty of Life and Environmental Sciences: 4.79, Faculty of Computer Science: 4.93, Faculty of Law: 4.83, Faculty of Law: 4.83.

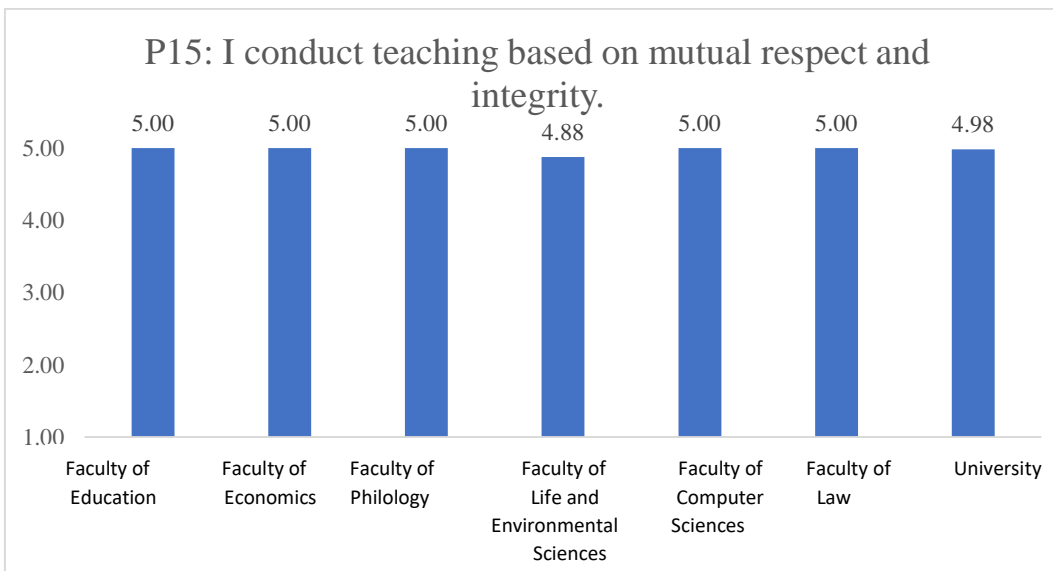
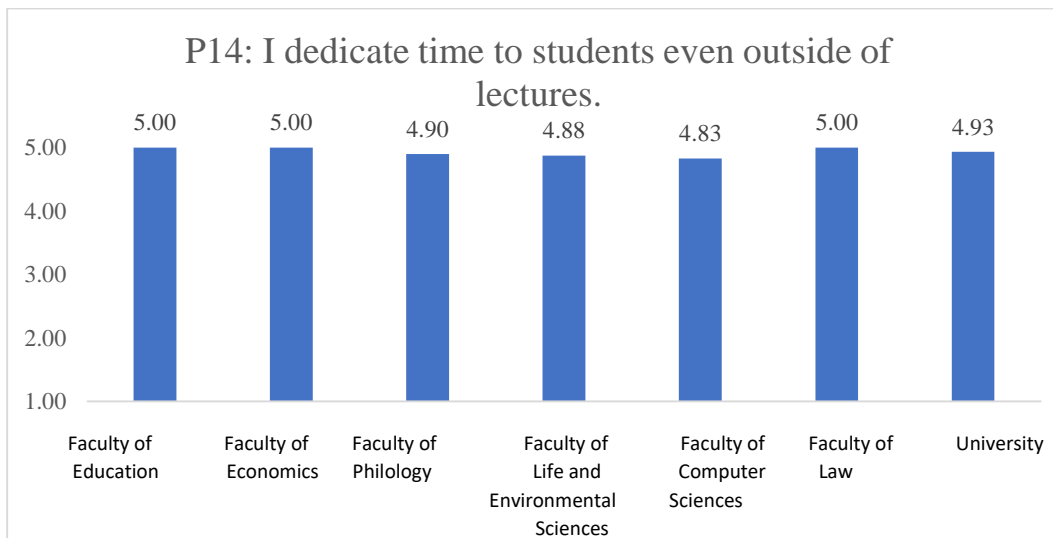
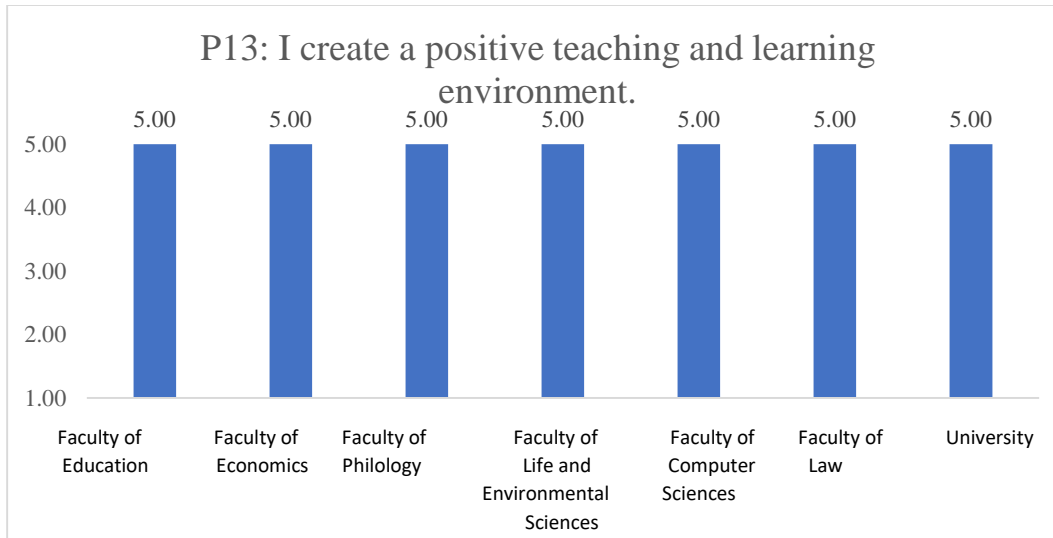


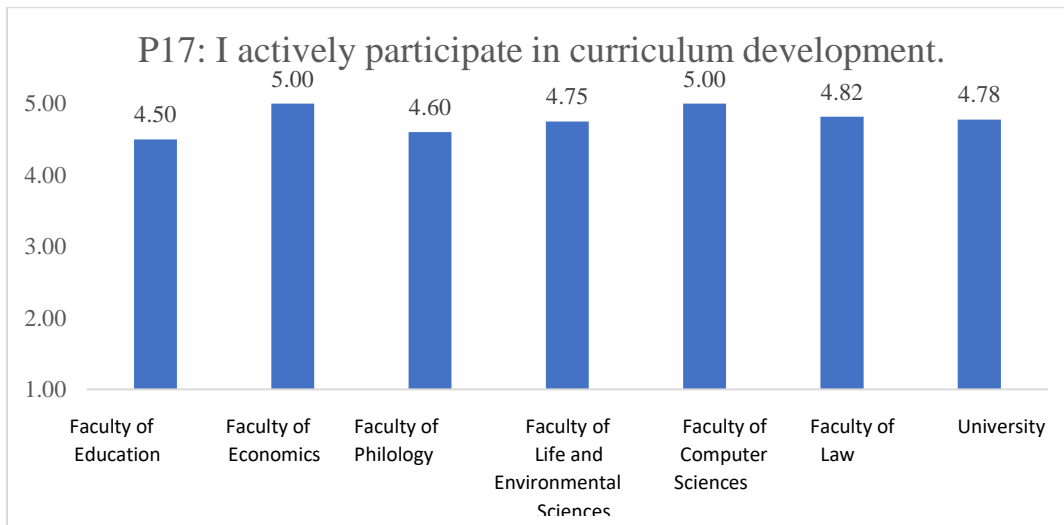
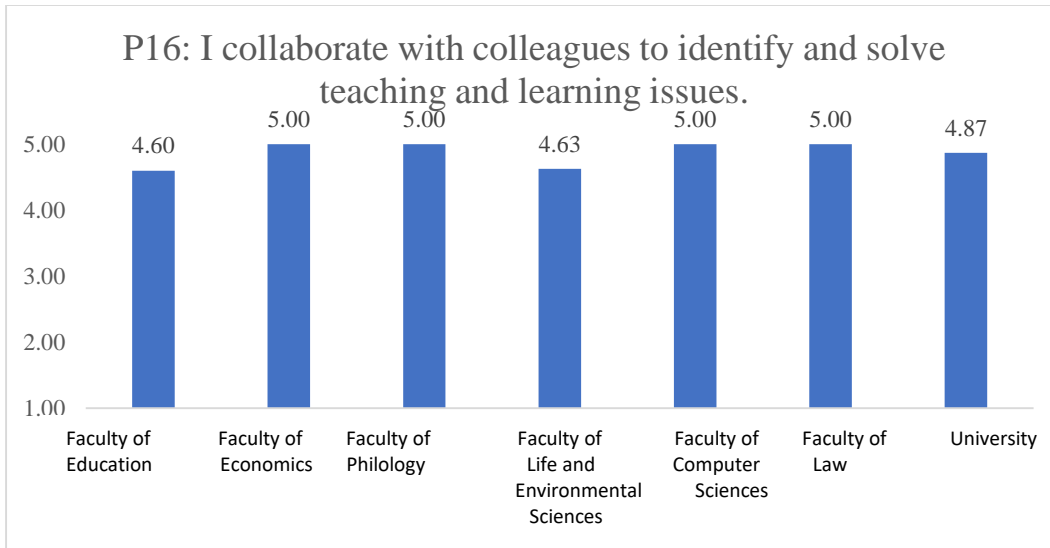




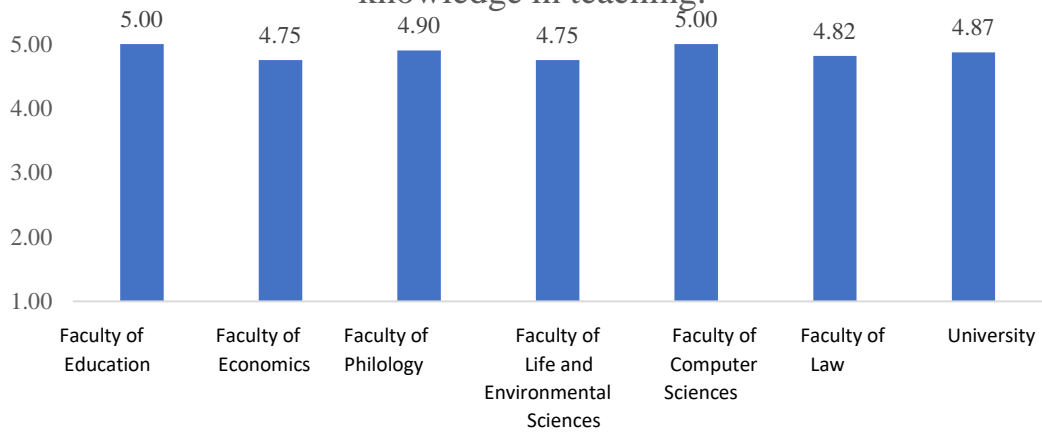




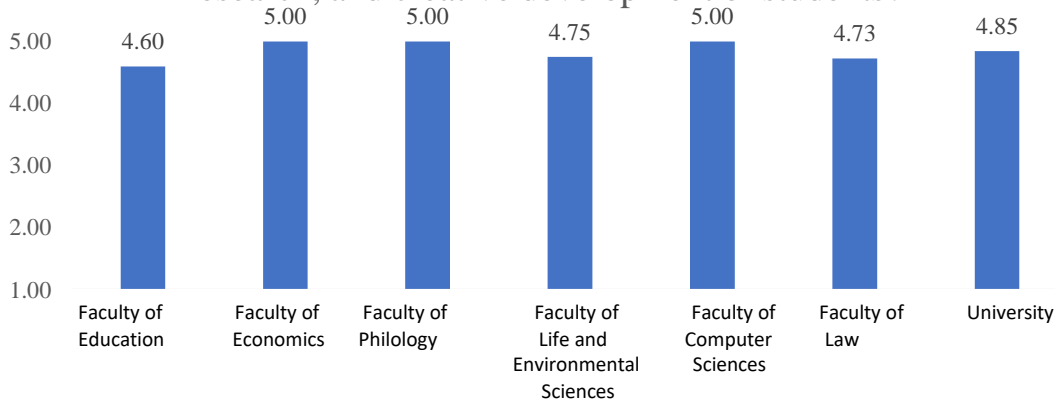


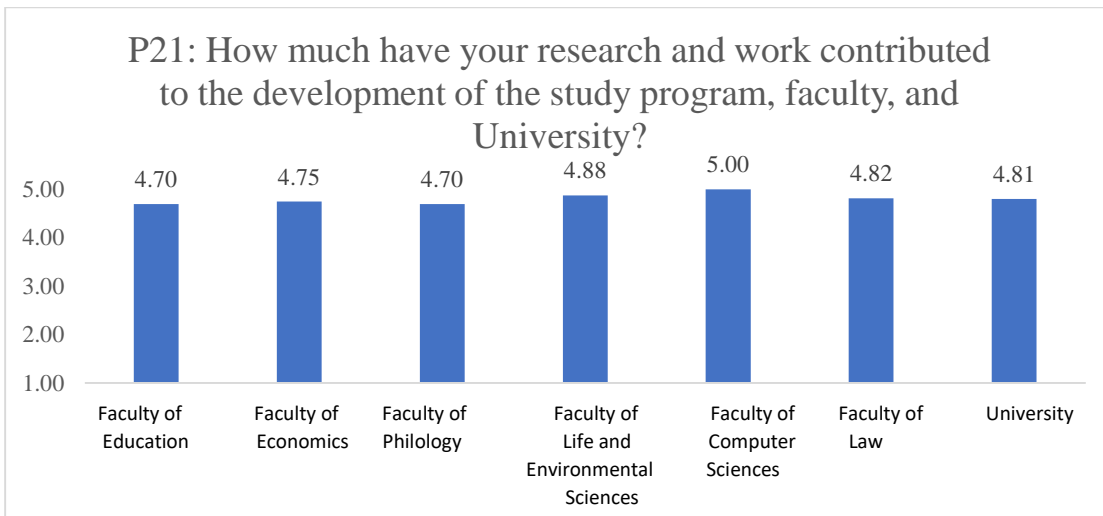
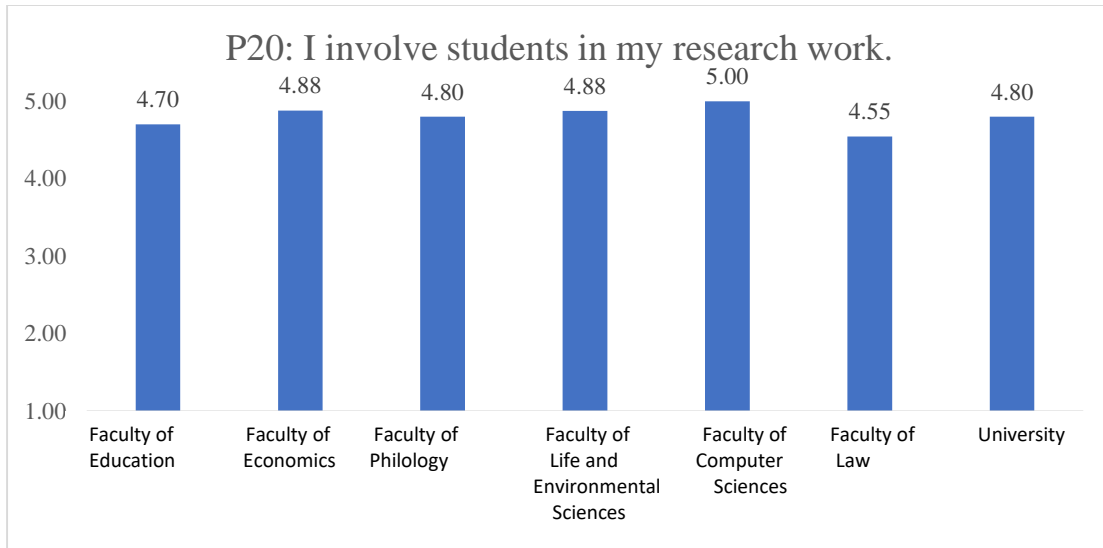


P18: I participate in conferences, training sessions, congresses, workshops, etc., and utilize the new knowledge in teaching.



P19: How satisfied are you with your mentoring and academic advice that contribute to the professional, research, and creative development of students?





A15 – Professor/assistant professional development plan

The questionnaire is designed for the academic staff. Aiming to ensure quality in the teaching and learning process, the university is committed to supporting the professional development of all professors and assistants through training and education, assigning tasks that help develop skills and gain experience, creating and sharing knowledge by teaching others and learning at the same time.

The questionnaire contains the following:

- Requests from professors and assistants for training and opportunities for professional development.
- Central Commission for Quality Assurance's assessment results for training and professional development.

The questionnaire was answered by 40 respondents. 6 respondents answered from the Faculty of Education, 8 from the Faculty of Economics, 7 from the Faculty of Philology, 8 from the Faculty of Life and Environmental Sciences, 4 from the Faculty of Computer Science and 7 from the Faculty of Law.

Winter Semester 2022-2023	Areas for professional development (special training or development required)	Submitted request (Write down the request)
Faculty of Education	<ul style="list-style-type: none"> - Natural Sciences - Research methodology - Educational Policies with the Development of the Quality Assurance Strategy for AL - Special International Development – Study visits in the field of education - Special International Development – Study visits in the field of Education and Psychology - Educational seminars that will help students understand math better with examples from real life. 	<ul style="list-style-type: none"> - Conducting training related to research methodology - Designing study programs that must meet the standards and criteria according to Manual for accreditation. - Request for international visit- I am, Serdan Kervan, professor at the Faculty of Education. I request that you make possible a study visit with the purpose of using the international collaboration and to research for joint studies. This can be done in Italia. Why Italy? The reason for choosing Italy is that there we visit Reggio Emilia schools and observe its preschool program. Similarly, in preschool program subjects, we have specific topics related to the models and strategies of Reggio Emilia. During this visit, we can conduct scientific research through observation and focus groups of professionals. - Request for international visit- I am, Esen Spahi Kovaç, professor at the Faculty of Education. I request that you make possible a study visit with the purpose of using the international collaboration and to research for joint studies. This can be done in Italia. Why Italy? The reason for choosing Italy is that there we visit Reggio Emilia schools and observe its preschool program. Similarly, in preschool program subjects, we have specific topics related to the models and strategies of Reggio Emilia. During this visit, we can conduct scientific research through observation and focus groups of professionals. - Methods and techniques for teaching mathematics in primary education classes in Turkey - Since mathematics is fundamental in primary education, it emphasizes the importance of teaching students to love mathematics. It is crucial to use simple teaching methods and techniques for professors, and it should become a habit for students to learn mathematics without fear. I look forward to the pleasure of exchanging ideas with such a community of mathematicians and request that necessary measures be taken.
Faculty of Economics	<ul style="list-style-type: none"> - Certified Auditor - Trainings related to projects - Advanced teaching methodology, Practical Development Practices of Microeconomics Concepts, 	<ul style="list-style-type: none"> - Organizing as many trainings as possible to improve teaching and learning techniques. - Study visits with students off campus. - Covering expenses for conference participation and expanses for publishing scientific papers in Scopus and Web of Science indexed journals.

	<p>increasing activities in the field of scientific-research</p> <ul style="list-style-type: none"> -Scientific research at Conferences in Scientific Institutes - Managing Touristic Leadership, as well as new training methods of scientific-research (application of research programs and software) - Trainings on Data Processing Software Programs - Training for using STATA 	<ul style="list-style-type: none"> - Trainings for data processing software programs. - Requesting online training for using STATA, which is necessary for Econometrics course at the Master's level.
Faculty of Philology	<ul style="list-style-type: none"> - Contrastive Research - Field of Folk Literature and Folklore in general - Training for project application and research work - Training in the use of new software for processing data - English for Specific Purposes - New development in the field research and scientific-research - Interuniversity Research Visits 	<ul style="list-style-type: none"> - We request the University's support, along with the participation of students, in conducting exhibitions and research in rural areas within the framework of Folk literature. Folk treasures are and will always be important to our culture; therefore, we should preserve, collect, and cultivate them. This presents a great opportunity for our students to closely engage with this treasure. - I request to make visits, along with the students of the English Language and Literature program, to private businesses with which the University cooperates, in order to observe the usage and application of the English language there. - Recent advancements in scientific research techniques and methods. - Visits to universities in European Union and Scandinavian countries.
Faculty of Life and Environmental Sciences	<ul style="list-style-type: none"> - Training for Teaching Excellence - Participation in Congresses and Conferences - Statistics, Agribusiness - Training for application of statistics software packages - Biology of Plants - International Trainings - Trainings on the use of laboratory equipment 	<ul style="list-style-type: none"> - Participation at EAAE congress. - Providing licensed statistical software packages. - Training in laboratory equipment methods and applications. - I would like to receive more detailed training on the use of the LinTab-Tsap and other equipment relevant to the forestry field. - I request the higher management to provide training on Real-time PCR to enhance our academic performance and scientific research capabilities.
Faculty of Computer Science	<ul style="list-style-type: none"> - Organization of international study visits - Building smart cities through Internet of Things and Artificial Intelligence - Methodology for teaching, e-learning, teaching techniques etc. <p>1. Professional development and preparation for semester teaching;</p>	<ul style="list-style-type: none"> - Based on the University's financial limitations, we request the purchase of more advanced computer equipment for FCS. Such equipment is crucial for enhancing the quality of teaching and learning. - We shall receive training in teaching methodology, e-learning, and various teaching techniques. - End of the winter semester lectures and exercises.

	<ol style="list-style-type: none"> 2. Continuous advancement of academic scientific professional knowledge; 3. Enhancement of practical professional capacities; 4. Improving TIT and SD program quality, 5. Advance and expansion of collaboration and coordination with business partners, international partners, donators and relevant international scientific training institution. 6. Improvement of teaching, research work plan and participation in conferences (by including students in research work), contribution to the university and to the community. 	<ul style="list-style-type: none"> – Participating in professors’ and students’ projects. – Reflection on teaching and learning results, as well as holding consultations with students. – Sending students to study abroad, for a semester.
Faculty of Law	<ul style="list-style-type: none"> – Training in the field of research – Practical training – Public International Law – Contemporary teaching-training methodology 	