



**AGJENCIA E SIGURIMIT TË CILËSISË NË ARSIMIN E
LARTË**

**Report of the Institutional Accreditation
of German Higher Professional College of Technology**

June, 2024

REVIEW TEAM:

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About this review

The overall aim of Institutional Review is to assess the extent to which each HEI meets the Albanian Quality Code Standards which came into force in 2021. The Institutional Review is a peer review process with each review team composed of a mix of reviewers appointed by ASCAL.

The resulting reports will serve not only for institutional accreditation based on the extent to which the HEI meets the standards, but will also inform the HEIs, Albanian government, the public, and students of how each HEI meets the standards. This report also helps the HEI to identify priorities for enhancement (the process by which higher education providers systematically improve the quality of provision and how students' learning is supported).

The Albanian Quality Code Standards have been grouped under five headings, the Evaluation Areas: Management, Autonomy, and Quality Assurance; Resources and Partnership; Study Programs, Teaching, and Evaluation; Scientific/Artistic Activity and Innovation; Students and Their Support. This report identifies features of good practice, recommendations, affirmations of actions in progress and weaknesses for each Evaluation Area, together with a judgment as to how well the HEI meets the standards. The judgements that the reviewers may assign are: standards are fully met; standards are substantially met; standards are partly met; or standards are not met.

Finally, the reviewers recommend a summary judgment to ASCAL's Accreditation Board. This overall judgment is one of four levels:

- **State Quality Standards are met**
- **State Quality Standards are substantially met**
- **State Quality Standards are partly met**
- **State Quality Standards are not met.**

The context of this review

German Higher Professional College of Technology (KPGJT) is a private institution in Albania that is owned by the trading company "Professional German College of Technology" LLC. It was established on December 30, 2020, and granted a license as a higher education institution by the Council of Ministers' Decision No. 678, dated November 10, 2021. The institution applied for accreditation by timeline and accreditation procedure requested by ASCAL. This accreditation process is for the first time and is obligatory for accreditation of study programs and diploma issuing.

As a Professional College, KPGJT offers full-time professional study programs of the 5th level, with a maximum duration of two years. KPGJT is composed of three departments; Department of Mechanics which is responsible for study programs; "Electro-Mechanics" and "Automotive Technology". Department of Electrical and Information Technology which is responsible for "Electric" and "Electronics" study programs. Department of Infrastructure and Construction which is responsible for study programs "Air conditioning systems" and "Construction Management".

All the programmes are licensed by law 80/2015 and DCM No. 41, amended. The study programs are all designed to be compatible with ECTS credits, by Bologna Process.

Only two programs are active for the academic years 2022–2023 and 2023–2024. "Automotive Technology" and "Electro mechanics" and have registered students. 48 students were registered for the 2022–2023 academic year, and 118 students registered for the academic year 2023–2024 overall.

Academic staff members have been engaged to teach in various study programs based on their needs. There are 15 full-time academic staff for the 2023–2024 academic year. The structure of KPGJT is relatively small compared with other institutions. Taking into consideration the short period of operation of the college (less than two years), the Rector has intervened with several decisions to regulate the good functioning of the institution by the quality criteria and standards. Specifically, by decision No. 1, dated 12/07/2022, "For the German Higher Professional College Of Technology's Activity Organization", by Article 21 of the Statute and Article 14 of the Regulation on the Organization and Functioning of the College, which outline the Organizational Chart of the German Higher Professional College of Technology, the Rector decided to internally reorganize the functions to support the academic and administrative staff in carrying out their duties and resolving issues within the specific parameters they face.

The mission of the institution is to transmit, develop and generate knowledge through teaching, research, innovation and other services for students and stakeholders. The goals of the college are to provide a high level of professional education in different fields of technology, engineering and business. KPGJT submitted its initial institutional accreditation application in 2023. Over two years of functionality, KPGJT has moved towards strengthening the institution's organizational structure, the consolidation of its academic infrastructure and human resources, to improve the quality of the learning process to meet the standards and increase its collaboration with other higher education institutions both inside and outside the Republic of Albania, as well as with local and foreign partners. Also, the college has established a broad and varied infrastructure, including technical labs, lecture halls, and seminars on campus, located in Kashar, Tirana, next to the Tirana - Durrës highway.



Summary report

German Higher Professional College of Technology (KPGJT), a non-public higher education institution in Albania, was granted a license by the Decision of Council of Ministers no. 678, dated 10.11.2021. This is the first KPGJT Institutional Review to evaluate the degree of adherence to the Albanian Quality Code Standards. This external evaluation report examines the 2022–2024 operational period for the institutions.

A group of employees from the institution, comprising senior administrators, instructors, support personnel, and a student representative, created a self-evaluation report. Evidence was acquired for the self-evaluation process from academic and administrative departments, and roundtable discussions.

On February 15 and 16, 2024, a two-day site tour was conducted. Two senior academic reviewers Prof Assoc. Niko Hyka and PhD Elvin Gjervori, comprised the review team. The Albanian Quality Assurance Agency in Higher Education (ASCAL) provided the Review Manager, who assisted the review team. Weeks before the review visit, the review team got the Self-evaluation Report and the portfolio of supporting documents, which was later expanded upon by further paperwork that was requested. The team was able to become acquainted with the structure, policies, processes, and type of teaching and research activities using the extensive array of supporting materials furnished by the institution. Examples of program material, records of deliberative sessions, lists of external agreements and memos, internal reports, admission and orientation procedures, and the statute and regulations were among the evidence.

During the review visit, the review team had meetings with the Rector, senior managers, academic personnel, students, support and administrative personnel, and outside partners. The sessions helped to make roles, duties, and points of view clear. Every meeting was recorded using notes. The evaluation team took a tour of the campus and saw the teaching spaces, labs, offices, sports facilities, and library.

The team was able to acquaint themselves with the structure, policies, management procedures, and nature of the teaching and research activities carried out thanks to the abundance of supporting materials supplied by the institution. The Statute and Regulations, internal reports, yearly reports, admission and orientation procedures, list of external agreements and memoranda, program information samples, and documentation of deliberative meetings were among the evidence sources.

The review team acknowledges the challenges the college faced during the evaluation, as well as the college's degree of participation in the process and cooperation with the review team at every stage.

The review team judges that:

The Standards for the Higher Education Institution - Management, Autonomy, and Quality Assurance are **substantially met**. In reaching this judgement, the review team noted no feature of good practice, identified two weaknesses regarding the functionality of collegial bodies and IQAU and made two recommendations. The recommendations are related to the continuation of the work to strengthen the academic and administrative structures following the statute and regulation of the college and the internal quality assurance unit should be a



separate structure and not overlap with other structures or functions to avoid conflict of interest and to increase the reliability of the evaluations carried out.

The Standards for Resources and Partnerships are **substantially met**. In reaching this judgement, the review team noted two features of good practice related to the use of the Electude platform which is specially designed for students of automotive technology and electro mechanics and that the institution has a fairly good connection between the institution and the labour market, the involvement of staff from partner institutions in various activities of the institution, including contributions to the market study in the framework of the opening of new programs. The review team evidenced two weaknesses and provided two recommendations related to the implementation and use of a centralized management system to ensure the management of the institutional activity in real-time by giving access to the academic staff and students and to support further the professional and scientific development of the academic staff as the institution has mentioned in its development strategy 2023-2028. Review team also affirms that the founding company "Kastrati Group" is drafting the project for the construction of the new college campus.

The Standards for Study Programs, Teaching, and Evaluation are **substantially met**. In reaching this judgement, the review team noted one feature of good practice, identified three weaknesses, made three recommendations and affirmed one action already being implemented regarding the laboratory infrastructure in the function of the two programs through investment or from the partner institutions. The recommendations for the institution are related to continuing its efforts to consolidate the academic activity in each department and increase the commitment of full-time academic staff. The institution should increase its efforts to enable access of students to other institutions and preferably welcome foreign students for different periods and should take measures for the translation/adaptation of the texts published in the early years and which are part of the study programs.

The Standards for Scientific/Artistic activity and innovation are **substantially met**. In reaching this judgement, the review team did not note any features of good practice, identified two weaknesses, and made two recommendations. The recommendations for the institution are related to the involvement of the academic staff in the future in research activity, studies, projects and publications in international journals to increase the professional and scientific reputation at the personal level and as an institution. The institution must draw up special guidelines to clearly define what are the obligations of the academic staff regarding scientific research, publications, projects, etc. to evaluate the performance of the staff against these requirements

The Standards for Students and their Support are **fully met**. In reaching this judgement the review team noted two features of good practice, did not identify any weaknesses, recommendations, or reaffirm actions already being implemented. The KPGJT provide a strong professional preparation for the students towards the labour market and the institution offers several scholarships for students with good results and those in need.

Overall, the review team notes that KPTGJ undertook the review by ASCAL guidelines. The review team acknowledged the institution's high level of engagement with the process and the cooperation provided to the review team throughout the visit.



The draft report is sent to the institution through the ASCAL Management System on 02.05.2024. The institution with letter no. 21/2 Prot., dated 13.05.2024, sent comments on the draft report. The Review Team, after attentive consideration and thorough deliberation regarding KPGJT response to the draft report, has decided to make two changes in the draft report corresponding to the Annex No.1, Standards II.8 and IV.1.

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Summary of findings

Good practice

The review team identified the following features of good practice:

- The review team found very useful the use of the Electude platform which is specially designed for students of automotive technology and electro mechanics. (**Annex No.1, Standard II.15**)
- The institution has a fairly good connection between the institution and the labor market, the involvement of staff from partner institutions in various activities of the institution, including contributions to the market study in the framework of the opening of new programs. (**Annex No.1, Standard II.22**)
- The infrastructure that is made available through collaborations or businesses that the founders have for the realization of professional practices is good practice. (**Annex No.1, Standard III.14**)
- The professional preparation of the students towards the labor market is identified as good practice. (**Annex No.1, Standard V.8**)
- The institution offers several scholarships for students with good results and those in need. (**Annex No.1, Standard V.6**)

Weaknesses

The review team identified the following weaknesses:

- The collegial bodies do not develop a periodic activity. This is due to the limited number of personnel. (**Annex No. 1, Standard I.2**). The Department of Mechanics also performs the services of the IQAU managing the quality assurance and quality control of study programs provided by the same department. (**Annex No. 1, Standard I.8**)
- The review team identified that the institution does not have a centralized information management and communication system. (**Annex No.1, Standard II.15**)
- The academic activity in each department is not consolidated with academic staff and study programs. (**Annex No.1, Standard III.5**)
- There is low academic staff and student's mobility. (**Annex No.1, Standard III.17**)
- The review team evaluates the efforts to enrich its library with publications in the field of study programs. Understanding the short time of the institution we found a lack of texts for professional programs. (**Annex No.1, Standard III.21**)
- For the institution, scientific research is not one of its main objectives. However, regardless of the minimum obligation that the institution has in the development strategy, we consider that the institution does not have a clear policy for research obligations regarding research activity academic staff. (**Annex No.1, Standard IV.3, Standard IV.4**)

Recommendations

The review team identified the following recommendations:



- Even though the institution is in the first steps of its operation, we suggest the continuation of the work to strengthen the academic and administrative structures following the statute and regulation of the college. **(Annex No. 1, Standard I.2)**. Also, the IQAU should be a separate structure and not overlap with other structures or functions to avoid conflict of interest and to increase the reliability of the evaluations carried out. **(Annex No. 1, Standard I.8)**
- The institution should implement and use a centralized management system to ensure the management of the institutional activity in real-time by giving access to the academic staff and students. **(Annex No.1, Standard II.15)**
- The institution should support further the professional and scientific development of the academic staff as the institution has mentioned in its development strategy 2023-2028. **(Annex No.1, Standard II.8)**
- The institution should continue its efforts to consolidate the academic activity in each department and increase the commitment of full-time academic staff. **(Annex No.1, Standard III.5)**
- The institution should increase its efforts to enable access of students to other institutions and preferably welcome foreign students for different periods. **(Annex No.1, Standard III.17)**
- The institution should take measures for the translation/adaptation of the texts published in the early years and which are part of the study programs. . **(Annex No.1, Standard III.21)**
- The review team recommends the involvement of the academic staff in the future in research activity, studies, projects and publications in international journals to increase the professional and scientific reputation at personal level and as institution. **(Annex No.1, Standard IV.1)**
- The institution must draw up special guidelines to clearly define what are the obligations of the academic staff regarding scientific research, publications, projects, etc. to evaluate the performance of the staff against these requirements. **(Annex No.1, Standard IV.3, Standard IV.4)**

Affirmation of action being taken

The review team did not identify any affirmation of action being taken:

- The review team affirms that the founding company "Kastrati Group" is drafting the project for the construction of the new college campus. **(Annex No. 1, Standard II.7)**
- The review team affirms the efforts to improve the laboratory infrastructure in the function of the two programs through investment or from the partner institutions **(Annex No.1, Standard III.19, Standard III.20)**

Summary of judgements for each Evaluation Area

1. The Standards for the Higher Education Institution - Management, Autonomy, and Quality Assurance are **substantially met**;
2. The Standards for Resources and Partnership are **substantially met**
3. The Standards for Study Programs, Teaching, and Evaluation are **substantially met**;
4. The Standards for Scientific/Artistic Activity and Innovation are **substantially met**;
5. The Standards for Students and Their Support are **fully met**.

Summary Judgment

The reviewers recommend to the Accreditation Board that at the German Higher Professional College of Technology, the Standards are substantially met.

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Detailed report

Evaluation Area 1: Higher Education Institution - Management, Autonomy, and Quality Assurance

- 1.1 In November 2021, the Council of Ministers issued Decision No. 678, titled "On the opening of the non-public Higher Education Institution German Higher Professional College of Technology," which established KPGJT as such. The structure and operation of the organisation conform to both the present bylaws and Law No. 80/2015 for Higher Education and Scientific Research in the Republic of Albania. The law that the ministry enacted outlines the fundamental beliefs, aims, and purposes of the KPGJT. The Statute outlines the college's goals, standing, and organizational structure. **[Evidence 2]**. It also addresses the following topics: financial matters, research activity, staff and student rights and obligations, decision-making bodies, authority levels, quality assurance of study programs, student enrolment and graduation, and selection procedures. Meetings with employees from throughout the institution confirmed that there is a general awareness of the pertinent provisions of the Statute. The review team notes that the organizational chart of KPGJT, which illustrates the relationships between its component divisions, was adopted by the Rector **[BM2, Evidence 5]**. *KPGJT generally operates following the institution's statute and regulations. These documents govern the college's primary operations. But in the future, particular documentation, regulations, or processes will need to be created. (Annex No. 1, Standard I.1)*
- 1.2 The organized budget procedure and good financial management show how efficient the institution's management is. The administrative, academic, and other governing bodies of the college are divided into three divisions as per the KPGJT Statute. Within the institution, the Academic Senate is the highest body. The Academic Senate is composed of five members and operates under Article 16 of the KPGJT's statute. **[Evidence 2]**. The members of the Academic Senate are the Rector, head of departments and senior staff. All members are appointed until the first election. Other collegiate bodies in KPGJT are: Ethics Council (EC) of KPGJT, Board of Administration of KPGJT (BA), Rectorate and the assembly of the teaching staff (APM) of KPGJT, which elects the representatives to the SA and evaluate the annual report of the KPGJT activity. The governing bodies are the Rector, the Head of the department, and the college administrator. The Rector decided to internally reorganize the functions to support the academic and auxiliary staff in carrying out their duties and resolving issues within the specific parameters they face. The Rector's secretary also cover the function of the Human Resources Office and the Protocol Archives Office. *The review team identified that the collegial bodies do not develop a periodic activity. This is due to the limited number of personnel. Meanwhile, the structure with the highest activity is the office of the rector and the departments. Even though the institution is in the first steps of its operation, GVV suggests the continuation of the work to strengthen the academic and administrative structures following the statute and regulation of the college. [BM2]. (Annex No. 1, Standard I.2)*
- 1.3 The KPGJT Statute **[Evidence 2]** and the Law on Higher Education, which outline the institution's objectives as a higher education institution, were followed in the development of the college's 2023–2028 plan. The goal is to position KPGJT as a leading institution for professional programs in the region and beyond, based on the meeting with the Rector of the



college. The strategy has set the institution's goals, objectives, and activities for the next years to fulfil the institution's mission, aims, and obligations. Planning is a dynamic process that considers feedback from internal and external stakeholders. Discussions at the institution's meetings reflect this strategic approach, which emphasizes the dedication to long-term strategic goals. Based on the plan of activities foreseen in the institution's strategy [Evidence 7]. The review team identified that some of the activities foreseen for the year 2023 such as internationalization, the initiation of joint programs, the improvement of the performance evaluation system, the planning of sports spaces, the development of scientific activities, participation in research and scientific activities, are still in an initial or development phase. However, in some directions, such as the development of the laboratory infrastructure as a function of the two programs and the development of the project for the future campus, they are in line with the development strategy. *We encourage the institution to continue with the fulfilment of the objectives foreseen in the institution's strategy.* [BM2; BM4]. (Annex No. 1, Standard I.3)

1.4 As is sanctioned in the Statute of the KPGJT, KPGJT enjoys academic, financial and organizational autonomy as and that of personnel selection by the legal framework in force. It is known to the institution the right of self-management to organize internal structures and various activities in compliance with the KPGJT statute and regulations drawn up following the legal framework in force. [Evidence 2] The rules and bylaws of KPGJT explicitly outline the governance frameworks and guarantee adherence to the boundaries of autonomy. KPGJT is relatively a small institution in higher education with a total number of academic, and administrative staff of around 21 people. This makes the institution create a family working environment. According to what they expressed in the meetings, the majority of the staff, covers more than one position in the college's activity. According to onsite interviews, the staff expressed that academic freedom in the teaching process and other activities are guaranteed by statute and regulation. *The institution respects the diversity of opinions, and ideas and promotes individual acts in the academic and administrative life of the institution.* [BM2; BM4; BM7]. (Annex No. 1, Standard I.4)

1.5 Through its internal organization, each structure which has different functions and responsibilities, promotes productive discourse. Frequent gatherings of these groups help in the formulation and implementation of policies by exhibiting a setting that encourages candid discussion and decision-making (verified through on-site interviews). The representatives from different units at the institution meet regularly following the agenda distributed beforehand. Meetings with staff [BM3] made it clear to the review team that they felt heard and involved in choices made by the institution, both on subjects of personal importance to them and the KPGJT. All documentation under review and decision-making are archived from the institution's protocol and archives. *The review team finds that overall the institution respects the limits of autonomy for each internal structure and unit by its statute and regulation.* [BM3]. (Annex No. 1, Standard I.5)

1.6 The institution places a significant value on transparency, making available to the public the reports and actions of its collegial bodies. Additionally, released are financial statements and audit reports (verified during in-person interviews). The institution's dedication to openness and accountability is further demonstrated by the financial and performance reports, which provide additional proof of this transparency. Overall, the review team



concluded that they were informed on the institution's key governing documents, governing bodies, and their decisions, particularly during meetings with staff and students **[Evidence 8]**. *The review team concluded from the site visit with the notion that the institution's ideology had an element of openness and collegiality. Although the activity of the institution is short, some of the practices followed show that the institution favors constructive debates on specific topics that require collegial discussion and decision-making.* A special contribution is made by the founding company, especially in financial support and distribution according to the interests of the institution or its special features. **[BM4]. (Annex No. 1, Standard I.6)**

1.7 KPGJT is a small institution with a structure that easily enables communication between different structures. **[Evidence 5]**. The internal communication is transparent and aims at its distribution in all the structures of KPGJT, thus respecting the hierarchy. Also, the institution has the official website (<https://kpgjt.edu.al/>) where we found that the published information is only in the Albanian language. The communication is transparent and aims at its distribution in all the structures of KPGJT, thus respecting the hierarchy. Frequent evaluations guarantee the ongoing creation and enhancement of study programs by evaluating the effectiveness of organizational structures and educational initiatives. **[Evidence 7]**. The conversations that took place during the meeting with the teaching staff, where quality assurance issues were discussed, demonstrated this dedication to quality assurance. The small structure and low number of students, help the institution to keep track of the professional advancement of its students **[Evidence 20]**. Overall, the review team concluded that the institution publishes the main activity at the institutional level, prepares and publishes information and other aspects related to transparency including annual reports. **[BM4]. (Annex No. 1, Standard I.7)**

1.8 The Internal Quality Assurance Unit was established with the decision of the Rector no. 4, dated 18.11.2022. This unit is composed of 3 people and aims to ensure the quality of the institution and study programs. The unit has its operating regulations in which its main tasks are defined. **[Evidence 15]**. KPGJT only offers two programs that are now in the process of obtaining their initial accreditation **[Evidence 5]**. *The main activity of the unit and other structures is mainly focused on the development of accreditation processes. However, the activities regarding the establishment and consolidation of quality mechanisms are still in the initial phase. The institution has distributed a questionnaire which is completed on paper. The presented results, analysis and conclusions drawn from this questionnaire are limited.* **[Evidence 12]**. In the annual analysis carried out for the 2022-2023 academic year, the evaluation of the progress of the students was carried out. Meanwhile, as we have mentioned, the low number of study programs has made it possible to monitor the quality through direct controls and monitoring by the Head of the department and the Rectorate **[Evidence 10]** **[BM3,4,5]**. *In conclusion, regardless of the small size of the institution and the limited number of staff, to avoid the conflict of interest and to increase the reliability of the evaluations carried out. We found that the Department of Mechanics also performs the services of the IQAU managing the quality assurance and quality control of study programs provided by the same department. We suggest that the IQAU be a separate structure and not overlap with other structures or functions.* **[BM7]. (Annex No. 1, Standard I.8)**

1.9 Periodically evaluating teaching and research activities is the responsibility of the KPGJT departments. The efficacy of its study programs is assessed using direct monitoring

in the classroom during the development hours of lectures, seminars and practices. In the meeting held with academic staff, the importance that the institution attaches to the development of educational activities, especially professional practices, was emphasized **[Evidence 15]**. At the end of the academic year, the departments analyze the implementation process of the study programs, the problems that emerged, the achievements and shortcomings, their adaptability to the labor market, development of professional practices, needs for literature, laboratory basis, etc. *We confirm the efforts made by the department in monitoring the development of professional practice in particular and we encourage that this process continues in the future.* **[BM3]. (Annex No. 1, Standard I.9)**

1.10 As mentioned, the institution still does not have consolidated mechanisms and policies for monitoring and quality assurance in place. **[Evidence 15]**. The Internal Quality Assurance Unit is a new structure, which has started work for its implementation of procedures and methodologies for quality monitoring in teaching and the analysis of the development of the study programs. The difficulties in quality assurance and guidance counselling were brought up in the meeting with academic support personnel, which oversees the execution of policies, and reviewed its findings **[Evidence 16]**. Most significantly, to ensure that the institution is giving students the necessary set of skills demanded by the market, students and, whenever possible, external partners were an essential part of this process. Due to the institution's modest size and the availability of just two professional study programs, the quality assurance process overlaps with the other institution's daily operations and procedures. *Although the current procedures that the institution uses for assessment and evaluation of the development and progress of study programs, graduation and entering the labour market are effective at this stage, they must be consolidated by the statute, regulation and the Code of Quality in Higher Education.* **[BM2; BM3; BM4; BM6]. (Annex No. 1, Standard I.10)**

1.11 Transparency and objectivity serve as the cornerstones of the entire monitoring and evaluation process. The survey results, student opinions, and recommendations are the results announced through direct meetings **[Evidence 23]**. During the meeting, we identified that the staff and students were informed about the accreditation process and its importance. Information about quality assurance mechanisms, developed activities or evaluation reports are not published on the website. **[BM2; BM3; BM4; BM6]. (Annex No. 1, Standard I.11)**

Findings

Good practice

The review team did not identify any features of good practice:

Weaknesses

The review team identified the following weaknesses in this Evaluation Area

- The collegial bodies do not develop a periodic activity. This is due to the limited number of personnel. **(Annex No. 1, Standard I.2)**



- The Department of Mechanics also performs the services of the IQAU managing the quality assurance and quality control of study programs provided by the same department. (*Annex No. 1, Standard I.8*)

Recommendations

The review team identified the following recommendations in this Evaluation Area.

- Even though the institution is in the first steps of its operation, we suggest the continuation of the work to strengthen the academic and administrative structures following the statute and regulation of the college. (*Annex No. 1, Standard I.2*). The IQAU should be a separate structure and not overlap with other structures or functions to avoid conflict of interest and to increase the reliability of the evaluations carried out. (*Annex No. 1, Standard I.8*)

Affirmation of action being taken

The review team did not affirm any action being taken in this Evaluation Area.

Judgement

The standards for Higher Education Institutions - Management, Autonomy, and Quality Assurance are: substantially met.

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Evaluation Area 2: Resources and Partnership

2.1 KPGJT is a higher education institution that operates in compliance with current higher education rules, regulations, and bylaws in Albania. The organizational structure complies with Higher Education Law 80/2015. The primary regulatory documents of the institution, including the statute, the regulation, and other acts derived from them, reflect the institutional structure, organization, and organization chart. The staff consists of academic, academic assistant and administrative staff. **[Evidence 20]** Personnel may be employed under contract, with an indefinite or fixed duration, as well as with full-time or part-time engagement. The institution exhibits a dedication to a candidacy review procedure that is transparent and open. This policy aims to attract a wide variety of talented and competent persons to contribute to the academic and administrative functions of the institution by ensuring that hiring processes are equitable and inclusive. The policy on open employment is consistent with the institution's overarching goals of cultivating a vibrant and inclusive educational environment **[Evidence 13]**. The announcement contains information about the job description, duties, and responsibilities, as well as data on the application, deadlines and documentation. Part-time academic staff and experts are contracted through service contracts, according to their areas of expertise. **[BM2; BM5]. (Annex No. 1, Standard II.1)**

2.2 Regardless of whether the position is full- or part-time, the review team found that hiring decisions for academic units are based on needs analyses unique to the faculty, department, study program, and curricula. An atmosphere of cohesion and cooperation is emphasized in the institution's policy on the integration of academic, assistant, research, and administrative employees. The procedure **[Evidence 25]** for staff recruitment presents the main employment criteria for each job position. The determination of the need for new administrative personnel is done by the administrator, based on the needs of the institution, the hosting capacities in terms of human resources, the number of students and expectations for the next academic year. **[BM2; BM 5]**. The institution offers staff and students thorough information on its policies, practices, and events. **[Evidence 13]**. The website provides public information sources. KPGJT wants to recognize the important contribution that academic staff members can make by encouraging them to get involved in a variety of events and activities, including training, open lectures, community service projects, and more. In the academic year 2022–2023, which marked the beginning of the institution's academic activities, students and the academic staff of KPGJT took part in open lectures led by foreign professors. **[Evidence 17] (Annex No. 1, Standard II.2)**

2.3 The institution ensures that staff members are prepared to address the changing needs of higher education by actively identifying and developing their abilities. The review team identified that the institution routinely evaluates its academic staff competencies. During the academic year, the lecturer is evaluated by his direct superior or by the head of the department. This practice is applied during the learning process as well as observation of work reports by the syllabuses **[Evidence 19]**. The opinion and evaluation of the academic staff by the students is another way. This assessment is expressed by filling out a survey, which is prepared in the framework of the performance evaluation. The results and findings are discussed during the meeting with department members. **[Evidence 13]**. The institution supports the development goals in numerous documents and regulations and has maintained a program of continual staff training in line with these goals to address the gaps that were



identified as a result of the quality teaching performance assessment. Some open lectures are organized at the institution with external experts and partners **[Evidence 17]. (Annex No. 1, Standard II.3)**

2.4 The college is part of a group of companies owned by the founder of the institution. this enables the involvement of the staff in many social activities that are organized throughout the year **[Evidence 32]**. KPGJT's social development policy emphasizes how it plays a beneficial role in the community and society. This strategy entails taking part in extracurricular activities, promoting social responsibility, and motivating faculty, staff, and students to take part in events that have a wider social influence. The institution's dedication to social responsibility and awareness is demonstrated by such a policy. In terms of pursuing a social development policy, the review team concludes that the institution is dedicated to putting academic and administrative staff integration policies into practice to encourage involvement in local development initiatives. A variety of events involving local development stakeholders are also planned. By implementing targeted initiatives like providing suitable laboratories to industrial partners or developing or revising academic programs to meet the needs of local partners, the institution, through its various branches, is committed to ensuring the long-term stability of the academic staff **[BM6]. (Annex No. 1, Standard II.4)**

2.5 KPGJT has two years of operation and this is the first accreditation process. Nevertheless, the quality of teaching and research is dependent on the stability and continuity of the academic workforce, which is ensured by this strategy **[BM5; BM7]**. The institution is trying to have stable academic staff and work on its continuous growth and development. **[Evidence 25]**. The rights of the staff are guaranteed with employment contracts, including work descriptions, and serve as the foundation for hiring practices, employment agreements, and employment reports. Contracts make explicit what the staff member's responsibilities, duties, and workload are. Personnel relations management exists in the regulation, which establishes guidelines and pertinent protocols for the entire process. *Due to the short time of the operation, we cannot judge the stability of the academic staff about the current staff. However, the review team encourages the institution to continue to improve the work environment and support academic staff to recruit qualified academic staff as seniors.* **[BM4,5]. (Annex No. 1, Standard II.5)**

2.6 The institution employs a methodical approach to evaluate and assist its employees in fulfilling their administrative and teaching obligations while simultaneously improving their prospects for advancement and success in the classroom. Starting with the identification of needs in terms of human resources and the evaluation of current staff members' performance, the institution has outlined pertinent acts linked to the personnel management policies for both academic and non-academic staff. This strategy involves conducting assessments and giving staff members the tools and training they need to carry out their duties successfully **[BM3]. [Evidence 20]**. Overall, the review team observed that the specifications for academic participation, the curriculum, and/or the function at KPGJT, as well as the particular clauses, are reflected in the internal regulatory framework and staff contracts. Contracts outline the responsibilities, duties, and workload of employees. A dedicated chapter for staff relations management exists in the regulation, and it establishes the essential protocols for the entire process **[Evidence13; 17]**. There are clear and transparent terms and procedures for taking disciplinary and administrative measures against violations, drawing on provisions of



individual contracts, performance assessment and remuneration according to expected contribution, and review of contractual terms. **[BM4; BM5]. (Annex No. 1, Standard II.6)**

2.7 The institution develops its activity in a rented building near the Tirana-Durres highway. The environments are adapted to meet the current requirements of the institution **[Evidence 35]**. KPGJT has ensured the transportation of students and staff through a dedicated means of transport. The building is isolated from noise; has a heating-cooling-conditioning system, the premises have natural lighting and good acoustics, supplied with electricity, water and internet. The building is not equipped with stairs and emergency exits but is adapted for individuals with disabilities. The review team identified that the College maintains an accurate account of its real estate, encompassing all structures under its control. Additionally, during these two years, it has consistently modernized its current facilities and equipment to better meet the demands of staff and students for their practical and professional development. **[Evidence 38]**. *Based on the statements of the leaders of the institution, the founding company "Kastrati Group" is drafting the project for the construction of the new college campus, which according to them will have the most modern infrastructure in the country. The review team evaluates the efforts of the institution in the infrastructural improvements carried out in these two years, also highlighting the steps taken so far in the creation of a new campus far from the country's main highway.* **[BM4; BM5]. (Annex No. 1, Standard II.7)**

2.8 The review team concluded that based on the number of active programs, the number of staff and current students, the institution offers the infrastructure and environment needed to support all academic activities linked to the teaching and practical development of its students. This involves making certain that the spaces have the tools and technology required to support teaching, learning, and practical skills development. The usable area of 2,879.1 m² is divided into 1,932.9 m² premises for teaching process assistance and 946.25 m² of surface area for academic administrative and supportive staff **[Evidence 35]**. The limited number of enrolled students allowed the institution to provide a good quality of infrastructure and logistics. *The review team evaluates the infrastructure for professional practices, laboratories at the college and the other facilities provided by partners for professional internships such as Auto Star Albania, Porche Albania, Kastrati Construction shpk, KST Advertising shpk, Mercedes-Benz, Everest, Auto Masters, etc, are adequate.* **[Evidence 39]**. Regarding the scientific environment, the review team observed that although the academic staff had a few publication records. *This is to be expected as the category to which the institution belongs (higher professional college) is less in the objectives of the institution beyond teaching and professional practice. However, we think that the commitment to scientific research of the staff should be the focus of the institution for the further professional and scientific development of the academic staff as the institution has mentioned in its development strategy 2023-2028.* **[BM3; BM4; BM5]. (Annex No. 1, Standard II.8)**

2.9 KPGJT offers good working conditions, guaranteeing the safety of academic staff and students in the college premises, in laboratories or lecture/exercise halls, which are equipped with the necessary equipment for the learning process, such as a laptop, computer, projector and internet access, Wi-Fi. KPGJT also offers work facilities for academic staff, for administrative staff; meeting rooms, computer rooms, multimedia rooms, etc. in proportion to the number of staff and students. The low number of students permits that the entirety of the teaching-related facilities and spaces provide enough chances for good-quality teaching and



practical skills. Overall, the review team concluded that KPGJT's facilities for staff and students are sufficient, based on the actual number of students in the institution. **[Evidence 40]. (Annex No. 1, Standard II.9)**

2.10 Standard professional and practical laboratories are offered by the institution. These spaces are furnished with tools and technology to facilitate practical education. Importantly, the institution has not prioritized research since it was formed primarily with an emphasis on teaching and practical programs. KPGJT has given particular attention to the laboratory infrastructure in terms of professional activities **[Evidence 39]**. Every lab has the necessary technical insurance regulations, which are explained to students during the first several hours of lesson planning at KPGJT. To implement the learning process, academic staff and academic assistants have access to user and maintenance manuals for every laboratory device. **[Evidence 41]**. The KPGJT building's laboratories, equipment, and tools are available to satisfy use, operation, and safety requirements. Licensed authorities conduct routine assessments of them. **[BM3; BM4; BM5]. (Annex No. 1, Standard II.10)**

2.11 The availability of appropriate recreational, sports and entertainment facilities for students and staff is limited to the actual campus. However, as was emphasized in the meeting with the staff and students, they have the opportunity to use the infrastructure available to other companies of the founding group, at the same time, the institution provides access to sports facilities through service contracts such are: football fields, basketball fields, swimming pools, etc. **[Evidence 37, 38]**. The staff of KPGJT together with the students have organized football matches in outdoor sports facilities. During the site visit, the review team visited the library and other areas used for different social and promotional activities. During meetings with students, the review team was informed that they were very happy with the recreation facilities, that they had. **[BM3; BM4; BM5]. (Annex No. 1, Standard II.11)**

2.12 The review team concludes that KPGJT has well-coordinated management mechanisms in place to guarantee the preservation and protection of all facilities. The institution performs calibration, control, systematization, and updating of laboratory instruments and equipment. The institution keeps up-to-date records of the status and the condition of its inventory **[Evidence 45]**. The individuals in charge of carrying out this work have been charged by the institution, which has set up an equipment maintenance system. Also contracts with third parties for services such as electronics, PCs, internet, etc., are performed. The review team observed that the institution provides adequate infrastructure for protocol archives, student secretary, human resources etc. **[BM3; BM4; BM5, BM7]. (Annex No. 1, Standard II.12)**

2.13 At the institution, depending on the activity area, several administrative units such as the Protocol and Archives Office, Teaching Secretariat, Human Resources Office, Finance Office, IT Office, Curriculum and Quality Office are in charge of keeping track of the documentation for all significant institution activities **[Evidence 2]**. According to the archive law, every documentation developed in KPGJT or written correspondence with entities and topics outside of KPGJT is archived and recorded on paper in the Protocol and Archive office. The Protocol and Archive office is responsible to document and distribute in-out correspondence sealed and signed by the holder. Also, this unit keeps all documents in electronic and hard copy format. *The review team identified that KPGJT has not yet*



implemented an information and management system at the institutional level. From the analysis of the documentation submitted by the institution, the review team found that the college's website publishes some basic information which is limited because there is a standard for the publication of informative information, decision-making and periodic analyses carried out by the institution. Overall, KPGJT has in place an institutional framework for documentation of the academic activity in paper (hardcopy) and electronic form. The documentation on human resources, communication, academic issues, administrative issues, student documents and services, financial management, and facility and equipment management, are archived and stored by the Albanian legislation on archives and higher education legislation. [BM3,4,5]. (Annex No. 1, Standard II.13, Standard II.14)

2.14 Referring to the available documentation and the visit conducted in the institution, it turns out that there is a good level of information technology. Internal communication it is realized in several forms such as the use of official emails, communication platforms, etc. **[Evidence 40]** *The review team identified that the institution does not have a centralized information management and communication system. We recommend that in the future the institution uses the management system to ensure management of the institutional activity in real time by giving access to the academic staff and students. External communication is carried out mainly through official letters, while information for the public, students and interested parties is published on the website. The information about structure, organization study programs, personnel, services, and activity are already published but as we mentioned, the information is limited and only in Albanian language. Some software is widely used to perform different functionalities such as Finance 5, and Office 365 platform. Staff members have access to photocopiers, scanners, and computers with internet connections. There are computer labs accessible for use by students. The review team funded very useful the use of the Electude platform which is specially designed for students of automotive technology and electromechanics. It makes learning dynamic, effective, fast and much more fun, explaining various topics according to the standard applied in many European countries, adapting in real time the new developments in automotive technology. In the meeting with staff and students, they found it very useful and more effective than textbooks. [BM3; BM4; BM5]. (Annex No. 1, Standard II.15)*

2.15 The review team identified that KPGJT's budgeting approach is distinguished by clear, open protocols. This strategy guarantees financial accountability and facilitates the efficient distribution of resources to the institution's aims and objectives. KPGJT is a non-public higher education institution that is primarily funded by activity-related fees, grants and contributions. The established budgets, internal policies, and relevant laws are followed in the administration of these incomes. KPGJT's primary sources of revenue are tuition fees; income from services offered to third parties; and research projects. The administrator of the institution prepares the budget each year based on recommendations from the various units within the institution and submits it to the Academic Senate and Assembly of the partners of KPGJT shpk for approval. **[Evidence 52]**. *The KPGJT policy manual publishes this procedure, and faculty and staff appeared to be familiar with it. The review team identified that during these two years of operation, the main financial support has been from the founding company. We consider this as a guarantee for the further progress of the institution but to ensure self-financing, we encourage the institution to focus on securing income for example by increasing the number*



of students, participating in projects or providing services that can be offered in the future. **[BM2]. (Annex No. 1, Standard II.16)**

2.16 The review team concludes that the institution offers the tools and resources required to carry out its financial policy. This entails establishing financial systems to efficiently manage finances and assigning budgets that complement strategic objectives. The finance office monitors expenditures and maintains all necessary internal and external documentation. Additionally, the staff plans internal meetings with different stakeholders to talk about and help make decisions on financial matters including income, expenses etc. During the meetings, we were informed that the finance, audit and legal departments of the founding company provide continuous financial and legal assistance to the institution's personnel to improve the college's financial performance. **[BM2, BM3]. (Annex No. 1, Standard II.17)**

2.17 The review team concludes that KPGJT has a financial control and budgetary policy that it accurately implements. This policy calls for the implementation of controls to protect the institution's financial stability, as well as the routine monitoring of financial activity and standards compliance. Every year the institution is exposed to an external audit. The supervisory board and finance office get the audit report. As referred to in the SER, KPGJT reviews and analyzes the cost for each study program to control easier progress and continuity by rules and standards. KPGJT calculates the cost for the entire institution, as well as for special programs, the methodology is based on calculation with the standard basis of expenses in total/expenses of the department with the total number of students/number of students per department. **[Evidence 13]. (Annex No. 1, Standard II.18)**

2.18 KPGJT embraces an open approach to collaboration and partnerships at multiple levels, including regional, national, and worldwide, as the review team pointed out. By encouraging networking and collaboration, this strategy improves the institution's capacity for academic and research interchange. The institution is open to international cooperation and partnerships because its philosophy is based on German education for professional education. **[Evidence 35, 36]**. The review team learned from the SER, supporting paperwork, and on-site meetings that the institution maintains successful relationships with local companies' part of Kastrati Group and beyond. KPGJT aims to create and strengthen the connection between professional education and the labor market in the framework of technology development dynamics, to promote innovation, creativity, entrepreneurship and the use of new technologies. KPGJT has agreed on this cooperation at the national level with about 10 businesses. The institution enjoys the right and intends to establish cooperative relations and partnerships with national, regional, European and international educational professional institutions. **[BM4]. (Annex No. 1, Standard II.19)**

2.19 The institution works closely with other organizations to support its administrative, academic, and scientific research endeavors. These partnerships improve the quality of the educational experience and strengthen the institution's capacity to provide a thorough curriculum and professional development. KPGJT has concluded cooperation agreements with several business subjects and educational institutions, for the realization of professional practices of students, such as with the University "Hasan Prishtina" in Pristina, Professional Training Institute BiBeKu GmbH, Autostar Albania, KST advertising and Kastrat Construction, Everest Shpk, General Directorate of Transport and Roads, etc. Cooperation with businesses



aims not only at the realization of professional practices but also at ensuring secure employment for students after completing their studies. As mentioned in the meetings with academic staff, KPGJT aims to expand the range of collaborators not only in providing professional practices but also in creating opportunities for student employment. **[Evidence 37]**. This cooperation will also serve to create opportunities for the development of research studies which as we have noted, is in the first steps. **[BM3; BM4; BM5]**. (*Annex No. 1, Standard II.20*)

2.20 The review team observed that the institution has provided the necessary regulatory framework that supports the mobility of academic staff and students. In this regard, the college has a collaboration agreement with the Institute of Professional Training BiBeKu GmbH **[Evidence 54]**. This strategy encourages partnerships and interactions that broaden participants' global perspectives and enhance their educational and cultural experiences. To exchange experience with other partners, the leading authorities, have made several visits to other institutions (Austria, and Germany) to improve curriculum content and establish joint programmes. *As stated in the SER and meetings with academic staff and students, we identified that there are not yet any mobilities realized. Although the KPGJT declare that the institution intends to apply through the ERASMUS + program to realize the mobility of students and staff, we encourage the institution to increase the number of collaborations and applications with educational institutions to support the mobility of staff and students.* Nevertheless, the institution has organized a visit of students and some lecturers in the premises and laboratories of the Faculty of Mechanical Engineering at the University "Hasan Prishtina", in Pristina, as well as their visits to several Albanian business entities **[BM5, BM6]**. (*Annex No. 1, Standard II.21*).

2.21 The review team observed that the organization carries out market research to match its goals and objectives with the demands and patterns of the professional and educational environments in which it functions. To make sure that the institution's study programs are current and meet market expectations, this research helps to educate and shape strategic decisions **[Evidence 55]**. Cooperation with outside partners and the labour market is an essential component of this institution's identity. In that regard, the review team specifically recognized many processes that KPGJT employs, the most significant of which is the assessment strategy, which it utilizes to regularly and methodically evaluate its programs and student performance. The Counselling Office establish pathways for students to enter the workforce, facilitate their integration, and ensure that they receive the right kind of professional guidance. For some students who are already employed, the institution provides career counselling and training. Students are exposed to the workforce at the professional internship development stage, which is handled by KPGJT. *The review team evidenced a fairly good connection between the institution and the labor market. Personnel from partner institutions are involved in various activities of the institution, including contributions to the market study in the framework of the opening of new programs.* **[BM3; BM4; BM5]**. (*Annex No. 1, Standard II.22*)

Findings

Good practice

The review team identified the following features of good practice:



- The review team found very useful the use of the Electude platform which is specially designed for students of automotive technology and electro mechanics. (*Annex No.1, Standard II.15*)
- The institution has a fairly good connection between the institution and the labour market, the involvement of staff from partner institutions in various activities of the institution, including contributions to the market study in the framework of the opening of new programs. (*Annex No.1, Standard II.22*)

Weaknesses

The review team identified the following weaknesses:

- The review team identified that the institution does not have a centralized information management and communication system. (*Annex No.1, Standard II.15*)

Recommendations

The review team identified the following recommendations:

- The institution should implement and use a centralized management system to ensure the management of the institutional activity in real-time by giving access to the academic staff and students. (*Annex No.1, Standard II.15*)
- The institution should support further the professional and scientific development of the academic staff as the institution has mentioned in its development strategy 2023-2028. (*Annex No.1, Standard II.8*)

Affirmation of action being taken

The review team did not affirm any action being taken in this Evaluation Area.

- The review team affirms that the founding company "Kastrati Group" is drafting the project for the construction of the new college campus. (*Annex No. 1, Standard II.7*)

Judgement

The standards for Resources and Partnership are: **substantially met**

Evaluation Area 3: Study Programs, Teaching, and Evaluation

3.1 Two study programs are active in KPGJT, a Professional Diploma (PD) in Mechatronics and a Professional Diploma in Automobile Technology. There are 118 students registered in total for those programs. The curriculum for the PD programs is practice-focused and places a strong emphasis on applying theoretical knowledge to practice. The goal of KPGJT is to provide education and training in the field of professional development. The learning objectives of its study programs, which place a strong emphasis on empowering students with practical knowledge reflect this aim. These study programs are offered in 2 academic years, 120 ECTS and correspond to the 5th level of the Albanian qualification framework and are in line with the Bologna Process. The academic field of study programs is part of the institution's development strategy. **[Evidence 20]**. The study programs are by the lines of regional and national development, relying on the National Strategy for Scientific Research, Technology and Innovation 2023-2030. **[BM1; BM2]. (Annex No. 1, Standard III.1)**

3.2 The review team observes that the study programs align with national goals. The programs are offered in Albanian language and they are in line with current academic trends and foster inter-institutional collaboration with their dedication to providing interdisciplinary and cooperative study programs in association with other local or regional higher education institutions. KPGJT through the two-year professional programmes can design a program that will make students capable of entering within a short time the labour market in professions that require non-university professional qualification and training, thus contributing to the training of young people and serving the needs of the local economy **[BM4]. (Annex No. 1, Standard III.2)**

3.3 The content of study programs, curricula, syllabi, etc., are by the levels of the Albanian Framework of Qualifications. The study programs offered fit KPGJT's profile as a professional college. The objectives of the study programs are clearly defined, from the moment when it is applied to MoES for the opening of these study programs, based on Instruction No. 1, dated 14.01.2020 "On the documentation and procedures for the opening, reorganization and closure of higher education institutions, their branches, main units and study programs as well as for the division and merger of the higher education institution"; in the Decision of the Council of Ministers 879, dated 18.12.2019 "For some changes and additions to decision no. 41, dated 24.1.2018, of the Council of Ministers, "On the elements of study programs offered by higher education institutions" as amended. In the modalities of the proposal for the opening of a study program, the requirements for the clear expression of these objectives and the analysis of the labour market are defined. The learning objectives are also defined in the syllabuses excluding any case where the syllabus needs to be updated. The study program's skills, objectives and employment opportunities are set out in the Regulation of the study program. Additionally, a framework for assessment has been put in place to evaluate the teaching and learning services methodically. **(Annex No. 1, Standard III.3)**

3.4 The institution has established procedures for the approval of new study programmes, which are stated clearly in the bylaws and regulations. The procedures for opening and approving new study programs are defined in the Statute of KPGJT, where the departments and the Academic Senate play an essential role, which aligns with the development strategy



of the institution [Evidence 14]. This guarantees a thorough review procedure, with the curriculum committee bearing primary responsibility for the creation, evaluation, and recommendations for program enhancements [BM3, BM4]. Furthermore, by the legislation and the institution's internal policies, permission from the appropriate authority is needed for any new initiatives or major modifications, such as openings, reorganizations, or closures. In the meeting with the management staff, the closure of 4/6 licensed programs was highlighted as a result of the non-registration of students in these programs. Meanwhile, the institution has applied for the opening of 3 new programs. *The study programmes' instability in a short time (the opening/closing of the study programs) proves that there was no deep analysis regarding the needs for these programs, as well as their non-promotion to increase the interest of graduates. In this context, the review team suggests the gradual development of study programs considering the demands of the labour market and at the same time taking supportive steps for graduates to increase their interest in these programs.* [Evidence 14]. (Annex No. 1, Standard III.4)

3.5 Two study programs at KPGJT are offered by the Department of Mechanics. Referring to the data presented by the institution, it appears that the other two departments are inactive or operate with partial activity, on the other hand, the institution declares that the load of the 2 study programs is covered to the extent of 70% by the effective personnel. However, if we consider evidence 61 on the teaching load, it turns out that the effective staff covers less than 70% of the load provided for in the study programs [Evidence 61]. *The institution should continue its efforts to consolidate the academic activity in each base unit and increase the commitment of full-time personnel.* Meanwhile, most of the staff engaged part-time are professionals who work in high-profile businesses with study programs. *Even though they are the majority with scientific master diplomas, the review team considers their commitment quite positive as they bring their professional experience to the students.* [BM4; BM5]. (Annex No. 1, Standard III.5)

3.6 The study programs offered by KPGJT are by the Albanian framework under Law No. 80/2015, dated 22.07.2015, "For higher education and scientific research in higher education institutions in the Republic of Albania". The study programs are based on the Bologna System ECTS credit system enabling mobility of students into other study programmes. The minimum requirement for completing the study program is 120 credits. Both study programs are organized in curricula that include all elements, such as the workload based on ECTS credits etc. [BM4; BM5]. (Annex No. 1, Standard III.6)

3.7 The institution has designed study programmes based on the labour market needs to fill the gap for professional skills. The study programs provide sufficient knowledge in technical areas and do practical work in different auto service businesses. The curricula offer a good combination of theory and practice providing the basis for developing the professional competencies of the graduates. The institution also offers mentoring and advisory services for students aimed at acquainting students with the academic obligations of the program, identifying possible issues or difficulties and problems and taking measures to solve/ address them. Students are monitored by the supervising lecturer appointed by the Department. One day a week the students are involved in applying theoretical knowledge into practical skills in several partner companies. [BM4; BM5]. (Annex No. 1, Standard III.7)



- 3.8 Based on the specific nature of the institution, as stated in the SER the institution doesn't offer lifelong learning programs, but it offers different training programs licensed and recognized by the responsible ministry. This training lasts from 1-9 months and at the end, the participants take a training certificate. **(Annex No. 1, Standard III.8)**
- 3.9 KPGJT is a non-university institution, and its study programs are focused on applied research, corresponding to Level 5 in the Albanian Qualifications Framework. As stated in SER and confirmed during the site visit, the institution carries out applied research activities to the extent necessary for qualitative offering and provision of the study programs. However, in fulfilment of the institutional strategy and increasing the capacities of the academic staff, the institution should integrate some elements of scientific research into the teaching process. Moreover, KPGJT should support its academic staff in obtaining their scientific degrees and make laboratories available for conducting research. Cooperation with the partner institutions of the automotive industry requires from the institution a higher level of application of knowledge and implementation of new technologies and applied research. **(Annex No. 1, Standard III.9)**
- 3.10 Monitoring of study programs is implemented by KPGJT through the internal organizational structures department and Internal Quality Assurance Unit (IQUA). In the framework of external quality assurance, the institution is subject to institutional evaluation and study programs by applicable law. At the beginning of each year, the KPGJT plans periodic supervision and monitoring of teaching and learning activities. **[Evidence 13]** Additionally, the institution has other criteria for evaluating the academic performance of the staff. The academic staff is also required to periodically update the content and literature of the subject modules, reflecting individual research in the curriculum and student feedback. As we mentioned in area 1 of this evaluation report, IQUA does not yet have an important role at the institution because her duties overlap with those of the Mechanics department. **[BM4; BM5; BM6]. (Annex No. 1, Standard III.10)**
- 3.11 Based on the regulatory framework, the institution makes regular improvements to study programmes, including updating curricula, infrastructure and laboratories to create a good learning environment. The study programs are new and changes of more than 20% are not applied. Study programs are improved based on the results of their assessment by academic staff and students. **[Evidence 21]**. Last year a survey was distributed to get feedback from students. Finally, the institution uses the track system to monitor student employment as an indicator of market performance and program performance **[BM2; BM5]. (Annex No. 1, Standard III.11)**
- 3.12 The institutional regulatory framework focuses on increasing the quality of teaching. As we mentioned, the main way of monitoring and quality assurance in the two study programs is provided mainly through direct controls in lectures, seminars and professional practices. Also distributed is a questionnaire which focused on teaching evaluation. The input that students give to lecturers also helps to enhance teaching and raise general student happiness. In the meeting with the Rector, it was stated that the Rectorate and department support the academic processes, including staff performance evaluation. However, there is low documentation of activities related to quality assurance. For this reason, we recommend that the institution keep records of the activities it develops, as well as perform periodic analyses



to ensure the quality of education. By taking these steps, the institution will proactively enhance the quality of teaching, further establishing its dedication to quality standards. **[BM4, 5]. (Annex No. 1, Standard III.12)**

3.13 Study programs offered by KPGJT are implemented according to the structures approved at the institutional and national levels. Two study programs are offered full-time, organised in modules or special courses, expressed in credits, according to the European Credit Transfer and Accumulation System (ECTS) and the European study area. The study programs are organised following the provisions of the Bologna Process. **[BM2,BM3]. (Annex No. 1, Standard III.13)**

3.14 Study programs are organized according to different components, where the practical application of knowledge is an important component. The hours in the auditorium are organized in lectures, seminars practical laboratory hours and professional practice. The study programs have mandatory professional practices as part of the curriculum. The mission of the institution is to provide professional study programs that equip students with knowledge and skills for practical application. **[Evidence 60]**. The adequate working environment and well-equipped laboratories offer an environment for learning practical skills. In addition, course programs are divided into credits which are converted into sections according to the respective ratio in lectures, and laboratories, where students attend each of them in the premises and laboratories of KPGJT, or businesses during site visits. Also, supervised thesis projects are applicable and closely supervised by staff, enabling students to learn new knowledge and applications in real work. *The review team evaluates the infrastructure that is made available to them through collaborations or businesses that the founders have for the realization of professional practices.* **[BM2,BM3]. (Annex No. 1, Standard III.14, Standard III.15)**

3.15 The learning environment (infrastructure and laboratories), is adequate for staff and students to provide what the study programs needs. The focus is to ensure active student participation in competency acquisition. KPGJT's teaching system is combined with theoretical aspects of teaching and practical knowledge and skills enabling students/graduates to transition to the labor market more easily. One day a week the students are able to practice the theoretical knowledge at different businesses. **[Evidence 61]** The study programmes have a good relation with the labor market needs, and provide adequate professional development opportunities for students to acquire practical skills. In turn, the knowledge and practical skills enable students to perform better in the labor market. During the meeting with students, we found that many of them are already employed. **[BM3]. (Annex No. 1, Standard III.16)**

3.16 Study programs are designed according to the European Credit Transfer and Accumulation System (ECTS) and according to the European study area's standards (Bologna Charter's provisions) and promote Albanian and international students' mobility, although as stated also above in this report and as the institution has recognized, there has not been any case of mobility of students in the programs offered by KPGJT. *In this context, the institution should increase its efforts to enable access of students to other institutions and preferably welcome foreign students for different periods.* **[BM4]. (Annex No. 1, Standard III.17)**

3.17 KPGJT has Statute and Regulation that clearly define the modalities, rules and requirements for assessing knowledge, especially the examinations and re-examinations that the academic staff and students must attend [Evidence 2]. These include the procedures and the rules of drafting theses, monitoring and secrecy of exams, the right of the student to enter the exam or not, and evaluation of students. The defense of the diploma is the final obligation for the student's graduation. For all these procedures, students are informed about the regulations and procedures related to exams and graduation through tutoring, pre-exam communications by email, academic secretariat, course title and publication at the KPGJT premises [Evidence 60]. At the end of the process, after paying off all academic and administrative obligations, the student is provided with the diploma and its supplement. **(Annex No. 1, Standard III.18)**

3.18 The institution offers adequate infrastructure with dedicated laboratories to support study programs and applied research. Also, KPGJT provides teaching and administrative units, equipment and tools, libraries and other units that conduct studies, internships and services in developing the educational process and teaching. [Evidence 66]

The institution provides three laboratories and different auto service places with adequate equipment, infrastructure and services to support the study programs. The institution continuously improved laboratories according to the requirements that the lecturer of each subject presents in the department. The academic staff working in the laboratories has capacities and real-world experiences. The department reviews and approves the requests according to the foreseen budget. [Evidence 67] Each laboratory has set the relevant rules of technical security, which are an essential element of the first hours of teaching at the institution. Each laboratory environment has its manual made available to the academic staff. *The review team affirms the efforts to improve the laboratory infrastructure in the function of the two programs through investment or from the partner institutions. However, based on the institution's ambitions to offer other programs, we think that this infrastructure should be developed in other directions as well.* [BM4,5]. **(Annex No. 1, Standard III.19, Standard III.20)**

3.19 KPGJT has a library facility and ensures access to contemporary literature. The Library has around 100 titles and provides teaching and research materials related to the area of study programs. The organisation and functioning of the Library are regulated by a special regulation announced on its premises along with working hours. After the visit to the institution, *the review team evaluates the efforts of the institution to enrich its library with publications in the field of study programs. Understanding the short time of the institution and the lack of texts of professional programs, we suggest that the institution take measures for the translation/adaptation of the texts published in the early years and which are part of the study programs.* [BM4; BM5]. **(Annex No. 1, Standard III.21)**

Findings

Good practice

The review team identified the following feature of good practice:

- The infrastructure that is made available through collaborations or businesses that the founders have for the realization of professional practices is good practice. (**Annex No.1, Standard III.14**)

Weaknesses

The review team identified the following weaknesses:

- The academic activity in each department is not consolidated with academic staff and study programs. (**Annex No.1, Standard III.5**)
- There is low academic staff and student's mobility. (**Annex No.1, Standard III.17**)
- The review team evaluates the efforts to enrich its library with publications in the field of study programs. Understanding the short time of the institution we found a lack of texts for professional programs. (**Annex No.1, Standard III.21**)

Recommendations

The review team identified the following recommendations:

- The institution should continue its efforts to consolidate the academic activity in each department and increase the commitment of full-time academic staff. (**Annex No.1, Standard III.5**)
- The institution should increase its efforts to enable access of students to other institutions and preferably welcome foreign students for different periods. (**Annex No.1, Standard III.17**)
- The institution should take measures for the translation/adaptation of the texts published in the early years and which are part of the study programs. (**Annex No.1, Standard III.21**)

Affirmation of action being taken

The review team identified the following action being taken:

- The review team affirms the efforts to improve the laboratory infrastructure in the function of the two programs through investment or from the partner institutions (**Annex No.1, Standard III.19, Standard III.20**)

Judgement

The standards for Study Programs, Teaching, and Evaluation are: **substantially met**.



Evaluation Area 4: Scientific/Artistic Activity and Innovation

4.1 In line with its mission and strategy, KPGJT aims to participate in as many projects related to academic and professional growth as it can within the context of European higher education initiatives. The institution focuses on professional training and applied research since it aligns with Level 5 of the Albanian Framework of Qualifications. During meetings with senior staff, it was stated that scientific research is integrated into the teaching process and is defined as a field of cooperation in agreements with other higher education institutions. KPGJT supports and fosters all initiatives aimed at improving the quality of education while also advancing applied development research and staff academic progress. *However, we consider that the academic staff should be oriented more towards applied and research studies in the field of study programs to increase their capacity.* **[Evidence 60]**

KPGJT is entitled to the following while implementing institutional autonomy and academic freedom: To offer services in the areas connected to the conducts applied research to the extent necessary for the needs of the implementation of study programs of a professional nature, as well as provide services. KPGJT, in its vision and mission, has set strategic objectives translated into its research strategy, among others, aims to bring innovations in applied research activities. **[Evidence 30]** The infrastructure and laboratories create a good working environment for staff and students to conduct applied research and test new products and innovations. **(Annex No. 1, Standard IV.1)**

4.2 The priorities are set according to the department profile and program in implementation of the institutional priorities for research and development, teaching directions and approaches in the EU, such as digitalization, SMART technologies, energy efficiency, environmental protection, etc. KPGJT is attempting to streamline its internal organizational structure, introduce fresh academic offerings, and involve departments in collaborative projects. The Ministry of Finance and Economy has granted KPGJT a license to conduct professional training programs. **[Evidence 30]**. However, as we mentioned, we recorded limited activity in terms of academic staff activities. Furthermore, the review team is also taking into consideration the fact that the institution is new, with two years of teaching activity and is working to consolidate its organizational structure, the implementation of new study programs and the inclusion of departments in cooperation projects. **[BM3, BM5]. (Annex No. 1, Standard IV.2)**

4.3 The institution declares that it supports the development of scientific activities working environment to perform research and innovation. It guarantees the academic freedom expressed in respecting the diversity of opinions, ideas, and methods and the free, critical, and creative development of teaching and its organisation, furthermore, it invites and encourages staff to publish and supports in this direction by sharing information and organising events that promote these activities. *However, we encourage the involvement of the academic staff in the future in research activity, studies, projects and publications in international journals to increase the reputation of the institution at national and international levels. We also encourage the institution to continue improving the infrastructure in the function of scientific research for the academic staff.* **[BM3, BM5]. (Annex No. 1, Standard IV.3)**

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4.4 Based on the regulatory framework, KPGJT have a clear organisation structure responsible for applicative research and innovation. **[Evidence 20]**. Departments are responsible for academic and research activities. Departments, use different ways to support the academic staff to participate in studies, research activities and projects. They are responsible for evaluating the performance through disseminating information and planning activities. *However, we think that in the institution's profile as a High professional college, scientific research is not one of its main objectives. However, as we have emphasized, regardless of the minimum obligation that the institution has in the development of scientific research, it is necessary that in terms of the professional development of the academic staff, their engagement in research is necessary. We consider that the institution does not have a clear policy for academic staff research obligations. For this reason, the institution must draw up special guidelines to clearly define what are the obligations of the academic staff regarding scientific research, publications, projects, etc., to evaluate the performance of the staff against these requirements.* Institution results have made progress in providing working environments and necessary logistics in terms of computers, printers, scanners, and other electronic office equipment to support their participation in research and international projects. **[Evidence 35], [BM7] (Annex No. 1, Standard IV.4)**

4.5 The institution guarantees the intellectual property of achievements and results in scientific research and uses them to ensure its own economic and financial development. Concerning the ownership of research outputs or products of academic staff, the Employment Contract states that products created by the Employee as a result of the performance of his duties under the Contract remain in the exclusive ownership of the institution - according to the provisions of the Labor Code, articles 135 and 136. Upon completion of the service under the Contract, the lecturer shall submit to the KPGJT in hard copy and/or electronic copy the products of his service. **[BM5] (Annex No. 1, Standard IV.5)**

4.6 KPGJT comprises three departments, the Department of Mechanics; Department of Department of Electrical and Information Technology and the Department of Construction and Infrastructure, around which KPGJT organises teaching and research activities. Based on institutional regulation, these units promote, program, coordinate, develop, organise and administer the teaching, training and research activity implemented following and to the extent necessary for professional study programs. During the visit to the institution, we were informed that due to the non-opening of study programs, the other two departments have minimal activity in terms of academic and scientific activity. For this, we have suggested that the institution should engage in the consolidation of all the structures provided in the structure of the institution. **[BM3; BM4; BM5]. (Annex No. 1, Standard IV.6)**

4.7 KPGJT has aligned its research and development priorities in its strategy with long-term regional, national, and international priorities; nevertheless, this alignment is made within the framework of HEI, which prioritizes applied research. Departments implement institutional priorities for research and learning objectives. The involvement of staff in international projects is based on an institutional declaration as we have emphasized that there is limited activity regarding the level of scientific research, considering the category to which the institution belongs **[BM3; BM4; BM5]. (Annex No. 1, Standard IV.7)**

- 4.8 The institution aims to enhance continuous research and scientific activities and guarantees the involvement of academic staff. As a high professional college, the institution aims at continuous growth of research activities and scientific and guarantees the inclusiveness of academic staff but engagement of the student is not obligatory. **[BM3; BM4; BM5]. (Annex No. 1, Standard IV.8)**
- 4.9 The departments' primary focus during the first year of the institution's operation has been on implementing successful learning processes, finishing modules with didactic, basic, and auxiliary materials, implementing professional practices and laboratory work, implementing professional training courses, etc. Going forward, the emphasis will be on achieving the department's goals in the area of research. As per above the review team concludes that the institution has not yet a concrete product of scientific research, therefore there are no research results made known/public. **(Annex No. 1, Standard IV.9)**
- 4.10 KPGJT has embraced the Code of Ethics, which lays down sensible guidelines for maintaining academic integrity in a variety of contexts, including publications, research, etc. At the institutional level, the integrity and quality of scientific papers are ensured by the Code of Ethics. As part of the academic governing bodies, the institution has also formed an institutional Council of Ethics. The academic senate chooses the members of the Ethics Council based on recommendations from the units and levels of representation. The ethical council is made up of a student representative, an administration representative, and a representation from each base unit. The council makes sure that the Code of Ethics is followed when doing research and providing teaching. **[BM2; BM4; BM6]. (Annex No. 1, Standard IV.10)**
- 4.11 As we mentioned in Standard IV.4, the institution's profile as a high professional college, scientific research is not one of its main objectives, however, as we have emphasized, regardless of the minimum obligation that the institution has in the development of scientific research, it is necessary that in terms of the professional development of the academic staff, their engagement in research is necessary. For this reason, the institution must draw up special guidelines to clearly define what are the obligations of the academic staff regarding scientific research, publications, projects, etc., to evaluate the performance of the staff against these requirements. After that, the institution should encourage the academic staff members' self-realization and lay forth the requirements for them to engage in research activities, studies, and publications. **[BM2; BM5]. (Annex No. 1, Standard IV.11)**
- 4.12 As a higher professional college higher education institution, KPGJT prioritizes the professional training of its students to prepare them for the labor market as well as advanced technology training for technicians and specialists in the field of vehicles. As part of its plan, the institution has decided to involve academic staff in applied research to offer suitable advice and knowledge in the area of vehicle technology. **[BM3; BM4; BM5]. (Annex No. 1, Standard IV.12)**
- 4.13 KPGJT's employment policy, criteria, and procedures are defined by the requirements of the applicable legal and sub-legal acts as well as by the regulatory acts of the institution, particularly the Statute and Regulation, which have as their primary goal the employment of the best personnel. Indicators of the candidates' performance, such as the reputation and

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standards of the institution from which the candidate graduated—with a preference for Western universities are among the primary factors used to evaluate and attract candidates. A cooperation agreement between KPGJT the University of Pristina (UP) and the Institute of Professional Training BiBeKu, Germany, has been reached. The agreement stipulates the engagement of staff members also. Students and staff participated in extracurricular events at the University of Pristina during the 2022–2023 academic year. **[BM3; BM4; BM5]. (Annex No. 1, Standard IV.13; Standard IV.14)**

4.14 For the corresponding level 5 of HEI, where the focus is on applied research, KPGJT has approached its research and development priorities in terms of applied research. Since they have sought to increase and improve the size, capacities, and internationalization, KPGJT staff members have taken part in interactive online and in-person training. KPGJT is attempting to broaden the scope of agreements for fostering mobility and providing training inside the context of other initiatives as well as European ones. Law 80/2105, Article 72 states that credits earned during advanced professional studies may be applied to studies in the first cycle, which corresponds to the sixth level of the Albanian Framework of Qualifications, based on standards set by postsecondary educational institutions. **[BM4]. (Annex No. 1, Standard IV.15)**

4.15 KPGJT's vision states that the organization's goal is to support the nation's economic growth by producing skilled professionals who can serve the needs of the economy and society. To this end, the institution engages in applied academic and research activities that are integrated and carried out to the extent required to meet the demands of the highest quality of professional study programs. There we reiterate that based on the category and profile of the institution, genuine scientific research is not among the institutional priorities and obligations. Therefore, the implementation or contributions of this research for the benefit of the country's development, etc., are not the primary objective of this institution **[BM3; BM4; BM5]. (Annex No. 1, Standard IV.16, Standard IV.17)**

Findings

Good practice

The review team did not identify any features of good practice in this Evaluation Area.

Weaknesses

The review team identify the following weaknesses:

- For the institution, scientific research is not one of its main objectives. However, regardless of the minimum obligation that the institution has in the development strategy, we consider that the institution does not have a clear policy for research obligations regarding research activity academic staff. **(Annex No.1, Standard IV.3, Standard IV.4)**

Recommendations



The review team makes the follow recommendations:

- The review team recommends the involvement of the academic staff in the future in research activity, studies, projects and publications in international journals to increase the professional and scientific reputation at personal level and as institution. (**Annex No.1, Standard IV.1**)
- The institution must draw up special guidelines to clearly define what are the obligations of the academic staff regarding scientific research, publications, projects, etc. to evaluate the performance of the staff against these requirements. (**Annex No.1, Standard IV.3, Standard IV.4**)

Affirmation of action being taken

The review team did not affirm any action being taken in this Evaluation Area.

Judgement

The standards for Scientific/Artistic Activity and Innovation are: substantially met.

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Evaluation Area 5: Students and Their Support

5.1 The institution has drafted a set of methods, policies, and norms for admitting and selecting students. The criteria and legal caps established by governmental organizations and their pertinent statutes determine the number of spots available for student admission. The academic senate considers the demands of the labor market in the field of professionals with technical skills, human resources, and infrastructure capacities. By the actual legal framework, KPGJT's regulatory framework, and the Development Strategy, the college determines the requirements for new students. Every year, the Academic Senate reviews and approves the admission quotas and requirements, which are then forwarded to the appropriate authorities, published on the state matura portal, and updated and made available to the public on the institution's website. For each applicant to be admitted to the study program, there are basic requirements with no other selection criteria. The admissions process is transparent in every way. KPGJT employs a marketing and communication approach predicated on the fundamental ideas of communication openness, information completeness, veracity, and clarity, as well as information accessibility [BM3; BM4; BM5]. (*Annex No. 1, Standard V.1*)

5.2 KPGJT provides ongoing support through the institution's services for its students from their inception towards completion or facilitates mobility. The provision of support is mainly made through the Career Office and Secretariat, which plays a significant role in informing and admitting students. The Student Orientation Week is organised yearly, where the new students get acquainted and familiar with the student life, the schedule, as well as where to search for information etc., under the direction of lecturers and the institution's administrative offices. Students' support is also done by sharing information on the website and social media. KPGJT is a participant in the fairs "Work and Study", where it promotes its academic offer with commitment and diligently. Also, the institution participates in fairs organised by various organisations and institutions promoting HEI and achievements in the field, which play an essential role in the quality of study programs. [BM3]. (*Annex No. 1, Standard V.2*)

5.3 The KPGJT discloses its admission requirements for new students based on legislative requirements as well as those set by the Senate, KPGJT capacities, human resources, market analysis, program advancement, and student employment. The Academic Senate and the Board of Administration examine and approve the admission requirements and quotas each year. The Ministry responsible for education receives admission quotas and examines the hosts' people and infrastructure capacities. The quotes are certified by the Ministry responsible for education and made public on the website once the ministry team determines that the institution's host capability complies with state quality criteria. The admission requirements for each of the two study programs are also made available. In the meeting with students, the review team was informed that the institution uses an efficient information method, communication inside the institution to inform new students. [BM3; BM4; BM5]. (*Annex No. 1, Standard V.3*)

5.4 The role of the Career Office and Secretary is very important to support students to be part of the institutional activity as well as easy access to the beneficiaries that the institution provides. At the base level unit, higher education institution, and national levels, students are entitled to organize themselves into student councils. When it comes to educating and welcoming new students, within this framework, KPGJT: - plans and executes a range of



events and activities in compliance with directives from education-related structures; - arranges visits to the school's premises for alumni, educators, and parents to observe and become acquainted with the establishment; - updates the official website with relevant information for applicants, publicly accessible images, and videos. As a participant in the "Work and Study" fairs, KPGJT advertises his academic offer and arranges tours in secondary schools' gymnasiums following the relevant directives from the relevant ministry of education. Brochures and educational pamphlets with all of the KPGJT's contact information and official website are given out at the fairs. **[BM3; BM4; BM5]. (Annex No. 1, Standard V.4)**

5.5 The Career Counseling Office, the Office of Human Resources, Academic Advisors, and, depending on the circumstances, departments with academic staff are the main structures in the function of this process. KPGJT has prepared informative brochures to provide students with a complete, accurate, and clear HEI orientation and counselling during their time at the KPGJT. The institution has signs installed in its common spaces and offices that list the students' waiting schedules and the contact information for the appropriate individuals. The student receives information about the academic life from the KPGJT. When evaluating students, all of the instructional activities designed for the subject or module are considered, including coursework, work labs, midterm and final exams, and student participation and engagement in the learning process. The subject syllabus, the Organization Regulation, KPGJT's operation, and each of these actions under review are accorded the weight they deserve. **[BM3]. (Annex No. 1, Standard V.5)**

5.6 With a focus on social responsibility and access to education as a constitutional right, KPGJT aims to provide its services in a high-quality and effective manner. Students have the right to equality despite having varying capacities. For students with impairments, KPGJT has offered the essential resources in terms of personal requirements and the advancement of the educational process. Certain social groups, such as Roma and Balkan-Egyptian minority students, have quotas supplied by KPGJT. *The review team in the meeting with students identified that the institution offers several scholarships for students with good results and those in need.* There were neither cases nor candidates from these social categories during the first years of the KPGJT teaching activities. KPGJT employs a supportive approach with students and strives to engage them in extracurricular activities such as: - Training visits to companies and higher education institutions operating in the industry, such as Everest company, the "Metallurgical" plant in Elbasan, and the "Hasan Prishtina" University in Pristina, football games etc. **[BM3, BM5]. (Annex No. 1, Standard V.6)**

5.7 As we have mentioned, the institution provides the students the adequate literature and materials by course outline and syllabus: The academic staff provides pertinent explanations about the literature and the methods for students to obtain it, electronic version or hard copy (printed). The staff prepares the lectures and seminars held throughout the year and provides them to the students. Through consultations tailored to each student's needs and requirements, the institution assists students who struggle with the numerous responsibilities of the study program. There are consultations all during the academic year. The Teaching Secretariat announces scheduled consultations and the halls where they will be held by student timetables that work for them. During these consultations, students who have doubts or problems regarding the lectures, exercises, or laboratories get their queries answered. KPGJT provides basic and supplemental literature via the library, lecturer-provided

materials sent online, and the library service. In line with the available study programs, the library has limited copies in the Albanian language that have been published during the last few years. The library's working hours are posted on the premises, along with the rules. Periodically donations, KPGJT-financed purchases, library subscriptions, and partnerships with other organizations augment the library fund. A portion of the library's revenue is also designated for academic staff publications from previous years, along with manuals and all of the labs in both English and Albanian. **[BM3; BM4; BM5]**. Online access is also made possible by the library's facilities, which include workstations with computers installed within. **(Annex No. 1, Standard V.7)**

5.8 The Career Office performs a variety of duties in conjunction with the department, including organizing and maintaining teaching practices, building strong connections, assisting students in integrating into the labor market and offering pertinent career counselling. The Kastrati Group plays a significant role in orienting the institution to the market's demand for skilled, ready-to-work personnel and quickly hired by different companies. Students at KPGJT use their internships as a gateway to establish contacts with the labor market. As mentioned by the Rector, to fulfil its vision and mission, KPGJT strategically aligns itself with the intersection of the labor market's demand and academic offerings. It does this by providing opportunities for professional practice and internships, as well as employment and career development opportunities in Kastrati Group companies for students after they graduate. Due to relationships with numerous companies, KPGJT offers professional internships that prepare students for the market from the beginning. In addition to providing the student with professional and practical training in the area and at his place of employment, professional practice helps the student get familiar with the corporate and work cultures in the field and locate possible employers within the host organization. *Based on the statements of the students, we highly value the professional preparation of the students towards the labor market.* **(Annex No. 1, Standard V.8)**

5.9 KPGJT offers two year-professional programs program, and its first graduating class has not yet been revealed. Currently, some of the students who have performed well have been hired by Autostar Albania, a corporation where certain professional practices are conducted. KPGJT's contract with "Autostar Albania" allows it to have ongoing communication with previous students who worked here. **(Annex No. 1, Standard V.9)**

Findings

Good practice

The review team identified the following features of good practice:

- The professional preparation of the students towards the labor market is identified as good practice. **(Annex No.1, Standard V.8)**
- The institution offers several scholarships for students with good results and those in need. **(Annex No.1, Standard V.6)**

Weaknesses

The review team did not identify any weaknesses in this Evaluation Area.



Recommendations

The review team did not make any recommendations in this Evaluation Area.

Affirmation of action being taken

The review team did not affirm any action being taken in this Evaluation Area.

Judgement

The standards for Students and their Support are: fully met.

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Evidence List

List A: List of evidences

List of evidence provided as part of self-evaluation documents, annexes... of SER. These evidences on EER are referred to using evidence and the number etc:

Evidence 1: Order no. 03 Prot. 28/2, date 14.04.2023 Evidence 2: KPGJT Statute
Evidence 3: Decision of the Council of Ministers No. 678, dated 10.11.2021 "On the opening of non-public higher education institution, German Higher Vocational College of Technology
Evidence 4: Order no. 451, dated 25.07.2022 "On granting permission to start the activity of the German Higher Vocational College of Technology
Evidence 5: KPGJT organizational chart Evidence 6: KPGJT code of ethics
Evidence 7: Institutional Development Strategy
Evidence 8: Meeting minutes and decisions of the Rectorate/Department (extract)
Evidence 9: Practice of written communication within the institution Evidence 10: The decision to establish the Internal Quality Assurance Unit Evidence 11: Regulation of Curricular Development and Teaching Evidence 12: Students' thoughts
Evidence 13: Annual Institutional Analysis
Evidence 14: proposal for opening a new study program Evidence 15: Regulation of the Internal Quality Assurance Unit Evidence 16: Questionnaire of academic staff
Evidence 17: Open lectures with local and foreign lecturers Evidence 18: Effective and ineffective academic staff Evidence 19: Personnel file
Evidence 20: Regulations for the Organization and Operation of KPGJT Evidence 21: Regulation of the study program in TA
Evidence 22: Model Syllabus
Evidence 23: Practice of notifying departments on SBC activities Evidence 24: meetings with students/academic counseling Evidence 25: Procedure of Recruitment of Employees in KPGJT Evidence 26: Practice Application for employment
Evidence 27: Standard employment contract
Evidence 28: Collective meeting for the learning process Evidence 29: Controls from the Department
Evidence 30: Staff activity within trainings
Evidence 31: Cooperation agreement with UP, Kosovo Evidence 32: Extra-curricular activities of the staff Evidence 33: Contribution payments
Evidence 34: Request for completing the laboratory base and didactic materials
Evidence 35: KPGJT infrastructure
Evidence 36: List of cooperating entities
Evidence 37: Cooperation agreement with businesses
Evidence 38: Hygienic-sanitary & fire protection acts
Evidence 39: KPGJT laboratories
Evidence 40: IT infrastructure
Evidence 41: Laboratory equipment manual
Evidence 42: PIH, ISTI inspections
Evidence 43: Field Visit (expenses)
Evidence 44: First aid training & fire protection
Evidence 45: Inventory of laboratory equipment Evidence 46 View of the Protocol Log



Evidence 47: Record of obligations
Evidence 48: Exam Sheet
Evidence 49: Basic student record Evidence 50 - Record of academic achievements
Evidence 51- Register of diplomas Evidence 52 - Financial plan, Budget Evidence 53 -
Cooperation agreement with HEIs Exhibit 54 - Cooperation agreement with BiBeKu GmbH
Evidence 55: Market study for the study program in TA
Evidence 56: Orders to open study programs
Evidence 57: Curriculum in Automotive Technology Evidence 58 Training Courses in
"Automotive Technology"
Evidence 59: Practice of reviewing and approving the curriculum for the academic year
2023-2024
Evidence 60: Department Regulations
Evidence 61: Teaching load of academic staff
Evidence 62: Senate/Board decision on the approval of quotas and criteria
Evidence 63: License for the organization of courses/programme of a training course
Evidence 64: Request from lecturers for revision of syllabuses
Evidence 65: Program plan in TA
Evidence 66: Professional practice file.
Evidence 67: Practice of resolving student requests
Evidence 68: Student visits to businesses
Evidence 69: Student assessment practice
Evidence 70: Decision of the Academic Senate to approve the Diploma model
Evidence 71: Diploma model
Evidence 72: Library Regulations,
Evidence 73: List of invited foreign lecturers
Evidence 74: KPGJT promotional materials
Evidence 75: MAS letter, "On recognizing and informing graduates"
Evidence 76: Open days at KPGJT
Evidence 77: Work and Study Fairs
Evidence 78: Orientation Week,
Evidence 79: Student Information Package
Evidence 80: Notification emails from coordinators,
Evidence 81: Academic calendar
Evidence 82: Example "Student Request"
Evidence 83: Written practice for additional hours
Evidence 84: Student card
Evidence 85: Student council
Evidence 86: Organized meetings with student groups
Evidence 87: List of scholarship students
Evidence 88: Department meeting for teaching analysis,
Evidence 89: Record of academic achievement
Evidence 90: Basic register
Evidence 91: Schedule of consultations

List B: Meetings held during the visit

Meetings are referred to throughout the report using the abbreviation **BM1, BM2**, etc



- BM1: Review team meet with the Institutional Coordinator.
- BM2: Review Team meet with the Rector.
- BM3: Review team meet with a sample of students.
- BM4: Review team meet with senior university managers.
- BM5: The review team meet with a sample of teaching staff.
- BM6: Review team meet with external partners and alumni.
- BM7: Review team meet with a sample of support/administrative staff.
- BM8: Review team meet with the Institutional Coordinator.
- BM9: Review team meet with the Self-evaluation team.
- BM10: Review Team meet with the Rector to summarize the major lines of enquiry and related matters pursued during the review.

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