



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

Report of the Institutional Periodic Accreditation
of "Qiriazi" University College

June, 2024

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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. Institutional Review is a peer review process with each review team composed of a mix of international reviewers and Albanian 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 the ways in which students' learning is supported).

The Albanian Quality Code Standards have been grouped under five headings, the Evaluation Areas: Higher Education Institution - Management, Autonomy, and Quality Assurance; Resources and Partnership; Study Programs, Teaching, and Evaluation; Scientific/Artistic Activity and Innovation; and 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 judgement 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 conclude by recommending a summary judgement to ASCAL's Accreditation Board. This overall judgement 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

The "Qiriazi" University College is a self-financed higher education institution, founded by the Council of Ministers Decision No. 274 on May 10th, 2006 "On the establishment of the "Sevasti & Parashqevi Qiriazi" Private Higher Education School. "Qiriazi" UC has four main units, Faculty of Economics (FE), Faculty of Law (FL), Faculty of Education, Social Sciences, and Sports (FESSS), and Higher Professional College (HPC), where: The Faculty of Economics (FE) is composed of three base units: a) Department of Business Management, b) Department of Finance, and c) Research Center of the Faculty, The Faculty of Law (FL) contains three base units: a) Department of Civil and Commercial Law, b) Department of Public and Criminal Law, and c) Scientific Research Center of the Faculty, The Faculty of Education, Social Sciences, and Sports (FESSS) consists of three base units: a) Department of Physical Education and Sports, b) Department of Education, Social Sciences, and Recreational Sports, and c) Research Center of the Faculty and Higher Professional College (HPC) has two departments: a) Department of Information Technology and b) Department of Food Technology and Tourism.

In accordance with the current laws in the Republic of Albania, "Qiriazi" University College provides licensed and accredited study programs. To ensure the ongoing enhancement of teaching, learning, and research quality, the College regularly undergoes institutional accreditation and reaccreditation processes for its study programs. The most recent Periodic Institutional Accreditation for "Qiriazi" University College, resulting in a favorable evaluation, was approved by Decision No. 52, dated September 9, 2022, issued by the Accreditation Board.

During the academic year 2017-2018, "Qiriazi" University College has gone through institutional accreditation process conducted by AQAHE. Based on Decision No. 24 on May 1, 2018, by the Accreditation Board of AQAHE they got a two-year accreditation period.

With Order No. 339 on June 21, 2018, from the Ministry of Education and Sports (MESR), the opening of the main unit "Higher Professional College" within "Qiriazi" UC was approved. Within "Qiriazi" UC, the Higher Professional College was established with two departments: "Food Technology" and "Information Technology."

There are 13 active study programs at University College "Qiriazi":

- *5 Professional Programs mostly of professional/vocational character with 3 of them on offer at HPC, 1 in FL and 1 in FESSS including "Food Technology" "Information Technology and Communication", "Hotelery-Tourism" "Social and Health Care" "Legal and Administrative Assistant"*
- *5 Bachelor Programs which are offered with 4 of them being offered in FE and 4 in FESSS: "Finance", "Business Management", "Hotel Management and Tourism" , "Economic Informatics and Business", "Physical Education and Sports"*
- *3 in Master Programs" : "Business Administration", "Finance", "Integrated Studies in Law"*



RECOMMENDATIONS FULFILLMENT DEGREE FROM THE LAST ACCREDITATION

I. Recommendations of the Accreditation Board based on Decision No., date are:

Based on the Decision No. 52, dated September 9, 2022, "On the Periodic Accreditation of 'Qiriazhi' University College by the Accreditation Board," 'Qiriazhi' University College, was given a positive assessment for Institutional Accreditation, valid until September 8, 2024.

These are the recommendations from the Accreditation Board:

1. Adequate lab infrastructure/facilities must be established by the institution to accommodate the growing number of students.
2. Clear procedures should be formulated by the institution to support the research efforts of academic staff and ensure the proper distribution of research funds.
3. Academic staff should be actively supported and encouraged by the institution to enhance the number of scientific publications in journals with impact factors.
4. The institution needs to create clear methodologies for the training of both newly-hired and experienced academic staff.
5. The institution must update the literature in the library and grant academic staff and students access to electronic resources.
6. The institution is required to address all recommendations provided by the Accreditation Board during periodic institutional accreditation.
7. Financial stability and sustainable financing policies should be ensured and maintained by the institution.

II. Completion of recommendations by the Institution

- For the first recommendation, "Qiriazhi" University College has taken measures to increase and improve the lab facilities in accordance with the number of students that they have. There are five laboratories: "Abdyl Sinani" Food Technology Laboratory, Information Technology Laboratory, Applied Sciences and Accounting Laboratory, "Kristo Dako Hospitality-Tourism Laboratory," and the Legal Clinic.

It is important to point out that, in the current academic year, this hasn't been a concern due to a steady enrolment rate. However, the efforts and objectives of the Higher Education Institution (HEI) have yielded commendable work in this area. The College consistently works towards improving technical capacities as well as towards introducing new analytical methods within laboratory settings <https://qiriazhi.edu.al/laboratore-shkencore>.

The Applied Sciences and Accounting Laboratory is well-equipped with essential technology. Notably, in 2022, the laboratory underwent an upgrade, receiving new computers connected to the LAN network and equipped with relevant software programs. This upgrade included the addition and updating of computer programs necessary for achieving educational goals in study programs. Specialized programs like Matlab, Eview, SPSS, and Microsoft Project were introduced to enhance seminars, labs, and research work for both students and lecturers. The continuous addition and updating of software in this laboratory contribute to the fulfilment of theoretical and practical teaching processes, incorporating contemporary methodologies and technologies not only for these study programs but also beyond.

At the same time, a new, state-of-the-art laboratory named the 'Kristo Dako Hospitality-Tourism Laboratory' was established for the hospitality-tourism profile. Additionally, improvements were made to the "Abdyl Sinani" Food Technology Laboratory, while the



Faculty of Law also benefits from the establishment of the Legal Clinic. [Ref. 2.37.2, Ref. 2.38, Ref. 2.24]

The Review Team acknowledges the College's substantial progress, with completed investments, ongoing projects, and planned initiatives extending into the academic year 2023-2024. The management will continue to prioritize this issue, taking measures in the upcoming months to expand laboratory capacities in line with the rising number of enrolled students and the ever-evolving demands imposed upon by the study programs.

- For the second recommendation, "Qiriazi" University College has developed inner procedures to support the research work of academic staff, also the distribution of a fund for research. "Qiriazi" University College developed the "Strategy on Scientific Research, Projects, and Partnerships for the period spanning 2023-2028", in which we can find the "Criteria for the Allocation of the Annual Research Fund". The distribution of the research fund has occurred at both central and unit levels.

The goals of scientific research at "Qiriazi" University College are, enhance the professional development of academic staff, organizing local and international scientific events, seminars, or lectures by local or foreign educators by integrating scientific research into the teaching process and seeking to win various research projects, as well as by actively participating in these projects, etc. Collaboration between responsible units and basic units resulting in internationally-oriented scientific activities, publications in reputed journals, the defense of titles and degrees for academic staff, are being promoted through the college strategy. [Ref. 1.15, Ref.1.16, Ref. 2.24.2]

- For the third recommendation, a funding process for publications in journals with impact factors by the Academic staff, has been initiated at "Qiriazi" UC. This fund is aiming to encourage and finance research-scientific activities within the institution.

A dedicated fund is approved annually from the "Sevasti & Parashqevi Qiriazi" Ltd. Aligned with current practices and in accordance with the Decision of the Board of Administration and Decision No. 12, dated 25/09/2023 of the Academic Senate, "Qiriazi" UC has earmarked an annual fund of € 24,000 for research-scientific activities. All staff is encouraged to apply for this funds, where upon evaluating the requests and process the fund is divided between academic staff. The fund is granted with the condition that the candidate ensures and provides relevant evidence and a report after utilizing the funds. The external evaluation group, during the meetings with the staff, have created the conviction that members of the academic staff have benefited from this fund. [Ref. 1.27, Ref. 1.26]

- For the fourth recommendation, the "Qiriazi" University College has created the "*Strategic Plan on Training and Professional Development of Personnel for the period 2023-2028*". The strategic plan is designed to harmonize the efforts of the College in addressing challenges related to personal development and training, as well as continuous education for the personnel of "Qiriazi" University College.

During our visit at the college, the staff explained the trainings section that they have been part. This training took place from December 11 to December 22, 2023, in alignment with the "*Continuous Professional Development Training for Academic Staff*" strategy. The training encompassed specific elements such as creating active learning environments, teaching methods to foster high-level thinking expressions, and in-class assessment, with



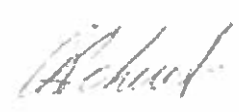
the participation of invited trainers. More trainings for supporting academic staff such as, Professional Training on Career Management & Counseling and Team-Building have been conducted for the Career Counseling Office staff. [Ref. 1.13.5, Ref. 2.33, Ref. 3.25]

- For the fifth recommendation, the Qiriazhi" University Library" is committed to the continuous increase and enrichment of its electronic titles in accordance with the most relevant publications in the fields that constitute the study areas of the university programs offered at "Qiriazhi" University. The library's covers various fields, law, economics, education, social sciences, sports, information technology, food technology, tourism.

From 2016 and 2023, the library actively collaborated with all units to expand its collection of electronic titles. Following a detailed plan, the library systematically added new titles to its collection, ensuring alignment with the literature of each course in the program. The library provides access to electronic resources at https://connect.ebsco.com/s/?language=en_US. The library serves as a cultural and informational hub, offering free access to information stored in any form.

- Regarding the sixth recommendation, is explained in the details in each of the recommendations the steps that the College has taken to insure the fulfilment of all recommendations.
- Regarding the seventh recommendation, "Qiriazhi" University College has insured its financial stability by preparing financial reports reflecting income and expenditures, which are also included in the institutional budget plan.

"Qiriazhi" University College submits a detailed financial report every year, outlining all financial obligations, salaries, expenses, operational costs for maintenance of facilities and supporting educational technologies, library expenses, literature enrichment, access to online libraries, etc. including the Moodle platform. During the meetings with the Board of Administration and the senior staff of the college, it became clear that regardless of the fluctuating registrations, the college is supported in a continuous and stable way by "Sevasti & Parashqevi Qiriazhi" Ltd. [Ref. 1.22, Ref. 1.23]



Summary report

"Qiriazhi" University College, (QUC) carries out its academic and professional activity based on the legal acts in force, on its Statute, and on all other inner regulatory acts approved by governing bodies and authorities of this institution. It is a private institution and has started its activity based on Decision No. 274, May 10th, 2006 "On the establishment of the "Sevasti & Parashqevi Qiriazhi" Private Higher Education School. QUC is located in Kodër Kamza. The building and its infrastructure, along with the surrounding environments, have been provided to the University College "Qiriazhi" by the founding commercial company "Sevasti & Parashqevi Qiriazhi" sh.p.k. QUC is organised to secure management efficiency in accordance with legislative requirements and its Strategic Plan. The flow of information from base units to the Board of Administration and Academic Senate, and the promulgation of decisions made by management bodies to staff and students, is effective. Arrangements for the management and administration of the institution and for collegial decision making, take account of legal expectations, work appropriately, and are understood by staff at all levels. The annual report to the Ministry of Education and Sports, provides accounts of teaching and study programmes, professional training, staffing, project activity and economic and financial matters. The drafting process is informed by internal evaluation and self-assessment reports by each Department. The final report is approved by Academic Senate.

The Internal Quality Assurance Unit is an important and permanent structure within QUC. It has access to all data of the institution. This unit consists of professors representing the Departments, a representative from the auxiliary units, a member - external expert, and a representative from the students. Internal quality assurance is a structure to which QUC has paid special attention.

"Qiriazhi" University College has developed an effective staff recruitment policy. The organisational structure is discussed and approved at the Academic Senate and approved by the Administration Board. A section about recruitment is made public on the website, where candidates can upload their CV and express their interest. Within the approved general structure, academic and administrative staff roles are presented in detail. Recruitment to academic units is supported by needs for each Department, study programme and the curricula and whether the role is full or part-time. Staff development strategic goals are set out in the Strategic Development Plan and QUC pursues a policy of continuous training of staff in accordance with these goals. Support is provided for academic staff to enable them to participate in training activities at other institutions and internationally. Evaluation of staff skills is performed in several forms, by the direct superior/head of Department, by the students, by the human resource office and the IQAU. Qiriazhi" University College owns the building in which they operate. During the last years, the building has undergone through an improvement process regarding the terraces, facades, surrounding areas. They are also investing in the basement of the building to create facilities for the Education Faculty. The institution offers good working conditions, safe for academic staff and students.



"Qiriazi" University College is an accredited institution that offers study programs in different areas and is entirely in line with its Mission defined in Statute. QUC, offers a total of 13 programs that align with labour market needs and serve the local economy. It offers programmes in different study levels like, Professional study programs, such as "Food Technology," "Information and Communication Technology," "Hotel and Tourism," "Social and Health Care," and "Legal and Administrative Assistant", Bachelor's programs, encompassing "Finance", "Business Management", "Hospitality Management and Tourism", "Economic Informatics and Business", and "Physical Education and Sports", also Master's programs like "Business Administration", "Finance" and "Integrated Studies in Law". The institution offers a good infrastructure with dedicated laboratories to support study programs and scientific research. QUC has modern teaching and administrative units such as laboratories, student hubs, equipment and tools, libraries and other units that conduct studies, internships, and services in developing the educational process and teaching. There are five laboratories, the "Abdyl Sinani" Food Technology Laboratory, the Information Technology Laboratory, the Applied Sciences and Accounting Laboratory; the "Kristo Dako," Hospitality-Tourism Laboratory and the Legal Clinic.

At the QUC, the departments and research groups define the primary research and scientific areas of activity. They are organized into eight departments and three research centers. However, each department specifies the areas of scientific research, and research centers support and coordinate work among departments and main units. The priority areas for scientific research are linked with the national and international public and private sectors. These research areas and priorities are based on the Strategic Development Plan of QUC for the period 2021–2026 and are part of the Research Strategy, Projects, and Partnership 2023–2028. The strategic plan of QUC has defined the research as a top priority, with focus on the internalization of research and linked activities. Although the strategy has been implemented for a year and initial results have been observed, more research efforts are required. The QUC organizes periodic scientific activities, seminars, workshops, and open lectures with local and foreign lecturers; this is based on the statute of the QUC. In addition, the academic staff is implementing various research projects, publishing scientific works, individual research work, cooperating with other programs, leading scientific work, etc. The projects are mainly for Erasmus+ but not typical for research; therefore, the academic staff should apply for supplementary research projects in calls within the country and abroad.

The policy and procedures for the students from start to the end of the studies are the responsibility of the several units at QUC. The enrolment, progress, and student transfer procedures are in accordance with Article 83 of Law No. 80/2015 on Higher Education and Scientific Research in Higher Education Institutions in the Republic of Albania. In addition, the QUC has prepared some regulations for the implementation of policies, as well policies and procedures for enrolment. The QUC's information management system provides efficient student information, which is an illustration of good practice. Through the internal information management system, Secretary Office, lecturers and the webpage, students are informed in detail about the development of educational process, logistics and infrastructure.



The draft report is sent to the institution through the ASCAL Management System (AMS) on 05 June 2024. The institution on 10 June 2024, through the AMS, has sent comments on the draft report.

After reading the comments from the University College Qiriazhi, the External Review Team, will not make any further changes on the final Report.



Summary of findings

Good practice

The review team identified the following features of good practice:

- QUC has a stimulating environment for staff and students supporting a top-down and bottom-up flow of information and needs. (*Annex No.1, Standard I.5*)
- Infrastructure, especially the laboratory and equipment at "Qiriazhi" University College, are up to date, create a good learning environment, and enable the institution to achieve learning objectives and equip students with practical skills. (*Annex No.1, Standard III.19; Standard III.21*)
- In particular, the "Abdyl Sinani" Food Technology Laboratory is good examples. (*Annex No.1, Standard III.19*)
- QUC is still investing in infrastructure, for the Faculty of Education, Social Sciences and Sports they are reorganizing the basement floor to create all the necessary facilities such as, pool, playgrounds, etc. (*Annex No.1, Standard III.20*)
- The research fund that QUC offers is very promising, but it should be increased in the future (*Annex No.1, Standard IV.3*)
- Organization of Job Fair for the students and alumni (*Annex No.1, Standard V.8*)

Weaknesses

The review team identified the following weaknesses:

- The lack of application by the academic staff for research projects, both within the country and abroad. (*Annex No.1, Standard IV.3*)
- The lack of academic staff mobility especially for the research as a good opportunity to strengthen cooperation and exchange experiences. (*Annex No.1, Standard IV.8*)

Recommendations

The review team identified the following recommendations:

- Greater involvement of students in research projects (*Annex No.1, Standard IV.2*)
- Enhancing funding for research and enhancing collaboration with public, private, and international universities for research. (*Annex No.1, Standard IV.3*)
- To increase the number of academic staff and students' mobility as a good opportunity to strengthen cooperation and exchange experiences. (*Annex No.1, Standard IV.8*), (*Annex No.1, Standard IV.14*)
- To increase the number of publications in journals with impact factor in the near future. (*Annex No.1, Standard IV.9*)



- To raise awareness about plagiarism, the QUC should organize workshops for both staff and students. (*Annex No.1, Standard IV.2*)
- To strengthen the cooperation with Alumni the official meetings should be organized often by the sector of Career Counseling Office. (*Annex No.1, Standard V.9*)
- To gain different experiences from European universities, it is important to increase the number of mobility opportunities per student in the future. (*Annex No.1, Standard V.6*)
- It is recommended that QUC continues to develop its internationalisation strategy to ensure that mobility opportunities for staff and students and the integration of foreign students and staff can be realised effectively. (*Annex No.1, Standard II.21*)

Affirmation of action being taken

The review team affirms the following actions already in progress:

- QUC is taking the necessary measures to increase the capacities with academic staff of the professor category, as well as to stimulate the promotion of the existing staff. (*Annex No.1, Standard II.1*)
- Institution has adopted the Moodle Platform to enhance information system management. (*Annex No.1, Standard II.14; Standard II.15*)
- The arrangement of labs for conducting research and practices for the students, particularly in food technology, tourism, and sports, is very encouraging. (*Annex No.1, Standard IV.8*)

Summary of judgements for each Evaluation Area

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

Summary Judgement

The reviewers recommend to the Accreditation Board that at "Qiriaz" University College the State Quality Standards are met.




Detailed report

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

- 1.1 "Qiriazhi" University College, (QUC) carries out its academic and professional activity based on the legal acts in force, on its Statute, and on all other inner regulatory acts approved by governing bodies and authorities of this institution. It is a private institution and has started its activity based on Decision No. 274, May 10th, 2006 "On the establishment of the "Sevasti & Parashqevi Qiriazhi" Private Higher Education School. The Statute sets out the Mission, internal organisation and management structures. Individual and formal board and council responsibilities are also defined in regulations. The Board of Administration and Academic Senate have approved the Statute to take account of higher education law, and this has been confirmed by the Ministry responsible for higher education. The regulatory acts of all units and study programs are based on the Statute and Regulations of "Qiriazhi" University College. The institution operates in the fields of law, economics, education, social sciences, recreational sports, information technology, food technology, and hospitality tourism. [Ref. 1.1, Ref. 1.4] (*Annex No.1, Standard I.1*)
- 1.2 QUC is organised to secure management efficiency in accordance with legislative requirements and its Strategic Plan. The flow of information from base units to the Board of Administration and Academic Senate, and the promulgation of decisions made by management bodies to staff and students, is effective. Arrangements for the management and administration of the institution and for collegial decision making, take account of legal expectations, work appropriately, and are understood by staff at all levels. [Ref. 1.1, Ref. 1.4, Ref. 1.4.1] (*Annex No. 1, Standard I.2*)
- 1.3 QUC has a development strategy and operates based on this development strategy. Currently, QUC operates under the Strategy 2021 – 2026. The Strategy has been drafted in accordance with HEI's mission and objectives and was considered during various stages of its development by management bodies and councils. Departments as base units have developed and implemented action plans to meet the requirements of the Strategy. The development strategy of the QUC is seen within the context of the environment in which labour market operates, where higher and vocational education is an optimal solution through acquired professional competencies. [Ref. 1.3] (*Annex No. 1, Standard I.3*)
- 1.4 QUC operates within the confines of prevailing laws and regulations. As a private institution, self-governance is evident in organisational academic and administrative units, teaching and practical activities, financial and administrative matters. The Internal Quality Assurance Unit has a key role in monitoring and analysing the effectiveness of internal evaluation activities. The Internal Quality Assurance Unit has been designed to develop and implement a mechanism which encourages the promotion and ownership of a quality culture across all units and all levels and the

development of appropriate academic quality monitoring and review procedures. [Ref. 1.1] (*Annex No. 1, Standard I.4*)

- 1.5 QUC stimulates and promotes extensive discussions and debates within collective or individual decision-making structures, recognizing that constructive debate is fundamental for its effective functioning. Management bodies meet regularly and information on agenda items is made available to all staff in advance. Arrangements for the operation of deliberative councils and boards, and to support discussion and debate, are understood by staff and students. Heads of departments are responsible for monitoring locally the implementation of decisions made by formally constituted boards and councils. [Ref. 1.1, Ref. 1.4.1, Ref. 2.24.3] (*Annex No.1, Standard I.5*)
- 1.6 The annual report to the Ministry of Education and Sports, provides accounts of teaching and study programmes, professional training, staffing, project activity and economic and financial matters. The drafting process is informed by internal evaluation and self-assessment reports by each Department. The final report is approved by Academic Senate. After being approved by the relevant structures and bodies of the institution, it is sent to the Ministry of Education and Sports. [Ref. 1.5.2, Ref. 2.10, Ref. 2.10.1] (*Annex No.1, Standard I.6*)
- 1.7 The Internal Quality Assurance Unit is an important and permanent structure within QUC. It has access to all data of the institution. This unit consists of professors representing the Departments, a representative from the auxiliary units, a member - external expert, and a representative from the students. Internal quality assurance is a structure to which QUC has paid special attention. QUC drafts policies and establishes relevant structures for internal quality assurance, as well as creates the conditions for the exercise of external evaluation activity and quality assurance. [Ref. 1.1, Ref. 1.5.1, Ref. 2.28] (*Annex No.1, Standard I.7*)
- 1.8 QUC periodically evaluates the study programs to monitor the achievement of the training objectives and learning outcomes. Basic units in cooperation with the members of the department, reviews the study programs and their respective syllabi, in accordance with the legal and sub-legal framework in force, regulatory acts of the institution, including the assessment of student employment as one of the measurement indicators of program performance. In this context, from the basic unit arise proposals for changes in the academic portfolio of the QUC orienting it towards quality programs required by the labour market. The institution also includes external experts in the evaluation of various aspects of its activity, such as curricula/study programs, etc. [Ref. 1.5.2, Ref. 2.31] (*Annex No.1, Standard I.8*)
- 1.9 As mentioned in Standard 1.7, Internal Quality Assurance Unit is a permanent office within QUC. It has access to all data of the institution. At the beginning of each year, this office approves a work plan for the periodic supervision and evaluation of the academic and administrative activity of the institution. Since its establishment, this office has contributed to the improvement of all items of the teaching process, both in the improvement of curricula and syllabi, as well as in the improvement of the quality of teaching. The Internal Quality Assurance Unit evaluates the efficiency of the

academic activities of the institution and drafts the relevant internal evaluation reports. The reports are discussed in all units of the institution, with the aim of continuous quality improvement in carrying out these activities in the future. Indirect evaluation methods such as surveys and interviews of students, are used. [Ref. 1.1, Ref. 1.5.1, Ref. 2.28] (*Annex No.1, Standard I.9*)

- 1.10 According to QUC, responsible for Internal Quality Assurance are organizational structures of the institution, which plan, organize, and guarantee the implementation of policies, strategies, and procedures; Internal Quality Assurance Unit, through the evaluation of the efficiency of the academic, administrative, and financial activities of the institution exercised, with the aim of continuous quality improvement. During the visit at this institution, it has been clear the involvement of staff and students in all the activities that were related to the study programs evaluation and improvements. This has mainly been done through the surveys that Quality Assurance Unit conducts but also through discussion in departments and with students. Also, the involvement of partners is very important in this process. During the meeting that we had with partners they have very clearly expressed that are continuously in touch with the institution for curricula development and possible changes towards a better fit with labour market. [Ref. 1.5.1] (*Annex No.1, Standard I.10*)
- 1.11 All activities in the framework of the study program Internal Quality Assurance are public, transparent, and effective. Changes in the structure of the IQA unit are notified to the staff respectively. The Internal Quality Assurance Unit evaluates the efficiency of the academic, administrative, and financial activities of the institution and drafts the relevant internal evaluation reports. The reports are discussed in all units of the institution, with the aim of continuously improving the quality of these activities in the future and taking appropriate measures for deficiencies identified during the evaluation. [Ref.1.5.2] (*Annex No.1, Standard I.11*)

Findings

Good practice

The review team identified the following feature of good practice:

- QUC has a stimulating environment for staff and students supporting a top-down and bottom-up flow of information and needs. (*Annex No.1, Standard I.5*)

Weaknesses

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

Recommendations

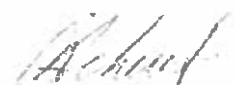
The review team did not identify any recommendations in this Evaluation Area.

Affirmation of action being taken

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

Judgement

The standards for Management, Autonomy, and Quality Assurance are: fully met



Evaluation Area 2: Resources and Partnership

- 2.1 QUC has developed an effective staff recruitment policy. The organisational structure is discussed and approved at the Academic Senate and approved by the Administration Board. A section about recruitment is made public on the website, where candidates can upload their CV and express their interest. Within the approved general structure, academic and administrative staff roles are presented in detail. Recruitment to academic units is supported by needs for each Department, study programme and the curricula and whether the role is full or part-time. Vacancies are made public through the online portal (www.qiriazi.edu.al). The recruitment process for teaching and administrative staff follows the same process as set out in the Statute and Regulations which take account of relevant law. The need for new administrative staff is done by the Administrator. A commission is formed to evaluate all the applications from candidates, the evaluation is undertaken on individual merit and the employment contract is signed by the Rector. During the recruitment process, starting from the call, the institution follows an impartial recruitment process, based on the candidate's skills, suitability for the required position and, above all, meritocracy. The main criteria on which the evaluation of candidates is based are the performance indicators of the candidates, including the quality and standards of the institution where the candidate graduated, giving preference to western universities, or qualifications in such universities. Regarding the academic qualification and academic titles of the academic staff, the Review Team has concluded that the institution is taking the necessary measures to increase the capacities with academic staff of the professor category, as well as to stimulate the promotion of the existing staff. Review Team finds this to be an Affirmation for QUC. [Ref. 1.1, Ref. 1.13.3] (*Annex No.1, Standard II.1*)
- 2.2 QUC is committed to the implementation of integration policies of academic and administrative staff which is based in the institution documentation. All academic staff is part of an evaluation process. Academic staff are engaged in a variety of activities, such as workshops, field events and social organisations in addition to teaching and practical work. In collaboration with students, academic staff are involved in extra-curricular activities and social activities. The QUC pursues a policy of integrating staff approach which is considered an essential asset in the success of the institution. In practice this is made possible through the organisation of joint activities of academic and administrative staff, such as: joint participation in staff training, workshops, study visits, events, Work and Study Fair, etc. [Ref. 1.1, Ref. 1.4] (*Annex No.1, Standard II.2*)
- 2.3 Staff development strategic goals are set out in the Strategic Development Plan and QUC pursues a policy of continuous training of staff in accordance with these goals. Support is provided for academic staff to enable them to participate in training activities at other institutions and internationally. Evaluation of staff skills is performed in several forms, by the direct superior/head of Department, by the

students, by the human resource office and the IQAU. During the academic year, the Lecturer is subject to direct evaluation by the superior. This can be applied in the form of periodic checks during the learning process as well as the observation of work reports in accordance with the syllabi. Student opinion and evaluation is also considered very important. This evaluation is expressed through forms that are prepared in the framework of performance evaluation mainly in the form of surveys. **[Ref. 1.3, Ref. 1.5, Ref. 1.5.2, BM3, BM4, BM5] (Annex No.1, Standard II.3)**

2.4 QUC has organised a wide range of activities to encourage social dialogue between staff, students, and the general community. Examples include, social activities, the weekly awareness campaign, and open days for prospective students. Academic staff have been involved in a variety of workshop conferences and students have been engaged with the local institutions. Human Resources office plans various social activities, in the framework of various holidays, such as: end-of-year holiday, March 7-8, anniversaries, birthdays of QUC staff, etc. which are a way to unite staff, to get closer and to motivate. In cooperation with the Office of Career, Support and Information are organised events of social nature. **[Ref. 1.4.3, Ref. 3.22, BM3, BM4] (Annex No.1, Standard II.4)**

2.5 QUC gives priority and commitment to staff sustainability, academic and administrative. To fulfil these expectations, the university efficiently allocates resources, ensuring both quantity and quality to support their roles effectively. The establishment of the human resource office at QUC plays a crucial role in maintaining and managing personnel records. The sustainability of academic staff is easily ascertainable through documented appointments in personnel files, encompassing a comprehensive set of documentation. Management, executive, and administrative structures are separate from academic structures and organizational units. But even though the structures are separated from each other, due to the small number of academic and administrative staff, sometimes the duties are overlapped between them. "Qiriazhi" University College during the period between the two accreditations has enabled the guarantee of sustainability of the internal academic staff and administration, considering this a key factor of success in the long run. One of the main criteria for staff selection is distribution of academic staff according to their experience and needs of departments. The degree of variability of internal academic staff and administration from the last accreditation to the moment of reporting is estimated to be low. The selection of internal and external academic staff was made considering the general and specific field of study of the academic staff engaged in each department. **[Ref. 1.13, Ref. 2.35] (Annex No.1, Standard II.5)**

2.6 Assessment of staff skills is performed in different ways. It is done by the direct superior, head of department or head of the office. And, by the students, by the IQAU. Also, IQAU perform a continuous assessment on learning progress, surveillance on test control, compliance of teaching with the stated content of the course and the submission of additional materials such as literature or lecture sets. "Qiriazhi" University College pays special attention to inclusiveness and transparency, by organizing meetings at the department level, in the rectorate, staff surveys on various



issues for discussion, identification of problems, needs, seeking staff opinion on various regulatory acts, etc. Recognition of the professional development of its staff is a crucial factor in improving job performance. QC has established transparent methodologies for training both new academic staff and those with extensive experience within the institution [Ref. 1.17, Ref. 1.18] (*Annex No.1, Standard II.6*)

2.7 QUC is located in Kodër Kamza. The building and its infrastructure, along with the surrounding environments, have been provided to the University College "Qiriazi" by the founding commercial company "Sevasti & Parashqevi Qiriazi" sh.p.k. The premises are easily accessible by public transport and are located away from industrial centers. They are well-insulated and regularly supplied with electricity, water, Daikin air-conditioning system, noise-insulated and equipped with stairs and emergency exit. The available facilities meet the legal requirements and provide suitable and functional conditions for the development of a quality academic process and a pleasant working environment. During the visit we have seen the classroom, offices and all the facilities that QUC offers. With a land area of 5,027.60 m² and a building with a functional surface area of 3,809 m² dedicated to academic and administrative staff, this space is more than adequate for the number of students and staff. The Review Team evaluate these facilities to be at a good standard. [Ref. 1.1, Ref. 1.24] (*Annex No.1, Standard II.7*)

2.8 QUC has a dedicated hall with over 110 seats for various activities like scientific conferences, seminars, ceremonies marking the beginning of each academic year, and graduation events. Facilities such as offices, meeting rooms, conference halls, and a library have been provided to facilitate academic, research, and administrative activities for Full-time Academic Staff, Part-time Academic Staff, Academic Administrative Staff, and Administrative Staff. The available spaces are in accordance with the allowed norms, enabling a ratio of 2.5 m² per student and 9.6 m² per staff. In terms of academic spaces, they are abundant in terms of height, lighting, and ventilation. The premises are easily accessible by public transport and are located away from industrial centres. They are well-insulated and regularly supplied with electricity, water, air-conditioning system, noise-insulated and equipped with stairs and emergency exit. [Ref. 1.24, Ref. 2.24] (*Annex No.1, Standard II.8*)

2.9 As mentioned in the standards above (II.8 and II.9), QUC owns the building in which they operate. During the last years, the building has undergone through an improvement process regarding the terraces, facades, surrounding areas. They are also investing in the basement of the building to create facilities for the Education Faculty. The institution offers good working conditions, safe for academic staff and students. Also, in laboratories or lecture / exercise rooms which are equipped with the necessary equipment for the learning process, such as laptop, computer, projector and Wifi internet access. QUC also provides facilities for academic staff, facilities for administrative staff, meeting rooms, computer rooms, multimedia, etc. [Ref. 1.24] (*Annex No.1, Standard II.9*)

2.10 QUC also offers 2 years of higher professional education with 120 training credits. For the practical part of each of the modules, laboratories and office environment are

equipped with the relevant rules of technical security which are an important element of the first hours of teaching. Each laboratory environment has its own manual that is made available to academic staff respectively. [Ref. 3.4.3] (*Annex No.1, Standard II.10*)

- 2.11 The building of QUC is located inside a university complex and are surrounded by small green spaces / gardens, equipped with benches and waste bins. The area includes parking space, recreation area (small gardens), a cafe, a restaurant and sport facilities. QUC has 1,020 m² for classrooms, 878 m² for staff offices, 143 m² for laboratories, and additional spaces for recreational activities. Apart of all on-campus facilities, the institution leverages elite sports facilities like the "National Sport Park" and the "Asllan Rusi" sports palace to enhance the overall experience for its academic community [Tour of Facilities, BM5, BM9] (*Annex No.1, Standard II.11*)
- 2.12 Classrooms and laboratories offer opportunities to create, build or simulate various practical and laboratory work. These labs are constantly usable by both academic staff and students. There they can carry out their laboratory activity, work on tasks assigned by professors as well as devise jobs that can serve in their independent practice. QUC puts a great focus on the development of infrastructure. Each class/laboratory is equipped with the relevant rules of technical security which are an important element of the first hours of teaching. Classrooms are equipped with audio-visual tools such as Smart Boards, PCs, projectors, and speakers. All academic and administrative staff offices are equipped with computers, and access to supporting infrastructure such as printers, photocopiers and/or scanners are provided. [Ref. 2.38, Tour of Facilities] (*Annex No.1, Standard II.12*)
- 2.13 QUC has a strong academic and cultural heritage, and it archives publications by academic staff and diploma theses produced by students. Effective coordinated management systems are in place to ensure the care and preservation of all documentation and information, including student data held by Academic Secretaries. Grades received by the student during the studies are entered into the grade register, while the diploma register contains information on all diploma-holding students. All registers are stored in both electronic and written forms, with copies available in the Academic Secretariats. The review team found that storage and archiving facilities within libraries and electronically met sector expectations. [Ref. 1.1, Tour of Facilities] (*Annex No.1, Standard II.13*)
- 2.14 QUC is under the process of introducing an information management system. Institution has adopted the Moodle Platform to enhance information system management. This is an affirmation for this institution. Moodle, an online learning platform, empowers educators, administrators, and students to create personalized learning environments within a secure and integrated system. Users, including educators and students, log in with credentials provided by the administrator. The system enables the communication of information such as: teaching, schedule of exam seasons, results and work meetings. [Ref. 2.36, Ref. 1.23.1] (*Annex No.1, Standard II.14*)

2.15 QUC is committed to developing its digital infrastructure in support of student learning and the professional development of academic staff. The institution uses the Student Management System, an integrated platform managing academic and other student services. The system allows responsible structures and units to disseminate real-time information related to the institution's activities to stakeholders, including through the Moodle Portal. QUC provides a range of computer laboratories supplied with relevant hardware and software to support students' learning and the teaching process in general. The Review Team evaluates the computer laboratories as a strong point of the institution. Staff and students stated that the computers and software are suitable for their needs. QUC has an extensive and efficient information technology infrastructure which is continuously subject to maintenance and improvement [Ref. 1.24, Ref. 2.36] (*Annex No.1, Standard II.15*)

2.16 QUC exercises financial autonomy in accordance with the rules and standards of private financial higher education institutions. The Administrative Board approves the budget which is drafted by the financial office and administrator. Budget is discussed at all relevant boards and committees at Base Units and Academic Senate. As financial management and budgetary control is centralised, academic units have financial autonomy. Transparency is assured through financial matters being discussed at Academic Senate which includes staff and student representatives. The budget design process and financial administrative management system is well structured, efficient, and known to staff. QUC determines for each academic year the relevant detailed draft budget divided by departments, based on their requests. As a private higher education institution, it has self-financing structure. Its financial resources include tuition fees, projects and grants, funding from partners. As most of the founding come from tuition fees, we recommend to the HEI to push on the strategies to invite more students. Also, they should be more active in the international field and try to apply in different project which at the end will come with added founding in the institution. [Ref. 1.4, Ref. 1.22] (*Annex No.1, Standard II.16, II.17, II.18*)

2.17 QUC has a network of partners at national level including higher education institutions, public bodies and independent private firms and businesses. Internationalisation is included as a key feature within the Strategy for Research, Projects, and Partnerships, but remain a challenge for the institution. The Review Team reaffirms the need to be more active internationally and encourages the institution to act towards this. Students, academic staff, alumni and industry representatives indicated that there are strong links between local and regional organisations and Base Unit academic staff. During the meetings was indicated the practical time that students follow during their studies, which give them the opportunity to know better the labour market for their future. [Ref. 1.3, Ref. 1.34, Ref. 1.15] (*Annex No.1, Standard II.19*)

2.18 QUC has developed partnership arrangements with state and private institutions to provide services to students and to ensure that its study programmes are improved and adapted to meet their needs and expectations. Oversight of partnership arrangements

is managed by each Base Unit. Career and Alumni Office that monitors graduate employment and the establishment of an alumni network is also a very important office in QUC that facilitate the relations between students, businesses, institutions and the HEI. [Ref. 1.34, Ref. 3.13, Ref. 3.23] (*Annex No.1, Standard II.20*)

2.19 The institution has established several formal agreements which enable staff and students to participate in international activities. The Self-evaluation report acknowledges that still QUC is working to increase the number of projects with other international institutions. *It is recommended that QUC continues to develop its internationalisation strategy to ensure that mobility opportunities for staff and students and the integration of foreign students and staff can be realised effectively. (Annex No.1, Standard II.21)*

2.20 QUC aims to not only prepare students for a local, regional job market by giving them needed experience, but also to prepare them towards the labour market through practical work during their studies. QUC aims in creating skilled people in the service of our society and economy. This Mission aims to be a bridge between academic education and practical training, helping students to integrate more easily into the labour market. For this the institution conducts periodic market research according to the needs of the institution. [Ref. 2.16] (*Annex No.1, Standard II.22*)

Findings

Good practice

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

Weaknesses

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

Recommendations

- It is recommended that QUC continues to develop its internationalisation strategy to ensure that mobility opportunities for staff and students and the integration of foreign students and staff can be realised effectively. (*Annex No.1, Standard II.21*)

Affirmation of action being taken

The review team affirms the following actions already in progress:

- "Qiriazzi" University College is taking the necessary measures to increase the capacities with academic staff of the professor category, as well as to stimulate the promotion of the existing staff. (*Annex No.1, Standard II.1*)
- Institution has adopted the Moodle Platform to enhance information system management. (*Annex No.1, Standard II.14; Standard II.15*)



Judgement

The standards for Resourcing and Partnership are: fully met



Evaluation Area 3: Study Programs, Teaching, and Evaluation

- 3.1 QUC is an accredited institution that offers study programs in different areas and is entirely in line with its Mission defined in Statute. QUC, offers a total of 13 programs that align with labour market needs and serve the local economy. It offers programmes in different study levels like, Professional study programs, such as "Food Technology," "Information and Communication Technology," "Hotel and Tourism," "Social and Health Care," and "Legal and Administrative Assistant", Bachelor's programs, encompassing "Finance", "Business Management", "Hospitality Management and Tourism", "Economic Informatics and Business", and "Physical Education and Sports", also Master's programs like "Business Administration", "Finance" and "Integrated Studies in Law". The Mission of QUC and the objectives set out in the institution's development strategy clearly define the diploma with which the student is provided and employment opportunities, respectively. [Ref. 1.3, Ref. 1.4, Ref. 2.16] (*Annex No.1, Standard III.1*)
- 3.2 QUC's strategy is based on the various sources of information, market research and other means of communication with the business community to align its programs with dynamics and the local economy's needs for skilled labour. As a Higher Education Institution (HEI), QUC operates across various fields, including justice, economy, information technology, food technology, hospitality tourism, and engages in basic and applied scientific research, creative activities, and services within these areas. The institution through the study programme that offers is able to design a program that will make students capable of entering within a short time the labour market in professions that require university and professional qualification and training, thus contributing to the training of young people and serving the needs of the local economy. [Ref. 3.9, Ref. 3.10, Ref. 3.11] (*Annex No.1, Standard III.2*)
- 3.3 QUC operates according to the Bologna system and corresponds to Level 5, 6 and 7 of the Albanian Qualifications Framework. The learning outcomes of QUC are in line with the qualification level and has adequate infrastructure and academic staff to achieve these learning outcomes. QUC offers accredited study programs and higher, professional university programs with not less than 120 credits, according to the study program students are enrolled in. The learning objectives are also clearly defined in the syllabuses. The study program's skills, objectives and employment opportunities are set out in the Regulation of the Study program [Ref. 3.4, Ref. 3.5, Ref. 3.6] (*Annex No.1, Standard III.3*)
- 3.4 The institution has established procedures for 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 QUC, where the base unit and the Academic Senate play an essential role, which aligns with the development strategy of the institution the laws and bylaws in force and with the regulatory acts of the institution. [Ref. 1.4] (*Annex No.1, Standard III.4*)

- 3.5 The Institution has adequate infrastructure and logistics and fully complies with legal requirements and standards to deliver its study programmes. QUC has an employment policy and transparent criteria for academic employment and supports administrative staff. The employment policy is based on the provisions of the legal and sub-legal acts in force as well as based on the regulatory acts of the institution, especially Statute. The Review Team during the visit has confirmed these procedures from identifying the need for human resources, a proposal for new job places, approval to the final decision. Regarding staff capacities, QUC has adequate and well-prepared teaching and administrative staff. In particular, the teaching staff was a combination of junior and senior staff with hands-on experience from the private sector. Also, the number of full-time and part-time staff is in accordance with legal requirements. After the Agreement No. 2537/8 prot, dated 14/12/2023, between MOES - "Qiriazi" University, "On determining the number of full-time academic staff members in the base units of the 'Faculty' type in 'Qiriazi' University," the College has 55 lecturers employed full-time. In the Faculty of Economics, where there are 2 departments and 1 research center, the number of staff is 15 distributed by 5 staff in each unit. The same situation is in the Faculty of Law and the Faculty of Education, Social Sciences and Sports, 15 staff distributed in 3 base units. There are also 10 academic staff in the Higher Professional College distributed in 2 departments. [Ref. 1.1, Ref. 1.24 Ref 2.5.1,] (*Annex No.1, Standard III.5*)
- 3.6 The study programs offered by QUC are in accordance with the Albanian framework under Law No. 80/2015, date 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 of credit transfer ECTS, enabling mobility of students into other study programmes. The minimum requirement for completing the QUC study program is 120 credits for professional studies, 180 for Bachelor, and 120 Master. Each study program at the QUC is organised in curricula that include all elements, such as the workload based on ECTS credits. [Ref. 1.4, Ref. 3.5, Ref. 3.6] (*Annex No.1, Standard III.6*)
- 3.7 QUC has designed its study programmes based on the labour market needs to fill the gap, especially for professional skills in tourism management. Considering the well-prepared staff, adequate infrastructure and curricula, the students at QUC can gain knowledge and practical skills and implement those in the real world. The students of QUC gain sufficient knowledge in technical areas and do practical work. The curricula offer a good combination of theory and practice providing the basis for developing the professional students' competencies. QUC 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. [Ref. 3.2, Ref. 3.3] (*Annex No.1, Standard III.7*)
- 3.8 The Institution offers study programs, services, tools, and research to help bridge the gaps in serving diverse learners of all ages through diverse training programs.

Currently, the QUC offers, full-time studies in Bachelor, Master and 2-year professional studies. [Ref 2.33] (*Annex No.1, Standard III.8*)

- 3.9 QUC offers study programmes in accordance with its mission and objectives. The primary or base unit responsible for each study program ensures compliance with obligations outlined in current legislation pertaining to academic organization, staff assessment, and accreditation. The elements of scientific research are incorporated into the teaching process. Moreover, QUC supports its academic staff in obtaining their scientific degrees and makes laboratories available for conducting research. During our visit we have seen examples on how the institution supports and promote its staff towards research. QUC considers that the relationship with external partners is essential, both for teaching practices and for long-term employment opportunities. In collaboration with public and private institutions, local authorities, etc. Periodically, the unit responsible for the study program prepares analytical reports on the benefits of collaboration agreements in the context of program implementation. Collaboration with employers, internships/practical experience, mentoring and their assessment in the profession are sufficient, appropriate, and guarantee practical training in accordance with professional requirements [Ref. 2.11.1, Ref. 2.12.2, Ref. 3.13] (*Annex No.1, Standard III.9*)
- 3.10 Monitoring of study programs is implemented by HEI through internal organisational structures like the Internal Quality Assurance Unit (IQUA), composed of an external expert and student representative and done on a periodical basis. In the framework of external quality assurance, QUC is subject to periodic evaluation and institutional evaluation and study programs by applicable law. At the beginning of each year, QUC, through the IQUA approves a work plan and periodic supervision of the implementation of study program plans. The academic staff is required to periodically update the content and literature of the subject modules, reflecting individual research in the curriculum and student feedback. Elevating the qualification of academic staff stands as a top priority for the institution. QUC places a strong emphasis on consistently training its staff in new and innovative teaching methods, often through engagements with guest professors. [Ref. 1.5., Ref. 1.5.2] (*Annex No.1, Standard III.10*)
- 3.11 QUC makes regular improvements to study programmes, including updating curricula, infrastructure, and laboratories to create a good learning environment. These changes are based on new developments in each field of study they cover. Academic staff are well connected to the industry and private sector and hence enabled them to get first-hand information about new needs and trends and reflect them into curricula considering the list of professions and labour market requirements according to internal regulations and bylaws in force. Also, QUC strategy is based on market research. IQUA has designed a questionnaire for students to see how they evaluate the work of the respective Lecturer in teaching, in all components, lectures, exercises and laboratories. This questionnaire takes place at the end of the semester, and the feedback is considered when reviewing and updating study programs. [Ref. 1.4, Ref. 3.19] (*Annex No.1, Standard III.11*).

- 3.12 In terms of continuous improvement of the quality of teaching, QUC has a clear policy institutionalised through the bylaws and regulations. QUC has established the IQAU as a key body responsible for monitoring the quality of teaching and performance. Annually, competent faculties and departments conduct a detailed analysis of the teaching process. To improve the quality of teaching, they also support academic staff development through various training programs. The academic staff underwent training following the agenda of the Training Series for the Continuous Professional Development of the Academic Staff, from 11-12 December 2023. [Ref. 1.6, Ref. 1.27] (*Annex No.1, Standard III.12*)
- 3.13 QUC provides programs at different study levels, including professional programs, Bachelor's programs, and Master's programs. These programs are licensed, accredited, and reaccredited in accordance with current legislation. Study programs offered by QUC are implemented according to the structures approved at the institutional and national levels. 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 Charter. The structural and organizational composition of the institution encompasses the academic part, comprising academic governing bodies and authorities, Core Units (Faculties, Higher Professional College), and Basic Units. Additionally, there is an administrative part, consisting of administrative governing bodies and authorities, as well as service units. [Ref. 1.1] (*Annex No.1, Standard III.13*)
- 3.14 QUC provides study programs that equip students with knowledge and skills for the practical application of theoretical courses. The modern working environment and professional staff 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, exercises, and laboratories, where students attend and attend each of them in the premises of the institution, or in some instances in businesses and individual site visits. Also, supervised thesis projects are applicable and closely supervised by staff, enabling students to learn new knowledge and application in the real world. Internships are carried out in various entities, both in the public and private sectors, according to the profile of the studies that students pursue. The entire process is supervised by designated instructors and a specialist from the hosting institution. At the end of the process, students undergo an examination based on what they have learned in practice and submit the complete folder to the department. [Ref. 3.2, Ref. 3.13] (*Annex No.1, Standard III.14*)
- 3.15 A good learning environment (infrastructure, classes, library, laboratories), adequate staff and well-designed curricula based on the labour market needs, provide the basis for study programs' Mission to ensure active student participation in competency acquisition. QUC dual system combined with good theoretical aspects of teaching and practical knowledge and skills enables students/graduates to transition to the labour market easier. [Ref. 3.14] (*Annex No.1, Standard III.15*)

- 3.16 QUC has developed study programmes in harmony with the labour market needs, provided adequate infrastructure and academic staff, and offered professional development opportunities for academic staff, which translates into good teaching performance and enables students to acquire theoretical and practical skills. organizes a variety of activities to align with the job market, including job fairs, career days, on-campus company presentations, seminars, roundtable discussions, student involvement in charity initiatives, discussions, constructive debates on current topics, and internships in the private and public sectors, etc. [Ref. 3.28, Ref. 3.29, Ref 3.27] (*Annex No.1, Standard III.16*)
- 3.17 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. Base units that responsible for study programs periodically compile analytical reports measuring the benefits derived from cooperation agreements, supporting the effective implementation of study programs. Under the Erasmus+ program, calls for applications for mobility scholarships have been initiated for the first semester of the academic year 2024-2025. This will give the students the opportunity to pursue studies at "Bahçeşehir University" in Istanbul, Bachelor's and Master's degree cycles. Again within the Erasmus+ program, a call for applications for mobility scholarships has been extended to all students at Qiriazi University College, to study at the Hungarian University of Agriculture and Life Sciences in Budapest. [<https://qiriazi.edu.al/bursa-mobiliteti-ne-kuader-te-programit-erasmus-2>, Ref. 3.5.5, (*Annex No.1, Standard III.17*)
- 3.18 QUC has various regulations that clearly define the modalities, rules, and requirements for assessing the knowledge, especially the examinations and re-examinations that the academic staff and students must attend. 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 defence of the diploma is the final obligation for the student's graduation. Upon completion of their studies and the accumulation of the necessary credits, students have the right to graduate to obtain the respective title. Professional diplomas are defended through a final exam, Bachelor diplomas through a final exam, and Master of Science diplomas and Integrated Second Cycle Diplomas in the field of justice are defended through a thesis. 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 institution premises. The content, form of the diploma, and the supplement are approved by the Academic Senate in accordance with the guidelines of MES and registered in the National Register of Diplomas and Certificates. [Ref. 1.4, Ref. 3.10, Ref. 3.11, Ref. 3.12] (*Annex No.1, Standard III.18*)
- 3.19 The institution offers a good infrastructure with dedicated laboratories to support study programs and scientific research. QUC has modern teaching and administrative units such as laboratories, student hubs, equipment and tools, libraries and other units

that conduct studies, internships, and services in developing the educational process and teaching. There are five laboratories, the "Abdyl Sinani" Food Technology Laboratory, the Information Technology Laboratory, the Applied Sciences and Accounting Laboratory; the "Kristo Dako," Hospitality-Tourism Laboratory and the Legal Clinic. Lectures and seminar classes are equipped with special programs to better conduct seminars, laboratories, and work on research topics by both students and professors, such as: Matlab, Eviews, SPSS, Microsoft Project. [Ref. 1.24, Ref. 2.24, Tour of Facilities] (*Annex No.1, Standard III.19*)

3.20 The Institution provides good equipment, infrastructure and services to support the study programs. QUC 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. 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. All academic and administrative staff offices are equipped with computers and access to supporting infrastructures such as printers, photocopiers, and scanners. During the academic years 2021-2023, the reconstruction of a dedicated floor for the Faculty of Education, Social Sciences, and Sports has been completed. This included the preparation of sports facilities, a swimming pool, gym, changing rooms, showers, and ongoing purchase of various items to improve the [Ref. 1.24, Tour of Facilities] (*Annex No.1, Standard III.20*)

3.21 QUC has adequate library facilities, infrastructure and services, ensures access to contemporary literature regarding program areas of study and research. In addition to the library resources and books, QUC has an online platform for books linked with prestigious university libraries worldwide. The online Library works through link <https://connect.ebsco.com/s/?language=en.US>. The library provides teaching and research materials issued under an open license that allows access, use, reuse, and redistribution by others, unrestricted or restricted. In addition, the QUC staff also published several books and lecture notes offered in this Library. The organisation and functioning of the library are regulated by a special regulation announced in its premises along with working hours. Besides the library itself, they have created a very lovely and inviting space for students and researchers to stay in. Professional printers are at the disposal of students for educational purposes. The platform is also accessible to aid students in the program [Link: <https://portal.qiriazzi.edu.al/login/index.php>]. [Ref. 1.24, Tour of Facilities] (*Annex No.1, Standard III.21*)

Findings

Good practice



The review team identified the following features of good practice:

- Infrastructure, especially the laboratory and equipment at "Qiriazhi" University College, are up to date, create a good learning environment, and enable the institution to achieve learning objectives and equip students with practical skills. (*Annex No.1, Standard III.19; Standard III.21*)
- In particular, the "Abdyl Sinani" Food Technology Laboratory is good examples. (*Annex No.1, Standard III.19*)
- "Qiriazhi" University College is still investing in infrastructure, for the Faculty of Education, Social Sciences and Sports they are reorganizing the basement floor to create all the necessary facilities such as, pool, playgrounds, etc. (*Annex No.1, Standard III.20*)

Weaknesses

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

Recommendations

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

Affirmation of action being taken

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

Judgement

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



Evaluation Area 4: Scientific/Artistic Activity and Innovation

- 4.1 At the QUC, the departments and research groups define the primary research and scientific areas of activity. They are organized into eight departments and three research centers. However, each department specifies the areas of scientific research, and research centers support and coordinate work among departments and main units. The priority areas for scientific research are linked with the national and international public and private sectors. These research areas and priorities are based on the Strategic Development Plan of QUC for the period 2021–2026 and are part of the Research Strategy, Projects, and Partnership 2023–2028 [Ref. 1.3, Ref. 1.15, Ref. 2.5, BM2, SER p. 59, BM5, BM9] (*Annex No.1, Standard IV.1*)
- 4.2 At the QUC, the departments and research groups define the primary research and scientific areas. Implementation of the priorities of scientific research is based on the laboratories equipped with devices and IT and academic support staff [SER, p. 59]. In recent years, investments have been made in the food technology laboratory, while they are investing in sports, gymnasiums, and social rooms [BM1, BM9, Tour of Facilities]. For the recruitment of academic staff, QUC respects the relevant procedures [Ref. 2.5.2, BM6]. In addition, QUC has part-time staff from the state and private universities, and specialists depend on specific fields [BM5]. At the QUC, the Legal Clinic was established based on an agreement with the Legal Directorate of the Ministry of Justice in Tirana [Ref. 1.34]. The QUC is aiming to involve professors, younger lecturers, and students in scientific research [Ref. 1.32]. Although there are trends to raise research by academic staff and students, but in the future it should be increased further [BM4, BM5, BM9]. In this line, various scientific activities have been organized, mainly for the study programs [Ref. 1.32, BM5, BM9]. Related to the ethics of scientific research, authorship rights, etc., this is based on [Ref. 1.8]. The current academic staff and future generations of researchers are trained in ethics, but is required additional trainings for the plagiarism. [Ref. 1.10, Tour of Facilities] (*Annex No.1, Standard IV.2*)
- 4.3 The QUC organizes periodic scientific activities, seminars, workshops, and open lectures with local and foreign lecturers; this is based on the statute of the QUC [Ref. 1.1, BM5, BM9]. In addition, the academic staff is implementing various research projects, publishing scientific works, individual research work, cooperating with other programs, leading scientific work, etc. [Ref. 1.32, BM5, BM9]. The projects are mainly for Erasmus+ but not typical for research; therefore, the academic staff should apply for supplementary research projects in calls within the country and abroad [BM5, BM9]. However, some lecturers, in cooperation with other universities, have applied for different projects, and one of them has implemented a research project in the field of law [BM9]. The scientific research activities are based on program and projects that are approved by the Academic Senate [Ref. 1.27, BM2], which are prepared by the QUC in collaboration with private and public institutions. The QUC supports financially the academic staff for publication costs and conferences [Ref. 1.26, BM2, BM5, BM9], expanding the number of cooperations, and operationalizing

the scientific research of the academic staff [Ref. 1.34, BM2]. For this reason, they allocated 24.00 euros and 8000 euros to each department and it is a very good mechanism to encourage the academic staff to do research [BM2, BM5, BM9]. However, the fund for research to enhance collaboration with public, private, and international universities for research is not enough. In addition, the QUC set the criteria for allocating the research funds [Ref. 1.16]. Furthermore, it is quite encouraging that the Board plans to increase the research budget in the future [BM10] (*Annex No.1, Standard IV.3*)

- 4.4 The evaluation of the progress for the results in the field of scientific research is done by the responsible units for scientific research and Departments/Research Centers [SER, p. 60, BM5, BM9]. In addition, the IQAU, undergo performance evaluation, once per year for the academic staff. This evaluations is also based on the Law No. 80/2015 “On Higher Education and Scientific Research in Higher Education Institutions in the republic of Albania” as well in the QUC Statute, Article 45. As stated in the [SER, p. 60], after the assessment of the achievements of the scientific objectives, the results are summarized in the annual report [BM5, BM9]. The QUC has prepared the “Research Form” [Ref. 2.31.6], for the academic staff to report the scientific research activities carried out during the academic year. The academic staff should report the published articles, books, research activities (conferences, symposiums, workshops) [Ref. 2.31.6, BM5, BM9], and then these results are part of the Annual Reports of the research Centers [Ref. 2.11.1], and the IQAU [Ref. 3.20]. At the end of the academic year, these data are presented in the Annual Report of the IQAU [Ref. 1.5.2] and in the Annual Report of QUC [Ref. 1.30] (*Annex No.1, Standard IV.4*)
- 4.5 To protect the intellectual property, research and publishing activities QUC follows a policy such as Regulation of Code of Ethics of QUC [Ref. 1.8]. In addition, the QUC applies some statistical programs such SPPSS for the data analyses [Ref. 2.24]. At the QUC, research is considered based on the achievement of innovation technology transfer to companies, knowledge transfer for the adaption of curricula as well the revision of the programs [Ref. 1.15]. Medium-sized businesses, alumni, and the Chamber of Commerce and other public and private universities in Albania were involved in achieving this [BM12] (*Annex No.1, Standard IV.5*)
- 4.6 Teaching and research activities are promoted, coordinated, and administered by departments and Research Centers of their respective faculties in QUC. Always respecting the academic freedom of the academic staff and their rights to use available materials and financial means for the realization of the study programs. [Ref. 1.1]. Departments are responsible for monitoring the progress of the research activities of their academic staff. [Ref. 2.24.2]. The funds for the Departments, mainly for conference fees, publication fees, and library, are provided by the institution [Ref. 1.26], and it is 8.000 euro per year [BM2, BM5, BM9]. The departments are responsible for preparing the report including teaching and research-scientific activates [Ref. 2.12.2, BM9] (*Annex No.1, Standard IV.6*)



- 4.7 The QUC is dedicated to supporting academic staff throughout their academic careers. [Ref. 1.26]. For that, the Research Centers oversees the research activities of academic staff in close cooperation with Departments about the possible research activities at the QUC. The research study areas are based on the political, economic, and social development in the country as well to the availability of the QUC [SER. p. 61, BM9, BM12]. QUC has identified two research activities for the study areas in the Faculty of Law and the Faculty of Economics. In addition, in 2 year professional studies research work was focused on innovation in the fields of information technology, food technology, and hotel tourism, this to give opportunity to the students to apply innovations in practice [Ref. 1.32]. The student innovation club has launched a competition for innovative business ideas for graduates and students [BM10] that is being sought after by the private sector. [BM12] (*Annex No.1, Standard IV.7*)
- 4.8 QUC aims to promote and share the results of research and scientific activities with academic staff and students [Ref. 1.33], as well as the funding for publications [Ref. 1.26]. To strengthen the research activities, QUC in past years has established agreements with public and private institution and national and international HEIs [Ref. 1.34, BM2, BM10]. The academic staff's accomplishments in activities, qualifications, and scientific research are presented [Ref. 1.33]. The academic staffs of QUC have participated in various meetings and mobility in the Erasmus + project. In addition, the scientific activities carried out in cooperation with national and international HEIs [Ref. 1.32; Ref. 1.34.1, BM5, BM9]. In addition, in past years is very encouraging that QUC has equipped labs for conducting research and practices, particularly in food technology, tourism, and sports [BM2; Tour campus]. It is obvious that these activities have increased in recent years, but it is important to provide academic staff with even more encouragement to expand and strengthen continuously research activities including students. (*Annex No.1, Standard IV.8*)
- 4.9 The QUC owns the Kyrias Journal and makes available the publications to the academic staff and students, and the research work is published in the Book of Conference Proceedings [Ref. 2.24, BM2, BM9]. Journal Kyrias is a new journal and a very important initiative that, in the future, will be a journal of interest not only to the academic staff at QUC but also to a wider audience. However, in the future QUC should increase the number of publications in journals with impact factor. Furthermore, the outcomes of scientific research are shared on the QUC website, newsletters, social networks, and television [Ref. 1.37, BM9] (*Annex No.1, Standard IV.9*)
- 4.10 The QUC is responsible to ensure the quality and integrity of scientific work [Ref. 2.31.6], and to encourage students and young researchers to take independent initiative in the field of research work, for that QUC support financial students for the participation and organizing scientific conferences, inter-student events, mobility, publications etc. [Ref. 1.26; 1.27, BM3, BM4]. These means for students are not very immense, but they are based on the demands of the students, although these means for student activities should be increased in future [BM3, BM4]. In order to complete their studies, the academic supervisor encourages students to conduct scientific research.

[3.15.1, BM4]. Students are supported continuously through the individual projects of academic staff, always respecting the principles of the Publication Ethics [Ref. 1.8]. Depending on the studies and research projects Departments and Research Centers involve the academic staff and students to achieve these objectives [Ref. 2.6.3]. QUC has prepared the Strategy for Scientific Research, Projects, Partnership 2023-2028, and one the defining conditions are the standardized determination of academic staff with independent research and scientific work [Ref.1.15]. In addition, QUC ensures that quality of work is in accordance with Law No. 50/2015 “On Higher Education and Scientific Research in Higher Education Institutions in the republic of Albania” The QUC is focused on transferring theoretical knowledge into practice by conducting basic and applied scientific research. For this reason, in some programs, one semester is practical, for students to prepare as much as possible for the labor market. However, the students are interested in increasing the practical part in the future [BM3, BM4] (*Annex No.1, Standard IV.10*)

4.11 Related to the obligations for academic staff regarding their participation in research activities, studies and publications are defined based on criteria [Ref. 1.16], which supports them in fulfilling these responsibilities. [Ref. 1.27, Ref 1.26]. In addition, QUC supports working groups and scientific projects and ensures cooperation with other research structures to achieve the objective of the study program in research [Ref. 1.15, Ref 1.34.1, BM5, BM9]. Academic staff must adhere to the Ethic Council Regulations for research activities, studies, publications, and writings. In the future, new staff members will require more training for new ethic programs. [Ref. 1.8] (*Annex No.1, Standard IV.11*)

4.12 The strategic plan of QUC has defined the research as a top priority, with focus on the internalization of research and linked activities [Ref. 1.3]. QUC has developed the five year plan for the work and development of the QUC, Strategy for Research, Projects, Partnership 2023-2028 [Ref. 1.15]. The strategy includes the mission for scientific research, basic and applied research, identification of priority areas of scientific research, projects for PhD studies, winning grants for scientific research, publications, organizing the national/international conferences, involvement of students in research activities, project application in national and international level, method of managing funds of QUC for research projects, inclusion of webpage for scientific activities of each basic unit and Action plan for each Scientific Center. [SER, p. 64]. *Although the strategy has been implemented for a year and initial results have been observed, more research efforts are required.* QUC has organized a scientific conference in cooperation with several HEIs and University of La Sapienza in Italy [Ref. 1.33] (*Annex No.1, Standard IV.12*)

4.13 To present their latest research results, foreign lecturers and members of the diaspora are invited to give open lectures to academic staff and students at QUC [Ref. 1.33; 3.20]. The full-time and part-time academic staff attend the training for the research-scientific topics and open lectures led by the guest lecturer. The QUC is expanding the cooperation agreements with other national and international HEIs, while this enables the creation of joint research groups with invited professors from both sides [Ref. 1.34,



BM2, BM9]. The Research Centers of the faculties have the goal of involving the full-time and part-time academic staff in various research-oriented activities at both national and international levels. [Ref. 1.34]. To conclude, the Board of Administration has engaged external advisors on different topics to aid in the teaching process [SER, p. 65, BM9] (*Annex No.1, Standard IV.13*)

4.14 The QUC is participating in various programs that facilitate mobility for academic staff and students, but its main focus is on Erasmus+ programs. They are engaged in Erasmus + Bologna Hub led by the University of Bologna and DAAD, and QUC benefits for the mobility of teachers and students. The number of academic staff and students who have gone on mobility is not very high. However, in recent times there has been an increase and greater interest. However, the students are engaged in scientific research by participating in different scientific activities organized by the QUC and beyond [Ref. 1.31], a greater involvement from them is required in the future. For the past several years, QUC has offered scholarships for researchers and students, particularly mobility grants, to be used at Bahcesehir University and Hungarian University of Agriculture and Life Sciences in Budapest. [<https://qiriazhi.edu.a;/bursa-mobiliteti-ne-kuader-te-programit-erasmus-2/1>]. The research fund that QUC provides for the academic staff is very promising, but it needs to be increased in the future. [Ref. 1.34.1] (*Annex No.1, Standard IV.14*)

4.15 Strategic documents are used by the QUC to ensure the continuity and growth of scientific research. [Ref. 1.3; 1.15]. QUC is committed to identifying strategies and measures needed to achieve strategic objectives in scientific research. In addition, the annual reports are evidence for ensuring the continuity of scientific research, starting for the basic units to the Academic Senate [BM5, BM9]. For this reason, the departments should prepare the annual plans based on the action plans. The QUC assists academic staff in organizing various research activities and allows them to participate in research activities, such as national and international conferences, publications, monographs, books, and other types [Ref. 1.26]. While there has been an increase in recent years, more effort is needed to increase participation in different scientific events. [Ref. 2.13, BM9] (*Annex No.1, Standard IV.15*)

4.16 Besides educating high-level specialists and training young researchers, QUC also aims to educate professionals and active citizens for the democratic Albanian society and European values. For that the Strategy for research, Projects, and Partnerships 2023-2028 is based on principles of the European Charter for Researchers. Nevertheless, QUC demonstrate the purpose and commitment to improve and enhance the research activities by introducing and implementing new methodologies and actively to participate different programs and projects in country and abroad to contribute the sustainable development of the county and beyond [SER, p. 66; Ref. 1.15]. New efforts are being made together with other stakeholders in country to achieve the goals that are based on the state's requirements and the development of the relevant sectors through the implementation of existing programs [BM2, BM12] (*Annex No.1, Standard IV.16*)

4.17 The QUC takes the appropriate steps to protect the intellectual property of academic staff that produces various publications and materials in accordance with the Code of Ethics. [Ref. 1.8]. In the past years were improvements in the infrastructure including the laboratories to achieve the objectives of teaching as well to implement the research topics by the academic staff and students [Ref. 2.38, Tour of Facilities]. Graduates from QUC are able to use their knowledge to make tangible contributions in the economy and contribute to society. [SER, p. 66, BM12] (*Annex No.1, Standard IV.17*).

Findings

Good practice

The review team identified the following features of good practice:

- The research fund that QUC offers is very promising, but it should be increased in the future. (*Annex No.1, Standard IV.3*)

Weaknesses

The review team identified the following weaknesses:

- The lack of application by the academic staff for research projects, both within the country and abroad. (*Annex No.1, Standard IV.3*)
- The lack of academic staff mobility especially for the research as a good opportunity to strengthen cooperation and exchange experiences. (*Annex No.1, Standard IV.8*)

Recommendations

The review team identified the following recommendations:

- Greater involvement of students in research projects (*Annex No.1, Standard IV.2*)
- Enhancing funding for research and enhancing collaboration with public, private, and international universities for research. (*Annex No.1, Standard IV.3*)
- To increase the number of academic staff and students' mobility as a good opportunity to strengthen cooperation and exchange experiences. (*Annex No.1, Standard IV.8*), (*Annex No.1, Standard IV.14*)
- To increase the number of publications in journals with impact factor in the near future. (*Annex No.1, Standard IV.9*)
- To raise awareness about plagiarism, the QUC should organize workshops for both staff and students. (*Annex No.1, Standard IV.2*)



Affirmation of action being taken

The review team affirms the following actions already in progress:

- The arrangement of labs for conducting research and practices for the students, particularly in food technology, tourism, and sports, is very encouraging.
(Annex No.1, Standard IV.8)

Judgement

**The standards for Teaching, Learning, Assessment and Research are:
substantially met.**



Evaluation Area 5: Students and their Support

- 5.1 The policy and procedures for the students from start to the end of the studies are the responsibility of the several units at QUC [Ref. 2.26, BM6]. The enrolment, progress, and student transfer procedures are in accordance with Article 83 of Law No. 80/2015 on Higher Education and Scientific Research in Higher Education Institutions in the Republic of Albania. In addition, the QUC has prepared some regulations for the implementation of policies [Ref. 1.25], as well policies and procedures for enrolment [Ref. 1.28; <https://qiriaz.edu.al/procedurat-e-aplikimit-dhe=regjistrimit/>].

Prior to the commencement of every academic year, QUC develops and disseminates the admission requirements for the students, advancement through the course of study, and transfer policies [Ref. 1.28, 2.17, 1.28]. The Office of Affairs, Admissions, Career Counseling, and Student Assistance are established at QUC [Ref. 1.14, BM6]. In compliance with Law No. 80/2015 and the QUC Regulation for the acceptance of prior coursework, knowledge procedure evaluation, and graduation process completion [Ref. 1.4]. The QUC has also outlined the requirements for student transfers [Ref. 2.17]. A crucial component of the study programs available to graduates in all study cycles is Office Affairs, Admission, and Career Counseling [Ref. 1.14]. Additionally, an informational packet for newly enrolled students is prepared by the same office [Ref. 3.30; 1.37], specifically for newly enrolled students [Ref. 2.25]. Alternative information sources for students include the QUC Catalog [Ref. 3.30], the website, instructional manuals [Ref. 3.15], and other policies. The QUC arranges educational visits for high school students each year and maintains excellent relationships with high school administrators [BM12]. The collaboration with DRE Tirana is exemplary, and furthermore, MESY and DRE Tirana jointly organize Days of Information and Career Counseling and Fairs Work and Study [SER, p. 68, BM6, BM12]. Study programs, organizational structure, curricula, faculty, staff, jobs, and other specialization opportunities are all presented by QUC during these events. The QUC website [www.qiriaz.edu/al], social media platforms including Facebook and Instagram, and promotional materials [BM3, BM4] all feature these events. Additionally, QUC hosts Orientation Days, also known as Student Orientation Week [<https://qiriaz.edu.al/java-e-orientitmit-te-studenteve/>], to inform newly enrolled students about study plans, career options, and other professional requirements. QUC has developed a specific work program to organize registration and establish the commission [Ref. 1.29], and the admission criteria for each study program approved by the Academic Senate of QUC, based on the Council of Ministers Decision and the Ministry of Education's Guidelines. [Ref. 1.28] (*Annex No.1, Standard V.1*)

- 5.2 Information on the criteria and procedures for academic progress and transitioning from one academic year to another is provided by the QUC. For that, QUC uses the information management system [Ref. 2.26], this includes course registration,



formative objectives, expected learning outcomes, assessments until graduation, and transfer from one university to another. [Ref. 2.37]. Students are informed about the class schedule, exam dates, and procedures applied for academic progress and transition to the next academic year by the academic secretary, program coordinator, and subject teachers [SER, p. 68, BM3, BM4]. The real-time information about the assessment is provided to students via the institution's webpage and the portal in a confidential manner. [<https://portal.qiriaz.edu.a;/login/index.php>]. At the moment, they are in the process of installing the Moodle program on the electronic system. [M2, M3, M5, M9]. To carry out practical tasks, the students have access to laboratories, cabinets, and the library. [Ref. 2.6; 2.37; 2.37.1; 2.37.2, Tour of Facilities] (*Annex No.1, Standard V.2*)

5.3 The QUC's information management system provides efficient student information, which is an illustration of good practice [Ref. 2.18]. Through the internal information management system, Secretary Office, lecturers and the webpage, students are informed in detail about the development of educational process, logistics and infrastructure [Ref. 3.1; Ref. 1.24.I]. The Career Counseling Office specialist and the Catalog of QUC, Practice Guidelines, Relations with Partners & Business Guidelines, and Didactic Guidelines are both sources of additional information for students [Ref. 3.30; Ref. 3.14; Ref. 3.23; Ref. 3.15]. The corner spots display the schedule and classroom information, and the classrooms are linked to it by numbers and links. [BM3, BM4]. The numbers and names are assigned to every office of academic and administrative staff. The students are informed of important information and via email, and at beginning of the academic year the lecturers inform them about the subject, objectives, assessment methods and student's responsibility [SER, p. 69, BM5, BM9]. The QUC webpage is another option for informing students about the academic year [Ref. 1.23.1]. It is quite encouraging that career counselors inform students about market trends, job needs, and employment opportunities [Ref. 1.14, BM3, BM4] based in agreement with companies [Ref. 1.34, BM12]. The CCS is responsible for preparing the Guideline for relations with partners and businesses, OE & CC, as well as organizing trainings and workshops etc. [Ref. 3.23; Ref. 3.20, BM6]. In 2003 QUC has organised the second edition of the Job Fair, where students and alumni have opportunity to be informed of the job and internship offers in sector of economy, business, justice etc. [Ref. 3.28; <https://qiriaz.edu.al/career-fair-2023/>]. It is important that QUC creates employment opportunities for students through professional internships [SER, p. 69, BM12] (*Annex No.1, Standard V.3*)

5.4 QUC students have representation in the Academic Senate and the Ethics Council to participate in decision making, counseling, and evaluation of the academic process. [Ref. 1.1, BM3, BM5], as well they are also involved in the preparation of the evaluation report [Ref. 2.1, M11]. The students are also a part of the preparation of the specific study programs [SER, p. 70, BM3]. In addition the QUC organizes regular meetings with student representatives where they can express opinions and proposals regarding the infrastructure, teaching process, learning quality, schedules, study regulations etc. [Ref. 2.23, BM3, BM5]. The students have established the Student

Council and they function based on the Students Council Regulation [Ref. 1.4.3, BM3, BM4], which is an independent organization and participates in the academic and non-academic life of QUC [BM3]. The representative of the students are members of the governing body of QUC and beside others they support students for the continuous improvement of course programs and teaching through the IQAS questionnaire [Ref. 2.31, BM3, BM4]. The QUC supports Students Council and provide the free spaces, open lectures, as well funds for their activities [Ref. 3.22, BM3]. The support for various extracurricular activities is provided to students through their clubs with adequate funding [BM3, BM4]. Currently, students have established a few Student Clubs [Ref. 2.22], which support students in their accommodation life and create a friendly atmosphere among the student community. [Ref. 1.31] (*Annex No.1, Standard V.4*)

5.5 The orientation of students is permanently communicated to them by the OEA&CC, management structure, academic staff, and program coordinator [Ref. 2.20, BM3]. The OEA&CC, basic units, and academic secretariat are responsible for periodically informing students about their orientation before each academic year [Ref. 1.14]. The QUC post the admission and transfer procedures for students in webpage and in facilities, and organizes special meetings with new students to inform them for the study programs, knowledge assessment and the evaluation [SER, p. 70, BM3, BM4]. Usually the first week of the academic year is orientation and students get information for the study program, then academic staff informs students about the subject content, objectives, assessment, skills, knowledge and competencies [Ref. 1.4, BM3]. In addition, OEA&CC informs students about the opportunity to participate in trainings, professional internships, seminars, workshops, youth forums, and applications for scientific conferences in both country and abroad. [Ref. 1.31, BM3, BM12]. The OEA&CC also offers career counseling, information on employment opportunities, and other activities mentioned above. The office of OEA&CC is working every day, throughout the week, from Monday to Friday, working hours from 8:30-16:00 [BM3, BM6, Tour of Facilities]. QUC produces printed materials such as leaflets, guides, brochures, calendars, business cards, and other informative documents, including regulations and statutes, to promote their activities and study programs. Also, QUC regularly update the official webpage with the newest activities. Students and other parties have available the Finance and Service Office [Ref. 2.38]. Each student at QUC has a personal email, phone number, and personal file, and these records are managed by the Academic Secretariats. After graduation of each student, all documents are archived in accordance with the legal provisions established by Law No. 9154 [BM3, BM4, BM6] (*Annex No.1, Standard V.5*)

5.6 The QUC has granted scholarships and implemented facilitative policies in tuition fees, supporting students with difficult financial incomes and the best students with high academic achievements. [Ref. 1.25, BM3, BM12]. Students are able to apply for three student scholarships: Excellence Scholarship, Talent Scholarship, and Social Scholarship [BM3, BM10]. Also, students who register in the first phase receive a 20% discount. Students can also apply for mobility scholarships to study for free at

Bahcesehir University in Istanbul. [SER, p. 71]. However, to exchange the experiences from different European universities, the number of students mobility should be increased in the future. It's worth noting that QUC has provided support to families in need during EarthQuik [Ref. 1.4, BM3, BM10] and carried out various financial activities for students [Ref. 1.31, BM3, BM10]. Students' extracurricular activities include cultural, scientific, sports, and entertainment activities. The character of these activities is influenced by the conditions and time. For such activities within the faculty premises, students should get the permission of the Rector [Ref. 1.31, BM3, BM4], and should be requested by the Student Association [Ref. 1.4, BM3]. At QUC, there are few student clubs such as the Book Club, Recreation and Tourism Club, Sports and Fans Club, Young Entrepreneurs Club, Young Jurists Club, and Innovation Club. [Ref. 2.38, BM3, BM4, BM10]. The clubs are provided with financial assistance, facilities, and materials by QUC and their activity is monitored. Faculty members are allowed to participate in various activities of the clubs [Ref. 2.38, BM3, BM9]. The OEA&CC provides counselling and support to student clubs to develop their activities [Ref. 3.21], so they can establish connections, friendship, as well to establish contacts with private and public companies that may offer job opportunities in the near future [BM12]. The reason for this is that students organize a variety of social and cultural activities, like book promotion and sports activities [www.qiriaz.edu.al/students]. All these organizations and activities are made public, including the annual report prepared by the OEA&CC [Ref. 3.20] (*Annex No.1, Standard V.6*)

5.7 The QUC owns the library and operated based on regulations that defines the rules regarding library and relationships between students, staff and library employess [Ref. 1.4; 1.12; <https://qiriaz.edu.al/bibloteka/>]. The library offers literature in Albanian and foreign languages that pertain to jurisprudence, economics, food technology, information technology, hospitality, tourism, and more to students. Academic and administrative staff [Tour of Facilities]. Different photocopying materials can be found in the reading classroom, and students have the option to use laptops with internet access to use the service. [SER, p. 72, Tour of Facilities]. The library membership for the academic staff and students is free, materials can be used according to the Regulations of QUC. The library is constantly enriched [Ref. 1.26, BM5, BM6, BM9], as well the number of computers has significantly increased and very suitable facility has been created for students and professors. Due to the pandemic situation in the past and use of the online learning, computers, cameras and licenses for the Zoom application were purchased for online learning at QUC and currently the Moodle portal is under construction [<https://portal.qiriaz.edu.al/login/index.php/>, BM2, BM5, BM9]. The QUC have agreement with Pearson Education and can electronically acquire the teaching materials such lectures, books, and PowerPoint presentations. Only the responsible professors have a link and password for this purpose. At the facilities of QUC is provided free internet network. Books are purchased based on the needs and requests of professors and students and these assets of QUC are stored and managed by the archives [Ref. 1.11]. The archives was established and operates in accordance with Law No. 9154. The library is working

every day, throughout the week, from Monday to Friday, working hours from 9:00-16:30 [BM3, BM4]. At the beginning of the academic year, the academic staff prepare a list of requested literature and publications to enrich the library [BM5, BM6] (*Annex No.1, Standard V.7*)

5.8 The QUC permanently informs students about the opportunity of employment and support them to find the job market. In cooperation with MEYS and Academic Secretariat have the mechanisms to prepare and store statistical data about the employment and graduated students at level of HEIs [Ref. 1.14; 1.12, BM6]. The Academic Secretariat of QUC manages and archives students' personal data [Ref. 2.27]. In addition, the CC specialist informs students about the job market and employment opportunities and develops the Guidelines for Relations with Partners and Business. Beside that MEYS and CC inform students for the job opportunity with companies which QUC have agreed, QUC organizes and Job Fair for the students and alumni [<https://qiriaz.edu.al/career-fair-2023/>, M12]. It is encouraging the MEYS and CC supports student's employment by providing help to draft the recommendations letter, job information and preparation of documents for job application [SER, p. 74, BM6, BM12]. The QUC has tracked and conducted the research for the alumni, students and results showed that graduated students are employed in different state institutions, private companies, NGOs, law offices, economic consulting offices etc. and abroad [Ref. 2.27, BM6] (*Annex No.1, Standard V.8*)

5.9 The QUC has permanent communication with alumni and organizes joint meetings with them, academic staff, and ongoing students [BM12]. Every year QUC conducts a survey to track the progress of alumni [Ref. 1.21.8]. These activities are important to strength the connections with alumni and at the same time to motivate the ongoing students about the experience of alumni. In mean time alumni organize institutional events, like graduation ceremonies and share their employment experiences with other participants. Meetings with alumni are held annually, but it is beneficial to hold them often to keep alumni up to date on QUC developments. [Ref. 3.20] (*Annex No.1, Standard V.9*)

Findings

Good practice

The review team identified the following features of good practice:

- Organization of Job Fair for the students and alumni (*Annex No.1, Standard V.8*)

Weaknesses



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

Recommendations

The review team identified the following recommendations:

- To strengthen the cooperation with Alumni the official meetings should be organized often by the sector of Career Counseling Office. (*Annex No.1, Standard V.9*)
- To gain different experiences from European universities, it is important to increase the number of mobility opportunities per student in the future. (*Annex No.1, Standard V.6*)

Affirmation of action being taken

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

Judgement

The standards for Students and their Support are: fully met



Evidence List

List A: List of evidences

List of evidences provided as part of self-evaluation documents, annex ...of SER. These evidences on EER are referred using the abbreviation **Ref 1.1...**, **Ref 2.40.**, etc:

- Shkresa percjellese.pdf
- Vetedeklarim.pdf
- RVB shqip.pdf
- RVB english.pdf

Evidences in Albanian

Ref.1.1 Statuti KUQ.pdf

Ref.1.2 Akte nënligjore.pdf

Ref.1.3 Plani strategjik i zhvillimit të Kolegjit.pdf

Ref.1.4 Rregullore KUQ.pdf

Ref.1.4.1 Rregullore e Senatit.pdf

Ref.1.4.2 Rregullore e BA.pdf

Ref.1.4.3 Rregullore e Këshillit Studentor.pdf

Ref.1.5. Rregullore e NJSBC.pdf

Ref.1.5.1 Politikat e NjsBC.pdf

Ref.1.5.2 Raporti Vjetor i NjsBC.pdf

Ref.1.6 Manuali i Cilësisë.pdf

Ref.1.7 Politikat e vlerësimit të brendshëm.pdf

Ref.1.8 Rregullore e Këshillit të Etikës.pdf

Ref.1.9 Rregullore e brendshme e bibliotekës.pdf

Ref.1.10 Rregullore e mbrojtjes së të dhënave personale.pdf

Ref.1.11 Rregullore për ruajtjen dhe arkivimin e dokumentacionit.pdf

Ref.1.12 Rregullore e sekretarisë mësimore.pdf

Ref.1.13 Rregullore e ZBNJ dhe procedura.pdf

Ref.1.13.5 Plani Strategjik mbi trajnimin.pdf

Ref.1.14 Rregullore e ZMJP&KK.pdf

Ref.1.15 Strategjia për Kërkimin Shkencor.pdf

Ref.1.16 Kriteret për alokimin e fondit.pdf

Ref.1.17 Udhëzues për kualifikimin e stafit.pdf

Ref.1.18 Metodatat e mësimdhënies në distancë.pdf

Ref.1.19 Udhëzues për përdorimin e platformave on-line.pdf

Ref.1.20 Raport vlerësimi.pdf

Ref.1.21 Certifikata për sigurinë zjarri, Sanitar,Dezinfektim.pdf

Ref.1.22 Plani buxhetor.pdf

Ref.1.23 Kontrata me të tretët.pdf

Ref.1.24 Infrastruktura mësimore KUQ.pdf

Ref.1.25 Vendimi i BA për tarifa dhe bursa.pdf

Ref.1.26 Vendim i B A për pagesën e konferencave dhe bibliotekës.pdf
Ref.1.27 Miratim i fondit, për punën shkencore.pdf
Ref.1.28 Kriteret e pranimit.pdf
Ref.1.29 Programi i punës për regjistrimet dhe komisionet.pdf
Ref.1.30 Shkresë përcjellëse e Raportit vjetor KUQ.pdf
Ref.1.31 Veprimtaria e shoqatave studentore.pdf
Ref.1.32 Politika e kërkimit shkencor. Puna kërkimore-shkencore.pdf
Ref.1.32 Puna kërkimore-shkencore.pdf
Ref.1.33 Të dhëna të aktiviteteve për kërkimin shkencor.pdf
Ref.1.34 Marrëveshjet e bashkëpunimit.pdf
Ref.1.35 Marketingu në Kolegjin.pdf
Ref.1.36 Faqja zyrtare e internetit.pdf
Ref.1.37 Fletëpalosje e Kolegjit.pdf
Ref.2.1 Vendim të Rektorit GVB.pdf
Ref.2.2 Plan i Punës së GVB.pdf
Ref.2.3 Model Procesverbal mbledhjeje të GVB.pdf
Ref.2.4 Plani 2 vjeçar i veprimit të grupit.pdf
Ref.2.4.1 Relacion për realizimin e Plan Veprimit.pdf
Ref.2.5 Të dhëna tabelore për urdhra.pdf
Ref.2.5.1 Marrëveshje MAS -KUQ.pdf
Ref.2.5.2 Personeli i KUQ.pdf
Ref.2.6 Rregullore FE.pdf
Ref.2.6.1 Rregullore e DMB.pdf
Ref.2.6.2 Rregullore DF.pdf
Ref.2.6.3 Rregullore e FE (QKSH).pdf
Ref.2.7 Rregullore e FD.pdf
Ref.2.7.1 Rregullore e DDCT.pdf
Ref.2.7.2 Rregullore e DDPP.pdf
Ref.2.7.3 Rregullore e FD (QKSH).pdf
Ref.2.8 Rregullore e FESHSS.pdf
Ref.2.8.1 Rregullore e DEFS.pdf
Ref.2.8.2 Rregullore e DESHSRS.pdf
Ref.2.8.3 Rregullore e FESHSS (QKSH).pdf
Ref.2.9 Rregullore e KPL.pdf
Ref.2.9.1 Rregullore e Departamentit TI.pdf
Ref.2.9.2 Rregullore e Departamentit të TU dhe T.pdf
Ref.2.10 Analiza vjetore e FD.pdf
Ref.2.10.1 Analiza vjetore e FE.pdf
Ref.2.10.2 Analiza vjetore e FESHSS.pdf
Ref.2.10.3 Analiza vjetore e KPL.pdf
Ref.2.11 Shembull Raporte vjetor Departamenti.pdf
Ref.2.11.1 Shembull Relacion mbi ecurinë QKSH.pdf
Ref.2.12 Shembull Raporti TU-T.pdf
Ref.2.13 Shembull Programi i veprimtarive.pdf

Ref.2.14 Të dhëna për kodifikimin.pdf
Ref.2.15 Shembull Plani Strategjik.pdf
Ref.2.15.1 Shembull Plan Strategjik i Departamentit.pdf
Ref.2.16 Shembull Plani Strategjik i një programi.pdf
Ref.2.16.1 Shembull Studim Tregu.pdf
Ref.2.17 Rregullore e transferimeve.pdf
Ref.2.18 Shembull Dosja e transferimet.pdf
Ref.2.19 Deklarata për lirinë dhe autonominë.pdf
Ref.2.20 Shembull Vendimi për caktimin e Koordinatorit.pdf
Ref.2.21 Shembull Studim tregu.pdf
Ref.2.22 Shembull Lista dhe kërkesa e pasurimit të teksteve.pdf
Ref.2.23 Shembull Aktivizimi i studentëve në mbledhje.pdf
Ref.2.24 Lista e softuerë.pdf
Ref.2.24 1Kontrata me ISBN.pdf
Ref.2.24.2 Vendim për miratimin e fondi.pdf
Ref.2.25 Numri i studentëve të regjistruar.pdf
Ref.2.26 Numri i studentëve të diplomuar, notat në hyrje & dalje.pdf
Ref.2.27 Numri i studentëve të diplomuar dhe punësimi.pdf
Ref.2.28 Të dhëna tabelore mbi anëtarët e NjSBC.pdf
Ref.2.28.1 Strategjia për Sigurimin e Cilësisë.pdf
Ref.2.29 Plani i veprimtarive të NjSBC.pdf
Ref.2.30 Shembull takimi periodik student & Dep.pdf
Ref.2.31 Paketa e Instrumentave për Matjen e Cilësisë.pdf
Ref.2.32 Model pyetësori të studentëve i plotësuar.pdf
Ref.2.33 Seria e Trajnimeve për Zhvillimin.pdf
Ref.2.34 Numri i personelit akademik.pdf
Ref.2.35 Lista e dokumenteve në dosjen e personelit.pdf
Ref.2.36 Print screen,faqe Moodle.pdf
Ref.2.37 Foto nga sallat.pdf
Ref.2.38 Përmirësimi në infrastrukturë.pdf
Ref.2.39 CV e stafit pjesa I.pdf
Ref.2.39 CV e stafit pjesa II.pdf
Ref.2.39 CV e stafit pjesa III.pdf
Ref.3.1 Kalendari Akademik.pdf
Ref.3.2 Planet Mësimore.pdf
Ref.3.3 Veprimtaria formuese e programeve.pdf
Ref.3.4 Rregullore TU.pdf
Ref.3.4.1 Rregullore TIK.pdf
Ref.3.4.2 Rregullore HT.pdf
Ref.3.4.3 Rregullore Kujdes Social.pdf
Ref.3.4.4 Rregullore ALA.pdf
Ref.3.4.5 Programet mësimore (SYLLABUS).pdf
Ref.3.5.1 Rregullore BA Menaxhim Biznesi.pdf
Ref.3.5.2 Rregullore MHT.pdf

Ref.3.5.3 Rregullore IEB.pdf
Ref.3.5.4 Rregullore BA -Edukim fizik dhe sporte.pdf
Ref.3.5.5 Programet mësimore -Syllabuset.pdf
Ref.3.6 Rregullore Msc Administrim Biznesi.pdf
Ref.3.6.1 Rregullore Msc Financë.pdf
Ref.3.6.2 Rregullore PIND.pdf
Ref.3.6.3 Programet mësimore (SYLLABUSE).pdf
Ref.3.7 Ngarkesa mesimore.pdf
Ref.3.8 Vendimi i lëndëve me zgjedhje.pdf
Ref.3.9 Model Diplomë Profesionale.pdf
Ref.3.10 Model Diplomë Bachelor.pdf
Ref.3.11 Model Diplomë Master.pdf
Ref.3.12 Modelet e Suplementeve.pdf
Ref.3.13 Model i dosjes së praktikës.pdf
Ref.3.13.1 Shembull relacion mbi zhvillimin e praktikës mësimore.pdf
Ref.3.14 Model të Udhëzuesit të Praktikave.pdf
Ref.3.15 Model të një Udhëzuesi Didaktik.pdf
Ref.3.15.1 Shembull Rregullore diplomimi.pdf
Ref.3.15.2 Shembull Rregullore TU.pdf
Ref.3.15.3.Lista e bashkëpunëtoreve me praktika.al.pdf
Ref.3.16 Model dosje transferimi.pdf
Ref.3.17 Model template Teze.pdf
Ref.3.19 Shembull përmirësimi të syllabusit.pdf
Ref.3.20 Raport mbi punën ZMJP&KK.pdf
Ref.3.21 Plani vjetor i KSQ.pdf
Ref.3.22 Lista e Klubeve studentore.pdf
Ref.3.23 Udhëzues ZMJP&KK.pdf
Ref.3.24 Raport për Ditën e Hapur.pdf
Ref.3.25 Trajnim Profesional.pdf
Ref.3.26 Relacion Unleash.pdf
Ref.3.27 Relacion Tryeza e Rumbullakët.pdf
Ref.3.28.Panairi Career Fair.pdf
Ref.3.29 Raport për Panairin e Punës.pdf
Ref.3.30 Katalogu i KUQ.pdf
Ref.3.31 Lista dhe kërkesa e pasurimit të teksteve në bibliotekë.pdf
Ref.3.32 Shembull aktivitet në zbatim të marrëveshjeve.pdf
Ref.3.33 Të dhëna mbi aktivitet për kërkimin shkencorë.pdf

Evidences in English

Ref.1.1 Statute of QUC.pdf
Ref.1.3 Stretgic Development Plan.pdf
Ref.1.4 Regulation of QUC.pdf
Ref.1.4.1 Regulation of Senate QUC.pdf

Ref.1.4.2 Regulation of AB.pdf
Ref.1.4.3 Regulation of Student QCU.pdf
Ref.1.5 Regulation of IQAS.pdf
Ref.1.5.1 Policies of IQAS.pdf
Ref.1.5.2 Annual report of IQAS.pdf
Ref.1.7 Internal Evaluation Policies.pdf
Ref.1.8 Regulation of Ethics Council.pdf
Ref.1.9 Internal Regulation of Library.pdf
Ref.1.10 Regulation on protection of personal database.pdf
Ref.1.11 Regulation on storing and archiving.pdf
Ref.1.12 Regulation on teaching secretariat.pdf
Ref.1.13.3 Evaluation criteria of academic staff.pdf
Ref.1.13.4 Employment contract of staff.pdf
Ref.1.13.5 Strategic Plan.pdf
Ref.1.14 Regulation, Office of External Affairs.pdf
Ref.1.15 Strategy on Scientific Research.pdf
Ref.1.16 Criteria for the Allocation.pdf
Ref.1.22 Budget Plan.pdf
Ref.1.31 Activities of students' clubs.pdf
Ref.1.32 Policies of Scientific Research.pdf
Ref.1.34 Cooperation Agreements.pdf
Ref.1.34.1 Projects Erasmus+.pdf
Ref.1.35 Marketing.pdf
Ref.1.37 Leaflet of QUC.pdf
Ref.2.2 Work Plan QAG.pdf
Ref.2.3 Model of the Minutes of the QAG Meeting.pdf
Ev.2.5 Table-based data on orders.pdf
Ref.2.6 Regulation on FE.pdf
Ref.2.6.1 Regulation DBM.pdf
Ref.2.6 Regulation on DF.pdf
Ref.2.6.3 Regulation on Scientific Research FE.pdf
Ref.2.7.2 Regulation DPCR.pdf
Ref.2.8 Regulation on FESSS.pdf
Ref.2.8.3 Regulation FESHSS.pdf
Ref.2.9 Regulation on HPC.pdf
Ref.2.9.1 Regulation on DIT.pdf
Ref.2.9.2 Regulation FT&T.pdf
Ref.2.10 Annual Analysis of FL.pdf
Ref.2.10.2 Annual Analysis of FESSS.pdf
Ref.2.11 Example Annual reports Department.pdf
Ref.2.11.1 Example Description on progress.pdf
Ref.2.13 Example Programme of Scientific Research.pdf
Ref.2.15 Example Development Strategic Plan.pdf
Ref.2.15.1 Example Strategic Plan.pdf

Ref.2.16 Example Strategic Plan of Study.pdf
Ref.2.16.1 Examples Market study.pdf
Ref.2.17 Regulations on transferrals.pdf
Ref.2.18 Example Folder containing.pdf
Ref.2.21 Example Market study.pdf
Ref.2.23 Example Student engagement in meetings.pdf
Ref.2.25 Number of enrolled students.pdf
Ref.2.27 Number of graduates finished studies.pdf
Ref.2.28.1 Strategy on Quality Assurance.pdf
Ref.2.29 Activity Key Plan.pdf
Ref.2.31 Package of instruments -2-31-8.pdf
Ref.2.34 The number of academic staff.pdf
Ref.2.36 Print screen Moodle.pdf
Ref.2.38 Improvement of infrastructure.pdf
Ref.2.39 CV of academic staff.pdf
Ref.3.1 Academic calendar.pdf
Ref.3.2 Teaching plans.pdf
Ref.3.3 Knowledge formation programs.pdf
Ref.3.4 Regulation of the professional.pdf
Ref.3.4.1 Regulation of the professional.pdf
Ref.3.4.2 Syllabus.pdf
Ref.3.4.3 Regulation of the professional.pdf
Ref.3.4.5 Academic Programs.pdf
Ref.3.5 Regulation on BA.pdf
Ref.3.5.1 Regulation on BA.pdf
Ref.3.5.2 Regulation on BA.pdf
Ref.3.5.3 Regulation on BA.pdf
Ref.3.5.4 Regulation on BA.pdf
Ref.3.5.5 Study programs an example.pdf
Ref.3.6 Regulation on Master study.pdf
Ref.3.6.1 Regulation on Master study.pdf
Ref.3.6.2 Regulation on study program.pdf
Ref.3.6.3 Syllabus.pdf
Ref.3.7 Teaching Loads.pdf
Ref.3.9 Professional Diploma.pdf
Ref.3.10 Bachelor Diploma.pdf
Ref.3.11 Master Diploma Model.pdf
Ref.3.12 Supplements to Diploma.pdf
Ref.3.13 Internship folder Model.pdf
Ref.3.15 Model on a Didactics.pdf
Ref.3.15.2 Example Regulation on Teaching.pdf
Ref.3.17 Model template.pdf
Ref.3.19 Example Improvement of the Syllabus.pdf

List B: Meetings held during the site 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 from professional and Bachelor programs.

BM4: Review team meet with a sample of second cycle students.

BM5: Review team meet with a sample of teaching staff.

BM6: Review team meet with a sample of support/administrative staff.

BM7: Review team meet with representatives from Human Resources Office.

BM8: Review team meet with senior university managers.

BM9: Review team meet with members of the Administration Board.

BM10: Review team meet with external partners and alumni.

BM11: Review team meet with the Self-evaluation team.

BM12: Review Team meet with the Rector to summarize the major lines of enquiry and related matters pursued during the review.

List C: List of evidences provided during the visit

List of evidences provided during site visit. These evidences on EER are referred using the abbreviation **C1, C2., etc:**

C1. Mbi sistemin e menaxhimit Moodle.pdf

C2. Nr. i titujve te librave ne biblioteken e Institucionit.pdf

C3. Per mobilitetin e zhvilluar nga pedagoget e FD ne Spanje.pdf

