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Agjencia e Kosovës për Akreditim
Agencija Kosova za Akreditaciju
Kosovo Accreditation Agency



UNIVERSITY OF BUSINESS AND TECHNOLOGY (UBT)
PRISHTINA
FOOD SCIENCE AND BIOTECHNOLOGY, BSC, 180 ECTS

RE-ACCREDITATION

REPORT OF THE EXPERT TEAM

23 April 2024, Prishtina



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1. INTRODUCTION

1.1. Context

Date of site visit: 03.04.2024

Expert Team (ET) members:

- Dr. Joachim Müller
- Dr. Damir Magdic
- Katerina Klimoska, Student Expert

Coordinators from Kosovo Accreditation Agency (KAA):

- Ilirjana Ademaj Ahmeti, KAA
- Shkelzen Gërxhaliu, KAA

Sources of information for the Report (full list provided at the end of this ET report):

- SER
- Syllabus
- Staff CVs
- Annexes and appendices

Criteria used for program evaluation:

CL	Grade	Compliance level	%
A	1	Fully compliant	> 90
B	2	Substantially compliant	70-90
C	3	Partially compliant	30-70
D	4	Non-compliant	< 30
n.a.	-	not applicable	

1 30-60% according KAA Accreditation Manual, corrected to close the gap



1.2. Site visit schedule

Program Accreditation Procedure at UBT College Pristina	
Programs:	Food Science and Biotechnology, BSc, (with specializations: 1. Food Technology, 2. Nutrition), 180 ECTS (Re-accreditation)
Site visit on (hybrid):	03 April 2024
Expert Team:	Dr. Joachim Muller Dr. Damir Magdic Katerina Klimoska, Student Expert
Coordinators of the KAA:	Ilirjana Ademaj Ahmeti, KAA Shkelzen Gërxhaliu, KAA

Time	Meeting	Participants
09:00 – 09:50	Meeting with the management of the faculty where the program is integrated	Fidan Feka Violeta Lajqi Ismet Babaj
09:55 – 10:40	Meeting with quality assurance representatives and administrative staff	Fisnik Laha, Artan Tahiri, Ibush Luzha, Emine Daci, Lorike Salihu, Murat Retkoceri
10:45 – 11:40	Meeting with the heads of the study program Food Science and Biotechnology, BSc, 180 ECTS (room 2) Dr. Damir Magdic Katerina Klimoska, Student Expert	Mergim Mestani, Vesë Pakashtica, Arianeta Nura, Hyzer Rizani, Mufail Salihaj
11:40 – 12:50	Lunch break	
12:50 – 13:30	Visiting Facilities	
13:30 – 14:20	Meeting with teaching staff, Food Science and Biotechnology, BSc,	Valon Durguti, Suzana Aliu, Xhavit Bytyqi, Eglantina Kraja Bardhi, Osman Fetoshi, Pranvera Ibrahim, Vlorë Rama, Abedin Bahtiri
13:30 – 14:20	Meeting with teaching staff, Agriculture and Environment, MSc	Kujtim Lepaja, Medin Zeqiri, Maxhun Shehaj, Smajl Rizani, Lumta Dida, Vezir Januzi, Naim Krasniqi
14:25 – 15:10	Meeting with students and graduates	Students: Leona Bruti, Muhamet Babaj, Adea Tyfekci, Arnisa Hyseni, Elmedina Sadriu, Detare Ajeti, Dea Rexhepi, Diellza Mehmetaj, Eliza Alili, Naresa Ajeti, Graduates: Dion Bardhi, Era Bruqi, Leonita Abdyli, Fortesa Rexhepi, Jutbine Zeqiri



15:15 – 16:00	Meeting with external stakeholders	“Kalabria” SHPK, “FLUIDI” SHPK, “Grasep”, “Uji Killokoti”, “Agrosera”, “Shoqata Organica”, “Fidanishtja e Godancit”, “PePeko”, NP “Me Agro”
16:00 – 16:10	Internal meeting of KAA staff and experts	
16:10 – 16:20	Closing meeting with the management of the faculty and program	

A brief overview of the institution and program under evaluation

UBT was established in Pristina, Kosovo in October 2004. The institution was built on the previous experience of the Institute of Enterprise Engineering and Management (IEME). The College holds the license of the Ministry of Education, Science and Technology (MEST) No.808/02-1 dated 18.10.2004 and it is also supported by its centres in various other cities in Kosovo.

Following data was used from UBT website <https://www.ubt-uni.net/en/ubt-en/about-ubt/facts-and-figures/> and the SER:

- Academic Development: 19 Faculties, 25 Accredited Study Programs, 77 Accredited Majors, 3 MBAs, 10 Joint International Study Programs, 200 Open University Courses, 5 Postgraduate, 5 Higher Professional Education, 200 Personal Certification, 25% of total courses are taught in English and other Foreign Languages, 50 Spin Offs,
- Infrastructure: 5 innovation Campuses, 40 Research Labs, 20 Support Service Centres and Offices, 20 Research and Education Centres, 250000 Books in 4 Libraries, 40 Service Units, Budget: 30% in R&D, Incubation and Innovation Centres, 30 Digital and Smart Solution for University Application
- Students: 17000 registered, 80% Bachelor, 20% master, 50% Female Students, 100 Foreign visiting Students per year
- Alumni: 2000 Alumni, 98% jobs in the first year
- Staff: 500 Employees & 300 Visiting Foreigners, 35% Female
- Research: 250 Scholars, 70 Research Topics, 7 Institutes, 1000 publications per year, 200 research and development grants, 20 % National Grants, 20% of European Grants in Kosovo,
- International: 240 Foreign Partners, International Individual Membership, Institutional Membership, National Membership, International Relations Offices and Represents



About the Faculty of Food Science and Biotechnology

Name of the institution	BPRAL UBT College
Faculty/Department	Faculty of Food Science and Biotechnology
Main Campus or Branch	Main Campus
The program applies to Branch	No
Name of the study program	Food Science and Biotechnology
Person responsible	Prof. Asst. Dr. Mergim Mestani
Accreditation/Reaccreditation	Reaccreditation
NQF Qualification Level	ISCED 6
Academic degree conferred	BSc.
ECTS	180
Program profile (specialization)	1. Food Technology 2. Nutrition
Erasmus Code	01.3
Type of study	Bachelor
Number of students	100
Minimum duration of study	3 years
Permanent scientific personnel for the study program per 60 ECTS	Mergim Mestani, PhD, Assist. Prof. Vesë Pakashtica, PhD, Assist. Prof. Arianeta Nura, PhD, Assist. Prof. Hyzer Rizani, , PhD, Assist. Prof. Mufail Salihaj, , PhD, Assist. Prof.



2. PROGRAM EVALUATION

2.1. Mission, objectives and administration

1 Mission, objectives and administration	CL
<i>Standard 1.1. The study program mission is in compliance with the overall mission statement of the institution.</i> The study program Food Science and Biotechnology, BSc and its mission is in compliance with the overall mission statement of the UBT college. The mission of the Food Science and Technology study program is to cultivate dynamic and innovative leaders in the 21st century academic environment. The program is dedicated to advancing knowledge and expertise in food science and technology, fostering a multidisciplinary approach to address current and future challenges in the field. According to SER and findings during site visit the program mission complies with the institutional mission in several distinct ways: dynamic academic environment, community and regional engagement, pre-eminence and intellectual activity, global outlook and leadership preparation, dynamic academic environment, supportive and challenging opportunities, participatory self-governance and teaching and research excellence.	A
<i>Standard 1.2. Relevant academic and professional advice is considered when defining the intended learning outcomes which are consistent with the National Qualifications Framework and the Framework for Qualifications of the European Higher Education Area.</i> The program learning outcomes, content and teaching methods are designed on the basis of Kosovo Qualification Framework (NQF level 6) and the Framework for Qualifications of the European Higher Education Area (level 6). All stakeholder representatives were involved, the draft with definition of learning outcomes was circulated electronically from the members of Working Group on Definition of Learning Outcomes and Program Industrial Board. Each stakeholder provided feedback electronically with email and the final input was included by the Working Group, which was submitted to the Faculty Council for approval. The consultations conducted with the respective stakeholders (19 in total from different and important field areas and 20 international universities). Consultations mostly focused on definition of program learning outcomes, didactic methods used to achieve the program learning outcomes, and curriculum overview.	A



<i>Standard 1.3. The study program has a well-defined overarching didactic and research concept.</i> The study program has a practice oriented didactic concept with involvement of student research projects. Approximately 40% of the study activities for students based on experimental and practical work. In this multidisciplinary study program, all relevant didactic method included (lectures, seminars, laboratory work, industrial visits, ...) also as internship. Continuous track record of student work and success established in a form of the Student Management Information System (SMIS) and work properly. There are no students with recognized physical disabilities nor necessary adaptations in facilities.	A
<i>Standard 1.4. There are formal policies, guidelines and regulations dealing with recurring procedural or academic issues. These are made publicly available to all staff and students.</i> There are many documents listed at a web site in Regulations and Policies folder as a formal policies, guidelines and regulations but only few of them with real links to documents. Based on a fact that study program of Food Science and Biotechnology is well recognized and few times accredited study program, expert team assumed that all documents really exist. Most of them described in SER with links inserted. Based on evidences witnessed in communication with different participants in the process of evaluation expert team members assured that all relevant procedures conduct in full range.	B
<i>Standard 1.5. All staff and students comply with the internal regulations relating to ethical conduct in research, teaching, assessment in all academic and administrative activities.</i> The Code of Ethics of College UBT advocates the values of integrity, co-operation, responsibility, knowledge and academic freedom. The Faculty Council has established an Ethics Sub-Committee. The established body is responsible for the implementation and promotion of responsible ethical code. In cases of violation of the Code of Ethics and Conduct, the Dean may initiate proceedings before the Faculty Sub-Committee on Ethics. A student representative is a member of the Committee. Staff and students may appeal the decisions of the Faculty Sub-Committee on Ethics before the UBT Ethics Committee, which is the highest authority for addressing potential breaches of the Code of Ethics. The ET trusts that staff and students are acting according to The Code of Ethics of College UBT.	A



<i>Standard 1.6. All policies, regulations, terms of reference and statements of responsibility relating to the management and delivery of the program are reviewed at least once every two years and amended as required in the light of changing circumstances.</i> The Quality Assurance Sub-Committee monitors the performance and produce quality enhancement measures at the faculty level. All relevant activities are under persistent internal self-evaluation and allowed correcting activities (at least one time per semester). Key performance indicators are part of the overall strategy to monitor Faculty progress and take the necessary measures to ensure sustainability, achievement and process orientation. Knowledge base from previous self-evaluations used for avoiding mistakes.	A
Overall	A

Compliance level: **Fully compliant (95%)**

ET recommendations:

- 1. All official documents and procedures should be publicly available at the web site and/or in the library. Especially when new version of the same documents become actual.*
- 2. Key performance indicators should be captured and analysed permanently in a way adequate for self-evaluation and accreditation processes, with uniform presentation for period from last accreditation, using the same formats for tables and for diagrams.*

2.2. Quality management

Quality management	CL
<i>Standard 2.1. All staff participate in self-evaluations and cooperate with reporting and improvement processes in their sphere of activity.</i> It is claimed in the SER that the staff and every member of UBT's academic community is engaged in planning, implementation and decision making and that they also share good practices and engage in continuous evaluation. Private sector and other stakeholders in Kosovo are not fully included and aware that it is their right and social responsibility to take active role in innovation of study programs and politics.	A
<i>Standard 2.2. Evaluation processes and planning for improvement are integrated into normal planning processes.</i>	A



It is confirmed in the SER that the Faculty undertakes the following quality reviews at the program level and produces the following quality reports: Course evaluation by students, which is done in Moodle; Semester reviews of programs based on course evaluation by students; Annual review of programs of the Faculty against performance indicators; Program and Faculty evaluation by alumni, which surveys are distributed electronically; Program and Faculty evaluation by industry, which surveys are distributed electronically; All these evaluations become part of the final Annual Faculty Self-Evaluation Report that is approved by the Quality Sub-Committee and Faculty Council. It has been indicated that all evaluation and planning processes are fully integrated into normal planning processes. This comprehensive process demonstrates the Faculty's dedication to ongoing improvement and adherence to the best practices in quality assurance.	
<i>Standard 2.3. Quality assurance processes deal with all aspects of program planning and delivery, including services and resources provided by other parts of the institution.</i> Yes. There are more than 60 legal documents inside the UBT for quality assurance. It is mentioned in the SER that a UBT a Quality Manual envisaged/developed and implements.	A
<i>Standard 2.4. Quality evaluations provide an overview of quality issues for the overall program as well as of different components within it; the evaluations consider inputs, processes and outputs, with particular attention given to learning outcomes for students.</i> The SER claims that evaluations of inputs, processes and outputs with particular focus on learning outcomes are performed. Several mechanisms that UBT Faculty of Food Science and Biotechnology employs in order to implement QA measures are explained in the SER. Students expressed satisfaction with the evaluations and actions taken after completing the survey.	A



<i>Standard 2.5. Quality assurance processes ensure both that required standards are met and that there is continuing improvement in performance.</i> Annual quality review of the program and Faculty based on alumni and industry evaluation described in Standard 2.2 of the present Self Evaluation Report. All actions were taken in spite of the fact that industry response was not loud as it was expected.	A
<i>Standard 2.6. Survey data is being collected from students, graduates and employers; the results of these evaluations are made publicly available.</i> The SER claims that a number of survey data are collected, analysed and used to produce periodic reports. For future accreditation processes some data should be confirmed and documented with official decisions made by Dean, Senate, Boards, Committees and relevant activity plans. Expert team could not access e-learning platform and check survey results and analysis. Students confirmed information in a positive way.	B
<i>Standard 2.7. Results of the internal quality assurance system are taken into account for further development of the study program. This includes evaluation results, investigation of the student workload, academic success and employment of graduates.</i> It is confirmed in the SER that evaluations of student workload, progression and achievement are performed and that surveys among graduates on employment rates are systematically conducted.	A
<i>Standard 2.8. The institution ensures that reports on the overall quality of the program are prepared periodically (e.g., every three years) for consideration within the institution indicating its strengths and weaknesses.</i> It is claimed in the SER that a self-evaluation under involvement of the Dean, Chairs of Programs, two academic staff members, student representative, alumni representative, program administrator, student services officer and industry representatives is performed on a regular basis. During the meeting with academic staff and other, claims confirmed.	A
<i>Standard 2.9. The quality assurance arrangements for the program are themselves regularly evaluated and improved.</i> It is explained in the SER that the existing quality management framework is regularly reviewed in terms of the appropriateness and effectiveness. By engaging in these rigorous audits, the Faculty ensures that its quality assurance processes are not only robust and effective but also subject to continuous scrutiny and improvement, thus fully aligning with the intent and requirements. The time interval	A



of the internal audits is not noted in the SER (standard 2.9) but regular monthly meetings and reports are maintained with teaching staff and other.	
Overall	A

Compliance level: **Fully compliant (95%)**

ET recommendations:

1. *Transparency of all outcomes from QA-processes, including accumulated results and analysis from self-evaluation of QA-measures and processes should be increased.*
2. *Number of indicators used for QA-purposes, e.g., students enrolled, drop-out rates, etc. should be increased.*

2.3. Academic staff

3 Academic staff	CL
<i>Standard 3.1. Candidates for employment are provided with full position descriptions and conditions of employment. To be presented in tabular form data about full time (FT) and part time (PT) academic/ artistic staff, such as: name, qualification, academic title, duration of official (valid) contract, workload for teaching, exams, consulting, administrative activities, research, etc. for the study program under evaluation.</i> Almost all academic staff (29) employed as full-time staff. In the structure of academic staff are full professor (1), associate professors (9), assistant professors (25) and lecturers (9). Sixteen of them are female. Their workloads and duration of contracts described precisely in SER. During conversation with different groups with academics involved in, expert team convinced that employees are fully familiar with conditions of employment, their obligations, rights and options for carrier development.	A
<i>Standard 3.2. The teaching staff must comply with the legal requirements concerning the occupation of teaching positions included in the Administrative instruction on Accreditation.</i> The staff engaged in the program includes only staff that have previously been certified by the Kosovo Accreditation Agency.	A



<i>Standard 3.3. Academic staff do not cover, within an academic year, more than two teaching positions (one full-time, one part-time), regardless of the educational institution where they carry out their activity.</i> The staff of the program is engaged full time and covers only full-time teaching positions with only few in both, full-time and part-time positions in UBT.	A
<i>Standard 3.4. At least 50% of the academic staff in the study program are full time employees, and account for at least 50% of the classes of the study program.</i> In terms of numbers, 97.8 % of academic staff in the study program are full-time. The full-time staff assigned as course bearers cover 100 % of the teaching workload (ECTS credits workload), including obligatory and elective subjects. The electronic system does not allow professors to add more than two teaching positions: one full time and one part-time in E-Accreditation system.	A
<i>Standard 3.5. For each student group (defined by the statute of the institution) and for every 60 ECTS credits in the study program, the institution has employed at least one full time staff with PhD title or equivalent title in the case of artistic/applied science institutions.</i> The list of staff, their employment status and their qualifications have been approved by the National Quality Council. In the program Food Science and Biotechnology are employed 45 full time full professors (1), associate professor (3), assistant professors (27) and lecturers (9). Presented in SER: Mergim Mestani, Vesë Pakashtica, Arianeta Nura, Hyzer Rizani, Mufail Salihaj cover 180 ECTS credits of the study program as required by the Administrative Directive of MEST on Accreditation of Higher Education Institutions (defined minimum is three).	A
<i>Standard 3.6. Opportunities are provided for additional professional development of teaching staff, with special assistance given to any who are facing difficulties.</i> The Faculty is committed to increasing diversity, promoting research skills, and ensuring that staff are engaged in community services and faculty development. The Staff Development Plan is integrated with human resource policies, rewarding higher academic achievements with corresponding compensation. In communication with academic staff was obvious that they have full academic freedom and institutional support. The 80% of costs for research covered by institutional support. Staff established lot of international partnerships and in case of mobility they should prepare the report after all activities.	A



<i>Standard 3.7. The responsibilities of all teaching staff, especially full-time, include the engagement in the academic community, availability for consultations with students and community service.</i> The mechanisms for the allocation of workloads include administration, research, service to the professional discipline, and service to the wider community. The workload allocation policy also takes into account the following aspects: course coordination, lectures, tutorials, organisation and teaching of performances and workshops, field trips, the organisation of practicums, marking loads, student supervision, diploma theses supervision, student consultation hours, and academic community and community services. According to Staff Workload Policy of College UBT, it is recommended that a single staff member supervises not more than ten bachelor theses per academic year. One bachelor thesis accounts for 0.4 work hours for academic staff in the calculation of their workload. The Faculty of Food Sciences and Biotechnology has sufficient professional staff for teaching, guiding students in mentoring, conduct researches and collaborate with industry partners.	A
<i>Standard 3.8. Academic staff evaluation is conducted regularly at least through self-evaluation, students, peer and superiors' evaluations, and occur on a formal basis at least once each year. The results of the evaluation are made publicly available.</i> Academic staff adopts their Individual Development Plans at the beginning of the academic year and performs self-evaluation of achievement of goals at the end of academic year. Academic staff is also evaluated by the students, peers and Dean. Results published anonymously on the web site of UBT College.	A
<i>Standard 3.9. Strategies for quality enhancement include improving the teaching strategies and quality of learning materials.</i> All staff are required to produce Individual Professional Development plans outlining teaching and learning methods, research and technical skills. These plans include a section for staff to propose advancements in teaching strategies and learning material development, fostering a culture of continuous innovation. Plans and analysis are not always objective and realistic. An annual workshop of Faculty takes place to facilitate the sharing of best practices in teaching. Learning materials refresh on regular basis. There are lot of books and teaching materials for students written by academic staff from UBT.	A



<i>Standard 3.10. Teachers retired at age limit or for other reasons lose the status of full-time teachers and are considered part-time teachers.</i> The UBT College has a retirement age limit of 65 after which professors lose their full-time status but are used in advisory roles curriculum development and teaching pedagogies.	A
Overall	A

Compliance level: Fully compliant (100%)

ET recommendations:

1. *Keep established good practice and support for proper staff development.*
2. *Establish fund for supporting young scientists at the beginning of their careers.*
3. *Increase support for international cooperation in the aim of increasing number of scientific papers in the most relevant journal from fields of food science and biotechnology.*

2.4. Educational process content

Educational process content	CL
<i>Standard 4.1. The study program is modelled on qualification objectives. These include subject-related and interdisciplinary aspects as well as the acquisition of disciplinary, methodological and generic skills and competencies. The aspects refer especially to academic or artistic competencies, to the capability of taking up adequate employment, contributing to the civil society and of developing the students' personality.</i> The study program is modelled on qualification objectives with interdisciplinary approach in designing of curriculum. Study program and courses presented in SER and curriculum presented in annexes. All obligatory parts included and described. Subjects that raise generic skills (informatics, psychology...) already included in existing program. Base on the evidence of many small food producer and cooperation in the region some entrepreneurship and intellectual property protection contents could be included in next program innovation.	A



<i>Standard 4.2. The study program complies with the National Qualifications Framework and the Framework for Qualifications of the European Higher Education Area. The individual components of the program are combined in a way to best achieve the specified qualification objectives and provide for adequate forms of teaching and learning.</i> The Food Sciences and Biotechnology study program at bachelor level is in accordance with the National Qualification Framework and the Qualifications Framework of the European Higher Education Area. The components of the program are combined to build adequate knowledge, skills and competences during education. Teaching process is based on lectures, seminars, laboratory exercises, industry visits, projects and internship.	A
<i>Standard 4.3. The disciplines within the curriculum are provided in a logical flow and meet the definition and precise determination of the general and specific competencies, as well as the compatibility with the study programs and curricula delivered in the EHEA. To be listed at least 7 learning outcomes for the study program under evaluation.</i> The curriculum as presented in the SER under Standard 4.1 provides a logical flow of subjects and allows specialisation in the third year. Learning outcomes structured in disciplinary knowledge, professional capabilities and generic skills are well defined. Long list of learning outcomes for both program written in SER and based on study contents seems achievable.	A
<i>Standard 4.4. The disciplines within the curriculum have analytical syllabuses which comprise at least the following: the discipline's objectives, the basic thematic content, learning outcomes, the distribution of classes, seminars and applicative activities, students' assessment system, the minimal bibliography, etc. The full course description/ syllabuses of each subject/ module should be attached only in electronic form to the self-assessment report for the study program under evaluation.</i> All required subject information is provided in a well-arranged format and content in the syllabus found in Annex of the SER. Literature for students is outdated and should be refreshed with new titles or only chosen chapters that can be managed by the students within the allocated workload.	B
<i>Standard 4.5. If the language of instruction is other than Albanian, actions are taken to ensure that language skills of both students and academic staff are adequate for instruction in that language when students begin their studies. This may be done through language training prior to the commencement of the program.</i>	C



Language of instruction is Albanian. Many of academic and non-academic staff are fluent in foreign languages but there are no courses offered in English. In the internationalization processes and for increasing student mobility language trainings with contents from administration and teaching area should be planned both for administration and teaching staff.	
<i>Standard 4.6. The student-teacher relationship is a partnership in which each assumes the responsibility of reaching the learning outcomes. Learning outcomes are explained and discussed with students from the perspective of their relevance to the students' development.</i> Students receive an introduction session at the beginning of each academic year. The Dean delivers this session and the student handbook is distributed at this session. Students receive general and program specific information including the expected program learning outcome. During an academic year students become informed about learning outcomes of each study subject.	A
<i>Standard 4.7. Teaching strategies are fit for the different types of learning outcomes programs are intended to develop. Strategies of teaching and assessment set out in program and course specifications are followed with flexibility to meet the needs of different groups of students.</i> Teaching and assessment methods are well-defined on course level in the syllabus in SER and annexes. Teaching strategies cover different types of learning outcomes and can be used for development of future programs.	A
<i>Standard 4.8. Student assessment mechanisms are conducted fairly and objectively, are appropriate for the different forms of learning sought and are clearly communicated to students at the beginning of courses.</i> Students are informed in details about assessment methods at the beginning of each course through an academic year. It is indicated in the SER that the process of assessment and selection of assessment types of the Faculty observing the specifics of the study programs are guided by Guidelines for Student Assessment of UBT. The administration of exams is regulated by Regulation of Administering the Examinations. Procedures, exams and appealing processes are anonymous but transparent and objective.	A



<i>Standard 4.9. Appropriate, valid and reliable mechanisms are used for verifying standards of student achievement. The standard of work required for different grades is consistent over time, comparable in courses offered within a program, and in comparison, with other study programs at highly regarded institutions.</i> Grading Policy described in SER and marks from 5 to 10 used for grading students' success. In some country in this region marks grade from 1 to 5 but with similar percentages of student's successfulness of fulfilling the tasks. Internal procedures for student achievement are transparent, obligatory, well controlled also as well adopted from teaching staff. Students confirmed objective evaluation of their knowledge, skills and competencies with transparent and fair procedures of evaluating learning outcomes.	A
<i>Standard 4.10. Policies and procedures include actions to be taken in to dealing with situations where standards of student achievement are inadequate or inconsistently assessed.</i> Procedures in the event that candidates feel that the evaluation was inappropriate are established and more comprehensively described under Standard 4.9 in the SER. The Faculty has established a set of criteria to help identify students at risk of non-completion. Actions to deal with situations where standards of student achievement are inadequate are listed in the SER.	A
<i>Standard 4.11. If the study program includes practice stages, the intended student learning outcomes are clearly specified and effective processes are followed to ensure that those learning outcomes and the strategies to develop that learning are understood by students. The practice stages are allocated ETCS credits and the work of the students at the practical training organisations is monitored through activity reports; students during practice stages have assigned tutors among the academic staff in the study program.</i> The study program published in SER includes internship. Students need to work 100-120 hours in industry or public institutions, write the report for every day of internship and pass two evaluations, one in industry and one at the Faculty. An internship of 4 ECTS is included in semester 6 (third year) of the curriculum. The more detailed information is given in the SER as follows: "Professional practice can follow in different sectors of food production and processing or in the framework of the field of nutrition, students perform practical work in Kindergartens, hospital centres, nutritional clinics and spaces where different nutritional recipes are made for different age groups." Members of the expert team have been told that internship need to be done in three different places (industry, public institutions or combined).	A



<i>Standard 4.12. In order to facilitate the practice stages, the higher education institution signs cooperation agreements, contracts or other documents with institutions/organisations/practical training units.</i> A quite comprehensive list of cooperation stakeholders of the labour market is provided in the SER (107 cooperation agreements listed in SER). The number of stakeholders listed is sufficient concerning students' requests. This has been confirmed in the on-site-visit by students and by stakeholders as well.	A
Overall	B

Compliance level: **Substantially compliant (85%)**

ET recommendations:

- 1. More information about the internship and the Bachelor thesis should be provided on the web site and in future SER for accreditation purposes.*
- 2. Entrepreneurship and intellectual property protection contents in form of elective subjects recommend to be included in next program innovation especially because of obligatory internship and private entrepreneurs as main employers.*

2.5. Students

Students	CL
<i>Standard 5.1. There is a clear and formally adopted admission procedure at institutional level that the study program respects when organizing students' recruitment. Admission requirements are consistently and fairly applied for all students.</i> The admission procedure is clearly regulated in the UBT statute and described in the SER. It is transparent, public and well adopted from participants in the process.	A
<i>Standard 5.2. All students enrolled in the study program possess a high school graduation diploma or other equivalent document of study, according to MEST requirements.</i> According to SER there is 69 students enrolled in the study program Food science and biotechnology. Applicants for admission have to meet the legal requirements in Kosovo for the registration in the first academic year of Bachelor study. Successful	A



applicants have passed the high school national examination, achieved grades 3.0 and above. There is no admission test.	
<i>Standard 5.3. The study groups are dimensioned so as to ensure an effective and interactive teaching and learning process.</i> Study groups are small due to fact that the small number of students are in classes. It helps to increase teaching impact and adopting of learning outcomes.	A
<i>Standard 5.4. Feedback to students on their performance and results of assessments is given promptly and accompanied by mechanisms for assistance if needed.</i> Students are promptly informed about their exams and success evaluation. Teaching staff is available for any type of consultations or instructions, also as for additional teaching or mentoring. Students are very satisfied with that practice.	A
<i>Standard 5.5. The results obtained by the students throughout the study cycles are certified by the academic record.</i> The results obtained by students throughout their study cycles are formally documented and certified in their academic records. All the requirements of the course are calculated in the Moodle system and in the end are recorded as a grade in the Student Management Information System. Diplomas are accompanied by a Diploma Supplement. After graduation candidates receive official confirmation or belief as temporary document until they get diplomas.	A
<i>Standard 5.6. Flexible treatment of students in special situations is ensured with respect to deadlines and formal requirements in the program and to all examinations.</i> Disability and special needs Assistance at UBT College aims to provide support to students with disabilities and special needs and help achieve educational goals. UBT staff assists students with injuries or disabilities in meeting their full academic potential. Students concerned can register to a disability support system. There were no registered students with disabilities but students with some injuries were threatened very flexible and in supportive way.	A
<i>Standard 5.7. Records of student completion rates are kept for all courses and for the program as a whole and included among quality indicators.</i> Records are administered using the Student Management Information System (SMIS) and kept permanently.	A



<i>Standard 5.8. Effective procedures are being used to ensure that work submitted by students is original.</i> UBT has created a website, where the students' work is posted, i.e., a paper once published cannot be republished as the tracking software Turnitin is in place. Due to a small number of students this task is less demanding to conduct.	A
<i>Standard 5.9. Students' rights and obligations are made publicly available, promoted to all those concerned and enforced equitably; these will include the right to academic appeals.</i> UBT Code of Ethics is in place and published on the institution website. Violating of academic norms of behavior are handled by the Ethics Sub-Committee. Students are familiar with procedures.	A
<i>Standard 5.10. The students' transfer between higher education institutions, faculties and study programs is clearly regulated in formal internal documents.</i> The students' transfer procedure is described under Standard 5.10 of the SER. It can be assumed that the procedure is also described or cross-referenced in the UBT statutes. Students are familiar with procedures and feel institutional support for mobility. The only one student mobility reported during conversation with students.	A
<i>Standard 5.11. Academic staff is available at sufficient scheduled times for consultation and advice to students. Adequate tutorial assistance is provided to ensure understanding and ability to apply learning.</i> A comprehensive system of student consultation is established in three study phases: on registration, during the study and for carrier planning. UBT employs full time teaching staff fully available to students at any time, not only in published time.	A
Overall	A

Compliance level: **Fully compliant (100%)**

ET recommendations:

1. *With 45 full time teaching staff number of students for admission at first year of study can be bigger.*
2. *UBT should make a plan how to encourage the students to use the student mobility opportunities*



2.6. Research

6 Research	CL
<i>Standard 6.1. The study program has defined scientific/applied research objectives (on its own or as part of a research center or interdisciplinary program), which are also reflected in the research development plan of the institution; sufficient financial, logistic and human resources are allocated for achieving the proposed research objectives.</i> The research strategy is comprehensively described in the SER and even more extensively in the Annex. It can be assumed, that the research activities are also reflected in the various courses and in the final thesis. Predominantly, the focus set on the research of substances and agents that are important for the agricultural and food production, food safety in Kosovo, as well as researches related to the main sectors of agricultural and food production. The topics updates from time to time and reflect global scientific and market goals, as described in SER.	A
<i>Standard 6.2. Expectations for teaching staff involvement in research and scholarly activities are clearly specified, and performance in relation to these expectations is considered in staff evaluation and promotion criteria.</i> Teaching staff is strongly supported to research and publish results in prestigious journals. Institutional politics and main research area are in the field of agriculture, food science and biotechnology and all researchers work in multidisciplinary fields complementary with institutional goals. Every step in that process is transparent and during annual plans and self-evaluation continually checked and confirmed. Expectations are clearly specified, transparent, attainable and part of promotion criteria.	A
<i>Standard 6.3. Clear policies are established for defining what is recognized as research, consistent with international standards and established norms in the field of study of the program.</i> The research and scientific work of UBT College and organization of research is regulated by Regulation on Research work and Publications of College UBT. Rules are made public and transparent. Quality of publication records is not defined at high international level. Only one publication in UBT journal, peer reviewed book, UBT or other journals that are not cited in Web of Science (WOS) or similar services recognized as sufficient for annual scientific record. In spite of such low demands academic staff published numerous articles in journals cited in WOS.	A



<i>Standard 6.4. The academic staff has a proven track record of research results on the same topics as their teaching activity.</i> The research results of the staff are in conformity with their teaching activity. Scientific records for researchers presented in Annexes / Research Strategy (In communication with researchers during site visit full academic freedom recognized and witnessed on several samples. Visa requirements for Kosovo nationals limiting travel and ease of access to outside travel to attend conferences and seminars abroad. List of projects of recent years presented in SER without mentioning years when research work was conducted. Expert team members can not recognize those data as relevant in this accreditation cycle.	B																
<i>Standard 6.5. The academic and research staff publish their work in specialty magazines or publishing houses, scientific/applied/artistic products are presented at conferences, sessions, symposiums, seminars etc. and contracts, expertise, consultancy, conventions, etc. are provided to partners inside the country and/or abroad.</i> The academic staff of UBT presents their scientific work in the Annual UBT Conference and in indexed journals in Clarivate or Scopus EBSCO, DOAJ or WorldCat or other journals that are accepted by the Academic Council of UBT. During years academic staff presented and published 630 papers in scientific journals cited in WOS or Scopus. Total number of papers and thesis in the repository and on web presented in following table: <table><tr><th>Year</th><th>Total Works Added</th></tr><tr><td>2024</td><td>393</td></tr><tr><td>2023</td><td>499</td></tr><tr><td>2022</td><td>602</td></tr><tr><td>2021</td><td>2805</td></tr><tr><td>2020</td><td>1147</td></tr><tr><td>2019</td><td>152</td></tr><tr><td>2018</td><td>1495</td></tr></table> Decreasing trend is obvious and some actions need to be taken.	Year	Total Works Added	2024	393	2023	499	2022	602	2021	2805	2020	1147	2019	152	2018	1495	A
Year	Total Works Added																
2024	393																
2023	499																
2022	602																
2021	2805																
2020	1147																
2019	152																
2018	1495																
<i>Standard 6.6. Research is validated through: scientific and applied research publications, artistic products, technological transfer through consultancy centres, scientific parks and other structures for validation.</i> The Research Office continuously records staff performance with scientific research publications and creates special research files for staff. UBT emphasizes the commercialization of research as a specific validation mechanism, where faculty	A																



members are encouraged to collaborate with the industry to translate their research into patents, prototypes or research with community impact.	
<i>Standard 6.7. Each academic staff member and researcher has produced at least an average of one scientific/applied research publication or artistic outcome/product per year for the past three years.</i> Publishing track record presented in Annex / Research strategy for 52 researchers with 630 papers published in journals cited in WOS or Scopus with 243 in the last three years. Twenty-two of them fulfill criteria of one paper per year in last three years while 30 staff members don't.	C
<i>Standard 6.8. Academic and research staff publish under the name of the institution in Kosovo they are affiliated to as full-time staff.</i> Academic staff publishes results under the UBT name and in their Google Scholar and Research Gate profiles the institution name mentioned. The repository is a service of the University for Business and Technology in Kosovo libraries. Research and scholarly output included here has been selected and deposited by the individual university departments and centers on campus.	A
<i>Standard 6.9. Academic staff are encouraged to include in their teaching information about their research and scholarly activities that are relevant to courses they teach, together with other significant research developments in the field.</i> The staff is required to include in the curriculum all the publications as part of students' readings too. Examples presented in SER.	A
<i>Standard 6.10. Policies are established for ownership of intellectual property and clear procedures set out for commercialization of ideas developed by staff and students.</i> Issues concerning the protection of intellectual property arising out of the research Staff is regulated by the Code of Ethics of College UBT. Any breach or violation of intellectual property rights is punishable by the Code of Ethics of UBT. If the research is funded under any research grant provided by the College it becomes the intellectual property of UBT. The rules foresee that even the smallest form of contribution is acknowledged even if the student, staff, or external stakeholder did not contribute directly to the research, but only to the provision of data. UBT has a comprehensive policy called the Intellectual Property and Commercialization Policy that regulate this area.	A



Standard 6.11. Students are engaged in research projects and other activities. Students are encouraged and continuously involved in research and publishing. Some examples of teacher-student collaborations and publishing presented in SER.	A
Overall	B

Compliance level: **Substantially compliant (80%)**

ET recommendations:

1. *Some members of academic staff should be engaged/supported stronger in achieving of recommended publishing results.*
2. *Data presented in SER should be presented according to rules of scientific paper citation, with all necessary information about published papers.*
3. *List of projects in SER should contain years, name of the main researcher and source of financing.*
4. *Budget for research activities could be empowered in collaborations with industry and other partners.*
5. *Budget and administrative support for carrier development and international project preparation should be taken into consideration as permanent activity of management.*
6. *Research strategy and other relevant and official documents should have the date of acceptance and number of sessions from relevant committee, council, Rector or Dean.*
7. *Google Scholar is not the best platform for measuring the quality of publication records. Other platforms like Scopus (Elsevier) or Web of Science (Clarivate) should be used.*
8. *UTB International Conferences are a valuable tool to stimulate research. However, the conference cannot yet be considered international. International institutions, committee members and participants should be attracted and a peer-review system has to be established.*
9. *At least one peer-reviewed journal publication per year should be produced from staff members.*



2.7. Infrastructure and resources

Infrastructure and resources	CL
<i>Standard 7.1. The adequate long-term implementation of the study program is ensured in quantitative terms as regards premises, human resources and equipment. At the same time, it is guaranteed that qualitative aspects are also taken into account.</i> Teaching staff, facilities, laboratory equipment and surrounding industry partners ensure the adequate long-term possibilities for successful education and research.	A
<i>Standard 7.2. There is a financial plan at the level of the study program that would demonstrate the sustainability of the study program for the next minimum three years.</i> A budget for the next three years (2024-2026) is presented in the SER, based mainly on student fees, but also on donations and services delivered to industry and the public sector. The expenditure plan covers program operation, staff retention and recruitment, initiation of applied research and improving student services. Research activities plan to be enforced by applications for grants for researching projects and partnerships with institutions from abroad.	A
<i>Standard 7.3. The higher education institution must demonstrate with adequate documents (property deeds, lease contracts, inventories, invoices etc.) that, for the study program submitted for evaluation it possesses the following, for the next at least three years:</i> <i>a) owned or rented spaces adequate for the educational process;</i> This request is fulfilled as it could be confirmed during the on-site visit. <i>b) owned or rented laboratories, with the adequate equipment for all the compulsory disciplines within the curriculum, wherever the analytical syllabus includes such activities;</i> Adequate laboratories are explicitly available. The on-site-visit confirmed that those are well equipped. <i>c) adequate software for the disciplines of study included in the curriculum, with utilization license;</i> Student Management Information System (SMIS) and different professional software included in the curriculum. <i>d) library equipped with reading rooms, group work rooms and its own book stock according to the disciplines included in the curricula.</i>	A



Library is fully adequate for using and teaching for exams. There are solid number of books from different study areas and with enough copies. Some scientific databases are available and some are occasionally available only in short time window. There is possible surplus of books and teaching materials in this library.	
<i>Standard 7.4. The number of seats in the lecture rooms, seminar rooms and laboratories must be related to the study groups' size (series, groups, subgroups); the applicative activities for the specialty disciplines included in the curricula are carried out in laboratories equipped with IT equipment.</i> For the group of (40/60 student, max.) students planned for the study program (Food Science and Biotechnology), sufficient lecture rooms are dedicated according to the SER and facts confirmed during site visit.	A
<i>Standard 7.5. The education institution's libraries must ensure, for each of the study programs:</i> <i>a) a number of seats in the reading rooms corresponding to at least 10% of the total number of students in the study program;</i> The SER claims that the library at UBT has 60 seats with more than 10,000 book titles. With 60 seats the library covers very well the 10% of the total number of students in the study program as required by Standard 7.5 of KAA Manual Section a). <i>b) a number of seats in the group work rooms corresponding to at least 10% of the total number of students in the study program;</i> It can be quoted from the SER: "The UBT Faculty of Food Science and Biotechnology has allocated the (6) group work rooms with (10) seats which accounts to (40/60) seats for group work, which exceeds multiple times the necessary requirement of 10 % of the total number of students in the study program as required by Standard 7.5 of KAA Manual Section b)." <i>c) their own book stock from Albanian and foreign specialty literature, enough to cover the disciplines within the curricula, out of which at least 50% should represent book titles or specialty courses of recognized publishers, from the last 10 years;</i> It is mentioned in the SER that the list of books designated for Food Science and Biotechnology contains 550 items and cover all the needs of students during the life cycle and during one-year academic study of the program as required by Section d) of Standard 7.5 of KAA Manual.	A



<i>d) a book stock within its own library with a sufficient number of books so as to cover the needs of all students in the cycle and year of study the respective discipline is provided for;</i> The condition is fully satisfied. <i>e) a sufficient number of subscriptions to Albanian and foreign publications and periodicals, according to the stated mission.</i> UBT College provides access to thousands of books, e-books, journal articles, and other publications through the electronic library (EBSCO, Bione, Cambridge journals, and JSTOR, SAGE) through internet links.	
<i>Standard 7.6. The infrastructure and facilities dedicated to the implementation of the program is adapted to students with special needs.</i> Standard 7.6 was not explicitly addressed in the SER. Concerning disabled students, UBT is offering special support. The impression from the on-site-visit is that laboratory exercises and industrial plants are not planned for students with disabilities and there were no students with boundary disabilities. There is a space for improvement in laboratory work with allergenic chemicals and information for students with special needs.	B
Overall	A

Compliance level: **Fully compliant (95%)**

ET recommendations:

- The publishing plan and activities should ensure that each member of teaching staff can publish at least one research paper in journals with high impact.
The potential surplus of books and teaching materials could be transferred to other UBT branches in other parts of Kosovo.*



3. OVERALL EVALUATION AND RECOMMENDATION OF THE ET

Overall compliance:

Standard	Compliance level
1. Mission, objectives and administration	A
2. Quality management	A
3. Academic staff	A
4. Educational process content	B
5. Students	A
6. Research	B
7. Infrastructure and resources	A
Overall compliance	B

MIN substantially compliant (70–90%)

In conclusion, the Expert Team considers that the study program **Food Science and Biotechnology, BSc. With two specializations: 1. Food science and 2. Nutrition** applied by the University of Business and Technology in Pristina (UBT Pristina) is **substantially compliant** with the standards included in the KAA accreditation manual in terms of the general aspects of the program. Therefore, the Expert Team recommends **to accredit** the study program for a duration of **3 years** with a number of **120** students to be enrolled in the program.

Expert Team

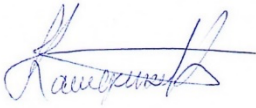
Chair

	Dr. Damir Magdic	23 April 2024
(Signature)	(Print Name)	(Date)

Member

	Dr. Joachim Müller	23 April 2024
(Signature)	(Print Name)	(Date)

Member

	Katerina Klimoska, Student expert	23 April 2024
(Signature)	(Print Name)	(Date)



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Agjencia e Kosovës për Akreditim
Agencija Kosova za Akreditaciju
Kosovo Accreditation Agency

4. APPENDICES *(if available)*

No appendices