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Agjencia e Kosovës për Akreditim  
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Kosovo Accreditation Agency

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***UNIVERSITY OF BUSINESS AND TECHNOLOGY (UBT)***  
***PRIZREN***  
***FOOD SCIENCE AND BIOTECHNOLOGY, B.Sc.***

***ACCREDITATION***

**REPORT OF THE EXPERT TEAM**

*5 April 2021, Stuttgart*



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## 1. INTRODUCTION

### 1.1. Context

#### Date of site visit:

19.03.2021 per Video-Conference

#### Expert Team (ET) members:

- Prof. Dr. Joachim Müller – University of Hohenheim, DE

#### Coordinators from Kosovo Accreditation Agency (KAA):

- Naim Gashi, Executive Director of KAA
- Shkelzen Gerxhaliu, Senior Officer for Evaluation and Monitoring
- Arianit Krasniqi, Senior Officer for Evaluation and Accreditation
- Leona Kovaci, Senior Officer for Evaluation and Monitoring
- Ilirjane Ademaj, Senior Officer for Evaluation and Monitoring

#### Sources of information for the Report:

- *SER*
- *Syllabus*
- *Staff CVs*
- *Annex 1-13*

#### Criteria used for program evaluation:

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

<sup>1</sup> 30-60% according KAA Accreditation Manual, corrected to close the gap



## 1.2. Site visit schedule

09.00 – 09.40	Meeting with the management of the faculty where the programme is integrated ( <i>no slide presentation is allowed, the meeting is intended as a free discussion</i> )
09.45 – 10:45	Meeting with the heads of the study programme 1: Food Science and Biotechnology/ BSc (Reaccreditation) Prishtina
10:50 – 11.50	Meeting with the heads of the study programme 2: Food Science and Biotechnology/ BSc (Accreditation) Prizren
11:50 – 12:30	Lunch break
12.30 – 13:10	Meeting with quality assurance representatives and administrative staff
13.15 – 14.05	Meeting with teaching staff
14.10 – 14.50	Meeting with students
14:55 – 15:35	Meeting with graduates
15:40 – 16:20	Meeting with employers of graduates
16:20 – 16:30	Internal meeting of KAA staff and experts
16:30 – 16:40	Closing meeting with the management of the faculty and program

## 1.3. A brief overview of the institution and program under evaluation

The study program “Food Science and Biotechnology, B.Sc.” of UBT Prizren campus to be evaluated for accreditation comprises 180 ECTS over six semesters for 100 study places. The submitted SER is largely identical with the SER that was submitted for the same study program at UBT Prishtina campus. Only Some information was added about the labor market in the Prizren region and the names of the major staff members have been exchanged. Curriculum and teaching staff are identical. On the occasion of the site visit, it was assured by the heads of the study program that the entire teaching staff in both Prishtina and Prizren will give the same lectures on a time-shifted basis. The copy & paste approach might be acceptable for the more general aspects of the program. However, at least the infrastructure at the two campuses is inherently different and Chapter 2.7 “Infrastructure and Resources” must be specifically related to the Prizren campus. Furthermore, the need for 100 additional study places is to be justified on the basis of the previous application figures for the current study programme.



## 2. PROGRAM EVALUATION

### 2.1. Mission, objectives and administration

<b>Mission, objectives and administration</b>	<b>CL</b>
<p><i>Standard 1.1. The study program mission is in compliance with the overall mission statement of the institution.</i></p> <p>The mission of the program is: "...to contribute, in society and Kosovo economy through contemporary programs of higher education, built in compatibility with other contemporary curriculums, compared to developed countries and the level of development in Kosovo in the field of Food Science and Technology, (SER p. 9)". Mission and objectives of the program are carefully defined and well adapted to the social needs of the country. It can be assumed that the program mission is in compliance with the overall mission statement of UBT, although such an overall UBT mission statement was not found in the documents.</p>	B
<p><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></p> <p>The program is structured according Bologna Declaration on vocational education and training in the field of Food Science in terms of duration (3 years) and work load (180 ECTS) and thus meets the Framework for Qualifications of the European Higher Education Area. Academic advice is supported by the cooperation with several universities, mostly in Eastern Europe and Universities of Applied Science in Western Europe. Since UBT is also offering a science-oriented MSc program in Food Science and Technology as a continuation for BSc graduates, the contacts should be extended to leading Universities in the field such as Wageningen, Vienna, Munich or Hohenheim.</p>	A
<p><i>Standard 1.3. The study program has a well-defined overarching didactic and research concept.</i></p> <p>The didactic concept of the program comprises case studies, project work, problem-based learning, and simulation learning. According the SER, interaction learning opportunities are provided through project-based learning, case study analysis, guest speakers, teamwork and e-learning. Field visits and professional internships are important features of the learning process.</p>	A



<p><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></p> <p>It is claimed in the SER that UBT regulations can be found at a link provided on p. 16. Unfortunately, the link is not working.</p>	C
<p><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></p> <p>The Code of Ethics was provided as Appendix and seems to be publicly available under the link as mentioned in Standard 1.4. A Sub-Committee on Faculty Ethics monitors compliance with the code.</p>	A
<p><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></p> <p>It is claimed in the SER that periodic reviews of policies and regulations are conducted in collaboration with the Office of Quality. Also, a Sub-Committee of Quality Assurance is mentioned. A time interval of the periodic reviews is not specified, it seems to be a steady rather than a periodic process.</p>	A
<b>Overall</b>	<b>B</b>

**Compliance level:** Substantially compliant

**ET recommendations:**

1. *Academic cooperation should be extended to research oriented Universities*



## 2.2. Quality management

<b>Quality management</b>	<b>CL</b>
<p><i>Standard 2.1. All staff participate in self-evaluations and cooperate with reporting and improvement processes in their sphere of activity.</i></p> <p>It is claimed in the SER that the staff is engaged in planning, implementation and decision making and that they also share good practices and engage in continuous evaluation.</p>	A
<p><i>Standard 2.2. Evaluation processes and planning for improvement are integrated into normal planning processes.</i></p> <p>UTB has established a sequence of (i) strategic plan, (ii) steps of actions and (iii) measurement of success, which finally results in an (iv) Improvement Plan (Annex 1). An example of an Improvement Plan for the program under evaluation was not included in the documents nor provided as a link to the UBT website (s. Standard 2.5).</p>	B
<p><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></p> <p>Quality assurance policy and procedure are based on a recently updated UBT Quality Manual. This standard can only be evaluated on good faith, as the UBT Quality Manual was not included in the documents.</p>	B
<p><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></p> <p>Next to longer passages of non-relevant information, the SER claims at least at the end of the section that evaluations of inputs, processes and outputs with particular focus on learning outcomes are performed. However, more detailed information is missing.</p>	C
<p><i>Standard 2.5. Quality assurance processes ensure both that required standards are met and that there is continuing improvement in performance.</i></p>	B



This issue was already addressed in Standard 2.2. Additionally, it is claimed in the SER, that the Improvement Plan for the subsequent year is part of public information. A link to the UBT website should be provided.	
<i>Standard 2.6. Survey data is being collected from students, graduates and employers; the results of these evaluations are made publicly available.</i>	B
Next to longer passages of non-relevant information, the SER claims that survey data are collected, analysed and used to produce periodic reports.	
<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>	B
It is claimed in the SER that evaluations of student workload, progression and achievement are performed and that surveys among graduates on employment rates are systematically conducted.	
<i>Standard 2.8. The institution ensures that reports on the overall quality of the program are prepared periodically (eg. every three years) for consideration within the institution indicating its strengths and weaknesses.</i>	A
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, programme administrator, student services officer and industry representatives is performed on a regular basis.	
<i>Standard 2.9. The quality assurance arrangements for the program are themselves regularly evaluated and improved.</i>	A
It is claimed in the SER that the existing quality management framework is regularly reviewed in terms of the appropriateness and effectiveness according ISO 9001:2015 standard.	
<b>Overall</b>	<b>B</b>

**Compliance level:** Substantially compliant

**ET recommendations:**

1. no further recommendations





### 2.3. Academic staff

Academic staff	CL
<p><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></p> <p>A table with the required data for the staff is provided in the SER. An impressive number of 65 staff members is presented, 47 of them with doctor title. It has to be mentioned, that not all listed staff members are found in the curriculum. The time allocation for research, teaching and administration is 40/30/30 for all staff members. However, information about full time (FT) and part time (PT) is not provided. The same time allocation was stated in the SER of Prishtina. It is not logically comprehensible how the same time allocation can be maintained when the lecture load is doubled by the additional programme in Prizren.</p>	D
<p><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></p> <p>In the SER it is claimed that the staff members of the program have been certified by the Kosovo Accreditation Agency.</p>	A
<p><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></p> <p>In the SER it is claimed that the programme teaching staff is mainly full-time and that the list has been verified with the e-Accreditation System operated by the Kosovo Accreditation Agency. The ET tacitly presumes, that the verification of KAA also comprises the criteria of maximum of two teaching positions per staff member.</p>	A
<p><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></p>	B



<p>In the SER it is only mentioned that “the academic staff assigned to the curriculum cover all subjects”. Since information about full/part time is missing, Standard 3.4 cannot be evaluated. Considering the high number of involved staff members, it can be assumed that the standard is met substantially.</p>	
<p><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></p> <p>A list of six staff members with PhD degree is presented in the SER (p. 36). Therefore, the criterion is even over-fulfilled.</p>	A
<p><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></p> <p>Standard 3.6 is met by a well-established staff development plan as described in the SER.</p>	A
<p><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></p> <p>Standard 3.7 is not adequately considered in the SER. Specific information is missing regarding engagement in the academic community, student consultations and community service. From scattered information elsewhere in the SER, it can be assumed that the standard will be met substantially.</p>	B
<p><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></p> <p>The Year-End Review will create a record of staff productivity in the areas of research, teaching, service and administration.</p>	A
<p><i>Standard 3.9. Strategies for quality enhancement include improving the teaching strategies and quality of learning materials.</i></p> <p>A procedure for program evaluation and quality assurance, governed by the UBT Quality Manual, is in place.</p>	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>	B
There is no explicit statement in the SER, but it can be assumed that regulations concerning the age limit are part of the mentioned Administrative Instruction.	
<b>Overall</b>	B

**Compliance level:** Substantially compliant

**ET recommendations:**

- 1. A clear statement about full time (FT) or part time (PT) employment of each program staff member should be provided. In case of part time employment also the extent in percent should be indicated.*



## 2.4. Educational process content

Educational process content	CL
<p><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></p> <p>The information provided in the SER under Standard 4.1 misses the point. However, the necessary information can be found under Standard 4.3, where the qualification objectives are well described.</p>	B
<p><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></p> <p>First part of Standard 4.2 concerning compliance with National and EU frameworks is already asked and answered in Standard 1.2. Second part about program components in terms of teaching methods is well addressed in the SER.</p>	A
<p><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></p> <p>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.</p>	A
<p><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</i></p>	A



<p><i>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></p> <p>All required course information is provided in a well-arranged format in the syllabus found in Annex of the SER.</p>	
<p><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></p> <p>Language of instruction is Albanian.</p>	n.a.
<p><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></p> <p>Students receive an induction session for each academic year.</p>	A
<p><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></p> <p>Teaching and assessment methods are well-defined on course level in the syllabus.</p>	A
<p><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></p> <p>The exam content is defined by the course syllabus. Mode of examination, assessment and duration of certain parts of the exam are regulated by Program Council.</p>	A
<p><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></p>	B



The information provided under Standard 4.9 misses the point. However, the necessary information can be found under Standard 4.8, where the grading system is described.	
<p><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></p> <p>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.</p>	A
<p><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></p> <p>The information provided in the SER under Standard 4.11 to the largest part misses the point. An internship of 4 ECTS is included in semester 6 of the curriculum.</p> <p>Although, UTB places a lot of emphasis on cooperation with industry and other stakeholders of the labor market and even runs an internship program, managed and coordinated by the UBT Careers Office, specific information about the internship of the program is missing in the SER.</p>	C
<p><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></p> <p>A comprehensive list of cooperation stakeholders of the labor market is provided in the SER.</p>	A
<b>Overall</b>	<b>B</b>

**Compliance level:** Substantially compliant

**ET recommendations:**

1. *More information about the internship and the Diploma thesis should be provided*



## 2.5. Students

<b>Students</b>	<b>CL</b>
<p><i>Standard 5.1. There is a clear and formally adopted admission procedure at institutional level that the study program respects when organising students' recruitment. Admission requirements are consistently and fairly applied for all students.</i></p> <p>It can be assumed that the admission procedure is clearly regulated in the UBT statutes. However, the admission procedure is not described in the SER, neither by text nor by cross-reference.</p>	B
<p><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></p> <p>Applicants have to meet the legal requirements in Kosovo for the registration in the first academic year of Bachelor study. Successful applicants have passed the high school national examination, achieved 40% or higher national Matura examination in Chemistry, Biology and English.</p>	A
<p><i>Standard 5.3. The study groups are dimensioned so as to ensure an effective and interactive teaching and learning process.</i></p> <p>The information provided in the SER under Standard 5.3 misses the point. A total of 100 study places is mentioned in the application. A clear statement is missing, how student groups are formed for interactive teaching or practical components.</p>	C
<p><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></p> <p>According to the SER, each student is allocated a mentor who provides guidance and support.</p>	A
<p><i>Standard 5.5. The results obtained by the students throughout the study cycles are certified by the academic record.</i></p> <p>The information provided in the SER under Standard 5.5 misses the point. However, under Standard 4.1 it is claimed that "Diplomas are accompanied by a Diploma Supplement and follow the European Standards requirements".</p>	B





<p><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></p> <p>UBT staff assists students with disabilities in meeting their full academic potential. Students concerned can register to a disability support system.</p>	A
<p><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></p> <p>Records are administered using the Student Management Information System (SMIS).</p>	A
<p><i>Standard 5.8. Effective procedures are being used to ensure that work submitted by students is original.</i></p> <p>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.</p>	A
<p><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></p> <p>UBT Code of Ethics is in place and published on the institute website. Violating of academic norms of behaviour are handled by the Ethics Sub-Committee.</p>	A
<p><i>Standard 5.10. The students' transfer between higher education institutions, faculties and study programs is clearly regulated in formal internal documents.</i></p> <p>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.</p>	A
<p><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></p> <p>A comprehensive system of student consultation is established in three study phases: on registration, during the study and for carrier planning.</p>	A
<b>Overall</b>	<b>B</b>





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**Compliance level:** Substantially compliant

**ET recommendations:**

- 1. The size of the student population should be justified in a comprehensible way*



## 2.6. Research

Research	CL
<p><i>Standard 6.1. The study program has defined scientific/applied research objectives (on its own or as part of a research centre 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></p> <p>The research strategy of Food Science and Biotechnology 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.</p>	A
<p><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></p> <p>According to their contracts, UBT academic and research staff members are required to publish two articles per year.</p>	A
<p><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></p> <p>UBT is following the Administrative Instruction (MASHT) Nr.01/2018 for the Recognition Principles of Platforms and International Journals with Reviews and Administrative Instruction for Supplement and Precision - Annex - I - (MASHT) 7/2018 of AI Nr.01/2018 for the Recognition Principles of Platforms and International Journals with Reviews.</p> <p>Google Scholar was chosen as reference publication platform. Since Google Scholar is also indexing non-reviewed publications, this platform is not suitable to measure the quality of publication records.</p>	C
<p><i>Standard 6.4. The academic staff has a proven track record of research results on the same topics as their teaching activity.</i></p> <p>Publishing records of five main responsible staff member of the program are exemplarily listed in the SER. When checking the records, it was noticed that the</p>	C



<p>publications of the last three years were mainly presented at the UBT International Conferences. However, the international outreach of this UBT conference is very limited. Most of the authors come from Kosovo, if not from UBT itself. Although indexed in Google Scholar, those articles are neither internationally per-reviewed nor do they attract attention as the low citation index reveals. Two of the major staff members not even have a Google Scholar profile.</p>	
<p><i>Standard 6.5. The academic and research staff publish their work in speciality 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></p> <p>A considerable number of publications in journals and in conference proceedings is mentioned in the SER. However, many publications originate from UBT International Conferences with limitations as mentioned in Standard 6.4. Consultancy and expertise is provided in cooperation with industry governed by the UBT Food Industrial Board comprising members from industry and public sector.</p>	B
<p><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></p> <p>Standard 6.6 is already asked and addressed in Standard 6.5. In addition, the UBT Technology Transfer Centre (TTC) is protecting intellectual property of staff and students, and supports industry engagement and the commercialization of in UBT generated research</p>	A
<p><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></p> <p>In the SER under Standard 6.7 it is claimed that "...based on the contract with the college, each person engaged in regular employment as an academic staff is required by the contract to publish at least one research paper within the academic year". This is in conflict with statement under Standard 6.2, claiming two publications per year. The requirements of Standard 6.7 are still met. However, it is unsatisfactory that the information in the SER is not consistent.</p>	B



<p><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></p> <p>Standard 6.8 was obviously omitted by mistake in the SER. Accordingly the following Standards are wrongly numbered.</p> <p>Under Statement 6.9 an adequate answer is found: Every staff member is expected to publish under the name of UBT. Staff members are required to post their publications on the platforms like Google Scholar and Research Gate. Moreover, UBT tracks staff publications posted on other platforms as well.</p>	A
<p><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></p> <p>In the SER it is claimed that the academic staff is continuously encouraged to include research component that relates to the topics covered by the respective professor as part of the syllabus. Staff is expected to vary 30% of their syllabi each year according to the latest advancements in their fields and the outcomes of their research activities.</p>	A
<p><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></p> <p>This Standard is already answered under Standard 6.6.</p>	A
<p><i>Standard 6.11. Students are engaged in research projects and other activities.</i></p> <p>In the internship and the Diploma Thesis the students are engaged in research projects</p>	A
<p><b>Overall</b></p>	B

**Compliance level:** Substantially compliant

**ET recommendations:**

1. *Google Scholar is not an adequate platform for measuring the quality of publication records, other platforms like Scopus (Elsevier) or Web of Science (Clarivate) should be used*



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2. *UTB International Conferences are a valuable tool to stimulate research. However, the conference cannot yet be considered international. International committee members and participants should be attracted and a peer-review system has to be established.*
3. *One peer-reviewed journal publication per year should be expected from staff members in addition to the UTB International Conferences papers.*



## 2.7. Infrastructure and resources

<b>Infrastructure and resources</b>	<b>CL</b>
<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>	n.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 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.	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> <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> <i>c) adequate software for the disciplines of study included in the curriculum, with utilisation licence;</i> <i>d) library equipped with reading rooms, group work rooms and its own book stock according to the disciplines included in the curricula.</i>  b) Three laboratories are explicitly mentioned for the Prizren campus	n.a.
<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 speciality disciplines included in the curricula are carried out in laboratories equipped with IT equipment.</i>	n.a.



<p><i>Standard 7.5. The education institution's libraries must ensure, for each of the study programs:</i></p> <p><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></p> <p><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></p> <p><i>c) their own book stock from Albanian and foreign speciality literature, enough to cover the disciplines within the curricula, out of which at least 50% should represent book titles or speciality courses of recognised publishers, from the last 10 years;</i></p> <p><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></p> <p><i>e) a sufficient number of subscriptions to Albanian and foreign publications and periodicals, according to the stated mission.</i></p>	n.a.
<p><i>Standard 7.6. The infrastructure and facilities dedicated to the implementation of the program is adapted to students with special needs.</i></p> <p>Standard 7.6 was not explicitly addressed in the SER. Concerning disabled students, UBT is offering special support.</p>	A
<p><b>Overall</b></p>	n.a.

**Compliance level:** not applicable

**ET recommendations:**

- 1. Infrastructure and resources of Prizren campus have to be described*

**3. OVERALL EVALUATION AND RECOMMENDATION OF THE ET**

In conclusion, the Expert Team considers that the new study program **Food Science and Biotechnology, B.Sc.** as applied by the University of Business and Technology (UBT) for the Prizren campus is **sustainably compliant** with the standards included in the KAA accreditation manual in terms of the general aspects of the program. A description of the infrastructure and resources of the Prizren campus was provided as requested. The program will be newly



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introduced in Prizren. Therefore, the Expert Team recommends **to accredit** the study program for a duration of **3 years** with a number of **40** students to be enrolled in the program.

#### 4. APPENDICES *(if available)*

1. No Appendix

#### Expert Team

##### Chair

Prof. Dr. Joachim Müller

1.6.2021

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(Signature)

(Print Name)

(Date)