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Republika Kosova - Republic of Kosovo

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



UBT COLLEGE

FOR

***BSc PROGRAMME IN AGRICULTURE AND
ENVIRONMENT ENGINEERING***

PROGRAM ACCREDITATION

REPORT OF THE EXPERT TEAM

June, 2022, Prishtinë



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Contents

1. INTRODUCTION	3
1.1. Context.....	3
1.2. Site visit schedule	4
1.3. A brief overview of the institution under evaluation	5
2. PROGRAM EVALUATION	6
2.1. Mission, Objectives and Administration.....	6
2.2. Quality Management.....	9
2.3. Academic Staff.....	13
2.4. Educational Process Content.....	17
2.5. Students.....	24
2.6. Research.....	27
2.7. Infrastructure and Resources.....	34



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1. INTRODUCTION

1.1. Context

Date of site visit: 16.06.2022. The event was held online

Expert Team (ET) members:

- Prof. Dr. Thomas Thomidis
- Jadranka Pelikan, student expert

Coordinators from Kosovo Accreditation Agency (KAA):

- Shkelzen Gerxhaliu, SO for Evaluation and Monitoring
- Flamur Abazaj, Senior Officer for Evaluation and Monitoring

Sources of information for the Report:

- Self-evaluating report (SER) submitted by the BSc Programme in Agriculture and Environment Engineering
- Information obtained during meetings with a) the management of the faculty where the programme is integrated, b) quality assurance representatives and administrative staff, c) the heads of the study programme, d) teaching staff, e) students, f) graduates and g) employers of graduates and external stakeholders
- Internal staff CV's
- Annexes and additional documentation provided by the faculty of Agriculture and Environment Engineering
- The KAA (re)accreditation manual



Criteria used for institutional and program evaluations

- Standards & performance indicators for external evaluation according to the Accreditation Manual of KAA, February 2021.

Compliance level CL	Single Grade	Final Grade
Fully compliant	3	=3
Substantially compliant	2	≥2
Partially compliant	1	≥1
Non-compliant	0	<1
Not applicable	n.a.	

1.2. Site visit schedule

Time	Meeting	Participants
09:00 – 10:00	Meeting with the management of the faculty where the programme is integrated	1. Edmond Hajrizi 2. Fidan Feka 3. Violeta Lajqi Makolli 4. Ismet Babaj 5. Veton Haziri 6. Lorike Salihu
10:05 – 10:50	Meeting with quality assurance representatives and administrative staff	1. Artan Tahiri 2. Fisnik Laha 3. Emine Daci 4. Ibush Luzha 5. Veton Haziri 6. Enta Beselica
12:00 – 13:00	Meeting with the heads of the study programme (Agriculture and Environmental Engineering, BSc)	1. Lumta Dida 2. Smajl Rizani 3. Besa Veseli 4. Shkëlzim Ukaj 5. Vezir Januzi
13:00 – 13:30	Lunch break (provided at the evaluation site)	
13:30 – 14:15	Meeting with teaching staff	1. Mergim Mestani 2. Xhavit Bytyci 3. Eglantina Kraja 4. Suzana Aliu 5. Hyzer Rizani 6. Maxhun Shehaj
14:20 – 15:05	Meeting with students	1. Aurora Beqa 2. Shpëtim Salihu 3. Sihana Bokshi 4. Rinor Krasniqi 5. Sajmir Dinaj



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Republika Kosova - Republic of Kosovo

Agjencia e Kosovës për Akreditim
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15:10 – 15:55	Meeting with graduates	6. Vesa Zeqiri 1. Era Bruqi 2. Valon Sadiku 3. Fjolla Vllasalihu 4. Anduena Gusinja
16:00 – 16:45	Meeting with employers of graduates and external stakeholders	1. Birra PEJA 2. FLOIL 3. ABI 4. NP Me Agro 5. Agroprodukti 6. Grasper
16:45 – 16:55	Internal meeting of KAA staff and experts	
16:55 – 17:05	Closing meeting with the management of the faculty and program	

1.3. A brief overview of the institution under evaluation

History of the development of the Faculty of Agriculture and Environment Engineering

Not provided

Establishment (year, decision no., etc.)

Not Provided

Description of the location of all campuses (address, contact, etc.)

The Faculty of Agriculture and Environment Engineering is located in Prishtine, on the Campus of the UBT College. The address is: Lagjja Kalabria, 10000 Prishtine, Kosovo.



2. PROGRAM EVALUATION

2.1. Mission, Objectives and Administration

Standard 1.1. *The mission of the study program is in line with the general mission statement of the institution.*

According to the information provided in the SER, the mission of the study program in Agricultural and Environmental Engineering is in full compliance with the general statement of the mission of UBT. The purpose of this program is to contribute to the society and the economy of the country by offering qualified students with modern scientific education and training in line with labour market requirements. The presenting of the objectives is very clear and easily understandable.

CL:3

Standard 1.2. *Relevant academic and professional advice is taken into account when determining the intended learning outcomes which are in line with the National Qualifications Framework and the Qualifications Framework for the European Higher Education Area.*

According to the SER, the focus has been on the National Qualifications Framework and the Qualifications Framework of the European Higher Education Area to design of the program, so that the learning outcomes are satisfactorily met. They have also consulted businesses, agricultural sector, professors and students in order to provide a rich study program that meets the market requirements and expectations of the target group. The study program is comparable to the curricula of renowned universities in EU and USA.

The curriculum of this program is generally adhered to the EC Directive and meets the minimum theoretical/practical ratio defined therein. The program is structured into 6 semesters, and studies last 3 years. The total student workload throughout the integrated studies including theoretical instruction, practice, preparation and exams, equals 180 ECTS.

EU Directive stipulates that studies leading to the degree of Bachelor of Science in Food and Biotechnology must last a minimum of 3 years. The institution follows the Bologna Declaration on vocational education and training in the field of agricultural science.

CL: 3

Standard 1.3. *The study programme has a well-defined didactic and research concept*



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Republika Kosova - Republic of Kosovo

Agjencia e Kosovës për Akreditim
Agencija Kosova za Akreditaciju
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UBT has adopted a generic model to prepare students on generic practice for multiple client groups in varied settings. While the areas of concentration may be generic, a consensus has emerged in Europe about the need to ensure minimum standards in the profession. The EU Directive EC 2005/36 and EU Directive EP 2013 provide the basic and minimum standards of the profession in the EU.

CL 3

Standard 1.4. There are formal policies, guidelines and regulations dealing with recurring procedural or academic affairs. These have been made public to all staff and students.

UBT has developed official policies, guidelines and regulations that help govern the academic and administrative aspects of the program. All relevant regulations, policies and guidelines are available to students, professors and other interested parties in physical form or on the institution's website. The learning system platform is available to all students and academic staff. Finally, the institution has storage space for archives where documents such as records, policies, procedures and regulations are stored. The academic calendar describes the program of study and displays specific data, including information on the beginning and end of studies, exam periods and exam deadlines. The Academic Calendar is approved at the beginning of the year. The academic year lasts 15 weeks of lectures, exercises and assessments and is divided into the winter and summer semesters and three exam periods (January, June and September) for each academic year.

The student workload is 30 ECTS per semester. The basic document for organizing studies is the schedule designed for one semester. With the help of such a semester program, it is possible to guarantee an even distribution of student workload throughout the study period.

CL: 3

Standard 1.5. All staff and students comply with internal regulations on ethical conduct in research, teaching and evaluation in all academic and administrative activities.

According to SER, staff and students of the Agricultural and Environmental Engineering program comply with all internal institutional regulations, including ethical conduct in the performance of their activities. The link provided (<https://www.ubtuni.net/sq/hulumtime-dhe-inovacione/politika-dhe-rregullore/>) is not working

CL: 2



Standard 1.6. All policies, regulations, terms of reference and statements of responsibility regarding the programme management and distribution are reviewed at least once every two years and are amended as appropriate under changing circumstances.

According to the SER 'Academic staff consistently has an internal discussion on policy improvement, harmonization of regulations and terms of reference based on the factual. It is an internal policy of the institution (UBT) to constantly review and change all the necessary documentation that regulates or affects the success of the program. Periodic reviews of policies and regulations are conducted in collaboration with the Office of Quality. The results of such reviews and the changes made as required are included in this study program. The Program of Agricultural and Environmental Engineering is represented by the Dean, who is elected by the Academic Council. The Programs Counsel is empowered to make recommendations to adopt new study programs and monitor their implementation. Semester council meetings are held at least twice before this semester and once before the end of the semester, to discuss, review, and submit recommendations for the next semester. The Dean is responsible for the academic and administrative management of the Program, supported by the respective faculty committees for various tasks (administration team and academic teams). The Dean is authorized to perform academic and managerial duties of the Program. The Program Council has established sub-committees (on quality assurance, complaints, ethics) to review the development and implementation of academic progress processes across the Program. The main purpose of the sub-committees is to ensure the implementation of the policies, processes and procedures set out in the UBT Quality Manual. Program performance evaluation tracks the results that the organization has achieved as well as the overall result of the contribution to the community where the institution operates. The program performance evaluation tracks the results that the organization has achieved as well as the overall result of the contribution to the community where the institution operates.

CL: 2

Compliance level: Substantially compliant

ET recommendations:

1. The provided Link for the list of UBT regulations is not working
2. There is an ethic-committee consists of 5 members including appropriate representatives (SER, page 17). It is recommended the members included in the ethic-committee should be different for staff and students.
3. All the above must be clear to all. It is recommended the Code of Ethics is given to all before starting each academic year.
4. It was not possibly to see what is the penalties for potential violations.



5. According to the data provided (SER, page 17-22), there is a good system of policies, regulations and procedures. However, it is recommended that all these information must be better presented in the official website of University, in local language and also in English
1. *We will take in consideration your recommendation for the list of regulations on the WEB;*
 2. *In the coming academic year, the Faculty Council will proceed with the division of ethics commissions for students and staff.*
 3. *All academic staff and students have access to the UBT regulations, including the Code of Ethics;*
 4. *The UBT and the Faculty own the ethics commissions/subcommittees and regulations, and if such cases are presented, they are immediately processed according to the regulations.*
 5. *We will proceed with this recommendation.*

2.2. Quality Management

(Insert all comments or observations, commendations and suggestions relating to this general area and its allocated standards and performance indicators, as specified in the KAA Accreditation manual. Consideration should be given to the adequacy of processes and results achieved in each of the standards.)

Standard 2.1. All staff participates in self-evaluation and cooperate in reporting and improvement processes within their area of responsibility.

According to SER, UBT is formally managed by the responsible offices in each operating unit, all the staff members within their respective departments are fully engaged in providing services and opportunities of high quality.

The Agricultural and Environmental Engineering Quality Assurance Manual is based on UBT Quality Manual. The Programs has a designated Quality Assurance Officer and Quality Assurance Sub-Committee that work in conjunction with UBT Quality Assurance Committee and Quality Manager. <https://www.ubt-uni.net/sq/ubt/>

CL: 3



Standard 2.2. Evaluation and planning processes for improvement are integrated into normal planning processes.

The evaluation and planning processes for improvement seems integrated into normal planning processes. The Programs identifies its stakeholders (students, staff, internal and external stakeholders), the key processes involved in the implementation of programs and services to students. They plan to involve evaluation of the performance against stated policies and objectives and identification of gaps and deficiencies and also a report and recommendations for Improvement Plan for activities and policies that could be taken to address the identified challenges.

CL: 3

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.

Quality assurance policy and procedure are based on a recently updated UBT Quality Manual. There are data from the past that is utilized for Agricultural and Environmental Engineering (Attached is the Annex UBT Quality Assurance Manual).

CL: 2

Standard 2.4. Quality assessments provide an overview of quality issues for the overall programme as well as the various components therein; assessments consider inputs, processes and outcomes, with particular attention given to learning outcomes for students.

According to the SER, procedures for design and approval of new programs is to ensure that the proposed program or modification is compliant with the mission, policies and strategic plan, fulfilling an identifiable need for industry, business or local community, complaint with policies and procedures of Kosovo Accreditation Agency, European Standard Guidelines and other best practices in European Higher Education Area, appropriateness of academic breadth and depth with learning outcomes are consistent with the levels of knowledge or competence as described by the Kosovo Qualification Framework, maximize opportunities for students in terms of access, transfer and progression routes and consistent with physical, human resources to deliver the program. The different components within the program are assessed both individually and jointly in order to provide a clearer view of the quality state of each component as well as their contribution to the overall program quality. Separate evaluations of inputs, processes, and outputs (with a particular focus on learning outcomes) help UBT identify (and where appropriate implement) opportunities to enhance learning and teaching and thereby the overall student experience.



CL 2

Standard 2.5. Quality assurance processes ensure that the required standards are met and that there is continuous performance improvement.

The quality assurance processes are set up to ensure that the quality of activities and operations are present in all units and the aim is to continuously improve these and make development an inherent part of all activities and units. QA procedures are implemented during the program life cycle to ensure the delivery of a superior and consistent product. These can be summarized under several interrelated steps:

- (1) Stakeholder engagement,
- (2) Faculty Strategy and Plans,
- (3) Faculty Management,
- (4) Teaching, Learning and Research,
- (5) Faculty Human Resource Practice and Staff Development,
- (6) Public Information. (<https://www.ubt-uni.net/sq/ubt/>).

Findings in the Annual Quality Assurance Report are summarized into an Improvement Plan for subsequent years in the Faculty Annual Plan. (Attached is the Annex2. Faculty Annual Plan).

CL 3

Standard 2.6. Survey data are being collected from students, graduates and employers; the outcomes of these assessments are made public.

According to the information given from HEI, data are being collected from students, graduates, employers, and stakeholder surveys. However, there is not information about how the outcomes of these assessments are made public.

CL: 2

Standard 2.7. The outcomes of the internal quality assurance system have been taken into account for the further development of the study programme. This includes assessment outcomes, student workload, academic success, and graduate employment.

According to SER, the improvement of the academic programs is based on the analyzed feedback, evaluations and indicator information. Agricultural and Environmental Engineering Faculty undertakes a regular periodic evaluation of programs. This procedure is implemented as part of the accreditation process and is essential to ensure that the offer is catered to student needs and labor market. The evaluation process serves to review the program learning outcomes, program teaching and learning methodology, assessment and its courses. The



evaluation process also reviews the program outcomes, graduates and impact in the industry and community. The process is composed of: program self-evaluation, program strategy and proposed revisions document. The composition of the program self-evaluation is regulated by Standard Operating Procedures and includes: The Dean, Chairs of Departments, two academic staff members, student representative, alumni representative, program administrator, student services officer and industry representatives. The self-evaluation process may also include external experts.

CL: 3

Standard 2.8. The institution ensures that reports on the overall programme quality are prepared periodically (e.g. every three years) for review within the institution indicating its strengths and weaknesses.

Although there is good information about the quality management, there is no information about how often is conducted. It is only mentioned that this is periodically conducted.

CL: 2

Standard 2.9. The quality assurance programme arrangements are regularly self-evaluated and improved.

There are 5 indicators ensure that the quality assurance programme arrangements are regularly self-evaluated and improved.

CL: 3

Compliance level: Substantially compliant

ET recommendations:

1. It is not clear how often the internal evaluation procedure is conducted. It is recommended this is conducted once every year.
2. It is recommended more work should be conducted in the assessments of the aspect of internationalization
3. The results, reports etc of assessments must be available and easily accessibly in the open page of the official webpage of University
4. It is reported that that the internal evaluation of the overall programme quality are prepared periodically without however giving information about the exact time. There



is no information how the information produced from both internal and external evaluation is managed to improve the weakness

1. *The evaluation of the program is done periodically, the evaluation of the staff by the Management once a year and the evaluation of the staff by the students twice a year.*
2. *In the Strategy of UBT and the Faculty, internationalization is in focus and the recommendation is based on it.*
3. *The reports with the evaluation results for each academic year are forwarded to the quality officer for processing on the UBT WEB. We will process your recommendation and take it into consideration.*
4. *The quality evaluation of the program is done at the end of the academic year based on indicators such as: staff, students, Industry and Alumni.*

2.3. Academic Staff

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.

Data on Academic staff are presented in SER: pages 36-37.

CL: 2

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.

Staff meets the legal requirements in the Administrative Instruction on Accreditation.

CL: 3

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.

Staff workload allocation is in full conformity with the provisions.

CL: 3



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Republika Kosova - Republic of Kosovo

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



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.

All academic staff in the Agricultural Engineering and Environment study program is full-time at UBT College, and they cover all types of study curricula. For this specific program we have 44 full-time academic staff covering 100% of the required staff and they cover 100% of the courses.

CL: 3

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.

The Faculty has met the minimum requirements specified in the Administrative Instruction on Accreditation. The list of staff, their employment status and their qualifications have been approved by the National Quality Council.

CL: 3

Standard 3.6. Opportunities are provided for additional professional development of teaching staff, with special assistance given to any who are facing difficulties.

According to the SER, the Staff development plan at the Program of Agricultural Engineering and Environment has several key objectives: (a) to provide a framework for allowing appropriate development opportunities that are designed to improve the knowledge, skills and behaviors of staff which will enhance personal growth and effectiveness if individuals, teams and the organization in the pursuit of excellence in all of its activities and strategies. (b) to facilitate the process of change; (c) To promote a developmental ethos; (d) to outline various staff development support plans for each institutional strategy; (e) to embed all staff development activity into the institutions' academic calendar. Staff development is an integral part of the Program strategic planning process. The institution recognizes that institutional excellence can only be achieved and maintained by appropriately skilled, experienced and motivated staff. Therefore, the Program is committed to: (a) resource staff development and require Programs to provide developmental plans as part of financial planning process, (b) establish performance indicators against staff performance be measured, (c) identify and provide selected and targeted development activities supporting each institutional strategy and the overall Program development.

The priorities that emerged from the consultation of senior members of staff within the institution are: supporting the professional development of those in management roles within the institution - all newly appointed to a management role are given appropriate levels of

14



support when undertaking a management / leadership role, supporting managers in addressing performance issues, supporting staff in the professional development of lecturers and researchers, supporting e-learning activity, supporting staff in technology and knowledge transfer - there is a need to support staff in all their activities in relation to technology and knowledge transfer. During the previous year, the staff development component was focused on providing effective pedagogical skills and training at IDEAA Institute of UBT – Institute for Development of Education and Academic Affairs. Pedagogical skills training for the Program has focused on the following topics: student-centered learning, curriculum design, writing learning outcomes, lesson planning, design and delivery, group learning, problem based and project based learning, E-learning, Assessment and integrating key skills into the curriculum

CL: 2

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.

According to SER, the Dean ensures that mechanisms for the allocation of workloads are approved and implemented in Faculty and are made available to the staff in accordance with Faculty Council Workload Policy. The overall individual workload allocation adheres to the following principles: (1) The mechanism is comprehensive, transparent, takes account of work requirements and contributes to the efficient and effective application of resources, (2) The requirement to undertake research is a career expectation and over time will be balanced as appropriate with the other obligations of academic staff including significant administrative responsibilities, (3) Deans allocate teaching and other responsibilities in the light of the research record of academic staff, (4) the workload is equitable, reasonable and safe.

The Dean is also responsible to ensure that as part of the Annual Development Planning Process, a staff members' current and proposed workload is reviewed. Information about the workload allocation for each member of staff is used as a source of information for promotion applications.

CL: 3

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.

The purpose of the quality review process is to ensure that staff appraisal is performed in accordance with UBT Staff Employment, Performance and Progression Policy. The review



procedure also aims to ensure that all staff has relevant staff development policies developed both individually and at the level of business units.

The Year-End Review is a report that creates a record of staff productivity in the areas of research, teaching, service and administration. Deans are responsible for performing the initial staff performance evaluation using a point-based numerical assessment of the distribution of efforts in line with the performance criteria set in the Regulation for Staff Appraisal. Dean's information on staff teaching performance from the Annual Quality Assurance Sub-Committee Report. Information on staff research productivity is drawn from the UBT Research Department. Deans in their evaluation process shall consider staff undertakings as part of Staff Development Plan, staff self-evaluation. The initial evaluation should be sent to Staff Members for comments and discussion. Staff Evaluation Report is sent to the Program Council and UBT Academic Council Committee for Staff Selection, Promotion and Assessment.

CL: 3

Standard 3.9. Strategies for quality enhancement include improving the teaching strategies and quality of learning materials.

HEI has developed a programmed Teaching and Learning Strategy which is based on the specifics of the program, outcomes of the quality assurance procedure and feedback from staff and students. The organization implements a number of quality assurance procedures in order to elicit information on teaching quality. The outcome of the quality assessment procedure is discussed with staff members. All staff is required to produce Individual Professional Development plans outlining teaching and learning methods, research and technical skills. The procedure below is carried out by the Quality Assurance Subcommittee:

- Procedures for ongoing monitoring of programmers
- Program Councils
- Procedures for program evaluation
- Procedures for selection, appointment, appraisal and development of staff

CL: 3

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.

Staff meets the legal requirements in the Administrative Instruction. Applicable Laws and Administrative Instructions determine when academic staff retires and other procedures.

CL: 2



Compliance level: Substantially compliant

ET recommendations:

1. Concerning the Professors, it is recommended that the percentage of working time for admin must be reduced for the benefit of teaching and research
2. There is no information about the duration of the contracts. It is recommended that the duration of the contracts must be at least five years so that hired staff can start and complete research projects
3. Only general information for how opportunities are provided for additional professional development of teaching staff, with special assistance given to any who are facing difficulties. It is recommended to develop a specific methodology to invest the skills have each member of staff, which could be the additional professional development for him/her and how it can be achieved.
4. Important issue is that a high number of staff does not have good knowledge of English.
5. There is not information if there are specific hours during the week in which students can have a meeting with professors
6. It is recommended that the results from the Academic staff evaluation etc must be also published in the official website
7. There is no information to answer the “Standard 3.10”.

1. *We have a special focus on the recommendation for staff engagement in research work, and the academic staff will be more free for administrative work;*
2. *Staff contracts are for three years, but we will address your recommendations to management and human resources;*
3. *We will implement the recommendation for the specific development of the staff together with the Institutes within the UBT;*
4. *UBT continuously organizes courses in the English language and we will encourage the participation of the staff in these courses;*
5. *The academic staff has the schedule of regular weekly consultations, which are located on the information board of the office.*
6. *The reports with the results of the evaluation of the academic staff for each academic year are forwarded to the quality officer to be processed on the UBT WEB. We will process and consider your recommendation;*
7. *We do not have such cases, but if we have such cases, we will act according to the Labor Law and UBT regulations.*

2.4. Educational Process Content



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.

According to the information given in SER:

- The UBT mission is to train students in the fields of Agricultural and Environmental Engineering in all three cycles, according to the highest professional standards, to prepare professionals who are capable of entering the labor market and advance in research.
- UBT provides ongoing education modules for all areas of study, so that professionals are always up to date and has signed many “Memorandum of Understanding” and “cooperation agreements” for the implementation of ongoing education, both theoretically and in practice with farms, industry, and agriculture producing companies, collection centers for fruit and vegetables. The UBT activity for ongoing education is accredited by the Kosovo Accreditation Agency.
- The Strategic Plan 2020-2023, defines as the main goal the preparation of students both in the theoretical and in the practical plan. Regulations regarding the issue of diplomas are clearly defined. Details of study programs contain information on issued diplomas at the end of their studies. Diplomas are accompanied by a Diploma Supplement and follow the European Standards requirements.
- Student graduation is also followed by regular meeting procedures with the subject leader, and at the same time the software used by the department to detect plagiarism will be **Turnitin software**.
- The college has a scheduled workload model for academic staff, where the teaching staff is assigned in accordance with applicable secondary legislation. Additional teaching loads are supported by the college's own resources. While the study programs are in accordance with academic and infrastructural capacity.
- The Agricultural and Environmental Engineering Study Program is organized under the EU Directives 2005/36. The offered study programs are organized in modules and weighted by credits, according to the European Credit Transfer and System (ECTS), in accordance with the criteria set by the Rectorate.
- The minimum guidelines for the content of the syllabus are set by the Program Council. The minimum requirements that course lectures must adhere; include a brief description of the course goals and objectives, learning outcomes, course lecture and practice plan, teaching and learning methods, ECTS course workload and its timesheet, course evaluation methods, course resource requirements and literature.



- ECTS is a value assigned to course units to describe the workload of students required to complete them. They reflect the amount of work each subject requires in relation to the total amount of work required to complete a full year of academic study at the institution, that is, lectures, internships, seminars, self-study - in the library or at home - and other exams or assessment activities.
- ECTS credits express a relative value. At ECTS, 60 credits represent the workload of a study year; normally 30 credits are given per semester. An ECTS credit equals 30 hours of student workload. Credits are given only if the course is completed and all required exams have been successfully taken. Study programs integrate theoretical skills with professional practice and students are well prepared for employment. Continuous efforts to open interdisciplinary study programs reflect the aim of UBT to provide graduates with expanded knowledge and skills to the labor market.
- The student receives information, inter alia, the program itself, assessment specifications, Faculty facilities, assessment regulations, student support available, code of conduct, student grievance and disciplinary procedures, adjournment information, and other such important information.
- The program ends by passing all required exams and completing the final exam. Student graduation is conditional on meeting all the requirements of the compulsory and elective courses and having achieved the required ECTS. The diploma thesis is enrolled in the final year of studies.
- The Diploma Thesis Evaluation Committee, responsible for evaluating the thesis and conducting the exam, is appointed by the Vice Dean for Teaching. Upon successful completion of all exams and after meeting all course requirements, including production and presentation of the diploma thesis.
- The final grade is a numerical or descriptive expression that specifies the level at which the student has acquired the knowledge and skills required by the proposed syllabus for the given subject and the amount of all credit points achieved during the exam lectures. Numerical assessment of students is based on a national scale of 5-10 and is harmonized with ECTS. Numerically classified subjects are based on: regular attendance of classes, results achieved in colloquia, practical exam, final testing of theoretical knowledge.

CL: 3

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.



Sufficient information is given from the documents provided which prove that the individual components of the program are combined in a way to best achieves the specified qualification objectives and provide for adequate forms of teaching and learning. The ET trusts that study program complies with the National Qualifications Framework and the Framework for Qualifications of the European Higher Education Area.

CL: 3

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.

According to SER, Council of the study program in Agricultural and Environmental Engineering, at UBT, has compiled a list of the main learning outcomes, which correspond to the requirements of the curriculum and relevant professional organizations: Public and private institutions of agricultural production, agriculture input suppliers and other actors involved in the agricultural sector.

The following information is provided in details:

- General learning outcomes in the program of agricultural and environmental engineering
- Upon successful completion of the program Agricultural and Environmental Engineering-speciality Plant Production, candidates shall be able to
- Upon successful completion of the program Agricultural and Environmental Engineering-speciality Horticulture, candidates shall be able to
- Upon successful completion of the program Agricultural and Environmental Engineering-speciality Environmental Management in Agriculture, candidates shall be able to
- Other key skills that are required when studying in this field are
- On completion of the programme, they will be able to

CL: 3

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.



According to SER, the minimum guidelines for syllabus content are determined by the Program Council. The minimum requirements that subject leaders have to abide by include a short description of the course aims and objectives, learning outcomes, course lecture and practice plan, course teaching and learning methods, course ECTS workload and its distribution, course assessment methods, course resource requirements and literature

CL: 3

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.

Not applicable

CL n.a.

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.

There is a sufficient system to ensure the good student-teacher relationship.

CL: 3

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.

HEI reports that teaching strategies are a choice of professors, where UBT provides resources according to the requirements of the academic staff to achieve the learning outcome. As part of the syllabus, the academic staff lists the resources required for teaching-learning.

CL: 3

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.

There is a clear student assessment system which is according to EU system.



CL: 3

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.

According to SER:

- Examination documents includes: examination register, application, list of students taking the examination in the given examination period, examination report, students' logbook, student files containing information on students' re-examination activities, and final grades earned during these activities. The Examination Log and applications are administered using the Student Management Information System (SMIS). The documents related to student exam application and examination results are kept indefinitely, while colloquium documents are stored for three years.
- The student is entitled to accept passing grades announced by the teacher and the decision is final and cannot be changed. In cases that the student does not accept, the passing grade and has no objection to the examination procedure; the student may apply through a written request within 48 hours to the subject leader to annul the examination. The student may annul through written requests the passing grade from the same subject maximum three times. Teachers and students are obliged to behave during the examination process in accordance with academic principles and UBT Code of Ethics. Teachers are in particular obliged to respect the personal integrity of the students. Violation of academic norms of behaviour shall be a basis for initiation of the proceedings before the Program Ethics Sub-Committee. During the examination process the student is obliged to conduct him/himself in accordance with the established rules of conduct. Student's misconduct according to the Rulebook is considered every act of unauthorized aids by the student during the examination process, carrying of mobile phones and other electronic communication, violation of the integrity of the teacher and invigilators and entering the examination process under false identity.
- The student can object to the grade awarded if he/she considers that the examination is not carried out in accordance with the Regulations and UBT Statute. The objection is submitted to the Vice Dean for Teaching and Learning within 36 hours of awarding the grade. The Vice Dean shall evaluate students' objection and bring a decision within 24 hours of receipt of the objection. If the objection is accepted, the student earns the right to retake the examination before the Examination Board composed of three members, within three days of the receipt of the decision. The student may request to take examination before the Examination Board composed of at least three



members if he/she has failed the examination for more than three times. The Board is appointed by the Dean. The decision of the Board may be appealed by the student or the Subject Leader at the UBT Appeals Committee in case they register any further complaint regarding the marking process. The decision of the Appeals Committee is final and cannot be changed.

CL: 3

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.

There is a clear system which permit candidate feel that the evaluation was inappropriate and inaccurate, accomplish through the opportunity to make a claim regarding their claims to the program coordinator.

CL: 3

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 organizations is monitored through activity reports; students during practice stages have assigned tutors among the academic staff in the study program.

The UTD College uses the system of ETCS credits which is very similar to EU system.

CL: 3

Standard 4.12. In order to facilitate the practice stages, the higher education institution signs cooperation agreements, contracts or other documents with institutions/organizations/practical training units.

UBT Institution has several cooperation agreements with Farms / Agricultural Companies, fruit and vegetable collection centres to provide further opportunities for students and graduates, exchange of internships and research and to be as close to the sector as possible to be in the flow of growth and development of the agricultural sector.

CL: 3

Compliance level: Fully Compliant



ET recommendations:

1. Incorporate measures which will increase the knowledge of foreign language both for the staff and the students
 2. Increase the number of invited speakers from the industry, the relevant authorities or other Academic Institutions so as to inform students about current trends and keep them up to date with novel technologies and regulations.
-
1. *UBT continuously organizes courses in the English language and we will encourage the participation of the staff in these courses;*
 2. *In the framework of the Agroculture program, we constantly invite speakers from Industries and Academic Institutes, but we will implement the recommendation to increase the speakers' capacities with the aim of increasing the performance of students according to the application of new production and processing technologies.*

2.5. Students

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.*

The Statute of UBT College (Article 54) defines admissions of students according to the national legislation, the Statute and the Academic Council's decisions. The SER states that the study program publishes an open call inviting all candidates who meet the legal requirements in Kosovo for enrollment in the first academic year at the Bachelor level which is also confirmed at the Study programme's web site.

CL: 3

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.*

The Study programme lists on the web page all the compulsory documents that should be submitted during the enrolment. The SER states that an applicant seeking admission to the Agricultural and Environmental Engineering program must: (a) have passed the national high school exam, in the core subjects: Chemistry, Biology, and English. Successful applicants must pass the national Matura exam based on the requirements and decisions of the MEST.

CL 3



Standard 5.3. The study groups are dimensioned so as to ensure an effective and interactive teaching and learning process.

The Study programme has been reaccredited in 2019 for enrolment of 100 students per academic year. The Annex to SER presents the table containing KPIs regarding students. The number of the enrolled students presented in the KPI table differs from the ones in the SER. Therefore, the ET is puzzled in terms which data to use. The interviewees confirmed that the student groups are small enough to allow good interaction between teachers and students and effective learning process.

CL 2

Standard 5.4. Feedback to students on their performance and results of assessments is given promptly and accompanied by mechanisms for assistance if needed.

The SER states that students usually receive the feedback on their work almost promptly. Additionally, there is a support system for the first-year enrolled students. The SER describes the courses which are “mainly practice-oriented and are usually organized as laboratory-based courses that have an active participation in practical assignments and teamwork, including both creative and research assignments. Individual work is usually research, analysis, testing, or completion of a task or project, started during the course”. The interviewees expressed their satisfaction with the professors’ professionalism and their availability. There is a tutoring system free of charge for students having difficulties in certain courses.

CL 3

Standard 5.5. The results obtained by the students throughout the study cycles are certified by the academic record.

The SER states that the students are examined throughout the academic year in various ways. The Syllabi lists the assessment methods such as seminars, pre-exams, practical exams, laboratory work, colloquiums, project papers, tests, quiz, teamwork, mid-term exams, case studies, group or individual presentations and final exams. The records are kept within the SMIS system and at the student office in individual files of each student as a hardcopy.

CL 3

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.

The SER does not provide sufficient information about this standard. However, the Statute of UBT College provides the legal framework for its implementation. The ET believes that the Study programme management applies this standard when needed.



CL 2

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.

The HEI provided the table with performance indicators including the graduations. Yet the table presents number of graduates without a reference to the academic year. There is unclear content stating that there are 45 graduates in the first year and 65 in the second year, 110 in total. It seems that refers to the Alumni, not to the exact graduation. The web site of UBT College defines that the UBT Administration office is in charge of all documentation keeping and managing according to the legislation and UBT decisions (<https://www.ubt-uni.net/en/ubt-en/offices/administration-management/>).

CL 3

Standard 5.8. Effective procedures are being used to ensure that work submitted by students is original.

The HEI provided evidence on Turnitin software usage of the thesis check against plagiarism.

CL 2

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.

The Statute of UBT (Articles 21 and 55) define clearly student rights and obligations. The document is publicly available.

CL 3

Standard 5.10. The students' transfer between higher education institutions, faculties and study programs are clearly regulated in formal internal documents.

The HEI provided the list of the students participated in the mobility programmes, while Table presents that there are 32 mobility programmes, partnerships, and project with the industry. The SER describes the students' transfer procedures.

CL 3



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.

The SER clearly describes the procedures of a variety of consultations and tutoring available to the UBT students. The students are satisfied with the availability of their professors. The consultation hours are at least 6 h/week.

CL 3

Compliance level: Substantially compliant

ET recommendations:

1. Increase foreign language knowledge and use
 2. Regarding the drop-outs from the study programme the Faculty should develop the support system that will reduce the unwillingness of the enrolled students to finish their study and to decrease the average duration of studying per student. There is evidently low level of graduations and high level of dropouts, therefore the HEI should improve these KPIs before asking for the enrolment quota enlarge.
 3. Student rights and obligations are dispersed among various documents and thus difficult for students to inform themselves. The Faculty should compile all rights and obligations in one document and publish it on the UBT's web site.
 4. The Faculty should provide more opportunities for student exchange and mobility.
-
1. *UBT continuously organizes courses in the English language and we will encourage the participation of students in these courses;*
 2. *The students of the Agroculture program have not yet completed the study program, as it lasted three years of study and it is the first generation of students who completed their studies this academic year*
 3. *Work manuals and regulations for students are posted on the Moodle platform on the UBT WEB. We will take the recommendation as a basis;*
 4. *4. We will focus on the recommendation made for student mobility.*

2.6. Research



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.

Research activity within the UBT is organized and managed in accordance to international regulations for research and improvement, with overall competence and responsibility. However, there is no a clear strategic plan to attracts more Private, National and International funds

CL 2

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.

According to the SER, academic staff members are required to conduct research in accordance with all legal, ethical and contractual obligations. Staff is required to comply with the College Intellectual Property Policy. UBT conducts a plagiarism check for Bachelor-level papers and papers presented at the UBT international conference.

The Dean ensures that workload distribution mechanisms are approved and implemented within department and made available to academic staff in accordance with the work policy of the Program Council.

Under their contracts, academic staff members are required to make at least one publication within the academic year. Furthermore, as stated in the institutional report, staff is not given an average of more than 10 hours of workload. This is considered 20 hours of total workload. Given the fact that academic staff members work 40 hours per week, they have 20 hours of research time and other assignments during the academic term. The Human Resources Department together with the Research Support Office has been working on a research performance appraisal system that UBT will use as a tool to measure staff performance in the coming years.

Within the program there are groups of academic staff who are responsible for managing the research part in relation to the specializations that are within Agriculture and Environmental Engineering program (BSc). This grouping of professors has been made, among other things, in order for students to have easier selection of the mentor, research field, topic, and anything else related to the research aspects within the program, respectively, specialization.

CL2



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.

Ministry of Education, Science and Technology, pursuant to Article 6 paragraph 1, subparagraph 1.13 of the Law on Higher Education in the Republic of Kosovo No. 04 / L-037, article 8 paragraph 1, subparagraph 1.4 of Regulation no. 02/2011 on the areas of administrative responsibility of the Prime Minister and Ministries and Article 38, paragraph 6 of the Rules of Procedure of the Government no. 09/2011 (Official Gazette no. 15, 12.09.2011) has issued the Administrative Instruction (MEST) No. 01 / 2018 on the Principles of Recognition of International Review Platforms and Magazines and the Administrative Instruction on Completion and Precision - Annex - I - (MEST) 7/2018 of AI No. 01/2018 on the Principles of Recognition of International Platforms and Review Magazines. Based on these two administrative instructions of the Ministry of Education, the Program Council is allowed to determine 2 (two) platforms which are equivalent to the coefficient 0.70 (70%) and the Program is allowed 1 (one) scientific journal which is equivalent to coefficient 0.55 (55%), and finally the magazines should be outside Kosovo's neighboring countries.

In accordance with the Administrative Instructions of the Ministry of Education no. 01/2018 and 7/2018, in the meeting of the Program Council (Agricultural and Environmental Engineering - BSc) held on 10.12.2021 were reviewed the recommendations given by the evaluation experts regarding the scientific journals respectively the indexing platforms, and in this It was decided that the WEB of SCIENCE, SCOPUS, DOAJ, WORLD CAT and EBSCO platforms would be the platforms for indexing scientific journals for bachelor studies.

This was conducted in order to get harmonized with the basic principles (point no.5) of the Accreditation Manual, which provide the criteria set for scientific research and academic titles for program holders at BA / BSc and MA / MSc level, which are:

1. From October 1, 2021, in addition to the criteria set by the AI for Accreditation, program holders entering the accreditation process at the BA / BSc level must have at least 1 (one) scientific publication indexed by the field of study / program, while in MA / MSc level must have at least 2 (two) papers from the field of study / program in scientific journals indexed as first author or correspondent, according to article 3, point 1.1 WEB of SCIENCE core collection (SCIE, SSCI and AHCI) or 1.2 SCOPUS, excluding dubious magazines or publishing houses according to UA01 / 2018 approved by MEST.
2. From October 1, 2021, in addition to the criteria set by the AI for Accreditation, holders of programs entering the process of accreditation, re-accreditation or validation at the BA / BSc level must have at least the academic title Prof.ass., and at least 1 (one) scientific publication indexed from the field of study / program, while at the MA



/ MSc level they must have at least the academic title Prof.ass., and at least 2 (two) scientific publications indexed from the field of study / program in scientific journals, indexed as first author or correspondent, according to article 3, point 1.1 WEB of SCIENCE core collection (SCIE, SSCI and AHCI) or 1.2 SCOPUS, excluding dubious magazines or publishing houses according to UA01 / 2018 approved by MEST.

CL 3

Standard 6.4. *The academic staff has a proven track record of research results on the same topics as their teaching activity.*

Academic staff publications in the last 3 years are presented in SER: pages 92-98

CL 1

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.*

Research publications at UBT are made in the following:

- International Journal of Business and Technology, ISSN: Bib ID (66488)
- Proceedings of the Annual International Conferences of UBT
- Academic Books, Professional Reviews and Reports

UBT scientific and professional conferences are as follows:

- Annual International Scientific Conference of each UBT school:konferenca.ubt-uni.net
- Host / Organizer of International Conferences: 9.5 - ISTC - SWIIS.
- Annual Professional Days: Quality, Project, Media, Safety, etc.
- UBT Summer University (every year) / Summer Academies - School: sa.ubt-uni.net

There is the UBT Knowledge Center which is the platform that UBT tracks the publications and research results of its academic staff.

CL2

Standard 6.6. *Research is validated through: scientific and applied research publications, artistic products, technological transfer through consultancy centers, scientific parks and other structures for validation.*

UBT has established a special center for intellectual property and established procedures for the commercialization of ideas developed by staff and students. The name of the center is the



UBT Technology Transfer Office (TTC). The UBT Technology Transfer Center (TTC) supports UBT staff and students in protecting original intellectual property, engaging in industry, and commercializing research generated at UBT. Within the department, the establishment of the so-called "Professional Consulting Center" is soon foreseen, which is expected to be well structured in organizational terms, and which center as its mission will have the provision of professional services in the form of consulting for various food processing industries in Kosovo and beyond, and the basis of all this is intended to be the research component.

CL3

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.

Based on the contract with the College, each person engaged in regular employment as an academic staff is obliged under the contract to publish at least one scientific paper within the academic year. Although most of the publications of the regular academic staff of the program are made in the annual conferences of UBT, there is a positive tendency in terms of increasing the number of publications in well-indexed scientific journals and in credible scientific conferences. Exceptions are MA / MSc level program holders, who need to be subject to the criteria set for scientific research and academic titles according to the basic principles (point no. 5) of the Accreditation Manual set by K.SH.C. (State Quality Council).

CL2

Standard 6.8. Academic and research staff publish under the name of the institution in Kosovo they are affiliated to as full-time staff.

Academic staff of the BSc program in Agricultural and Environmental Engineering is constantly encouraged to include as part of the curriculum the research component related to the topics covered by the respective professor.

CL3

Standard 6.9. Academic staff is 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.

The UBT Technology Transfer Center (TTC) supports UBT staff and students by protecting intellectual property, engaging in industry, and commercializing research generated at UBT. Academic staff is required to conduct their research in accordance with all legal, ethical and contractual obligations. In this context, the program in Agriculture and Environmental



Engineering has drafted a Code of Ethics, which clearly defines all the principles and ethical norms that must be respected and adhered to the maximum by each person engaged as academic and technical staff within the College, respectively, program.

CL3

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.

HEI has developed 6 “Performance Indicators” to assure that the policies are established for ownership of intellectual property and clear procedures set out for commercialization of ideas developed by staff and students

- PERFORMANCE INDICATOR 6.1 ASSISTANCE AND SUPPORT IS PROVIDED TO TEACHING STAFF TO DEVELOP COLLABORATIVE RESEARCH AGREEMENTS WITH COLLEAGUES IN OTHER INSTITUTIONS AND IN THE INTERNATIONAL COMMUNITY.**
- PERFORMANCE INDICATOR 6.2 THE STUDY PROGRAM PERIODICALLY ORGANIZES SCIENTIFIC SESSIONS, SYMPOSIA, CONFERENCES, ROUND TABLES WITH THE INVOLVEMENT OF TEACHING STAFF, RESEARCHERS, STUDENTS AND GRADUATES, WHILE THE PROCEDURES ARE PUBLISHED IN THE ISBN, IN ISSN SCIENTIFIC REPORTS OR IN JOURNALS DEDICATED FOR THAT CERTAIN ACTIVITY.**
- PERFORMANCE INDICATOR 6.3. SUPPORT IS PROVIDED TO JUNIOR TEACHING STAFF IN DEVELOPING THEIR RESEARCH PROGRAMS THROUGH MECHANISMS SUCH AS MENTORING BY SENIOR COLLEAGUES, INVOLVEMENT IN PROJECT TEAMS, ASSISTANCE IN DEVELOPING RESEARCH PROPOSALS, AND FUNDING .**
- PERFORMANCE INDICATOR 6.4. STRATEGIES FOR IDENTIFYING AND CAPITALIZING ON THE EXPERTISE OF TEACHING STAFF AND STUDENTS IN PROVIDING RESEARCH AND DEVELOPMENT SERVICES TO THE COMMUNITY ARE PRESENTED.**
- PERFORMANCE INDICATOR 6.5. THE INSTITUTION IS MONITORING AND SUPPORTING STAFF INPUT TO ATTRACT FINANCIAL RESOURCES THROUGH RESEARCH / APPLICATION / ARTISTIC PROJECTS AND PRODUCTS. THE CAPACITY OF STAFF TO GENERATE THESE FINANCIAL RETURNS IS CONSIDERED IN THE INDIVIDUAL PERFORMANCE REVIEW SYSTEM.**
- PERFORMANCE INDICATOR 6.6 COLLABORATION WITH LOCAL INDUSTRY AND OTHER RESEARCH AGENCIES IS ENCOURAGED. WHERE APPROPRIATE, THESE FORMS OF COLLABORATION INCLUDE JOINT RESEARCH PROJECTS, EQUIPMENT SHARING, AND COLLABORATIVE DEVELOPMENT STRATEGIES.**

CL3

Standard 6.11. Students are engaged in research projects and other activities



No information is provided

CL3 n.a.

Compliance level: Substantially compliant

ET recommendations:

1. Including of the course Research Methods in the programme of study could be improved its connection with research
2. A strategic plan must be developed for how the University attracts more Private, National and International funds.
3. The number of publications and the number of citations is low, with low number of citations
4. A separate office should be organized to search calls for proposal and distribute this information to professors
5. The number of projects in which Professor participates as coordinator or member of research group should be one of the most important criterium for evaluation the staff
6. The percentage of work time should be increased for research by reducing the time for admin
7. Students should be more involved in research and industry projects

1. *The Research Methods subject has been decided to be mandatory in order to facilitate access to research.*
2. *UBT continuously researches the withdrawal of funds where the design of a recommended strategy would improve access and the number of realized funds.*
3. *Access to publications and citations of published works is increasing well, but UBT will encourage and support the staff to increase the number of publications and citations.*
4. *There is a project office within the framework of UBT that deals with the research of calls for proposals.*
5. *We take this recommendation into consideration.*
6. *We have a special focus on the recommendation for staff engagement in research work, and the academic staff will be more free from administrative work;*
7. *Students are always incorporated in the research part, but we will incorporate the recommendation of the evaluation commission in the field of research in the framework of projects with Industry.*



2.7. Infrastructure and Resources

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.

UBT facilities are spread to different locations as: Campus in Pristine, UBT Science and Innovation Campus - Park in Lipjan, UBT Prizren Campus, UBT Ferizaj Campus, UBT Peja Campus, UBT Gjilan Campus with total of 45775.19 m². This study programme is conducted in Prishtina.

The Study programme Agriculture and Environment Engineering is one of many study programmes conducted at UBT Prishtina. The SER states that it is located at the UBT Lipjan Innovation Campus. Institution in a modern structure created in 2017. Premises as well as Testing Laboratories and set up in a large portfolio. The premises have been adapted and adapted for the purpose of higher education by sight. UBT has work and laboratory work for teaching student internships, as well as research activities in the fields of Food Science and Agriculture”.

Also, the SER quotation: “The premises of the Food Science and Technology Program include 4 (four) auditoriums and 9 smaller seminar rooms and 21 laboratories. All spaces are equipped with modern teaching equipment and are easily adaptable to different ways of teaching. The program also has printing and photocopying equipment for students. It will be possible for students to color print, scan and copy materials. The institution does not pay rent, leaving more potential resources for future capital investments”.

Table 5 mentions that there is 80 – 100 pieces of equipment available to first- and second-year students, while the SER lists them all, including laboratories with photographs (biology, food analysis, microbiology, biotechnology, chemistry, analytical chemistry, processing line, greenhouse, orchard, mechatronics laboratory, conditioner laboratory, filling miniature, reagent depot, informatics laboratory, engineering process, library and lecture halls.

The facility is new, well equipped, with a large library and accessible to disabled persons.

UBT acts as a 5G Technology Center - Testbed that was inaugurated recently. UBT on their web page states that they are licensed as an internet service provider and has launched its own internet, thus being independent from getting internet from other providers.

Additionally, UBT introduced EON Reality since 2021 when it opened the Center for Virtual and Augmented Reality.



UBT provided a youtube link presenting new facilities as the largest and most modern Center of Science, Technology and Innovation in Kosovo. UBT Smart City Center, has been inaugurated in the building with 28 thousand square meters space, with a special architecture based on high construction standards, laboratories, dormitory, library, kitchen, incubators, small industries, space for new businesses, creative centers, as well as sports spaces, will be the place of future generations, where their knowledge will increase even more within this unique center.

As for the human resources there is a very good ration teacher : student as presented in the table 4 of the additional documentation. Table 5 lists KPIs - Number of academic staff (according to qualification) - first year: (34full time (F) and2 part-time (PT)) - Dr.sc. 25 (F) / 1 (PT) - Phd.Cand. 5(F) / 1(PT) - MSc. 4(F) / 0(PT); second year: 36 (38 full time (F) and 12 part-time (PT)) - Dr.sc. 25(F) / 1 (PT) - Phd.Cand. 5(F) / 1(PT) - MSc. 4(F) / 0(PT).

For the third year the HEI didn't provide information.

Due to impossibilities to visit the site physically, the ET trusts that the claims and the statements regarding infrastructure, library and the budget are true, especially the ones supported by evidence.

CL 3

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.

Table presents that there is 100,000 euro revenue from the students enrolled to the first year and 200,000 euro of the student enrolled to the second year.How about the budget for the third year? No students? No income.

As for the scientific research, the revenue is 10,000 euro for the first year and 12,000 euro for the second year of this study programme. What about third year?

It is not quite clear how is it possible to differentiate the scientific activities revenue based on the year of the study programme.

The SER presents income and expenditures for the next 3 years. According to it, the financial sustainability is stable, yet there is a narrow gap for making a profit. Therefore, the institution should pay more attention to attract more students or other sources of income.

But, the ET trusts that the budget presented is not correct because it is same in the SER for another study programme which has less students and more professors.

CL 0



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:*

The SER and the Annex document present the space and the equipment owned by UBT College.

The ET trusts that all requirements from this standard are fully met.

CL 3

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.*

The SER states that “in terms of information technology, the Program has a computer laboratory equipped with 55 computer PCs”. The ET trusts that given the provided evidence the HEI meets this standard fully.

CL 3

Standard 7.5. *The education institution's libraries must ensure, for each of the study programs:*

The number of seats in all related places seems in compliance with this standard, according to the SER. The access to the online publications is improved. The SER states that UBT offers full access to libraries and electronic academic platforms such as BIONE, EBSCO HOST, IMF, Cambridge Journals and JSTOR, UBT Koha, Sage Journals to the students and the academic staff.

Table 5 from the additional documentation states there are 507 books available to the students of this study programme. The ET requested the list of recently purchased books related to the field of this study programme. The HEI delivered the list containing 60 books in 2019 without proper referencing, no author name, publisher nor year of publishing. Majority of these books are in the biomedical field, while several of them could be considered relevant for this study programme. The HEI did not put enough effort to provide the requested information entirely.

CL 2

Standard 7.6. *The infrastructure and facilities dedicated to the implementation of the program is adapted to students with special needs.*



No information is provided

As for the access to persons with difficulties in movement, UBT claims at their web site that they pay a special attention to vulnerable groups, including disabled ones. The SER states that the learning facilities are available to students with special needs.

CL 3

Compliance level: Substantially compliant

ET recommendations:

1. The financial plan includes very low income from projects. It is recommended to plan increasing the incomes from research projects
2. Continous enhancement of the laboratory equipment to assist research
3. The HEI should prepare their own budget, it shouldn' t be a copy from another study preogramme
4. The HEI should sign agreements with public and private companies to send their employees to get enrolled in thisstudy programme.
5. HEI could develop a job-related exchange or experience for their graduates/Allumni. In that way they will be more attractive on the job market.

1. *We will develop the recommendation for increasing revenues from research projects;*
2. *Every beginning of the academic term, we increase the capacities of equipment and laboratory spaces, according to the requests of the academic staff for the subjects according to the study curriculum.*
3. *The financial plan of the Faculty derives from the financial plan of the Institution of Higher Education (IAM), according to planning.*
4. *UBT has numerous cooperation agreements with private and public Industry/Company, which we have harmonized the study curriculum according to their recommendations.*
5. *Students in the framework of the subject Professional Practice carry out the practice in the Industry sector according to the requirements of the syllabus of the subject, where potentially the Industries express their interest for the students to be part of the work.*

2. FINAL RECOMMENDATION OF THE ET

Compliance level: Fully compliant/**Substantially compliant**/Partially compliant/Non-compliant.



The Expert Team considers that the study program “PROGRAMME IN AGRICULTURE AND ENVIRONMENT ENGINEERING (BSc)” offered by the UBT COLLEGE is substantially compliant with the standards included in the KAA. The basic weaknesses need improving:

1. Internationalization
2. Number of publications in International Journals with Impact Factor Index. It is expected that the higher number of publications will improve also the number of citations
3. The number of students enrolled in the 1st Year must be up 100. Agriculture is a programme of study includes a high number of lab exercises, and in some time, even 100 students is a high number to follow them.
4. We recommend accrediting the program for a 3-year duration.
5. Improving English level of both staff and students
6. Increasing the incomes from research projects

In addition to above, information about:

- The Official Website must be improved by including more information about University, Faculties, Research etc
- History of the development of the UBT College and the Faculty of Agriculture and Environment Engineering should be provided at least in the official website
- Establishment (year, decision no., etc.) should be provided at least in the official website

1. The mission of UBT and the Agriculture program is to internationalize and implement the best quality standard practices. UBT also has cooperation agreements (MoU) with over 500 (five hundred) International Universities. Within the framework of the Agricultural Engineering program together with the University of "Sapienza" Università di Roma, we have harmonized the joint "Double Degree" program.

2. Your recommendation will intensify the engagement of the staff in indexed journal publications and citations. We are encouraging and supporting the academic staff in participating in conferences and publications in indexed journals.

3. UBT continuously organizes foreign language courses and will encourage the participation of staff and students in the advancement of the English language;

4. Increasing incomes from research projects will be a priority of UBT and the Agriculture program to improve study conditions and build infrastructure capacities.



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

- *All data about the UBT and the Agriculture program as well as the development data of the Agricultural and Environmental Engineering program will be updated on the official website of the UBT and the Agriculture program.*

Expert Team

Dr. Thomas Thomidis
Professor

Member

Prof. Dr. Thomas Thomidis

5/07/2022

(Signature)

(Print Name)

(Date)

Member

Jadranka Pelikan

5/07/2022

(Signature)

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(Date)