



"Marin Barleti" University/ quality assurance offices tasks' description

The unit's mission is to guide, organize and publish internal evaluation activities at the institution and program of study level.

Quality Assurance Unit (QAU) consists of two sections:

- Section responsible for the quality of bachelor programs/ Responsible of this section is Mrs. Esmeralda Hasani
- Section responsible for the quality of master programs/ Responsible of this section is Mrs. Migena Kapllani
- QAU has operational autonomy and has access to all data in UMB(Marin Barleti University).
- QAU role is to create a culture that aims to achieve and maintain a high quality of academic and research activities in UMB.

Functions of Quality Assurance Unit

In the area of quality assurance:

- Implement Quality Evaluation policy in UMB;
- The draft plan rollout calendar internal evaluation at the institution;
- Monitor quality within UMB;
- Organize internal assessment process;
- Provide to the UMB units advisory services for internal evaluation and quality improvement;
- Guide UMB units for the preparation of evaluation reports;
- Assist the internal evaluation group of quality in the preparation of internal evaluation report;
- Maintain records of internal evaluation;
- Publish evaluation reports internal and external;
- Organize training programs for quality assurance within UMB;



- Prepare Quality Assurance Manual;
- Cooperate with the Commission for Quality Assurance for quality assurance activities.
- Participate in training programs and in meetings related to the quality of higher education in Albania.

In the field of accreditation

- Prepare and follow the process of institutional and program accreditation;
- Maintain records of the accreditation process;
- Cooperate with APAAL in the accreditation process;
- Publish the accreditation decisions.

In the field of research and development

- Promote activities to improve the quality of UMB;
- To facilitate implementation of the recommendations of the evaluation reports to the institution, programs and monitor the progress of their implementation;
- Be a focal point for institutional planning, including the improvement of existing programs and developing new programs;
- Reassess the monitoring programs and internal evaluation;
- Conduct analysis of data based on the evaluation of domestic and overseas;
- Cooperate with other institutions of higher education to share experience and to enhance the quality of higher education in Albania

Legal Representative of Marin Barleti University

Gafur Duda

