

MINUTES

of the Training for Management academic and administrative staff, students of PHEI in Albania
15th February, 2017

“Strategic Support on Strengthening the Quality Assurance Structures at the Private Higher
Education Institutions in Albania”

Project number: 561510-EPP-1-2015-1-AT-EPPKA2-CBHE-JP

I. List of Participants

Paris Lodron University of Salzburg

- Peter Eckl

University Politechnica of Bucharest

- Mariana Mocanu

University of Genova

- Agostino Massa

National Erasmus + Office

- Elona SaraciOffice
- Edit Dibra

Epoka University

- Mustafa ç
- Islam Jusufi
- Arban Uka
- Eglantina Hysa
- Miriam Ndini
- Flogerta Hasanaj
- Eduina Maksuti
- Altin Bora
- Denis Stena
- Lorela Manjani
- Loren Senja

- Erdjana Dida
- Bora Kokalari

European University in Tirana

- Tonin Gjuraj
- Teuta Xhindi
- Selami Xhepa
- Elvin Gjevori
- Fatri Morina
- Orkida Ilollari
- Elvin Meka
- Lutjona Lula
- Ketrina Cabiri Mijo
- Eva Drita
- Holta Heba
- Anisa Subashi
- Megi Ruka
- Xhoi Bare
- Dea Llagami
- Albin Baftijari
- Andorela Ndoj
- Xhulia Stafa,
- Agim Kasaj

University Marin Barleti

- Asije Koprencka
- Ilir Pando
- Eurona Leka
- Erion Kristo
- Gazmend Zeneli
- Enlida Frasheri
- Silvana Loka
- Migena Kapllani
- Elona Bano
- Anjeza Llubani

University of New York in Tirana

- Ariana Sela
- Agim Mamuti
- Matilda Lopeni
- Enila Cenko
- Nertila Gjini
- Konstantinos Giakoumis
- Edlira Late

- Brikena Kazazi
- Najada Fani
- Irena Hatellari
- Nertila Paskali
- Mihal Kaso
- Rogert Sterkaj
- Enida Ismailaj
- Senada Alla
- Pranvera Guxho
- Prokop Vangjeli

Polis University

- Edmond Agolli
- Etleva Dobjani
- Eralda Ribaj
- Etleva Lilaj
- Dea Buza
- Efijeni Kokedhima
- Manjola Hoxha
- Aldo Hako

Pjeter Budi College

- Evliana Berani

WUS Kosova

- Luljeta Aliu
- Arrita Gola
- But Dedaj

II. Minutes of the training

Day 1: February 13, 2017

The target groups of the first day were management and teaching staff.

The participants were welcomed by the Rector of the European University of Tirana, who delivered an opening speech. Representative of the National Erasmus + Office in Albania, gave a welcoming speech, and expressed her support for Private Higher Education Institutions.

The first presentation was delivered by Prof. Peter Eckl, from Paris Lodron University of Salzburg, on “Developed Guidelines and template questionnaire for research evaluation within the project”

The second presentation was delivered by Luljeta Aliu, from WUS Kosova, on “The results of the survey and brainstorming sessions conducted with the PHEI in Albania and Kosova”

A discussion on was held on the topic “Development and implementation of the tools (guidelines and questionnaire developed within the project) for research evaluation at the PHEI in Albania”, which was moderated by Prof. Dr. Peter Eckl and Prof. Dr. Mariana Mocanu

The third presentation was held by Prof. Dr. Mariana Mocanu, from University Politechnica of Bucharest, on “Linking curricula development to the National Qualification Framework – Experiences from Romania”

The fourth and last presentation of the first day was delivered by Prof. Dr. Agostino Massa, from University of Genova, on “Enhancement of Quality assurance: Programme design, delivery and monitoring”

Day 2: February 14, 2017

The target group of the second day was administrative staff.

The first presentation was held by Prof. Dr. Peter Eckl, on “The role of administrative staff in internal quality assurance – Experience of Paris Lodron University of Salzburg”

The second presentation was held by Prof. Dr. Mariana Mocanu on “The role of administrative staff in internal quality assurance – Experience from University Politechnica of Bucharest”

The third presentation was held by Prof. Dr. Agostino Massa, on “The role of administrative staff in internal quality assurance – Experience from University of Genova”

Each of the PHEI representatives delivered a presentation on the topic “Participation of Administrative staff in the internal quality assurance and accreditation processes in the private higher education institutions in Albania and Kosova”. The presentations were in the following order:

- Altin Bora from Epoka University,
- Elvin Meka from European University of Tirana,
- Migena Kapllani from Marin Barleti University
- Edlira Late from University of New York in Tirana
- Eralda Ribaj from Polis University, and
- Evliana Berani from Pjeter Budi College

After the presentations a workshop was held on “What can be improved to increase the role of administrative staff in QA processes”, which was moderated by Prof. Dr. Agostino Massa, from University of Genova

Day 3: 15 February, 2017

The target group of the day was students.

The day started with the workshop, on the topic “What can be improved to increase the role of students in the QA processes?”, which was moderated by Prof. Dr. Agostino Massa.

The first presentation was delivered by Prof. Dr. Mariana Mocanu on “Participation of students and their engagement in internal quality assurance procedures and reviews”

The second presentation was delivered by Luljeta Aliu, from WUS Kosova on “The role of National Students’ Union in the QA processes at the HEIs – Case study TEMPUS Project SIHEKSU no 544357”

The third presentation was delivered on the topic “From teacher-centered learning to student-centered learning” delivered by Luljeta Aliu.

Each of the PHEI representatives delivered a presentation on “Experiences of the PHEI in Albania and Kosova on involvement of students in the QA processes”. The presentations were in the following order:

Loren Senja from Epoka University
Megi Ruka from European University in Tirana
Pranvera Guxho from University of New York in Tirana
Dea Buza from Polis University, and
Evliana Berani, from Pjeter Budi College.

The training was closed with recommendations on the topic from the participants.

Day 4: 16 February, 2017

Prof. Peter Eckl visited Private Higher Education Institutions in Albania to see closely the Quality Assurance process in each institution. Prof. Eckl had separate meeting with each institution. The visits took place in the following order:

1. University of New York in Tirana
2. University Marin Barleti
3. Polis University
4. Epoka University

Present in the meetings were managers and members of the QA units as well as the Rectors, where he could see and talk more about the internal Quality Assurance of the institutions. Prof. Eckl visited the QA offices, and saw closely the evaluation forms of each institution, and the forms that they use for students as well as for the teachers.

III. AGENDA

AGENDA

February 13 – 15, 2017

“Strategic Support on Strengthening the Quality Assurance Structures at the Private Higher Education Institutions in Albania”

Project number: 561510-EPP-1-2015-1-AT-EPPKA2-CBHE-JP

Venue: European University in Tirana
Blv. "Gjergj Fishta", Nd 70, H1, Tirana, Albania

Target group: Management, academic and administrative staff, students of the PHEI in Albania

Day 1: February 13 (target group: management and teaching staff)

09.30 – 10.00 Welcome remarks

Representative of National Erasmus+ Albania

10.00 – 10.30 Presentation of developed Guidelines and template questionnaire for research evaluation within the project, Prof. Peter Eckl, Paris Lodron University of Salzburg

10.30 – 11.00 Presentations of the results of survey and brainstorming sessions conducted with the PHEI in Albania and Kosova, Luljeta Aliu, WUS Kosova

11.00 – 11.15 Coffee break

11.15 – 12.00 Discussion on “Development and implementation of the tools (guidelines and questionnaire developed within the project) for research evaluation at the PHEI in Albania”, moderated by Prof. Dr. Peter Eckl, Paris Lodron University of Salzburg and Prof. Dr. Mariana Mocannu



12.00 -12.30 External Quality Assurance in Albania – Tildi Cadri, Public Accreditation Agency for Higher Education in Albania

12.30 – 13.30 Lunch Break

13.30 – 14.30 Linking curricula development to the National Qualification Framework – Experiences from Romania - University Politehnica of Bucharest

14.30 – 15.30 Enhancement of Quality assurance: Programme design, delivery and monitoring – University of Genoa

15.30 – 16.00 Coffee – Break

16.00 – 17.00 Discussion and wrap-up

Day 2: February 14 (Target group: administrative staff)

09.30 – 10.30 The role of administrative staff in internal quality assurance – Experience of Paris Lodron University of Salzburg, Prof. Dr. Peter Eckl,

10.30 – 11.30 The role of administrative staff in internal Quality Assurance – Experience from University of Genoa,

11.30 – 11.45 Coffee break

11.45 – 12.45 The role of administrative staff in internal Quality Assurance – Experience from University Politehnica of Bucharest, Prof. Mariana Mocanu

12.45 – 13.45 Lunch Break

13.45 – 15.15 Participation of Administrative staff in the internal quality assurance and accreditation processes in the private higher education institutions in Albania and Kosova, presentations by:

- Turgut Ozal Education JSC-Epoka University, Albania
- European University of Tirana, Albania
- Marin Barleti University, Albania
- University of New York, Albania
- Polis University, Albania
- Akademia Evolucion, Kosovo
- Pjeter Budi College, Kosovo

15.15 – 16.30 Workshop on: What can be improved to increase the role of administrative staff in the QA processes? – Moderated by University of Genoa

16.30 – 17.00 Presentation of recommendations & wrap-up

Day 3: February 15, 2016 (target group: Students)

09.30 – 10.30 Workshop on: What can be improved to increase the role of students in the QA processes? Moderated by: University Politechnica of Bucharest and University of Genoa

10.30 – 11.30 Participation of students and their engagement in internal quality assurance procedures and reviews, University Politechnica of Bucharest

11.30 – 11.45 Coffee break

11.45 – 12.30 The role of National Students' Union in increasing participation of students in the QA processes at the HEIs – Case study TEMPUS Project SI HEKSU no 544357, Luljeta Aliu, WUS Kosova

12.30 – 13.30 Lunch Break

13.30 – 14.30 From teacher-centered learning to student-centered learning, WUS Kosova

14.30 – 16.00 Experiences of the PHEI in Albania and Kosova on involvement of students in the QA processes

- Turgut Ozal Education JSC-Epoka University, Albania
- European University of Tirana, Albania
- Marin Barleti University, Albania
- University of New York, Albania
- Polis University, Albania
- Akademia Evolucion, Kosovo
- Pjeter Budi College, Kosovo

16.00 – 16.30 Presentations of recommendations and wrap-up

16.30 – 18.30 Separate meetings of Project Management Board and Project Quality Board (only members of the Board take part)

February 16, 2016

08.30 – 17.00 Visit of Prof. Peter Eckl to the PHEI in Albania (details to be elaborated with each institution)



Annex:

IV. Presentations

V. Minutes of the meetings