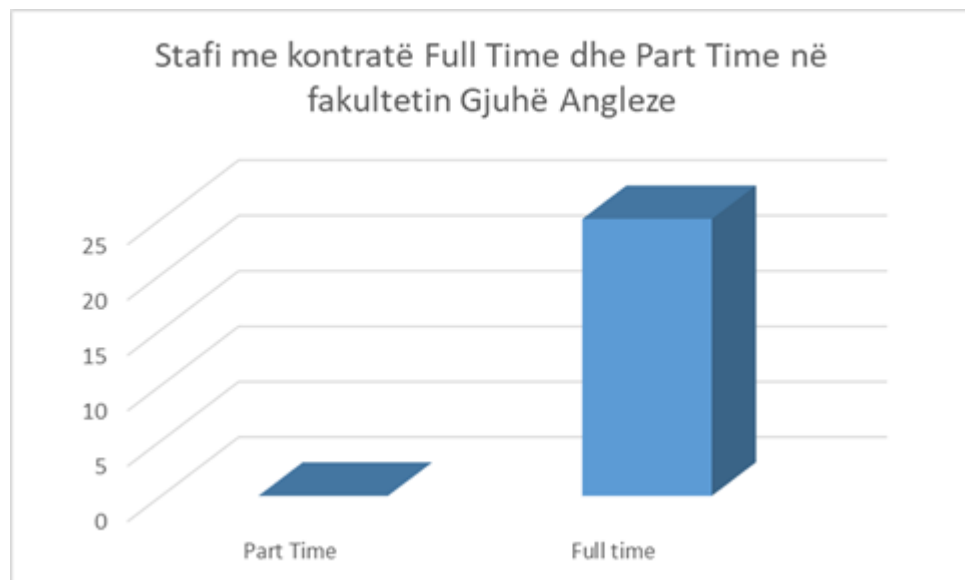




ANNUAL REPORT  
FACULTY OF ENGLISH LANGUAGE  
**AKADEMIK YEAR: OCTOBER 2021 – JUNE 2022**

**Improving Teaching and Learning**

The Faculty of English Language has 24 teachers engaged in the academic staff.



**Winter Semester – Staff engagement**

In the winter semester, 5 teachers were engaged in teaching.

**Summer Semester – staff engagement**

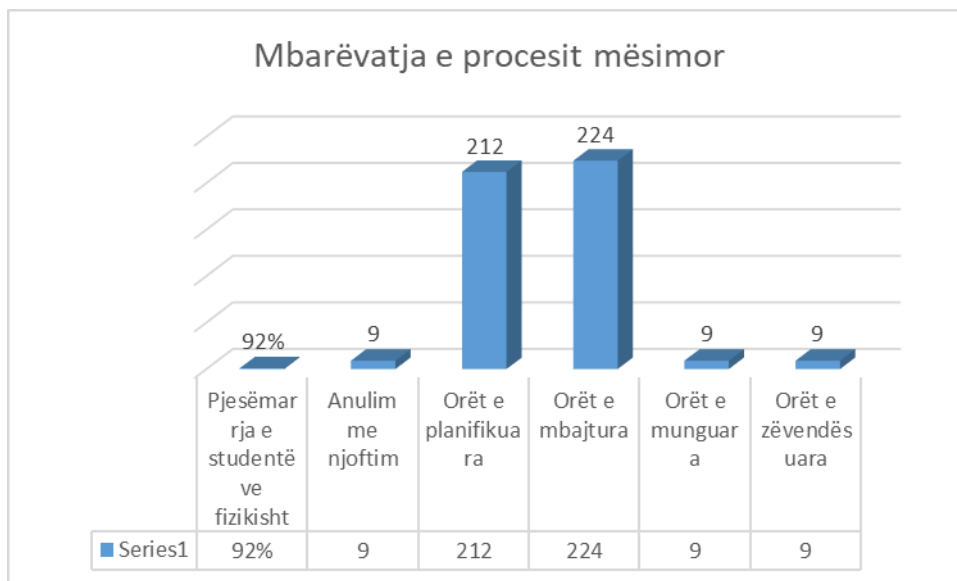
In the summer semester, 7 teachers were engaged in teaching.

**Winter Semester - Scheduled, realized hours, cancellations and delays**

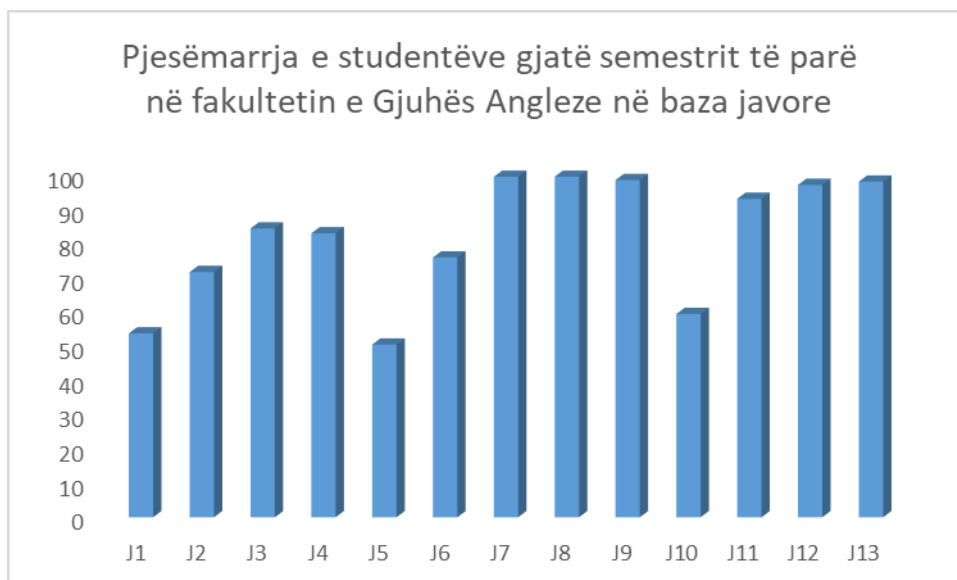
As the pandemic situation created around the globe, based on the application of scheduled hours, the English Language faculty accomplished the scheduled hours in the hybrid format, which means the online and physical platform created by the IT department at UBT, the result is quite successful in continuing to maintain the academic process.

The graphs attached below show the development of the academic process in the English Language faculty for the winter semester for the Bachelor's level.

The teaching process at the Bachelor's level in the Faculty of English Language.



The teaching process at the Bachelor level in the English Language faculty on a weekly basis

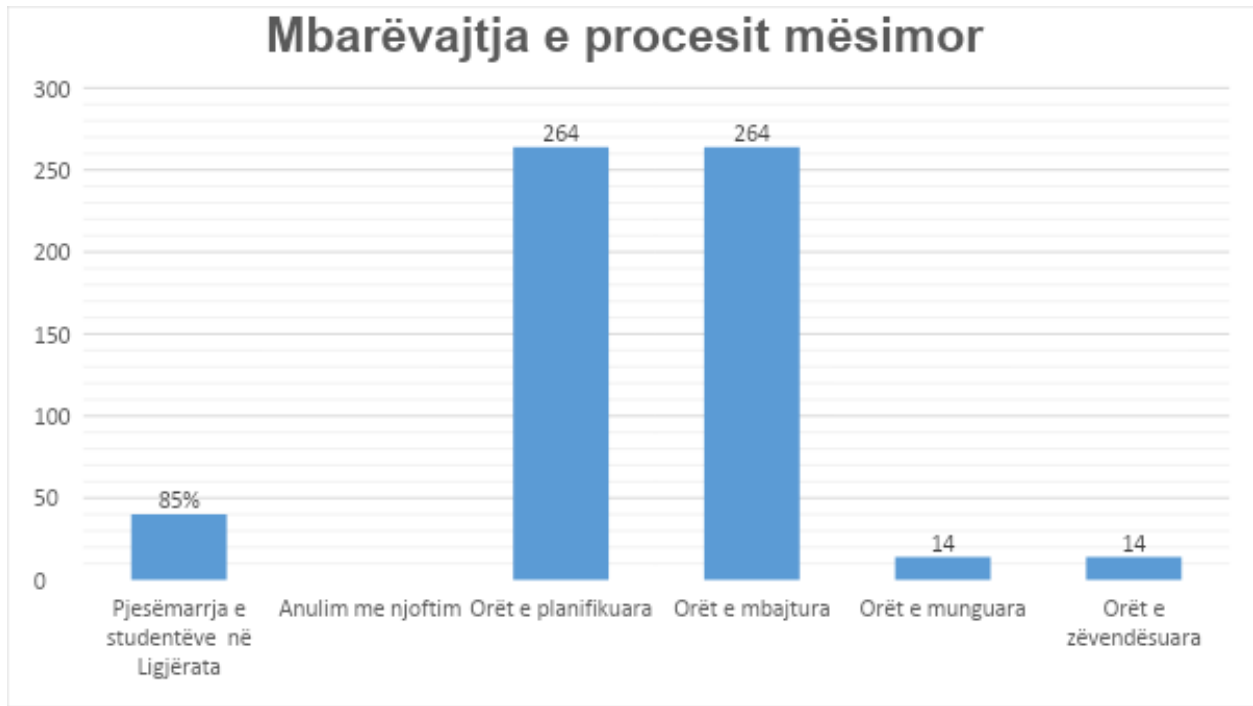


**Summer Semester - Scheduled, completed classes, cancellations and delays**

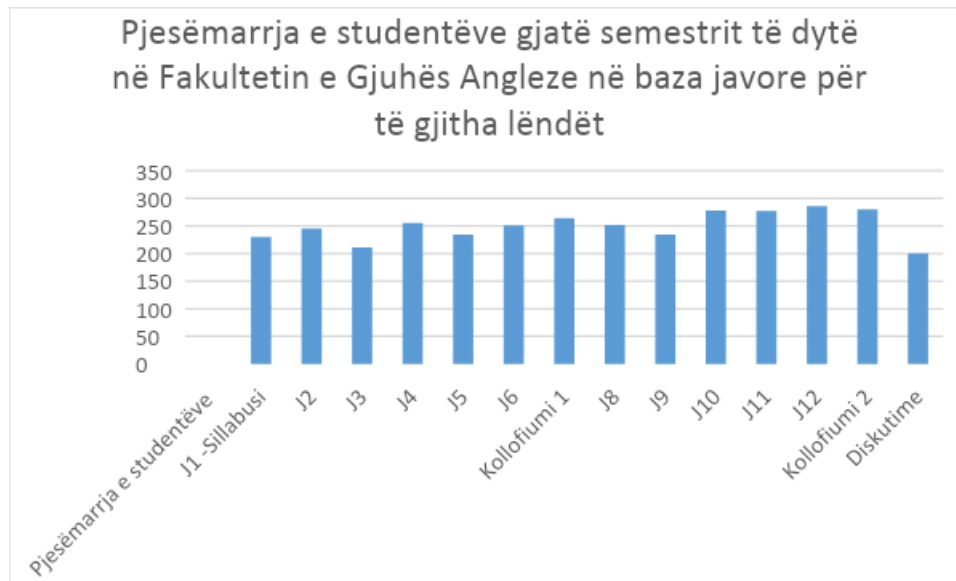
The summer semester of the 21/22 academic year began on March 14 and ended on June 10, 2022. The number of students enrolled in the second semester was 44.

The lectures are organized in the format with physical presence, except for one elective subject that was in the hybrid format. It means that out of seven lectures, five compulsory and two elective, six lectures (five compulsory and one elective) are organized physically, while one elective course is organized in a hybrid format.

The graphs attached below show the development of the academic process in the English Language faculty for the winter semester for the Bachelor's level.



The teaching process at the Bachelor level in the English Language faculty on a weekly basis



## Winter Semester - Consultations

The Faculty of English Language conducted consultation hours in each subject with students during the teaching process, we can emphasize that additional consultations are applied according to mainly 10-15 minutes once a week or even as needed.

Name/Surname	Subject	Day	Time	Place (Campus)	Form
<b>Fatbardha Osmani</b>	Cultural Aspects in ELT	Monday	08:45-09:00	Online	Online
<b>Fatbardha Osmani</b>	Legal English	Monday	12:10-12:25	Online	Online
<b>Alma Lama</b>	Introduction to Linguistics	Monday	14:30-14:45	Online	Online

<b>Eglantina Bilalli</b>	English Language Skills 1	Tuesday	14:10- 14:25	Prishtinë	Physical presence
<b>Manjola Brahaj</b>	Albanian Morphology	Wednesday	14.10 - 14.25	Prishtinë	Physical presence
<b>Halil Bashota</b>	British Literature 1	Friday	10:30-10:45	Prishtinë	Physical presence
<b>Eglantina Bilalli</b>	Creative Writing	Friday	10:50-11:05	Online	Online

## Summer Semester – Consultations

The Faculty of English Language has carried out consultation hours in each subject with students throughout the teaching process, we can emphasize that additional consultations have been applied as needed after the end of the semester.

Name/Surname	Subject	Day	Time	Place (Campuss)	Form
Luiza Zeqiri	English Language Skills 2	Friday	10:40 - 10:55	Online	Online
Halil Bashota	British Literature 2	Friday	11:00 – 11:15	Online	Online
Eglantina Bilalli	Phonetics and Phonology	Friday	11:20 -11:35	Online	Online
Alma Lama	Academic Writing	Friday	11:40 – 11:55	Online	Online
Xhevahire Millaku	Albanian Syntax	Friday	12:00-12:15	Online	Online
Fatbardha Osmani	Psychology of Language and Communication	Friday	12:20-12:35	Online	Online
Lisjeta Thaqi	English for Business and Economy	Friday	12:40-12:55	Online	Online

## Winter Semester – Tutoring

In the English language faculty, tutoring was applied at the beginning of the year in a general format since we did not have new staff, we only clarified what we expected from each professor and when those points were expected to be accomplished, for example, moodle platform, consultations, etc.

## Summer Semester – Tutoring

In the Faculty of English, tutoring was applied at the beginning of the year in a general format since we did not have new staff, we only clarified what we expect from each professor and when those points are expected to be realized, for example, the moodle platform, evaluations, consultations, etc.

## Winter Semester - E-Learning - using Moodle

The English Language Faculty used the Moodle platform and all the opportunities offered by Moodle in the academic year 2021/2022, mainly in the Winter semester. It is worth noting that Moodle was also used for assignments, presentations and consultations that were planned to be worked on based on the course syllabus, in this case the use of the Moodle platform by both students and academic staff increased even more.

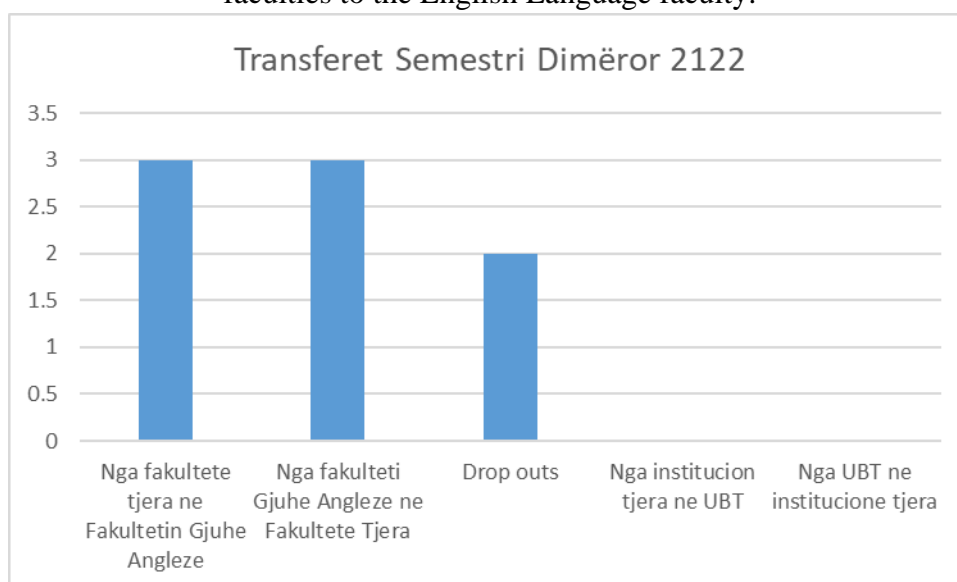


6	Psychology of Language and Communication	100%	100%	100%	100%	100%	100%	100%	100%	K1	100%	100%	100%	100%	100%	100%	K2
7	English for Business and Economy	100%	100%	100%	100%	100%	100%	100%	100%	K1	100%	100%	100%	100%	100%	100%	K2

## Winter Semester – Transfers

As for transfers, the English Language Faculty as a new faculty has registered 47 students in October 2021, respectively the academic year 2021/2022. We had two drop outs and three transfer students in Psychology and 3 students were transferred to the Faculty of English Language from other faculties.

The graph below shows the number of students transferred from the English Language faculty and from other faculties to the English Language faculty.



## Summer Semester – Transfers

We have not had any other transfers.

## Winter Semester - Exams, passing and attendance

### Exam Term February 2022

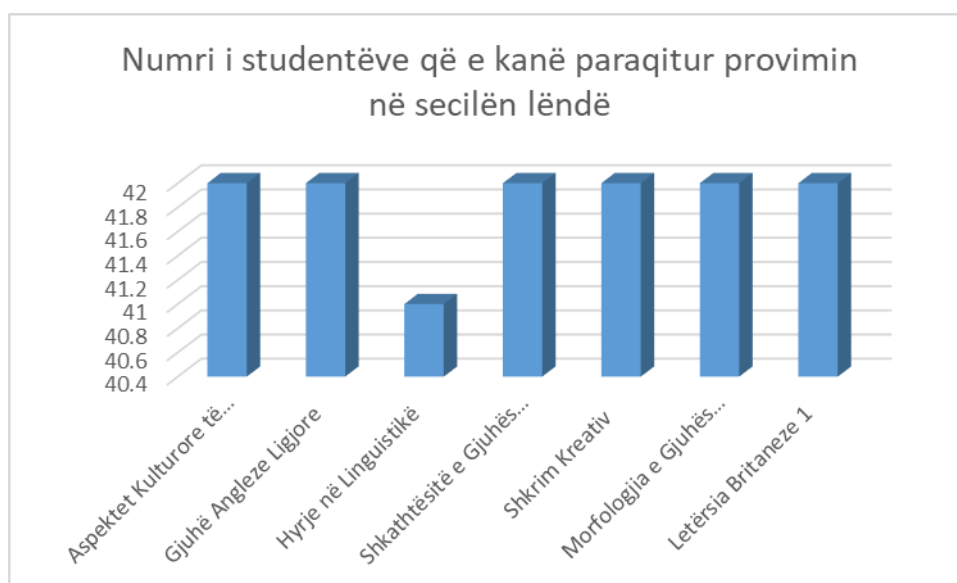
Based on the development of the pandemic situation, the English Language Faculty will successfully hold the regular term exams of February 2022.

The Faculty of English Language in the regular exam period of February 2022 organized 7 exams in physical form and no exam has been cancelled.

Semester	Course	Date	Time	Place	Form	Profesor	Level	Faculty	Exam Term
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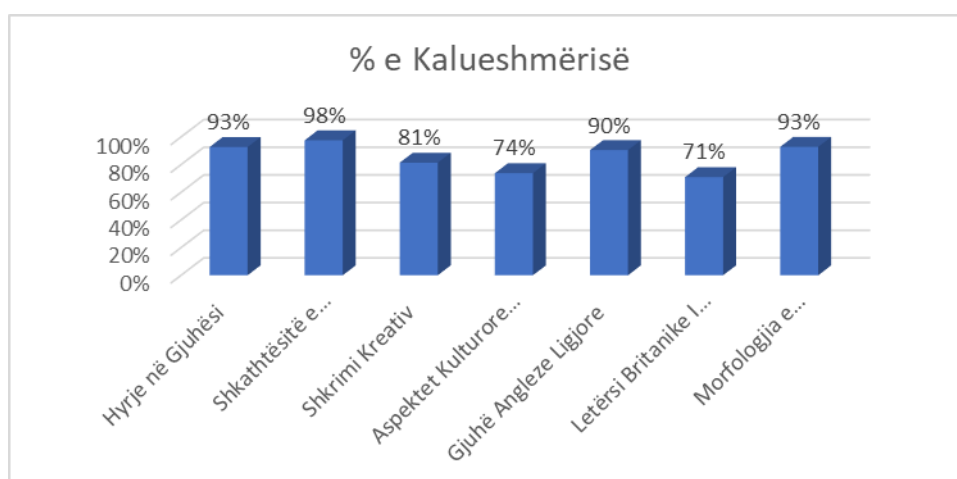
1	Cultural Aspects of ELT	11.02.2022	13:00-14:30	Campus	Physical Presence	Fatbardha Osmani	Bachelor	English Language	February 2022
1	Legal English	11.02.2022	15:00-16:30	Campus	Physical Presence	Fatbardha Osmani	Bachelor	English Language	February 2022
1	Introduction to Linguistics	14.02.2022	11:00-12:30	Campus	Physical Presence	Alma Lama	Bachelor	English Language	February 2022
1	English Language Skills 1	15.02.2022	11:00-12:30	Campus	Physical Presence	Eglantina Bilalli	Bachelor	English Language	February 2022
1	Creative Writing	22.02.2022	15:00-16:30	Campus	Physical Presence	Eglantina Bilalli	Bachelor	English Language	February 2022
1	Albanian Morphology	23.02.2022	15:00-16:30	UBT Prishtina	Physical Presence	Manjola Brahaj	Bachelor	English Language	February 2022
1	British Literature 1	25.02.2022	15:00-16:30	UBT Prishtina	Physical Presence	Halil Bashota	Bachelor	English Language	February 2022

The number of students who have submitted the exam for each subject in the February 2022 term



In the regular exam period of February 2022, all scheduled exams were held. The exams are conducted in Physical form.

### Winter Semester - Passing



The Faculty of English Language in the February 2022 exam period has planned that the exams will be conducted with physical presence in classrooms and in the computer laboratory at the innovative campus in Lipjan and at UBT Prishtina. In the winter exam period 21/22, the English Language Faculty has planned 7 exams, which are planned to be held in Campus-Lipjan and UBT Prishtina. Attached you will find the table with the subject of the exams and the scheduled dates:

You can find the exam table with details for the February 2022 term in the link in the vendor's drive below. Drive: <https://drive.google.com/drive/u/0/folders/19vHMPDZE4cFGtneY7np2iEgSf2IYggDL>

Total exams conducted Of the exams planned in this period, 7 exams were conducted. Attached is the table with the data reported by the branch:

**The report from the Lipjan Campus for all the exams completed**

Course	Date in Campus	Date UBT Prishtina	Exam Time in Campus	Exam Time in Prishtina	Delays	Participants	Exam Status
Cultural Aspects in ELT	11.02.2022	/	13:00-14:30	/	0	41	Yes
English for Law	11.02.2022	/	15:00-16:30	/	0	41	Yes
Introduction to Linguistics	14.02.2022	/	11:00-12:30	/	0	38	Yes
ESL 1	15.02.2022	/	11:00-12:30	/	0	40	Yes
Creative Writing	22.02.2022	/	15:00-16:30	/	0	42	Yes
Albanian Morphology	/	23.02.2022	/	15:00-16:30	0	41	Yes
British Literature 1	/	25.02.2022	/	15:00-16:30	0	40	Yes

System: <http://faculty.ubt-uni.net/ViewExamSchedule/ExamSchedules/Index.aspx>

**Total canceled exams and reasons for cancellations – there were none**

The Faculty of English Language in the February 2022 deadline has not had any cancellations or delays during the course of the exams. Attached are the data downloaded from the faculty system.

**Table 2. Exams with absent students**

Level	Curriculum	Kodi	Course	Date @the Campus	Date at Emshir	Time @ Campus	Time@ Emshir	Delays	Application	Exam Absences
Bachelor	33/01/01	230-CAEL-105	Cultural Aspects in ELT	11.02.2022	/	13:00-14:30	/	0	42	1
Bachelor	33/01/01	230-LE-106	English for Law	11.02.2022	/	15:00-16:30	/	0	42	1
Bachelor	33/01/01	230-ITL-103	Introduction to Linguistics	14.02.2022	/	11:00-12:30	/	0	41	3
Bachelor	33/01/01	230-BL1-102	ESL 1	15.02.2022	/	11:00-12:30	/	0	42	2
Bachelor	33/01/01	230-AM-104	Creative Writing	22.02.2022	/	15:00-16:30	/	0	42	0
Bachelor	33/01/01	230-ELS1-101	Albanian Morphology	/	23.02.2022	/	15:00-16:30	0	42	0
Bachelor	33/01/01	230-CW-109	British Literature 1	/	25.02.2022	/	15:00-16:30	0	43	3



## Total exams presented by students in the February 2022 term

In the February term, 43 students took the exam at the GJA Faculty – BSc

### April Term 2022

The Faculty of English in the APRIL 2022 exam period has planned that the exams will be conducted with a physical presence in the classrooms and in the computer laboratory at the innovative campus in Lipjan and at UBT Prishtina.

In the Irregular term of exams 21/22, the Faculty of English Language has planned 7 exams, which are planned to be held in Campus-Lipjan and UBT Prishtina.

**Table 3. The number of exam papers**

Level	C o u r s e	Semester	Term	Academic Year	Form	Date	Time	Exam Papers
Bachelor 21/24	Cultural Aspects in ELT	S1	April 2022	2021/2022	Physical Presence	16.04.2022	13:00	15
Bachelor 21/24	English for Law	S1	April 2022	2021/2022	Physical Presence	16.04.2022	14:15	4
Bachelor 21/24	Introduction to Linguistics	S1	April 2022	2021/2022	Physical Presence	23.04.2022	13:00	1
Bachelor 21/24	ESL 1	S1	April 2022	2021/2022	Physical Presence	29.04.2022	14:15	9
Bachelor 21/24	Creative Writing	S1	April 2022	2021/2022	Physical Presence	29.04.2022	15:30	2
Bachelor 21/24	Albanian Morphology	S1	April 2022	2021/2022	Physical Presence	30.04.2022	13:00	1
Bachelor 21/24	British Literature 1	S1	April 2022	2021/2022	Physical Presence	30.04.2022	14:15	3

Attached you will find the table with the subject of the exams and the planned dates: Total exams completed Of the exams planned in this term, 7 exams have been completed. Attached is the table with the data reported by the branches:

### The report from the Lipjan Campus for all the exams completed

Lenda	Emri	Mbiemri	Data	Ora	Kurrikula	Fakulteti	Niveli	Vendi
Cultural Aspects in ELT	Fatbardha	Qehaja-Osmani	16.04.2022	ENGLISH	33/01/01	ENGLISH	Bachelor	UBT - Prishtinë
English for Law	Bachelor	ENGLISH	Bachelor	ENGLISH	Bachelor	ENGLISH	Bachelor	UBT - Prishtinë
Introduction to Linguistics	Bachelor	ENGLISH	Bachelor	ENGLISH	Bachelor	ENGLISH	Bachelor	UBT - Prishtinë
ESL 1	Bachelor	ENGLISH	Bachelor	ENGLISH	Bachelor	ENGLISH	Bachelor	UBT - Prishtinë
Creative Writing	Bachelor	ENGLISH	Bachelor	ENGLISH	Bachelor	ENGLISH	Bachelor	UBT - Prishtinë
Albanian Morphology	Bachelor	ENGLISH	Bachelor	ENGLISH	Bachelor	ENGLISH	Bachelor	UBT - Prishtinë
British Literature 1	Bachelor	ENGLISH	Bachelor	ENGLISH	Bachelor	ENGLISH	Bachelor	UBT - Prishtinë

## Total canceled exams and reasons for cancellations – there were none

The Faculty of English in the April 2022 term has not had any cancellations or delays during the course of the exams.

Total exams Presented but in the absence of students

Attached are the data downloaded from the faculty system.

## Exams with student results

Semester	Term	Academic year	Niveli	Faculty	#Students	Participation	Positive Grades	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Total
Semestri 1	April Term	2021/2022	Bachelor	English	15	13	11	3	7	1	0	0	85
Semestri 1	April Term	2021/2022	Bachelor	English	4	4	4	2	1	1	0	0	27
Semestri 1	April Term	2021/2022	Bachelor	English	1	1	1	0	0	1	0	0	8
Semestri 1	April Term	2021/2022	Bachelor	English	9	9	9	0	6	2	0	1	68
Semestri 1	April Term	2021/2022	Bachelor	English	2	2	2	2	0	0	0	0	12
Semestri 1	April Term	2021/2022	Bachelor	English	1	0	0	0	0	0	0	0	0
Semestri 1	April Term	2021/2022	Bachelor	English	3	1	0	0	0	0	0	0	5

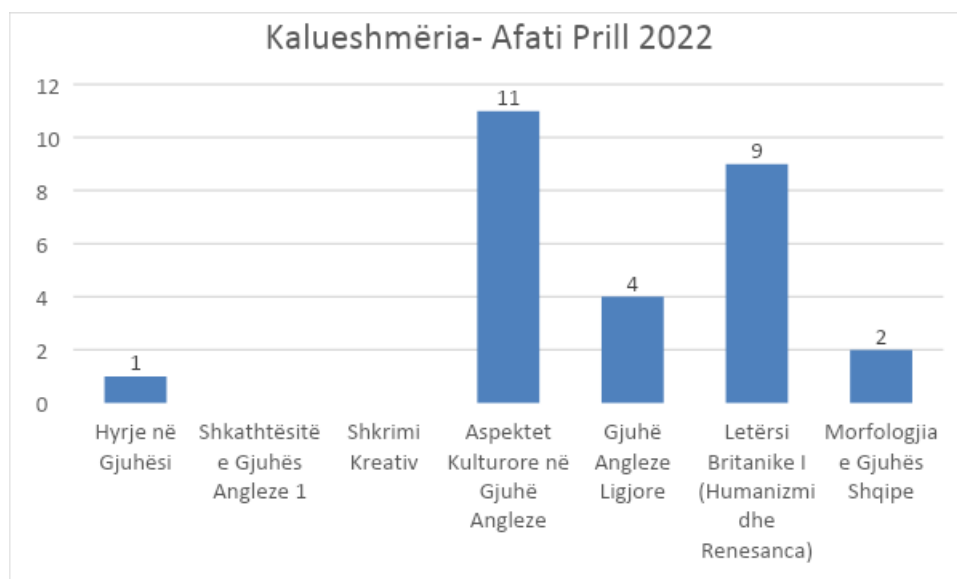
## Total exams submitted by students

In the IRREGULAR term of April, 35 students took the exam at the GJA Faculty - BSc. Of the 35 who took the exam, 5 students did not enter the exam, 27 passed the exam and 3 failed.

Exam dates

We do not have exams that have changed dates at the request of the professors.

Passability Attached you will find the data on passability for the February term  
**Table 4. Data on the pass in February 2022**



**We have no comparison with other deadlines as we are a new faculty.**

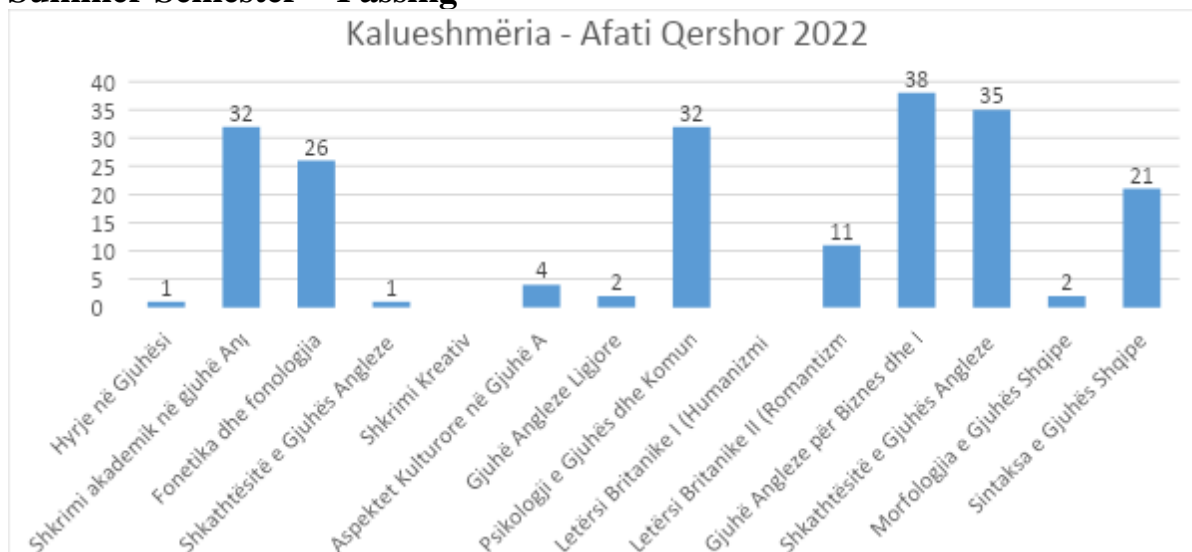
Conclusion - Deadline APRIL 2022 - GJA has conducted 7 exams in the physical format out of the full planned number.

Feedback from academic staff N/A ;

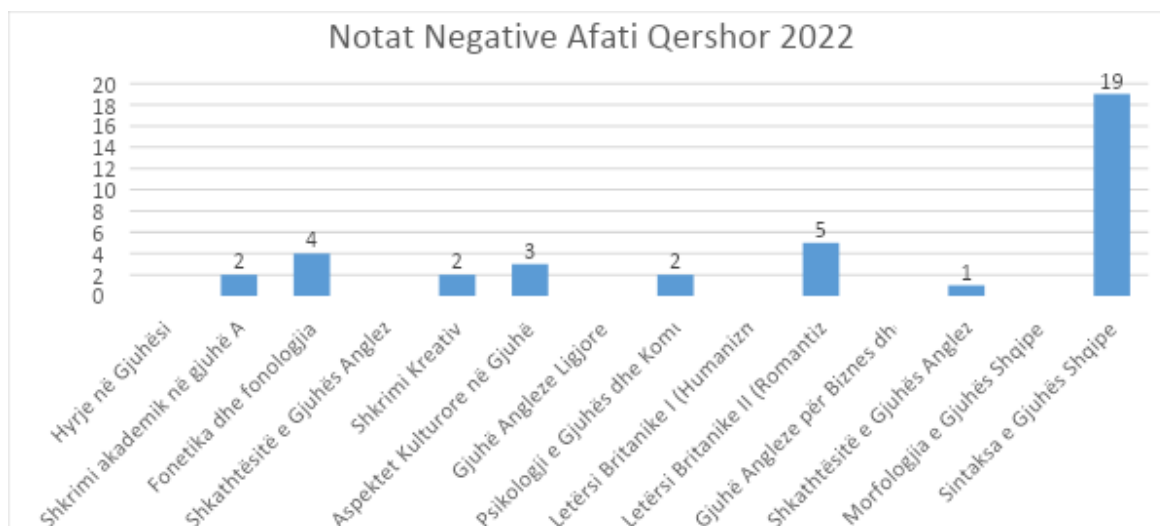
Feedback from students N/A;  
 Feedback from faculty leaders N/A

## Summer Semester- Number of Presentations

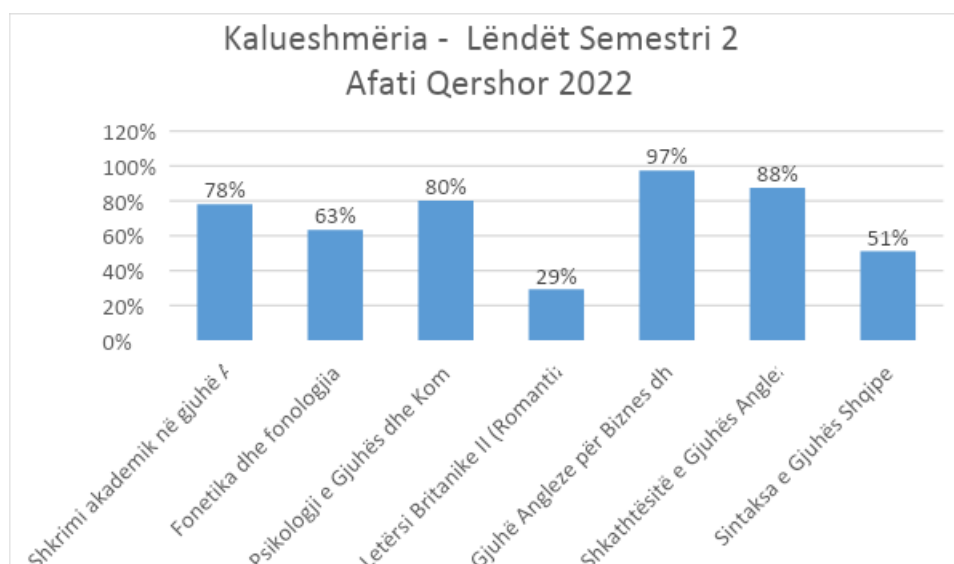
### Summer Semester – Passing



### Summer Semester – Negative Grades



### Summer Semester – Results in Percentage



## II. STAFF

Academic staff registration on Googlescholar, Orcid, Researchgate

Staff registration in online research platforms.

#	Emri Mbiemri	Niveli	Resarch Gate	Google Scholar	Scopus
1	Alma Lama	Bsc	PO	PO	PO
2	Eglantina Bilalli	Bsc	PO	PO	JO
3	Luiza Zeqiri	Bsc	PO	PO	PO
4	Lisjeta Thaqi	Bsc	PO	PO	PO
5	Nexhat Cocaj	Bsc	PO	PO	JO
6	Arber Celiku	Bsc	PO	PO	JO
7	Drita Xhemaili	Bsc	PO	PO	JO
8	Gjylije Rexha	Bsc	PO	PO	JO
9	Edmond Jajaga	Bsc	PO	PO	PO
10	Violeta Zefi	Bsc	PO	PO	PO
11	Hajdi Xhixha	Bsc	PO	PO	JO
12	Hasan Metin	Bsc	PO	PO	PO
13	Deniz Celcima	Bsc	PO	PO	PO
14	Manjola Brahaj	Bsc	PO	PO	PO
15	Fariz Farizi	Bsc	PO	PO	JO
16	Dritero Arifi	Bsc	PO	PO	PO
17	Enver Hoxhaj	Bsc	PO	PO	PO
18	Safet Zejnullahu	Bsc	PO	PO	JO
19	Fatbardha Qehaja	Bsc	PO	PO	PO
20	Halil Bashota	Bsc	PO	PO	PO
21	Trendeline Haliti	Bsc	PO	PO	JO
22	Korab Gashi	Bsc	PO	PO	JO
23	Votim Hanolli	Bsc	PO	PO	JO
24	Shpendim Oxha	Bsc	PO	PO	JO

### Work environment

#### Faculty council meetings

The English Language Faculty has held two meetings of the faculty council at the beginning of the semester and at the end of semester 1 and then at the beginning of semester 2 and at the end of semester 2. A total of 4 per year officially. From time to time, individual meetings were held with the staff to monitor the progress of the faculty or to meet any individual needs of the staff for the course. From time to time, as needed, the staff was contacted for reminders of consultations or any other changes.

At the beginning of each semester, topics related to development, improvement and proposals by the academic staff for the academic year are mainly addressed. Then the start time of the semester is presented, the schedule of lectures, the submission of class reports on time, the compilation of syllabuses for the subjects engaged in the summer semester 2021, the rules and holding of exams based on the academic calendar compiled by the office for matters academic. The meetings are organized and reviewed by the Dean. While at the end of the semester, the advantages of each activity and any unexpected challenges and their management are examined.

Another important topic of discussion is the handling of the international conference and the importance of staff engagement in this conference, scientific papers, then as part of the faculty council meeting, the development of the

faculty in national and international aspects, thematic lectures and behavior of international professors for any thematic lectures, the development of the conference and the summer academy and various activities of the faculty.

The meeting of the English language faculty council was held on the following dates:

The 1st meeting of the GJA council (15.10.2021), participants in the meeting were the teaching staff and the dean.

- The II meeting of the GJA faculty council was held on 31.01.2022, where the lecturers and the dean participated.
- The III meeting of the GJA faculty council was held on 08.02.2022, where the lecturers and the Dean participated.
- The 4th meeting of the GJA faculty council was held on 10.06.2022, where the lecturers and the Dean participated.

### **Meetings of Sub-Commissions**

The GJA faculty has held other meetings of the subcommittees at the beginning and end of the fall and summer semesters, to direct the tasks and responsibilities for each subcommittee. Other meetings were held according to the necessary state of development of the academic process.

### **Quality sub-committee meetings**

During the winter semester 2021, a special meeting with the quality committee was held at the English Language faculty to check the suitability of the syllabi with each subject. The reason for the meeting was to identify the syllabi for the winter and summer semesters, and a written report for each semester was requested after review.

### **Meetings of the sub-Commission for Complaints**

The Faculty of English Language applies the examination and resolution of every complaint or request addressed to the faculty. During the first and second semesters, at the same time during the 2021/2022 academic year, we did not have any complaints to address to the complaints sub-committee. Requests and complaints of students with content of decision-making are reviewed during the week that the issue is addressed, in cases where the complaint or request contains a solution which should be as flexible as possible, it is handled on the same day of acceptance of the annex/request.

### **Meetings of the Sub-Commission on Ethics**

Although the ethics committee is formed, the English Language faculty, in the academic year 2021/2022, we have not had a case that should be reviewed with the ethics committee.

### **Meetings of the Board of Industry**

A member of the industry board has been invited to the Faculty Council meetings mainly to discuss the time, the documents that students can exercise their practices and how the assessment is done. In the 2022/2023 academic year, female students must complete their internship in the centers that we have established cooperation with.

### **Internationalization, partnerships and community**

#### **International cooperation**

The faculty is working on building collaborations with partner universities, starting from the region and beyond. Until now, the faculty has had a collaboration with the University of Korçë, in Albania, where our students have applied debate with the students of the university in Korçë on four topics related to the global importance of the English Language.

#### **Extracurricular activity**

In addition to the academic aspect, within the curriculum of studies, the faculty also applies additional activities for the student, which are so-called extracurricular activities. This semester, in honor of the 20th anniversary of the establishment of UBT, we have organized an event called "UBT has got talents" and within this event students have selected topics related to the English language and culture, songs and recitals, as well as the activity " spelling bee" etc.

<https://www.ubt-uni.net/sq/fakulteti-i-gjuhes-angleze-mbajti-aktivitet-per-nder-te-20-vjetorit-te-themelimit-te-ubt-se/>

### **Global Fest - Summer Academy 2022**

As part of Global Fest, the Faculty of English Language organizes the education and development academy. During the Summer Academy 2022, international speakers from Cyprus, England, Arabia, Germany and other countries, as well as local speakers from local universities, participated. The participation of the students of the Faculty of English Language with their presentation works has given the summer academy a beautiful color. The summer academy is held in four sessions a day with three topics in each session, which contain the topic of development and innovation in education in times of resilience. The academy lasted 3 days and on the 4th day a forum was organized on the topic of Evolution in Education.

### **International conference**

In 2021, the international conference of the faculty of English Language in Education and Development took place together with that of Language and Culture, where various and current topics for education, education and development were developed. The topic was addressed by about dozens of researchers from abroad and from the country. Many international guests also participated who presented their research in the fields of the English Language

### **Cooperation with industry**

Collaborations with industry are expected to be mainly with these companies or offices.

- My Translation - Arif Kastrati
- PrimaDB Enkeleida Zhuja
- INTRA Translation Agency - Fazli Rrezja;
- Representative from the Ministry of Foreign Affairs;
- Representative from the Ministry of Culture

UBT has also signed a Memorandum of Understanding with various institutions in Kosovo where students can do their internship, such as:

- Media Institute of Kosovo
- Ministry of Culture, Youth and Sports
- Ministry of Education, Science and Technology
- Ministry of local government administration
- National University Library of Kosovo
- RTK (Radio Television of Kosovo)

## Cooperation with the community

The Faculty of English Language has organized a meeting with the community, taking part in the commemoration activities of the patriot Jusuf Gërvalla, by the way it has taken part in the translation and recitation of some of his poems.

## Mobility of staff and students

The English Language Faculty will start with the Erasmus + project from next year, where students will have accumulated 90 credits.

So far the students of the Faculty of English Language have a good average. The selection of students for exchange with partner universities is based on the average grade, the field of study and knowledge of the English language.

## Student employment rate

Students of the Faculty of English Language are not yet employed in their future profession

## MEDIA

Based on the development and activities of the English Language Faculty, the Media have presented every achievement very well, such as:

- Promotion of students
- Promotion of professors
- Study visits

## Performance indicators

		<b>Academic Year 2122</b>
1	Total number of students	47
2	Number of Bachelor students	47
3	Number of Master students	0
4	Graduation rate	0
5	Dropout rate	0
6	Degree of student satisfaction with the program	92%
7	Number of scientific papers at the conference	85
8	Number of citations	N/A
9	The number of mobilities	0
10	Number of partnerships	41

		<b>Academic Year 2122</b>
1	Staff-student ratio	1/3
2	Student-class ratio	50/1
3	The degree of continuity of studies	93%
4	The rate of hours realized according to the plan	100%
5	Rate of delays	0%
6	Cancellation rate with notice	5%
7	Cancellation rate without notice	0%
8	Absence rate of students	12%
9	Average reach rate	8.5
10	Passage rate	9.3
11	Students grade 10	/

**Academic  
Year 2122**

1	Number of academic staff	7
2	Number of full-time academic staff	7
3	Number of female academic staff	6
4	Number of PhD academic staff	5
5	Number of academic staff MSc	2
6	Number of laboratories	1
7	Number of books in the library (specific to the faculty)	200

### **Performance indicators**

Performance of teaching and administrative staff; instruments used for quality measurement; indicators etc. Ensuring the quality of teaching in accordance with the relevant regulations of the UBT College, in the case of the Faculty of English Language, has ensured the provision of quality services for students as much as we promised in the self-evaluation report. Starting from the registration of students in the semester, the selection of elective courses, the presentation of professors, syllabuses, the method of evaluation, lectures, consultations, timely posting of lectures, Moodle assignments, exams, etc., adequate service has been provided to students. In addition, students have been informed and benefited from all types of student services offered by the College, such as administrative services, the library, as well as the services of the IDEA Institute at UBT. All this is continuously monitored by the quality subcommittee.

### **Ethics in teaching**

Each professor, according to the signed contract, responds to the ethical regulations drawn up by the UBT College, regarding the organization and progress of teaching, lectures, exams, discussions with the students of the Faculty of English Language. Each assessment form is carefully designed including questions from the material presented in the lectures, moodle and additional literature determined by the subject. All students, without distinction, have been offered the equal opportunity for formative assessment during the semesters, in order to be as transparent as possible in what was promised to them at the beginning of the academic year. The professors have accurately informed the students about the rules of the lesson, the dates of the required tasks and the disciplinary rules of the exam, and about the consequences if these rules are not respected. All of this is continuously monitored by the ethics subcommittee.

**Transparency in teaching:** Transparency in teaching is ensured through evaluations of the academic staff carried out by students. This is done through questionnaires and other relevant instruments provided by the faculty, also the performance of the professors in relation to the lectures and the achievement of the students is continuously monitored in order to improve the quality of teaching.

Staff evaluations through questionnaires and other instruments: UBT is committed to sending a questionnaire to students to give their opinion regarding staff evaluation and quality improvement in teaching. The questions in the questionnaire are below.

The teacher is regular and respects the schedule of lectures/exercises

The explanation and method of the reader is clear and understandable

The teacher encourages interactivity during lectures/exercises

The teacher cooperates with the student

The lecturer's behavior towards the students is correct

My obligations to the subject were clear from the beginning, in accordance with the presented syllabus

The course had adequate study materials and they were accessible at UBT



The teacher uses appropriate assessment methods and applies the continuous assessment method

This teacher is recommended to teach us/exercise in other subjects in the following semesters

Suggestions for the teacher or the subject

### **Development of Scientific Research and Innovation**

- Productivity of staff in scientific research
- Registration of academic staff in Googlescholar, Orcid, Researchgate
- Annual Conference
- Involvement of students in scientific research
- Turnitin
- Scientific research projects and funds
- Administration of human resources
- Staff, workload, holidays and more
- Academic staff development, and training
- Intranet
- Ethical Human Resources Administration.

### **Infrastructure, spaces and resources**

- Infrastructure in use or needed
- Use and needs of the Library
- Laboratories used or needed
- Spaces for work

**X**

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Alma.V. Lama - UBT - English Language - Dean  
Professor Assistant