



**UBT**

**Faculty of Mechatronics Engineering**

**ANNUAL MONITORING OF ACTION PLAN FOR QUALITY IMPROVEMENT**

**2024-2025**

**September, 2024**



Based upon the Annual Quality Report for 2023-2024, the Quality Improvement Plan for the academic year 2024-2025 was drafted, proposing actions, timelines and precise parameters for performance measurement. The monitoring of whether the annual actions were completed as foreseen is presented below:

AREAS OF IMPROVEMENT	NECESSARY ANNUAL ACTIONS	TIMEFRAME	RESPONSIBLE ACTORS	PERFORMANCE METRIC	COMPLITION OF ACTIVITY
<b>Constructive alignment of course learning outcomes with teaching activity and student assessment</b>	<ul style="list-style-type: none"> <li>- Training organization;</li> <li>- Foressen and inviting guest speakers during courses;</li> <li>- Improving corporation with industry;</li> <li>- Review of Sullabuses;</li> </ul>	October 2024, to be prepared for the winter semester of the academic year 2024-25	The staff of the Faculty of Mechatronics Engineering	Syllabus update based on this objective before the start of the winter semester 2024-25	Updating the syllabus based on this objective for the Faculty of Mechatronics Engineering
<b>Guiding standards for students and teachers of Mechatronics Engineering</b>	Updating guidelines and policies for students and professors	January 2025	The management staff of the faculty in cooperation with the QA sub-committee	Raising the quality and information of professors and students about their responsibilities to the faculty	Placing updated Guidelines online to be accessible to all students and staff; Training staff and students to use the guides
<b>Develop monitoring mechanizm</b>	<ul style="list-style-type: none"> <li>- Identification of monitoring mechanisms and tools;</li> <li>- Identification of the actors that will engage in monitoring;</li> <li>- Drafting of the reporting form;</li> </ul>	January 2025	The faculty council in cooperation with the QA sub-committee	Periodic measurement of the teaching and learning quality	Establishing and implementation of planned monitoring methods and tools
<b>Increase Graduated Students' Level</b>	- Development of periodic reporting procedures, reflected in an	April 2025	The sub-committee on diploma thesis in cooperation with the sub-	Determination of a concrete periodic reporting plan for students who do not	Increasing the number of graduates



	accessible scheme and with updated data.		committee on quality assurance	respect the deadlines	
<b>Engaging students in academic research projects</b>	Drafting up a concrete plan for the involvement of students in various research projects and processes.	November 2024	Scientific sub-committee in collaboration with the quality sub-committee	Increase students' awareness of their future specialization or interests. Their motivation for involvement in research projects according to areas of interest.	Increasing the number of publications by professors in collaboration with students. Increasing student participation in the UBT - ICM SER annual conference
<b>Conducting semi-structured interviews to discover possible reasons for dropping out of the program and for frequent fell in exams</b>	- Drafting of semi-structured interview templates - Designing the methodology for evaluating the results of the interviews	November 2024	Scientific sub-committee in collaboration with the quality sub-committee	-Periodic monitoring of student success in exams - Periodic monitoring of the decrease in the number of students who leave the program	-Reducing the number of students who repeat exams -Reducing the number of students who leave the program

**Quality Assurance sub-committee – Faculty of Mechatronics Engineering :**

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- Prof. Dr.sc.Fidan Smaili
- Msc.Saranda Demolli
- Bardh Rushiti (Alumni)
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