



UNIVERSITETI
KADRI ZEKU
GJILAN

Public University "Kadri Zeka"
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Ref. No. 01/2911/Date, 18/12/2023

REGULATION
**on the Establishment and Functioning of the Council for Quality and Evaluation
Supervision**

Gjilan, December 18, 2023

Pursuant to article 48, paragraph 1 subparagraph 1.9 of the Statute of the University "Kadri Zeka" Gjilan, the Senate of University "Kadri Zeka" in the meeting held on 18. 12. 2023 approved the following:

REGULATION

on the Establishment and Functioning of the Council for Quality and Evaluation Supervision

Article 1

CQES is an advisory body of the Senate and the Rector, which in cooperation with other support and professional bodies of the University, such as the Office of Science, Academic Development and Quality and the Office for Academic Affairs, plans, drafts, monitors, analyzes and administers the evaluation procedures of the teaching process, scientific research, artistic research and all evaluations of other fields covered by the university.

Article 2

1. The CQES is established by the UKZ Senate, at the proposal of the Rector and the Office of Science, Academic Development and Quality.

2. The members of CQES are:
 - 2.1. Vice-rector for teaching, research and student affairs;
 - 2.2. Vice Dean for academic affairs from each academic unit
 - 2.3. Director of the Office for Quality and Academic Development
 - 2.4. Academic Affairs Officer
 - 2.5. Two students with excellent success.

3. The mandate of CQES members is as follows:

3.1. Permanent members of the Council for Quality and Evaluation Supervision (hereinafter CQES) are: the Vice-Rector for Academic Affairs, the Director of the Office for Academic Development and Quality and the Academic Affairs Officer.

3.2. Non-permanent members of the CQES are: Vice-deans for Academic Affairs from each academic unit as well as two student representatives.

3.2.1. Vice-deans for Academic Affairs from each academic unit are elected by the university senate for a four (4) year mandate.

3.2.2. The mandate of CQES is four (4) years. For students, it is two (2) years.

4. CQES members may be replaced in the same way as they are appointed.

Article 3

The duties of the Council for Quality Management are:

1. Proposes to the Rector and the Senate a strategy with quality assurance and evaluation guidelines, criteria, standards and procedures for its implementation and continuous improvement;
2. Compiles the Quality Assurance Manual;
3. Drafts and approves the plan of activities for quality assurance in accordance with the regulations in force and the strategic documents of UKZ;
4. Submits to the Rector and the Senate a report on the plan implemented in terms of quality assurance;
5. Gives suggestions to the Rector, the Senate, the Deans of the academic units on the improvement of the quality level;
6. Encourages quality discussions and promotes a culture of quality within the university;
7. Analyzes the data collected from the fields of quality assurance in accordance with article 3, paras. 3.1, 3.2, 3.3. 3.4 and 3.5 of the Regulation on Quality Assurance and Evaluation at the Public University "Kadri Zeka" Gjilan;
8. Drafts and proposes to the Senate the approval of the self-evaluation report for institutional re/accreditation;
9. Advises the Senate and the Councils of the academic units for the approval of the self-evaluation reports for the re / accreditation of the Study Programs;

10. In cooperation with the senior management and the deans, elects the members of the ad hoc commissions for conducting the evaluations as needed;
11. Compiles improvement reports based on data and evaluations received from the Department for Evaluation and Quality Assurance;
12. Compiles the improvement reports based on the evaluations of the ad hoc Commissions, which make periodic internal evaluation of the current study programs, and submits them to the Council of the Academic Unit and the Senior Management;
13. Analyzes and approves periodic / annual reports and activity plans of the quality assurance system of the academic units of the University and sends them to the Senior Management.

Chairman of the Senate

Assoc. Prof. Dr. Artan Dërmaku