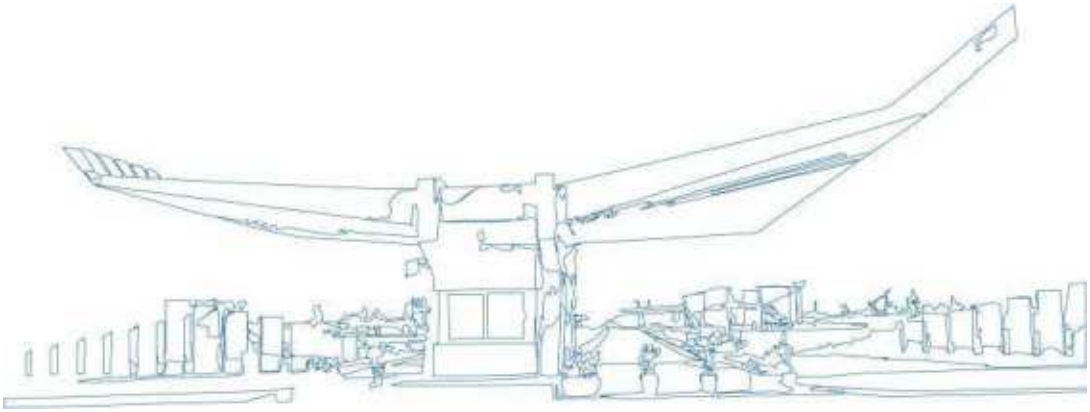
EPOKA UNIVERSITY



INTERNAL EVALUATION REPORT

On study program Master of Science in Architecture

Tiranë, Month 2018

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List of Contents

List of Contents 2
List of Tables 5
List of Figures 6
I. INTRODUCTION 7
Core Values 8
II. INTERNAL EVALUATION GROUP (IEG) 9
STUDY PROGRAM/S, ITS MANAGEMENT, IN SERVICE TO THE MISSION OF THE UNIT 11
1. Mission/Objectives of the study program. 11
Mission of Epoka University 11
Vision of Epoka University 11
Strategic objectives of Epoka University 11
Core values of Epoka University 12
Mission of Department of Architecture 12
Strengths of our Programs: 13
Context 13
Vision: Where the Department wants to be by 2022? 13
Sources 14
History of Achievements from the last period (Since the establishment of Epoka) 14
Study Programs offered by the Department of Architecture: 14
2. Academic Structure of the Faculty and Department 21
Dean 22
Department of Architecture 27
Evaluation according to the Standards 30
3. Academic and administrative (support) personnel of the study program 32
Staff Recruitment Procedure, Full-Time and Adjunct Academic Staff 32
Evaluation according to the Standards 35
4. Infrastructure in service to study programs, logistics and other services towards the community. 44
Evaluation According to the Standards 66
5. Financing and management of financial resources 71
Evaluation according to the Standards 77
6. Internal Quality Assurance System 80
Evaluation according to the Standards 83
POLICIES OF STUDENT FORMATION 89
7. Study program and its organization 89
8. Teaching 106
Organization of Teaching 106
Forms of Teaching 106
Teaching Load Implementation 106
Quality Assurance 107
Measurable indicators 107
Scientific activity of the HEI 110
Number of engaged students 110
In individual scientific papers of lecturers 110
In scientific projects at the Department-level 110
In scientific projects at the Faculty-level 110
In scientific projects in collaboration with others 110
9. Students 111
Evaluation according to the standards 118

SCIENTIFIC RESEARCH POLICY 123
10. Scientific research 123
Scientific Policies 124
Regulation on Scientific Research 124
Scientific Strategic Objectives 125
Projects acquired and implemented 125
Research projects of the Faculty of Architecture and Engineering (International) 125
Research projects of PhD students 126
External projects 126
Projects acquired and Implemented in collaboration with students of the department of Archtiecture and CORDA (Center of Research and Design in Architecture) 128
Scientific Activities organized by the faculty of Archteicture and Engineering 138
11. National and international cooperation as well as relations with the public 144
Relationship with Labor Market and Business 144
International Relationships Office 144
SWOT ANALYSIS: 153
I. SUMMARY ANALYSIS FOR THE FULFILLEMENT OF THE RECOMMENDATIONS OF THE FIRST ACCREDITATION 153
II. SUMMARY ANALYSIS OF THE IER BY SWOT METHOD 153

APPENDIXES:

1.1 “Ten Year Achievement” survey
1.2 Epoka University strategic plan for 2013-2017 periods
1.3 Policy on Continuous Improvement of Study Program
2.1 CV’s of the academic staff of the department
2.2 The data for the table 3 regarding academic staff during the 2012-2016 academic years
2.3 Statute of Epoka University
2.4 Regulation on Employment and Performance Assessment of the academic staff
3.1 Directive "On the Teaching Load"
3.2 Staff contract sample
3.3 Procedure of Employment of new academic staff
6.1 Department of Architecture strategic plan for 2017-2022 periods
6.2 Course evaluation survey screenshot
6.3 Course evaluation criteria – syllabus, Template, Teacher Evaluation Form, FAE
6.4 Staff training report
6.5 Staff training report
6.6 Self-Evaluation report for institutional review
6.7 Internal Evaluation reports site screenshot
7.1 Curriculum of Integrated Second Cycle Study Program in Architecture 5 (Five) Years
7.2 Diploma Supplement for the Master of Science study program in Architecture and Diploma form
7.3 Syllabuses for the Master of Science study program in Architecture cources
7.4 Curriculum of M. Sc. In Architecture Study Program
7.5 Decision of the Senate of Epoka University on the “Approval of the curricula changes in the Master of Science study program in Architecture”
8.1 Jury Booklet
8.2 Regulation on Second Cycle study programs
8.3 Student Guide of Epoka University
8.4 Staff Guide of Epoka University
8.5 Procedure of grade appeal
9.1 Procedure of the enrollment, termination, matriculation number, and grade registers.
10.1 Total publication list of Academic Staff
10.2 Decision of the senate on the promotion of the research activities
10.3 Directive on Promotion of scientific publications
11.1 Memberships
11.2 Incoming Academic Staff – Faculty of Architecture and Engineering
11.3 Outgoing Academic Staff – Faculty of Architecture and Engineering
11.4 Outgoing exchange students - Faculty of Architecture and Engineering
11.5 Incoming Exchange Students - Faculty of Architecture and Engineering
11.6 Regulation on students exchange
11.7 Statute of students council
11.8 Procedures of Dean of Students office

List of Tables

Table 1 Members of Decanate 24
Table 2 Members of Council of Professors..... 26
Table. 3 Number of academic personnel for each base unit: Full-time Academic Personnel (PAE) and Adjunct Academic Personnel (PAK), academic titles/scientific degrees 28
Table. 4 Quality of managing, teaching and administrative personnel for Department of Architecture 28
Table. 5 Scientific Committee of the study program and the Coordinator/s of the study program.... 29
Table. 6 Scientific Committee of the study program and the Coordinator/s of the study program before June 2017 29
Table 7 Quality of managing, teaching and administrative personnel of the study program 33
Table 8 Data according to qualification and ratios between them..... 34
Table 10 Premises of the Faculty..... 49
Table 11 Classes used during the 2017-2018 academic year 50
Table 12 Auditoriums used during the 2017-2018 academic year 50
Table 13 Laboratories used during the 2017-2018 academic year 51
Table 14 Library Resources 59
Table 15 Table with PC, printers, projectors, video projectors, scanners 63
Table 16 Faculty facilities..... 64
Table 17 Facilities used during academic year 2017-2018..... 65
Table 18 Lecture halls used during 2017-2018 academic year..... 65
Table 19 Labs used during 2017-2018 academic year..... 66
Table 20 Income and various financing of EPOKA University sh.a during the last six years 71
Table 21 Expenditure of EPOKA University sh.a during the last six years according to the funding sources (in ALL) 72
Table 22 Income and various financing for Master of Science in Architecture study program during the last six years 74
Table 23 Expenses for Master of Science in Architecture during the last six years..... 74
Table 24 Data for the members of the IQAU..... 80
Table 25 Former composition of IQAU (Academic Evaluation and Quality Improvement Board) 81
Table 26 Curriculum of the Master of Science in Architecture 91
Table 27:Curriculum distributed according to Formation Activities (A-F)..... 95
Table 28:curriculum changes compared to licensed programs 95
Table 29 Curriculum connected with the respective academic personnel 96
Table 30 Total load in the auditorium concerning forms of teaching..... 107
Table 31 Forms of control of knowledge..... 107
Table 32 Grade awarding system..... 109
Table 33 Engagement of students in the components of the activity of the unit 109
Table 34 Procedures of student admission..... 112
Table 35 Quality of enrolled and graduated students 116
Table 36 Mobility of students within the higher education system in the country..... 116
Table 37 Data on the employment of students..... 117
Table 38 Data on scientific research 140
Table 40 Data on national and international cooperation 145
Table 41 Communication and cooperation with other state institutions, professional organizations, business community, labour market and other social actors of relevance for higher education..... 146

List of Figures

Figure 1 Organizational scheme of HEI……..20
Figure 2 Ogranizational scheme of Faculty…… 21
Figure 3 Master-Plan of Campus 44
Figure 4 Campus sitiation along the Tiran – Rinas road..... 45
Figure 5 View of E-building 45
Figure 6 View from inside the classes. 46
Figure 7 View from inside the auditoriums 46
Figure 8 View of A- building..... 47
Figure 9 View of A- building..... 47
Figure 10 View from inside the classes, A – building 48
Figure 11 View from inside the classes, A – building 48
Figure 12 View from inside architecture studios, A - building 52
Figure 13 View from computer lab 1 52
Figure 14 View from computer lab 2 53
Figure 15 View from electronics lab..... 53
Figure 16 View from civil engineering lab. 54
Figure 17 Class within Civil engineering lab..... 55
Figure 18 View from conference hall 55
Figure 19 View from conference hall 2, in construction 56
Figure 20 View from the Eagle Meeting Room..... 56
Figure 21 View from the Diversity Meeting Room 57
Figure 22 View from library 59
Figure 23 ICTC Office Services 60
Figure 24 Epoka Interactive Systems (EIS) 62
Figure 25 CORDA in the shortlist of archmarathon awards..... 129
Figure 26 Floor-Wall, Venice Biennale 2014 130
Figure 27 Skalan Magazine, KTH University, Sweden 130
Figure 28 Buildings to learn from, UNCUBE Magazine..... 130
Figure 29 World Architecture Magazine, Tsinghua University, Bejing, China 131
Figure 30 CORDA presents a research project in drini day..... 132
Figure 31 Studio Sequel 1 132
Figure 32 Studio Sequel 2 133
Figure 33 Studio Sequel 3 133
Figure 34 Studio Sequel 4 134
Figure 35 Tirana-Durres Economic Corridor Competition..... 134
Figure 36 Osumi Island in Berat 135
Figure 37 Students of Epoka University at the Biennale of Venice 138

I. INTRODUCTION

Epoka University is an international higher education institution located in Tirana, the capital of Albania. The University commenced academic activities during the 2007-2008 academic year, in compliance with the provisions of the Albanian higher education legislation.

In 2012, based on the Decision of the Council of Ministers of the Republic of Albania No. 553, dated 22.08.2012, the legal status of the institution has been changed from "Institution of Higher Education ("Shkollë e Lartë" in Albanian) to "University".

All institutional strategies of Epoka University are built on the "Education, Research and Contribution to Society" triangle. To promote further R&D, as well as contribution to society, Epoka University has signed several cooperation agreements with international and national institutions. Among our distinguished partners are the Albania Investment Council, American-Albanian Business Association, Tirana Municipality, British Council Albania, Yunus Center, Dhaka, and others.

Epoka University comprises three faculties: the Faculty of Architecture and Engineering, composed of the Department of Architecture, the Department of Civil Engineering and the Department of Computer Engineering; the Faculty of Economics and Administrative Sciences composed of the Department of Banking and Finance, the Department of Business Administration, and the Department of Economics; the Faculty of Law and Social Sciences composed of the Department of Law, the Department of Political Science and International Relations, and the Center for European Studies.

Epoka University offers education in three study cycles, respectively Bachelor's, Master's, and PhD, with 10 Bachelor, 9 Master of Science, 7 Professional Master, 2 Integrated Second Cycle, and 6 PhD study programs. The language of instruction in all study programs is English, except for the Bachelor in Banking and Finance study program, which is offered in Albanian as well.

Epoka University fully complies with the requirements of the Bologna Process, such as offering study programs in the three cycles of studies, adoption of both the ECTS credits system and from the American credit-hour system, as well as the provision of the diploma supplement for all of its graduates.

In 2017, Epoka University successfully completed the institutional accreditation process under the authority of the Albanian Agency for Quality Assurance in Higher Education.

Epoka University possesses a highly qualified full-time academic staff, 23% of whom are foreign. The foreign staff comes from the UK, Turkey, Russia, Azerbaijan, US, Macedonia, Greece, Kosovo and Pakistan. During the 2017-2018 academic year, the student/lecturer ratio was 19:1, pointing out the particular emphasis placed by Epoka University on high-quality teaching and the student-oriented approach of its activities. Three percent of the student community comes from foreign countries, such as Kosovo, Macedonia, Montenegro, Turkey, United States, Cameron, Azerbaijan, Yemen and Bangladesh.

"Internationalization" represents a strategic objective of Epoka University. In this context, Epoka University is one of the most active universities in Albania to conduct student and staff exchange programs with foreign universities. Furthermore, Epoka University cooperates with EU universities through the Erasmus+ Programme; in the perspective of research and projects aiming to support actions in the field of Education, Training, Youth and Sports, and also in terms of staff and student exchange. Epoka University is the first of the very few private higher education institutions in Albania to have benefited from the TEMPUS program, financed by the European Union. Epoka University is currently

a partner institution for three Erasumus+ KA 2 Capacity Building projects and one Horizon 2020 project, which is the first such project in Albania.

Epoka University is also an associate member of the European Universities Association (EUA), a signatory of the Magna Charta Universitatum, the United Nations Supported-initiative Principles of Responsible Management Education, and Yunus Center, Dhaka.

Epoka University Library offers different access to its students through its Digital Library with regard to all the program studies offered by Epoka. At the same time, the library is subscribed to several electronic resources such as JSTOR, IOPscience, SCOPUS, Taylor and Francis, etc.

In addition, the Epoka University campus is situated in a green area outside the city of Tirana and provides venues with comfortable physical and IT infrastructure, which offer high-quality services and facilities to students, staff and other stakeholders, covering three computer labs, one electronic and one civil engineering lab at Campus.

At the same time, Epoka University bolsters an excellent employability rate of its graduates, standing at around 90% and employed in the local and international labor market. Besides infrastructure and well donated facilities, Epoka University offers internships, networking, career fairs, and employment opportunities for its students and graduates in collaboration with sectors and industry under Career Planning and Alumni Office.

In 2018, UniRank rates Epoka University as the Top University in Albania.

Core Values

To believe in the universality of education and research,
To obey to universal legal principles and rules,
To be respectful and tolerant towards different religions, languages, genders, nationalities, colors, and differences in opinion
No compromise with regard to the preservation of justice and integrity,
To keep institutional identity in the forefront,
To adopt a participatory, transparent, decision-oriented, sensitive, rapid and effective governance,
To continuously interact with the community, to become a pioneer and a model of learning and research at the local and international level
To become a student-focused institution in all procedures,
To give importance to the harmony, liaison and satisfaction of its personnel
To be open to innovation,
To pursuit excellence,
To value time,
To create a safe and sustainable environment in the premises,
To conduct original research.

II. INTERNAL EVALUATION GROUP (IEG)

Composition of the IEG:

1. Assist. Prof. Dr. Anna Yunitsyna (Head)
2. Assoc. Prof. Dr. Sokol Dervishi (Member)
3. Dr. Edmond Manahasa (Member)
4. Dr. Odeta Manahasa (Member)
5. Ms. Ajmona Hoxha (Member)
6. Ms. Ajsela Tafili (Member)

Note: The Internal Evaluation Group (IEG) is established under the responsibility of the head of base unit (Department), after taking the opinion of the relevant decision-making body. The selection of IEG members should take into account their professional competencies, impartiality, the opportunity to gather the information to carry out the evaluation and the necessary degree of knowledge of group members, the representation at the highest possible level of the various opinions within the unit by avoiding at maximum the involvement in the IEG of conflictual or constricted persons. The Group, as a rule, consists of 3-5 members of the unit. The Group is established only for the purposes of evaluation (ad hoc group). It sets out an organizational structure (leader, secretary, etc.) and a distribution of tasks. It is a must that the IEG should also include student representatives.

ANALYSIS FOR THE FULFILLMENT OF THE RECOMMENDATIONS OF THE ACCREDITATION BOARD IN THE FIRST ACCREDITATION

I. Recommendations of Accreditation Board

a) To continue through professional work in the research fields of architecture and urban development;

b) To continue through devetion the selection of high level students aiming to further professional and cademic perfection of students.

c) To continue through professional perfectionism of student preparation aiming thrise of market competition providing the raising of professionals in the field of architecture.

II. Fulfillment of Recommendations by Institution

1. For the recommendation a_ the Institution has Institution has ascertained that:

The academic personel of the Department of Architecture constantly participates in the national and international conferences and prepares the publications in the scientific magazines. The conference and journal papers are delevoped on the individual basic as well as in cooperation with students. The list of published papers can be seen at Chapter 11.

2. For the recommendation b_ the Instituion has Institution has ascertained that:

Based on the admission criteria; only the students who have a CGPA 2.5 are accepted in Master of Science in Architecture program

3. For the recommendation c_ the Instituion has ascertained that :

With the same professional perfectionism of student preparation aiming the rise of market competition providing the raising of professionals in the field of architecture. The students at the thesis stage are working at the researches and the design themes which are actual for Albania.

STUDY PROGRAM/S, ITS MANAGEMENT, IN SERVICE TO THE MISSION OF THE UNIT

1. Mission/Objectives of the study program.

Descriptive part

Terms of reference: Goals and objectives of the study program, teaching and scientific research, short-, mid- and long-term strategies, follow-up and adaptation of objectives and goals over the time, general data on the study program (history, status, number of employees over the years, number of students over the years, study programs for all cycles of study, position of the study program ~~HEI~~ in the national and international context).

Mission of Epoka University

The mission of Epoka University is to be an innovative and influential teaching and research institution, serving to fundamental human values through the production, dissemination and development of knowledge at an international level as well as to contribute to the improvement of the life quality of society based on national and regional needs.

In this context, Epoka University aims at raising well-prepared, productive and competent individuals with a research-oriented spirit, who possess professional ethics and social sensitiveness and are also open towards national and international challenges. The vision of our university is to be a leading university in our country in the areas of education, research and development as well as service to society.

Vision of Epoka University

The vission of Epoka University is to be a leading university in our country in the areas of education, research and development as well as service to society.

Strategic objectives of Epoka University

Epoka University was established to contribute to the development of society, to science and knowledge and work done in this field. Creating a contemporary scientific infrastructure will contribute to the development of human resources in the scientific and social sciences by offering contemporary education opportunities according to the needs of the country and of the world. Giving importance to the production of knowledge and technology in the undergraduate and postgraduate programs as well as creating the possibility to reach the most up to date knowledge will contribute to raising well-educated and productive young people.

Epoka University, making use of international experience, through its graduate programs, education and research tradition, will raise scientists and fulfill the needs of the society. Epoka University, continuing its stage of institutionalization based on the principles of fairness, meritocracy and democratic participation, will create its own tradition together with its employees and students. It will establish a Management Knowledge System, complying with the universally known principles, the university, together with the staff, is subject to dynamic organizational structure.

Identifying the educational objectives and goals, as well as the learning outcomes, all the activities will be focused on the outputs, aiming at meeting the needs of the industry and applying innovative dynamic programs. It will assure the participation of the students through the "University Students Council", aiming at the participation of student representatives at the decision level. To meet regularly all the daily needs of the students and employees of the university, the facilities at the university will adapt a functional and contemporary technology. It will be in collaboration and communication with the society and business world. To respond to the expectations of the market, the University will organize continuous education programs.

Core values of Epoka University

- To believe in the universality of education and research
- To obey to universal legal principles and rules
- To be respectful and tolerant towards different religions, languages, genders, nationalities, colors, and differences in opinion
- No compromise about the preservation of justice and integrity
- To keep institutional identity in the forefront
- To adopt a participatory, transparent, decision-oriented, sensitive, rapid and effective governance
- To continuously interact with the community, to become a pioneer and a model of learning and research at the local and international level
- To become a student-focused institution in all procedures
- To give importance to the harmony, liaison and satisfaction of its personnel
- To be open to innovation
- To pursuit excellence
- To value time
- To create a safe and sustainable environment in the premises
- To conduct original research

Mission of Department of Architecture

The Department of Architecture at Epoka University prepares students for critical engagement with practice and ensures readiness for professional responsibilities. Our Department's vision is to offer a leading Architecture program in Albania and the Balkan region. We teach sustained evaluation of principles, traditions, and requirements of building in all its aspects. Our goal is to advance the

profession of architecture by combining artistic talent, technical proficiency, and social engagement in pursuit of excellence.

Our programs seek to multiply insights and abilities of students, including sensitivity to the aesthetic and social responsibilities of environmental design; the cultivation of a broad, humanistic, world view; commitment to research; respect of innovation; an advanced understanding of the culture of practice; and sophisticated graphic skills and technical vocabulary. The education of students in sustainability is a major focus of the curriculum. Our programs are interdisciplinary and taught in English.

Strengths of our Programs:

- Unique blend of courses in architecture design and theory, building science and technology, and urban planning and design;
- Taught in English;
- Interdisciplinary research offered by international academic personnel;
- Exposure to a research environment;
- Professional internships;
- Exchange programs abroad;
- Possibility to pursue doctoral (Ph.D.) studies at Epoka University or abroad;
- State-of-the-art design software and studio environment.

Context

The rapidly changing computer aided technology used in the architectural education and in this framework the usage of the related software properly and its implementation within the educational curricula is one of the main challenges of the program. Another important challenging issue is the ability to conduct research and development projects. Changing architecture service market affects the selection and the variety of the specific course offered within the program. Increasing number of freshmen students and graduates state the successful implementation of the program goals.

Vision: Where the Department wants to be by 2022?

The institutional vision of Department of Architecture is to become:

1. a leading institution at the national and international architectural arena;
2. an association that develops the architectural consciousness in the society;
3. facilitator and contributor to the improvement of quality of life;
4. a reference and preferred institution in terms of academic activities and achievement

Sources

The members of Department of Architecture have received trainings from distinguished universities of Austria, Italy, Germany, Turkey, Czech Republic, Russia etc. They are in constant interaction with colleagues and institutions in many countries of the world, through exchange programs, workshops, and joint projects. Four of full-time and one on part-time members possess the scientific degree "Doctor" or "PhD", and 5 full-time members are in the process of completion of their doctoral degrees. The Department provides all necessary learning environment, such as architectural studios, classrooms, library, auditoriums and computer laboratory. The building, where Department of Architecture is located, is designed using the last architectural trends and tendencies and provides the inspiring and creative environment for students.

History of Achievements from the last period (Since the establishment of Epoka)

Since 2008 the applicant pool for the Department of Architecture has grown by over 50%, and the entering class has become stronger and more diverse. In 2014 we increased the target size of the freshman class from 30 to 60 students. There is an ever-present need to expose our students to contemporary issues and to prepare them for a complex and global environment. In a comparison to other top-tier programs, Epoka University is a leader in its adoption of new pedagogical tools and in its focus on "hands on, minds on" learning.

One of the objectives of Architecture Department is to contribute not only to its students' achievements and academic research but also to the broader local society by organizing seminars, exhibitions, competitions and issuing of certificates to the participants. The two International Conferences on Architecture and Urban Design (ICAUD and 2-ICAUD) were organized by the Department of Architecture of Epoka University in 2014 and 2012 in Tirana, Albania. Annual International Design Competition for Final Year High School Students (IDCHSS) was organized since 2011. The Department organizes Open Forums by inviting the famous architects and artists from Albania and abroad. Students of architecture regularly participate in international exchange programs and attend the international architecture summer schools, participate in national and international professional competitions. Each year department organizes the studio site trips and excursions. ArkiSpace is the Epoka architecture students club, which had organized a number of activities, such as installations, expositions, student actions and performances.

Study Programs offered by the Department of Architecture:

- An integrated five-year program (Bachelor + Master). The first three years of the program (the undergraduate level) focus on architectural design studios. In the last two years (graduate level), students specialize in one of four modules: (1) Architecture Design (2) Building Technology (3) Urban Planning and Design. Master of Science (MSc) in Architecture degrees are awarded to graduates [*Master Shkencor*].
- A Master of Science in Architecture program. This program is designed for candidates who have been graduated for 4-year bachelor programs.
- A four-year PhD program in architecture, with the same modules as the integrated program described above.

Evaluation according to the Standards

Standards/criterion		Evaluation for the Criterion according to standards
Standard I.1 - Institution offers study programs in accordance with its mission and purpose.		
Criterion 3	Study programs are designed in accordance with the mission and purpose of the institution	The curricula of Master of Science study program in Architecture is in accordance with mission and purpose of program. The students are abled a critical vision through studio juries and theory courses. Design skills, graphical skills are earned during design process in studio courses. The varying innovative aspects of Architecture are researched not only in Master Thesis, but also reinforced within the varying compulsory and elective courses offered by Department in English language. As reference you may find the Anex 1.1 the "Ten Year Achievement" survey. Considering the labour needs the program prepare professionals based on three specialization modules: 1. architects (architectural design module) whose main focus area is to design in building scale, 2. urban designers (urban planning and design) whose professional target is the urban scale design and city planning units in the municipalities and 3. Architectural technologist (building and construction technology module) who can manage the process from conception through to
Criterion 4	Study programs are designed in accordance with labour market needs;	
Criterion 5	Study programs are designed in accordance with economic development of the country;	

Criterion 6	Study programs reflect the will of Institution to maintain nation values.	completion, typically focusing on the technical aspects of a building project. The fact that Albania is a developing country firstly is associated with constant need of architects to manage especially the growing construction sector and secondly for urban planners in managing the high informal settlements rate and urban designers to be employed in the "Rebirth of the Cities" projects in Albania. The Department of Architecture provides professional competencies which suits to the civil and professional ethics, which are very sensitive to the national values. This will is represented by participating in different architectural national competitions and being awarded with prices. (Case of Osum River Island Competitions-1st Prize, Case of Ministry of Culture Kinostudio Competition-3rd Prize)
Standard I.2 - Study programs are consistent with institution's development strategy.		
Criterion 1	Study programs are geared to institution's development strategy;	Institution has two main objectives: the improvement of teaching and scientific research. The teaching materials and the laboratories (Digital Visualization Lab and Building Materials Lab) are equipped with contemporary devices and softwares. Through Erasmus Plus Mobility

		program students per 1 semester conducted their Master Thesis researches in Politechnical University of Bari. Such activities make possible the achievement of the goals mentioned in the institutional strategy. You may refer to the Apendix 1.2 for the strategic plan of the Instituion for 2013-2017 period. The Instituion has developed a new strategic plan for 2018-2022 period.
Standard I.3 - Study programs are offered in accordance with laws and bylaws in force.		
Criterion 1	The content of study programs is in accordance with criteria defined by laws and regulations in force;	Master of Science study program, with duration 2 academic years (120 ECTS) is lincesed with the Decision No. 908, dated 26.08.2009, of the Council of Ministers of the Republic of Albania. At the same time, based on the provisions of the Albanian higher education legislation, pursuant to the Ordinance No. 248, dated 06.05.2010, of the Minister of Education and Science of the Republic of Albania, Epoka University has been granted institutional accreditation as well as EPOKA University has obtained periodical institutional accreditation based on the Decision No. 286, dated 06.07.2012.of the Accreditation Board.
Criterion 2	Study program naming is consistent with qualifications level achieved and determined by Albanian Qualification Framework.	Master of Science in Architecture is a study program which is consistent with the

		qualification level 7 achieved and determined by Albanian Qualification Framework in the Law No. 10247, dated 04.03.2010.
Standard I.11 - Institution drafts a development plan for study programs, teaching and learning results.		
Criterion 1	Institution prepares a strategic plan in Institution level for the development and improvement of study programs;	The University has prepared a strategic plan for 2013-2017 period and also a new strategic plan for 2018-2022 period (Anex 1.2) The institutional vision of Department of Architecture is to become: 1. A leading institution at the national and international architectural arena; 2. An association that develops the architectural consciousness in the society; 3. Facilitator and contributor to the improvement of quality of life; 4. A reference and preferred institution in terms of academic activities and achievement.
Criterion 2	Institution prepares a strategic plan in Institution level to improve teaching and learning results.	The Strategic Plan of department of architecture has set 4 Priority-Area Themes: Theme 1: Provide high quality environment for teaching and learning. Theme 2: Recruit, educate and graduate a high-quality and diverse undergraduate student body. Theme 3: Recruit,

		educate and graduate a high-quality and diverse master student body. Theme 4: Recruit, educate and graduate a high-quality and diverse PhD student body. The detailed descriptions, specific goals and measures to achieve the above mentioned Priority-Area Themes are given in Appendix 6.1, which is the strategic plan of the Department of Architecture. The members of the Department of Architecture have received training in from distinguished developled countries' universities including Austria, Italy, Germany, Turkey, Czech Republic, Russia etc. The institution will is to follow the same recruiting strategy ensuring high level and international experience academic staff. They are in constant interaction with colleagues and institutions in many countries of the world, through exchange programs, workshops, and joint projects. Ovides the inspiring and creative environment for students. In the context of rapidly changing computer aided technology used in the architectural education and in this framework the usage of the related software properly and its implementation within

		the educational curricula is one of the main challenges of the program. In order to achieve this improvement, the department has increased the number of elective courses which included computer aided technology like: ARCH 486 Digital Visualization and Presentation, ARCH 484-Computer Applications In Architecture, ARCH 502 -Computational Design-Theory and Applications

Conclusions of IEG:

The Internal Evaluation group members conclude that the standards are fully met.

The curricula of the Master of Science study program in Architecture is in accordance with mission and purpose of institution. Master of Science in Architecture is a study program which has been designed in accordance with labour market needs. Master of Science in Architecture has been designed in accordance with economic development of the country, taking in consideration firstly the fact that Albania is a developing country and is associated with constant need of architects to manage especially the growing construction sector and secondly considering the need for urban planners in managing the high informal settlements rate and urban designers to be employed in the "Rebirth of the Cities" (Rilindja e Qyteteve) projects in Albania.

Master of Science in Architecture study program is geared to institution's development strategy, consisting in improvement of teaching and scientific research. The content Master of Science in Architecture study program is in accordance with criteria defined by laws and regulations in force.

Master of Science in Architecture is a study program which is consistent with the qualification level 7 achieved and determined by Albanian Qualification Framework.

The Department of Architecture has prepared a strategic plan for years 2017-2022, in accordance with the strategic plan of Epoka University, for the development and improvement of study programs and also the improvement of teaching and learning results.

2. Academic Structure of the Faculty and Department

Descriptive part

Terms of reference: Academic structures of the main unit (Faculty), division into base units (Departments), data on the categories of personnel in the base units, division of the academic personnel into Full-time Academic Personnel (Effective Academic Personnel) (PAE) and Adjunct Academic Personnel (Academic Personnel with Contract (PAK), Administrative Personnel, coordination of teaching with other units.

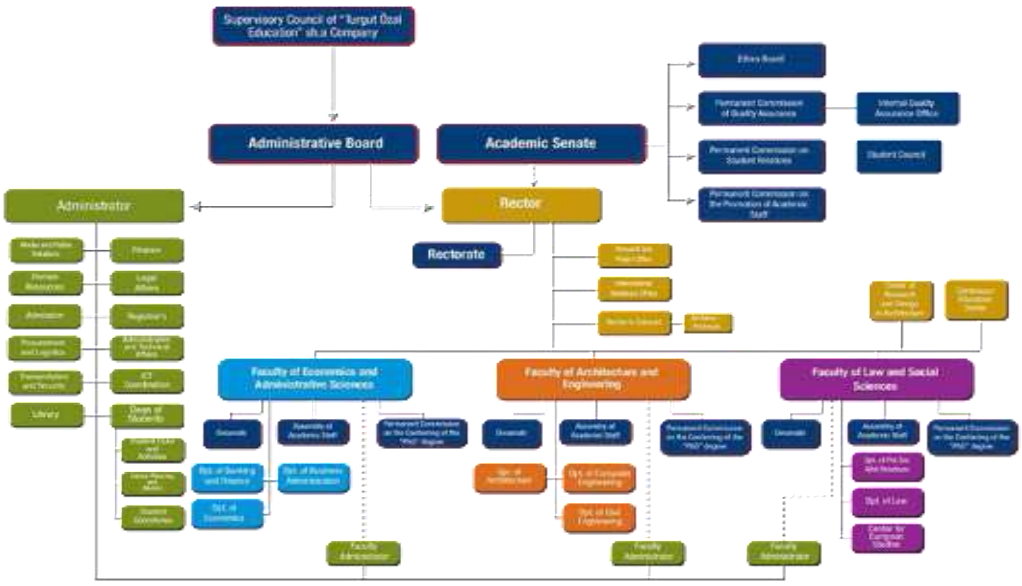

Figure 1 Organizational scheme of HEI

The Faculty is the main unit of EPOKA University, coordinating teaching, scientific research and cultural development in related or overlapping teaching-research areas. The Faculty offers programs of different cycles. EPOKA University is composed of three faculties, which in turn are composed of at least three basic units (departments/ centers of scientific research). The academic leading authorities of the faculty are: The Dean and Director of the basic unit. The academic leading organ of the faculty is the Decanate. The leading administrative authority is the Faculty Administrator.

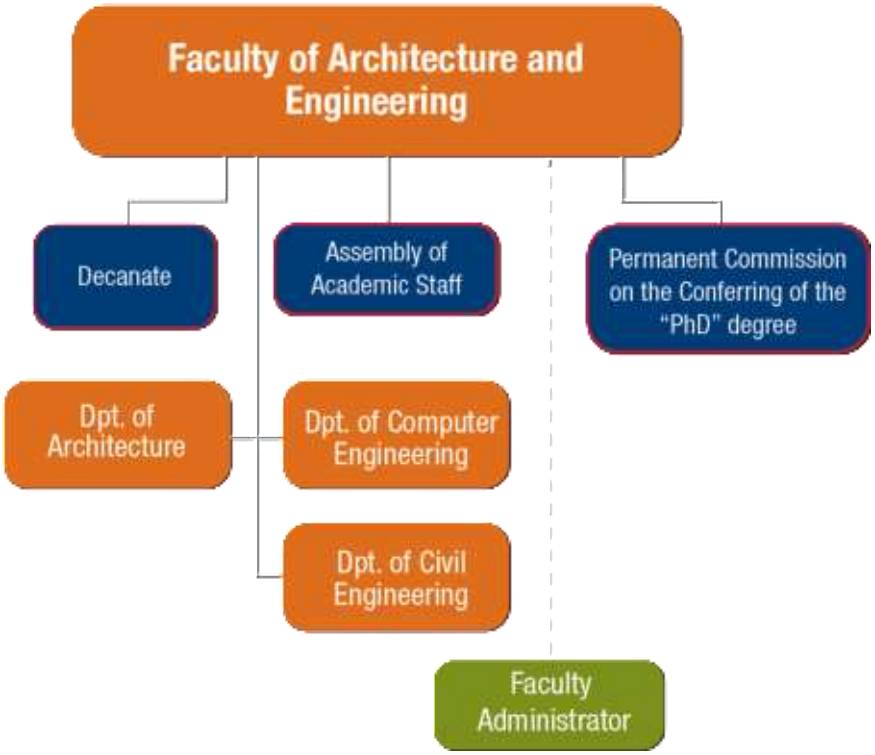

Figure 2 Organization scheme of Faculty

Dean

The Dean is the leading authority of each of the University`s faculties, whom represent and acts on behalf of the Faculty. The Dean is part of academic staff under the category "Professor" or "Associate Professor".

Assoc. Prof. Dr. Sokol Dervishi- Dean of the Faculty of Architecture and Engineering

The Dean has the following functions:

a. Leads and represents the Faculty;
b. He/she is a member of the Academic Senate;
c. Exercises control over the lawfulness of governing authorities within the faculty.

The Dean also exercises the following competences:

- proposes the name of the Deputy Dean for approval to the Rector and appoints him after approval by the Academic Senate;
- proposes to the Academic Senate the heads of the basic units of the respective faculty

- appoints head/s of module and inter-module teaching groups upon the proposal of the head of the basic unit;
- oversees the progress of teaching and scientific process in basic units in close collaboration and cooperation with heads of units;
- approves commissions of formation exams and diploma theses of respective study programs and any other commissions in support of implementation of tasks and functions of faculty;
- according to the needs of faculty and its development, proposes to Rector vacancies and changes with regard to human resources for the preparation of the recruitment process;
- establishes ad-hoc recruitment commissions in the respective faculty;
- manages the recruitment process in the respective faculty in accordance with Rector's plan for this process;
- Proposes each academic year to Rector for approval the list of students registered to pursue their studies in programs under respective faculty;
- proposes to the Rector the list of students to be expelled in cases provided for in Faculty Regulation;
- submits to Rector the annual report on teaching, scientific research and financial situation of faculty after it has been discussed and approved in the Decanate;
- organizes the admissions exams for new students and oversees proper functioning of the admissions committee;
- approves internal regulations of units in respective faculty;
- approves chairpersons and members of commissions responsible for entrance and formation exams, diploma theses, theses topics, project proposals and scientific research plans of respective members of research centers and basic units academic staff after reviewing in the Decanate upon the proposal of head of basic unit;
- announces the results of admissions exams;
- Dean exercises his/her competences by means of orders and instructions
- In cases of gross or serious violations of the law and bylaws, on the part of head of basic unit or member of the Ethics Board, proposes to the Rector his dismissal. The Rector provides his/her approval within a month. If the Rector does not reply, the head of the basic remains in office;
- The Dean appoints the head of one of scientific research unit, basic unit or head of cluster and intercluster courses to replace the governing authority until the appointment of the new one.
- The Dean performs other duties as specified in the legislation in force, the Statute of the University or other acts.

[1]Decanate

1. The Decanate of Faculty is a collegial decision-making body that sets and schedules according to the proposals of departments, the use of human and material resources available to the Faculty.
2. EPOKA University's Decanate is an executive collegial body of the respective main units.
3. The Decanate consists of:
   a) Dean;
   b) Deputy Dean;
   c) Administrator of main unit;
   d) Heads of Departments/ scientific research centers;
   4. . The Decanate is convened in his first meeting by the Dean.

Table 1 Members of Decanate

Faculty of Architecture and Engineering	Assoc. Prof. Dr. Sokol DERVISHI- Chair Assoc. Prof. Dr. Miriam NDINI - Member Assist. Prof. Dr. Arban UKA- Member Dr. Edmond MANAHASA - Member Ms. Morena MULHAXHIA – Member and Rapporteur

The functions of the Decanate are as follows:

- Drafts the strategic plan of development of the main unit, based on the proposals of its basic units, as well as those of the Administrator;
- Drafts an annual program of activities, and follows its implementation after approval by the Academic Senate and the Rector;
- Proposes criteria for the distribution of the material and human resources of the main unit;
- Approves the admission criteria of students for each study program, based on department's` proposals, in accordance with the legal provisions in force;
- Co-ordinates the activities of the basic units;
- Designs and proposes the annual draft budget of the main unit;
- Presents recommendations for projects, programs of study, research and structural changes necessary for their implementation;
- Decides about the activities of teaching, research and publications of the main unit, and defines the principles, plans, programs, textbooks to be used by the students and the academic calendar in relation to these activities;

[1]DECANATE has became functional after the merger of the Board of Faculty with the Administrative Board of Faculty.

- Proposes to the Academic Senate the creation of new study programs;
- Proposes to the Rectorate the opening, closing or changing of the basic units or other constituent units;
- Proposes to the Academic Senate the areas designated for doctoral studies within the main unit;
- Gives proposals about the learning process and examinations, which are submitted for approval to the Academic Senate;
- Periodically reviews the regulations of study programs and submits them to the Academic Senate for approval;
- Based on the proposals of basic units, approves the list of courses offered each semester along with instructors and appropriate teaching load, and follows the execution of the teaching load by the academic staff of the main unit;
- Based on the proposals of basic units, approves the syllabus and research plan of each member of the academic staff of the main unit;
- Based on the proposals of base units, approves the members and chairmen of committees of the entrance examination, formation examination and diploma defence;
- Based on the proposals of basic units, approves the content of the entrance examination, formation examination and the topics of the diploma thesis;
- Based on the proposal of the relevant department, takes the decision on making changes in the curriculum and proposes to the Academic Senate the approval of these changes;
- Implements all decisions adopted by the Academic Senate.

Council of Professors

The Council of Professors which is composed of long experienced members in their fields. The list of members of the Council of Professors is drafted and corrected in accordance with possible changes by the Dean of the Faculty. According to his assessment, responsible of Departments which are in process of obtaining the title "Professor" may be members.

The minimum number of the members should be seven. In case the number of professors of the Faculty is less than seven, to reach this number in the Council of Professors may be invited professors of fields close to other faculties within "Epoka" University, guest professors or professors with contract of Faculty or members, with the title "Associate Professor", or whom are in the process of applying for the title "Professor". The proposal for candidates invited to become members of the Council of Professors is made

by the Council of the respective Faculty and is approved by the Rector of the University "Epoka". The Council of Professors is chaired by the Chairperson of the KP. The chairman is elected by secret ballot of the members.

Table 2 Members of Council of Professors

Faculty of Architecture and Engineering	Assoc. Prof. Dr. Sokol DERVISHI- Chair
	Prof. Dr. Bekir KARLIK- Member
	Prof. Dr. Betim ÇIÇO- Member
	Prof. Dr. Përparim HOXHA- Member
	Prof. Dr. Orion ZAVALANI- Member
	Prof. Dr. Niko POJANI- Member
	Assoc. Prof. Dr. Mirjam NDINI- Member
	Ms. Morena MULHAXHIA- Rapporteur

The functions of the Council of Professors are as follows:

1. Evaluation of the application of the candidates that have applied to defend the doctorate.
2. Approval of the department's proposal for the opening, closing or reorganization of doctoral study programs.
3. Observation of relevant departments in the process of organizing and conducting doctoral study programs.
4. Based on the evaluation of the respective departments, the Council of Professors approves or disregards the dissertation.
5. The Council of Professors together with the department approves the winning candidate of the doctoral study program.
6. CP organizes and conducts the post PhD scientific training and qualification.
7. CP proposes the promotions for the title "Docent1", “Assoc. Prof.” and" Professor.” by the request of the departments concerned.
8. CP mainly based on the assessment of the relevant department as well on its judgment for teaching and research activities of the candidate may propose to the Dean, the awarding of title "Docent" to the candidate.
9. Gives his opinions on the files of persons who have applied for the title "Prof. Assoc. "and forward it to the Rectorate for further proceedings.

10. Gives his opinions on the files of the persons who applied for the title "Professor" and forward them for further procedure to the Rectorate.

Department of Architecture

Epoka University comprises three faculties: The Faculty of Architecture and Engineering, the Faculty of Economics and Administrative Sciences and the Faculty of Law and Social Sciences comprising the Department of Law, the Department of Political Science and International Relations as well as the Center for European Studies. Faculty of Architecture and Engineering is composed by the Departments of Architecture, Civil Engineering and Computer Engineering.

Department of Architecture offers three study programs:

- PICD– five years Integrated Diploma program (Master + Bachelor) in Architecture
- M. Sc. – two years Master of Science in Architecture program
- PhD – Doctoral program in Architecture

Epoka University Master of Science in Architecture program (ARCH-M. Sc. Program) is the second level study program offered by the Department of Architecture. M. Sc. Program in Architecture prepares students for critical engagement with theory and practice and ensures readiness for professional responsibilities. The program duration is 2 academic years or 4 semesters. During the first three semesters it is required to complete 13 courses (90 ECTS in total or 30 ECTS per semester) and the last semester is the work on Master Thesis (30 ECTS) which makes in total 120 ECTS. At the academic year 2017-2018 there are 20 lecturers engaged into the program, out of them 9 are full-time academic staff of the Department of Architecture, 2 are the full-time staff from other departments and faculties of Epoka University and 9 are part-time lecturers. 4 out of 9 of academic staff of Department of Architecure hold the Doctor degree or higher.

Measurable indicators:

- ☑ Number of academic personnel for each base unit: Full-time Academic Personnel (PAE) and Adjunct Academic Personnel (PAK), academic titles/scientific degrees, (see Table 3)

***The data for the table 3 regarding the 2012-2016 academic years is given in the Appendix 2.2.**

Table. 3 Number of academic personnel for each base unit: Full-time Academic Personnel (PAE) and Adjunct Academic Personnel (PAK), academic titles/scientific degrees

Epoka University	Faculty of Architecture and Engineering							
	Number of PAE		Number of PAK		Number of Administrative Personnel (PA)		Total	
	In Total	Title/ Degree	In Total	Title/ Degree	In Total	Title/ Degree	In Total	Title/ Degree
Department Of Architecture	9	4	9	2	4	0	17	6
Department of Civil Engineering	12	7	8	7	5	0	25	14
Department of Computer Engineering	12	7	8	7	5	0	25	14
Total	33	18	25	16	14	0	67	34

***The data for the table 4 regarding the 2012-2016 academic years is given in the Appendix 2.2.**

Table. 4 Quality of managing, teaching and administrative personnel for Department of Architecture

Department of Architecture							
Full-time Academic Personnel (Name Surname)		Duty in Dpt.	Title /Degree	Adjunct Academic Personnel (Name Surname)		Title /Degree	Institution where s/he is employed full-time
1	Edmond Manahasa	Head of Department	Dr.	1	Frida Pashako	Dr.	Bashkia Tiranë
2	Sokol Dervishi	Professor	Assoc.Prof.Dr.	2	Albana Halili	Dr.	Aleksander Moisiu University
3	Anna Yunitsyna	Lecturer	Dr.	3	Dorian Tytymçe		Eurocol sh.p.k
4	Odeta Manahasa	Lecturer	Dr.	4	Ernest Shtëpani		Ministry of Energy and Infrastructure
5	Artan Hysa	Assistant Lecturer	M.Sc.	5	Jurtin Hajro		The common sense studio
6	Egin Zeka	Assistant Lecturer	M.Sc.	6	Piro Vaso		-
7	Desantila Hysa	Assistant Lecturer	M.Sc.	7	Enkela Alimadhi		-

8	Artemis Hasa	Assistant Lecturer	M.Sc.	8	Teuta Kodra		Accademia sh.p.k
9	Ina Osmani	Assistant Lecturer	M.Sc.	9	Erilda Sulaj	-	ZRPP

Administrative personnel	
Name Surname	Position
Ajsela Tafili	Department Coordinator
Denis Stena	Coordinator of the Registrar's Office
Haxhere Mera	Specialist at the Registrar's Office
Arineta Xhembulla	Specialist at the Registrar's Office

☑ Scientific Committee of the study program and the Coordinator/s of the study program

On June 07, with a FAE decision, No. 5 dated 07.06.2017 were approved changes in the constituent structure of Scientific Committee. In September 2017, after changes of the academic staff positions, Dr Edmond Manahasa became Head of Department of ARCH, and by default became part of the Scientific Committee.

Table. 5 Scientific Committee of the study program and the Coordinator/s of the study program

Name Surname	Title/Degree	Position of the Scientific Committee member
Sokol Dervishi	Assoc. Prof. Dr	Head
Anna Yunitsyna	Assist. Prof. Dr	Member
Odeta Manahasa	PhD	Member
Edmond Manahasa	PhD	Member

Table. 6 Scientific Committee of the study program and the Coordinator/s of the study program before June 2017

Name Surname	Title/Degree	Position of the Scientific Committee member
Sokol Dervishi	Assoc. Prof. Dr	Head
Anna Yunitsyna	Assist. Prof. Dr	Member
Erion Luga	PhD	Member

☑ Respective documentation.

In order to be employed at Epoka University, each staff shall submit the following documents at the Human Resources Office:

- **Full-time academic staff**
    1. Work booklet
    2. Social Insurances booklet
    3. Notarized copy of her/his last achieved diploma/degree/title
    4. Diploma recognition of her/his diploma/degree/title from the Ministry of Education, Sports and Youth if her/his diploma/degree/title is taken outside the Republic of Albania.
    5. CV
    6. Copy of her/his Passport/ID Card
    7. Health certificate
    8. Medical report
    9. Bank account number

- **Adjunct academic staff**
    1. Notarized copy of her/his last achieved diploma/degree/title
    2. Diploma recognition of her/his diploma/degree/title from the Ministry of Education, Sports and Youth if her/his diploma/degree/title is taken outside the Republic of Albania
    3. CV
    4. Copy of her/his passport/ID Card
    5. Health certificate
    6. Medical report
    7. Bank account number
    8. Engagment letter from her/his HEI if she/he is employed as full-time staff at one of the HEIs in Albania

9. Gross salary attestation from her/his full-time job

Evaluation according to the Standards

Standards/criterion	Evaluation for the Criterion according to standards
Standard II.2 - Institution is organized in accordance with laws and bylaws in force, to accomplish its mission.	

Criterion 1	Institution is organized in order to fulfil its mission;	Epoka University is organized in compliance with legal and sub - legal acts in force to fulfil his mission.
Criterion 3	Faculty is organized in basic units. Each college has at least three basic units, from which two are departments;	Faculty of Architecture and Engineering is organized in 3 (three) Departments: Department of Architecture; Department of Civil Engineering; Department of Computer Engineering.
Criterion 4	Faculty or Institute of Research and Development consists of 3 basic units at least with well-defined objectives and mission;	Faculty of Architecture and Engineering is organized in 3 (three) Departments which operates as basic units with clear objectives and mission.
Criterion 5	Department should be composed of 7 effective members at least as academic staff, 3 of whom at least should have the scientific degree "Doctor."	Each Department as basic unit is composed of 7 (seven) effective members as academic staff, 3 (three) of whom have the scientific degree "Doctor". This is shown in table 5 (five).
Standard II.3 - Institution units are engaged directly and devotedly for study programs implementation.		
Criterion 1	Basic and main units are aware of responsibilities they must to realize the study programs;	As it is shown in the Statute of Epoka University (2016) (Anex 2.3) the Faculty and Departments are aware of their responsibilities and they have clear objectives in order to increase the teaching process.
Criterion 2	Basic and main units are involved in necessary academic staff recruitment and evaluation process.	Based on the Regulation "On Employment and Performance Assessment of the Academic Staff",as reference you may see the Appendix 2.4. Faculty and Departments are involved in the staff recruitment process. The University has been supporting the academic staff to increase their professional and academic development.

Conclusions of IEG:

The Internal Evaluation group members conclude that the standards are fully met.

Faculty of Architecture and Engineering is organized in 3 (three) Departments which operates as basic units with clear objectives and mission. Each Department as basic unit is composed of 7 (seven) effective members as academic staff, 3 (three) of whom have the scientific degree "Doctor. Faculty and Departments are aware of their responsibilities in order to increase the teaching process. Faculty and Departments are involved in the staff recruitment process. The University has been supporting the academic staff to increase their professional and academic development.

3. Academic and administrative (support) personnel of the study program

Descriptive part

Terms of reference: Data on the qualification of Academic Personnel, PAE/PAK ratio, Academic Personnel/Administrative Personnel/Student ratios, needs for Academic/Administrative Personnel, the distribution of load for the Academic Personnel, relations with other structures outside the employment time, criteria on the recruitment of Academic Personnel, employment contracts and other labour relations, the collection and use of information on the personnel, etc.

The teaching staff for the program Master of Science in Architecture is composed of 11 full-time Lecturers, 9 part-time Lecturers and 1 department coordinator.

The report PAE/PAK in these program is 11/9=1.2
The report academic personnel/administrative personnel is 19/4=4.75
The report academic personnel/student is 19/7=2.7
The report administrative personnel/student is 4/7=0.57
The report full-time academic personnel/ part-time academic personnel teaching hours is 84/32=72% from 116

The reports are based on the number of students, which are currently enrolled at the program.

Staff Recruitment Procedure, Full-Time and Adjunct Academic Staff

1. Personnel inquiry by the Department/Faculty;
2. Preparation of the job vacancy announcement by the Human Resources Office and publication on the web;
3. Eligible candidates must submit an online or hard copy file containing their CV, last achieved degree/title, full version of published articles and other certificates or qualifications;
4. Applications are assessed in advance by a jury composed of three members appointed by the Decanate of the concerned Faculty which assesses the appropriateness of applications to the vacant position and prepares a report for each candidate;
5. The Decanate evaluates the jury reports and sends its decision to the Rectorate;
6. The Rectorate sends a written proposal to the University's Administrative Board and the University's Administrative Board gives its final approval;
7. Upon the distribution of the decision of the University's Administrative Board to the Human Resources Office, the academic staff members submit the requested documents and then they are declared as a full-time/adjunct academic staff at the General Directorate of Taxes;
8. The Finance Office prepares the contract to be signed by the full-time/adjunct academic staff member and the Rector of Epoka University;

9. The Human Resources Office prepares the assignment letter and informs all the staff through e-mail on the new assignment.

10. *The data of the table 7 for the 2012-2017 academic years is given in the Appendix 2.2

Table 7 Quality of managing, teaching and administrative personnel of the study program

Faculty of Architecture and Engineering			Department of Architecture				
Full-time Academic Personnel (Name Surname)		Duty in Dpt.	Title /Degree	Adjunct Academic Personnel (Name Surname)		Title /Degree	Institution where s/he is employed full-time
1	Edmond Manahasa	Head of Department	Dr.	1	Frida Pashako	Dr.	Bashkia Tiranë
2	Sokol Dervishi	Professor	Assoc.Prof.Dr.	2	Albana Halili	Dr.	Aleksander Moisiu University
3	Anna Yunitsyna	Lecturer	Dr.	3	Dorian Tytymçe	Lecturer in Process of PhD	Eurocol sh.p.k
4	Odeta Manahasa	Lecturer	Dr.	4	Ernest Shtëpani	Lecturer in Process of PhD	Ministry of Energy and Infrastructure
5	Erion Luga	Lecturer	Dr.	5	Jurtin Hajro	Lecturer in Process of PhD	The common sense studio
6	Niuton Mulleti	Lecturer	Dr.	6	Piro Vaso	-	N/A
7	Artan Hysa	Assistant Lecturer	M.Sc.	7	Enkela Alimadhi	Lecturer in Process of PhD	N/A
8	Egin Zeka	Assistant Lecturer	M.Sc.	8	Teuta Kodra	-	Accademia sh.p.k
9	Desantila Hysa	Assistant Lecturer	M.Sc.	9	Erilda Sulaj	-	ZRPP
10	Artemis Hasa	Assistant Lecturer	M.Sc.				
11	Ina Osmani	Assistant Lecturer	M.Sc.				

Administrative personnel	
Name Surname	Position
Ajsela Tafili	Department Coordinator

Denis Stena	Coordinator of the Registrar's Office
Haxhere Mera	Specialist at the Registrar's Office
Arineta Xhembulla	Specialist at the Registrar's Office

☑ Data according to qualification and ratios between them

Table 8 Data according to qualification and ratios between them

Title	Department of Architecture		
	PAE	PAK	PAE/PAK ratio
Professors	0	0	0
Associate Professors	1	0	1/0
PhD	5	2	5/2
Lecturers in Process of PhD	5	6	5/6
Assistants with Master	0	0	0
Administrative Personnel	4	0	4/0

☑ Data according to age

Table 9 Data according to age

Personnel according to titles/degrees	Number of Full-time Academic Personnel and Administrative Personnel for each age group:				
	(25-35)	(36-45)	(46-55)	(56-65)	(66-68)
Professors	0	0	0	0	0
Associate Professors	0	1	0	0	0
PhD	2	3	0	0	0
Lecturers in Process of PhD	5	0	0	0	0
Assistants with Master	0	0	0	0	0
Administrative Personnel	4	0	0	0	0

Table 10 Data according to age

Personnel according to titles/degrees	Number of Adjunct Academic Personnel for each age group:				
	(25-35)	(36-45)	(46-55)	(56-65)	(66-68)
Professors	0	0	0	0	0

Associate Professors	0	0	0	0	0
PhD	1	1	0	0	0
Lecturers in Process of PhD	4	1	0	0	0
Assistants with Master	0	0	0	0	0

☑ Employment contracts, information about responsibilities and rights

The duration of the working contract for the full-time academic personnel of Epoka University is one year, and the duration for the part-time staff is one semester. Within the working contract (Appendix 3.2) all the duties and rights of the emploees are clearly stated. The rights and the responsibilities of the academic personell are stated as well at the regulations of Univesity.

Evaluation according to the Standards

Standards/criterion		**Evaluation for the Criterion according to standards**
Standard II.1 - Academic, assisting teaching-scientific and administrative staff are engaged to fulfil study programs objectives.		
Criterion 1	The academic, assisting teaching-scientific and administrative staff are engaged to fulfil objectives of study programs and to achieve them;	The academic and administrative staff of the "Master of Science" study program are selected in order to fullfill the objectives of the study program. The academic staff has the specialization in the respective fields of science in order to perform the lectures and seminars, which are specific for the program.
Criterion 2	Academic, assisting teaching-scientific and administrative staff of Institution are engaged in accordance with institution development strategy.	The objective of Master of Science study program in Architecture is to prepare students for critical engagement with theory and practice and ensures readiness for professional responsibilities, which goes along to the mission and strategy of Epoka University.
Standard II.4 - Academic staff is engaged in designing and implementing institution development policies.		

Criterion 1	Academic staff plays a key role in curriculum drafting and institutional decisions that belong to organization of study programs;	The academic personal of the program has organized regular Department meetings in order to discuss the curriculum of the Master program. During the Department meetings there are defined such issues as: course appointment, supervison of Master theses, selection of the pool of elective courses according to the need of the program and curriculum changes.
Criterion 2	Recruitment of new staff and allocation of teaching load is made in accordance with laws and bylaws in force.	The calculation of teaching load is based on the Directive "On the Teaching Load" from 7.10.2016. The recruitment of the academic personal is proceeded by the Human Resource Office according to the Labor Code of Albania. You may refere to the Appendix 3.1 on the Directive of the Teaching Load.
Standard III.1 - Institution follows legal and transparent procedures for personnel recruitment and evaluation.		
Criterion 1	Institution follows legal and transparent proceedings for personnel recruitment in accordance with the statute and regulation;	For academic staff recruitment the further procedures are being followed: First, Departments and Faculties determine the needs for new staff. These needs are represented in different notifications by the Human Resources Office. The possible candidates denote their Curriculum Vitae in the English language, title/degree, qualifications and their published articles in the Human Resources Office. Human Resources Office transmits these documents to the corresponding Faculty, which then the Dean of

		Faculty chooses a commission of three academics to discuss the candidates. Candidates answer the questions of the commission and conduct different presentations based on demands of the commission. The report on the discussed candidates are transferred to the Dean, who takes the decisions for each of the candidates based on the commission's data mentioned above. If the decision for the employment of the candidate is taken, this decision is transmitted to the Rectorate. Rectorate, after discussing the decision, transmits it to Administration Board of University, which takes the final decision. After the final decision by the Administration Board of the University, the candidate fulfills the required documents demanded by the Human Resources Office and signs his/her contract after being declared in the tax authorities. As reference you may see the Appendix 3.3, and the Appendix 8.4 for the Staff guide on page 16.
Criterion 2	Academic staff employed with fulltime in second cycle study programs and second cycle integrated study programs comprises at least 70% of academic staff engaged in implementation of respective study programs;	The academic staff engaged in the "Master of Science in Architecture" consists of eleven full-time staff members and eight adjunct staff members. Academic staff employed as full-time is appointed with 72% of the total hours of this program. In addition the Master Thesis supervision, which is not included into the hours

		load is given only by full-time academic staff.
Criterion 3	Institution follows legal and transparent procedures for personnel assessment;	All the steps of the personal recruitment are established by the Human Resources Office. The application of the candidate is evaluated primarily at the Department level and further at the level of Faculty and the Higher Board of University.
Criterion 4	Institution maintains a database of personnel recruitment reports, of announcements for jobs, etc.	Staff recruitment reports together with other documents by Human Resources Office are sent confidentially. The most common sample for vacant positions near Epoka University is sharing of these notifications in the section of Human Resources Office in the official webpage of Epoka University. There is also collaboration with Regional Department of National Employment Service in Tirana for these vacant positions near Epoka University.
Standard III.2 - Academic staff (with scientific degrees and academic titles) covers the Institution needs and have clearly defined responsibilities.		

Criterion 1	Program Manager has at least the title "Associate Professor" or the scientific degree "Doctor" ("PHD") awarded in western universities and academic experience in these universities;	The Dean of the Faculty of Architecture and engineering S. Dervishi holds the academic degree of Associated Professor Doctor graduated from University in Austria.
Criterion 2	The head of course / module in study programs "Master of Science" has at least the scientific degree "Doctor";	Each subject is given by the lector holding the academic degree of Dr. or Assoc. Prof. Dr. Several subjects are supervised by the group of lectures, out of them at least one holds the Phd degree.
Criterion 4	Rector, Deputy Rector, director and deputy director of interuniversity center, Dean, Vice Dean, Director, Head of department, service supervisor, program supervisor are employed with full time in the institution offering the study program;	Rector, Deputy Rector, director and deputy director of interuniversity center, Dean, Vice Dean, Director, Head of department, service supervisor, program supervisor are employed as full-time academic staff.
Criterion 5	Institution provides sufficient personnel for guidance and supervision of professional practices.	The ratio between the academic personal and student is 1.5 which enables the satisfacory amount of time for the lecture preparation and performance and the student's supervision.
Standard III.5 - Students who attend study programs of the second cycle "Master of Science" or integrated study programs of second cycle have a supervisor for the thesis.		
Criterion 1	Students who attend these study programs have a supervisor for the research work and thesis they prepare for diploma issue at the completion of this cycle of studies;	The students enrolled in the Master of Science in Architecture study program have an academic supervisor. Students have regular meetings with the supervisor in order to get consulted during the research phase and thesis writing phase.
Criterion 2	Supervisor has at least the scientific degree "Doctor";	

		All thesis supervisor have the Dr, or Assoc Prof. Dr. Academic degrees.
Criterion 3	Supervisor supervises no more than 5 (five) students simultaneously for themes of applied research character (such as those offered in study programs in the fields of natural sciences, medical science, etc..) and no more than 10 (ten) students simultaneously for themes offered in study programs in fields of social and human sciences.	At current stage one supervisor is guiding from 1 to 4 students
Standard III.6 - Study-research field in which the supervisor is specialized is consistent with the study field in which the study program is provided and thesis is foreseen to be prepared.		
Criterion 1	Study-research field in which the supervisor is specialized is consistent with the study field in which the study program is provided.	The research fields of the supervisors of "Master of Science in Architecture" program are Archtectural Theory and Design, History of Architecture, Lanscape and Urban Design, Housing, Parametric modeling and design, Building Physics and Ecology, which goes along with the scope of March program
Criterion 2	Supervisor has advanced theoretical knowledge and specific research skills in the area in which the study program is provided and in which thesis is anticipated to be drafted.	The thesis supervisor had completed their doctoral degrees in the universities of Austria, Czech Republic and Turkey, and continue the research in order to publish in scientific magazines and participate regularly in scientific conferences.
Standard III.7 - Institution engages supporting teaching-scientific and administration staff to fulfil its mission.		
Criterion 1	Institution demonstrates an optimal commitment of supporting teaching-research staff for the realization of laboratory classes and maintenance of laboratories and school facilities;	Each lecture and seminar is assigned to the specific classroom for the required duration of the course. For the specific cources there are offered 3 computer laboratories and architectural studios.
Criterion 2	Institution demonstrates an optimal use of human resources for meeting objectives of study programs of second cycle.	The academic staff of the program is selected in order to fulfill all the requirements and objective of the "Master

		of Architecture" program. The lecturers are specialized in various fields of knowledge related to architecture and hold doctoral academic degrees.
Standard III.8 - Academic staff carries out the teaching load defined in laws and bylaws in force.		
Criterion 1	Academic staff realizes teaching load as defined in laws and regulations in force;	The calculation of load is based on the Directive "On the Teaching Load" from 7.10.2016.
Criterion 2	Teaching load carried out by academic staff in study programs of second cycle and integrated study programs of second cycle and their organization and management are evaluated in teaching classes.	The teaching load is calculated according to the number of lecture and seminar hours. The thesis supervision is not included in the teaching load calculation unless the supervisor has 8 or more Master students at the thesis phase.
Standard III.9 - Institution has a database for its personnel.		
Criterion 1	Institution has a detailed database for its academic staff members involved in the program and the person responsible for organizing the study program;	Staff recruitment reports together with the submitted documents by them are maintained confidentially from Human Resource Office based on the data of Human Resource Office. The most common sample for vacant positions near Epoka University is sharing of these notifications in the section of Human Resources Office in the official webpage of Epoka University. There is also collaboration with Regional Department of National Employment Service in Tirana for these vacant positions near Epoka University.
Criterion 2	Institution possesses a complete list of teaching-scientific support staff, academic and administrative staff for each semester;	After the completion of the academic staff employment, Human Resources Office shares on the University's

		Interactive System (EIS) all the information concerning the academic staff starting form personal data as date of birth, place of birth, education and also the different obligations of an academic staff in Epoka University, the residence permit of foreign staff and other necessary documents.
Criterion 3	Institution defines and publishes criteria and procedures for staff recruitment.	The list of opened academic positions and the criteria of application are published regularly at the website of Univerity before the beginning of each semester.

Conclusions of IEG:

The Internal Evaluation group members conclude that the standards are fully met.

Epoka University has clearly established policy in selection of the acdemic personal with appropriate specialization for the "Master of Architecture" program. The curriculum on the program, the course appointment, teching load and the needs in specific academic staff are regularly discussed in the Department of Architecture meetings. Currently 11 full-time academic staff members and 8 part-time staff members are engaged in the program. 72% of the lessons is performed by the full-time academic staff. The ratio between student and thesis supervisor is 1.5/1, which enables the possibility of the qualitative and deep research in the field. The thesis supervisor can devote the sufficient time to the guidance of student. Each thesis supervisor has the academic title of Phd and higher, which assures the high level and deepness of scientific research. Each of courses at the Master level is performed by a Phd degree holder with the help of the assistant lecturers and administrative personnel. The Cvs of the lectures, theis research activities and the course engagement is published at the website of the Department of Architecture. Each course has assigned classroom, auditorium, studio or computer laboratory at the premises of Epoka University. By the end of each academic year the Activity report is being prepared by the Department of Architecture in order to evaluate the performance of the program.

The procedure of recruitment of the full-time and part-time academic personal is well established by the Human Resource office. The Department of Architecture prepares the request, where the qualification of the candidate is stated. The request is published online, and the evaluation of applicant is based on the presented documents as well as on the personal interview. The workload of the academic personal is defined according to the Labor Code of Albania. The teaching hours are calculated besd on the Directive of Higher Board. The university organizes regularly the training sessions for full-time and part-time academic staff memers in order to introduce to them the latest desicions on the organization of the study process, the rights and duties of the employees, use of the electronic systems and similar issues.

The internal evaluation groud based on the information presented in Chapter 4 may conclude, thet there is the sufficient number of the academic and administrative personal engaged in the program.

The academic personal and completed their doctoral degrees in the field related to the program. The university provides the sufficient space for the course performance, and the ratio between thesis supervisor and student enables the qualitative communication and potential for qualitaive scientific research.

4. Infrastructure in service to study programs, logistics and other services towards the community

Descriptive part

Terms of reference: premises, infrastructure, information technologies, libraries, other services for students, residences.

Epoka University is located on the Tirana-Rinas highway in the 12th km. Rinas Central Campus of Epoka University is situated in a total area of 67,000 m2. The academic year 2016 -2017 is being developed regularly in the premises of campus with a total area of 14352 m2.

Building E that is the first building is being used since 2010. This building has a modern infrastructure and a central heating-cooling system. The classrooms are equipped with video projectors and intelligent teaching boards that enable the learning process to develop normaly.
In September 2013, the construction of building A, the 'Cultural Social Object of Epoka University' was completed. In addition to classrooms, there are plenty of recreational facilities for students such as cafeteria, cafeteria, library, internet room, student council facilities and student clubs.

"Epoka" University has 1 conference hall with surface of 128 m2 and capacity of 99 persons. The conference room is used more for social and cultural activities and various national and international conferences. The hall is equipped with central heating-cooling system, video projector, sound system and two cabins for simultaneous translation. Also in the premises of the 'Cultural Social Object' building is a conference hall with a surface of about 400 m2 and a capacity of 300 persons.

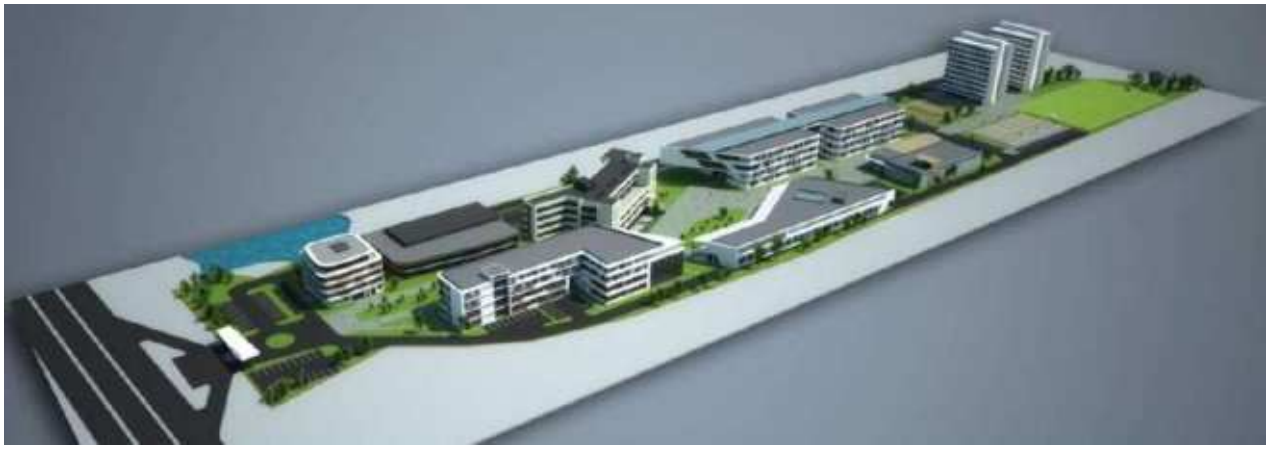

Figure 3 Master-Plan of Campus

Figure 4 Campus sitiation along the Tiran – Rinas road.

Figure 5 View of E-building

Figure 6 View from inside the classes.

Figure 7 View from inside the auditoriums

Figure 8 View of A- building

Figure 9 View of A- building

Figure 10 View from inside the classes, A – building

Figure 11 View from inside the classes, A – building

Measurable indicators:

☑ Premises of the Faculty

Table 9Premises of the Faculty

Premises for the Faculties	Quantity	Surface
Auditoria/Classrooms for lectures	5	752
Classrooms for seminars	17	1545
Premises for promotion activities	1	128
Classrooms for course/professional practice	2	258
Laboratories for courses	3	233
Informatics laboratories	2	174.6
Internet Room	2	151.8
Library Hall	1	322
Premises for photocopying, bookshop etc.	1	85.2
Student information office	2	71
Corridors/halls	25	2707.4
Sports premises	5	463
Premises for service to third parties	1	56
Restrooms (WC) for students	54	327.2
Restrooms (WC) for academic personnel	35	212.1
m2/student ration	40.2	
Premises for personnel:	**Quantity**	**Surface**
Offices for the Dean/Vice-Dean	5	285.5
Office for the Administrator	1	25.4
Offices for the Department Coordinators	2	60.6
Offices for departments/research centers	12	328.5
Offices for the academic personnel	40	620
Office for the Finance Office	2	37
Office for the Internal Quality Assurance Unit	1	50
Meeting rooms	2	75
Premises for service personnel	11	
Premises for the activities of the Student Council	1	30
Recreation premises such as cafeteria/fast-food/ restaurant	1	337
Total	234	9335.3
m^2/person ration	23.7	

During the 2017-2018 academic year, the EPOKA University Campus uses for the 17 classes: (E-010, E-011, E-211, E-212, E-213, E-311, E-312 (E-012, E-110, E-214, E-314 and A-005), E-313, A 117, A118, A119, A120, A127, A128, A129, A130, A131) a conference room (E-B01), three computer laboratories (E-011, E-015, A-126), an electronic lab (E-010) and a civil engineering laboratory. There are 3 internet rooms as it is reflected in the table above, but the University offers wireless internet all over its space. The capacities used are given in the table below.

☑ Classes used during the 2017-2018 academic year.

Table 10 Classes used during the 2017-2018 academic year

No.	Name of the Class	Surface (m2)	Capacity
1	E B10	75	56
2	E B11	104	60
3	E 211	64	36
4	E 212	81.32	72
5	E 213	81.72	72
6	E 311	63.46	40
7	E 312	81.32	48
8	E 313	81.72	40
9	A 117	138.0	35
10	A 118	138.0	35
11	A 119	138.0	35
12	A 120	138.0	35
13	A 127	72.41	56
14	A 128	73.53	56
15	A 129	73.71	56
16	A 130	72.02	56
17	A 131	72.02	56
total	**17**	**1548.23**	**836**

☑ Auditoriums used during the 2017-2018 academic year

Table 11 Auditoriums used during the 2017-2018 academic year

No.	Name of Auditorium	Surface (m2)	Capacity
1	E 012	131.54	66
2	E 110	130.82	136
3	E 214	154.32	150
4	E 314	154.32	134
5	A 005	145.2	65
total	**5**	**716.2**	**551**

During the 2017-2018 academic year, for the development of the learning process are used four study units for the architecture seminars, two computer laboratories, one electronic laboratory together with the theoretical part of the course and the Civil Engineering laboratory.

The facilities are equipped with heating-cooling system and video projectors. The construction materials and laboratory tools found in the Civil Engineering Laboratory are also being used in the teaching and research process.

The capacity of the laboratories used is given in the table below.

☑ Laboratories used during the 2017-2018 academic year

Table 12 Laboratories used during the 2017-2018 academic year

Name	Laboratories	Surface (m2)	Capacity
E 011	Informatics Laboratory 2	96.64	42+1
E 015	Informatics Laboratory 1	77.93	40+1
A 126	Informatics Laboratory 3	75.12	42+1
E 012	Electronic Laboratory	132	20+1 (24)
I 001	Civil Engineering Laboratory	283	40

Figure 12 View from inside architecture studios, A - building

Figure 13 View from computer lab 1

Figure 14 View from computer lab 2

Figure 15 View from electronics lab

Figure 16 View from civil engineering lab.

Civil Engineering Laboratory is used for study of various materials, especially concrete and the study of the earthquakes and its elements.

Civil Engineering Laboratory has an area of 283 m^2 and contains:

- The ground mechanics laboratory 29 m2
- Mechanical laboratory 83 m2
- Laboratory of Noisy experiment 30 m^2
- Cutting with carrot 5 m^2
- Granularity analysis of 5 m^2
- Cement and concrete laboratory 45 m^2

Epoka University has a conference hall with a surface of 128 m^2 and a capacity of 99 persons. The conference hall is used more for social, cultural and various national and international conferences. The hall is equipped with central heating-cooling system, video projector, sound system and two cabins for simultaneous translation. Also in the premises of the "Cultural Social Object" building is a conference hall with a surface of about 400 m^2 and a capacity of 300 persons.

Figure 17 Class within Civil engineering lab

Figure 18 View from conference hall

Figure 19 View from conference hall 2, in construction

Figure 20 View from the Eagle Meeting Room

Figure 21 View from the Diversity Meeting Room

Library

EPOKA University Library functions as an integral part of the institution. The library service is provided by specially appointed staff from the institution and contributes to academic staff and students.

The library is located on the first floor of A-building on the university campus and has an area of 400 square meters. The purpose of the library establishment is to support educational and research activities of academic staff and the students of the university.

With its 100-seating capacity, our library has 400 square meters area of use. Our University Library is composed of entrance, book and reading hall. In the entrance, there is a check out desk. The periodicals, including the exhibition of new arrivals, are also shelved in this section. The reading hall is equipped for students to study and to do research. The Office hour of the Library are Monday – Friday 08:30-17:30 hours and Saturday 09:00-13:00 hours.

Epoka University is a member of Balkan Libraries Union which was founded on 29 July 2009 with the participation of 10 institutions from 6 Balkan countries.

Our library collection is enriched by purchases and donations. The books to buy are chosen in accordance with the needs and requests of the students, administrative and academic staff. Every year each of the departments fills a form with the specifications of the needed books and sends it to Rectorate for approval. Library has a total of about 7500 printed books (Appendix 4.1).

Digital Databases

Epoka University has full membership in JSTOR, a shared digital library created in 1995 that includes more than 2,000 academic journals.

JSTOR was founded to help libraries and academic publishers transition their activities from print to digital operations, to expand access to scholarly content around the world and to preserve it for future generations.

Every member of Epoka staff can access to JSTOR's collections by going to http://www.jstor.org/ and searching or browsing for content.

Using the Library

Our library works on the open shelf system enabling you to reach the books directly. The books in the open shelves are topically sorted in the book hall according to LC classification method. To find the book you are looking for, you should follow these steps:

1. Through the catalog search computers in the library; you can search author name, book name, and publisher, topic, or keyword areas.
2. To get the book, you can go to the shelves with the classification and location numbers of the books appearing on the screen as a result of your search.

Example of LC number for the book: "Exchange rates and international finance", Laurence S. Copeland / Financial Times, 2008

HG
3821
.C78
2008

The first part of the LC number "**HG**" represents the category of the book by its topic. In the LC system, the first letter **H** stands for **Social Science** class. Each subsequent letter indicates next level of sub categories of the main topic. In the given example **G** stands for **Finance**, **3821** indicates sub categories included between 3810-4000 (Foreign exchange, International finance, International monetary system), C78 indicates the first letter of authors surname, **2008** indicates book publication year.

Regulations

Students of Associate Degree, Bachelor's Degree and Master Students and academic and administrative personnel are the members of the library. They can borrow library materials in accordance with the rules.

Researchers coming from outside the university are not lent books, they are only allowed to use and copy the materials in the library. Readers in this group are requested to fill up the related form Lending Service.

Circulation Rules

Table 13 Library Resources

Resource	Patron	Loan period(days)	Maximum number of check-outs(items)
Book	Pre-undergraduate/Undergraduate students	15	3
	Graduate students	15	5
	Staff	20	5
Bound Journal	Graduate students Staff	5	2
Visual/Audio Resources	Pre-undergraduate/Undergraduate students Graduate students Staff	3	3

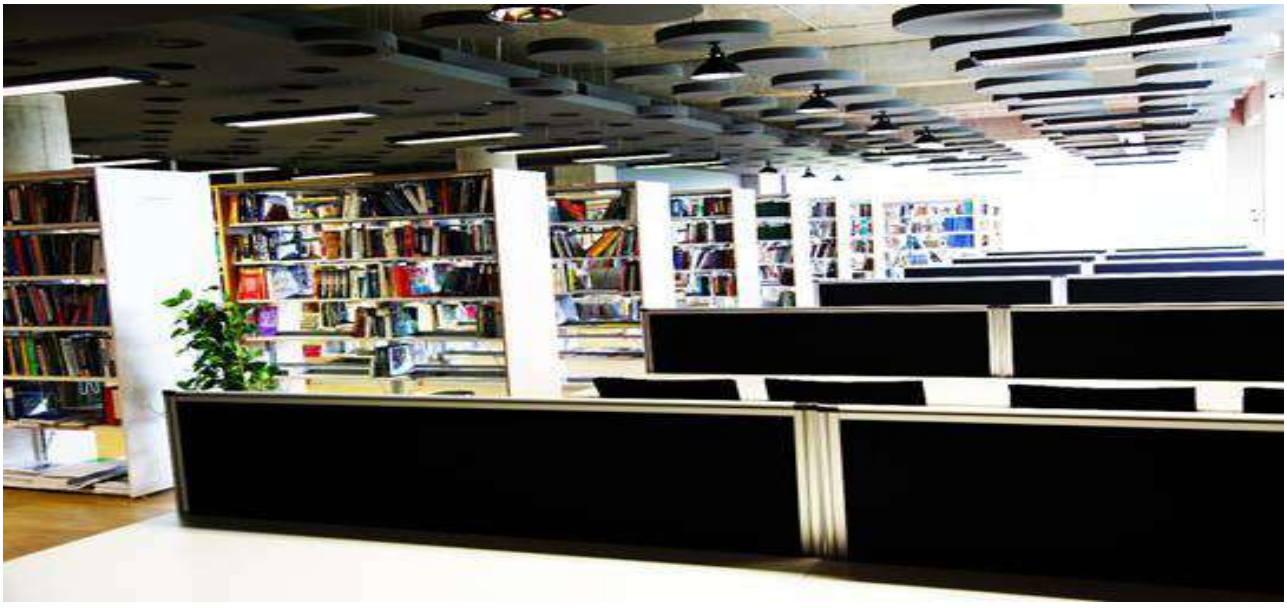

Figure 22 View from library

Figure 23 ICTC Office Services

The Information and Communication Technologies Coordinating Office (ICTCO) provides informatics services needed in the University. It plans the informatics infrastructure of the University, provides its security and ensures the continuation of its functions. ICTCO works on the project for effective, legal and extensive usage of the informatics services for students and personnel.

The Information and Communication Technologies Coordinating Office (ICTCO) provides:
Teaching Services:

- **Turnitin** software helps you to understand and avoid plagiarism and develop your understanding of how to cite sources as part of an academic argument. ICTC office manages the users and train the staff about how to use turnitin.
- **Learning Management System (LMS)** – A service based on Moodle offered for students and instructors in order to access, coordinate and organize course materials online. Students and instructor can login on LMS using the provided official email account.
- **Library Automation System (Koha) -** Koha is an open-source Integrated Library System in use today by hundreds of libraries worldwide. Koha is web based, so there is no software to

install on desktop computers. Users can check the books online and reserve them via web. Its features are more than enough to manage the Epoka Library effectively and efficiently.

- **DSpace** – The institutional repository of Epoka University: DSpace is an open source repository software package typically used for creating open access repositories for scholarly and/or published digital content. The proceedings of the conferences which are organized by Epoka University can be accessed from this repository. Epoka University is the only university who has digital repository in Albania(http://repositories.webometrics.info/en/Europe/Albania). We also give services to other international journals to publish their publications(http://dspace.epoka.edu.al/handle/1/1378) in our digital repository.

Google Services:

- **Webmail (Google account) –** Epoka University is using Google Apps for Education services and all students and academic and administrative staff are provided with an email address under epoka.edu.al domain which is a Google account. Beside official communication which is done through this email address, this account can be used for authentication to other online systems offered by university.

- **Google Classroom** – A more interactive service offered by Google as part of Google Apps for education in order to access, coordinate and organize course materials on cloud. By using Google Classroom, course materials can be integrated with other Google services where assigned users can collaborate. Students and instructors can access this service using the provided account.

Education Information System (Curriculum) – a website containing information related to study programs, curriculum and course syllabus.

Smart Card: All students and staff are provided with Smart Card identification cards. The Smart Card is put as an e-ID application at three buildings, two PC labs, one Electronics Lab, and campus gate entry turnstiles and barriers. The e-wallet application is active for staff but has not started yet for students.

Help Desk: ICTCO is also responsible for the maintenance of personnel and PC Lab computers in respect to software and hardware. Its staff monitors the personal computers within the frame of distribution of duty and authority and brings the issues to a conclusion. At the same time, ICTCO plans servers and cabling services of the University. Staff can open ticket via help.epoka.edu.al for their ICTCO related problems and follow the process from here. You can share your opinions on every subject related to information technologies and informatics with help@epoka.edu.al and you can also write your complaints and suggestions for a better campus life.

Software Opportunities

Epoka University has a subscription of Microsoft Program which is called DreamSpark. It supports technical education by providing access to Microsoft software for learning, teaching and research purposes. Epoka family members can download software through www.dramspark.com website at no cost. Epoka University also provides Office 365 accounts to all staffs and students which includes all office applications for free.

Network

Wireless: Epoka University provides wireless internet connection to all Epoka members in the campus. As ICTCO, we ensure that the wireless signal is strong and covers everywhere in campus.

Wired: Besides wireless, there are three PC labs, one Civil Engineering lab, one Electronics lab, one PhD study room, and library where PCs serve students and staffs with wired internet. In the Epoka Library and one of the classroom, there are plug and use stations next to each table where students and staff can use for wired internet and electricity for their laptops.
Digital Signage: There are four TVs in the campus, they are used to inform Epoka members about latest news and announcements.

Epoka Interactive Systems (EIS)

Figure 24 Epoka Interactive Systems (EIS)

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Recognizing the needs of campus community, Epoka has made a strategic decision to replace its aging, cumbersome, and vendor-supported student, instructors, and staff systems with a modern, nimble and effective internally built system that includes admissions, enrollment, registration, financial aid, student, instructor, and staff accounts, and advising in one platform.

EIS is developed by ICTCO at Epoka University. From the user interface, EIS is an online interactive system where users can log in using the provided official email account. It is a modular system organized by roles and respective units at the university and the information is stored in a centralized database. All users have access to their personal information, can update general details and CV and they can manage job related tasks and activities according to their role and job position.

- **Students:** Students in their profile can access their personal information and information related to their study program. Course registration is done through the system and after that, students can view the ongoing academic activity of the registered courses during the semester. They can check attendance, exam dates, interim grades and final grades. Also in the system, they can access the program curriculum, transcript, grade calculation, weekly schedule, requests and notifications. The EIS prompts students when they are in the "warning zone" for financial or academic issues. It empowers students to create course plans to ensure timely graduation.

- **Instructors:** Academic staff including full-time and part-time lecturers, can have access to their courses assigned in the current semester and can also view previously assigned courses. Lecturers can update the syllabus, complete student attendance, assign and finalize grades. Advisor lecturers can have access to academic information of the students assigned for advisory and they can approve student course registration.

- **Coordinators:** The opening of courses according to course appointment in each semester is done by department coordinators and approved by faculty coordinators. Coordinators can monitor the academic activity of the lecturers under respective department.

- **Admissions and Registrar's Office:** Admissions Office enters all pre-registered student information and assigns scholarships. After the student has completed the registration, all the related information entered by Admissions office, is managed by Registrar's office.

- **Finance:** Finance office can manage and follow up all student financial information related to tuition fees and scholarship.

- **Human Resources:** Human resources office can manage all staff information data and assigns roles and job position for each staff.

- **Curriculum:** a website containing information related to study programs, curriculum and course syllabus.

All users have access to their personalized reports according to their roles and respective units. Faculties and units are liberated from tedious manual tasks. EIS supplies them with new and most updated information that will empower them to make informed decisions based on data.
EIS can be continuously updated with new modules according to the university needs. EIS can be accessed via: https:// eis.epoka.edu.al and users can log-in by their Epoka Mail account credentials.

☑ Table with PC, printers, projectors, video projectors, scanners

Table 14 Table with PC, printers, projectors, video projectors, scanners

number of PC per doctoral students	120
number of PC furnished labs per students	4
number of PC for academic staff	87
number of PC for administration	53
number of printers for each one	15

number of photocopying machines for each one	15
number of head projectors	1
number of video-projectors	27
number of scanners	10

Other indicators:

☑ Faculty facilities

Table 15 Faculty facilities

Facilities for the Faculty	Quantity	area	Rate/ per student
Lecture halls	5	752	0.40
Seminar halls	17	1545	0.82
Promotional activities hall	1	128	0.07
Practising halls	2	258	0.14
laboratories	3	233	0.12
Computer labs	2	174.6	0.12
Internet halls	2	151.8	0.12
library	1	322	0.17
Printing units & bookstores	1	85.2	0.05
Iinfopoint	2	71	0.04
Taransitory halls	25	2707.4	1.44
Sport halls	5	463	0.25
Other services	1	56	0.03
wet spaces for the students	54	327.2	0.17
wet spaces for the academis staff	35	212.1	2.16
Staff facilities	**Quantity**	**area**	**Rate per person**
Dean office/Vice dean office	5	285.5	40.79
Chancellor office	1	25.4	25.40
Teaching secretariat office	2	60.6	20.20
Departmental offices/research centers	12	328.5	27.38
Academic personel offices	40	620	6.33
Finance office	2	37	18.50
Office of SBC unit	1	50	50.00
Meeting halls	2	75	0.77
Serving staff facilities	11		30.33
Environment for Student Senate Activities	1	30	1.30
Recreational facilities like cafeteria / fastfood / restaurant	1	337	0.17
Total	234	9335.3	227.27

During the academic year 2017-2018, there are in use for the development of teaching activities 17 classes at Epoka University Campus: (E-010, E-011, E-211, E-212, E-213, E-311, E-312, (E-012, E-110, E-214, E-314, and A-005), one lecture room (E-313, A 117, A118, A119, A120, A127, A128, A129, A130, A131) a conference room (E-B01), three computer laboratories (E-011, E-015, A-126), an electronic laboratory (E-010) and a construction engineer. The internet rooms currently are 3 as it is reflected in the table above, but the University offers wireless internet all over its space. The capacities of the places used are given in the table below.

Table 16 Facilities used during academic year 2017-2018

Nr.	denomination	Internal space	Seating capacity
1	E B10	75	56
2	E B11	104	60
3	E 211	64	36
4	E 212	81.32	72
5	E 213	81.72	72
6	E 311	63.46	32
7	E 312	81.32	48
8	E 313	81.72	40
9	A 117	138.0	35
10	A 118	138.0	35
11	A 119	138.0	35
12	A 120	138.0	35
13	A 127	72.41	56
14	A 128	73.53	56
15	A 129	73.71	56
16	A 130	72.02	56
17	A 131	72.02	56
total	**17**	**1548.23**	**836**

Table 17 Lecture halls used during 2017-2018 academic year.

Nr.	denomination	Internal space	capacity
1	E 012	131.54	66
2	E 110	130.82	136
3	E 214	154.32	150
4	E 314	154.32	134

5	A 005	145.2	65
total	**5**	**716.2**	**551**

During the academic year 2017-2018, four study units for architecture seminars, two computer laboratories, one electronic laboratory together with the theoretical part of the course and the Civil Engineering laboratory are being used for the development of the learning process.
The facilities are equipped with heating-cooling system and video projectors. The capacity of the laboratories used is given in the table below.

Table 18 Labs used during 2017-2018 academic year

Denomination	Labs	Internal space	capacity
E 011	Computer lab 2	96.64	42+1
E 015	Computer lab 1	77.93	40+1
A 126	Computer lab 3	75.12	42+1
E 012	Electronics lab	132	20+1 (24)
I 001	Earquake and building technoology lab	283	40

Evaluation According to the Standards

Standards/Criteria		Evaluation of Criteria and Standards
Standard II.5 - Institution provides the necessary infrastructure for realization of second cycle study programs and integrated cycle programs of second cycle studies.		
Criterion 1	The institution has a permanent location, which means the central administrative environment and the learning environment;	"Epoka" University has a permanent location that has the central administrative environment and the environment where the teaching activity takes place. This can be noted also through the facility plan, as presented in this report.
Criterion 2	These facilities are available to the institution for not less than 6 years;	"Epoka" University is the owner of the current facilities in use.
Criterion 3	If the study program is offered in more than one building, the institution provides effective management and continuous control over the achievement of standards and the implementation of educational policies designed to carry out the study programs it provides;	"Epoka" University provides effective management and continuous control over the achievement of standards and the implementation of educational policies designed for the realization of the study program it provides. "Epoka" University does not offer study

Criterion 4	Institution guarantees sufficient capacities and environments for realization of professional practices foreseen for the realization of study programs in the fields of health, veterinary, agriculture, technical sciences etc.	programs mentioned in this criterion.
Standard V. 1- The Institution makes available to the students its library.		
Criterion 1	The institution provides quality teaching texts and sufficient and contemporary literature;	The institution has made available to students a considerable number of basic texts and auxiliary literature found in Epoka University's library facilities. This literature is contemporary and is much better reflected in the respective syllabuses of each subject. Based on the requirements of academic staff, this literature is expanded and placed in the service of students. Epoka University also has access to a number of online libraries to carry out the scientific research of Master of Science students.
Criterion 2	There is sufficient literature in the library that helps the student to successfully complete the study program, the research project and the thesis preparation;	The library has a very rich fund with books in the respective branches. Books in the library are inventoried and divided by fields and themes. Considered as an important tool in the progress of the academic process, the selected literature is sufficient to help the student to successfully complete the study program. Books are in different languages: Albanian, English and Turkish. The library collection is enriched by purchases and donations from various physical and legal persons. Purchased books are selected according to the needs and requirements of students and academic staff.
Criterion 3	The library has periodicals and electronic bookstores, which contain books or scientific journals that are needed for the successful completion of the study program, the research project and the thesis preparation;	Epoka University offers through multidisciplinary literature library. The library has periodicals and electronic bookstores, which contain books or scientific journals that are needed for the successful completion of the study program, the research project and the thesis preparation; Epoka University is subscribed to the ERA database - Electronic Resources for Albania, which is administered by the Academy of Sciences of the Republic of Albania. Subscription to ERA enables University staff and students access to a wide range of scientific journals and other electronic resources such as BioOne, Cambridge Journals Online, JSTOR, Ebrary Academic Complete, EBSCO Academic Search Complete. Emerald Engineering eJournal

		Collection, Emerald Management eJournal Collection, IOPscience, Multi-Science Journals Collection, New England Journal of Medicine, OECD iLibrary, Oxford English Dictionary Online, Oxford Reference Online, Oxford Textbook of Medicine, ProQuest Central, Taylor & Francis Library, Web of Knowledge.
Criterion 4	Program Officers have developed a detailed plan for adding library items to support the study program, scientific research project, and student dissertation preparation, including the budget planned for this purpose;	Program Officers draw up a detailed plan for adding library items to support the program, including the budget planned for it.The way the new material is secured is as follows: 1- Purchase of materials for library needs: For the purchase of new library materials, the library's request is made on the basis of the library's needs. b- Users may apply for new materials by submitting the application form which must be approved by the respective unit manager and the Secretary-General. c- The purchase procedure is initiated and followed by the Library Unit under the coordination of the ICTC Office. 2 - The library accepts various donations, the person who wishes to donate any material to the library handles them to the library's responsible who after assessing the importance of the donated material, places the appropriate library collection at the apex.
Criterion 5	The library has hours of service tailored to the schedule of study programs and student needs.	Working hours of the library are announced at the premises of the institution. They are also at the entrance to the library, which is open to students: Monday - Friday: Time 08:00 - 12:30 Time 13:30 - 17:30 Saturday Time 09:00 - 13:00
Standard V. 2 - Institution provides students with adequate labs and appropriate learning environments.		

Criterion 1	The institution proves that it has in sufficient quantities: laboratories, classrooms, offices, studios and other facilities with electronic equipment and information technology for the realization of the study program;	As shown in the infrastructure chapter, "Epoka" University proves that there are enough space, such as: laboratories, classrooms, offices, studios and other facilities with electronic equipment and information technology for the implementation of the program of studies. Classes and auditors are equipped with all the necessary infrastructure for an effective teaching process such as air conditioning, computer, projector, smart board, internet, orthopedic chair etc.
Criterion 2	Teaching facilities are suitable for teaching in accordance with the goals of the program;	Teaching facilities are suitable for teaching in accordance with the goals of the program. Epoka University has all classes with computer and video projector, six of the classes are equipped with interactive board. Also in the library are 10 computers that are used for research purposes by library users. All teaching facilities are equipped with air conditioning and ample lighting.
Criterion 3	Laboratories contain the equipment and tools necessary to meet the requirements of the study programs and the development of the practices provided by the study program, in accordance with the objectives of the program, and are maintained and are in continuous improvement;	The programs offered by the Faculty of Architecture and Engineering are partially of technical nature, associated with labs and particular teaching studios. To provide a more effective learning environment and to help students, the university has provided the needed softwares in the labs and classes for developing the adequate teaching spaces associated with the techniocal nature of the programs of this faculty.
Criterion 4	Depending on the study programs it offers, there is at least one laboratory for each classroom where laboratory practice is provided.	As mentioned in the above criterion, the programs offered by the Faculty of Architecture and Engineering are partially of technical nature, which requires experimentation labs.

Conclusion of assessment:

The Internal Evaluation group members conclude that the standards are fully met.

The Independent Self-Assessment Group (GVB) during the on-site visit found that Epoka University has a permanent location which implies the central administrative environment and the environment where the learning activity is taking place, being the owner of the current areas in use. Epoka University provides quality teaching texts and sufficient and contemporary literature. The library has a rich fund of books in the respective branches, it possesses periodicals and electronic libraries. Program Officers draw up a detailed plan for adding library items to support the program, including the planned budget for it. The library has schedules of service matching schedules of study programs. Epoka University proves that it has in sufficient quantity spaces such as: labs, classrooms, offices, studios and other facilities with electronic equipment and information technology. Laboratories contain the equipment and tools needed to meet the requirements of study programs. After the detailed discussion, was approved with the consensus that the requirements are in compliance with the defined criteria.

GVB finds that the program in question meets the required criteria.

5. Financing and management of financial resources

Descriptive part

Terms of reference: Sources of funding, data over the years, expenditures, cost for student, financial control, management capacities.

As shown in the tables below, most of the institution's income comes from student payments. Below are the earnings over the years. The cost per student estimated by the institution as well as the expenditures is also found in the following tables. The institution is audited annually by an audit firm.

Measurable indicators:

- Income and various financing of **EPOKA University** sh.a during the last six years (in ALL)

Table 19 Income and various financing of EPOKA University sh.a during the last six years

Table 8

Income from: (in ALL)	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
Public funds:						
Central authorities						
Local authorities						
Total						
Non-public funds:						
Grants for research and contracts				5.825.533	6.329.204	31.801.666
Consulting, services						
Tuition and other student fees	217.589.330	225.594.600	267.196.734	314.762.455	347.599.756	405.492.395
Sponsorships						
Training services (continuous education)						
Donations, insurance activities, foundations etc						
Commercial activities (dining hall, cafeteria, bar, residences, etc.)				1.237.299	1.330.000	1.330.000
Total	**217.589.330**	**225.594.600**	**267.196.734**	**321.825.287**	**355.258.960**	**438.624.061**
GRAND TOTAL	**217.589.330**	**225.594.600**	**267.196.734**	**321.825.287**	**355.258.960**	**438.624.061**

Table 20 Expenditure of **EPOKA University** sh.a during the last six years according to the funding sources (in ALL)

	2012-2013			2013-2014			2014-2015			2015-2016			2016-2017			2017-2018		
Expenditures(in ALL)	Salaries	Expenditures	Investment	Salaries	Expenditures	Investment	Salaries	Expenditures	Investment	Salaries	Expenditures	Investment	Salaries	Expenditures	Investment	Salaries	Expenditures	Investment
Public funds:																		
Central authorities																		
Local authorities																		
Total																		
Non-public funds:																		
Grants for research and contracts		30.856.000			36.229.200			38.224.200			27.986.924			34.140.036			53.200.000	
Consulting, services																		
Tuition and other student fees	93.216.774	79.490.376	72.086.000	100.355.150	80.806.810	72.884.000	105.668.500	85.194.480	72.884.000	135.797.123	60.390.512	25.930.744	146.687.562	66.433.500	28.523.845	155.610.000	71.221.500	30.590.000

Sponsorships																	
Training services (continuous education)																	
Donations, insurance activities, foundations etc																	
Commercial activities		11.970.000			12.768.000			13.965.000			5.478.004			6.025.831		6.626.867	
Total	**93.216.774**	**122.316.376**	**72.086.000**	**100.355.150**	**129.804.010**	**72.884.000**	**105.668.500**	**137.383.680**	**72.884.000**	**135.797.123**	**93.855.440**	**25.930.744**	**146.687.562**	**106.599.367**	**28.523.845**	**155.610.000**	**131.048.367**	**30.590.000**
GRAND TOTAL	**93.216.774**	**122.316.376**	**72.086.000**	**100.355.150**	**129.804.010**	**72.884.000**	**105.668.500**	**137.383.680**	**72.884.000**	**135.797.123**	**93.855.440**	**25.930.744**	**146.687.562**	**106.599.367**	**28.523.845**	**155.610.000**	**131.048.367**	**30.590.000**

Table 21 Income and various financing for **Master of Science in Architecture** study program during the last six years

Income from: (in ALL)	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
Public funds:						
Central authorities						
Local authorities						
Total						
Non-public funds:						
Grants for research and contracts						
Consulting, services						
Tuition and other student fees	2.872.800	7.182.000	11.491.200	10.054.800	3.351.600	2.394.000
Sponsorships						
Training services (continuous education)						
Donations, insurance activities, foundations etc						
Commercial activities (dining hall, cafeteria, bar, residences, etc.)						
Total	**2.872.800**	**7.182.000**	**11.491.200**	**10.054.800**	**3.351.600**	**2.394.000**
GRAND TOTAL	**2.872.800**	**7.182.000**	**11.491.200**	**10.054.800**	**3.351.600**	**2.394.000**

Table 22 Expenses for **Master of Science in Architecture** during the last six years

	2012-2013			2013-2014			2014-2015			2015-2016			2016-2017			2017-2018		
Expenditures(in ALL)	Salaries	Expenditures	Investment	Salaries	Expenditures	Investment	Salaries	Expenditures	Investment	Salaries	Expenditures	Investment	Salaries	Expenditures	Investment	Salaries	Expenditures	Investment
Public funds:																		
Central authorities																		
Local																		

authorities																		
Total																		
Non-public funds:																		
Grants for research and contracts																		
Consulting, services																		
Tuition and other student fees	718.200	555.427	437.769	1.795.500	1.290.094	1.004.835	2.872.800	2.226.218	1.636.311	2.513.700	980.858	388.961	837.900	323.067	127.176	598.500	240.273	94.414
Sponsorships																		
Training services (continuous education)																		
Donations, insurance activities, foundations etc																		
Commercial activities																		

Total	718.200	555.427	437.769	1.795.500	1.290.094	1.004.835	2.872.800	2.226.218	1.636.311	2.513.700	980.858	388.961	837.900	323.067	127.176	598.500	240.273	94.414
GRAND TOTAL	718.200	555.427	437.769	1.795.500	1.290.094	1.004.835	2.872.800	2.226.218	1.636.311	2.513.700	980.858	388.961	837.900	323.067	127.176	598.500	240.273	94.414

- Expenditures for students and cost of studies per student per academic year

As it is shown in the above tables, most of the institution's income comes from the student's tuition fees. Table 8 reflects the EPOKA Universitys' incomes in Albanian Lek (ALL) over the past six years and Table 9 reflects expenditures of the EPOKA University during the last six years. "*Grants for research and contracts"*in Table 8 is comprised of the last three academic years' funds; the "*Grants for research and contracts"*of the 2015-2016 academic year includes funds from the two projects in the framework of the Erasmus+: "Strategic support on strengthening the quality assurance structures at the private higher education institutions in Albania" (QAinAL) and Knowledge FOr a Resilient soCiEty (K – FORCE). |*Grants for research and contracts"* of the 2016-2017 academic year includes funds from the same two projects in the framework of the Erasmus+: QAinAL and K – FORCE. *Grants for research and contracts* of the 2017-2018 academic year includes funds form QAinAL, K – FORCE, Development and Implementation of Multimedia and Digital TVcurricula Project(DIMTV) and PersonalisedAnd/orGeneralised Integrated Biomaterial Risk Assessment(PANBioRA) – a project of the Horizon2020.

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Tables 10 and 11 reflect the incomes and expenses in the framework of the study program which includes the cost per student provided according to the ***MSC in Architecture study program.***

Note:

- *Calculation of the total income from the student's tuition fee: Number of students per study program X average income per student of the* ***MSC in Architecture study program.***
- *Calculation of the total expenses: Number of students per study program X average expenses per student of the* ***MSC in Architecture study program.***

- *Calculation of Salaries: The academic staff average work load percentage dedicated to the **MSC in Architecture study program.***
- *Calculation of Expenditures:*

$$\left[\frac{Epokas'\ Expenditures\ for\ each\ academic\ year}{Total\ number\ of\ students\ for\ each\ academic\ year}\right] \times Nr.of\ Std.for\ program\ for\ each\ ac.year$$

- *Calculation of Investment:*
- $$\left[\frac{Epokas'\ Investments\ for\ each\ academic\ year}{Total\ number\ of\ students\ for\ each\ academic\ year}\right] \times Nr.of\ Std.for\ program\ for\ each\ ac.year$$

- *Euro Currency Exchange Rate: 133.00 ALL*

- Transparency and internal financial control, audit and results.

Turgut Ozal Education sh.a is annually audited from an external audit firm. Deatiled audit Reports are available at the Finance Office at EPOKA University.

- Financial managing capacities

Management and financial issues are coordinated by the General Directorate of the Turgut Ozal Education sh.a in cooperation with
Finance Office at Epoka University.

- Respective documentation

The said documentation is available at the Finance Office, EPOKA University.

Evaluation according to the Standards

Standards/criterion		Evaluation for the Criterion according to standards
Standard II.9 - Institution makes an annual (external and/or internal) audit about the financial situation.		
Criterion 1 **Criterion 2** **Criterion 3**	Audit report presents the entire financial situation for the use of budget made available to implement second cycle study programs and second cycle integrated study programs; Audit report contains a clear picture of received foreign grants, and related services contracts for implementation of second cycle study programs and second cycle integrated study programs; Audit report analyses the use efficiency of revenues from students' fees in order to increase the quality of studies in this cycle of studies.	Each year, the company conducts an external audit regarding the financial situation and this report is kept at the general office of Turgut Ozal Education sh.a. a. In the report are presented all the data on the expenses and incomes of the company and the institutions. Within the report are all entries related to income such as grants, student fees etc and all the expenses for the services it offers directly

		or indirectly (by outsourcing companies).
Standard VI.1 - Institution drafts a financial report on costs of study programs.		
Criterion 1 **Criterion 2**	Institution drafts a report that contains detailed financial data on costs for implementation of study programs, as operational costs, fixed costs of facilities and equipment, etc..; Institution shows that it has a financial sustainability during conduct of study programs and it has sufficient financial capacities to improve the financial situation and generation of revenues in the future.	The financial report is drafted by the General Directorate of Turgut Ozal Education sh. a. every year and is archived to this Directorate. By finalization of the drafted report, the data and analyses are communicated to Epoka University, as shown in the Tables 8-12. Epoka University operates under an independent budget Referring to the official financial report of Turgut Ozal Education sh. a. the company has a positive annual balance which guarantees the progress of the institution.

Conclusions of IEG:

The Internal Evaluation group members conclude that the standards are fully met.

The institution reflects detailed information on financial costs for the realization of study program, as well operational costs, fixed costs of facilities and equipment. Epoka University has financial sustainability throughout the development of study programs and that it has sufficient financial capacity to improve the financial situation and generate revenue in the future.

Every year, Turgut Ozal Education sh. a., part of which is also the "Epoka" University, compiles a financial report containing a detailed financial statement of income and expenses. Referring to the official financial report of the Turgut Ozal Education sh. a., the company has a positive annual balance, which guarantees the performance of "Epoka" University. In addition, every year, Turgut Ozal Education sh. a. makes an external audit regarding the financial situation and this report is maintained at the General Directory of this Company. In the audit report all the data is presented on the expenditures and income of the Turgut Ozal Education sh.a. Within the report all revenue related items are specified: grants, student fees, etc. and all costs for services that it offers directly

or indirectly (from outsourcing companies). The financial report is drafted by the General Directorate of Turgut Ozal Education sh. a. every year and is archived to this Directorate. By finalization of the drafted report, the data and analyses are communicated to Epoka University, as shown in the Tables 8-12. Epoka University operates under an independent budget

Referring to the official financial report of Turgut Ozal Education sh. a. the company has a positive annual balance which guarantees the progress of the institution.

6. Internal Quality Assurance System

Descriptive part

Terms of reference: institutionalization of the internal quality assurance system, establishment of the Internal Quality Assurance Unit (IQAU), its functioning, self-evaluation and continuous improvement of quality, the results of external evaluation processes.

In accordance with the requirements of the Albanian legislation on higher education, the manual and guidelines of the Quality Assurance Agency in Higher Education of the Republic of Albania and the provisions of the Statute and the Basic Regulation of the University "Epoka", the institution has established the Internal Quality Assurance system ((http://aeqi.epoka.edu.al).

The establishment and functioning of this system is regulated in detail through the Directive "On Academic Evaluation and Quality Improvement at Epoka University", enacted in by the Senate of Epoka University in 2009. This directive aims at the regulation of the education evaluation process, teaching, research and every service offered by Epoka University; development of the quality; establishment of the internal quality control system, its application, development and evaluation, the approval of the quality indicators in the context of the "external evaluation" and the conduct of the necessary preparations during this process.

The internal quality assurance system in Epoka University operates through Permanent Commission on Quality Assurance (PCQA), which in its work is supported by the Internal Quality Assurance Office. The PCQA is the new name of the internal quality assurance unit of Epoka University following the adoption of the new Statute of Epoka University in 2017. The Directive "On the Academic Evaluation and Quality Improvement at Epoka University" was amended as well reflecting the criteria as defined in the Guidelines on the establishment and functioning of the Internal Quality Assurance Systems in the Higher Education Institutions and the Handbook on Internal Quality Assurance in Higher Education Institutions, approved in October 2012 by the Quality Assurance Agency in Higher Education of the Republic of Albania.

PCQA earlier was named The Academic Evaluation and Quality Improvement Board (AEQI Board). The PCQA with its new name is in operation since the composition and appointment of the members of the PCQA in the Senate meeting held in December 2017. Epoka University's quality assurance functions are also performed at departmental level, where peer-review plays a central role.

Measurable indicators:

Table 23 Data for the members of the IQAU

	Members of IQAU	Duty held at IQAU	Term in office
1	Prof. Dr. Teoman Duman	Chairperson	Dec 2017 – current
2	Dr. Timothy Hagen	Member	Dec 2017 – current
3	Dr. Julian Hoxha	Member	Dec 2017 – current
4	Dr. Alba Kruja		Dec 2017 – current
5	Dr. Odeta Manahasa		Dec 2017 – current
6	Dr. Reina Shehi		Dec 2017 – current
7	Mr. Altin Bora	Member	Dec 2017 – current
8	Mr. Loren Senja	Member	Dec 2017 – current

9	Mr. Arjan Shahini	External Member	Dec 2017 – current
10	Mr. Idaver Sherifi	Member (Alumni)	Dec 2017 – current
11	Ms. Qamile Zdrava	Member (Vice-President on quality assurance issues, Student Council)	Dec 2017 – current
	Ms. Flogerta Hasanaj	Internal Quality Assurance Officer/Coordinator of PCQA	Dec 2017 – current

Table 24 Former composition of IQAU (Academic Evaluation and Quality Improvement Board)

	Members of IQAU	Duty held at IQAU	Term in office
1	Dr. Islam Jusufi	Head	16.03.2016 – Dec 2017
2	Assist. Prof. Dr. Arban Uka	Deputy Head	16.03.2016 – Dec 2017
3	Dr. Reina Shehi	Member	16.03.2016 – Dec 2017
4	Mr. Altin Bora	Member-Rapporteur	11.01.2017 – Dec 2017
5	Mr. Loren Senja	Member	16.03.2016 – Dec 2017
6	Mr. Arjan Shahini	External Member	16.03.2016 – Dec 2017
7	Mr. Idaver Sherifi	Member (Alumni)	16.03.2016 – Dec 2017
8	Redion Spaho	Member (Head of Student Council)	19.01.2017 – Dec 2017

Quantitative data on the concrete work conducted by IQAU such as:

At the end of each academic semester, all students at Epoka University fulfil through the electronic system the surveys about the evaluation of the lecturer of each course. A copy of the survey is attached as Appendix 6.2. The same can also be found in the following link at Epoka website: https://drive.google.com/open?id=0Bwl_QkbaNe5IeHFqRDVhZFVjNkk. The content of the surveys is standard and consists of evaluation by the student of 14 components with a range from 1 (lowest rating) to 4 (highest rating). Completing the survey is completely confidential and so each student is required to fulfil the survey in order to be able to view in the electronic system the final grade obtained for the respective course.

Upon the completion of the survey, the electronic system shows the average evaluation for every course lecturer as an overall result and the result for each component of the survey, showing the rankings of the course lecturer at the Department and Faculty level.

The results of the surveys are forwarded to the Rector's Office by the Registrar's Office. The Rector, after examining the results of the surveys, forwards them to the PCQA, which performs data analysis for each course and lecturer and comes with recommendations to the Rector. Through the conduct of meetings, the Rector ensures that PCQA's recommendations regarding the improvement of the teaching are applied at the Faculty and Department levels.

At the same time, at the end of each academic semester, PCQA with the support of the the Internal Quality Assurance Office, performs a quantitative and qualitative analyses of the student results and it comes with respective recommendations, with a special emphasis on the identification of issues and areas that require further improvement. It should be emphasized that at Epoka University, each student is subject to at least a mid-term exam (Mid-term) and the final exam for each course where the respective grade is given. At the same time, based on the syllabus approved by the respective department, the evaluation of assignments, semestral projects or similar educational activities and active participation at courses can affect a student's final grade.

A very efficient method to monitor the quality of teaching at Epoka University is also the periodical hearing and monitoring of the teaching performance in the auditorium by the lecturer, which is carried out by the respective Dean of Faculty or Head of the Department (Questionnaires used for this purpose are provided as Appendixes 6.3). The same can also be found in the following link at Epoka website: https://drive.google.com/open?id=0Bwl_QkbaNe5IZHAtd0VoSWkxSUk.

At the same time, it should be noted that Epoka University periodically and in accordance to the time table of accreditation and re-accreditation of the University and of its study programmes, drafts self-evaluation reports, in accordance with the provision of the Albanian legislation on the higher education and in accordance to the instructions received by the Quality Assurance Agency in Higher Education of the Republic of Albania. Copies of these reports are available at the Rector's Office and publicly available at the following link: http://aeqi.epoka.edu.al/home-internal-evaluation-reports-1479-1480.html. Within these processes managed by ASCAL, the External Evaluation Groups are also established and for this purpose they have prepared the External Evaluation Reports, which have evaluated in very positive terms the quality of teaching, scientific research and services to the students and community conducted by Epoka University and have also submitted recommendations for further improvement in identified areas. Copies of these reports are available at the Rector's Office and publicly available at the following link: http://aeqi.epoka.edu.al/home-external-evaluation-reports-1479-1481.html.

In order to ensure the awareness of all academic and administrative staff on the importance of acquiring a quality culture by each unit of Epoka University, PCQA with the support of the Internal Quality Assurance Office, conducts periodic informative and training seminars for the staff of the institution, regarding the various quality components and the importance that carries quality assurance in general and the quality management systems in particular. It should be noted that in January 2010, Epoka University obtained the ISO 9001: 2008 certificate on Quality Management Systems. Currently, the Epoka University has renewed the certificate, which according to the criteria of ISO is performed every three years. The last external audit in the framework of ISO has been conducted in March 2014. To supervise the correct implementation of all processes and procedures provided by ISO, Epoka University has established the Internal Audit Group, which by performing periodic audits, ensures the implementation of the processes and procedures of the institution. At the same time, in the context of ISO certification for Quality Management Systems, the PCQA with the support of the the Internal Quality Assurance Office, conducts periodic controls and surveys with each academic and administrative unit of the University, as well as prepares the reports, which is shared with the Rector's Office and related units in order to fill the gaps identified and solve the problems observed in the respective units.

It is of importance also to highlight that PCQA, with the support of the the Internal Quality Assurance Office, is engaged in continuous improvement in teaching and research within Epoka University. The teaching and research are the Epoka's primary activities. Support structure in place in this regard consists of practices of use of various teaching and research improvement methodologies aimed at improving the capability within the organization to perform improved teaching and research functions. What is also important is the existing ability within Epoka to improve. This latter part represents the capacity for learning that occurs across Epoka. There is element of organizational learning within Epoka through inter-unit formal and informal improvement communities where the units and individuals learn from one another, test the validity of their teaching and research techniques and, if necessary, adjust their teaching and research techniques. With the high expectations from students and stakeholders, and conditions imposed on professors as well as competition among professors, improvement in teaching and research is integrated into the daily work of individuals in the system. One of the practices engaged by PCQA with the support of the the Internal Quality Assurance Office,

has been organization of trainings to Epoka's academic staff on continuous teaching and research improvement. For this purpose, PCQA on 6 March 2017 organized "Teaching Training for Academic Staff" and on 9 October 2017 organized "Research Training for Academic Staff". The results of the trainings can be found at the following link: http://aeqi.epoka.edu.al/cat-activities-1411.html.

As one of the responsibilities of the PCQA is to support the University and its units in strategic planning, for this purpose it has assisted the University departments in designing their respective strategic plans. In this regard, the departments with the support of PCQA have developed their own separate strategic plans. The University and departmental strategic plans can be found at the following link: http://aeqi.epoka.edu.al/cat-strategic-plan-1409.html.

Evaluation according to the Standards

Standards/criterion	Evaluation for the Criterion according to standards	
Standard II.7 - Institution conducts an annual analysis to assess second cycle study programs and second cycle integrated programs.		
Criterion 1	Institution makes an annual analysis to assess the progress of second cycle study programs and second cycle integrated study programs;	Epoka University provides annual analyses assessing the progress of second cycle study programs and second cycle integrated study programs, which include data on academic aspects, data on student performance, such as passing rate and teaching data. These reports are part of the annual activity reports prepared by the University and by respective Departments. Related reports also include student surveys and internal evaluation reports. PCQA, through its committees, assesses periodically the efficiency of the University's teaching, research and administrative activities. It assists the departments when proposing new curricula or amending the curricula.
Criterion 2	Institution develops policies aimed at improving second cycle study programs and second cycle integrated study programs;	Envisaged in Strategic Plan of Epoka University, the institution develops policies aimed at improving second cycle study programs and second cycle integrated study programs. The specific policies and measures in this regard include: consultations with the students and stakeholders within and outside the University, internal and external evaluation reports, projects managed under the framework of EU's Erasmus plus

		programme. Link: http://arch.epoka.edu.al/cat-strategic-plan-2017-2022-1888.html **Anex 6.1**
Standard VIII.1 - Institution guarantees quality assurance in realization of study programs.		
Criterion 1	Institution has met institutional standards and is accredited in institutional level before applying for accreditation of study programs;	Epoka University has met institutional standards and is accredited in institutional level before applying for accreditation of study program. The most recent institutional re-accreditation of Epoka University was conducted by ASCAL in 2017. The results confirmed that Epoka University fulfils the standards required. The last accreditation of Master of Architecture is in 2012.
Criterion 2	Institution uses appropriate instruments for quality assurance;	Study programs are improved based on the results of their assessment by academic staff and students. After the obtaining of the results by the students' survey, based on the department, the re-evaluation of the course content is conducted, which is sent for approval to the Decanate, and for final approval to the Senate. Students are included in the evaluation of lecturers and implementation of study programs. At the end of each academic year, through electornic surveys, they provide their opinion on lecturer performace and course content.
Criterion 3	Institution establishes a policy and follows certain procedures for quality assurance and standards of their programs;	The indirect evaluation methods have been implemented through a survey conducted with students, which includes special sections on: a) Question on the course content b) Question on the performance of course instructor c) Question on the service offered by Epoka University d) Conceptual Question e) Recommendations from students. Anex 6.2

		Direct methods are those included in the syllabi of the subject such as: f) Evaluation with points for the class participation of student; g) Evaluation with grade and points; h) Evaluation of the Assignments completed by students; i) Evaluation on the involvement of the students in extra-curricular activities Anex 6.3
Criterion 4	Institution uses formal mechanisms for periodic reviewing, approving and supervision of study programs;	Within the competence of PCQA is also the development of strategies and assessment plans for academic staff. As mentioned in the descriptive section, at the end of each academic year, an assessment is made for each member of the academic staff whose result is delivered through a closed envelope. Anex 3a https://drive.google.com/open?id=0Bwl_QkbaNe5IZHAtd0VoSWkxSUk
Criterion 5	Institution aims at raising awareness of its staff and students, who pursue offered study programs, for quality importance and quality assurance in them;	The Senate is a collegial decision-making body of "Epoka" University. It defines development policies of the Institution, schedules, coordinates, directs and controls the activities of teaching and research and assesses their effectiveness, and decides on important problems of the educational and scientific institution. The Senate is chaired by the Rector and meets periodically. Proposals for changing the curricula are forwarded to the Senate, according to the vertical hierarchical principle: department-faculty- rector's office. Before the curricula changes proposal come to the agenda of Senate, they are reviewed by PCQA.

		Epoka University aimes at raising awareness of its staff and students who pursue offered programs for the quality importance and quality assurance in them. For this reason the Student Guide and Staf Guide are prepared, where it is clearly stated the imporance of quality and quality assurance in teaching and scientific research. Thestaffand students are regularly invited to be part of the internal evaluation groups for ensuring the quality of study programs. For this purpose, the PCQA alsoorganizes trainings that aim to raise awareness on quality assurance.
Criterion 6	Institution designs and implements a strategy for constant quality improving. Strategy, policy and procedures are published.	Epoka University has developed and implemented a strategy for continuous improvement of quality as part of Strategic Plan of Epoka University and as part of the departmental strategic plans. The strategy, policies and procedures are published in the strategic plan of the institution and in the strategic plans of the departments. Anex 6.1 Link: http://arch.epoka.edu.al/cat-strategic-plan-2017-2022-1888.html
Standard I.10 - Institution uses evaluation methodologies, measuring and evaluation instruments for the progress of study programs.		
Criterion 1	Institution uses evaluation methodologies, measuring and evaluation instruments for the progress of study programs;	The PCQA, through Internal Quality Assurance Office and through its commissions, periodically assesses the efficiency of the University's teaching, research and administrative activities. Anex 6.4 and 6.5
Criterion 2	Institution includes this piece of information in the self-assessment it makes in order to achieve the internal quality assurance;	The required information is included in the internal institutional evaluation report. Anex 6.6
Criterion 3	Institution publishes the assessment results and results it aims to achieve;	Study programs are improved based on the results of their assessment by academic staff and students. After the obtaining of the results by the students' survey, based on the

		department, the re-evaluation of the course content is conducted, which is sent for approval to the Decanate, and for final approval to the Senate. Anex 6.7
Criterion 4	In order to conduct the assessment, Institution uses indirect or direct methods: Indirect: a. Survey: for students who follow study programs, for graduates in these programs in previous academic years or in different cycles of study; b. Surveys assessing didactics, curriculum, learning; c. Conceptual question; d. Interviews; e. Etc. Direct: a. Outcomes achieved by students in standardized national/international tests (e.g. State exam for regulated professions); b. Hearings in auditorium; c. Outcomes achieved by students in exams assessed with grades / points; d. Outcomes achieved by students in preliminary and final tests, examinations for modules, professional practices; e. Outcomes achieved by students in assessment of tasks performed during the study program conduct (course assignments for analyzing conceptual understanding, presentations. exams, etc.); f. Observations in performance of exercises / practice; g. Outcomes achieved and quality of research result - thesis; h. Etc..	Students are involved in the evaluation of academic staff and the implementation of study programs. At the end of each academic semester, through prepared surveys, students give their opinion about the course instructor and the course content. The model of the conducted survey is given at the Appendix 6.2. Indirect evaluation methods have been implemented through a survey conducted with students, which includes special sections on: a) Question on the course content b) Question on the performance of course instructor c) Question on the service offered by Epoka University d) Conceptual Question e) Recommendations from students. Direct methods are those included in the syllabi of the subject such as: f) Evaluation with points for the class participation of student; g) Evaluation with grade and points; h) Evaluation of the Assignments completed by students; i) Evaluation on the involvement of the students in extra-curricular activities. Study programs are improved based on the evaluation results of acadmic staff and students. Based on the results of students' survey, each department makes an internal re-

		evaluation of each course that is sent to Decanate, to be later approved by the Senate.
Standard I.13 - Institution publishes regularly unbiased, objective, qualitative and quantitative information for internal evaluation.		
Criterion 1	Institution publishes regularly brochures, newsletters, etc.., designed and published by Institution for internal evaluation;	Epoka University regularly publishes brochures for internal evaluation. These brochures include results of periodic surveys of staff and students. After being concluded the institution will publish the Internal Evaluation Report in its website. Anex 6.7
Criterion 2	Institution posts regularly video audio presentations, etc.., on the website for internal evaluation.	Epoka University publishes in the website of the PCQA the analysis and reports of internal and external evaluations reports of all the study cycles.(http://aeqi.epoka.edu.al/) Anex 6.7

Conclusions of IEG:

The Internal Evaluation group members conclude that the standards are fully met.

Based on detailed reviews and verifications, it is concluded that Epoka University makes an annual analysis to assess the progress of second cycle study programs and second cycle integrated study programs. Based on the Strategic Plan of the Epoka University, institution develops policies aimed at improving second cycle study programs and second cycle integrated study programs. Institution has met institutional standards and is accredited in institutional level before applying for accreditation of second cycle study programs. Most recent re-accreditation process was successfully completed in 2017. The last accreditation of Master of Architecture is completed in 2012. Institution uses appropriate instruments for quality assurance, uses formal mechanisms for periodic reviewing, approving and supervision of study programs, aims at raising awareness of its staff and students for the quality importance, designs and implements a strategy for constant quality improving. Institution uses evaluation methodologies, the required information is included in Institutional self evaluation report, publishes the assessment results and results it aims to achieve. Students are involved in the evaluation of teachers and the implementation of study programs. In order to make transparent the internal evaluation, the institution publishes in the website of the PCQA the analyses and reports of internal and external evaluations reports of all the study cycles. IEG by consensus ascertains that the program meets the required criteria.

POLICIES OF STUDENT FORMATION

7. Study program and its organization

Descriptive part

Terms of reference: mission and objective of the study program/s, content of the program, the organization of the academic year, semesters, the curriculum with all its elements (courses/modules, respective credits, the distribution of hours for each credit depending on the forms of study, teaching hours respectively in the auditorium/outside the auditorium divided according to the forms of teaching, literature and other supporting and auxiliary materials, etc.

This Master of Science study program in Architecture at Epoka University academically prepares the graduates to acquire the needed work experience to gain the eligibility for the professional status of architect in Albania. By the end of this program the graduates are able to enter architecture profession in variety of industries; being them firms, govermnet, construction etc. At the same time, this program prepares the graduates for a pathway into higher education.

To complete the Master of Science in Architecture, students must attain 120 ECTS points. This credits include 54 ECTS coure units and 30 ECTS maste thesis (these are compulsory) and 6 course grouped elective. In October 2015 with the decision o Epoka University Senate it was decided to approve curricula changes of the Master of Science study program in Architecture, so as to ensure the matching with curriculum of the forth and the fifivth year of the five-year integrated second cycle program in Architecture. (Appendix 7.1)

The graduate curriculum is structured to allow flexibility and to accommodate diverse student needs. This is accomplished by offereing different combinations of the the courses within various program options and learning oriented supervized indipended study and research There are three key features of this program degree:

-architectural design

-buiding technology

-urban design

In this program the students continue to develop the core skills of architecture design learnt in the degree to an advanced level. Each candidate for the Master of Science in Architecture degree is required to produce a research thesis to demonstrate their contribution in answering complex, multilayered questions of architecture discipline. The research thesis ends in a final defense, where the student's work is presented to an evaluation committee to demonstrate academic accomplishment.

Measurable indicators:

- ☑ Beginning year, goals and objectives of each study program
- ☑ Organization of each study program (years, semesters, weeks etc.)
  - 1 academic year in Master of Science has 576 teaching hours in the auditorium and 924 individual working hours
  - 2 academic year has 164 teaching hours in the auditorium and 1276 individual working hours[2]
  - 1 ECTS = 25 teaching hours of overall student work
  - 1 teaching hour = 60'
- ☑ Title of diploma for each study program (Bachelor, integrated second cycle (PICD), Master of Science, Professional Master, Doctorate)
- ☑ Curriculum of the study program (Curriculum according to the model in Table 11)

The Graduated Students are awarded a "Master of Science" in Architecture. Appendix 7.2

[2] The difference of hours in auditorium with the students individual working hours is based on preparing the students for the scientific research of the master thesis

Table 25 Curriculum of the Master of Science in Architecture

Year I Courses/Modules		Semester	ECTS	Weekly hours	Teaching hours															Exams
					Lecture			Seminar			Lab			Practice			Hours in auditorium	Independent work	Total	
					ECTS	In auditorium	Independent work	ECTS	In auditorium	Independent work	ECTS	In auditorium	Independent work	ECTS	In auditorium	Independent work				
1	Summer Practice At Construction Site	1	0	0	0	0	0	0	0	0	-	-	-	-	-	-	-	-	-	-
2	Advanced design Studio I	1	12	8	**6**	64	86	**6**	64	86							128	172	**300**	0
3	Design Methods Or Advanced Structural Systems Or Housing Systems	1	6	4	**4.5**	**48**	**65**	**1.5**	**16**	**22**							**64**	**87**	**150**	**1**
4	Elective Course	1	6	3	**6**	**48**	**102**										**48**	**102**	**150**	1
5	Elective Course	1	6	3	**6**	**48**	**102**										**48**	**102**	**150**	1
6	Advanced Design Studio II	2	12	8	**6**	64	86	**6**	64	86							128	172	**300**	0
7	Case Studies in Architecture and Criticism Or Sunlight in Architecture Or Housing systems	2	6	4	**4.5**	**48**	**65**	**1.5**	**16**	**22**							**64**	**87**	**150**	**1**
8	Elective Course	2	6	3	**6**	**48**	**102**										**48**	**102**	**150**	2
9	Elective Course	2	6	3	**6**	**48**	**102**										**48**	**102**	**150**	2
	Total		60	36	**45**	**416**	**710**	**15**	**160**	**216**							**576**	**924**	**1500**	

Year 2 Courses/Modules (Architectural Design Field)		Semester	ECTS	Weekly hours	Teaching hours														Exams
					Lecture			Seminar			Lab			Practice			Hours in auditorium	Independent work	Total	
					ECTS	In auditorium	Independent work	ECTS	In auditorium	Independent work	ECTS	In auditorium	Independent work	ECTS	In auditorium	Independent work				
1	Supervized Indipended Study and Research	1	12	5	12	80	220										80	220	300	1
2	Special Topics in Architectural Design Or Special Topics in Building Technology Or Special topics in Urban Planning and Design	1	6	4	**6**	**48**	**102**										**28**	**102**	**150**	1
3	Elective Course	1	6	3	**6**	**48**	**102**										**28**	**102**	**150**	1
4	Elective Course	1	6	3	**6**	**48**	**102**										**28**	**102**	**150**	1
5	Master Thesis	2	30	-	**-**	**-**	**-**	**-**	**-**	**-**								**750**	**750**	
	Total		60	15	**30**	**224**	**526**										**164**	**1276**	**1500**	**4**

Elective Courses		Semester	ECTS	Weekly hours	Teaching hours												Hours in auditorium	Independent work	Total	Exams
					Lecture			Seminar			Lab			Practice							
					ECTS	In auditorium	Independent work	ECTS	In auditorium	Independent work	ECTS	In auditorium	Independent work	ECTS	In auditorium	Independent work				
1	Theories of Architecturl Design	1	6	3	**6**	48	102										48	102	**150**	- 2
2	Thresholds of 20th Century	1	6	3	**6**	48	102										48	102	**150**	2
3	Forecasting in Design	1	6	3	**6**	48	252										48	252	**300**	2
4	Architecture in Context	1	6	3	**6**	48	102										48	102	**150**	2
5	Design Methods	1	6	3	**6**	48	102										48	102	**150**	**1**
5	Psychology in Architecture	1	6	3	**6**	48	102										48	102	**150**	**2**
6	Evaluation in Architecture	1	6	3	**6**	48	102										48	102	**150**	**2**
7	Housing for Low Income Groups	1	6	3	**6**	48	102										48	102	**150**	**2**
8	Environmental Aesthetics	1	6	3	**6**	48	102										48	102	**150**	**2**
9	Architecture and Technology	1	6	3	**6**	48	102										48	102	**150**	**2**
10	Computer Applications in Architecture	1	6	3	**6**	48	102										48	102	**150**	**2**
11	Home and Culture Studies	2	6	3	**6**	48	102										48	102	**150**	**2**
12	Design with Prefabricated Building Elements	2	6	3	**6**	48	102										48	102	**150**	**1**
13	Architecture and Utopia	2	6	3	**6**	48	102										48	102	**150**	**1**
14	Methods and Techniques in Housing Research	2	6	3	**6**	48	102										48	102	**150**	**1**
15	Housing and Change	2	6	**3**	**6**	48	102										48	102	**150**	**1**
16	Geometry in	2	6		**6**															**1**

	Architecture			**3**		48	102										48	102	**150**	
17	Architecture and Identity	1	6	3	**6**	48	102										48	102	**150**	2

☑ Method of the definition of credits (ECTS) for forms of study:

- For lectures 9-16 hours in the auditorium and 21-28 hours of independent work by the student
- For seminars 6-7 hours in the auditorium and 8-9 hours of independent work by the student
- For labs 0 hours in the auditorium and 0 hours of independent work by the student
- For course practice is included in the seminars due to the course/program specifics.
- For professional practice 0 hours in the auditorium and 0 hours of independent work by the student
- Research Thesis 0 hours in the auditorium and 750 hours of independent work by the student

Table 26:Curriculum distributed according to Formation Activities (A-F)

Curriculum of MSc Program in Architecture			
Type of Activity (A-F)	Course/Module	Credits	Total
Activities in general formation disciplines (**A**)	Design Methods	6	**12**
	Case Studies in Architectural Criticism	6	
Activities in characterizing disciplines of the study program (**B**)	Advanced Design Studio I	12	**54**
	Advanced Design Studio II	12	
	Special Topics in Architectural Design	6	
	Supervised Indipended Study and Research	12	
Activities in elective disciplines (**D**)	Elective Course 1	6	**36**
	Elective Course 2	6	
	Elective Course 3	6	
	Elective Course 4	6	
	Elective Course 5	6	
	Elective Course 6	6	
Diploma thesis (**F**)	Master Thesis	30	**30**

***A working group is dealing with the updating of the curricula according to the Decision of the Council of Ministers No. 41 dated 24.01.2018.**

Table 27:curriculum changes compared to licensed programs

	Year I (Year II) Course/Modules	Semester	ECTS	Weekly Hours	Teaching hours															Exam
					Lecture			Seminar			Lab			Practice			Hours in auditorium	Independent work	Total	
					ECTS	In auditorium	Independent work	ECTS	In auditorium	Independent work	ECTS	In auditorium	Independent work	ECTS	In auditorium	Independent work				
1	Architectural Design (was)	1	**10**	**8**	**4**	32	68	**6**	32	118							64	186	**250**	0
	Advanced Design Studio (changed)	1	**12**	**8**	**6**	64	86	**6**	64	86							128	172	**300**	0

2	Inovation in Building Technologies (was)	1	6	3	**6**	**48**	**102**										**28**	**102**	**150**	1
	Elective (changed)	1	**6**	**3**	**6**	48	102										28	102	**150**	1
3	Qualitative and quantitative research methods in Architecture (was)	1	6	3	**6**	**48**	**102**										**28**	**102**	**150**	1
	Elective (changed)	2	6	3	**6**	48	102										48	102	**150**	2
4	Architectural Design M1	1	**6**	**6**	**6**	**48**	**27**	**3**	**48**	**27**									**150**	**2**
	Elective	1	6	3	**6**	48	102										48	102	**150**	2
Changes in Total			**2**	**3**	**2**	**32**	**93**	**3**	**60**								**64**	**14**	**50**	

Table 28 Curriculum connected with the respective academic personnel

Course/Module		Responsible lecturer/lecturers	Title/degree qualification	Department	Status PAE or PAK
1	Summer Pracice at Construction Site	Artemis Hasa	PhD cand.	Architecture	PAE
2	Advanced Design Studio I	Sokol Dervishi Egin Zeka Jurtin Hajro	Assoc. Prof. Dr. PhD cand. MSc.	Architecture	PAE PAE PAK
3.	Design Methods Or Advanced Structural Systems Or Urban Planning	Odeta Manahasa Desanatila Hysa Enkela Almiadhi Or Huseyin Bilgin Or Anna Yunisyna Egin Zeka	Dr. PhD cand. PhD cand. Or Assoc. Prof. Dr. Or Assit Prof. Dr. Msc. (PhD Cand)	Architecture Civil Engineering	PAE PAE PAK PAK
4	Advanced Design Studio II	Sokol Dervishi Egin Zeka Jurtin Hajro	Assoc. Prof. Dr. PhD cand. MSc.	Architecture	PAE PAE PAK
5	Case Studies in Architectural Criticism Or Sunlight in Architecture Or Housing Systems	Edmond Manahasa Ernest Shtepani Or Sokol Dervishi Or Anna Yunisyna Egin Zeka	Dr. PhD cand. Or Assoc. Prof. Dr. Assit Prof. Dr. Msc. (PhD Cand)	Architecture	PAE PAK

6	Supervised Indipended Study and Research	Sokol Dervishi Anna Ynuisyna Edmond Manahasa Odeta Manahasa	Assoc. Prof. Dr. Assist. Prof. Dr. Dr. Dr.	Architecture	PAE
7	Special Topics in Architectural Design or in Building Technology Or in Urban Planning Design	Sokol Dervishi Anna Yunisyna Edmond Manahasa Odeta Manahasa Desantila Hysa Ina Dervishi Artan Hysa	Assoc. Prof. Dr. Assist. Prof. Dr. Dr. Dr. PhD cand. PhD cand. PhD cand.	Architecture	PAE PAE PAE PAE PAE PAE
14	Master Thesis	Sokol Dervishi Anna Yunisyna Edmond Manahasa Odeta Manahasa	Assoc. Prof. Dr. Assist. Prof. Dr. Dr. Dr.	Architecture	PAE

☑ Syllabi for each course, where the following elements should be included:

- Name of the course/module
- Year/semester when the course is taught
- Name of the lecturer who will teach the course
- The place that the course occupies in terms of the overall formation of the student
- Preliminary knowledge that the student should possess in order to grasp the course
- What knowledge and skills does this course provide to the student
- Topics to be covered by the course concerning theoretical and practical formation
- Load according to hours in the auditorium and outside the auditorium as well as in ECTS
- Forms and methods of teaching of the course and relations between them
- Forms of student assessment
- Obligations of the student concerning the course
- Mandatory and auxiliary literature

☑ Analysis on Quality of Syllabuses

The List of syllabuses of all the courses is found in the appendixes **(Appendix 7.3)**

EPOKA UNIVERSITY
FACULTY OF ARCHITECTURE AND ENGINEERING
DEPARTMENT OF ARCHITECTURE
COURSE SYLLABUS

COURSE INFORMATON **Course Title:** Architecture and Identity							
Code	**Course Type**	**Regular Semester**	**Lecture**	**Recit.**	**Lab.**	**Credits**	**ECTS**
Arch 478	B		3	0	0	3	6
Lecturer and Office Hours			Dr. Edmond Manahasa Office Hours: Wednesday 14:00 – 17:00				

Teaching and Assistants Office Hours	
Language	English
Compulsory/Elective	Compulsory
Classroom and Meeting Time	*To be revised , 09:30 – 12:30* Friday
Description	Identity definition; cultural, personal, group and social identity definitions; identity and life style; interaction of identity and living quality; cultural change and identity; concept of sole of the place (genius loci); model for environmental identity; urban identity process and identity of natural environment; urban identity; architectural identity; institutional identity and its reflections on architecture and space; place attachment; appropriation; equipment and personal/environmental identity; spatial indicators of identity; identity of designer / user
Objectives	Progressing the ability of thinking and criticism on the spatial effects of cultural identity being a part of cultural structure in individual and community levels. Progressing the design ability in architectural design problems related with place attachment. Understanding of effects of place and group attachment, appropriation and urban identity relations and its reflections to architectural design. Obtaining the ability of progressing individual identity for designers.

COURSE OUTLINE

Week	Topics
1	Introduction, introducing the subjects , Identity definition; cultural, personal
2	Culture, Architecture and Design-Introduction Reading
3	The Nature and Role of Environments-Behavior Studies-Site Work
4	Identity and life style-The Nature and Type of Environments- Site Work Evaluation
5	The Importance of Culture-Preference Choice and Design- Reading- Site Work
6	The Nature of Culture-The Scale of Culture-Making Culture Usable
7	Cultural change and identity-Site Work Discussions
8	Term Project Presentations
9	Concept of sole of the place-Genius Loci- Readings
10	Urban identity / Readings-Site Work
11	Place identity; institutional identity and its reflections on architecture and space / Readings-Site
12	Place attachment / Readings
13	Appropriation / Readings
14	Equipment and personal/environmental identity spatial indicators of identity; / Readings
15	Term Project Discussions and Presentation

Prerequisite(s)	No
Textbook	No
Other References	1. Rapoport, A., Culture, Architecture and Design, Locke Science Publishing Company, Chicago, 2005 2. Norberg Schulz, C., "Genius Loci: Towards A Phenomenology of Architecture", Rizzoli. New York, 1984 3. Altman, I. & Low, S., Place Attachment, Plenum Press, New York and London, 1992
Laboratory Work	Yes
Computer Usage	No
Others	

LEARNING OUTCOMES AND COMPETENCIES

1	Interpret and create new knowledge by integrating the knowledge in different areas
2	To critically evaluating and directly learning
3	To use knowledge, problem solving and / or practical skills in interdisciplinary studies

COURSE'S CONTRIBUTION TO PROGRAM OUTCOMES
(Blank : no contribution, 1: least contribution … 5: highest contribution)

No	Program Learning Outcomes	Cont.
1	**Speaking and Writing Skills** Ability to read, write, listen, and speak effectively	**3**
2	**Critical Thinking Skills** Ability to raise clear and precise questions, use abstract ideas to interpret information, consider diverse points of view, reach well-reasoned conclusions, and test them against relevant criteria and standards	**5**
3	**Graphics Skills** Ability to use appropriate representational media, including freehand drawing and computer technology, to convey essential formal elements at each stage of the programming and design process	**-**
4	**Research Skills** Ability to gather, assess, record, and apply relevant information in architectural course work	**5**
5	**Formal Ordering Systems** Understanding of the fundamentals of visual perception and the principles and systems of order that inform two- and three-dimensional design, architectural composition, and urban design	**-**
6	**Fundamental Design Skills** Ability to use basic architectural principles in the design of buildings, interior spaces, and sites	**-**
7	**Collaborative Skills** Ability to recognize the varied talent found in interdisciplinary design project teams in professional practice and work in collaboration with other students as members of a design team	**3**
8	**International Traditions** Understanding of the International architectural canons and traditions in architecture, landscape and urban design, as well as the climatic, technological, culture-economic, and other cultural factors that have shaped and sustained them	**5**
9	**National and Regional Traditions** Understanding of national traditions and the local regional heritage in architecture, landscape design and urban design, including the vernacular tradition	**4**
10	**Use of Precedents** Ability to incorporate relevant precedents into architecture and urban design projects	**5**
11	**Conservation and Restoration of Historical Districts** Knowledge on historical districts and the gain of conservation consciousness documentation of historical buildings and the understanding the techniques which are needed to prepare restoration projects.	
12	**Human Behavior** Understanding of the theories and methods of inquiry that seek to clarify the relationship between human behavior and the physical environment	**5**
13	**Human Diversity** Understanding of the diverse needs, values, behavioral norms, physical ability, and social and spatial patterns that characterize different cultures and individuals and the implication of this diversity for the societal roles and responsibilities of architects	**-**
14	**Accessibility** Ability to design both site and building to accommodate individuals with Varying physical abilities	**-**
15	**Sustainable Design** Understanding of the principles of sustainability in making architecture and urban design decisions that conserve natural and built resources, including culturally important buildings and sites, and in the creation of healthful buildings and communities	**-**
16	**Program Preparation** Ability to prepare a comprehensive program for an architectural project, including assessment of client and user needs, a critical review of appropriate precedents, an inventory of space and equipment requirements, an analysis of site conditions, a review of the relevant laws and standards and assessment of their implication for the project, and a definition of site selection and design assessment criteria	**-**
17	**Site Conditions** Ability to respond to natural and built site characteristics in the development of a program and the design of a Project	**-**
18	**Structural Systems** Understanding of principles of structural behavior in withstanding gravity and lateral forces and the evolution, range, and appropriate application of contemporary structural systems	**-**
19	**Environmental Systems** Understanding of the basic principles and appropriate application and performance of environmental systems, including acoustical, lighting, and climate modification systems, and energy use, integrated with the building envelope	**-**

COURSE EVALUATION METHOD		
In-term studies	**Quantity**	**Percentage**
Mid-terms	2	60
Quizzes	-	-
Projects	-	-
Final	1	40
Laboratory	-	-
Others- Attendance	1	10
Total		**100**
Contribution of in-term studies to overall grade		60
Contribution of final examination to overall grade		40
Total		100

ECTS (ALLOCATED BASED ON STUDENT) WORKLOAD			
Activities	**Quantity**	**Duration (Hour)**	**Total Workload (Hour)**
Course Duration (Including the exam week: 16x Total course hours)	16	3	48
Hours for off-the-classroom study (Pre-study, practice)	14	1,5	21
Assignments /	-	-	-
Mid-terms /	2	8	16
Final examination /	1	15	15
Other			
Total Work Load			**100**
Total Work Load / 25 (h)			**6**
ECTS Credit of the Course			**6**

Evaluation according to the Standards

Standards/criterion		Evaluation for the Criterion according to standards
Standard I. 1 - Institution offers study programs in accordance with its mission and purpose.		
Criterion 1	Institution offers accredited study programs, organized in modules and evaluated by credits under European Credits Collection and Transfer System (ECTS);	Epoka University accredited study programs, as well as licensed programs that are in the list for accreditation. Programs are organized in courses and assessed by credits according to the European Credit Transfer System (ECTS).
Criterion 2	Average amount of credits accrued during the year by a student who attends a full-time study program is 60 credits;	The amount of credits accrued during the year by a student who attends a full-time study program is 60 ECTS. All the programs are in accordance with the University mission and purpose.
Standard I.2 - Study programs are consistent with institution's development strategy.		
Criterion 2	Second cycle study programs "Master of Science", "Master of Fine Arts" or "Professional Master" provide students who possess the university degree "Bachelor" with in-depth theoretical and practical knowledge, and training for	Department of Architecture as part of Faculty of Architecture and Engineering offers "Master of Science" in Architecture. It provides students who hold a "Bachelor" diploma with in depth theoretical and practical knowledge, and training for scientific. As it is clearly stated in the

	scientific research or proper professional training;	curricula of the program, found attached in this report, Appendix 7.4.
Criterion 3	Study programs: Master of Science" or "Master of Fine Arts" and "Professional Master" intend to expand the knowledge acquired in the first cycle of studies;	Moreover this study program is consistent with the institution's development strategy for a deep scientific knowledge that open doors for doctorate studies. Appendix 7.2.
Criterion 4	Integrated study programs of second cycle (in medicine, dentistry, pharmacy, veterinary, architecture) provide students with in-depth knowledge, theoretical and practical scientific competencies, and scientific research training according to the field. After their completion and successful completion of State exam for the specific program, students are entitled to exercise a regulated profession under the law in force;	"Master of Science" in Architecture provide students with in-depth knowledge, theoretical and practical scientific competencies, and scientific research training. It creates strong knowledge foundations for the third cycle of studies – doctorate, including qualification for scientific research and meeting of prerequisites (knowledge, skills and competencies) for admission to the third cycle of studies.
Criterion 5	Study programs of this cycle provide students with general and professional competencies intended to be achieved or enlarged during its conduct;	"Master of Science" in Architecture Department aims to deepen and extend the knowledge of the 4 –year system graduates or the students who do not hold an integrated diploma in Architecture.
Criterion 6	Study programs: "Master of Science" or "Master of Fine Arts" and "Professional Master" create strong knowledge foundations for the third cycle of studies – doctorate, including qualification for scientific research and meeting of prerequisites (knowledge, skills and competencies) for admission to the third cycle of studies;	By the end of the studies, students have completed successfully at least 120 ECTS
Standard I.9 - Study programs aim at maintaining national cultural values and national interests.		
Criterion 1	Institution offers study programs that do not conflict with national interests;	Without contradicting the National interests, policies and programs offered by Epoka University, are designed in accordance with national policies as envisaged in the strategic plan of Ministry of Education and Sports about the higher education.
Criterion 2	Study programs intend to help preserve national cultural values.	The study programs offerd by Epoka University, apart from helping to preserve national cultural values, they aim increasing the number of international students for promoting Albanian culture and tradition. For a more detailed information can be seen the research topics of the master thesises. http://arch.epoka.edu.al/home-thesis-archive-149-145.html
Standard I.4 - Study programs are offered in accordance with level of studies.		

Criterion 1	The content and order of objectives of study programs aim at achieving their goals in line with the level of studies in which they are offered;	As proven in the curriculum (https://drive.google.com/file/d/1ndRSLz46L8QXi07xcibis-BhjexsEel_/view) and on syllabuses of relevant subjects Apendix 7.3 the content and order of objectives of study programs aim at achieving their goals in line with the level of master of science studies.
Criterion 2	Methods of students' assessment through continuous knowledge control by means of tests with alternative answers or final exams demonstrate students' progress and achievements for relevant cycle of studies.	Students' assessment methods are expressed clearly in the syllabuses of each course. (Apendix 7.3) The respective lecturer is free to organize the percentage of the assessment types. These different typologies might be: colloqiums (Juries), projects and for this level of research: research papers.
Standard I.5 - Study programs aim to reach international dimensions.		
Criterion 1	Study programs are based on many years experience and practices of European countries;	In the preparation of the program's curricula, engaged staff apart from their personal experience has done a detailed research and analyse of the Universities with long experience in this field, adopting them to the market conditions and to the Albanian needs.
Criterion 2	Study programs are internationally competitive in the elements they contain (general information, key objectives, curriculum, credits, terms of admission, assessment methods, criteria and procedures for transfer of acquired credits and knowledge, diplomas awarded on completion, etc..) affirming university education values in Albania;	As can be seen from the syllabuses each course is internationally competitive in both technical aspects (European credits, ammerican credits and evaluation methods) and content (course outline, literature in use, etc). (Apendix7.3)
Criterion 3	Study programs are designed in accordance with objectives defined in the EU legislation and directives on higher education and regulated professions.	Moreover, this program is compliant with the criteria of Bologna card process.
Standard I.6 - Study programs include vocational training and scientific research.		
Criterion 1	Second cycle programs and second cycle integrated programs include vocational training and scientific research;	Master of Science in Architecture include vocational training as well as scientific research. Vocational training of the students is realized through, engagement of them in teaching activities and scientific research is with their engagement in scientific research (research projects). In the 5th year students might be engaged in a project research or in a thesis research. There are recent examples of part-time teaching assistant and there are examples of student being part of research projects. For instance, "Finding the lost skyline! Gjirokastra, the demolition and transformation of religious buildings during '70", is a project realized together with the students.

		http://projects.epoka.edu.al/home-ongoing-research-projects-1169-1534.html). Master of Science students have been part of international conferences.
Criterion 2	Study programs are designed in accordance with the Higher Education Institution profile and its development strategy;	"Master of Science" in Architecture is designed to be consistent to the Faculty of Architecture and Engineering profile and its development strategy.
Criterion 3	Academic staff is engaged in scientific research work for realization of study programs;	It also is designed in accordance with the Higher Education Institution profile and its development strategy such as the engagement of academic staff in national and international conferences, symposiums, in journal publications, in exhibition organisations, and in competitions are some indicators of scientific research work for realization of study programs. A detailed list is present in the following chapters.
Criterion 4	Research work of academic staff engaged in study program implementation corresponds with the aims to meet its objectives.	Epoka University encourages academic staff to be engaged to research works, especially with project that might have national effect and which directly or indirectly influence the realization of academic study program. http://kforce.uns.ac.rs/about-project/project-rational.html
Standard I.8 - Study programs take into account labour market needs.		
Criterion 1	Study programs take into account labour market needs and are prepared in accordance with strategic goals of national economic development;	"Master of Science" in Architecture is prepared by taking in account the labour market. In 2015 Epoka University integrates "Master of Science" program to 5 years Integrated Program of Second Cycle in Architecture to go in accordance with strategic goals of national economic development.(Univesity Decisssion found in the attached documents of this report). Apendix 7.5
Criterion 2	In order to assess labour market needs, Institution carries out a market study, which includes: a. students' employment opportunities in domestic or regional, national and international market; b. demands of employers; c. a rough estimate of expected number of students that may be enrolled in this program; d. number of enrolments in similar programs of sister institutions..	Epoka University has conducted a study of labor market needs related to the programs it offers, presented at the moment licensed at MAS and ASCAL, then APAAL/ Moreover, Integrated Program of Second Cycle in Architecture by the outcomes of the yearly professional practice reports that students submit, give enough evidences on the labor market needs. Epoka University with the assessment of students' employment, does always take in account the market needs.
Standard I.12 - Duration and number of credits for study programs of this cycle are in accordance with Law no. 80/2015, dated 25.09.2015 "On Higher Education and the Scientific Research in the Higher Education Institutions of the Republic of Albania".		
Criterion 1	Study programs "Master of Science" is realized with 120 European credits,	"Master of Science" in Architecture is realized with at least 120 ECTS: at least 60 ECTS per

	ECTS, including 30-40 European credits, ECTS for the research project and thesis to be prepared at the completion of these study programs. Normal duration is 2 academic years;	year. Research Project and Thesis is designed with 30 ECTS. Normal duration is 2 academic years.
Standard II.8 - Second cycle study programs and second cycle integrated study programs provide for a graduation plan.		
Criterion 1	Graduation plan explains graduation manner at the completion of studies within the prescribed period;	Master of Science in Architecture does provide a graduation plan. The detailed graduation plan is explained in the Institutional Regualtion since the moment the student registers. (Information about the approval of the topic to the senior lecture to the template submission and evaluation are all parts of this graduation plan. Apendix 8.3 (Student Guide book pp. 35-38).
Criterion 2	30-40 credits are foreseen for the implementation of study programs "Master of Science", for research project and thesis.	The thesis contain 30 ETCS
Standard II.6 - Institution provides effective management of information about study programs.		
Criterion 1	The information provided for study programs, modules and syllabuses is easily consultable for students;	Institution provides effective management of information about study programs. For instance, syllabuses are discussed by each lecturer with the students in the beginning of each term. Meanwhile each course syllabus is accessible anytime by the students on the Epoka University Website (http://eis.epoka.edu.al/) Information on study programs, modules and syllabuses is offered in various written and electronic forms.
Criterion 2	Information on study programs, modules and syllabuses is offered in various written and electronic forms.	Syllabuses are distributed in hardcopy as well as student guides.Meanwhile each course syllabus , curriculum and other regulations are accessible anytime by the students on the Epoka University Website (http://epoka.edu.al/)

Conclusions of IEG:

The Internal Evaluation group members conclude that the standards are fully met.

They reviewed the Master of Science study program in Architecture in terms of study program organization with it mission and study program objectives and the other components of the study program. It was seen that the program is in accordance with the mission, purpose and strategic development of the institution: raising well-prepared, productive and competent individuals with a research-oriented spirit, who possess professional ethics and social sensitiveness (http://arch.epoka.edu.al/home-thesis-archive-149-145.html) and are also open towards national and international challenges. (http://epoka.edu.al/home-about- epoka-mission- vision-1-4.html) The content of the program is extensive in terms of what the program offers to the students. The amount of credits accrued during the year by a student who attends a full-time study program is 60 ECTS with a total of 120 ECTS which is in accordance with Law no. 80/2015, dated 25.09.2015 " On Higher Education and the Scientific Research in the Higher Education Institutions of the Republic of Albania"

it should be not less than 120 ECTS.

Master of Science study program in Architecture provide students with general and scientific competencies. It creates strong knowledge foundations for the third cycle of studies –doctorate, including qualification for scientific research and meeting of prerequisites (knowledge, skills and competencies) for admission to the third cycle of studies.

The program has always in consideration maintaining national cultural values and national interests. In the criterions it is mentioned the importance that is given to study projects and studio projects, at the same time it helps ro reach international values. (http://epoka.edu.al/mat/research_and_projects/completed_projects/epoka_university_list_of_projects_2008-2014_final_en.pdf). The students research thesis are evidences that support this fact : http://arch.epoka.edu.al/home-thesis-archive-149-145.html

In the preparation of the program's curricula, engaged with personal international experience has done a detailed research and analyse of the Universities with long experience in this field, adopting them to the market conditions and to the Albanian needs. Each course is internationally competitive in both technical aspects (European credits, Bologna Card process, ammerican credits and evaluation methods) and content (course outline, literature in use, etc). Master of Science" in Architecture is prepared by taking in account the labour market. In 2015 Epoka University integrates "Master of Science" program to 5 years Integrated Program of Second Cycle in Architecture to go in accordance with strategic goals of national economic development.(Univesity Decisssion found in the attached documents of this report). Apendix X

Moreover, vocational training of the students is realized through engagement of them students in teaching activities as well as their engagement in scientific research (research projects). The internal evaluation group reviws that there is a detailed graduation plan that is explained in the Institutional Regualtion since the moment the student registers. (Student Guide book pp. 35-38). Additionally, to student guide, institution provides management information in any time to the student's throught online system. (http://eis.epoka.edu.al/).

8. Teaching

Descriptive part

Terms of reference: organization of teaching, forms of teaching, load and quality of implementation, control of student knowledge, teaching methods, teaching technologies, internal evaluation of teaching, engagement of students in the components of the activity of the unit, etc.

Organization of Teaching

Teaching at the EPOKA University's Master of Science in Architecture is characterized by a diversity based on the character and content of the courses offered. Consequently, it is worthwhile to separate the design subjects that are being developed in the studio with a duration of 8 hours per week, divided into two learning sessions. Meanwhile, a part of the subjects that have a combination of lectures and seminars as a form of teaching are organized in two learning sessions: by distribution (2 + 2 + 0) or (3 + 1 + 0). Other subjects with a duration of 3 hours or less per week are held in a weekly lesson, in the following formats. All second cycle courses are offered during the first three semesters of the program, while the final semester is dedicated to the development and completion of the Master's thesis.

Forms of Teaching

Teaching in design subjects is a combination of group consultations, individual consultations between instructor and student, as well as consultations between the students themselves (the latter organized and monitored by relevant staff) on projects defined in the curriculum. Meanwhile, other forms of learning can include, but not limited to, lectures and workshops, laboratories, professional practices and other design tasks integrated with current architectural competitions. It is worth mentioning here also the "office hours" system as a part of teaching, where students are offered a two hours per week, as a consultation with the lecturer on specific topics, assignments, exams, and any other aspect related to the progress of the lesson.The mentioned forms of teaching are in full accordance with the instructions issued by VKM No.41, section 2.4.

Teaching Load Implementation

The distribution of the teaching load is done in accordance with the instructions issued by the Law of Higher Education in Albania and its sublaws. The teaching load for each subject is stated in the relevant curriculum and is based on the European Credit Transfer System (ECTS). The calculation of the teaching load is done according to the total teaching hours in the auditorium and the independent student work hours of the student. However, as a mature indicator in this one, only the past hours in the auditorium serve one of the following forms of teaching: lecture, seminar, and professional or laboratory practice.

Quality Assurance

Currently, Permanent Commission on Quality Assurance (PCQA) is the collegial body responsible at EPOKA University for quality assurance within the institution. Its duties and responsibilities are set out in the Guideline "On Academic Evaluation and Quality Improvement at EPOKA University". The purpose of this Directive is to establish principles on the evaluation and improvement of the quality of education, research and any other service offered by the University, to establish, implement, develop and evaluate the Internal Quality Assurance System within the institution and in assessing and approving the quality level through the development of external evaluation by independent bodies / agencies. Internal Audit is conducted by the Internal Audit Group each academic year. PCQA has the right to establish subcommittees or subgroups to deal with a specific activity within the scope of certain PCQA's rights and responsibilities.

Measurable indicators

The situation found in the institution is in relation to the data declared by the institution in the Internal Evaluation Report (RVB) for the following indicators. Standards related to these indicators are in full accordance with the instructions issued by VKM No.41, section 2.2. The indicators are measured with reference to Chapter 8 of this report. The distribution of types of teaching, for the subjects / modules is as follows:

- Lectures: 2-4 hours in the auditorium
- Seminars: 4-8 hours in the auditorium
- Laboratories: 2-4 hours in the auditorium
- Professional Practice: 50 hours of independent student work

☑ Total load in the auditorium concerning forms of teaching

Table 29 Total load in the auditorium concerning forms of teaching

Study program: Master of Architecture		
Forms of teaching		Total hours in the auditorium
a.	Lectures	640
b.	Seminars	160
c.	Assignments	-
d.	Labs	-
e.	Course practice	-
f.	Professional practice	-
g.	Exams	12
	In total	812

☑ Forms of control of knowledge

Table 30 Forms of control of knowledge

Study program Master of Science in Architecture		
Forms of control		Percentage in the overall assessment of the student
a.	Attendance and active participation	**10%**
b.	Fulfilment of obligation (lab, course assignments)	**30-50%**
c.	Tests throughout the semester	**0-20%**
d.	Final exam	**30-60%**
	Etc	
	In total	**100%**

The above reflects the ratios according to the student's all-year evaluation components. The perennial assessment is an important component for putting students at work throughout the year, making the teaching and learning process more effective. Combining it with course assignments, projects that reflect the nature of the program and the degree makes it possible to evaluate the entire mosaic of studying and in line with the learning outcomes. It is worth mentioning the final design juries held by the end of each term and their impact on both assessments of and for students' learning. The overall aim of the design juries is to have a fair assessment process of the final project, by giving the possibility to the students to be exposed to a panel of jurors.The students have the right to complain regarding the evaluation taken by the respective lecturers, following the grade appeal procedure, as explained in the Appendix 10.5. This approach stands for the assessment of learning. However, the design studio instructors strongly believe that the design juries have a significant impact on students' learning, as students receive constructive feedback on their designs from professionals. This stands for the assessment for learning view. (A sample of the design jury booklet filled in by the jurors is Appendix 8.1 attached to this report.)

The evaluation of the student at Epoka University respects the principle of evaluation based on some components by removing the traditional concept of a single examination at the end of the subject and in accordance with the state criteria in force and with the spirit of the Bologna Process. Consequently, the final assessment is constructed throughout the semester / year and is a weighted result of some elements whose weight varies according to the nature of the subject. Basic and theoretical subjects design a higher weight of the exam or theoretical tests, while characterizing subjects or labs, projects and tasks.

The evaluation of the students at EPOKA University is done on the basis of the American Credit System and ECTS, calculated according to the methodology mentioned in the "Regulation of Second Cycle study programs". Appendix 8.2. The same grade awarding system is made available to both students and staff in Article 19: "Assessment" of the Student Guide 2017-2018 (http://epoka.edu.al/mat/Student-Guide-2017-2018.pdf), as well as in Article 6.12: "Grade Reporting" of the Staff Guide 2017-2018, (http://epoka.edu.al/mat/staff_guide.pdf). Appendix 8.3 and 8.4. The quantitative evaluation of student work is done according to the following table:

- ☑ Grade awarding system

Table 31 Grade awarding system

Letter Grade	GPA Value	*Points	Albanian Grade System	Description
AA	4.00	90-100	10	EXCELLENT
BA	3.50	85-89	9	EXCELLENT
BB	3.00	80-84	8	SUCCESS
CB	2.50	75-79	8	SUCCESS
CC	2.00	70-74	7	SUCCESS
DC	1.50	65-69	6	ON PROBATION
DD	1.00	60-64	5	ON PROBATION
FD	0.50	50-59	4	FAIL
FF	0.00	00-49	0	FAIL
NA	0.00	00-00	0	FAIL

Grades not included in the averages are the following:
I - Incomplete, S - Sufficient, T - Transfer, U - Unsatisfactory, P - Progressive, EX - exempt, NI – Not Included, NA- Non-Attendant.

Moreover, referring to the Article 36 of the "Regulation on Second Cycle Study Program", the following conditions are to be met by the students:

a. If a student gets a CC (2.00) or one grade higher, he/she is considered as passing successfully. If in one subject the student receives a (FD & FF) then, he/she has not passed successfully and is obligated to repeat the subject. If the general point average is at least (2.00) and the student has no (FD & FF), then, the student is considered successful.

b. If the general grade point average is less than 1.80 by the end of the second semester, the student is considered to be on a probationary status. Within the third semester, the student who is on a probationary status must achieve or exceed the level of (2.00) of the general grade point average without having FD & FF grades. In order to accomplish this, the student must repeat all subjects in whom he/she received less than CC, otherwise the student could not present the diploma thesis.

☑ Engagement of students in the components of the activity of the unit, etc

Table 32 Engagement of students in the components of the activity of the unit

Scientific activity of the HEI	Number of engaged students
In individual scientific papers of lecturers	3
In scientific projects at the Department-level	5
In scientific projects at the Faculty-level	50
In scientific projects in collaboration with others	5

9. Students

Descriptive part

Terms of reference: student admission procedures, quality of enrolled students, number of enrolled and graduated students over the years, average duration of studies, passing rate of students and problems related to this, statistics, employment of graduates, communication with graduated students (alumni), informing of students.

According to the law no. 80/2015, dated 22.07.2015, "On Higher Education and Research in Higher Education Institutions in the Republic of Albania", Epoka University and the Admissions Office follow an efficient policy that is closely related to the promotion of the university. Part of this strategy is also the information of students in all the high schools of the country. This information is made in the periods set by the Office through the Career Planning Program. This program aims at informing all graduates in different cities of the country about the programs that our university offers, admission criteria, Erasmus program opportunities, summer practices, conferences, student clubs and scholarships for the best students.

Based on the Career Planning Program for graduates, which has already become a tradition, the Admissions Office welcomes each school at the university premises based on a calendar drafted by this office.
Accepted to enroll in the first cycle Bachelor program, Albanian and foreign citizens who meet the following conditions:

1. certify with official document the completion of high school in Albania or abroad (equivalent to the criteria set by the Ministry of Education and Sports);
2. meet the other conditions of admission set out in the University's internal regulations;
3. accept the payment of a fixed monthly or annual fee.

They are admitted to enroll in the program of studies of the second cycle "Master of Science" or "Professional Master", Albanian and foreign citizens who meet the following conditions:
1. certify by official document the completion of first cycle studies with a bachelor's degree in Albania or abroad (equivalent to the criteria set by the Ministry of Education and Sports);
2. meet the other conditions of admission set out in the University's internal regulations;
3. accept the payment of a fixed monthly or annual fee.

Studies offered by Epoka University

1. Bursaries for best pupils of state maturity.
a. > 6600 pike benefits 100% scholarships
b. 6400 - 6599.99 pike benefits 75% scholarships
c. 6200 - 6399.99 pike benefits 50% scholarships

2. Bursaries based on the results of the SAT exam.
a. > 1350 pike benefits 100% scholarships
b. 1290 - 1349 pike benefits 75% scholarships
c. 1220 - 1289 pike benefits 50% scholarships

The number of admissions is based on the real possibilities of the faculty for a normal lesson and within the standards required by the Ministry of Education and Sports.

It is allowed the transfer of students in the intermediate years from other public or private universities, both at home and abroad, to "Epoka" University and vice versa and within the University study programs after the equivalent of the exams, according to the curricula relevant. Transfer is allowed between programs of the same cycle of studies.

Other indicators:

- ☑ Procedures of student admission

  Procedures of students enrollmend, termination, matriculation and grades register can be found in the Appendix 9.1

Table 33 Procedures of student admission

Study programs offered by the HEI	Acceptance procedures of students	Specific conditions of student admission
1. 1. BSc in Construction Engineering 2. BSc in Computer Engineering 3. 3. BSc in Electronic Engineering and Digital Communication 4. 4. Integrated Program of the Second Cycle of Architecture Studies (MSc) 5. 5. BSc in Finance-Banking 6. 6. BSc in Finance-Banking (Albanian) 7. 7. BSc in Economics 8. 8. BSc in Business Administration 9. 9. BSc in Economic Informatics 10. 10. BSc in International Marketing and Logistic Management 11. BSc in Political Science and International Relations	1. 1. Any citizen of the Republic of Albania who has successfully completed the State Matura has the right to apply for admission to the first cycle of studies at "Epoka" University. 2. 2. Every citizen of the Republic of Albania who has successfully completed pre-university studies abroad and has the certificate of unification of this diploma issued by the Ministry of Education and Sports of the Republic of Albania has the right to run admitted to the first cycle of studies at "Epoka" University. 3. 3. Foreign nationals, whose quotes are made known every year, who have successfully completed pre-university studies abroad and have the diploma certification for this diploma issued by the Ministry of Education and Sports of the Republic of Albania, and possess one of the certificates of English language recognition by the Ministry of Education and	Eligibility criteria for citizens of the Republic of Albania: 1. Have a General High School average over 7.00 for all programs offered in English and over 6.00 in the program offered in Albanian language 2. Points of the State Matura Examination (the minimum points are announced annually after the publication of the results of the State Matura Exam) 3. Have sufficient English language certification through one of the certificates of English language recognition by the Ministry of Education and Science of the Republic of Albania. Admission Criteria for Foreign Citizens: 1. Have a General High School average of 7.00 or equivalent. 2. Have sufficient points from the selection exams organized by the respective state for admission to the cycle of studies equivalent to

	Sports of the Republic of Albania, have the right to apply for admission to the first cycle of studies at "Epoka" University. 4. 4. Foreign nationals who have successfully completed the State Matura in the Republic of Albania and have one of the certificates of English language recognition by the Ministry of Education and Sports of the Republic of Albania have the right to run for admission to the cycle the first of the studies at the University of Epoka.	the first cycle of studies of the university education system of the Republic of Albania. 4. To have English language sufficiency verified through one of the English-language certification certificates issued by the Ministry of Education and Sports of the Republic of Albania at level B1 above.
1. MSc in Banking and Finance 2. MSc in Business Administration 3. MSc in Economics 4. MSc in Political Science and International Relations 5. MSc in European Studies 6. MSc in Civil Engineering: Profiles of "Structural Engineering" and "Construction Management" 7. MSc in Architecture 8. MSc in Computer Engineering 9. MSc in Electronics and Digital Engineering	1. They have the right to apply for admission to the second cycle of studies to all Albanian citizens who have completed a first cycle study program in the Republic of Albania and to meet the academic standards of the University of Epoka's admission criteria ". 2. Have the right to apply for admission to the second cycle of studies of all Albanian nationals who have completed a first cycle study program outside the Republic of Albania and have the same degree of equivalence with the first cycle of studies issued by the Ministry of Education and Sports of the Republic of Albania, as well as meeting the academic standards of admission criteria of the University "Epoka".	1. 1. Have the general average of the first cycle of studies not less than 7.5 out of 10. 2. 2. To have English language skills certified by one of the certificates of English language recognition from the Ministry of Education and Sports of the Republic of Albania at level B2 and above.

	3. Have the right to apply for admission to the second cycle of studies to all foreign nationals whose quotas are made aware each year that they have completed a first cycle study program within and outside the Republic of Albania (equivalent is required for the first cycle of studies issued by the Ministry of Education and Sports of the Republic of Albania), as well as meeting the academic standards of admission criteria of the University "Epoka".	
1. PM in Banking and Finance 2. MP in Business Administration 3. MP in Political Science and International Relations 4. MP in Business Management with focus in Educational Management 5. MP in Architecture 6. MP in Civil Engineering 7. MP in Computer Engineering	1. They have the right to apply for admission to the second cycle of studies to all Albanian citizens who have completed a first cycle study program in the Republic of Albania and to meet the academic standards of the University of Epoka's admission criteria ". 2.Have the right to apply for admission to the second cycle of studies of all Albanian nationals who have completed a first cycle study program outside the Republic of Albania and have the same degree of equivalence with the first cycle of studies issued by the Ministry of Education and Sports of the Republic of Albania, as well as meeting the academic standards of admission criteria of the University "Epoka". 3. Have the right to apply for admission to the second cycle of studies to all foreign nationals whose quotas are made aware each year that they have completed a first	1. Have the overall average of the first cycle of studies not less than 6 out of 10. 2. To have English language skills certified through one of the certificates of English language recognition from the Ministry of Education and Sports of the Republic of Albania at level B1 and above.

	cycle study program within and outside the Republic of Albania (equivalent is required for the first cycle of studies issued by the Ministry of Education and Sports of the Republic of Albania), as well as meeting the academic standards of admission criteria of the University "Epoka".	
1. PhD in Economics: Specializations: "Economics" and "Banking and Finance" 2. PhD in Business Administration 3. PhD in Political Science and international Relations 4. PhD in Civil Engineering 5. PhD in Architecture 6. PhD in Computer Engineering	1. 1. Any candidate national who has completed the studies in the Republic of Albania and has completed the Master of Science / Arts programs, integrated programs of the second cycle of studies or any degree equivalent to them in the Republic of Albania, as well as one of the certifications of the English language recognition recognized by the Ministry of Education and Sports of the Republic of Albania has the right to apply for admission to the third cycle of studies at "Epoka" University. (Excluded from the conduct of foreign language testimony candidates who have completed the first or integrated cycle in English). 2. Any candidate who has completed studies outside the Republic of Albania and has completed the Master of Arts / Sciences, integrated programs of the second cycle of studies or any equivalent diploma with them in the Republic of Albania (it is necessary to calculate these diplomas from the Ministry of Education and Sports of the Republic of Albania) and	1. 1. Have the general average of the Master of Science / Arts, second cycle of studies, integrated program of the second cycle of studies or any equivalent diploma with them in the Republic of Albania of not less than 8 to 10. 2. 2. The results of the English exams recognized by the Ministry of Education and Sports of the Republic of Albania at compulsory level C for doctoral students.

	possesses one of the English language recognition certificates recognized by the Ministry of Education and Sports of the Republic of Albania, has the right to run for admission to the third cycle of studies at Epoka University. (Excluded from the conduct of foreign language testimony candidates who have completed the first or integrated cycle in English).	

☑ Specific Criteria for Students Admission

☑ Quality of enrolled and graduated students

Table 34 Quality of enrolled and graduated students

Last 5 years, starting from the year when the IER is being drafted	Students enrolled in the first year (for the first time)	CGPA	Students graduated in the last year (without repeating years)	CGPA
2013	9	2.93/4	1	3.81/4
2014	15	2.52/4	5	2.61/4
2015	6	2.71/4	3	3.46/4
2016	1	2.0/4	11	3.06/4
2017	4	3.22/4	1	3.81/4

☑ Mobility of students within the higher education system in the country

Table 35 Mobility of students within the higher education system in the country

Academic	e fi rs t ye ar - n ce C	Transferred Students during years (b)	Transferred Students	Total:

Years			Year I	Year II	Year III	Year IV	Year V	Year VI	(b)	(a)+(b)
2011-2012	0	-	0	0	-	-	-	-	0	0
2012-2013	4	3.52/4	0	2	-	-	-	-	2	6
2013-2014	8	2.93/4	0	1	-	-	-	-	1	9
2014-2015	14	2.52/4	0	1	-	-	-	-	1	15
2015-2016	5	2.71/4	0	1	-	-	-	-	1	6
2016-2017	1	2.0/4	0	0	-	-	-	-	0	1
2017-2018	4	3.22/4	0	0	-	-	-	-	0	4

☑ Data on the employment of students

Table 36 Data on the employment of students

ACADEMIC YEAR 2012-2013					
	Study programs offered by the HEI	Academic year	Total number of graduated students	Total number of employed students (in accordance with their degree qualification)	Total number of employed students (not in accordance with their degree qualification)
I	1. MSc in Architecture	2012-2013	4	4	0
ACADEMIC YEAR 2013-2014					
	Study programs offered by the HEI	Academic year	Total number of graduated students	Total number of employed students (in accordance with their degree qualification)	Total number of employed students (not in accordance with their degree qualification)
I	1. MSc in Architecture	2013-2014	3	3	0
	ACADEMIC YEAR 2014-2015				
	Study programs offered by the HEI	Academic year	Total number of graduated students	Total number of employed students (in accordance with their degree qualification)	Total number of employed students (not in accordance with their degree qualification)
I	1. MSc in Architecture	2014-2015	1	1	0
ACADEMIC YEAR 2015-2016					
	Study programs offered by the HEI	Academic year	Total number of graduated	Total number of employed students (in	Total number of employed students (not in accordance

			students	accordance with their degree qualification)	with their degree qualification)
I	1. MSc in Architecture	2015-2016	11	10	0
ACADEMIC YEAR 2016-2017					
	Study programs offered by the HEI	Academic year	Total number of graduated students	Total number of employed students (in accordance with their degree qualification)	Total number of employed students (not in accordance with their degree qualification)
I	1. MSc in Architecture	2016-2017	8	7	0

Evaluation according to the standards

Standard/Criteria		Evaluation for Criteria and Standards
Standard IV.1 - Students have the right to attend second cycle study programs and integrated second cycle studies programs.		
Criterion 1	Students attending the "Master of Science" or "Professional Master" programs should have at least a bachelor's degree and have accumulated 180 ECTS credits;	Foreseen as appendix 8.2 in the Second Cycle Study Regulation, students attending master's Degree Programs should have at least a bachelor's degree and have accumulated 180 ECTS credits.
Criterion 2	Admission to integrated study programs is done in accordance with law no. 9741, dated 21.5.2007, "On Higher Education in the Republic of Albania", as amended and by-laws in force;	Admission of new students to the integrated programs of study offered by "Epoka" University is done according to law no. 80/2015, dated 22.7.2015, "On Higher Education and Research in Higher Education Institutions in the Republic of Albania". More concret: **1.** Any citizen of the Republic of Albania who has successfully completed the State Matura, has the right to apply for admission to the first cycle of studies at "Epoka" University. **2.** Every citizen of the Republic of Albania who has successfully completed pre-university studies abroad and has the certificate of unification of this diploma issued by the Ministry of Education and Sports of the Republic of Albania has the right to be admitted to the first cycle of studies at "Epoka" University. **3.** Foreign nationals, whose quotes are made known every year, who have successfully completed pre-university studies abroad and have the diploma certification for this diploma issued by the Ministry of Education

		and Sports of the Republic of Albania, and possess one of the certificates of English language recognition by the Ministry of Education and Sports of the Republic of Albania, have the right to apply for admission to the first cycle of studies at Epoka University. **4.** Foreigners who have successfully completed the State Matura in the Republic of Albania and possess one of the certificates of English language recognition by the Ministry of Education and Sports of the Republic of Albania have the right to run for admission to the first cycle studies at Epoka University.
Criterion 3	Students meet the admission criteria set by the institution;	Verifiable by the respective files of each student at the Secretariat, students should meet the admission criteria set by the institution and the Higher Education Law in Rep. of Albania. Admission Criteria in the Second Cycle Programs of Studies are: **1.** Have the overall average of the first cycle of studies not less than 2.5 out of 4; **2.** Have sufficient English language certification through one of the certificates of English language recognition from the Ministry of Education and Science of the Republic of Albania or the English language degree certificate of Epoka University
Criterion 4	[3]The students of these study programs attend English language exam based on internationally recognized tests. For the "Professional Master" studies programs, the level of English is B2, while for the "Master of Science" programs and integrated programs of second cycle studies the level of English is C1, according to the European Framework of Languages;	As envisaged in the Second Cycle Regulation, students of these study programs give up to the English language exam on the basis of internationally recognized tests. For the "Master of Science" study programs, the level of English is C1, according to the European Language Framework;
Criterion 5	The institution periodically evaluates	At the end of each academic year, the Senate

[3] This Criterion is based on the old Directive of Minister of Education and Science No. 14, dated 28.03.2011, which was based on the 2007 Higher Education Law, as amended, and which has been repealed. The new English proficiency level for the MSc and PM study programs has been adopted by the decision of the Academic Senate in compliance with the provisions of the new 2015Higher Education Lawand the new Directive of the Minister of Education and Sports No. 52, dated 03.12.2015, as amended, which stipulates that for admission to second cycle study programs, candidates should have a foreign language proficiency level between the B1 and C1 level, according to the level stipulated in the respective regulation of the higher education institution.

	acceptance policies and their impact on further student progress in the study program and designs potential plans for changing admission criteria.	evaluates student acceptance policies in the first, second and third cycle programs and, if it considers it necessary, approves the relevant changes to the additional criteria set by the Epoka University for admission of students to all study cycles.
Standard IV. 2- The institution informs the students about the status of the institution, the study programs it offers and the employment policies.		
Criterion 1	Students are provided with information on employment opportunities after graduation at the end of these study programs;	Students are provided with information on employment opportunities after graduation at the end of these study programs which are clearly reflected in the program's competences;
Criterion 2	Students are provided with information on the accreditation of the institution and of the study programs offered as well as for the recognition and validation, at home and abroad, of the diploma issued by this institution;	Interested students through the Admission Office are given information on the accreditation of the institution and of the study programs offered as well as the recognition and validity of the diploma issued by this institution at home and abroad; Meanwhile, for registered students, meetings are organized whereby the process of accreditation of the institution and the respective programs is explained.
Criterion 3	Career counseling service is offered to students.	Career and employment advisory service is offered to students after graduation through Career Planning and Alumni Office operating under Dean of Student's office.
Standard IV. 3- The institution, when applying for second-tier evaluation and accreditation, has statistics on the number of students attending second cycle study programs and integrated cycle study programs.		
Criterion 1	The institution has annual statistics on the number of graduates in each program;	Epoka University has annual statistics on the number of graduates in each study program.
Criterion 2	The institution has annual statistics on the number of students enrolled in second cycle study programs and in integrated programs of second cycle studies, withdrawals from the program, as well as departures before the end of the program or failure to successfully complete the academic year;	The Registrar's Office together with the Department has annual statistics on the number of students enrolled in second cycle study programs and integrated cycle studies programs, withdrawals from the program, as well as early departure completing the program or failing to successfully complete the academic year.
Criterion 3	Institution has data on the academic performance of students from admission to graduation.	The Registrar's Office has data on the academic performance of students from admission to graduation.
Standard IV. 4- The institution possesses a database of employment statistics for students who are graduated after completing second cycle study programs and integrated programs of second cycle studies.		

Criterion 1	The institution maintains a database of employed students after completion of second cycle study programs or integrated cycle study programs as well as their employment placement;	Epoka University has a database of employed students after completion of second cycle study programs or integrated cycle programs and their employment. The Career Planning and Alumni Office maintains the database of employed students after completing second cycle study programs or integrated cycle study programs as well as their job placement.
Criterion 2	The institution maintains a database for students who continue their studies in other study cycles.	Epoka University has a database for students who continue their studies in other study cycles. The Career Planning and Alumni Office maintains a database for students who continue their studies in other study cycles.
Standard IV. 5- The institution informs students on a continuous and detailed basis with regard to study programs.		
Criterion 1	Students are briefed in detail on study programs, deadline for completion and program organization, program accreditation status;	The whole process of accreditation has become known both for students and for academic and administrative staff members. The announcement was made on the basis of the units and through the announcements on the website of Epoka University, where is located the link that leads the students to the ASCAL website. Students are briefed in detail on study programs, deadline for completion and program organization, program accreditation status;
Criterion 2	Students are informed about the results of the evaluation during and at the end of the program;	As mentioned in the above criterion Students are informed about the results of the evaluation during and at the end of the program. The ASCAL link located on the Epoka University website enables transparent process follow-up. With regard to their academic evaluation, students communicate with the pedagogues continuously and through the functioning of the automation system. Through this system, students have the opportunity to closely follow any assessment made to them through the Internet.
Criterion 3	The module's manager discusses openly with the students the results of these assessments.	The module manager discusses Openly with the students the results of these assessments.
Standard IV. 6- The institution engages its staff for student care.		

Criterion 1	The institution provides advisorship to students, follows their course and helps them to address and solve issues related to the learning process;	Students through the Career Planning and Alumni Office operating at the Student Dean are offered advisorship service and tracking their progress and assist them in handling and solving issues to the learning process;
Criterion 2	The institution (through the Career Planning Office) helps students to select the institution in which they will develop their professional practice, if one is provided.	The institution through the Career Plannig and Alumni Office operating at the Student Dean, helps students create opportunities for professional practice in different institutions.

Evaluation Conclusions:

The Internal Evaluation group members conclude that the standards are fully met.

Following the completion of the draft report, the GVB group discussed in detail and confirmed that under the Second Cycle Study Regulations, students attending the "Master of Science" programs possess at least the "Bachelor" "And have accumulated 180 ECTS credits. Admission to integrated study programs is done in accordance with law no. 9741, dated 21.5.2007, "On Higher Education in the Republic of Albania", as amended, and the by-laws in force and the students meet the admission criteria set by the institution. The institution informs students about the status of the institution, the study programs it offers, and the employment policies. Epoka University has annual statistics on the number of graduates in each study program. The Registrar's Office, together with the Secretariat, has annual statistics on the number of students enrolled in second cycle study programs and second cycle study programs, withdrawals from the program, as well as departure before the end of the program or failure to successfully complete the academic year. The University has a database on student employment statistics that are graduated, informing students in a continuous and detailed way about study programs. GVB consensually concludes that the program in question fulfills the required criteria.

SCIENTIFIC RESEARCH POLICY

10. Scientific research

Descriptive part

> **Terms of reference:** scientific research policies, publications over the years, projects acquired and implemented, participation in activities within and outside the country, activities organized by the unit, connection of research with teaching, official evaluation of individual research activities or of the research activities of the unit.

Epoka University is an institution of higher education, oriented to scientific research. Epoka University manages and organizes its scientific research policy in accordance with its Strategic Plan in the framework of "Epoka University Regulation on Scientific Research" under Research and Projects Office. *(http://epoka.edu.al/mat/regulations/regulation-on-scientific-research.pdf).*

Epoka University has specifically two research centers which are Center for European Studies (CES) and Center of Research and Design in Architecture (CORDA). CES is a multi-disciplinary research, education and outreach program having as its main scope the improvement of the understanding of global issues and interdisciplinary studies. The center aims to organize various forms, conferences, and activities to provide the proper interaction of staff, students, and individuals interested in the center, related to the current issues of the European Union *(http://ces.epoka.edu.al/).* CoRDA is a project and research unit aims to build a bridge between industry and academia, contributing to the built environment with expertise and academic research. CoRDA intends to implement design strategies based on interdisciplinary principles, generating integrative design between the user and the designer; and develop projects in different scales from Architecture to Urban and Landscape Design and Planning, in Restoration and Conservation. The Office provides consulting services in fields of Urban and Building physics, Universal Design. Functioning as a research entity it aims offer to the academy a environment for developing research projects and publishing the result of the related subjects in scientific researches. One of the main objectives of CoRDA is to facilitate the engagement of architecture students and graduates in the professional practice *(http://epoka.edu.al/corda/home.html).*

The University encourages all members of academic staff to be active in the research by providing financial support. At the end of each academic year, all scientific publications published by the academic staff members are evaluated by a special jury on the basis of the criteria set out in the Epoka University regulation "On the Promotion of Scientific Publications" *(http://epoka.edu.al/mat/directives/03.pdf)*. Each year, the Rectorate decides the amount of remuneration for each earned point and on the basis of the points collected, each member of the academic staff receives the appropriate remuneration. Epoka University also offers financial support for the participation of academic staff in conferences and scientific activities, organized inside and outside the country under the same regulation.

In the other side, Epoka University financially supports the internal projects of academic staff under the guideline of "Common Guidelines for Scientific Research Proposal Submission" and doctoral thesis of students at PhD study programs under the same guideline.

Epoka University Organizes or co-organizes conferences and scientific activities at an international level is another important dimension of the research policy of Epoka University *(http://conf.epoka.edu.al/).*

Epoka University is the first of the very few private higher education institutions in Albania to have benefited from the TEMPUS program, financed by the European Union. Epoka University is currently a partner institution for three Erasumus+ KA 2 Capacity Building projects and one Horizon 2020 project, which is the first such project in Albania *(http://projects.epoka.edu.al/home.html).*

To promote its scientific research policy and contribution to the academia Epoka University has two academic journals which are Journal of European Social Research *(http://ejs.epoka.edu.al/)* and International Journal of Applied Statistics and Economics in collaboration with Economic Society of Albania *(http://esa.org.al/journal/)*.

The strategic objectives of the Department of Architecture, Faculty of Architecture and Engineering at Epoka University mainly focus on the development of research activities, in integration with the criteria of EU research projects, increase the number of international and national research projects. In addition, the department of architecture aims to increase the number of the publications and the quality, as well as organize the scientific events and promote participation. Epoka University contributes on the promotion of the scientific publications and academic activities based on the Rregulation "On Scientific Research" and Directives "'on the promotion of scientific publications".

Department of Archtiecture has contributed in many publications over the years in very well known International scientific journals (including Jorunals with very high impact factor), international and national conferences, and symposiums, invitations in keynote speech, exhibitions and poster presentations. The table below shows the publications list of the department including international journals, international and national conferences, monographies, and thesis publications. Table 1 illutrates the number of the publications conducted by the full time academic staff of the department of Archteicture. The publications include adacemic journals published in Thompson and Reuters (with impact factor), Scopus, international and national conferences with proccedings, monographies, symposium and kenote speech. Table 2 illutrates the academic publications in cooperation with the students of the department of architecture.

Scientific Policies

Project Coordination and Advisory Office was established on 2013 but on 2014-2015 academic years it changed the name under Research and Projects Office (RPO). The RPO is an administrative office under the Rector. It is responsible towards the Rector concerning the coordination, consultancy, administration and follow-up of all activities related to research and projects. Office reports to Rector and as required to Secretary General:

- Coordinates with all academic and administrative Units of University;
- Provides support for obtaining sponsored research funds and managing sponsored program activities;
- Serves and guides the University on all aspects of sponsored programs administration by providing pre and post award services, training and information to research administration and funding;
- Assists in the preparation of applications for various local and international projects;

Regulation on Scientific Research

➢ This regulation regulates the organization of scientific research activities, the rights and obligations of the competent authorities of the University, researchers and the publication activities of the University which are part of research activities.

➢ Research activities in the Centers are overseen by the respective Research Centre in accordance with their Regulation and managed by the Heads of the Research Centers.

➢ Support for the financial realization of research projects is carried out in cooperation with the Research and Project Office and University Finance Office under the supervision of the Rector and Secretary General.

Directive "On the promotion of scientific publications" whixh can be found in the Appendix 10.3.
It made the classification and the respective points of the scientific publications and academic activities.
Guidelines for Projects proposal submission

➢ These guidelines are meant to help Epoka University staff with the preparation and submitting of application forms, as well as processing of approved grant projects (internal and external grants).

➢ The University provides support for Scientific Research Projects (SRP) based on the university annual budget allocation and scientific research background evaluated by the experts.

Scientific Strategic Objectives

1. **Develop research activities**

Goal 1: Be integrated into the criteria of EU research projects
Goal 2: To increase the number of international research projects
Goal 3: To increase the number of national research projects for which an application has been filed by 25%.

2. **Increase the number of publications and their quality**

Goal 1: To increase the number of projects supported by national or international institutions and share the scientific results with the public in the country and abroad.
Goal 2: To Increase for 25% by the year 2018 the number of internationally recognized scientific publications.

3. **Organize scientific events and promote participation**

Goal 1: Increase by 25% by the year 2017, the participation of our academic staff and research assistants in scientific events.
Goal 2: Increase by 25% by the year 2017, the number of organized national and international scientific events.

4. **Increase the number of interdisciplinary projects**

Goal 1. Within 2017, in accordance with the technological and scientific developments, promote research into two new subjects or areas each year.
Goal 2. By the end of 2017, achieve a collaboration agreement with other Universities and institutions in the field of R &D.

Projects acquired and implemented

Research projects of the Faculty of Architecture and Engineering (International)

i. **Finding the lost skyline! Gjirokastra, the demolition and transformation of religious buildings during '70"**

- **Project coordinator:** Assist. Prof. Dr. Frida Pashako
- **Project duration:** 1 year

- **Project aim:** In practice the project has had three main aims. The first is focus on the collection of archival material, the survey and the questionnaires for each building. The second will develop re-drawings including 3d models and informative card for each building. The third consists in the reconstruction of the city skyline and updating of the city center map with all the religious monuments.
- **Project finished and research results have been published**

Research projects of PhD students

ii. "Sustainable Urban Regeneration of Underused Industrial Sites in Albania"

- **Project coordinator:** Boriana Vrusho Golgota, PhD student, borianagolgota@gmail.com
- **Supervisor**: Assoc.Prof. Dr. Sokol Dervishi, sdervishi@epoka.edu.al
- **Project aim:** The main aim of this project is the recognition and study of the development of Albanian Industrial Heritage. Potential development will be based on successful European experiences. From the theoretical point of view, this research proposes strategies and recommendations on sustainable urban management of Albanian industrial sites (connection with the city, accessibility, pollution of soil, air and water and enhancement of negative image). Furthermore, there will be proposed practical strategies on urban regeneration of two case studies of Albanian underused industrial sites. The proposals will focus on the management of various issues as the inter-connection between city and industrial site, the accessibility of the area, the pollution issues regarding soil, air and water and enhancement of negative impact of these sites to the inhabitants and visitors.

External projects

iii. Epoka University has been engaged in one EU- TEMPUS project from 2011-2014 named "***Innovation and practice of the curriculum in professional studies in the field of digital television and multimedia"*** (Project number: 517022-TEMPUS-1-2011-1-RS-TEMPUS-JPCR), and was finished by the end of the year 2014. The specific objectives of the project was the development of innovative curricula professional studies (VOCs) in the field of Multimedia and Digital TV (M & DTV) and design curricula for specialized professional studies (SPS) in the field of M & DTV.

One of the major programs of EC in higher education is **ERASMUS Plus** and main research tool program of EC is **HORIZON2020.**

iv. ERASMUS Plus – <u>Projects ongoing</u>

The new Erasmus+ programme aims to support actions in the fields of Education, Training, Youth and Sport for the period 2014-2020.

v. **ERASMUS+ Project 2016 "Knowledge For a Resilient Society (K – FORCE (Project number : 573942-EPP-1-2016-1-RS-EPPKA2-CBHE-JP)**

- **Project started on 15 October 2016 and ends on 14 October 2019**

- **The project aims** to improve the resilience of the region to hazards, for which is necessary to provide the required number of experts, that is to modernize and develop higher education at the regional higher education institutions in the field of the Disaster Risk Management and Fire Safety, in cooperation with the universities from EU countries that have developed curricula at all three education levels.
- **EU Project Partners:**
  - Technical University of Denmark
  - Lund University, Sweden
  - University of Žilina, Slovak Republic

vi. C-External projects- COST Actions

COST is an intergovernmental framework for European Cooperation in Science and Technology, allowing the coordination of nationally-funded research on a European level. COST plays a very important role in building a European Research Area (ERA) and it also increases the mobility of researchers across Europe and fosters the establishment of scientific excellence by organizing and direct funding of meetings, training sessions, workshops and conferences. COST is being supported by the European Union (EU) Horizon 2020 Programme. www.cost.eu

Starting from 2014 Epoka University has been engaged in six COST Actions

vii. **Renewable Energy and Landscape Quality – (COST Action TU 1401)**

- **Project started on October 2014 and will end on October 2018**.
- **Project Coordinator: Assoc. Prof. Dr. Sokol DERVISHI**
- **Project Aim:** This Action investigates the inter-relationships between renewable energy production and landscape quality, and the role of public participation for the acceptance of renewable energy systems. The Action will develop a better understanding of how landscape protection and management, and renewable energy deployment can be reconciled to contribute socio-environmentally to the sustainable transformation of energy systems.

viii. Project applied as leader:

Schools as Community Centers (American Embassy)- Dr. Odeta Manahasa

E- Performing and Responsive Social Sciences -PERFORM

Performing and Responsive Social Sciences (PERFORM) is a project of the Swiss Agency for Development and Cooperation implemented by HELVETAS Swiss Intercooperation and the University of Fribourg. Epoka University is involved as a beneficiary institution this project together with other public and private higher education institutions in the country.

In the framework of PERFORM project it has been developed a Collaborative Offline and Online Platform (COORP). The initiative comes in the light of new reforms conducted in sphere of higher education in Albania. Many academics greeted the innovative enterprise, since it is a great step to end the classical rhetorical division between public and private universities in Albania. The public universities who participate in the platform are: Faculty of Social Sciences, University of Tirana; Faculty of Economy, University of Tirana; University Aleksander Moisiu – Durres; University Aleksandër Xhuvani – Elbasan; University Fan S. Noli – Korça; University Luigj Gurakuqi – Shkodra. The private universities participating as well in this platform are: CIT, UET, EPOKA University, Polis University, Marin Barleti University, Luarasi University, New York University of Tirana.

http://www.coorp.al/

ix. Miscellaneous

EPOKA University on December 2014, has endorsed the" **European Charter for Researchers and Code of Conduct for the Recruitment of Researchers"**. EC has accepted the request and Epoka now it is listed among other institutions that have endorsed the declaration. http://ec.europa.eu/euraxess/index.cfm/rights/charterAndCode

The Code of Conduct for the Recruitment of Researchers aims to improve recruitment, to make selection procedures fair and more transparent and proposes different means of judging merit: Merit should not just be measured on the number of publications but on a wider range of evaluation criteria, such as teaching, supervision, teamwork, knowledge transfer, management and public awareness activities.

Projects acquired and Implemented in collaboration with students of the department of Archtiecture and CORDA (Center of Research and Design in Architecture)

Overview

The Center of Research and Design in Architecture – CoRDA - in Epoka University, is a project and research unit. Being related to the Department of Architecture, it aims to build a bridge between Industry and Academia, contributing to the built environment with expertise and academic research. CoRDA intends to implement design strategies based on interdisciplinary principles, generating integrative design between the user and the designer; and develop projects in different scales from Architecture to Urban and Landscape Design and Planning, in Restoration and Conservation. The Office provides consulting services in fields of Urban and Building physics, Universal Design. Functioning as a research entity it aims offer to the academy a environment for developing research projects and publishing the result of the related subjects in scientific researches. One of the main objectives of CoRDA is to facilitate the engagement of architecture students and graduates in the professional practice.

Completed Projects

- Epoka Social Center & Department of Architecture
- Epoka Entrance Gate
- Albtelecom Data Center
- Foreign Affairs Minister Office Interior
- Albtelecom Data Center
- Residential Village - Ndroq
- Quartz Restaurant - Pogradec

Internationally published projects

CORDA in the shortlist of archmarathon awards

The Epoka Social Center and Department of Architecture building is one of the 45 shortlisted projects that will be presented in front of a jury of six internationally renowned architecture

professionals in the event of ArchMarathon Awards. A three-day long activity, consisting in a competition between handpicked contenders from around the globe, will take place in Milan, the 14-16 of November, and will award 10 prizes for 9 distinct architectural categories.Besides the competition, the event offers for the first time an extended program whose main aim is an interactive exchange of knowledge and experience between international architectural companies and practices promising for the establishment of new cooperation opportunities.The building, CoRDA's (Center of Research and Design in Architecture) and Zambak Architects' design product, runs in the category of Education, competing alongside three other candidates from India, Italy and Thailand.

In addition, The Epoka Social Center and Department of Architecture building is publishd in

- Venice Biennale 2014, Italy
- KTH University, Stockholm, Sweden
- Uncube Magazine, Berlin Germany
- Tsinghua University, Bejing, China

Figure 25 CORDA in the shortlist of archmarathon awards

IN PUBLICATIONS
FLOOR - WALL

Time
07.2014

Project
Epoka Social Center Building

By
Andreas Ruby
VENICE BIENNALE 2014, ITALY
ELEMENTS OF ARCHITECTURE

Figure 26 Floor-Wall, Venice Biennale 2014

IN PUBLICATIONS
SKALAN MAGAZINE

Time
02.2015

Project
Epoka Social Center Building

By
Gertrud Olsson
KTH University
STOCKHOLM, SWEDEN

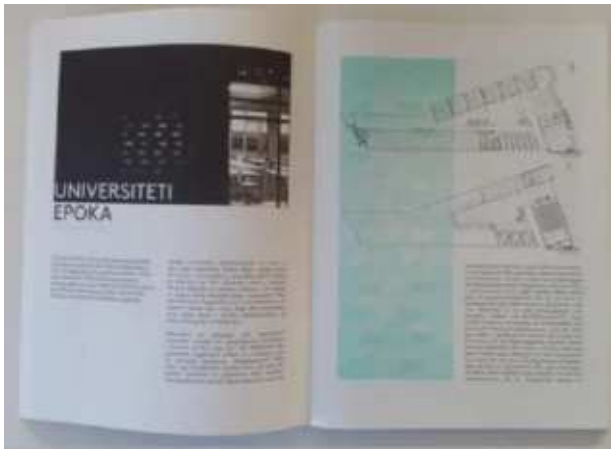

Figure 27 Skalan Magazine, KTH University, Sweden

IN PUBLICATIONS
BUILDINGS TO LEARN FROM

Time
10.2014

Project
Epoka Social Center Building

By
Andreas Ruby
UNCUBE MAGAZINE
BERLIN, GERMANY

Figure 28 Buildings to learn from, UNCUBE Magazine

Figure 29 World Architecture Magazine, Tsinghua University, Bejing, China

CORDA presents a research project in drini day

17th of May the activities of the Drin River Day for Albania by Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH took place. These were organized in Shkodra, Vau I Dejës, with the participation of the local and central governing entities and the civilians. The Architecture Department of Epoka University together with the Center of Research and Design in Architecture (CoRDA) were invited to participate in the event in order to exhibit a study concerning water resources management and revitalization in the city of Shkodra. The research project, firstly a product of the Fall 2013 term work by 4th year architecture students, and secondly elaborated by the research unit of the university, was exhibited during the event for all the present citizens. The "Buna River Revitalization Project" aimed to create strategies to:

- Create a Riverfront for all
- Promote and develop the Buna Riverfront as the focal point for Shkodra throughout all seasons of the year
- Put the shoreline and innovative, sustainable design at the forefront
- Reconnect the city to its Riverfront
- Embrace and celebrate Shkodra`s past, present and future
- Improve access and mobility
- Create a bold vision that is adaptable over time

Figure 30 CORDA presents a research project in drini day

BOOKLETS
studio sequel 1
arch IV| spring '13

RECONSIDERING WATER LAND
1/100 LAKESIDE SETTLEMENTS: KASHAR

People
Valbona Koçi
Fiona Mali

Status
Project Submitted (ready to be published)

Figure 31 Studio Sequel 1

BOOKLETS
studio sequel 2
arch IV | fall '13

BUNA RIVER REVITALIZATION
MUSEUMS as URBAN CATALYSTS in SHKODRA

People
Valbona Koçi
Fiona Mali

Status
PUBLISHED

Figure 32 Studio Sequel 2

BOOKLETS
studio sequel 3
arch IV | spring '14

INTRA-REGIONAL / INTRA-CULTURAL
BALKAN MEDIA CENTER IN ISTANBUL

People
Jurtin Hajro
Regina Vathi
Fiona Mali

Status
Pending

Figure 33 Studio Sequel 3

BOOKLETS
studio sequel 4
arch IV | fall '14

reBERAT
RE-INTERPRETING THE TRADITIONAL URBAN FABRIC
RETRIEVING THE RIVER
RECLAIMING THE TOURED SPACE

People
Artan Hysa
Egin Zeka
Jurtin Hajro
Eneida Berisha
Mateos Shehu

Figure 34 Studio Sequel 4

COMPETITION
International Urban Design Competition
TIRANA-DURRËS Economic Corridor

SECOND PRIZE

Time
10.2014 - 11.2014

People
Egin Zeka
Frida Pashako
Sokol Dervishi
Fiona Mali
Regina Vathi
Deris Kalaja
Fitim Miftari

Collaboration
InterBAU/TU Berlin
Atelier le Balto Berlin
Universal shpk

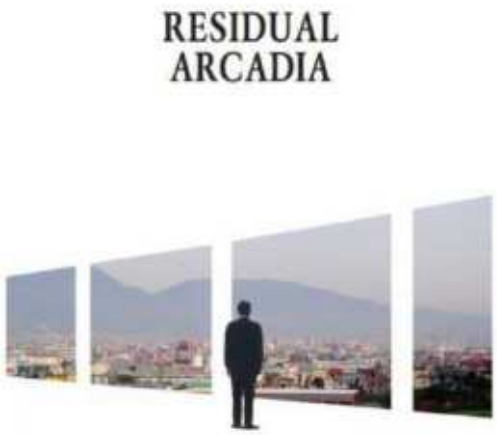

Figure 35 Tirana-Durres Economic Corridor Competition

COMPETITION
International Urban Design Competition
OSUMI ISLAND IN BERAT

FIRST PRIZE

Time
03.2015 - 05.2015

People
Justin Hajro
Valbona Kaçi
Artan Hysa
Fiona Mali

Collaboration
UNLab - Rotterdam
Doentabric - Rotterdam
TU Delft

Figure 36 Osumi Island in Berat

Students participation in workshops, research projects and seminars

Urban Episodes:

***Urban Episodes* is an international project collecting new stories and fresh thoughts on the city. Using an experimental approach to urbanism, we gather literary snapshots in order to provide an alternative portrait of place.**

"Special about the project is that every text is linked to a specific site in the urban space, and may tell you something new about a seemingly irrelevant detail. As we explore the pixels, you may get to see the bigger picture." Our method includes a *walkshop*: a workshop combined with a city walk. Participants are first offered a crash course in semiotics, urbanism, and creative writing, before we spread out and start an individual *dérive* through the city of Tirana. Using a different toolkit, encounters lead to new interpretations and creative analyses of elements within the urban space. After an editing session – including peer review – the final results will be published online.

We invite professionals, graduates, and students in the field of Urban Design, Architecture, human geography or a related field to take part in Urban Episodes: Tirana. As the event is part of the extra program of ICAUD.

DHP- Competition / Site Visit

As for the first step of DHP- Student Competition organized in collaboration of Devoll Hydropower, Tirana Polytechnic University and Epoka University- Faculty of Engineering and Architecture, the group of participanting students from Epoka University conducted the Site Trip on 27-06-2012.

The trip was organized and made possible by Devoll Hydropower representatives, Mr. Ewoud Oosterwijk and Mr. Anri Lushnjari and Faculty of Engineering and Architecture of Epoka University staff members, Mr. Alban Kuriqi and Mr. Artan Hysa. December the 15th, a group of 15 students from Architecture and Civil engineering department and their supervising professors are invited by Devoll

Hydropower Company to be part of a student site trip to Ashta Dam. This trip is organized in the framework of the Devoll Hydropower Student Competition that was held during last summer. The Competition was a very succesful experience by bringing together 4 teams from Epoka University and 4 teams from Polytecnic University of Tirana.

Lighting Design Student Workshop

Department of Architecture at Epoka University announced the Students Workshop 12. 12.2012/ Competition on Lighting Design as a primary Element in the Architectural Design Process. This event was open for application for third and fourth year architecture students of architecture department.

KUL-Belgium,& EPOKA-Albania: Interim Review [Rethinking Waterland-Kashar & 100 Lakes-Tirana]

April 15th, 2013 the Interim Review for the joint project Rethinking Waterland-Kashar & 100 Lakes-Tirana, took place.

KUL academic staff member, 51N4E architects and MaUSP in KUL students on the one hand and EPOKA university, Architecture Department instructors and students, presented their findings and analysis on "100 Lakes DURANA area, and Kashar commune, respectively.

Local experts in the fields of hydrology, geology, rural sociology, economy, GIS experts, urban planners, ect, were invited to discuss on the students' findings. This presentation of, is the continuation of parallel academic studios in the Catholic University of Leuven (MaUSP) and Epoka University in Tirana (Architecture faculty). The studios were focusing on the future of the metropolitan area between Tirana and Durres through an investigation on the artificial water reservoirs made under the socialist regime. The collaboration was launched by 51N4E in the summer of 2012 and the office *(Sotiria Kornaropoulou, Freek Persyn)* is guiding the studio in Leuven. A workshop held in February 25 - 29th, in Epoka university and in the project site (Tirana- Durres region) marked the initiation of this research project.

“100 LAKES – Tirana & Rethinking Water-land” workshop

The collaboration for the "100 Lakes-Tirana" project, between Master of Science students in Urbanism and Strategic Planning (MaUSP) in KUL of Leuven Architecture Department students of EPOKA university, started through an intensive 7-day Workshop [February 23 - March1, 2013].

During this one-week workshop: city visits, discussions and brainstorming sessions, consultations with local experts and field trips took place. As stated, this project regards a strategic study on urban scale for the broader area of Tirana, the coastal Durrës (where the main port is located) and Kruje (where the airport is located). The existence of a large number of artificial lakes spread over the broader area around the capital, remnants of a communist-time project, is taken as a trigger to set up a study of the area as a whole. The study is aiming at scenarios for the future development of the area on different levels, with an underlying aim of a long term, positive vision.

The students of KUL and EPOKA, working on the "100 Lakes Project" were well-received by the Rector of EPOKA university, Prof. Dr. Remzi Altin, the Head of the Department, etc. Prof. Agim

Selenica, expert in Hydrology, Water Resources Management, Advance Hydrology, Hydro power Economy, Industrial Water Management and reuse, gave a speech and had a discussion with the students on the water resources in Albania, focusing on the reservoirs in Tirana-Durres area.

Lorenc Cala GIS expert of Topocentric, briefly assisted the team on the analysis of GIS data available on the region of DURANA. Urim Hoxha, Director of Strategical Project at Tirana Municipality, gave a brief overview on the important projects that Tirana Municipality is envision to implement, such as the Extension of the Boulevard, an idea project developed throgh an international competition, won by Grimshaw.

The Team of "100 Lakes" visited several Artificial Lakes/Reservoirs, as well as specific sites in both Tirana and Durrës city [such as Kombinati Area, Dajti Mountain, Grand Lake Park, Former Keneta area in Durres, the waterfront, etc) during 3day intensive field trips and documentations. Interviews were conducted in place, to people who had (technical) knowledge on the reservoirs.

Architecture students participating in the Summer School in Castelvecchio Calvisio – Italy

MusAA - Museo Architettura Arte, in collaboration with S. Petersburg State University of Architecture, organized the Summer Workshop themed "Rethinking the ancient borgo: sense, restoration work, space re-design", from July 31st till August 12th, 2013.

30 students from S. Petersburg State University of Architecture and Civil Engineering/Russia, Department of Architecture in EPOKA University/Albania, and Architecture and City – planning Department in the University of L'Aquila/Italy were participating in the Workshop. Enkela Krosi dhe Era Merkuri, students at Architecture Department at Epoka University also participated at Summer School in Castelvecchio Calvisio – Italy.

The workshop focused mainly on three specific topics:

History of architecture of the places, which takes into consideration mainly the Medieval and Renaissance processes, and the relation between urban settlements and socio-economical milieu
Free hand drawing and drafting of architecture “en plain air”, as a very important means for the students to understand deeply the template of each architectural object; Survey, restoration proposals and basic projects for a re-use of the ancient buildings. The workshop sessions are programmed to take place in different locations, such as Castelveçhio Calvisio, Santo Stefano di Sessanio Calascio, Bominaco, San Benedetto in Perilli, etc.

The professors engaged in the workshop are engaged in various academic institutions. They are as follows: Prof. Dr. Arch. Inna Zayats, State University of S. Petersburg, Department of Restoration a Preservation of Historical Heritage, Russia; dr. arch. Paola Ardizzola, Ph.D Architecture and Urban History, International University of Antalya/Turkey, chief of MusAA; Gabriele d'Oltremare, sketch master & landscape designer, member of MusAA, Nina Petukhova, Arhangelsk University, Expert in Public Space Revitalization and Contemporary Design/Russia; dr. ing. Diana Giallonardo, University of L'Aquila, Architecture and City Planning Department/Italy, Marco Di Nallo, Accademy of architecture in Mendrisio/ Switzerlan; Special Guest Romulus Continenza, Department of Architecture and Civil Engineering, University of L'Aquila/Italy.

In the end of the workshop, on August 11th, the student works will be presented in in an exhibition in Palazzo del Capitano.

Biennale of Venice

Students of Epoka University at the Biennale of Venice, are co-sharing the space of Swiss Pavilion for summer workshop with students of TU Delft, 01.10. 2014

Figure 37 Students of Epoka University at the Biennale of Venice

Scientific Activities organized by the faculty of Archteicture and Engineering

1-ICAUD

Welcome to 1-ICAUD
On behalf of Epoka University, we are pleased to invite you to attend the **First International Conference on Architecture and Urban Design**, was held at Epoka University in Tirana, Albania on April 19-21, 2012. With an international audience of about 150 persons, including academics, practicing architects, urban designers, and planners.

II-ICAUD

The Department of Architecture at Epoka University, welcomes participants to the second International Conference on Architecture and Urban Design (ICAUD), to be held on **8 – 10 May, 2014** in Tirana, Albania. Building upon the success of the first ICAUD, the conference promises a wide range of topics on architecture and urban design and an international audience of academics and practitioners from around the world. The 1-ICAUD provided an international forum for knowledge exchange where 244 scientific papers and posters were presented by academics from 50 different countries. All contributions were reviewed from a scientific committee consisting of internationally acclaimed scholars. The keynote speakers comprised internationally renowned academics and local policy makers and the conference was saluted by the Prime Minister and the Minister of Transport and Public Works of Albania and the Mayor of Tirana.

International Students' Conference of Civil Engineering

About 100 Master and Phd Candidates from the Balkans gathered for the International Students' Conference of Civil Engineering, at Epoka University. This conference, held between May 10-11, was a cooperation of Epoka University, Polytechnic University of Tirana and University of Prishtina.

The young experts in the construction field presented the actual problems of this industry. By taking part in ISCCE activities students exchanged opinions and experience and discovered new possibilities to understand and handle engineering problems or situations. Most important however was the opportunity to get known to and share different cultures, having interesting excursions and establishing personal friendships, also useful in future working life. The Conference was sponsored by Ferar Sh.p.k and AST Bureau of Architecture.

For further information, visit: http://iscce.epoka.edu.al

2nd International Balkans Conference on challenges of civil engineering

The **"2nd INTERNATIONAL BALKANS CONFERENCE ON CHALLENGES OF CIVIL ENGINEERING"** was held at Epoka University, Albania over three days from 23-25 May, 2013. Over 200 delegates attended the event from 20 different countries in the region and beyond. The conference included presentations covering a broad variety of topics in challenges of Civil Engineering. In total there were 140 scientific papers organized in 11 oral presentation sessions, poster session, and also a special DMT application session

3-BCCCE 2016.

On 19-21 May 2016 Epoka University, the Polytechnic University of Tirana, and the Polytechnic University of Bari, respective Departments of Civil Engineering organized the "3rd International Balkans Conference on Challenges of Civil Engineering", in Tirana. The Chair of the Conference, Assoc. Prof. Dr. Miriam Ndini, Deputy Minister of Environment of the Republic of Albania, Mr. Klejdi Xhaxhiu, the distinguished guest and keynote speaker Prof. Dr. Paulo B. Lourenço from University of Minho, Portugal, Prof. Dr. Niko Pojani from the Polytechnic University of Tirana, Albania, and Assoc. Prof. Dr. Anna Bruna Menghini from Polytechnic University of Bari contributed with their valuable speeches in the opening ceremony of the conference. The conference focused on nine core areas such as Structural and Earthquake Engineering; Computational Methods in Civil Engineering; Construction Technology and Management; Construction Materials; Geotechnical Engineering; Hydraulic, Coastal and Harbor Engineering; Historical and Monumental Buildings; Sustainable Design and Transportation Engineering.

The Conference brought together approximately 100 academicians and professionals from 12 different countries in the Balkans and beyond. A social activity followed the conference in the cities of Berat and Durres, two cities that offer their beauty and history making the trip of the participants in Albania a memorable time.

Measurable indicators:

☑ Data on scientific research

Table 37 Data on scientific research

Planned activities at the individual and institution-level for the last five years		
1.	Number of publications by full-time academic personnel of the HEI	**436**
2.	Number of acquired research projects ➢ Internal Research Projects ➢ Research Projects of PHD STUDENTS ➢ External Projects	**10** **5** **12**
3.	Number of implemented projects	**27**
4.	Number of scientific activities organized by the HEI	**26**
5.	Number of participants in scientific activities within the HEI	**968**
6.	Number of activities connecting scientific research with the teaching process	-
7.	Number of students involved in scientific research	**219**
8.	Number of National Awards	**3**

☑ Respective documentation

Evaluation according to the Standards

Standards/criterion		**Evaluation for the Criterion according to standards**
Standard III.3 - Academic staff is engaged in scientific activities organized in the study program framework.		
Criterion 1	Academic staff publishes regularly articles, scientific materials in relevant discipline;	Academic Staff publishes regularly articles, scientific material on the relevant discipline, you may refer to the Appendix 10.1 for the total list of publications.
Criterion 2	Through engagement in these activities, academic staffs give their contribution to development of science or development of production or service sectors.	Academic staff, through engagements in these activities and conference science and workshops provides its contribution in the development of scientific research and controbution to industry and public sector via implemented research-based projects
Standard III.4 - Institution offers also teaching programs in foreign language, with a qualified academic staff.		

Criterion 1	Academic staff that is engaged in teaching in foreign language has conducted university studies in that language or possesses a certificate for its advanced mastery;	As evidenced by the files at the Human Resources Office the academic staff involved in foreign language teaching has completed the studies university in that language or owns one certificate for its advanced recognition
Criterion 2	Academic staff that engages in teaching in foreign language has teaching experience in that language for one semester at least.	As evidenced by the files at the Human Resources Office the academic staff involved in foreign language teaching has an experience in teaching in that language, at least one semester.
Standard III.10 - Institution is committed to continuous and further training of its staff.		
Criterion 1	Institution organizes specific programs for further professional qualification of academic and teaching-scientific staff;	The institution organizes specific programs for the further professional qualification of academic staff and teaching staff as internal trainings, workshops etc.
Criterion 2	Institution provides academic and teaching-scientific staff with the possibility of further qualifications in the country and abroad.	Epoka University offers to the academic staff scientific opportunities and further qualifications inside and outside country by supporting them financially during these programs. Projects Office supports personnel in regard to the procedures to be followed.
Standard III.11 - Institution has a database about scientific-research activities of its academic staff.		
Criterion 1	Institution has a database of scientific studies of academic staff engaged in this study program;	Institution has a data base on scientific research of staff academician engaged in this study program
Criterion 2	Institution has a database of publications (texts, monographs, books, articles or presentations in conferences) inside and outside the country by academic staff engaged in this study program;	Based on the mission of the Epoka University that supports scientific research to develope ideas into practice and impacts on improving human life society, the University, through of the Regulation on Promotion of Publication and Scientific Research, supports participation in scientific activities and engagement in projects research, and rewards performance Indicators are based on a data set of publications (texts,

		monographs, books, articles or press conferences)
Criterion 3	Institution has a database for national and international scientific research projects in which academic staff engaged in this study took part or takes part.	Institution has a data base for scientific research projects nationally and internationallly ones engaging engaged academic staff in the repsented study program. (Appendix 10.1)

Conclusion of the IEG:

The Internal Evaluation group members conclude that the standards are fully met.

The scientific research at the Department of Architecture is multidisciplinary and enhances experiences of the past, analysis of the present and research investing in the future constitute the basis of thought. Different methods from different in the field of the urban design, landscape architecture, history, theory, building science and technology, building conservation are explored. They establish the basis for a sound understanding of architecture and contribute significantly to the professional abilities of the young architects. Department of Architecture aims to conduct applied research, too. This research-to-practice principle establishes close ties to practical applications. The focus analyses the present and future societal needs and responding to them by offering concrete solutions.

Department of Architecture in cooperation with CoRDA, it aims to build a bridge between Industry and Academia, contributing to the built environment with expertise and academic research. It intends to implement design strategies based on interdisciplinary principles, generating integrative design between the user and the designer; and develop projects in different scales from Architecture to Urban and Landscape Design and Planning, in Restoration and Conservation. The department has published results of different research projects in scientific researches such as international indexed journals, international conferences, workshops, seminars.

The research areas at the department of architecture mainly include

Architectural Design:
Research on the impact of physical, social and cultural environments on human behavior. The main aim of this research area is to develop activities so that to create social awareness on design; to establish concrete ties between practice, theory and education in the design, architecture, urban and environmental issues. It aims to search and solve the problems related to physical, social and cultural environments that arise in the country and sharing these solutions with the community. It focuses on understanding, changing or maintaining the behaviour in the built environment as a complex inter-relationship and shared social practice.

Building Physics and Building Ecology:
The research area provides coverage of heat transfer, moisture, sound/acoustics, and illumination in urban and building scale. In addition, interrelationships between different building physics phenomena are elucidated to develop performance specifications that inform the design process. The research activities cover a wide spectrum of work including computational-assisted building performance, building systems control, building ecology, human ecology, sustainable architectural design and optimization.

Urbanism and Landscape:
The main objective is to explore human settlements of different typologies and understand the relationships among urban, natural and social environments. The research tries to focus on challenges of contemporary urban habitat and find proper solutions for a sustainable development. It is on the scope of this research to

study the city in different contexts and layers and develop a multidisciplinary approach to understand the complexity of urbanity. Some sub-themes of the research are: Strategical Urban Planning; Urban Morphology; Emergent Urbanism; Urban Revitalization; and Design of Public Space.

Housing and Parametrics:
The Housing Research: deals with social, psychological, political and economic regarding housing in today's global economy. The focus is upon how the research can impact the practice of design at the interior and architectural as well as the community and regional planning scale. The research is combined from the practical and theoretical parts based on the contemporary understanding of housing with reflection of such approaches, as House and Time, House and Culture and Economy, House and Aesthetics, House and Psychology, overview the guidelines and recommendations of the dwelling construction, such as Design with Environmental Levels, Universal Design, Lifetime Homes, Design for Disassembly, to see, how the dwelling can be evaluated both by architects and inhabitants. Parametric modeling and design: The research deals with the main principles of creation of the innovative design solutions using the techniques of parametric 3d modelling. The instrument of design is Grasshopper - a graphical algorithm editor tightly integrated with Rhino's 3D modeling tools. The research is organized as a series of practical demonstrations of the software, which is supported by the theoretical and practical works of students. The work is devoted to the study of the new approaches towards creation of the algorithmic shape, which is responsible to the external factors at the final stage of design. It proceeds from the simple single objects and operations towards the complex sets of data and patterns study.

11. National and international cooperation as well as relations with the public

Descriptive part

Terms of reference: cooperation with other institutions at the local, national or international level, the mobility of academic personnel in each of the abovementioned levels, participation in national and international programs, links with the business community and the labour market.

Relationship with Labor Market and Business

Since the founding of the University, it has been important to apply the knowledge gained during the teaching process, which will enable students to link to the demands of the local labor market, starting from their undergraduate studies. In this regard, special importance has been given to the organization of practices for students in various public institutions as well as in private companies within Albania and abroad, mainly during the summer season.
Students of the Architecture Department have to complete two summer practices during their study period, one in a construction site and another one in a professional studio.
Students have done summer practices in addition to Albania, Germany, Italy, Turkey, Kosovo, Greece.

International Relationships Office

The International Relations Office (IRO) is a subdivision of the Rector`s Office at Epoka University. Its main task is the development and implementation of the international policy and the promotion of the university`s internationalization process.

IRO fosters and ensures the materialization of the university`s international policy in accordance with strategic objectives and guidelines set out by the Rector's Office and in consultation with its faculty partners.

Toward the achievement of the abovementioned goals in the context of the internationalization IRO supports international coordination with other institutions, occasionally represents the university abroad and promotes the university's international image as a global centre of excellence in teaching and research.

Mission

The International Relations Office (IRO) mission is to provide the necessary conditions to promote and intensify the internationalisation of Epoka University.

Responsibilities

IRO offers the university community support with international cooperation agreements (drawing up and negotiating agreements, monitoring the implementation of international agreements).

IRO promotes and encourages global study opportunities to enhance students learning and foster students' awareness on the benefits of a multicultural environment.

In cooperation with the Dean of Students and the universities` partners it promotes the dissemination of information toward students and faculty on different global opportunities such as international internships availability, joint degree programs, international scholarships availability and scientific and cultural activities abroad. You may refer to the Appendix 11.7 to the Statute of Student Council.

IRO assists the Projects Coordination and Advisory Office in exploring, evaluation and application for externally funded research and sponsored projects at Epoka University.

IRO in close cooperation with the University Promotion Office strives to raise the visibility of Epoka University worldwide, promotes the university's international image as a global centre of excellence in teaching and research.

IRO promotes our international programmes though events, visits, conferences and trips abroad.

IRO also organises Internationalisation@Home events which aim to broaden the global perspective of our students by exposing them to different cultures on campus.

One of our core values at IRO is to better serve our students, stakeholders and partners and to enrich each day the international dimension and visibility of our University.

Measurable indicators:

- ☑ Data on national and international cooperation. For more details check appendixes 11.1-11.5

Table 38 Data on national and international cooperation

Scientific activities at the individual and institution-level in the framework of international cooperation during the last five years		
1	Number of participants as partners in national or international projects	27
2	Number of lectures and seminars with foreign lecturers	36
3	Number of participants in trainings abroad in the area of scientific research	0
4	Mobility of students towards and from the HEI	Towards HEI :2 From HEI :22
5	Infrastructure in service to scientific research	1. The available literature in the Epoka Library is contemporary, enriched and provided access to all researchers. 2. Online library, Epoka was granted full membership at JSTOR. 3. There are sufficient labs, classrooms, offices, studios and other facilities with electronic equipment and information technology (CE LAB, CEN LAB, ECE LAB) 4. computers located in the laboratories contain all the necessary software, programs and packages needed in specific social sciences researches such

		as: Windows, MS Office, Adobe Reader, SPSS, E-Views 9, STATA etc. 5. Qualified environment. 6. Financial Support on travel and other accommodations for participation in person in scientific activities. 7. Publication based type financial support
6	Number of participants in scientific activities and presentations outside the HEI/abroad	14
7	Number of International Awards in the area of scientific research.	4

☑ Communication and cooperation with other state institutions, professional organizations, business community, labour market and other social actors of relevance for higher education

Table 39 Communication and cooperation with other state institutions, professional organizations, business community, labour market and other social actors of relevance for higher education

Cooperating Institutions and Organizations		
State Institutions		**Type of cooperation**
1	" Luigj Gurakuqi" University of Shkodra	MoU[4]
2	"Aleksandër Moisiu" University of Durres	MoU
3	California University in Pennsylvania	MoU
4	Nicolaus Copernicus University	MoU
5	"Hëna e Plotë" (Bedër) University	MoU
6	Zaman/Kamboxhia University	MoU
7	University of Salerno	MoU
8	Cassino and Southern Lazio University	MoU
9	American University in the Emirates	MoU
10	Sapienza University of Rome	MoU
11	State University of Baku -Azerbajxhan	MoU
12	International Black Sea University	Cooperation Protocol
13	Ku Bolashak University	MoU
14	Qafqaz University	MoU
15	Riinvest College	MoU
16	Polis University	MoU
17	Marin Barleti University, SHLUJ	MoU
18	University of Benedictine	MoU
19	University of Aplied Sciences - Fachhochschule Mainz- Germany	MoU
20	Illinois Institute of Technology - USA	Agreement for academic exchange
21	International University of Atatürk Alatoo- Bishkek/ Kyrgyzstan	MoU

[4] MoU-Memorandum of Understanding

22	International Balkan University Skopje/Macedonia	Cooperation agreement and MoU
23	Burch Intrnational University – Sarajevo / Bosnia-Herzegovina	MoU
24	Leeds Metropolitan University - Angli	Partnerity
25	Sam Houston State University –Texas/ USA	MoU
26	Lumina University of South East Europe - Bucharest/ Romania	MoU
27	Texas Pavement Preservation Center (University of Texas in Austin/Arch&Eng faculty Austin) - Texas/USA	Cooperation agreement
28	Polytechnic University of Bari /Fac. of Architecture & Engineering-Bari/ Italy	MoU
29	University of Pristina/ Fac. of Architecture & Engineering - Pristina/ Kosovo	MoU
30	American University in Bulgaria- Bullgari	Study abroad Agreement
31	Tallinn University *of* Technology	MoU
32	Tirana University	MoU
33	Business School EADA	Partnerity
34	TED University, Turkey	MoU
35	Istanbul Technical University, Turkey	MoU
36	Yildiz Technical University, Turkey	MoU
37	Gediz University, Turkey	MoU
38	Istanbul University, Turkey	MoU
39	The International University of Logistics and Transport, Wroclaw, Poland	Erasmus+
40	Polytechnic University of Bari, Italy	Erasmus+
41	Universitatea Tehnica "Gheorghe Asachi" din Iasi, Romania	Erasmus+
42	Gdansk University of Technology, Poland	Erasmus+
44	University of Pitesti, Romania	Erasmus+
45	Hochschule Mainz - University of Applied Sciences, Germany	Erasmus+
46	Midlle East Technical University, Turkey	Erasmus+
47	Regional Educational Directorate of Korça	MoU
48	Institute of Public Administration for Turkey and the Middle East	MoU
49	British Council Albania	Cooperation
50	Ministry of Social Welfare and Youth	MoU
51	Ministry of Education and Sports	MoU
52	Ministry of Innovation and Public Administration	MoU
53	Ministry of Urban Development and Tourism	MoU
54	Conference of Rectors	MoU
55	National Territorial Planning Agency (AKPT)	MoU
Professional Organizations		**Type of cooperation**
1	CHwB Cultural Heritage without Borders	Cooperation
2	Chamber of Commerce and Industry	MoU
3	CISCO Network Academy	Project
4	Albanian Chamber of International Trade and Development (ACITAD)	MoU
5	Akademia Diplomatike Shqiptare	MoU

6	Albanian Confindustry (KISH)	MoU
7	Albanian Investment Development Agency (AIDA)	MoU
8	INSTAT	MoU
Business Community, Labor Market		**Type of cooperation**
1	Abcom	Summer Practice
2	Agna Group	Summer Practice
3	AK Design Construction	Summer Practice
4	Albania Business Partner	Summer Practice
5	Albania Institute for International Studies	Summer Practice
6	Albstar	Summer Practice
7	Albtelecom & Eagle Mobile	Summer Practice
8	Atlantic Council of Albania	Summer Practice
9	Banka Kombetare Tregtare	Summer Practice
10	Banka Qendrore e Shqipërise	Summer Practice
11	Bashkia Shkodër	Summer Practice
12	Coca-Cola	Summer Practice
13	Communication Progress	Summer Practice
14	Credins Bank	Summer Practice
15	Deloitte Albania & Kosova	Summer Practice
16	Dominusoft	Summer Practice
17	Drejtoria e Tatimeve Shkodër	Summer Practice
18	Ernst & Young	Summer Practice
19	Gener 2	Summer Practice
20	Gjergji Kompjuter	Summer Practice
21	Intesa Sanpaolo Bank	Summer Practice
22	Kontakt Shpk	Summer Practice
23	Marketing & Distribution	Summer Practice
24	NBG Bank	Summer Practice
25	NOA	Summer Practice
26	Procredit Bank	Summer Practice
27	Raiffeisen Bank	Summer Practice
28	Sigal	Summer Practice
29	Sigma	Summer Practice
30	Sistech Albania	Summer Practice
31	Spciete General Albania Bank	Summer Practice
32	TBI Consulting	Summer Practice
33	Telekom Albania	Summer Practice
34	Tirana Business Park	Summer Practice
35	Univers Reklama	Summer Practice
36	Vodafone Albania	Summer Practice
37	Balkatek	Summer Practice
38	UNIVERS-ALB	MoU
39	ProCredit Bank	MoU
40	Raiffeisen Bank	MoU
41	TEB Bank	MoU
42	Plus Communication Sh.a	MoU

43	Communication Progress	MoU
44	DM Consulting Services	MoU
45	Everest IE	MoU

☑ Respective documentation

Evaluation according to the Standards

Standards/criterion		Evaluation for the Criterion according to standards
V. 3 - Institution has cooperative relations with domestic or foreign business actors to carry out practices his students.		
Criterion 1	For carrying out various practices provided for the realization of study program "Master Professional", Institution demonstrates that has cooperative relations with the enterprise or venture out areas of trade, industry or manufacturing services;	Epoka University has established cooperative relationships with enterprises, industry or manufacturing services for conducting and supervising the practice, depending on the study programs. Students of "Epoka" University benefit from the opportunities offered by these companies, within the framework of the Memorandum of Understandings the Univesity has with them.
Criterion 2	To perform the different practices in the study program "Master of Science" or in programs of integrated studies second cycle, Institution demonstrates that there is cooperation relationship with various actors from the public sphere and that private enable the benefit of the best professional knowledge by student.	Epoka University in cooperation with its functional units, studies the market and follows an open strategy for cooperation and partnership at national, regional and international level for the realization of its mission and purpose. Epoka University follows a favorable policy for students mobility with the foreing educatinal institutions with which it has signed Memorandum of Understanding. Within the framework of these Agreements, joint organization of international conferences, research projects, professional trainings and students interships are carried out
VII. 1 - Institution guarantees fruitful cooperation relations among its staff		

Criterion 1	Institution for the design and oversight of the program promotes co-operation among staff within the institution through the exchange of information;	Epoka University encourages the spirit of cooperation between university staff by encouraging them to become part of different projects or to do research in collaboration with each other. The exchange of information between the Department staff is done through a written form, by e-mail, verbally as well as through weekly meetings that the Department conducts.
Criterion 2	The Institution guarantees a fruitful cooperation relations through the division of duties between staff within the institution by taking over of their respective responsibilities and the continuous analysis of their work;	Competencies and division of personnel duties are provided in the Regulation of the Administrative Organization, which enables the taking of respective responsibilities and continuous analysis of their work guarantees effective cooperation relationships.
VII. 2 - Institution guarantees collaborative relationship with counterpart institutions abroad and domestic or foreign business actors.		
Criterion 1	The Institution for the achievement of the objectives of the study programs has established cooperation relations with counterpart institutions abroad and domestic or foreign business actors;	Epoka University in cooperation with its functional units studies the market and follows an open strategy for cooperation and partnership at the national, regional and international level for the realization of the mission and its purpose. With the foreign educational institutions that have signed the cooperation agreement, the University follows a favorable policy for the mobility of academic staff and students, for the joint organization of international conferences, joint research projects and professional trainings and student internships.
Criterion 2	Institution establishes cooperative relations with employers for the conduct and supervision of the practice, depending on the study programs it provides;	Epoka University gives special emphasis to professional practices. Students of the Departmetn of Architecture are obliged to follow two summer practices. The University has established cooperative relationships with employers for conducting and supervising the practice, depending on the study programs. Under these agreements, students of Epoka University benefit from the opportunities offered by these companies. It is also agreed with the

		companies that each practitioner has a supervisor who will follow the course of the student's practice.
Criterion 3	The institution organizes vocational training in coordination with the employer;	Upon completion of the internship, the company or institution where the student has completed the internship gives a certificate stating that the student has completed the internship, as well as the evaluation the supervisor has given to the practitioner.
Criterion 4	Institution makes an analytical report on benefits from contractual agreements in order to carry out study programs.	Epoka University based on the Bologna Declaration, the market needs in the country, the region and beyond promotes the spirit of constant formation. This information can be found in the Appendix 11.6. In this framework, Epoka University offers a range of methods and modules aiming the further individual development in the educational environment. For this reason, at the Epoka University has been established the Internal Quality Assurance Unit, where a number of trainings have been organized. The organization of the Internal Quality Assurance Unit and its activity is developed according to the respective regulation. Some of the training activities organized through this year are: Teaching Training for Accademic staff; Research Training for Accademic staff; University Administrative Procedures etc. Epoka University also allows students and academic staff to participate in exchange programs under the Bilateral Agreements, the Mevlana Exchange Program and the Erasmus Exchange Program.

Conclusion of the IEG:

The Internal Evaluation group members conclude that the standards are fully met.

Epoka university supports the departments with international cooperation agreements such as drawing up and negotiating agreements, monitoring the implementation of international agreements. Based on these agreements Department of Architecture encourages study opportunities to enhance students learning and foster students' awareness on the benefits of a multicultural environment. The department disseminates the information toward students and faculty members on different

opportunities such as international internships availability, scientific and cultural activities abroad, and mobility exchange. Epoka University encourages the cooperation between university staff by encouraging them to become part of different projects or to do research in collaboration with each other. The exchange of information is done through a written form, by e-mail, verbally as well as through periodic meetings that the Department conducts. Epoka University follows a strategy for cooperation and partnership at the national, regional and international level for the realization of its mission and purpose. Epoka University follows a favorable policy for the mobility of academic staff and students, for the joint organization of international conferences and joint research projects and professional trainings and student internships. "Epoka" University provides numerous opportunities for conducting professional practice on the part of students, especially during the summer season, through numerous cooperation agreements signed with institutions and companies within and outside the country.

SWOT ANALYSIS:

I. SUMMARY ANALYSIS FOR THE FULFILLEMENT OF THE RECOMMENDATIONS OF THE FIRST ACCREDITATION

Recommendations from the previous evaluation:

1. To continue through professional work in the research fields of architecture and urban development;

2. To continue through devetion the selection of high level students aiming to further professional and cademic perfection of students.

3. To continue through professional perfectionism of student preparation aiming the rise of market competition providing the raising of professionals in the field of architecture.

Status of the fulfilment of these recommendations:

1. Fullfilled- Department of Architecture is continuing with the same high level of scientific research in architecture. The academic personel of the Department of Architecture constantly participates in the national and international conferences and prepares the publications in the scientific magazines. The conference and journal papers are delevoped on the individual basic as well as in cooperation with students. The list of published papers can be seen at Chapter 11.

2. Fullfilled- Department of Architecture is continuing with the same commitment selection of students for Master of Science in Architecture program keeping the accept criteria of 2.5 GPA

3. Fullfilled- Department of Architecture is continuing with the same professional perfectionism of student preparation aiming the rise of market competition providing the raising of professionals in the field of architecture. The students at the thesis stage are working at the researches and the design themes which are actual for Albania.

II. SUMMARY ANALYSIS OF THE IER BY SWOT METHOD

	STRENGTHS
	I. Management Structure
S1	Method of participatory management approach
S2	Transparent communication with the managing authorities
S3	There is trust between the staff and the managing authorities
S4	Openness of the managing authorities to innovation
S5	Task distribution according to personalized managerial capabilities of the staff

	II. Teaching process and academic staff
S6	High quality education based on contemporary research and teaching methods
S7	Education offered in English in all programs
S8	Being one of the very few higher education institutions in Albania offering programs in English
S9	Opportunities of specializing on different profiles in the field of spatial design based on the elective courses selection procedures.
S10	Quality of the curricula offered by the study programs, being based on best examples of International experience in the education field of Architecture and Spatial design.
S11	Interdisciplinary methods in the learning and research processes
S12	Availability of professional software widely used in the field of Architecture
S13	Strategical plan and support for academic staff preparation
S14	High level of performance in learning and scientific research processes by academicians and students
S15	Successful academic staff in national and international level
S16	Academic staff with international experiences
S17	Strong professional link of academic staff with institution
S18	Regular assessment of academic staff performance by the students
S19	Availability of laboratories needed for learning and research processes
S20	Increase in number of scientific research funded via institutional budget or outsources
S21	Accurate and fair assessment of students' performance
S22	Enrollment of students done based not only on the general institutional criteria but as well on special skills in the field of architecture
S23	Good quality of the majority of students enrolled
S24	Periodic organization of international conferences, seminars and other scientific events.
S25	Diversity of students' nationalities and cultural background
S26	Usage of contemporary literature of the authors and other published sources
S27	Usage of modern technological devices (projectors, smart board)
S28	Usage of softwares (Turnitin Plagiarism software) in the learning process
S29	Providing the 3rd cycle of Architectural Education (PhD)
	III. Infrastructure and working environment
S30	Availability of a modern university campus
S31	Dedicated studio working space for architectural design studio curses.
S32	Subscription of the university in many electronic libraries and databases
S33	Access in numerous electronic information sources

S34	Good communication and professional relationship among staff
S35	Appropriate physical conditions in the working environment at academicians offices
S36	Logistic support via a Stationary shop, providing fundamental materials for studio work.
S37	Green spaces in the university campus
S38	Common Spaces (corridors, hall, galleries) available for several curricular and extra-curricular activities (exhibitions, fairs, open lectures, etc)
	IV. Relations of University and industry/society
S39	Productive relations with public and private institutions
S40	Close cooperation with local administration and non - profit organizations.
S41	Close cooperation with Ministry of Education and Reginal directorates of Education
S42	Contributing to Career planning program of High Schools around Albania
S43	Organizing yearly Design competition for High school students (IDCHSS)

S44	Organization and implementation of training programs for both academic and administrative staff
	V. Relations with EU and other countries
S45	Leadership in exchange programs between Albanian and foreign universities.
S46	Experienced and highly successful academic staff in benefiting from projects offered by EU
S47	As part of staff teaching exchange/mobility program, most of the staff have been lecturing at a HE institution in a EU country (PoliBa, Gdansk, etc)
S48	In the scope of student mobility/exchange program, many students have spent 1 or 2 semester at a HE institution in a EU country or other (PoliBa, Gdansk University of Technology, Istanbul Technical University, METU, etc)
S49	Institutionalized relations with foreign universities
	VI. Epoka University image and stakeholders satisfaction
S50	The existence of a positive image of external institutions toward Epoka and specifically Department of Architecture
S51	The existence of a positive image of Albanian society toward Epoka
S52	High level of satisfaction from Epoka University students
S53	Being part of "Turgut Ozal sh.a", which operates in a full cycle of education institutions covering all levels of Albanian education system.

S54	Cooperation with public and private sector in Planning and Construction industry, for providing internship opportunities for architecture students
S55	Satisfaction of employers towards Architecture graduates
S56	Organization of annual career fair for its students
S57	Consolidated cooperation with market professionals.
	WEAKNESSES
	I. Management
W1	Challenges of managing a private institution in an environment where the private university concept is relatively new
	II. Usage level of resources and tools
W2	Limited access on EU funding for non-member states and EU candidate countries
	III. Learning process and academic staff
W3	Lack of fund-raising opportunities from outsources

	OPPORTUNITIES
O1	University authorities' commitment to provide support and facilities for students and staff
O2	Considerable number of graduates who study master or doctoral programs in USA, EU, or other developed countries.
O3	Improvement of existing infrastructure
O4	Development of alternative curricula + programs responding to market needs (interior design, industrial design, etc)
O5	Opportunities to collaborate with other departments of Architecture in public and private institutions such as joint-studio.
O6	Opportunities to collaborate with other departments of Architecture in public and private institutions and other research institutes in research activities such as joint-research projects.
O7	Opportunities to collaborate with other departments of Architecture in public and private institutions in co-organizing scientific activities such as, conferences, seminars, exhibitons, competitions, etc.
O8	Implementation of exchange programs of staff and students through involvement in EU programs Erasmus + and Horizon 2020
O9	Increasing number of COST projects available for scientists from Western Balkans
O10	Increasing opportunities of special calls for WB countries under the scope and objectives of Erasmus + and Horizon 2020

O11	Increasing the number of cooperation agreements with universities and other institutions
O12	Increasing awareness of staff and students for the importance of quality assurance
O13	Increasing interest of society for continuous learning.
O14	Improvement of University image as a research oriented institution
O15	Linking of curricula and students competences with market demand.
O16	Development of online learning infrastructure.
	THREATS
T1	Increased globalization, coupled with increased competition in national, regional and international higher education
T2	Progressive developments in Information Technologies and their application in architecture lead to a kind of underestimation of fundamental methodologies of architectural design processes.
T3	Impact of global financial crisis on the financial resources of public and university
T4	Continuous reform/alteration of the legal and normative higher education legislation
T5	High number of Universities in Albania.
T6	Unrealistic data for education sector in Albania.
T7	Lack of an objective ranking of Universities in the country and region.
T8	High level of unemployment and the lack of funding for research and development of Albanian enterprises.
T9	Difficulties stemming from the lack of full objectivity and meritocracy concerning the recruitment of graduates by public and private institutions and companies in the labor market in the country

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