

Annex to the report on external evaluation for:

College of Economy and Informatics, Prijedor

AHERS number: 01/1.3.17-7-1/19, 12th December 2022

Date of visit: 1st november 2022

Location: Prijedor

External evaluation commision:

- Prof. Jamila Jaganjac, PhD representative of the academic comunity in B&H, chairwoman,
- Prof. Alenka Brancek Lalic, PhD international expert, member,
- Dragana Dilber, representative of commerce and practice, member and
- Ozren Trisic, MA, student representative, member.

Coordinator: Eng. Tatjana Radakovic, MS

Evaluation criteria: Standards and Guidelines for Quality Assurance in European Higher Education Area - European Association for Quality Assurance in Higher Education, 2015, Criteria for accreditation of higher education institutions in the Republic of Srpska and Bosnia and Herzegovina, Criteria for accreditation of study programs of the first and second cycle of studies in the Republic of Srpska and Bosnia and Herzegovina, Rulebook on accreditation of higher education institutions and study programs in the Republic of Srpska.

1.0 Application

1.1 Data on higher education institution

Data on higher education institution	
Name, address and e-mail address of the institution	College of Economy and Informatics, Prijedor Mitropolita Petra Zimonjica bb, Prijedor vseiprijedor@gmail.com
Internet address	www.vseip.com
Title, number and date of the founding act	<p>By decision of the Commercial District Court in Banja Luka No. 071-0-Per10-000746 dated 21st June 2010 „College of Informatics and management Janjos” changed its name to “College of Economy and Informatics” in Prijedor.</p> <p>The Ministry of Education and Culture of the Republic of Srpska issued a license to the „College of Informatics and Management Janjos”, Work Permit No.07.2-9620-07 dated 28th December 2007.</p> <p>By decision of the Basic Court in Banja Luka No. 071-0-Per-07-001133 dated 8th June 2007 the college grew into a college named „College of Informatics and Management Janjos”.</p> <p>The college "College of Informatics and Management CIM Janjos" with headquarters in Prijedor was founded by the Decision of the Basic Court in Banja Luka No. U/I-2005/04 dated 22th September 2004.</p>
Tax identification number (PIB)	4401933240001
Registration number assigned by the Institute of Statistics of the Republic of Srpska	01983962
Name, surname and address (name and headquarters) of the founder	Business and Education Center "ALEX", Limited Liability Company Prijedor, Ul. Mitropolita Petra Zimonjica bb, Prijedor
Number and date of decision on appointment of the person authorized to represent.	<p>By decision on registration of the Commercial District Court in Banja Luka No. 057-0-Reg-16-000106 dated 9th February 2016 , the authorized person for representation is the director, prof. Dragan Solesa, PhD.</p> <p>By Senate Decision No. S-49/21 dated 14th May 2021 prof. Radovan Vladislavljevic, PhD is appointed acting director of the College of Economics and Informatics.</p>
Number and date of license for work of higher education institution	07.2-9620/07 dated 28 th December 2007
Number and date of license to operate out of headquarters	The college does not operate outside the headquarters

Visiting Organizational Units and Responsible Persons	There are no organizational units
Contact person (for on site visit)	Milena Radakovic
Phone number	052 241 960

1.2 Application information

College of Economics and Informatics Prijedor on 13th April 2022 submitted to the Agency a Report on the fulfillment of the recommendations of the Panel of national and international experts for quality assessment and audit and giving recommendations on the accreditation of the higher education institution and the Public Administration study program with attachments.

2.0 Additional scope of assessment based on the Letter of Expectations

2.1 Previous activities

Based on the letter of expectation number 01/1.3.17-11/19 from 29th October 2021 , the Prijedor College of Economics and Informatics was given a deadline of one year to improve the state of the higher education institution, and considering the lowest rated criteria from the Report on the external evaluation of the higher education institution number: 01/1.3.17-7/19 dated 11th August 2021.

Based on the aforementioned criteria, the higher education institution together with the Agency for Higher Education of the Republika Srpska (hereinafter: the Agency) agreed on the Plan of measures for the implementation of the recommendations of the Panel for External Evaluation of the Higher Education Institution No. 01/1.3.17-16/19 dated 26th January 2022, College, on 13th April 2022, submitted to the Agency a Report on the fulfillment of the recommendations of the Panel of national and international experts for quality assessment and audit and giving recommendations on the accreditation of higher education institutions and study programs for the higher education institution (hereinafter: Report on the fulfillment of recommendations for the higher education institution). The report on the fulfillment of the recommendations for the higher education institution, together with all the evidence on the fulfillment of the recommendations, was submitted electronically to all members of the Panel of Experts. All members of the Panel of Experts undertook a contractual obligation to study the received report and accompanying documentation. The members of the Panel jointly determined the methodology of additional assessment, in accordance with the Rulebook on accreditation of higher education institutions and study programs.

2.2 Visit to a higher education institution

On 1st November 2022. prof. Jamila Jaganjac, PhD Chairwoman of the Panel and Tatjana Radakovic, MS, coordinator from the Agency visited the institution. On behalf of the institution, the Panel was welcomed and talked to by: prof. Radovan Vladisavljevic, PhD director, prof. Dragan Solesa, PhD, prof. Radivoj Prodanovic, PhD, prof. Vladimir Simovic, PhD, prof. Boris Kuzman, PhD, prof. Svetlana Ignjatijevic, PhD and Assoc. prof. Slobodan Zivkucin, PhD. At the introductory meeting, the methodology of the supervisory visit was explained,

after which the discussion began about the activities undertaken to improve the level of fulfillment of the criteria for accreditation of higher education institutions that were rated the lowest in the original procedure. During the discussion, documents were presented that support the previously submitted documentation, and representatives of the management and teaching staff explained the activities that were listed in the Report on the fulfillment of recommendations for the higher education institution. The Chairwoman of the Panel conducted the discussions on behalf of the members of the Panel based on the questions and suggestions arising from the analysis of the documentation submitted by the College, i.e. the Report on the measures implemented and the documentation presented during the visit.

3.0 Opinion on the outcome of the external evaluation

<p>1. Quality assurance policy Requirements of ESG standard 1.1 and RS / BiH criteria T.1.1, T.1.2, T 1.3, T.1.4, T.1.5, T.1.6</p> <p>1) the higher education institution defines its vision and mission by which it effectively leads its activities. The vision and mission have been developed and revised in consultation with relevant stakeholders and are publicly available,</p> <p>2) the higher education institution has an effective system and procedures for the implementation, monitoring and further development of its strategy and action plans. The higher education institution develops and regularly revises its strategy, in consultation with all relevant stakeholders. The strategy is formally adopted and publicly available. It refers to the teaching process, research work/art development and contribution to the development of society, including concrete and achievable strategic goals and activities of the higher education institution,</p> <p>3) the higher education institution has a formally defined and publicly available policy and procedures for internal quality assurance, which include clear responsibilities. Those procedures are in accordance with the strategy of the higher education institution,</p> <p>5) the system of internal quality assurance is aimed at the constant improvement of the higher education institution and provides support for the improvement of the teaching process, research work/art development, contribution to the development of society and management and administrative processes,</p> <p>6) the higher education institution has a strategy for international aspects of work that is aligned with the institution's strategy and in which an overview of its international activities such as international projects, bilateral agreements, joint programs is given.</p>
<p>Recommendations from the Report on external evaluation of the study program:</p> <ol style="list-style-type: none"> 1. Create a strategy for the College with all the necessary elements. 2. Create action plans that will reflect the strategic and operational goals of the Development Strategy. 3. Revise the mission and vision in accordance with the strategy of the College. 4. Determine and monitor the realization of priority goals and propose and undertake improvement measures. 5. Improve international cooperation and analyze the degree of realization of the activities from the signed agreements. 6. Revise all documentation of the quality system and link it to the Strategy. 7. Develop a culture of quality for all segments of work.
<p>Realization:</p>

The higher education institution has developed a Development Strategy for the period 2022-2027, with eight strategic goals that include all aspects of quality management. Sub-goals, tasks and related indicators have been determined. The Higher Education Institution has developed an Action Plan for the academic year 2021/2022 and an Action Plan for the implementation of the strategy, which mostly follows the established strategic goals. The vision and mission were revised in accordance with the Strategy of the College. During the visit, the Higher Education Institution made available for inspection documents from the area of quality aligned with the strategy. The document on the Analysis of survey results and the adoption of corrective and preventive measures, the Report on the evaluation of study programs, the Decision on the formation of a team for the development of an operational strategy and the definition of priority goals was submitted. Records of guest lectures by professors from the Republic of Croatia were submitted, as well as a list of students who continued their studies at FIMEK, Novi Sad, with which the Higher Education Institution has signed a Cooperation Agreement. By the decision of the Senate, an office for international cooperation was formed, and a Report on the potential for international cooperation and participation in projects was made.

The quality team has undergone training organized by AHERS, as well as internal training on quality management.

Weaknesses: The analysis of the potential for international cooperation and participation in projects does not contain an analysis of the realization of international cooperation of the higher education institution with institutions with which it has signed agreements, in order to determine the degree of realization of all activities from the signed agreements (recommendation 5). The analysis states that "all teachers were or are still participants in some of the projects of international importance", but it is not stated that the projects are connected with the College, nor is it stated which projects they are. A list of priority strategic and operational goals has not been established in accordance with the adopted Decision on the formation of a team for developing an operational strategy and defining priority goals. All goals have the same deadline for realization, which can lead to a situation where some goals are not realized within the given deadline. The Action Plan for implementing the Strategy and the Action Plan for the academic year 2021/2022 have the same deadlines for all activities within both Action Plans. The decision on the establishment of the office for international cooperation does not specify its role and tasks, tasks and plans. The decision on the establishment of the office dates from September 21, 2021, but the plans and activities of this office since its formation have not been presented.

Improvement recommendation: Define the priority goals from the Development Strategy and accordingly define the execution deadlines. Improve the methodology of monitoring the realization of strategic and operational goals, that is, perform analyzes that follow all elements from the Action Plans in which the areas of analysis and deadlines are defined. Improve international cooperation in accordance with strategic goals and analyze its effects. Documenting clear goals and tasks and plans of the Office for International Cooperation.

REQUIREMENTS COMPLETION LEVEL:				II	
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2. Development and approval of the program Requirements of ESG standard 1.2 and RS/BiH criteria T.2.1, T.2.2

- 1) the higher education institution has established procedures for the creation and adoption of study programs that are in accordance with the strategy of higher education institutions,
- 2) the higher education institution has established procedures that ensure that the planned learning outcomes and the use of the credit system expressed through ECTS points are in accordance with the valid qualification framework, that they are applied to all study programs, and that there are opportunities for acquiring knowledge and skills outside the institution,,

Recommendations from the Report on external evaluation of the study program:

- 1. For the registered Public Administration study program, apply the modified Public Administration curriculum.
- 2. In the next phase, go through the procedure of changing the name of the study program, in order to harmonize the name of the study program with the exit qualifications.
- 3. Comparability of study programs at the country level as well.
- 4. After drafting the strategy of the College, harmonize the Rulebook on the introduction, changes and additions to study programs.
- 5. Harmonize the Rulebook on the introduction, amendments and additions to study programs with the Law on Higher Education of the Republic of Srpska in the part that refers to amendments and additions to study programs.

Realization:

The Higher Education Institution submitted a new Public Administration curriculum that has been improved. Course descriptions were also innovated with special emphasis on teaching content, inclusion of current literature, new courses are professional and relate to the economy and management of public institutions. The comparability of study programs at the level of the country and the environment was made and presented. The Rulebook on the introduction, amendments and additions to study programs has been amended and harmonized with the Law on Higher Education in the part that refers to amendments and additions to study programs and other elements in accordance with the Law on Higher Education of the Republic of Srpska ("Official Gazette of RS", no. 67/2020).

Weaknesses: The delivered curriculum is partly in Latin and partly in Cyrillic, and it needs to be standardized.

Improvement recommendation: Given that the amended curriculum contains a larger number of subjects related to Public Administration compared to the curriculum covered by the previous Panel Report, recommendation under point 2. The Higher Education Institution should reconsider and determine whether, in accordance with the structure of the new NPP, the stated learning outcomes and the academic title that the student acquires at the end of the studies, there is a need to change the name of the study program. In the amended NPP it is stated on p. 5, The study program was innovated in accordance with the recommendations of the review committee as well as the Panel of Experts in the process of external evaluation of the higher education institution, but also based on the current and future needs of public institutions and in accordance with modern academic trends. Learning outcomes "During their studies, students will acquire appropriate knowledge, abilities and skills in the field of economics and management of public institutions".

REQUIREMENTS COMPLETION LEVEL:			III	
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9. Continuous monitoring and periodic revision of the program

Requirements of ESG standard 1.9 and RS/BiH criteria T.9.1, T.9.2, T.9.3

- 1) the higher education institution regularly monitors and further develops its study programs, with the involvement of interested parties,
- 2) the higher education institution has defined and adopted procedures for regular monitoring of the implementation of study programs
- 3) the higher education institution analyzes how the information gathering procedures and undertaken activities have influenced the improvement of the study program,

Recommendations from the Report on external evaluation of the study program:

1. Perform periodic analysis of study programs; collected data from interested parties; draw conclusions and measures to improve them.
2. Harmonize the Rulebook on the introduction, amendments and additions to study programs with the Law on Higher Education of the Republic of Srpska from 2020, study programs - amendments and additions, Article 26
3. Monitor and analyze the implementation of the measure of improvement of the Public Administration study program according to the given deadlines for implementation.

Realization: The analysis of the Public Administration study program was done according to the recommendations of the reviewers and the Panel of Experts. During the visit, employers' feedback was given for inspection during the analysis of study programs, the Report on the evaluation of the study programs of the Higher Education Institution by the graduated students, the document on the Analysis of the survey results and the adoption of corrective and preventive measures were submitted..

Weaknesses: The deadlines and responsible persons/bodies for the determined corrective measures were not specified in the document on the Analysis of survey results and on the adoption of corrective and preventive measures.

Improvement recommendation: Carry out regular analyzes and define deadlines and responsible persons/bodies for the implementation of corrective measures from the document on Analysis of survey results and adoption of corrective and preventive measures, in which the need for eight corrective measures is defined.

REQUIREMENTS COMPLETION LEVEL:

III

Recommendation for accreditation

After reviewing the complete submitted documentation, visiting the higher education institution and analyzing all documents, procedures and ways of functioning of the higher education institution that refer to the criteria contained in the Report on the external evaluation of the higher education institution number 01/1.3.17-7/19 dated 11th August 2021, were assessed as level II, the Panel of Experts established the following level of fulfillment of the requirements of the respective standards and criteria by re-evaluation:

COLLEGE OF ECONOMY AND INFORMATICS PRIJEDOR	
ELIGIBILITY CRITERIA	PERFORMANCE LEVEL
1. Quality assurance policy	II
2. Program design and approval	III
9. Continuous monitoring and periodic review of the program	III

Based on the overall quality assessment, the Panel makes a recommendation to the Agency for Higher Education of the Republika Srpska to, in accordance with the Rulebook on Accreditation of Higher Education Institutions and Study Programs, issue a decision on the rejection of the accreditation of the Prijedor College of Economics and Informatics.

External evaluation commission:

Prof. Jamila Jaganjac, PhD, chairwoman

Prof. Alenka Brancek Lalic, PhD, member

Dragana Dilber, member

Ozren Trisic, member
