



Co-funded by the
Tempus Programme
of the European Union

**The fourth internal workshop
"UNIVERSITY PLACE MANAGEMENT"
@
University of Prizren "Ukshin Hoti"**

April 26, 2016

Venue: *University of Prizren "Ukshin Hoti"*
Rruga e Shkronjave, n.n.
20000 Prizren, Kosove

Objective of the workshop:

The calculation of student capacities of study programs is a vital element for planning, especially for the estimation of resources needed to teach a certain number of students, or - vice versa - to determine a maximum number of students within given resources (teaching staff). Participants will become acquainted with the methodology used at German Universities to calculate student capacities and will be able to transfer this methodology to study programs at Kosovan Universities.

The objective of this activity will be learning about how much does it cost to educate a student? The answer to that question is not straightforward and we will see which concept to include in order providing an answer to it. **The aim of the workshop is to replicate the knowledge gained during the workshop in Prizren on September 8 – 10 and to further transfer the training methodology to the staff of UPz via multiplication measures.**

Another area of the workshop will provide an analysis of the process of the Kosovo partners. Participants should reflect their own processes on the basis of 'lessons learned' from the keynote speeches and can put on paper at the same time.

Expected preparatory work of Workshop participants:

Each Dean or Vice-Dean of the Faculties should select one study program as an example. Within the workshop the student capacity of this study program will be calculated in working groups. The following data is needed and shall be on hand at the workshop:

- Detailed curriculum of the selected study program
 - duration (hours) of all courses of the program
 - type of the course (e.g. lecture, exercise course, practical training,...)
 - Type: compulsory or elective modules
 - ECTS Points
- Number of teachers available (rough numbers, no exact data needed)
 - E.g. Numbers of Professors, Assistant Professors, ...
 - Teaching obligation of each staff category

Target group: **Management of UPz; deans and vice-deans; teaching and administrative staff; students' representatives.**

Project name: Increasing the Financial Autonomy and accountability at public higher education institutions in Kosova

Project acronym: FAITH

Project no: 544142-TEMPUS-1-2013-1-AT-TEMPUS-SMGR

AGENDA

April 26, 2016

Time	Description	Venue
10.00 – 10.15	Introductory speech by: - Prof. Dr. Rame Vataj, Rector, University of Prizren "Ukshin Hoti"	UPz
10.15 – 10.45	ERASMUS+ Program, by Kosovo ERASMUS+ Office,	
10.45 – 16.00	<p><u>PRESENTATIONS:</u></p> <ul style="list-style-type: none"> - Presentation of the current situation by UPz with regard to calculation of students' capacities, presentation by the University of Prizren "Ukshin Hoti"; - Observations of the Kosova Accreditation Agency on calculations of students' capacities by the HEIs, Presentation by Kosova Accreditation Agency <p>Luljeta Aliu & Mjellma Carabregu, WUS Kosova presenting:</p> <ul style="list-style-type: none"> - "Basic information needed for planning purposes: The Methodology of calculating student capacities at German Universities", presentation of Jörg Hormann - Saarland University (delivered by Mr. Hormann in the same workshop in Prizren on September 8 – 10, 2015) <p><i>WORKSHOP part:</i> University place management Subarea 2: Basic information needed for planning purposes <i>Moderated by: UPz, WUS Kosova</i></p> <p><i>TOPIC: Calculating the student capacities of selected study programs of the University of Prizren "Ukshin Hoti"</i></p>	UPz

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