



INTERNATIONAL BURCH UNIVERSITY

Francuske revolucije bb • 71000 Sarajevo • Bosna I Hercegovina

Tel +387 33 944 400 • Fax +387 33 782 131 • www.ibu.edu.ba • info@ibu.edu.ba

ID broj 4201383350000

Report on Faculty Activities:

This form reports on the work of your office at the Higher education institution International Burch University. It is necessary to enter the answers in all sections of this sheet. When analyzing the data provided you may be asked to explain or document specific answers.

Faculty (Organizational unit): FACULTY OF EDUCATION

FACULTY REPORT

Statistical Indicators:

Number of academic programs conducted by faculty		7		
Total number of courses/subjects that the faculty implements		142		
The total number of teaching hours that the faculty must implement		1250		
Number of registered students for taking exam in the faculty		january-february	june-july	September
Success achieved:	10 (A)	81	184	2
	9 (B)	251	307	4
	8 (C)	324	294	14
	7 (D)	374	367	25
	6 (E)	738	408	120
	5 (F)	580	548	355
Number of students that passed:		241	211	15

Faculty analysis:

This analysis should be a maximum of one A4 page long and must address the following:

- | | |
|---|--|
| a) Staff and their contribution to class, | d) Resources available for the Faculty, |
| b) Research and publication activities, | e) Positive practice and perceived weaknesses in the work of the Department, |
| c) Percentage of students passing exams and a comparison with results from the previous years | f) Suggestions for improvement, |
| | g) Activities in ensuring quality. |



INTERNATIONAL BURCH UNIVERSITY

Francuske revolucije bb • 71000 Sarajevo • Bosna I Hercegovina

Tel +387 33 944 400 • Fax +387 33 782 131 • www.ibu.edu.ba • info@ibu.edu.ba

ID broj 4201383350000

A Great majority of the staff members at the faculty adopted an easy going and friendly individual rapport with the students but carry out their good management by performing rules in order to preserve discipline so that the students can concentrate and perceive the content of courses. Furthermore, they do their best to establish open communication with students and are always available for any further explanation of the obscure points regarding the course. Lectures are delivered through using various course materials such as power point presentations, videos related to the courses, whiteboard, textbooks and other electronic texts and animations etc. Teaching staff members are elaborating learning by means of adopted universal pedagogical approaches to education.

However they have a heavy workload and responsibilities staff members considers an equal priority to their teaching activities. Due to their daily responsibilities and workload, they cannot allocate much time on research activities as they would like. Since the aim of the Faculty is to give chance to young professionals, most of staff members are involved in their master or PhD programs and are performing research activities in their fields of study. Additionally, Faculty was one of the organisers of the annual FLTAL conference, and many of our staff members were among the presenters. English Department has also invited world-widely well-known scholars in the fields of Linguistics and Language teaching to deliver lectures and workshops at the Faculty.

Passing rate in the academic 2011/2012 at Education Faculty is 73,78%, Passing rate for masters and PhD students at both departments of the faculty is 97,16 % .Overall passing rate average for all cycles is 85,90%.

Resources available for the Faculty are at the satisfactory level. The books related to English and Oriental philology Departments' field of interest are adequate and are newer editions. Furthermore, the greatest lack is in human resources, since the number of staff is not sufficient causing the inadequate reasonableness of work.

Faculty activities are all conducted in positive atmosphere and constant strive by the staff to improve the performance and quality of their work. One of the greatest positive aspects is that some staff members are highly prolific authors and members of international professional associations with long teaching practice and teaching and research experience.

Education Faculty tries to provide an environment supporting and promoting research, international interaction and more development opportunities for the staff. It can encourage staff to concentrate more on research activities by increasing the number of skilful staff members. It is supposed to provide better quality lectures if the class size of graduate studies are reduced.

Education Faculty aims to introduce, implement and monitor policies and procedures written by IBU Quality Office that will help achieve higher standard of service. At the same time, Faculty management promotes quality culture and recognizes the involvement of all staff members in development of quality assurance.

All courses at the Faculty were implemented and taught appropriately conforming to the syllabi. Very slight number of courses could not be performed completely because of the teacher of the course(s) were hired part-time professor and s/he left earlier than expected time. But these absences have not influenced the essential proportion of the courses.



INTERNATIONAL BURCH UNIVERSITY

Francuske revolucije bb • 71000 Sarajevo • Bosna I Hercegovina

Tel +387 33 944 400 • Fax +387 33 782 131 • www.ibu.edu.ba • info@ibu.edu.ba

ID broj 4201383350000

Self-Evaluation of the Department:

With this form you are evaluating the work of your office.

In the appropriate box give your own opinion about the **Strengths** of your Office; the **Weaknesses** that you might see; The **Opportunities** that your office should take; **Threats** that are placed in front of your service.

Although the maximum number of items is not limited, the minimum acceptable threshold is 3 for each of the characteristics.

<p><i>Strengths:</i></p> <ul style="list-style-type: none">a) Staff with teaching and professional experienceb) Responsible staff eager to gain new knowledge and experiencesc) Positive and friendly work environmentd) Location of the University / in Europe and in the capital city of BiHe) Positive reputation in external communityf) Strong interaction between staff and studentsg) The unique Turkish Language Education department abroad.h) Foreign students' having opportunity to learn another foreign language in this country.i) Having modern and well equipped premises of facultyj) To have education in a country where Turkish culture is known by the residents.k) Educating Bosnian natives in Turkish Language and literature.	<p><i>Weaknesses:</i></p> <ul style="list-style-type: none">a) Poor motivation and no encouragement of staff by the universityb) Lack of discipline measures towards studentsc) Underdeveloped campus lifed) Lack of native speaker lecturerse) Number of Bosnian native students at the department less than we desired to havef) Our students' being away from literature circles.g) Having less number of books related to field of Turkish Language and Literature at the library
<p><i>Opportunities:</i></p> <ul style="list-style-type: none">a) Development of individual academic careersb) Establishments of new programsc) Multicultural and multilingual work environmentd) International cooperatione) Establishment of research and cooperation centre at IBUf) Improvement of partnerships with local employersg) Partner with the universities in Turkey and other countriesh) Workshops with world-famous language expertsi) Having graduate programs at both departments	<p><i>Threats:</i></p> <ul style="list-style-type: none">a) Lack of development projectsb) Lack of communication with administrative staffc) High teaching loadd) Economical conditions in BiH

Date and signature: 13.06.2012.

Dean of Faculty of Education
Assoc. Prof. Dr. Melih Karakuzu