



**INTERNATIONAL BURCH UNIVERSITY**

Francuske revolucije bb • 71000 Sarajevo • Bosna I Hercegovina

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ID broj 4201383350000

**Report on Department 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 ENGINEERING AND INFORMATION TECHNOLOGY

Department: IT

*Statistical Indicators:*

Number of academic programs conducted by Department		1		
Total number of courses/subjects that the department implements		71		
The total number of teaching hours that the department must implement				
Number of registered students for taking exam in the department		january-february	june-july	september
		661	718	
Success achieved:	10 (A)	67	115	
	9 (B)	108	104	
	8 (C)	107	92	
	7 (D)	91	118	
	6 (E)	113	127	
	5 (F)	175	162	
Number of students that passed:		486	556	

Department analysis:

<i>This analysis should be a maximum of one A4 page long and must address the following:</i>	
<i>a) Staff and their contribution to class,</i>	<i>d) Resources available for the department,</i>
<i>b) Research and publication activities,</i>	<i>e) Positive practice and perceived weaknesses in the work of the Department,</i>
<i>c) Percentage of students passing exams and a comparison with results from the previous years</i>	<i>f) Suggestions for improvement,</i>
	<i>g) Activities in ensuring quality.</i>



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All staff at the department aim to create an easy going and friendly relationship with the students but maintain their authority by setting strict rules in order to preserve discipline so that the students can concentrate and understand the content of courses. Furthermore, staff members make every effort to establish open communication with students and be available for any clarification regarding the course. Lectures are being taught through the usage of various course materials such as PP presentations, whiteboard, textbooks etc. Staff is promoting hands on and learning by doing approach to education.

Department staff considers research to be as important as their teaching activities, although, due to their daily responsibilities and workload, they do not spend as much time on research activities as they would like. Since the aim of the department 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 respective areas. Additionally, department was one of the organisers of the annual ISSD conference, and many of our staff members were among the presenters.

Passing rate in the academic 2011/2012 at IT department is 65.09%, which is a slightly lower rate in comparison to previous years. Passing rate in 2008-2009 was 80% for the first and 81.82% for the second term. In academic 2009-2010, passing rate was 67.38% for the first and 88.16% for the second term. Passing rate for masters and PhD students at IT department is 100% .

Resources available for the department are at the satisfying level. Students are using computer labs and appropriate IT equipment is available for staff for the presentation of their lectures. However, there is a need for improving the labs as well as providing Universities Library with adequate books for IT students that are written in English language 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.

Department 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 positives is that some staff members are highly published authors and members of international professional associations with long teaching practice and business experience.

No 'reward – punishment' system is creating a 'de –motivating' atmosphere for the employees. Due to the insufficient staff members there is a tendency in increase of teaching load which impairs the research output. Also, in some classes such as masters or Phd, group of students are too big and are not adequate for this type of lecturing.

Create an environment that supports and promotes research, international interaction and more development opportunities for the staff. Enable staff to concentrate more on research activities by increase the number of staff members. Reduce class size at postgraduate studies to provide better quality lectures.

Department 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, department management promotes quality culture and recognizes the involvement of all staff members in development of quality assurance.



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### 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"><li>a) Staff with teaching and professional experience</li><li>b) Responsible staff eager to gain new knowledge and experiences</li><li>c) Positive and friendly work environment</li><li>d) Location of the University / in Europe and in the capital city of BiH</li><li>e) Positive reputation in external community</li><li>f) Strong interaction between staff and students</li></ul>	<p><i>Weaknesses:</i></p> <ul style="list-style-type: none"><li>a) Poor motivation and no encouragement of staff by the university</li><li>b) Lack of discipline measures towards students</li><li>c) Underdeveloped campus life</li><li>d) Not enough undergraduate degree programs</li></ul>
<p><i>Opportunities:</i></p> <ul style="list-style-type: none"><li>a) Development of individual academic careers</li><li>b) Establishments of new programs</li><li>c) Multicultural and multilingual work environment</li><li>d) International cooperation</li><li>e) Establishment of research and cooperation centre at IBU</li><li>f) Improvement of partnerships with local employers</li><li>g) Partner with the universities in Turkey</li></ul>	<p><i>Threats:</i></p> <ul style="list-style-type: none"><li>a) Lack of finances for research activities</li><li>b) Lack of development projects</li><li>c) Lack of communication with administrative staff</li><li>d) High teaching load</li><li>e) No 'punishment-reward' system for that staff</li><li>f) Economical conditions in BiH</li></ul>

Date: 13.06.2012.

Dean of Faculty of Engineering and IT  
Assoc.Prof.Dr. Abdulhamid Subasi