COMMITEE FOR THE PREPARATION PROCESS OF ACCREDITATION IUS
COMMITEE SESSION

Protocol no: IUS-REC-01-1117/11
Date: Sarajevo, August 10th, 2011

Based on Decision on Criteria for Accreditation on Higher Education Institutions in BiH with Article 48 indent 1 and in accordance with decision adopted at the 7th Senate sessions held on 28.02.2011 on the appointment committee for the preparation of the accreditation process of IUS, convened the third session of this Committee.

MINUTES OF THE MEETING

Present Accreditation Committee Members
1. Prof. Dr. Hilmi Ünlü, Rector – Chair
2. Assoc. Prof. Dr. Zeki Parlak – member
3. Assoc. Prof. Dr. Rasit Koker – member
4. Assoc. Prof. Metin Bosnak – member
5. Assist. Prof. Dr. Kutluk Ozguven - member
6. Assist. Prof. Dr. Senad Busatlic – member
7. Prof. Dr. Mugdim Pasic, Advisor to Rector – member
8. Prof. Dr. Fehim Findik – member
Others present: Irma Pita (reporter)
    Enes Dedić, External expert
    Benjamin Muhamedbegović, Sc. Dr.
    Jahja Imamović, Deputy General Secretary

Meeting started at 8:30 p.m.

Meeting presided by Prof. Dr. Hilmi Ünlü, Rector

Prof. Dr. Hilmi Ünlü, Rector opened the meeting and welcomed to present Committee members. He welcomed Mr. Benjamin Muhamedbegović, Sc. Dr. from HEA.

Mr. Muhamedbegović emphasized that he had read the Report on Self Evaluation, and gave suggestions and comments as follows:

1. Technical matters such as alignment, table formatting, tables’ sizes and positions, errors in translation, bullets, headings colors (some heading are in blue, while other are in black color).
2. Names of all Legal Acts as well as names of the Decisions adopted by the Senate of IUS should be set forth properly with number of the Official gazette in which they were published. This also regards Act of the Ministry of KS by which IUS has been given the approval work.

3. Page numbers should also be revised.

4. Some shortcuts are not explained in the list of signs, abbreviations and symbols.

5. Other technical and lexical errors that are to be corrected in the whole text.

6. Table 1 with basic information’s should be translates from English.

7. Chapter 1.1. : Mr. Muhamedbegović gave some suggestions regarding the sentences formulation. He also emphasized that when it comes to the Research Center Report should say that the project is in final stage.

8. Chapter 1.2. : Change of the Title (an error that occurred during the translation). In the second paragraph second sentence should be deleted. In third Paragraph it would be advisable to explain the benefits of English language in class, since it provides mobility of the students and academic personnel. In the same Capture in Paragraph about II study cycle, academic title that students acquire should be added.

9. Chapter 1.3. : Regarding the first sentence when mentioning industrial representatives it is advisable to name some of those representatives. In enumeration there is error in translation. In fifth paragraph when it comes to relations with social partners if there are any finished or pending projects from this area, it would be good to name them here.

10. Chapter 1.6. : Table formatting with errors in translation. In Table 2, where number of students at I study cycle is mentioned, there should be an asterisk or a footnote where would be explained position and percent of ELS students in total number of students. Also, in Table 2, Page 5, in the last column regarding the Lecturers should also be putted an asterisk of a footnote with explanation of the status of ELS and its Personnel.

11. Chapter 2. : Name of the Accreditation Committee should be changed into Committee for preparing for Accreditation or Committee for Self evaluation or some other name. In the part with enumeration of the Committee members, Prof. Dr. Mugiđ Pašić should be listed on the 9th place. Mr. Enes Đedić should be listed on the 10th place as a member of the Committee. It is advisable to actively include students in Team 4.

This Chapter also has many technical and lexical errors.

12. Chapter 2.2. : When Guidebook for self evaluation is being mentioned it should be corrected and written that Guidebook is only recommended from the Agency but it is not published. When it comes to the goals of Teams there should be mentioned by which Act they are proscribed.

13. Chapter 3. : Strategy is in English language and shoul be translated in Bosnian. There are also errors in translation.

14. Chapter 3.1.2. Tehnical, grammatical and lexical errors. When Library is being mentioned, Contract between IUS an National University Library should also be explained with all benefits that comes out of it.

15. Chapter 3.9. : Internatioanl Cooperation should be revised and advanced, all mentioned universities should be named singly with contact and other informations.
16. Analyzes should be mentioned but excluded from the text. There should be references for the analyzes that we had.
17. All surveys should be prepared for the Accreditation Committee.
18. Terminology used in the Report should be in accordance with the Law.
19. Recent Conference that took place at the IUS should also be mentioned with comparation of previous years and this year regarding the paper submitted by IUS academic personnel.
20. When “Alumni” is mentioned there should be an explanation of the English word Alumni, since it has different meaning in Bosnian.
21. There should be no names mentioned in the Report, only positions.

DECISION

Prof. Dr. Hilmi Ünlü, Rector suggested that Report should be finished by Thursday morning so it can be revised again, and sent to the Ministry at Friday, August 12th 2011.

All the Committee members agreed with Rectors suggestion.

Meeting adjourned at 12:30.

Rector

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Prof. Dr. Hilmi Ünlü

Delivered:
- a/a
- Committee members