

INTERNAL EVALUATION REPORT

Faculty of Law

International University of Sarajevo

Hrasnička Cesta 15, Ilidža, Sarajevo, Bosnia and Herzegovina

31th January 2018

FACULTY OF LAW

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A. BRIEF DESCRIPTION OF THE FACULTY OF LAW

The Faculty of Law (hereinafter FLW) at the International University of Sarajevo (IUS) was established in 2015 and tasked with the mission of providing legal education of the highest quality to students of First, Second, and Third Cycles of studies, within the tradition of the Bologna educational process. Consistent with the international outlook of IUS, its parent institution, FLW currently enrolls students from three different continents of the globe (see <https://flw.ius.edu.ba/>). Further crystalizing this international orientation, FLW adopts a curriculum with a high accent on international law and comparative law and conducts its instructions and business in English, a key language of contemporary global commerce and diplomacy. Given this international character, international students form a critical part of IUS faculty and student population—as well as that of the FLW.

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Historical Development

FLW was registered by the Ministry of Education, Science and Youth of the Sarajevo Canton (hereinafter the Ministry of Education or the Ministry) via Decision No: 11-05-38-2394-7/15 of 27th July 2015, following satisfaction of all necessary legal conditions for registration. With this requirement out of the way, FLW opened for academic business in the 2015/2016 academic year when it enrolled its first cohort of students into the first year of the First Cycle of studies who soon thereafter progressed into Cycle II. FLW started with 13 students. In the succeeding two academic years, its enrollment grew to 30 students. FLW is poised to graduate its first set of students in the 2018-2019 academic year.

Legal education at IUS does not stop at the baccalaureate degree level. Instead, FLW has secured approval from the Ministry of Education to offer two master programs in Comparative Public Law and Comparative Private Law. These programs will be unveiled and graduate legal education at IUS inaugurated once ongoing preparations are completed. At the baccalaureate level, FLW offers one program: legal studies, comprising four main scientific fields: State and International Public Law, Civil Law, History of Law, and Criminal Law.

Mission

The mission of the FLW is to prepare well-trained legal professionals able to render competent and self-confident service at any level within their local community and in the international setting. More specifically, the mission of FLW is to educate lawyers who use their training to interpret and evaluate developments in national and global settings, play a constructive role in creating laws and policies, and help develop the culture of the rule of law in the Balkan region and beyond.

Vision

The vision of the FLW is two-fold: (a) to educate students able to understand and analyze local and international issues from a legal stand point, and (b) to mould competent legal scholars and practitioners who are capable of approaching legal issues from multidisciplinary dimensions that complement and enrich legal reality, including philosophical and sociological angles. IUS envisions itself as a leading research university in Bosnia and Herzegovina and the Balkan region in general. As an integral part of the university, FLW shares this vision.

Aims and Objectives

Strategic Aims	Strategic Objectives
1) Improving quality of education	Objective 1) Strengthening our academic staff qualitatively and quantitatively Objective 2) Affording students state-of-the art instructions that meet the highest international standards Objective 3) Increase the scope of our offerings to include Master and Ph.D. programs
2) Improving quantity and quality of scientific research and publications	Objective 1) Encouraging scientific endeavors by our academic staff in various ways, including attendance in international conferences, participation in collaborative projects, stocking the University Library with current legal publications, and providing general support for scientific projects.
3) Strengthening physical and scientific infrastructure	Objective 1) Making requisition to the University Library for acquisition of current legal publications Objective 2) Improving possibilities for student internships

Education-Training Service Providers

FLW currently only offers undergraduate studies, but has received permission from the Canton of Sarajevo to offer two master's programs. With the anticipated strengthening

of the academic staff, FLW is poised to activate its master's programs in the immediate future.

Cooperative Measures Designed to Improve Our Program

To give students more practical angle in their legal training, the FLW is cooperating with many institutions within the Bosnia and Herzegovina area and beyond. Consistent with these cooperative initiatives, FLW has signed three memoranda of understanding, aimed at promoting faculty development and expert exchange, with the University of Zenica, and the University of Travnik. In addition, FLW has concluded cooperative agreements with various governmental institutions, including the Court of Bosnia and Herzegovina, the Ministry of Justice of Bosnia and Herzegovina, the Federal Ministry of Justice, and the Cantonal Court of Sarajevo.

B. QUALITY ASSURANCE SYSTEM

IUS is strongly committed to continuous quality improvement and quality culture at the University is promoted through various means. Consistent with the strictures of the Bologna tradition that the University adopts, quality assurance in this institution is underscored by various internal documents that conform with state law. More broadly, internal system of quality assurance at IUS is institutionalized through Quality Assurance Office at the University level and Quality Assurance Teams at faculty level. Student representatives are valuable members of all Quality Assurance structures at IUS. For more information related to this topic, see: <https://qa.ius.edu.ba/>.

C. EDUCATION

FLW strives continuously to improve the quality of education and the students' experience. We monitor the performance of education and introduce systems to provide continuous monitoring of study requirements.

FLW strives tirelessly to improve the quality of educational experience of its students. To this end, it continuously monitors the performance of its educational instructions, using various techniques, mentoring and tutoring, providing correct and updated information to students, one-on-one counseling during office hours and beyond, modifying requirements when the occasion calls for it without sacrificing rigor, integrating individualized plans to fit the individual needs of students, accommodating students requests for completing course requirements without sacrificing rigor, and doing all it can to ensure that students are making steady progress in meeting graduation requirements.

FLW and IUS provide quality education for students at an affordable rate. Additionally, more than two out of every three students at the university receive some form of scholarship, ranging between 40% to 100%, based on need.

Design and Approval of Programs

The rules and regulations undergirding our programs are still evolving. Nevertheless, every program implemented by FLW conforms to IUS regulations and the requirements of the Law on Higher Education of the Canton of Sarajevo (see Article 21).

In designing its educational programs and curricula, FLW, in tandem with IUS, solicits the active participation of internal and external stakeholders, using a variety of transparent methods, including council meetings, and surveys. Internal stakeholders include students, academic staff, and administrative personnel. For example, students elect student representative who participate in decision making at FLW and the University. The syllabus for every course taught in this faculty includes program objectives and steps for achieving those objectives, including the harmonious marriage of means and objectives and learning outcomes. The educational objectives and achievements of programs under the FLW are transparently published via posters, flyers, and announcements posted on the

University website, accessible at <https://flw.ius.edu.ba/qualifications-and-learning-outcomes>. External stakeholders include the local business community, representatives of professional organizations, and alumni and their families. For these external stakeholders, the applicable transparent methods include informed consultation and the opportunity to participate in the mission of the FLW.

In a nutshell, the contributions of internal and external stakeholders are always critical in the actualization of the mission of FLW and the university and consequently their participations are actively encouraged.

Student-Centered Learning, Teaching and Evaluation

Consistent with university regulations and state law (specifically Article 89 of the Law on Higher Education of the Canton of Sarajevo), FLW has an attendance policy and makeup policy that it enforces rigorously.

Each course offered under our program has a syllabus in which the calculation of the load and accrual is made in accordance with the ECTS points. UNIPA, the university's course management system, also reflects these ECTS points. Student fieldwork and internship workload are established and computed according to ECTS criteria. Student fieldwork abroad and foreign internship workload are computed and taken into account according to ECTS criteria.

Our students participate in the design and implementation of policies and programs at this university, including curricula development. The University operates a Student Parliament which affords representation for students and works to promote their rights. The Parliament also appoints representatives to university bodies, such as the Senate and Faculty Council, to ensure that the rights of our students are protected and that they have a voice in every decision on this campus that affects their well-being.

FLW uses well-established and operational criteria and processes to ensure the fair consistent evaluation of students. Such criteria and processes can be found in the Rules of Procedures for the first cycle of studies as well as in the Decisions of the University Senate governing criteria for student assessment.

Student Acceptance, Training, Improvement, and Certification

The Office of Admissions maintains an open and transparent system for accepting and evaluating student application for admission into the university and its many programs.

The university's International Relations Office (IRO) works tirelessly to promote student mobility through a number of exchange programs such as Erasmus+ and Mevlana. Students are granted ECTS credits obtained during the exchange, and FLW advises students and helps them to make appropriate choices.

IUS pays special attention to academic advisement of students throughout the duration of their studies. Within study programs, the dean assigns an academic adviser to each student, who supervises and evaluates the student's progress, and advises them on matters of required and elective courses that they need to register in order to graduate. During the course registration period, every student is required to consult with their academic adviser about choosing the right courses and course registration for the next semester. The academic advisers approve the list of elected subjects at the beginning of each semester.

There is constant assessment and reassessment of the programs, including input from students through surveys of the courses that are taught every semester. Through the IRO, the university provides orientation for admitted students at the beginning of every

semester. The university has various means, apart from successful grades in courses, for recognizing excellence by students.

The programs actively motivate and encourage students' success both inside and outside the classroom. The decisions are clearly defined and implemented regarding students' success and in the determination of fulfillment of graduation requirements by the University Senate which are then implemented across the university. The students are also continuously advised on the necessity for ensuring that they take classes they need to complete their graduation requirements in a timely manner.

Educational Staff

The Faculty of Law has a total of eleven members on its academic staff, both full-timers and part-timers, many of them with Ph.Ds in law. The number breaks down into two full professors, one associate professor, three assistant professors, four senior assistants, and one adjunct instructor. FLW has several external part-time academic staff and their recruitment has been conducted according to relevant provision of Law on Higher Education of Sarajevo Canton (art. 105).

Every semester, these members of the academic staff are assigned a teaching load that conform with the the requirements of the University's regulations and the Law on Higher Education of the Canton of Sarajevo. FLW programs are divided into and organized by academic fields, and professors are assigned into courses that match their education and specialties. The teaching load is also optimized, such as to give these members of the academic staff the opportunity to perform relevant complementary services, consistent with their academic calling, such as research and services, both to the university and their professions.

FLW is Legal Person obligated to conduct its mission and activities in accordance with the law. Thus, every staff recruitment, appointment and promotion of program education and training staff is implemented in accordance with the Law on Higher Education of Canton Sarajevo (art. 103-115) and relevant regulations (Rule book on academic titles of IUS). Non-full professors are appointed for a period of five years within which their teaching and related activities are monitored for harmony with the mission of the faculty and the needs of our students. Going further, Article 122 of the Law on Higher Education of Sarajevo Canton mandates every higher educational institution in this area to

evaluate their academic staff. Consistent with this requirement, IUS has a Book of Rules on evaluation of academic staff.

In sum, our evaluation procedure integrates procedures for systematic evaluation of the academic staff by: (a) the higher education institution, and (b) students, in the form of a survey in each course. In addition to this instrument, IUS has a Book of Procedure on effective teaching that each semester mandates Program Coordinators and Deans to check pedagogical materials of lecturers; talk with academic staff member, and visit a class. Finally, IUS Senate has in place a mechanism for monitoring faculty academic staff activities that, in addition to the ones enumerated above, include: archiving and making available the updated study programs and individual curricula for each academic year and semester, availability of the teaching workload document, availability of the course schedule, regular monitoring of the course schedule for optimum implementation, semester analyses of the effectiveness of teaching process, student success rate analyses, and study program analyses.

Through support of the teaching, research, and service initiatives of members of the academic staff and creating a conducive environment within which members work to achieve their professional goals to the mutual benefit of Faculty and the University. IUS provides incentives, including financial support to encourage research activities by academic staff, including book publishing, attendance of academic conferences, and general professional development. Full-time staff are eligible for this financial help. Article 18-19 of the Book of Incentives contain conditions for these supports.

Educational Resources, Accessibility, and Support

The university has infrastructure adequate for the conduct of its activities in every program. In addition to full-time, visiting and adjunct lecturers of various ranks from

assistant to full professors, the FLW also has a set of able senior assistants who individually and collectively implement its educational mission. As indicated before, the faculty of law has a system in place for monitoring the effectiveness of the educational performance of its academic staff both inside and outside the classroom. It also strives ceaselessly to reward good performance through a variety of recognitions, including creation of a conducive environment for academic work.

Like their counterparts at this university, FLW students are equipped with all the world-class information technology. FLW students receive their lectures in modern classrooms, outfitted with state-of-the-art blackboard, complete with markers and projectors. At every point in time, FLW students have access to the facilities they need to complete their work, such as the Internet, databases, research centers, and laboratories (see, e.g., <https://research.ius.edu.ba/>).

Consistent with the regulations of the university and the Law on Higher Education of Sarajevo Canton, FLW provides support services such as health services to students. This Faculty also offers and provides services, such as psychological guidance and counseling to students. The university has facilities and infrastructure adequate for the needs of its academic staff and students, including a sports center and gives supports for social, cultural and sports activities for student development. This includes the establishment of recreational facilities on the campus, including a sports center.

All IUS facilities are wheelchair accessible. More specifically, classrooms and administrative offices are appropriately labeled for blind and visually-impaired students. Furthermore, the IUS Library holds among its collection books printed in Braille letter. Apart from the area of special needs, our programs use educational and training

technologies consistent with our current needs while keeping an eye on beefing up those tools in the immediate future.

IUS is organized such that financial revenues accruing to the FLW are managed centrally by offices outside the FLW. The distribution of the annual budget in terms of the education resources of the annual budget and the support provided to the students are planned and implemented with transparent and defined processes by the Rectorate centrally. Additionally, as it is said before, more than two out of every three students at the university receive some form of scholarship, ranging between 40% to 100%, based on need.

Continuous Tracking, Evaluation and Update of Programs

FLW has a measurement process, which is still work in progress, given the recentness of our programs that we plan to solidify as our programs mature. Documents and techniques are mandated both by IUS internal regulations and state law, beginning with the Law on Higher Education of the Canton of Sarajevo. This said, in its zeal for steady improvement, FLW, like its parent institution, continually tracks and monitors its programs and activities, with a view to detecting any shortfalls and fixing them.

Consistent with the regulation of the University and State Laws, internal stakeholders, and students are a necessary part in our review and evaluation activities as well as in our decision-making processes. All internal stakeholders are consulted and participate in the review and evaluation of programs in the FLW and in the university generally. Internal stakeholders are informed about improvements and changes to the program.

External stakeholders contribute to the review and evaluation activities of the program, and they take part in decision-making processes no less than internal

stakeholders. The university works ceaselessly to increase its presence within the community and external holders, including alumni and their families, receive a voice in the review and evaluation of our programs. FLW consistently uses inputs from students and external stakeholders to continually improve its programs. In addition to the class surveys by students referenced above, these inputs include insights in suggestion boxes in every building on this campus. External stakeholders are informed about improvements and changes to the program and precisely for the same reasons we provide this information to the internal stakeholders.

FLW tracks and uses alumni employment and success data in continuous improvement activities. But this is handled centrally by the departments charged with responsibility for this task. For example, seasonally, the Alumni and Career Unit publishes a newsletter that showcases the accomplishments of current and former IUS students.

D. RESEARCH AND DEVELOPMENT

IUS envisions itself as a leading research institution in Bosnia and Herzegovina and the Balkan region in general. A key monument of the university's research initiative is the Research and Development Center, a modern research outfit which covers an area of 1,300 square meters. The Center provides laboratories specialized in a multiplicity of scientific fields, including bioengineering, genetics, chemistry, physics, mechatronics, electronics, telecommunications and computer sciences. The university also has a modern library that is adequately equipped with books and computer services. It is not just to the traditional hard sciences, research is also critical to what we do at FLW. We support faculty research and new knowledge achieved through attendance at academic conference. We also create an environment that promotes faculty research creativity that includes

competent library services. The university envisions a state-of-the-arts library that incorporates facilities for law books and materials.

Research Resources

The Center and the Library rank among the university's research resources.

Research Staff

Given the premium the FLW places on research as a necessary component in its mission, the academic staff of the faculty, including the senior assistants, constitute its research staff. Through their research initiatives, these members individually and collectively promote the scholastic mission of the FLW as a necessary compliment of their teaching and service activities.