



ANNUAL REPORT

UNIVERSITY COLLEGE
«CANADIAN INSTITUTE OF TECHNOLOGY»
(CIT)

FOR
ACADEMIC YEAR
2019-2020

Tirana, December 2020

INTRODUCTION - LEGAL BASIS AND PURPOSE OF THE REPORT

This report has been drafted pursuant to Article 32, points 1-2 of Law No. 80/2015, dated 22.07.2015 "On Higher Education and Scientific Research in Higher Education Institutions in the Republic of Albania", as well as Orders and MASR Instructions.

The University College, "Canadian Institute of Technology" is licensed to open bachelor programs by Decision of the Council of Ministers no. 781, dated 10/11/2011 "On the licensing of the "Canadian Institute of Technology".

While in 2012, by order of the Minister of Education no. 487 dated 18/10/2012, "IKT" received the license to open second cycle programs.

On December 2nd, 2016, through decisions no. 564, 565, 566, 567 of MAS, UC "CIT" was licensed to open four new programs, two in the first cycle bachelor and two in the second cycle, master of science.

The institution is accredited by the Accreditation Board of ASCAL, according to a decision no. 116, dated 15.12.2017, for five years.

The report provides data and information for the "Ministry of Education, Sports and Youth", regarding the progress in achieving the goals and objectives of the institution, curricula developed, the number of enrolled and graduated students, teaching-scientific staff, financial situation, and other aspects of the activity of the institution.

The report also presents the work that is done and the results achieved by the University College "Canadian Institute of Technology", known as the "Canadian Institute of Technology" (CIT) during the academic year 2019-2020. It realistically describes the situation in the institution at the beginning, during, and at the end of the academic year 2019-2020.

The purpose of this report is:

1. Informing the monitoring and supervisory institutions, business partners, employees, students, and the general public on the realization of its mission and the implementation of applicable legal provisions, giving them a complete, accurate, and understandable picture of the activity of UC "Canadian Institute of Technology".
2. To guarantee transparency for the monitoring and supervisory institutions, employees, and students, as well as the general public by preparing and publishing complete, accurate, and understandable information on its activity, programs developed, results achieved, and other aspects of work of this institution.
3. Strengthen institutional and public accountability by creating a system of ongoing accountability to supervisors, students, and other stakeholders.
4. Implementation of the Law on Higher Education in Albania, etc.

INSTITUTION, OBJECTIVES AND THEIR FULFILLMENT

Realization of the goals and objectives of the institution and the main units. **Fulfilling some of the main goals and objectives**

The University College, Canadian Institute of Technology, as stated in its vision and mission, is determined to prepare students with skills based on education, values and ethical spirit, critical thinking, analytical thinking and to orient them towards solving problems, creativity, innovation, and leadership, which they will use to shape their life, career, and society.

The programs offered by UK "CIT" being oriented in the field of economics and engineering, do not have the direct social and cultural approach. The licensing of these programs by the respective departments of the Ministry proves that they are in line with national interests to prepare young people in the field of economics and engineering..

The academic year 2019-2020 has been a very difficult year for many reasons, ranging from macro situations that have affected the country to micro ones that have affected the lives of students, staff, and anyone who works and is engaged in the academic life. From the earthquake of November 2019, and until the current moments of the pandemic, caused by COVID-19, numerous and different have been the situations that have affected UC, "CIT."

However, UC,"CIT," has tried to see these challenges as milestones and face them through originality and commitment to maintaining the quality. Although the objectives set at the institutional level and those at the faculty level were somewhat shifted from the situation created, again UC "CIT" has worked to achieve them with dedication and trying to continue the work and to serve not only the students but also to all those who believe and have believed that education is a public good and that they are committed to increasing quality and academic standards.

The annual goals and objectives set by the collegial bodies are included in all the day-to-day work of all academic and administrative instances. CU, "Canadian Institute of Technology," has not stopped, despite the difficulties created but has continued to follow the academic process and strengthen other key areas, from teaching, administration, student and academic staff support, research, human resource management, those materials, service to students, etc.

The main goal for the academic year 2019-2020 was to keep on orientation towards the development of the institution, concluding concrete cooperation agreements, increasing the number of students, approaching a high quality and experienced staff, improving teaching standards, curricula; accreditation of programs; creating a special environment for the training of students, promoting scientific research within the basic units, etc.

The CU, "Canadian Institute of Technology," continues to be one of the few English language education institutions in Albania, with the mission "to prepare students with skills based on values and knowledge, which they will use in the service of life, career, and society."

The main goals of CU, "CIT," based on their realization and long-term institutional objectives and those of the main units for the academic year 2019-2020 have been:

1. *Institutional expansion, development, and transformation of UC, "CIT," into a more dynamic and active institution.*

2. *Offering a new perspective both in the academic field and in the scientific, cultural, social, and media field;*
3. *Development of the institution with a focus on providing quality education with western standards;*
4. *Concluding cooperation agreements with businesses, industry, and other universities inside and outside the country;*
5. *Supporting students in their academic and social progress through counseling, education, support with extracurricular activities, their engagement in academic and social life, etc.*
6. *. Building an inclusive, cohesive, and collaborative community within the university college.*
7. *Strengthening a broad culture in the field of Research, Development, and Creativity (RDC).*

The University College, "Canadian Institute of Technology," has rigorously pursued its mission to implement the annual academic, strategic as well as developmental plan in the implementation of institutional objectives and the fulfillment of the above goals.

All this had as the focus to serve the needs of the country, the community, and the academic staff of the institution, institutional collaborators as well as local, national and regional, and national actors.

"CIT," for the academic year 2019-2020, has continued to offer study programs in two cycles: in the first cycle and the second cycle, with a focus on quality education and has promoted from time to time curricular and extracurricular activities in the service of students.

INSTITUTIONAL OBJECTIVES AND THOSE OF MAIN UNITS FOR THE ACADEMIC YEAR 2019-2020

In addition to the goals mentioned above, the Academic Senate of UC, "CIT," has approved at the beginning of the academic year 2019-2020 the annual objectives, divided into three categories: i) institutional objectives; ii) the main units objectives, and iii) the RDC (Research, Development, and Creativity) objectives.

At the same time, at the beginning of each academic year, the Faculties determine the annual work objectives and define and elaborate on the strategy for their realization. The objectives and strategy of the Faculties are in line with the progress of the programs, the academic staff, the infrastructure, the students, etc. At the same time, these objectives are in line with the annual objectives of the institution and the RDC, which together with those of the Faculties are approved by a Senate decision.

The programs offered at CU, "CIT," are oriented in two main areas as engineering and economics. Based on the Statute of the institution, CU, "CIT," offers to the main units, the basic ones as well as all the academic staff organized in collegial bodies the freedom and autonomy for:

- a) To organize teaching, research, and creative activities ;
- b) To design and develop study programs and to define areas of scientific research;
- c) To organize the process of promotion of academic staff, etc.

Based on academic freedom and autonomy, UC, "CIT," offers study programs following its perspective and development strategy, a sustainable strategy, formulated on the basis of the principle that "a sustainable school can address current problems and needs», as well as to have the possibility of a management to guarantee a successful future for the institution. The programs offered by UC, "CIT," are following the Development Strategy of the Institution.

❖ Institucional objectives

The main institutional objectives for the academic year 2019-2020 have been as follows:

- The agreement with Georgian College for the recognition of the Faculty of Economics programs;
- Updating and improving the study facilities, as well as the search for support facilities.
- Strengthening and supporting the Office for Projects and External Relations;
- Updating laboratories with new equipment and programs in service of the learning process;
- Establishment of an incubator of ideas and projects in the service of staff and students;
- Application for new programs in both faculties according to the relevant market studies;
- Enrollment of students based on an average that brings good students in the programs offered;
- To bring experienced academic staff and to create a comfortable environment for them to carry out the learning process with students most appropriately and adequately;

- To prepare for the labor market students who are independent and oriented to achieve their goals;
- Project-oriented institution with both students and partners;
- Advertising, PR, marketing, and recognition of the institution and the programs it offers extensively.
- Internationalization of the institution;
- Digitalization of all academic, administrative, financial processes, etc.
- Continuous evaluation of all processes, links, and enterprises in the institution.
- Continuation of the agreement with Erasmus and "CEEPUS" for exchange and mobility of students and academic staff;
- Periodical publication of the magazine "CIT Review."

To be realistic, it should be noted that despite the good work and care that UC, «CIT,» devoted to achieving institutional objectives, the situation caused by the earthquake of November 2019 and then that caused by the pandemic, significantly affected the reduction of institutional requirements but even in the environment inside and outside the country, increasing the difficulties for their realization.

From that view, some objectives were either partially achieved or postponed to be reached during the following year.

REALIZATION OF THE MAIN OBJECTIVES OF THE INSTITUTION

As noted earlier, the year 2019-2020 was very difficult in terms of the size of the problems created at the national and academic level as well as those felt in the economic-financial, social and cultural level..

For the academic year 2019-2020, CU, "CIT," has achieved most of the objectives and has analyzed those objectives that have been partially met and those that for major reasons have not been met. For all the objectives that have not been fully met or not at all, it has been decided to postpone them to the next academic year. Below is a brief description of the successful fulfillment of some of the main objectives.

Accreditation of programs: Bachelor in "Finance and Accounting" and Bachelor in "Computer Engineering and Information Technology."

After the accreditation of the Master of Science program in "Finance and Accounting" and the Master of Science program in "Computer Engineering and Information Technology," it was the turn of the bachelor programs to be accredited - Bachelor in "Finance and Accounting" and Bachelor in Computer Engineering and Information Technology ". The accreditation process started at the beginning of the 2020 calendar year and ended in July-August 2020 with the external evaluation by ASCAL experts.

Due to the pandemic, in December the decision of the Accreditation Board for the two first cycle programs respectively in "Finance and Accounting" and "Computer Engineering and Information Technology" as well as the external evaluation process was announced.

The evaluation process of these programs was successful and for the first program, the ASCAL Accreditation Board gave a maximum evaluation for six academic years, while for the second program, a very good evaluation for five academic years.

➤ ***Relocation of the institution to a new campus***

For a long time, UC, «CIT,» was looking at the opportunity to move and expand from its premises in the center of Tirana, Zayed Center, Andon Zaku Çajupi Street, in a new space to offer many opportunities for staff and students. After a careful investigation and research to find a suitable space with academic and infrastructural standards, CIT decided to rent a considerable space in Xhura Complex, Rruga Xhanfize Keko, No. 12, Tirana.

The process for relocation of CU, «CIT,» campus, started in May, with the notification of MASR for the relocation of CIT at the end of the teaching process, and ended in July, with the positive report of the MASR Verification Group on the infrastructure and facilities, and reception capacities of the institution.

➤ ***Engaging a qualified staff with degree and titles***

In the academic year 2019-2020, CU, "CIT," continued to keep its internal staff and to recruit experienced and trained staff where necessary. The quality of full-time and part-time staff can be seen in the table below.

➤ ***Providing teaching internships for students in cooperation with the best companies in the country***

"CIT" has continued to sign new agreements for the academic year 2019-2020, through which it has offered students various opportunities for teaching practices in consolidated institutions and recognized in the market.

Among the main agreements signed during this academic year can be mentioned those with Digitalb, Credins Bank, IETT, Continental Hospital, GIZ and Germin, UBA Bank, Lufthansa Industry Solutions, ALSE, etc.

➤ ***Signing institutional agreements with partners, universities and enterprises***

Cooperation with national or international partners is one of the main goals of UC, "CIT," for which we work continuously and actively.

The institution has signed a considerable number of agreements in the spirit of cooperation, exchange of academic staff for certain periods of time, or to favor student mobility, as CEEPUS, Erasmus +, GIZ, etc.

If we could divide the signed agreements, they are of 3 categories:

- *For student and academic staff mobility*
- *For teaching practices*
- *Projects, conferences, and roundtables where staff and students can be involved*

Also during 2019-2020, CU, "CIT," has applied for projects and grants, but, due to the global pandemic, they have been suspended and are expected to resume at a more positive moment for all parties. (A list of agreements is given in table no.2)

➤ *Staff support in postgraduate qualification*

The University College, "Canadian Institute of Technology," supporting the quality enhancement in the teaching and research process, has significantly favored and contributed to young staff and researchers. In support of launching or completing their third-cycle studies, CIT has tried to enable them a lower academic load as well as encourage them to publish free scientific articles in the ISSN, CIT Review. Within this academic year, 2020-2021, some members of the academic staff, who are at the end of their Doctoral degree, will soon join the staff of the institution as experienced staff holding scientific degrees. Over 65 percent of the institution's internal academic staff have degrees and titles, contributing to an increase in the quality of teaching and research in our institution.

➤ *The use of the latest literature continues for the fifth year in a row, according to the cooperation agreement between UC, "CIT," and "McGraw-Hill Education."*

It has been almost five years, since **2016**, that CIT continues to actively maintain the agreement with one of the most well-known and the most serious companies in the educational market, for the provision of academic literature in various fields of study, such as **McGraw- Hill Education**. Based on the agreement signed between the two parties, the institution has created a guarantee in the academic field as the company is one of the two largest companies in the world that offer this type of service. Their literature, with which this company supplies the universities, being not only among the richest but also among the most up-to-date one, enables the staff and students of our institution a great variety of literature and services which facilitate the teacher-student relationship and help the teaching and learning process. Students also have the opportunity to study the same literature that their peers in more developed countries do.

➤ *Publication of the journal "CIT Review" as a genuinely scientific and periodical journal*

CU, "CIT," continues the publication of the Journal "CIT Review," as a genuinely scientific journal with ISSN and a board of prominent international personalities in the field of science. This journal gives the opportunity to the academic staff of CU, "CIT," as well as the research groups to publish their findings and achievements and to increase their cooperation with the board members of the journal who are also prominent personalities in foreign universities.

Details for the magazine:

CIT REVIEW (CIT rev.) online publication recorded permanently in the ISSN Register as follows:

ISSN 2523-6962

Key title: CIT Review

➤ *Qualitative growth and support for scientific and cultural activities*

In support of the realization of the objectives and to further extend the realization of the annual plan, as well as to strengthen the student support, the faculties and the institution have managed to organize some main activities such as:

- 1) Holding a series of open lectures for students with foreign guests, such as:
 - Mr. John Tizard nga UK, Advisor and Specialist in the field of administration and public services, dated October 15th, 2019.
 - Prof. Nicolo Leotta, Itali, profesor, CIELS University, Milano, October 16th, 2019.
 - Mr. Giuseppe Bottini, Itali, Economist, PTM Digital Company, Mantova / Italy, October 17th, 2019.
 - Prof. Vera Stojarová, renowned researcher and professor at Masaryk University in Brno, Czech Republic, November 21st, 2019.
 - Prof. Christopher Hancock, from Oxford, UK, director of Oxford House and Professor at St. Mary's University, London, December 12th, 2019.
 - Prof. Erich Sorantin, Head of the Department of Radiology at Graz Medical University, Austria, December 13th, 2019.
 - Dr. Julia Hoxha, Researcher at Medical Informatics at Columbia University - USA, December 19th, 2019.
 - Daniel Bohannon, expert in Computer Security, A FireEye Company, Georgia Institute of Technology, USA, January 22nd, 2020.
 - Mr. Andrea Bocconi, Adviser to the EU Parliament and the EU Commission, February 6th, 2020.
 - Dr. Andi Hoxhaj, lecturer at the Warwick University, UK, February 11th, 2020.
 - Dr. Mansour Al Shamali, Professor of Finance, at Module University (Dubai Branch), Austria, March 3^d, 2020.
- 2) To organize the training "**AGILE IN ONE DAY**," organized by Agisolve GmbH, Agile Business Consulting - Munich / Germany, BePro CU, "CIT," October 24th, 2019.
- 3) Participation in the "**Innovation Summit 2019**," organized in Mantua - Italy, where CIT was represented by Prof. Assoc. Dr. Reis Mulita and Dr. Bledar Kazia, October 24th, 2019. Participation in the event was part of the cooperation that the University College, "CIT," is developing with "ConnectHub," the institution organizing the event. University College, "CIT," and "ConnectHub" have built the institutional cooperation according to which they will accomplish education, vocational training, the exercise of skills and habits as well as the integration of CIT students through a joint process between two institutions concretized under a long-term cooperation agreement.
- 4) Participation in **the UNICART International Conference Academic Research & Tourism**, held at the University of Bari - Italy, December 19th, 2019.
- 5) Participation in the international conference "**Addressing educational challenges: The role and impact of CIT on the future of the Labor Market & Education**" organized by EESTEC Tirana and supported by the European Union through Erasmus + Program.
- 6) "**Women in Tech**" organized with high schools in Albania in support of women's activation in technology and young girls aged 15-19
- 7) To support student activities with a cultural and sports character, such as the CIT **Football Club**, which participated during October 2019-February 2020 in the Football Championship of HEIs. Also, the CIT **Basketball Club** (in the same period).

8) Supporting families affected by the November 2019 earthquake with donations collected from students and academic staff which were managed by the **CIT Charity Club**. Also in cooperation with "Fundjavë Ndryshe" it became possible housing, accommodation, and meeting the food needs of 100 people.

In this way, a series of other social and cultural activities are organized to support the multidimensional student formation. Thus, students should not be focused only on science but their education should be completed in social and cultural terms to be worthy representatives within and in any other country.

➤ ***Strengthening relations within the CEEPUS program***

CU, "CIT," has continued its efforts to intensify its cooperation with the CEEPUS program and all educational institutions that participate in it. In this context, the visit of Prof. Erich Sorantin, Head of the Department of Radiology at Graz Medical University, Austria, and CEEPUS Representative in the Balkans on December 13th, 2019, took place in CIT.

Due to the pandemic, during this year, CIT failed to send students to this program even though both students and professors were scheduled to attend.

➤ ***The institution that orients students and their skills towards projects***

CIT has aimed and continued to support the objective: to be a “project-oriented” institution so that students can learn and practice their skills in practice, whether individually or in groups. All programs, offered by UC, "CIT," are in line with the mission and the vision of the institution as well as with the objectives that have been set. The subject programs, according to the respective curricula, are enriched and updated by reflecting contemporary literature in English and include skills that support the progress of students towards the market needs..

At the same time, based on the objectives of the institution as well as those of the main units, mentioned at the beginning of the report, each of the courses aims to have a project at its completion, realized by students.

➤ ***Successful development of online learning***

Although it was not one of the objectives of the institution for 2020, but having been before an unprecedented situation, CIT, as well as all counterpart institutions, public and private, as well as Albanian society, was forced to adapt to the new conditions. In this context, in the face of an accomplished fact as well as the Order of the MH-MASR to suspend teaching in the auditorium in March 2020 and then to conduct it online, efforts were made to better organize the process and manage it.

Thus, to continue the learning process, the institution managed to use its E-learning platform, a platform developed in 2018 and activated together with Zoom and Google Meet to help students and professors in the learning process.

INSTITUTIONAL COOPERATIONS, SCIENTIFIC RESEARCH, PROJECTS

Information on inter-institutional cooperation (2019-2020)

Inter-institutional collaborations and agreements

Nr.	DATE OF SIGNATURE	COOPERATIVE INSTITUTION	OBJECTIVES OF THE AGREEMENT
1.	December 11 th , 2019	Lufthansa Industry Solutions	-projects -Scientific research -trainings -teaching practice
2.	December 20 th , 2019	Universitas Sancti Cyrilli of Malta	-Student exchange - joint programs
3.	July 24th, 2020	Digitalb	- student practice
4.	September 2 nd , 2020	Credins Bank	- zero credit for students - student practice - joint programs
5.	October 21st, 2020	Continental Hospitals	- reduced fee services for staff and students - organization of joint activities - teaching practices for students
6.	October 22nd, 2020	Agriculture University of Tirana	-staff trainings - various collaborations -staff exchange - joint scientific conferences and activities
7.	October 23th, 2020	Institute of Education, Heritage and Tourism (IETT)	- teaching practices for students - teaching practices for students - conference organization etc.
8.	October 26th, 2020	GIZ dhe Germin	Integration platform for specialists returning from emigration
9.	October 29th, 2020	Finex Association	- Vocational training in finance for CIT students with 25% discount - cooperation - teaching practice
10.	November 2 nd , 2020	« Aleksandër Xhuvani » University of Elbasan	- collaborations of common interest - joint organization of conferences and scientific research -staff exchange
11.	November 4th, 2020	College University of Business (KUB)	- collaborations of common interest - training and staff exchanges - joint promotional, collaborative and research activities
12.	November 6th, 2020	UBA Bank	- student practice - open lectures - round tables and trainings - academic and cultural cooperation - cooperation with joint institutions
13.	November 10th, 2020	Albanian University	- cooperation in areas of common interest -training and staff exchanges - joint promotional, collaborative and research activities

14.	November 19th, 2020	UET	- staff exchange - joint scientific activities - Erasmus collaborations and EU projects -trainings
15	16.09.2020	Riga Technical University	- staff exchange - student mobility - joint scientific activities and various collaborations

Tab. List of agreements signed during the academic year 2018-2019

Information on scientific research in IHEs

Among the various activities of a scientific nature where both the teaching and scientific academic staff and the students are engaged during this academic year, are mentioned:

1. **Active Youth = Better Society** - Organized training during February 12-15, 2020. An activity attended by students of the Faculty of Economics, the program "Finance and Accounting," together with their professors. This training, in cooperation with "People in Focus Albania," aimed to train students to engage in the realization of a better society.
2. **CyberCON Albania** - On the occasion of the International Security Day 10/10/2019, CIT organized a conference attended by students and academic staff as well as various guests, which spoke about the importance of security in technology and global developments in this area.
3. **Women in Tech** - March 2020. On this activity could participate not only the students of UC "CIT," but all those young girls from high schools who see technology (and related fields as e-commerce) as a natural trend and wanted to engage and learn more about it.
4. In October 2019, representatives of the University College, "CIT," participated in the "Innovation Summit 2019" organized in Mantua - Italy (24/10/2019). Participation in this event was part of the cooperation that the University College "CIT" is developing with "ConnectHub," the institution organizing the event. University College, "CIT," and "ConnectHub" have built institutional cooperation, according to which they will realize education, vocational training, the exercise of skills and habits as well as the integration of CIT students at work through a joint process between the two institution
5. **INNOVIMENTOR** - training organized by the Regional Center for Development and Cooperation (RCDC) in cooperation with CIT for staff and students of the institution with a focus on the assessment of heritage assets as the main tool for achieving the development of tourism and human capital.
6. Virtual Symposium on "**The role of communication technologies during COVID-19 pandemic.**" **Challenges and development perspectives!** " (The role of communication technologies during Covid-19. Challenges and development prospects!), (24.04.2020).
7. Virtual Symposium on "**Progress of Society through University Cooperation in Europe.**" (The progress of society through university cooperation in Europe), organized in collaboration with the Institute of Collaboration for Integration and Development (ICID), May 8th, 2020.
8. Virtual Symposium on "**Telecommunication and Challenges of Contemporary Society**", organized on June 5th, 2020.

9. Promotion of the book "**Mind Genomics and the Law**" by the professor of the Faculty of Engineering, Prof. Dr. Petraq Papajorgji, June 30th, 20220
10. . Virtual seminar "**Challenges of the financial system during the second wave of CoVid-19**" (Challenges of the financial system during the second wave of Covid-10), organized on October 9th, 2020.

Conferences, seminars and scientific roundtables

1. **UNICART - International Conference, Bari 19.12.2019** - CIT became part of this conference and joining the most prestigious European universities and centers, and where CIT representatives presented their scientific projects developed at CIT with staff and students. The projects and topics covered addressed the spectrum of digitalization of economic and cultural development as well as the use of applications for tourism advertising.
2. **CyberCON Albania, Tirana 10/10/2019** - On the occasion of the International Security Day, CIT organized a conference with collaborators Fibank Albania, Gigitalb, CIT Academy, and public and private representatives of respective universities, attended by students and academic staff, and various guests. In this conference, they talked about the importance of security in technology as well as global developments in this field.
3. Conference on "Long-Life Digital Learning" - October 5th, 2020.

Study programs

During 2019-2020, CU, "CIT," has continued the development of the teaching process in two faculties.

Each of them has offered the following study programs:.

1. *ECONOMIC FACULTY:*

- a. *In the first cycle of study, for diplomas*
"Bachelor in Business Administration";
"Bachelor in Business Administration & Information Technology";
"Bachelor in Finance and Accounting".
- b. *In the second cycle of study, for diplomas*
"Master of Science in Business Administration";
"Master of Science in Finance and Accounting" (Two profiles).

2. *ENGINEERING FACULTY:*

- a. *In the first cycle of study, for diplomas*
"Bachelor in Software Engineering";
"Bachelor in Telecommunication Engineering";
"Bachelor in Computer Engineering and Information Techonology".
- b. *In the second cycle of study, for diplomas*

**“Master of Science in Software Engineering”
“Master of Science in Telecommunication Engineering”
“Master of Science in Computer Engineering and Information Technology”
(Three profiles).**

The form of study at the Canadian Institute of Technology is full-time.

The Statute, the Institutional Regulation and the “Book of Regulations of the Institution” define the tasks, functions, responsibilities and the decision-making process.

All departments consist of at least 7 full-time academics, of whom at least three have degrees or titles.

CU, "CIT," offers study programs organized in two faculties, each in the respective unit (departments and research units). Study programs are organized according to the 3 + 2 system of the Bologna Charter. Undergraduate (Bachelor) study programs last 3 years (180 ECTS), while those of the second cycle (Master of Science) last two years (120 ECTS).

For the academic year 2020-2021, the institution and its main units will apply for four new study programs as follows:

ENGINEERING FACULTY

Department of the Software Engineering

-Bachelor in «Data Science & Artificial Intelligence» (180 ECTS)

Department of Industrial Engineering

-Master of Science in «Telecommunication Engineering» (120 ECTS)

ECONOMIC FACULTY

Department of Business Administration and Information Technology

-Master of Science in «Information Technology in Business» (120 ECTS)

-Master of Science in « Digital Marketing» (120 ECTS)

The compatibility of the study programs with the institution's mission, the realization of the goals of the study program in terms of content, and the connection and importance of the study programs based on the assessment of skills needs in the labor market.

All programs offered by UC, "CIT," are in line with the mission, vision of the institution as well as the set objectives. Their suitability is analyzed by the main units and in case of investigated changes seen as necessary, measures are taken to carry out updates and adaptation of these programs. The syllabuses of the respective curricula are also enriched and updated, reflecting contemporary literature and include skills that support students' progress towards market needs. Teaching English gives students the opportunity to prepare not only for the market within the country but also beyond it. At the same time, they have the opportunity to pursue other specializations at internationally recognized universities.

CIT has aimed and continues to support the goal of being a “project-oriented” institution, thus for students to learn and practice their skills through projects, whether individual or group. Based on

the objectives of the institution as well as those of the main units, mentioned at the beginning of the report, each of the courses aims to have a project at the end of it realized by students.

➤ *Internal Quality Assurance Unit*

Regarding quality, the institution has drafted procedures, regulations, and manuals that come to the aid of academic staff as well as students. One of the documents approved at the beginning of the academic year is the "Quality Assurance Manual" (QAU Handbook). It can be said that quality assurance in the institution is realized based on these documents:

1. Statute and Institutional Regulation;
2. Quality Assurance Manual (QAU Handbook);
3. Regulation "On the organization of the IQAU" (Book of Institutional Regulations, pg. 26-27);
4. Regulation "On the procedures for supporting and improving study programs" (Book of Institutional Regulations, pg. 28-32).

In addition to these, there are many other regulations, which contribute to quality assurance and maintenance in the institution.

According to the regulation "On the procedures for supporting and improving study programs," the IQAU, in cooperation with the main and basic units, has the main responsibility for the progress and increase of quality in the institution. Thus, according to the regulation, quality is ensured through the monitoring of programs as follows:

In fulfillment of the above points, the IQAU, together with the faculties and departments, organize "Student Questionnaires" for each program and subject; obtaining information through questionnaires on the progress of the institution; evaluation of academic staff, through the Self-evaluation process; as well as the evaluation of programs by basic units. During this process, students are involved, both within the ICU, thus as organizers, as well as actors during the evaluation of professors for each subject.

The questionnaires, developed mainly in these academic years, have been focused on the evaluation of these aspects:

- Staff evaluation by students;
- Student evaluation for programs and courses;
- Student assessment of used literature;
- Assessment of students' expectations of the institution.

Student councils and their representation in the governing bodies of the HEI

➤ *Academic Senate*

Armino Faja

Arber Gjonaj

Megi Dega

➤ *scholarship committee*

Gejsi Llani

➤ *Health and Physical Care Committee*

Boris Bodini

➤ *Internal Quality Assurance Unit*

Denis Xheleku

➤ *Standing Committee on Programs and Curricula*

Arber Gjonaj

➤ *Standing Committee on Student Affairs and Protection of Student Rights*

Klajdi Shyti

Kamila Hyka

➤ *Ethics Council*

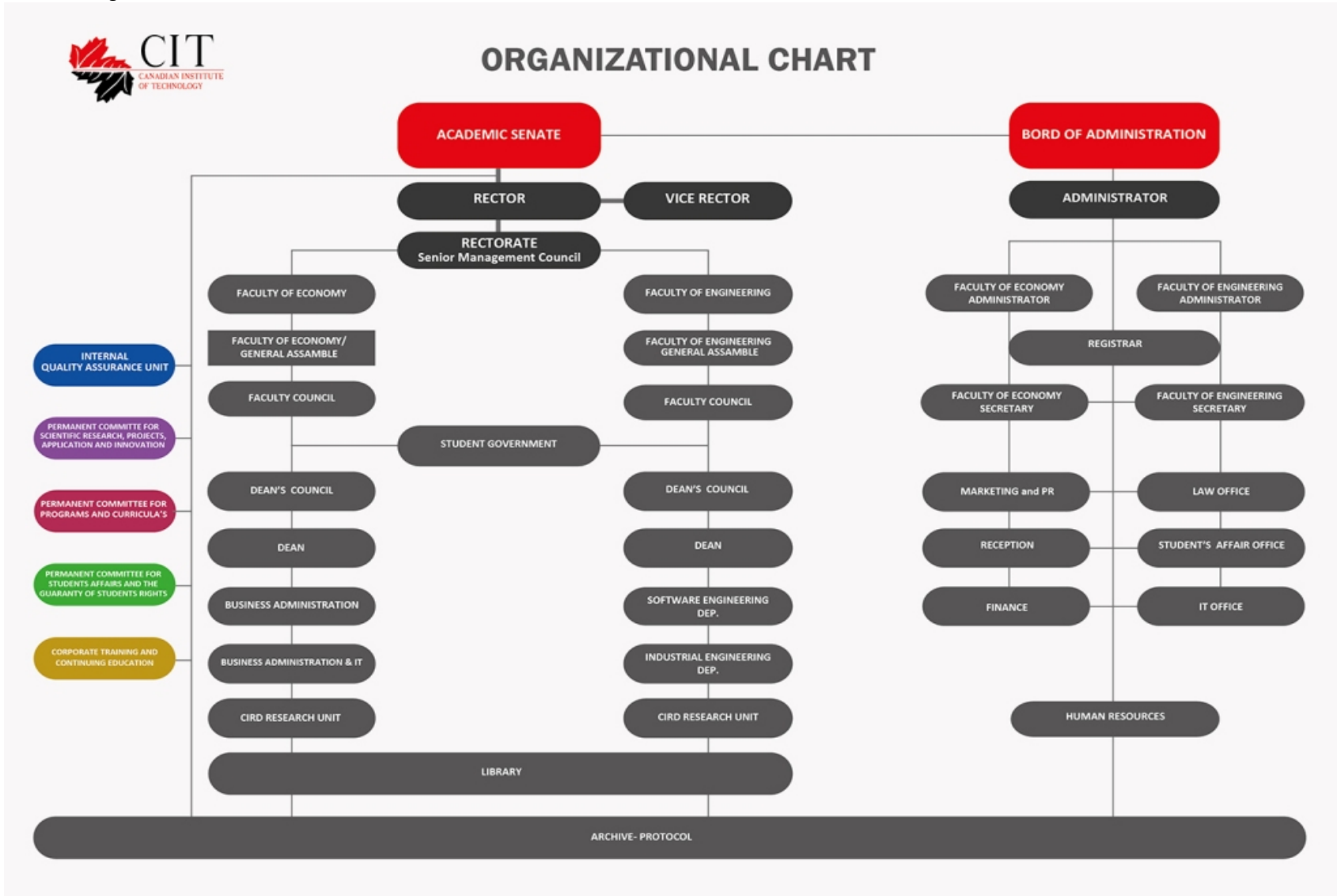
Adela Lamçe

COSTS AND RESOURCES OF FINANCING

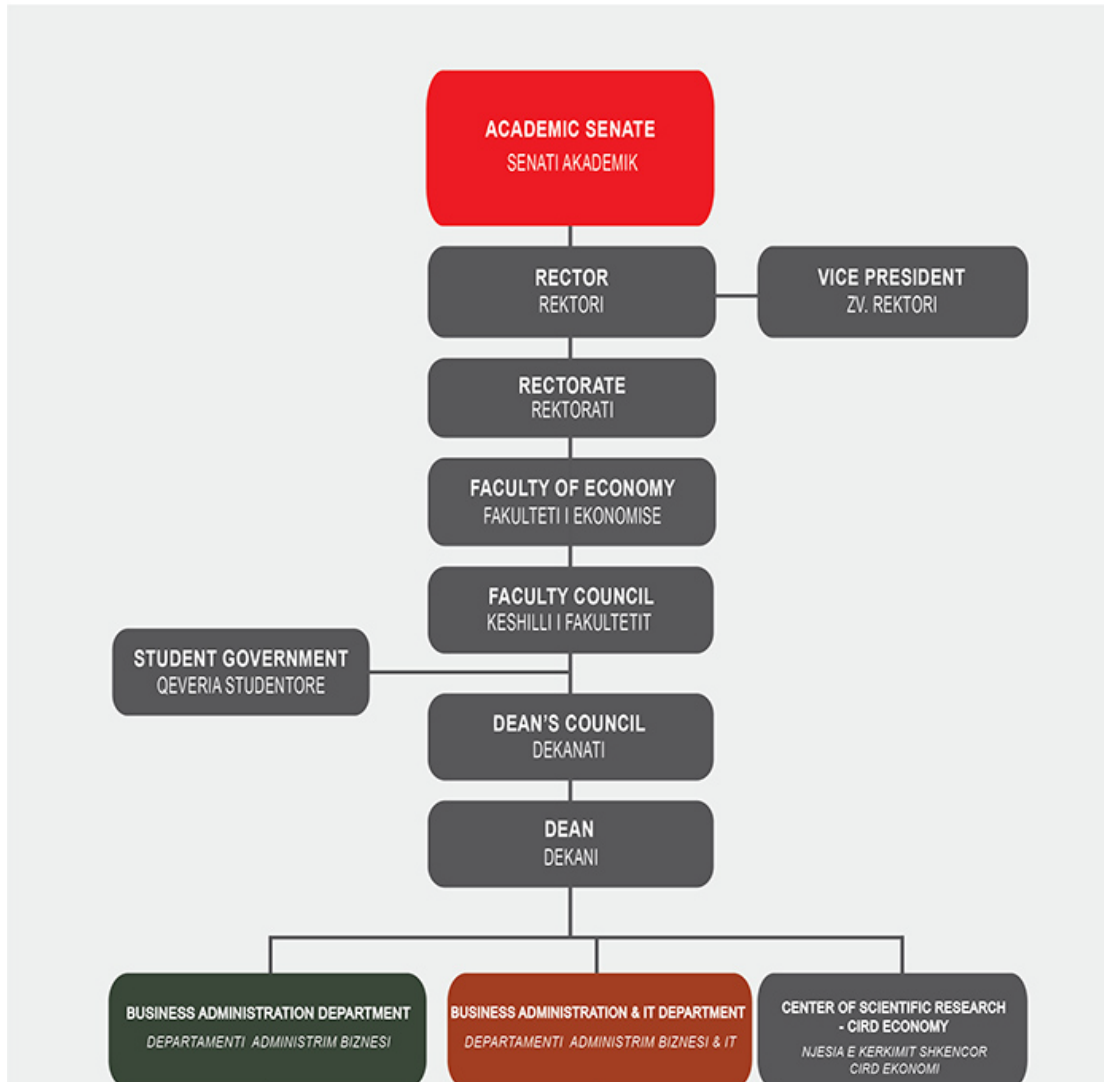
Indicators		2020-2021 (Forecast)
	TOTAL	October 2020 - September 2021
Incomes		
Research grants and contracts	ALL -	ALL -
Consulting, services	ALL -	ALL -
Fees for and during schooling	ALL 116,432,843.18	ALL 136,400,000.00
Partner sponsorships	ALL -	ALL -
Training services (continuing qualification)	ALL -	ALL -
Donations, insurance activities, foundations, etc.	ALL 7,710,543.20	ALL -
Commercial activities (cafeteria, bars, residences, etc.)	ALL 93,397.50	ALL -
Total	ALL 124,236,783.88	ALL 136,400,000.00
Expenditures		
Salaries and insurance contributions	ALL 76,426,706.00	ALL 94,711,944.00
Operating and maintenance costs	ALL 30,872,894.15	ALL 32,535,368.00
Other expenses	ALL 882,000.00	ALL 1,116,000.00
Investment	ALL 277,704.00	ALL 3,534,000.00
Scientific research	ALL -	ALL -
Conferences	ALL 94,310.50	ALL 110,000.00
Total	ALL 108,553,614.65	ALL 132,007,312.00

Institutional Infrastructure		
Facilities		SIPËRFAQJA
First floor		
Laboratorë për lëndët	5	447 m ²
Arkiva	1	25 m ²
Bar-kafe, oborr i brendshëm, për aktivitete sociale, kulturore dhe rekreative	1	165 m ²
Sallë konferencash	1	200 m ²
Zyrë IT	1	20 m ²
Server	1	12 m ²
Korridore	-	215 m ²
Tualete per studentet	10	40 m ²
Oborr i brendshëm me gjelbërim		95 m ²
Zyra për marketing, financë, burime njerëzore etj	3	35 m ²
Holl kryesor, reception sallë pritje	1	40 m ²
Sekretari fakultetesh, kryesekretari	3	63 m ²
Nyje hidrosanitare për stafin	2	18 m ²
Nyje hidrosanitare për person me nevoja të veçanta	1	4 m ²
Zyra për përgjegjësit e departamenteve	3	60 m ²
TOTAL KATI 1		1430 m²
KATI I DYTË		
	SASIA	SIPËRFAQJA
Klasa për leksione, seminare dhe ushtrime	6	331 m ²
Sallë pedagogësh I	1	50 m ²
Sallë pedagogësh II	1	60 m ²
Zyrë administratori	1	26 m ²
Sekretari administratori	1	16 m ²
Zyrë dekani	2	40 m ²
Zyrë rektori	1	35 m ²
Asistent rektori	1	8 m ²
NJSBC dhe Zyra për Shërbim ndaj Studentëve	1	14 m ²
Zv.rektor	1	12 m ²
Sallë mbledhjesh	1	40 m ²
Biblioteka	1	90 m ²
Sanitaret	1	8 m ²
Korridore	-	100 m ²
Tualete stafi dhe sutudentët	15	60 m ²
Verandë	-	60 m ²
Parkim		330 m ²
TOTAL KATI 2		1285 m²
TOTALI INSTITUCIONAL		2715 m²

UC «CIT» Organizational structure



ORGANIZATIONAL CHART - FACULTY OF ECONOMY STRUKTURA ORGANIZATIVE - FAKULTETI I EKONOMISE



ORGANIZATIONAL CHART - FACULTY OF ENGINEERING STRUKTURA ORGANIZATIVE - FAKULTETI I INXHINIERISE

