

## IMPROVEMENT PLAN SITE VISIT

### REPUBLIC OF MACEDONIA

### UNIVERSITY OF TETOVO AND UNIVERSITY OF TETOVO

#### Participants

| Name               | Institution             |
|--------------------|-------------------------|
| Carlos Mateo       | Universidad de Alicante |
| Ester Boldrini     | Universidad de Alicante |
| Marija Taseva      | Macedonian QA Board     |
| Aleksandar Riteski | Macedonian QA Board     |
| Milan Matijevic    | Serbian expert          |

**25 February, 2013**

| Hour  | Transfer                                 |
|-------|------------------------------------------|
| 11:50 | Arrival to Skopje and transfer to Tetovo |

**26th February, 2013**

### UNIVERSITY OF TETOVO

| Time        | Meetings                                                                                                                                                                                                                                                           |
|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9.00-10:30  | <p>Reviewers arrive at university</p> <p>Meeting with representatives of the SER coordinating committee and improvement plan drafting</p> <p><i>Discussion on how to draw a high quality improvement plan</i></p> <p><u>Names to be provided by University</u></p> |
| 10:30-11:0  | Coffee break                                                                                                                                                                                                                                                       |
| 11:00-12:30 | <p>Meeting with representatives of staff involved in delivery of implementation of improvement plan and QA unit staff</p> <p><u>Names to be provided by University</u></p>                                                                                         |

| Time        | Meetings                                                                                                                                                                                    |
|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 12:30-14:00 | Lunch break                                                                                                                                                                                 |
| 14:00-14:45 | Meeting with student representatives to discuss their role and views on implementation of recommendations for improvement<br><u>Names to be provided by University</u>                      |
| 14:45-15:30 | Private meeting of reviewers                                                                                                                                                                |
| 15:30-16:30 | Meeting with chair of coordinating committee and head of department/dean to provide feedback.<br>Discussion of reviewers comments and views.<br><u>Names to be determined by University</u> |

| Hour  | Transfer                       |
|-------|--------------------------------|
| 17:00 | Transfer from Tetovo to Bitola |

***27th February, 2013***

#### **UNIVERSITY OF BITOLA**

| Time        | Meetings                                                                                                                                                                                                                                        |
|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9.00-10:30  | Reviewers arrive at university<br>Meeting with representatives of the SER coordinating committee and improvement plan drafting<br><i>Discussion on how to draw a high quality improvement plan</i><br><u>Names to be provided by University</u> |
| 10:30-11:0  | Coffee break                                                                                                                                                                                                                                    |
| 11:00-12:30 | Meeting with representatives of staff involved in delivery of implementation of improvement plan and QA unit staff<br><u>Names to be provided by University</u>                                                                                 |
| 12:30-14:00 | Lunch break                                                                                                                                                                                                                                     |

| Time        | Meetings                                                                                                                                                                                    |
|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 14:00-14:45 | Meeting with student representatives to discuss their role and views on implementation of recommendations for improvement<br><u>Names to be provided by University</u>                      |
| 14:45-15:30 | Private meeting of reviewers                                                                                                                                                                |
| 15:30-16:30 | Meeting with chair of coordinating committee and head of department/dean to provide feedback.<br>Discussion of reviewers comments and views.<br><u>Names to be determined by University</u> |

| Hour  | Transfer                       |
|-------|--------------------------------|
| 17:00 | Transfer from Tetovo to Skopje |