

Self-evaluation report

For the year 2015
(Academic year 2014/2015)

Portorož, December 2015

1. Introduction

The self-evaluation report of the Euro-Mediterranean University (EMUNI) for the year 2015 contains information on the study programmes, analysis of opinion questionnaire of participants in the professional upgrading study programme, review of research activities, information on publications, material and personnel conditions at the EMUNI University.

The self-evaluation report is based on the reports, which are subject of discussions of the Senate and the Management Board of the EMUNI University. Based on the findings from individual reports, the competent authorities of the EMUNI University propose measures for the improvement of the operation, which are taken into consideration in the annual work plan for the following year.

2. Higher Education Institution

2.1 Introduction, vision and mission

2.1.1 Introduction

Full name of the University:	Euro-Mediterranean University
Abbreviated name:	EMUNI University
Name in French:	Université Euro-Méditerranéenne
Abbreviated name in French	Université EMUNI
Seat of the University:	Sončna pot 20, 6320Portorož,
Web site:	www.emuni.si
E-mail:	info@emuni.si
Telephone:	+386 5 67 13 600
Fax:	+386 5 61 13 605
Registration number:	3487288
Tax number:	79525415
Telephone:	+386 59 25 00 50
Fax:	+386 59 25 00 54
Web page:	www.emuni.si
Legal act:	Statute of the Euro-Mediterranean University, 26 November 2008 (Amendments to the Statute 27 November 2010, 25 November 2011 and 11 February 2015)

Since its establishment in 2008, the EMUNI University, one of the priority projects of the Union for the Mediterranean, has become an international institution, which gathers expert knowledge and experience of the Euro-Mediterranean countries and thus contributes in a significant way to the creation of a unified, integrated Euro-Mediterranean higher education and research area.

The University to a large extent conducts its operation at its seat in Portorož, where the spatial conditions for some of its activities are fulfilled. When additional premises are needed, they are rented at the academic institutions in the surroundings.

The EMUNI University can implement the study activity in all study areas, classified in accordance with the international classification Isced (UNESCO, 1997). The EMUNI University may organize the implementation of study programmes, which are accredited at the partner universities in Slovenia and other member countries of the EMUNI University. The University conducts research activities in all scientific fields of research, classified in accordance with the international classification Frascati (UNESCO, 2002).

Important dates:

- 13 February 2009: entry into the court register;
- 17 June 2009: entry into the register of the first accredited first study programme – notification, doctoral study programme, Security Studies, Faculty of Criminal Justice and Security, the University of Maribor;
- 17 July 2009: EMUNI University is entered into the Register of Higher Education Institutions in the Republic of Slovenia;
- 22 December 2009: EMUNI University obtains the Erasmus University Charter no. 255839-IC-1-2010-1-SI-ERASMUS-EUCX-1;
- 4 July 2011: two master study programmes are entered into the Register at the Ministry, competent for higher education (notification of both: Business Communication in the International Environment and Environment Analyses and Management, University in Palermo, Italy) are entered into the Register at the Ministry, competent for higher education.
- 10 April 2015: start of implementation of the master study programme Intercultural Business Communication
- 16 June 2015: pening of Centre for Arab, Islamic and Middle Eastern Studies (AIMES)

2.1.2 Vision (adopted as part the work plan at the 5th session of the Management Board of the EMUNI University, 25. 9. 2009 in Portorož)

The Euro-Mediterranean University (EMUNI University), headquartered in Slovenia, will significantly contribute to the development of Higher Education and Research Area and to the sustainable development of wider social-economic and cultural environment in the EUROMED countries, as well as to the recognition of Slovenia in the region – Union for the Mediterranean.

2.1.3 Mission (adopted as part of the work plan at the 5th session of the Management Board of the EMUNI University, 25. 9. 2009 in Portorož)

The EMUNI University is an international association of universities with headquarters in Slovenia. It represents one of the six projects of the Union for the Mediterranean, approved in the frame of a common declaration, adopted in Paris on 13 July 2008. Within the mission of the EMUNI University, the following goals shall be achieved:

- Raising quality of higher education through the implementation of study and research programmes;
- Becoming an international university, which will acknowledge cultural diversity;

- Establishing university environment, which will have a stimulating effect on the integration of different nations and cultures in the academic spheres;
- Ensuring administrative, operational and material infrastructure, which will enable the operation of the university.

The goal of the EMUNI University is to create specialised study programmes among the Euro-Mediterranean universities. The study programmes will cover themes and areas, which are significant for the Euro-Mediterranean area. The study programmes or parts of them will be implemented at the EMUNI University as well as other universities, co-founders of the EMUNI University.

One of the main activities of the EMUNI University is also research, which is one of the important factors of development, success and quality of the University.

The basic mission of the University is to contribute with its higher education activities to strengthening intercultural dialogue in the Euro-Mediterranean region and to contribute to the priority goals of the Barcelona process, which is in the broader sense included also in the Union for the Mediterranean.

2.1.4. Strategy

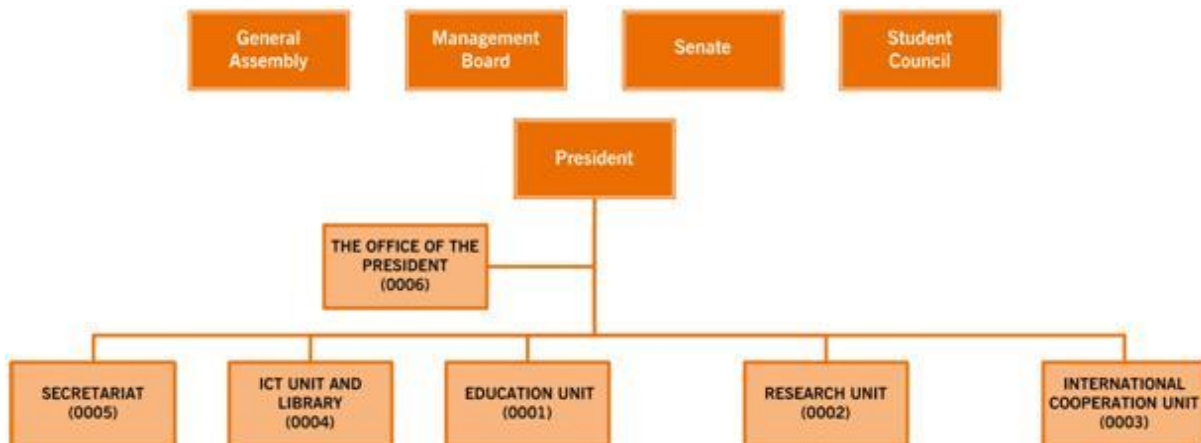
In 2013 the EMUNI Development Strategy was developed, which was adopted at the 25th correspondence session of the EMUNI Management Board, held between 21 and 25 February 2014.

2.2 Organisation

2.2.1 Organisation Structure

Organisational structure of the EMUNI University is presented below:

Image 1: Organisational structure



University bodies

The EMUNI University is an international association of universities. The EMUNI University has the following bodies:

- General Assembly,
- Management Board,
- Senate,
- President of the University,
- Vice President for Study Affairs,
- Vice President for Administrative and Financial Affairs,
- Student Council.

General Assembly – The General Assembly of the EMUNI University is usually convened once a year to discuss the general policies and guidelines for the operation of the university.

The General Assembly took place on 11 February 2015 in Portorož, Slovenia.

The Management Board is a University management body. The Management Board of the University is composed of 13 members, currently it is constituted with 10 members. The members of the Management Board were appointed at the General Assembly on 23 February 2013 (Piran, Slovenia).

Members:

1. Giuseppe Giliberti, Italy, (Chairman¹),
2. Chris Soler, Malta,
3. Dragan Marušič, Slovenia,
4. Ilan Chet, Spain,
5. Inga Dailidienė, Lithuania,
6. Mohammed Shabat, State of Palestine,
7. Oto Luthar, Slovenia,
8. Michèle Gendreau-Massaloux², France,
9. Hassan Nadir Kheirallah, Egypt (Chairman),
10. Denis Čurčič³, Slovenia.

From 17 May 2014 Giuseppe Giliberti is the Chairman of the Management Board, appointed for a 2-year term.

The Senate is composed of 16 higher education teachers and 4 student members, 20 in total. The Senate members of the EMUNI University were appointed on 21 May 2015.

1. Abdelhamid El-Zoheiry, Egypt (predsednik),
2. Karim Moustaghfir, Marroco,
3. João Casqueira Cardoso, Portugal,
4. Joseph Shevel, Israel,

¹ Appointed on 17. 5. 2014

² Appointed on 17. 5. 2014

³ Denis Čurčič je bil kot predstavnik zaposlenih na univerzi imenovan na 29. seji Upravnega odbora 12. februarja 2015.

5. Labib M. M. Arafah, Palestine,
6. Jacek Ireneusz Witkoś, Poland,
7. Jilani Lamloumi, Tunisia,
8. José Pedro Orihuela Calatayud, Spain,
9. Giuseppe Cataldi, Italy,
10. Galya Todorova Gercheva-Nestorova, Bulgaria,
11. Dušan Lesjak, Slovenia,
12. Nehale Farid Mostapha, Lebanon,
13. Mustafa Aydin, Turkey,
14. Hassan Nadir Kheirallah, Egypt,
15. Inga Dailidienė, Lithuania,
16. Michèle Gendreau-Massaloux, France,
17. Mohja Loussif, Tunisia, (študentka),
18. Mohamed Bouagina, Tunisia, (študent),
19. Hassan Al-Zaza, Syria, (študent),
20. Charif Boualem, Algeria, (študent).

President: Prof. Dr. Abdelhamid El-Zoheiry was appointed at the 24th session of the EMUNI Management Board on 12 December 2013 in Rome with the term of office of 5 years as of 1 February 2014. The president is the management and expert body of the University and its legal representative.

Overview of the responsible persons and periods:

- Joseph Mifsud (President): 26 November 2008 – 31 August 2012
- Laris Gaiser (Acting President): 1 September 2012 – 31 March 2013
- Prof. Dr. Dušan Lesjak (Acting President): 1 April 2013 – 31 January 2014

2.2.1.1 Sessions of the University bodies in the years 2014 and 2015

Year 2014:

Senate:

- 20 – 24 February 2014, correspondence session
- 12 – 15 May 2014, correspondence session
- 18 – 23 September 2014, correspondence session

Management Board:

- 21 – 25 February 2014, correspondence session

- 17 May 2014, Portorož, Slovenia
- 27 – 29 November 2014, correspondence session

Year 2015:

Senate:

- 11 February 2015, Portorož, Slovenija
- 14 – 18 Septemeb 2015, correspondence session

Upravni odbor:

- 12 February 2015, Portorož, Slovenia
- 19 - 23 March 2015, correspondence session
- 26 – 30 November 2015, correspondence session

3. Personnel

On 31 December 2015, 4.6 persons were employed at EMUNI University. Some of the professional and administrative work is carried out by external contractors as needed (legal advice, proofreading, revision, maintenance of websites and applications, consultancy in the field of higher education, legal representation in disputes). The data on the employees in 2015 is listed in the table below.

Table 2: Employees of the EMUNI University in the year 2015

Delovno mesto	1. 4. 2013	31. 12. 2013	30.11. 2014	31. 12. 2015
Acting President of the EMUNI University	0,2	0,2	0	0
President of the University	0	0	1	1
Vice President for Administrative and Financial Affairs	1	0	0	0
Zunanji sodelavec - svetovalec predsednika	0	0	2	0
Head of President's Office	0	0	0	0
Secretary to University management	0,5	0,5	1	0,6
Administrative assistant for International Cooperation and Projects	1	1	1	1
Administrative assistant for education	1	1,5	1	1
Administrative assistant for ICT	1	1	1	1
Head of Unit for Operations, Finance and Accounting Sector	1	1	0	0
Administrative assistant for Operations, Finance and Accounting Sector	0	0	0	0
Head of Sector for General, Legal and HRM Matters	1	1	0	0
External contract employee in education	0	0	1	0
Zunanji sodelavec za finančne zadeve	0	0	1	0
Zunanja sodelavka za prevajalske storitve in odnose z javnostmi	0	0	1	0

Zunanja sodelavka za mednarodno sodelovanje	0	0	1	0
Zunanji sodelavec za pravne zadeve	0	0	1	0
Skupno	6.7	6.2	12 ⁴	4.6

4. Study programmes and other educational activities

In the academic year 2015/ 2015, EMUNI University started with the implementation of the master study programme Intercultural Business Communication.

The following study programmes have been notified with the Slovenian Quality Assurance Agency for Higher Education (SQAA):

- Security studies (3-year Doctoral study programme, 3rd Bologna Cycle),
- Intercultural Business Communication (2-year Master Study programme, 2nd Bologna Cycle),
- Environmental Analysis and Management (2-year Master Study Programme, 2nd cycle).

The following EMUNI University study programmes are in the process of accreditation with the SQAA:

- Euro-Mediterranean and Intercultural Studies (2-year Master Study programme, 2nd Bologna Cycle),
- Euro-Mediterranean Studies (professional upgrading study programme).

4.1 Master study programme

In February 2015, we started with the implementation of the master study programme Intercultural Business Communication. Six students were enrolled. The first part of the face-to-face lectures took place between 10 April and 8 May. The following courses were conducted: Cultural Anthropology, Intercultural Laboratories, Academic Writing and Basics of Research, and International Business Communication. After the end of the face-to-face classes, the students had to submit assignments in the e-learning environment.

For the academic year 2015/ 2016, the e-classroom activities started in November. The next face-to-face classes will take place in February and March 2016.

After the end of the F2F classes in May 2015, the students filled out an evaluation questionnaire regarding their satisfaction with the general organization and information availability in the time from their application to the master to the start of the lectures, and regarding the conduction of the F2F lectures. The results were generally very positive. The data gained will serve as the basis and direction in the planning and conduction of the master programme in the future.

The results of the questionnaire are described in more detail in Annex 4.

⁴ External contract employees do not work full-time.

4.2 Professional upgrading study programme, EMUNI Summer Schools and doctoral research seminars

The professional upgrading study programme, EMUNI summer schools and doctoral research seminars were not implemented in 2015.

4.3 Assessment of current situation and guidelines

EMUNI university will continue with the conduction of the master study programme and re-implement the summer schools and doctoral research seminars. It will continue to endeavour to improve the quality of the education process. In the coming years, EMUNI will try to increase the number of study programmes and thus contribute to the academic improvements and international knowledge exchange.

4.5 ERASMUS mobility programmes

Since 2009 the EMUNI University has been a signatory of the ERASMUS University Charter and since then it has been participating in mobility programmes for students and employees.

In 2015, two students from the Pan-European University in Bratislava (Slovakia) attended the Erasmus placement.

Study and staff mobility is also planned in the future.

4.6 Assessment of current situation and guidelines

The EMUNI University will continue to implement mobility programmes and seek to increase its number, as due to the international character and orientation of the University, international activities of the University in the academic exchange and cooperation are of utmost importance.

5 Research activities and dissemination

The EMUNI University carries out research activities through the implementation of international scientific research projects. It regularly responds to calls for research projects and other calls. Dissemination of results is organized through international conferences, IJEMS journal and notifications through EMUNI scientific-research network.

5.1 Scientific Research Projects

In 2015, EMUNI University participated in several international projects.

Table 6: List of EMUNI research projects in 2015

Year	Slovenian project	International project
2015	/	11

Granted projects (in the period from September 2014-September 2015)

1. Middle East Research and Innovation Dialogue (MERID): It seeks to boost existing collaboration frameworks between the EU and Middle East countries while creating new channels and forging new links, especially with countries that are newcomers to EU cooperation in Research and Innovation.

MERID's ultimate goal is to employ Research and Innovation as channels for intercultural dialogue, understanding and reconciliation.

2. EMNES (Euro-Mediterranean Network for Economic Studies): EMNES project has been carefully designed to contribute to the general objective of reinforcing dialogue and promoting socio-economic research and studies in priority themes of the Euro-Mediterranean Partnership, particularly focusing on employment creation and social inclusion, especially among the youth.

3. Jean Monnet Module: focus on the Southern dimension of ENP and cover both internal and external aspects of the EU integration process while debating the role of the EU in a globalized world. Throughout its courses, EMS will aim at offering insight into European affairs for students, which would usually not be exposed to the topic, including students from Southern Mediterranean. Three summer schools (along with other activities) will be implemented, one in 2016, one in 2017 and one in 2018.

4. ERC = Science²: to set up sustainable communications channels addressing key target groups (students and young researchers, media, investors, policy-makers, public at large) to form a unique distribution network the ERC can rely on for future communications campaigns.

5. EL-CSID (European Leadership in Cultural, Science and Innovation Diplomacy): The over-arching objectives of this proposed project are threefold: 1) to detail and analyse the manner in which the EU operates in the domains of cultural and science diplomacy in the current era; comparing its bilateral and multilateral cultural and science ties between states, regions, and public and private international organisations; 2) to examine the degree to which cultural and science diplomacy can enhance the interests of the EU in the contemporary world order and 3) to identify a series of mechanisms/platforms to raise awareness among relevant stakeholders of the importance of science and culture as vehicles for enhancing the EU's external relations.

6. EDULINK II

The purpose of the project, applied in the frame of the financial mechanism ACP-EU Cooperation, is to strengthen cooperation of the Universities from Africa and Europe and the establishment of the University network of sub-Saharan Africa with the help and transfer of good practice from the EU countries. The theme that connects the project partners and other affiliated institutions, is research of agricultural policy and study of food supply security.

7. European citizens for European foreign policy

The purposes of the project are to discuss the EU foreign policy, to study the formation of foreign policy, national interests, regional integration, the European Neighbourhood Policy and the seeking rights of the citizens and States arising from this policy.

EMUNI also continued with the implementation of the following projects.

8. HANDS-ON Project

In 2013 the EMUNI University continued with the implementation of the HANDS-ON project, which will result in the better integration of information-communication technology (ICT) and its tools by educating and learning with the development of »learning-by-doing« environment.

9. Migration III Project

EMUNI is a partner in the project EuroMed Migration III, the aim of which is to discuss the complexity of European and Mediterranean migration policies. In 2015 EMUNI as a partner organization implemented dissemination activities.

EMUNI as applicant in granted but non-funded projects

1. ESOF (Euro-Science Open Forum)

The aim of this interactive round table is to present science diplomacy in practice, to support it with best practices and success stories from around the world and engage new generations to dedicate their professional careers to science. We also intend to raise awareness about science diplomacy as a tool for intercultural dialogue and political reconciliation.

2. Pakistan project (*Poverty Reduction through Rural Development in Balochistan, Khyber Pakhtunkhwa, Federally Administered Tribal Areas and Neighboring Areas*)

The aim of the project is to improve the capacity building of Pakistani civil society organizations, exchange good practices and bring people in Italy for training activities (in the field of rural development, higher education and civil society).

5.2 Conferences

The EMUNI annual conference took place in February 2015.

Detailed information on the projects and conferences is also available at the following links:

<http://www.emuni.si/si/strani/475/Konference.html>

<http://www.emuni.si/en/projects>

5.3 Research group

EMUNI University was entered in the register of research organizations (under number 3353) at the Slovenian Research Agency. The purpose of the establishment of the group is preparation of research and analyses in the area of topics related to the Euro-Mediterranean.

5.4 Assessment of current situation and guidelines

EMUNI University plans to continue with the submission of new projects and participation in partner projects. The organization of the annual conference, as well as other conferences, is also planned. As the research group was registered with the Slovenian Research Agency, research activities will work hand-in-hand with the conduction of the study programmes since the students will be able to participate in the research work.

6 EMUNI University publications

6.1 Scientific journal IJEMS

Since 2008, the EMUNI University is issuing a journal International Journal of Euro-Mediterranean Studies (IJEMS). In 2015, two issues of the journal were published.

The IJEMS Journal is important for EMUNI, because it enables publishing of scientific-research accomplishments of teachers and researchers, who are cooperating with EMUNI, as well as of EMUNI students, who get the opportunity to publish their research projects and master papers. Thus, the

journal serves as an appropriate textbook for the courses of study programmes and professional upgrading study programmes, implemented by EMUNI.

6.3 E-Newsletter

EMUNI Newsletter, which contains information on the activities of the University, is sent monthly to 9,000 e-mail addresses.

6.4 Promotional flyers

In 2015, EMUNI University issued two promotional flyers, one for the master study programme Intercultural Business Communication, and the second for the MERID project.

6.5 Assessment of current situation and guidelines

The EMUNI University will continue to issue the magazine IJEMS also in the future and strive to involve even more prominent international experts in the area of the Mediterranean and wider area. It will also continue with the preparation and mailing of the newsletter on a regular basis.

7 Integration in the environment

The mission and operation of EMUNI University and its international character is reflected in both the local and regional environment and contributes towards its strengthening and development. EMUNI is establishing cooperation activities with the environment in various ways. These include organization of conferences, round tables, lifelong learning and publishing activities. In this way it is increasing its visibility, both in Slovenia, Europe and the wider surroundings.

The EMUNI University integrates with the international environment also through its participation in meetings and conferences in Slovenia and abroad. The integration also includes its broad network of 122 members, which involves research and higher education institutions from 30 countries (a full list of members and partner organizations is in Annex 5).

In February 2015, EMUNI organized its annual conference at the start of the MERID project on the topic of new perspectives of the Euro-Mediterranean cooperation with the emphasis on the role of science diplomacy. It was attended by more than 160 participants from more than 30 countries from Europe, South Mediterranean and Middle East.

EMUNI University is also important for the operation of the Union for the Mediterranean, which was established in 2008 as part of the Barcelona Process. The purpose of the Union for the Mediterranean is to strengthen economic, political and social ties between the northern and southern parts of the Mediterranean. One of the six priorities of the Union, determining how to realize its mission, was the establishment of the Euro-Mediterranean University (EMUNI), which represents the educational-research link of the Euro-Mediterranean region. In pursuit of its mission and strategy, the EMUNI University follows the goals and guidelines of the Union for the Mediterranean. With a purpose of a better communication, connectivity and quicker flow of information, the EMUNI University Management Board also includes one Representative of the Union for the Mediterranean.

7.1 Agreements and partnerships

EMUNI network members and agreements

EMUNI University has 121 members from 33 countries and over 30 other forms of agreements with higher education and research organizations from the Euro-Mediterranean region.

Through national and international projects, EMUNI connects with other partner institutions, thus aiming to reach its goals.

The complete list of EMUNI members is attached (Annex II).

7.2 AIMES

The Centre for Arab, Islamic and Middle Eastern Studies (AIMES) was established with the mission of exploiting science and cultural cooperation in order to build trust and achieve intercultural understanding among European and Arab/Muslim countries. The fields of activities of AIMES include education, research, capacity building, platform for dialogue and communication. AIMES is hosted at the Castle of Jable near Ljubljana.

The official opening of AIMES took place on 16th June 2015 and attracted a number of high level participants including Ambassadors of Hungary, Spain and Ireland, Honorary Consul of Jordan, representatives of the Consulate of Turkey and the Embassy of Iran in Ljubljana. Present were also Directors of the French, British and German cultural institutes in Ljubljana and a number of Academics and senior officials from Slovenian institutions as well as politicians. The opening speeches were delivered by HE Bogdan Benko, State Secretary at the Ministry of Foreign Affairs of Slovenia, HE Heba Sidhom, Ambassador of Egypt to Slovenia, and HE George Saliba, Special Representative of the Secretariat of the Union for the Mediterranean.

7.2 Integration in local and national environment

In February 2015, EMUNI organized its annual conference in Portorož, attended by over 160 participants from Europe, South Mediterranean and Middle East.

7.2.1 ERASMUS mobility - Erasmus Partnership Agreements

In the context of education, the EMUNI University is connected with the environment through the implementation of professional upgrading study programmes, involving mostly foreign students, as well as the implementation of ERASMUS mobility.

Currently, the EMUNI University has 20 bilateral agreements with 20 institutions.

In 2015, EMUNI University was granted a higher education mobility project (KA1) that will strengthen our cooperation with the institutions from the South Mediterranean.

7.3.2 Jean Monnet

Jean Monnet Module

In 2015, EMUNI was granted funding of the Intensive Programme project under the title of 'Euro-Mediterranean Studies', in the framework of which a professional upgrading study programme will be organized.

7.3 Assessment of current situation and guidelines

EMUNI University will continue to be a part of the international research area and part of the Slovenian and broader, Euro-Mediterranean environment. It will continue with the conduction of the master study programmes wherein the participation of foreign students will have a positive influence on the immediate environment. By optimizing its network, EMUNI tries to achieve closer and more active cooperation among academic and other institutions in the Euro-Mediterranean and broader area, thus contributing to the promotion, expansion and improvement of educational activities. AIMES Centre will contribute towards intercultural dialogue and connections.

EMUNI will also continue with the organization of the annual conference and EMUNI Friendship Days. It will also again organize the ReSouk conference.

8 Quality

At the 21st Senate session in September 2015, the newly-formed Quality Assurance Commission was established, replacing the former Commission due to the change of the Senate members, from which the Commission is mostly composed. The new version of the Quality Manual was adopted in September 2014. In line with the Manual, the main activities at the University are regularly monitored. This is done by discussion, questionnaires and constant communication among the management, employees, students, and other stakeholders.

8.1 Quality Assurance

In identifying and assuring quality, the EMUNI University complies with the Higher Education Act (Official Gazette of RS, no. 32/2012-UPB7, and amendments), Criteria for accreditation and external evaluation of higher education institutions and study programmes (Official Gazette of RS, no. 95 / 2010 17/2011, 51/2012, 6/2013), Standards and Guidelines for Quality Assurance in the European Higher Education Area (European Association for Quality Assurance in Higher Education, Helsinki, 2005) and the Resolution on the National Programme of Higher Education 2011-2020 (ReNPVS11-20) (Official Gazette of RS, no. 41/2011).

The new version of the Quality Manual was adopted in September 2014.

Areas of assessment⁵ are as follows:

- integration with the environment;
- functioning of the higher education institution;
- personnel;
- students;
- the material conditions (facilities, equipment, library-information activity and financing);
- quality assurance, innovation and development orientation;
- study programmes are assessed also on the basis of the organization and implementation of education.

The new Quality Assurance Commission was established at the 21st session of the Senate.

8.2 Analysis of the questionnaire for students in the master study programme Intercultural Business Communication

The questionnaire enables students to provide their opinion on the study programme, both its content and organizational and logistical aspects. Obtaining data on the students' opinion is an integral part of

⁵ Article 24 of the Criteria for accreditation and external evaluation of higher education institutions and study programmes (OG RS, No. 95/2010)

the quality assurance system at EMUNI University. The questionnaire results are taken into account in the (self)evaluation of the functioning of the EMUNI University and in the planning of further activities.

A more detailed analysis of the data and findings are set out in Annex 4.

8.3. Assessment of current situation and guidelines

Quality assurance surveys, carried out in the conduction of the master study programme and other activities, will continue to be conducted by EMUNI University also in the future, as the results of surveys help improve the quality of educational programmes. This ensures constant improvement of the study programmes and the satisfaction of all parties involved in the educational process. The Quality Assurance Commission performs its work in line with its duties and tasks.

9 Material conditions

9.1 Premises and equipment

The seat of EMUNI University is in Portorož. Until 1 December 2015, the University premises were in the Student Dormitory Portorož, obtained as an international organization in the academic year 2008/2009. The Contract on the use of these premises has never been terminated, and activities continued in an uninterrupted way, which pursuant to paragraph 1 of Article 615 of the Code of Obligations resulted in the conclusion of a new contract for an indefinite period with the same conditions as are set in the contract.

Since 1 December 2015, EMUNI is located in the building of the Faculty of Tourism Studies – Turistica of the University of Primorska. Apart from offices, a classroom is available for use, according to needs.

For the purposes of the study programme Euro-Mediterranean and intercultural studies, the implementation of which is scheduled for the academic year 2014/2015, the EMUNI University acquired statements on the use of library services for students of the programme, i.e. from the University Library of the University of Primorska and the Central Library Srečko Vilhar Koper.

In 2013, EMUNI began with an intensive collection of library materials and arrangements for the reference library and continued with that in 2014 and 2015. Around 1000 library units have been acquired so far. The works are in Arabic, English, French, Spanish, Italian and Slovenian.

We also gained access to the following databases:

- [Central and Eastern European Online Library](#)
- [Directory of Open Access Journals](#)
- [EBSCO Host](#)
- [EconPapers](#)
- [EconBiz](#)
- [Education Resources Information Center](#)
- [E-journals](#)
- [Genamics JournalSeek](#)
- [Google Scholar](#)
- [Index Islamicus](#)
- [JournalFinder](#)
- [NewJour](#)
- [Open J-Gate](#)
- [ProQuest](#)
- [RefSeek](#)

- [Research Bible](#)
- [ScienceDirect](#)

The links are available at the EMUNI University webpage at the following link: <http://www.emuni.si/education/databases>.

At the same time the EMUNI University, in accordance with the commitment of the Minister of Education, Culture and Sport, is negotiating the move of at least part of the study process and management to a location that will allow further improvement of more study programmes and will be renovated with an intent to implement such activities. This site will also provide a more extensive space for a library.

10 Financing

In 2015, the revenue of the EMUNI University will amount to 616,345.00 EUR, of which 575,031.00 EUR revenue stems from public finances, 0.00 EUR of revenue from sales of goods and services on the market and 41,314.00 EUR from other sources. Of this, 93.3 % of revenue stems from the public service, i.e. 32.45 % from the Ministry of Education, Science and Sport (MESS), 60.85 % of remaining revenue from EU budget and 6.70 % from other sources. The share of funds from the sale of goods and services on the market is 0.00%. Expenditure in 2015 shall amount to 616.345,00 EUR.

Table 8: Revenue sources in EUR

Revenue (in EUR)		Revenue from Public Finance revenues			Other sources	Market	Total
Academic year	year	MESS	Other funds from the EU budget	Other Revenue from Public Finance revenues			
2014/2015	2015	200.000,00	375.031,00	0,00	41.314,00	0,00	616.345,00

The funds are annually allocated to specific activities in accordance with the annual work programme of the EMUNI University and in accordance with the financial plan depending on the individual source of financing. The EMUNI University submits monthly reports on the use of funds for specific activities and cost categories as well as the activities performed to MESS. The monthly realization and activities must be consistent with the adopted work program. Any deviation from the plan must be justified.

The efficiency and effectiveness of resources spent is measured in also by intermediate and final reports prepared for other sources of funding (European Commission, CMEPIUS, etc.).

10.1 Assessment of current situation and guidelines

EMUNI moved its premises at the end of 2015. The students have access to the University Library of the University of Primorska and Srečko Vilhar Library in Koper. The study process will continue to run in an uninterrupted way also in the future. EMUNI will continue to apply for projects and external sources of financing.

Annexes

Annex 1: Analysis of the Student Questionnaire

Annex 2: Partner Institutions

Annex 1

Evaluation Questionnaire

EMUNI University

Academic year 2015/ 2016

Period of evaluation: 14 February – 25 March 2016

1 Introduction

In March 2016, the evaluation of the face-to-face lectures in the master study programme was conducted. This was the first of the two parts of the evaluation; the second part will be conducted at the end of the e-classroom activities for the courses in September 2016.

The data received in the evaluation serve as the basis and guidelines in the planning and conduction of classes at EMUNI University, both in the e-environment and face-to-face. As the evaluation takes place at the end of the classes, the results and are taken into consideration in the planning of the next implementation of the course.

The report is examined and discussed by the President of EMUNI and coordinator of the master programme. The lecturers receive the evaluations for their course and the evaluation for the general organization. The report includes the complete results of the questionnaires and key explanations.

2 Self-Evaluation process – questionnaires for students

The evaluation took place at the end of the face-to-face period of classes which were held between 15 February and 25 March 2016. The following courses were evaluated:

- English Language I
- French Language I
- Intercultural Relations of French-Speaking Countries
- Intercultural Relations of English-Speaking Countries, and
- Intercultural Laboratories.

The students also evaluated

- the general aspects and organization of the classes and the period from their application to the programme onwards.

The six students filled out the paper questionnaires, which were handed out in the final week of the classes between 21 and 25 March. All the students filled out and submitted their questionnaires.

The evaluation scale was the following: 5 very satisfied, 4 satisfied, 3 moderately satisfied, 2 dissatisfied, 1 very dissatisfied.

Table 1: Responsiveness of students

Course/ area	No of students	No of submitted questionnaires
English Language I	6	6
French Language I	6	6
Intercultural Relations of French-Speaking Countries	6	4
Intercultural Relations of English-Speaking Countries	6	6
Intercultural Laboratories	4	4
General & organization	6	6

3 Questionnaire Analysis

Presented below are the main outcomes and conclusions of the evaluation. For the questions where the students gave their answers on a scale from 1 to 5 (5 being very satisfied, 4 satisfied, 3 moderately satisfied, 2 dissatisfied and 1 very dissatisfied), the average grade is stated. Where the students chose from options already provided, the answer that was chosen most frequently is stated.

3.1. General and organization

In the questionnaire on the general aspects and organization of the master/ courses the students' evaluation of availability of information, logistics details, support of the university staff, technical aspects of classes etc. are presented.

Table 3: General aspects and organization: 14 February – 25 March 2016

14 February- 25 March 2016	N	μ	σ
distribution of lectures (timetable)	6	2,5	1,0
logistical and organizational assistance and information during the courses	6	4,2	0,8
technical assistance and information during the courses	6	4,3	0,8
learning environment	6	4,7	0,5
technical equipment of the classroom	6	4,8	0,4
organization and functioning of the e- classroom	6	3,5	1,0
organization of field trips	6	4,7	0,5
facilities at university	6	4,2	1,3
accommodation	6	2,8	1,2
food (News Cafe)	6	3,3	0,8
atmosphere in class	6	4,3	0,8
free time activity possibilities in Portoroz, Koper etc.	6	1,8	0,8
support of EMUNI staff all throughout the process	6	4,8	0,4
AVERAGE	6	3,8	0,8

The general aspects and overall organization of the F2F classes period received a general mark of 3,8. The free time activity possibilities in Portorož, Koper etc. received the lowest mark of 1,8. The support of EMUNI staff all throughout the process received the highest grade of 4,8. The questionnaire also included three descriptive questions, wherein the replies were as stated below.

3.1.1 Do you have any suggestions regarding the organization of the F2F classes?

- I suggest the F2F classes should be longer because of the interaction between students and professors.
- 7 hours with the same teacher is wrong!
- giving enough time to communicate with people (Slovenia)

3.1.2 Do you have any suggestions regarding the overall organization of the master?

- great programme overall; we need to focus more on economical and business subjects and less on languages
- having more time for the F2F study (3 months)
- making a concrete project and discuss then in this meeting in different languages

3.2 Evaluation of teachers and courses – summary

Assessed Item	μ
The quality of the course content	4,1
The proffesor's overall teaching	4,5
Set out and met clear objectives announced for the course	4,2
Displayed through knowledge of course material	4,2
Explained concepts clearly	4,2
Distinguished between more important and less important topics	4,1
Emphasized conceptual understanding and/or critical thinking	4,2
Related course topics to one another	3,8
Demonstrated concerns about whether students were learning	4,1
Inspired and motivated student interest in the course content	4,3
Was available for consultation outside of class	4,6
Selected course content that was valuable and worth learning	3,9
Explained clearly how students would be evaluated	4,2
AVERAGE	4,2

The teachers received a very positive overall grade with an average of 4,2.

The aspects evaluated with highest marks were the following:

- Inspiring and motivating student interest in the course content
- The professors' overall teaching
- Availability of professors for consultations outside class,
- Field visits.

The main suggestions regarding improvements were as follows:

- More business topics
- French language knowledge – classes too demanding for current class level,
- Fewer hours per day with the same professor
- More readings.

Annex 2

n°	Institution	Country
1	Mediterranean University of Albania	Albania
2	Albanian Diplomatic Academy	Albania
3	Diplomatic School of the Ministry of Foreign Affairs of Armenia	Armenia
4	University of Banja Luka	Bosnia and Herzegovina
5	Sofia University St. Kliment Ohridski	Bulgaria
6	Varna Free University	Bulgaria
7	University of Zadar	Croatia
8	Inter University Centre Dubrovnik	Croatia
9	Cyprus University of Technology	Cyprus
10	European University Cyprus	Cyprus
11	University of Cyprus	Cyprus
12	Alexandria University	Egypt
13	Heliopolis University	Egypt
14	Pharos University in Alexandria	Egypt
15	Senghor Univeristy	Egypt
16	Euro-Arabic Educational Network Zenith	France
17	RMEI (Réseau Méditerranéen des Ecoles d'Ingénieurs)	France
18	University of Avignon	France
19	University of Nice Sophia Antipolis	France
20	Université Montpellier I	France
21	University Jean Monnet, Saint-Etienne	France
22	Lille 2 University of Health and Law	France
23	Aristotle University of Thessaloniki	Greece
24	University of Kavala, Institute of Technology	Greece
25	University of the Aegean	Greece
26	Network of the Mediterranean Universities for Sustainable Development focusing on Education for Sustainable Development	Greece
27	Corvinus University of Budapest	Hungary

28	Eötvös Loránd University	Hungary
29	University of Pécs	Hungary
30	University of Szeged	Hungary
31	European Forum at the Hebrew University of Jerusalem	Israel
32	Galilee International Management Institute	Israel
33	University of Haifa	Israel
34	Western Galilee College	Israel
35	Zefat Academic College	Israel
36	Tel-Aviv Academic college of Engeneering	Israel
37	Transition Studies World Research Network (CEEUN)	Italy
38	Community of Mediterranean Universities (CMU)	Italy
39	Interdepartmental Centre on Human Rights and the Rights of Peoples (University of Padua)	Italy
40	International Telematic University UNINETTUNO	Italy
41	IULM University of Milan	Italy
42	SISSA - International School for Advanced Studies	Italy
43	University for foreigners of Perugia	Italy
44	University of Catania	Italy
45	University of Foggia	Italy
46	University of Palermo	Italy
47	University of Pavia	Italy
48	University of Udine	Italy
49	University of Urbino "Carlo Bo"	Italy
50	University of Macerata	Italy
51	Roma Tre University	Italy
52	Accademia Eraclitea	Italy
53	St. John International University	Italy
54	University Pegasso	Italy
55	University of Siena	Italy
56	Al al-Bayt University	Jordan

57	Hashemite University	Jordan
58	Philadelphia University	Jordan
59	Princess Sumaya University for Technology	Jordan
60	University of Jordan	Jordan
61	Universum University College	Kosovo
62	Beirut Arab University	Lebanon
63	Modern University for Business & Science (M.U.B.S.)	Lebanon
64	Saint Joseph University	Lebanon
65	Klaipėda University	Lithuania
66	Mykolas Romeris University	Lithuania
67	First Private University FON	Macedonia
68	Institute of International Law and International Relations at the Faculty of Law "Iustinianus Primus" - Skopje	Macedonia
69	South East European University	Macedonia
70	SEDEIC Consortium	Malta
71	University Mediterranean Podgorica	Montenegro
72	Al Akhawayn University in Ifrane	Morocco
73	Mohammed V University	Morocco
74	Agir ensemble (acting together)	Morocco
75	Al-Quds University	Palestine
76	Birzeit University	Palestine
77	Islamic University of Gaza	Palestine
78	University of Palestine	Palestine
79	Al-Azhar University	Palestine
80	Adam Mickiewicz University	Poland
81	College of Enterprise and Administration	Poland
82	Jagiellonian University	Poland
83	Jagiellonian University in Krakow - Institute of the Middle East and Far East Studies	Poland
84	ISCTE - Lisbon University Institute	Portugal
85	University Fernando Pessoa	Portugal

86	University of Lisbon	Portugal
87	University of the Algarve	Portugal
88	Dimitrie Cantemir Christian University	Romania
89	University of Agricultural Sciences and Veterinary Medicine	Romania
90	Faculty of Economics and Engineering Management	Serbia
91	Business Academy University	Serbia
92	University of Prešov	Slovakia
93	Pan-European University	Slovakia
94	Faculty of Health Care	Slovenia
95	Graduate School of Government and European Studies (GSG)	Slovenia
96	International School for Social and Business Studies	Slovenia
97	School of Advanced Social Studies in Nova Gorica	Slovenia
98	Scientific Research Centre - SASA	Slovenia
99	University of Maribor	Slovenia
100	University of Primorska	Slovenia
101	Alma Mater Europaea - Evropski Center, Maribor	Slovenia
102	The Mediterranean Network of Student Representatives	Malta
103	Compostela Group of Universities	Spain
104	European Institute of the Mediterranean	Spain
105	Open University of Catalonia	Spain
106	Universitat Autònoma de Barcelona	Spain
107	University of Girona	Spain
108	University of Murcia	Spain
109	Universidad de Granada	Spain

11 0	Geneva School of Diplomacy and International Relations	Switzerland
11 1	ISSEA - Politecnico di studi aziendali, Universita' privata a distanza	Switzerland
11 2	Ventura Research Institute	Switzerland
11 3	Tishreen University (Academic Unit for Scientific Researches)	Syria
11 4	University of Sousse	Tunisia
11 5	University of Tunis	Tunisia
11 6	Virtual University of Tunis	Tunisia
11 7	EURASHE - European Association of Institutions in Higher Education	Belgium
11 8	Hacettepe University	Turkey
11 9	Middle East Technical University	Turkey
12 0	Kadir Has University	Turkey
12 1	Aydin Istanbul University	Turkey