



UBT

Faculty of Modern Music, Digital Production and Management

ANNUAL MONITORING OF ACTION PLAN FOR QUALITY IMPROVEMENT

2024-2025

September, 2024



Based upon the Annual Quality Report for 2023-2024, the Quality Improvement Plan for the academic year 2024-2025 was drafted, proposing actions, timelines and precise parameters for performance measurement. The monitoring of whether the annual actions were completed as foreseen is presented below:

AREAS OF IMPROVEMENT	NECESSARY ANNUAL ACTIONS	TIMEFRAME	RESPONSIBLE ACTORS	PERFORMANCE METRIC	COMPLETION OF ACTIVITY
Constructive alignment of course learning outcomes with teaching activity and student assessment	<ul style="list-style-type: none"> - Organize training sessions for professors; - Invite guest speakers from the music industry; - Enhance collaboration with industry partners; - Review syllabi to align outcomes 	October 2024, to be prepared for the winter semester 2024-25	Faculty of Modern Music staff in collaboration with industry experts	Updated syllabi that align course learning outcomes with teaching and assessments before the start of the winter semester 2024-25	Update and implement syllabus changes for the Faculty of Modern Music by Oct. 2024
Guidelines for students and teachers of Music Production and Management	<ul style="list-style-type: none"> - Update guidelines and policies for students and professors; - Train students and staff on using updated guidelines 	January 2025	Faculty management in cooperation with the QA sub-committee	Increased awareness and understanding of responsibilities through guidelines and training sessions	Guidelines uploaded online and accessible to all by January 2025; staff/student training conducted
Develop monitoring mechanisms	<ul style="list-style-type: none"> - Identify monitoring mechanisms and tools; - Select actors to engage in monitoring; 	January 2025	Faculty council in cooperation with the QA sub-committee	Periodic measurement and reporting of teaching and learning quality	Monitoring methods/tools identified and implemented by January 2025



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	- Draft reporting forms				
Increase Graduated Students' Level	- Develop periodic reporting procedures for thesis submission and deadlines; - Create an accessible scheme with updated data	April 2025	Sub-committee on diploma thesis and QA sub-committee	Increased adherence to thesis deadlines, and a rise in the number of students graduating on time	Reporting plan implemented; Number of graduates increased by April 2025
Engage students in academic research projects	- Draft a plan to involve students in research projects and academic processes	November 2024	Scientific sub-committee in collaboration with the QA sub-committee	Increase in student involvement in research projects, including the UBT-ICASP annual conference	Increased research publications and conference participation by Nov. 2024
Conduct semi-structured interviews to address drop-out and exam failure rates	- Draft interview templates; - Design methodology for evaluating interview results	November 2024	Scientific sub-committee in collaboration with the QA sub-committee	Reduction in drop-out rates and exam failure rates, monitored periodically	Interviews conducted; monitoring system implemented by Nov. 2024

Quality Assurance sub-committee – Faculty of Architecture and Spatial Planning:

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