



# State University of Tetova

## Project activity report and Recommendations

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# Governance and Management

SUT is an integrated university, where the University acts as the sole legal entity. This is part of the national reforms in compliance with the Bologna reforms. This element is a requirement for all public universities in Macedonia, to be found in the new Law on higher education ( Official gazette, 35/08 RM).

The university is managed by the following bodies:

1. University Senate
2. Rector
3. Rectorate Council, and
4. University Council (not established till now, but required by the Low).

The university finances are centralized and the university has only **one** bank account.

## University Senate

The University Senate is the highest management body in the university. It comprises of:

- 1.The representatives from each faculty (Professors, Associate professors ore Docents);
- 2.Two student representatives (10% of the total number of the members);
- 3.The University Rector is the president of the Senate (with the reforms that the New law on higher Education brought-81/2008, Official Gazette, Republic of Macedonia);
- 4.Vice-rectors and the secretary-general participate without the right to vote.

The mandate of the Senate members is 4 (four) years except the student members' is 2 (two) years.

The Dean and the vice-deans cannot be members of the Senate, thus ensuring another mechanism of a balanced decision making process.

## Rectorate council

Members of the Rectorate council are:

1. the Rector,
2. all the vice-rectors,
3. all the faculty deans,
4. the Head of the Student Parliament.

The secretary-general also takes part in the meeting without the right to vote. This body holds regular meetings at least once a month thus ensuring smooth and responsive educational process. The responsibilities and competences of this body are regulated by the University Statute. The Rector **heads** this council.

# Rectorate council

RECTOR

Vice Rector for  
academic affairs

Vice Rector for  
science and  
research

Vice Rector for  
international  
affaires

Vice Rector for  
finance and  
development

Secretary General

DEAN  
FACULTY OF ECONOMICS

DEAN  
FACULTY OF MEDICAL  
SCIENCES

The President of  
Student Parliament

DEAN  
FACULTY OF LAW

DEAN  
FACULTY OF FOOD  
TECHNOLOGY

DEAN  
FACULTY OF PHILOLOGY

DEAN  
FACULTY OF PHYSICAL  
EDUCATION

DEAN  
FACULTY OF APPLIED  
SCIENCES

DEAN  
FACULTY OF NATURAL  
SCIENCES

DEAN  
FACULTY OF FINE ARTS

DEAN  
FACULTY OF BUSINESS  
ADMINISTRATION

DEAN  
FACULTY OF PHILOSOPHY

## University structure

The university was accredited in February 2004, (official gazette of R.M. No. 8/2004, Republic of Macedonia) consisting of 4 (four) faculties and 2 (two) institutes and amended in 2008 (official gazette No. 81/2008, Republic of Macedonia), thus increasing the number of faculties to 11.

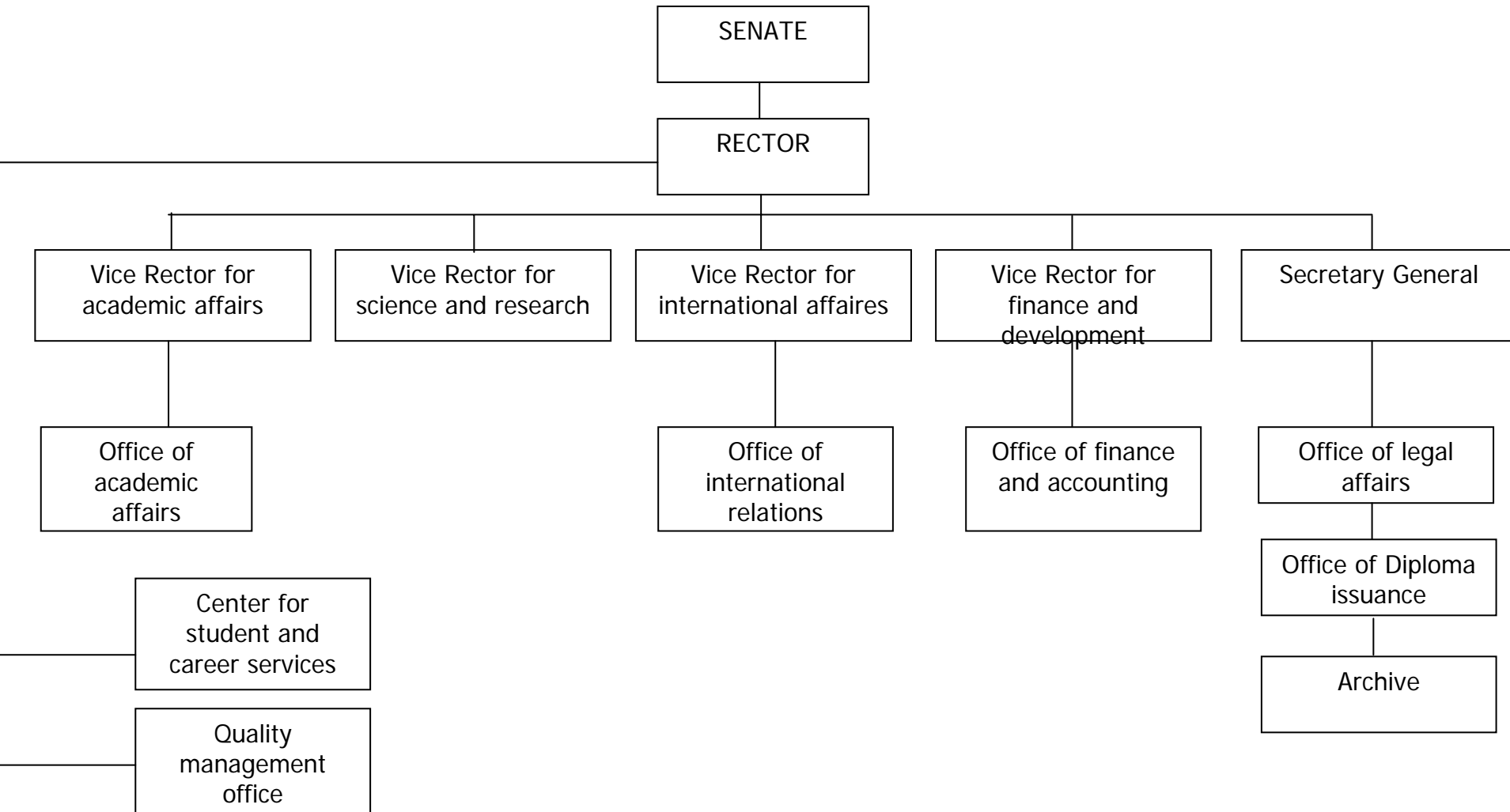
1. Math and Natural Sciences
2. Faculty of Law
3. Economic Faculty
4. Faculty of Medical Sciences
5. Faculty of Philosophy
6. Faculty of Arts
7. Philological Faculty
8. Faculty of Physical Culture
9. Faculty of Food Technology and Nurturing
10. Faculty of applied sciences
11. Faculty of Business Administration

## University structure

In the process of the decision making at the State University of Tetova, there are numerous units that help facilitate this process and hereby provide an inclusive element of all the layers of the university structure. We can highlight the following:

1. Office of legal affairs (reports directly to the secretary-general),
2. Office of financial affairs (reports directly to the vice-rector for finance),
3. Office of academic affairs (reports directly to the vice-rector for education),
4. Office of international relations (reports directly to the vice-rector for international affairs),
5. Center for student and career services (reports directly to the Rector),
6. Office of quality management (reports directly to the Rector), and
7. Office of the Registrar (reports directly to the secretary general)

# University structure





## Recommendations

1. Reviewing the vision and mission of the university,
2. Definition of the goals of the university
3. Strategic planning (SWOT analysis on regular basis),
4. Planning, execution and development of higher education activities,
5. Establishment and adjustment of internal organization policies,
6. Definition of the main processes and establishing appropriate procedures for their realization,
7. Establishment of public-private partnerships and other fundraising methods
8. Creation of new models for staff motivation (financial).
9. Developing a quality culture in the university
10. Training and education of administrative staff.
11. Creation of new units (Directorates) which can help and facilitate the process realization



**THANK YOU !**