

**WESTERN BALKANS UNIVERSITY**  
QUESTIONNAIRE FOR THE PROFESSIONAL DEVELOPMENT OF ACADEMIC AND  
ADMINISTRATIVE STAFF

This questionnaire is developed with members of the academic and administrative staff of Western Balkans University in the framework of planning needs for professional development. The questionnaire was designed by the "Internal Quality Assurance Unit" (IQUA). Its data will serve for the organization of the work plan for the training and professional development of WBU staff. Completing the questionnaire is anonymous.

Thank you for your time!

**PART I – GENERAL DATA**

**1. Type of your engagement**

Academic  
Academic Assistant  
Administrative  
Other

**2. In which of the following categories do you belong?**

Professor  
Lecturer  
Assistant lecturer  
Academic assistant of an administrative character  
Other

**3. In which of the WBU faculties/units are you engaged?**

Faculty of Dental Medicine  
Faculty of Technical Medical Sciences  
Faculty of Economics, Technology, and Innovation  
Part of the university administration

**4. What is the seniority of the work that you have done since the beginning of your career?**

Less than 3 years  
3 to 5 years  
6 to 10 years  
11 to 15 years  
Over 15 years

## PART II – TRAINING NEEDS ASSESSMENT

Please read the questions in this category carefully, and rate the importance of each one from 1 to 5. (1= minimum rating, 5 = maximum rating. Depending on the nature of the question, scale 1 = Strongly agree / Not at all necessary (etc.) and scale 5 – Strongly agree / Strongly necessary (etc.)

5. How necessary is a training on "**Internal and external institutional communication**" for you?

1      2      3      4      5

6. How necessary is a training on "**Writing, application and management of national and international WBU projects**" for you?

1      2      3      4      5

7. How necessary is a training on "**How to apply to mobility programs (Erasmus Plus, SUSI, Fulbright, etc.)**"?

1      2      3      4      5

8. How necessary is a training on "**Developing knowledge about the use of communication technologies**" for you?

1      2      3      4      5

9. How necessary for you is a training for "**developing knowledge on contemporary teaching methodologies**"?

1      2      3      4      5

10. How necessary is a training on "**advanced research methods**" for you?

1      2      3      4      5

11. How necessary is a training on "**preparation/updating the teaching curriculum of study programs**" for you?

1      2      3      4      5

12. How necessary is a training on "**double degree studies with other educational institutions abroad**" for you?

1      2      3      4      5

13. How necessary is a training on "**WBU performance evaluation and official accreditation processes at institutional level and study program**"?

1      2      3      4      5

14. How necessary is a training on "**methods of effective human resource management**" for you?

1      2      3      4      5

15. How necessary is a training on "**financial management**" for you?

1      2      3      4      5

16. How necessary is a training on "**the importance of effective group work organization**" for you?

1      2      3      4      5

17. How necessary is a training on the "**art of public communication**" for you?

1      2      3      4      5

18. How necessary is a training on "**contemporary methods of public relations and marketing communication**" for you?

1      2      3      4      5

19. How necessary is a training on "**institutional internal audit**" for you?

1      2      3      4      5

20. How necessary is a training on issues related to "**protocol and archive**" for you?

1      2      3      4      5

21. In assessing other needs you may have for your professional development, please list below the topics you think are of most value to you:

Answer: