



KOLEGJI - COLLEGE  
**BIZNESI**  
Prishtinë

Pursuant to Article 11 of the Statute of the College “Biznesi” in Prishtina, the Higher Teaching-Scientific Council of the College “Biznesi” on 14. 07. 2015 approved this:

## REGULATION

### FOR THE POLITICS OF THE COLLEGE "BIZNESI" FOR RECENSION AND ASSESSMENT

“Biznesi” College, in the framework of its research function, evaluates the academic staff, promotes innovation, research, publication and development of academic staff. For this purpose, the review is professionally drafted by experts in the field. College “Biznesi” has established the Center for Scientific Research (QSHS) to conduct scientific research.

#### 1. Review process

1.1 Articles, books and other written materials, which are not published by well-known international publishing houses for use in teaching activities at the College “Biznesi” will be subject to reviews of Professional Scientific Commissions of the Center for Scientific Research and Publications at the College of Business.

1.2 The Center for Scientific Research at the College WHERE “Biznesi” is part of the College, and will be led by the Director of the Center for Scientific Research and Publications. The scientific work of the academic staff will be evaluated by KLMSH through a commission which is selected by KLMSH to evaluate the scientific contribution of the academic staff. The drafting of scientific publications will serve as a basis for the advancement or non-advancement of teaching staff.

1.3 KLMSH establishes the scientific commissions of the Center for scientific research and publications, systematization and selection of members, as well as the approval of the work plan.

1.4 The Center for Scientific Research and Publications for Research and Publishing will respond to KLMSH.

1.5 The Commission for Scientific Research will meet three times a year (June, October and February) and has the following competencies:

- approve the Annual Plan for scientific research work of the College "Biznesi";
- supervises the proposed research activities of each department;
- supervises the individual achievements of the scientific research work of the staff of the College "Biznesi".

1.6 The works of the authors of the materials are subject to review by the review commission appointed by KLMSH. Any appointment in the case of reviewers may include at least one external researcher or specialist in the field being reviewed.

1.7 The review process is anonymous. KLMSH should not reveal either the identity of the author (s) or the identity of the reviewers, until it receives the reviews. Nor should it reveal the identity of reviewers before other reviewers.

1.8 Reviews of scientific papers are sent to the Director of the Center and KLMSH, regarding the materials submitted for review.

1.9 In order to be accepted or not to be accepted, the scientific papers are evaluated by the Evaluation Commission, the papers sent and not approved by the commission are not returned to the authors and cannot be used for other purposes.

1.10 The working materials, ie the publications presented again, must pass the complete review cycle. Materials presented again are called those that have been rejected before and then revised.

1.10 The first responsibility of reviewers is to ensure a correct and effective process for the submitted materials and to determine and maintain high standards of technical and professional quality. Quality criteria are: originality of treatment, concept and / or implementation; the depth and weight of the discipline under consideration, as well as the observance of international standards for publication, including, but not limited to, the presentation of a critical bibliography.

1.11 Reviewers will make an impartial review of all submitted materials provided for use in the College of Business and will judge each according to merit, regardless of personal relationship or familiarity with the author (s), or by race, gender, sexual orientation, religious beliefs, ethnic origin, citizenship, professional affiliation or political philosophy of the author (s).

1.12 Reviewers shall not disclose any information relating to the material in question to anyone other than those who are required to provide professional advice on the publication of the manuscript.

1.14 If a reviewer presents convincing evidence that the content, conclusions, references or other material contained in the materials intended for teaching at the College are incorrect, that reviewer must submit a notice on the matter to the KLMSH which will follow the procedure of further.

1.15 If a reviewer presents convincing evidence that the published materials or articles contain plagiarized material or falsified research data, the reviewer must present this evidence to the KLMSH.

## 2. The manner and conditions for the publication of the magazine in KU "Biznesi"

Periodicals with professional scientific papers can be published in KU "Biznesi", catalogs, compilations of normative acts, as well as other publications. Depending on the type of publication, in accordance with the legislation on the publication of Scientific research works form councils, ie commissions publishing, review committee, etc. For other types of publications and their standards, the provisions will be respected of the editorial bodies of KU "Biznesi" in accordance with this regulation. Support for publications specified in this Regulation shall be provided regular financial means and ad hoc in accordance with the financial policies of KU "Biznesi".

2.1 Scientific research journal on economic and legal issues "Biznesi" e WHERE "Biznesi" will be published twice a year (every 6 months) and the language of the magazine will be the Albanian language. The works that will be published in the Albanian language should be accompanied by resumes in English.

2.2 The magazine of KU "Biznesi" will be managed by the Research Center scientific, which will appoint the editor-in-chief of this magazine, the Publishing Council and the editorial secretary. The secretary must have completed the degree of master's degree and know English.

2.3 The nature of the works which will be published in the magazine of KU "Biznesi" will be of two different fields:

- a) Study of the analysis (using exactly scientific equipment) and
- b) Publication of research results.

2.4 The responsibility of the author (s) is to:

- a) provide meaningful summaries of the materials to be examined in the language English and Albanian,
  - b) provide detailed bibliography,
  - c) send electronic and printed version of the paper.
3. This Regulation shall enter into force on the day of its adoption.



Prof. Dr. Shyqeri Kabashi

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