CYQAA CYPRUS AGENCY OF QUALITY ASSURANCE AND ACCREDITATION IN HIGHER EDUCATION

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Doc. 300.1.3

Date: Date

Feedback Report from EEC Experts

- Higher Education Institution: CYPRUS COLLEGE
- Town: LIMASSOL
- School/Faculty: School/Faculty
- Department: Department/Sector
- Programme of study under evaluation Name (Duration, ECTS, Cycle)

In Greek:

ΠΛΗΡΟΦΟΡΙΚΗ (4 Έτη Πλήρους Φοίτησης ή 8 Έτη Μερικής Φοίτησης, Πτυχίο, 240 ECTS)

In English:

COMPUTER SCIENCE (4 Years Full-Time or 8 Years Part-Time, Bachelor, 240 ECTS)

- Language(s) of instruction: GREEK
- Programme's status: Currently Operating
- Concentrations (if any):
 - In Greek: Concentrations In English: Concentrations

KYΠPIAKH ΔΗΜΟΚΡΑΤΙΑ REPUBLIC OF CYPRUS



The present document has been prepared within the framework of the authority and competencies of the Cyprus Agency of Quality Assurance and Accreditation in Higher Education, according to the provisions of the "Quality Assurance and Accreditation of Higher Education and the Establishment and Operation of an Agency on Related Matters Laws" of 2015 to 2021 [L.136(I)/2015 – L.132(I)/2021].



1. External Evaluation Committee (EEC)

Name	Position	University
Letizia Jaccheri	Professor	Norwegian University of Science and Technology
Dimitrios Pezaros	Professor	University of Glasgow
Nik Bessis	Professor	Edge Hill University
Name	Position	University
Name	Position	University
Name	Position	University



2. Guidelines on content and structure of the report

The EEC based on the external evaluation report (Doc.300.1.1 or 300.1.1/2 or 300.1.1/3 or 300.1.1/4) and the Higher Education Institution's response (Doc.300.1.2), must justify whether actions have been taken in improving the quality of the programme of study in each assessment area.

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1. Study programme and study programme's design and development (*ESG 1.1, 1.2, 1.7, 1.8, 1.9*)

FFC's final	recommendations an	d comments on	the HEI	s resnonse
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recommendations by EEC Lack of second marking and moderation process F	Actions Taken by the Institution First of all, we would like to	and comments on the HEI's response Compliance
Lack of second marking and moderation F process the transmission of transmission of the transmission of transmissi		
process th		Compliance
C C C C C C C C C C C C C C C C C C C	thank the EEC for its constructive suggestions in the context of the re-accreditation of the Bachelor of Science BSc Computer Science of Cyprus College Limassol. We also agree with the EEC's recommendation for the need of audit marking. For this reason, the Quality Assurance Committee, approved on the 5th of July 2022 that 20% of all exams will be blindly doubled- marked for all courses. Currently we have another teaching staff that shares the same expertise to do that. In the case of major discrepancy (more than 5 points) between the instructor's evaluation and the re-evaluation that requires a change of grade, the average of the two evaluations will be assigned as the final grade. (The minutes of the decisions are attached ANNEX 1): Additionally, we would like to point out that in the case where a student believes that her/his grade is different from what was expected, s/he has the right to appeal against the grade by filling a petition at the Office of the Registrar, within a period of four weeks from the date the results are announced. The registrar	

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	Coordinator first checks that	
	the instructor made no errors,	
	and then s/he assigns an	
	anonymous re-evaluation of	
	the final exam to another	
	instructor. In case of a major	
	discrepancy between the	
	instructor's evaluation and the	
	re-evaluation that requires a	
	change of grade, the average	
	of the two evaluations will be	
	assigned as the final grade to	
	the final examination/project.	
Limited avidance of a systematic	· · ·	Contralion of
Limited evidence of a systematic	The Quality Assurance	Compliance
provision for staff development and	Committee, agreed on the 5th	
induction & Limited evidence of a	of July 2022 the following (The	
systematic academic mentoring	minutes of the decisions are	
	attached ANNEX 1):	
	1. Establishment of yearly	
	"Induction Seminar/Session"	
	for College's new staff to orient	
	them with culture of the	
	organisation. This Induction	
	-	
	will include a general	
	introduction to the work of the	
	college and the role of the	
	specific post. Where	
	appropriate it should include a	
	discussion of development	
	•	
	needs and opportunities. An	
	induction pack among the	
	"Teaching Personnel	
	Handbook" will be given to all	
	participants to guide induction	
	training.	
	2. Establishment of a 35-hour	
	Faculty Development Program	
	(FDP) which will be offered in	
	three parts in September,	
	January and June every year.	
	The content of the program will	
	focus on various aspects on	
	teaching and learning in higher	
	education and upon its	
	completion participants are	
	granted a certificate of	
	attendance and participation.	
	The FDP will be annually	
	revised based on the feedback	

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	provided by participants and	
	consideration will be made for the external accreditation of	
	the program as a Graduate	
	Certificate in Higher Education	
	Teaching.	
	Choose an item.	
	4	
	3. Offer both Full-Time and	
	Part-Time Staff, the	
	opportunity to submit research	
	proposals for funding under	
	their Cyprus College affiliation.	
	4. Offer Part-time staff to act as	
	supervisors on the final year thesis of undergraduate	
	research projects, which will	
	enable them to work within	
	their research fields and	
	produce publishable work. In	
	other words, our part-time staff,	
	while working at the Cyprus	
	College are provided with	
	opportunities to advance their	
	careers and enhance their CVs	
	at the same time.	
	5. Establish a "Mentoring	
	Scheme" to promote a	
	synergetic, purposeful conversation and reflection on	
	experience amongst all	
	instructors. In particular the	
	"Mentoring Scheme" will	
	ensure that newly hired part-	
	time academic staff are	
	provided with all the necessary	
	information and support once	
	they commence their	
	cooperation with the College	
	and throughout their	
Global vision for growth	collaboration.	Compliance
	As the EEC has identified, and	Compliance
	the organization agrees too, the "Global Vision" is	
	imperative for ensuring growth.	
	The attraction of international	
	students is a strategic goal,	
	and the Computer Science	

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	degree is a top candidate for this purpose. The Quality Assurance Committee, agreed on the 5th of July 2022 to study thoroughly the prospect of introduction of "English" language, in the next re- accreditation, as an additional language of instruction which is of great importance in attracting international students. (The minutes of the decisions are attached ANNEX 1):	
Align program to industry and global trends	The program has been updated/revised further to be aligned to industry and global trends by introducing three new courses: • Data Mining and Machine Learning • Artificial Intelligence • Introduction to Cybersecurity (Course Syllabi Attached ANNEX 7):	Compliance
High new people to widening participation, initiatives in the local community, look at the UN goals The programme does not provide courses which include cooperation with the IT industry nor courses which are directed to address social and environmental goals (see the United Nation goals)	The introduction, in the new program of study, the course of "CIP400 Practical Training", aims to strike up active collaborations with the IT industry giving our students a learning experience related to working under real working conditions, applying at the same time the knowledge gained from the various courses in real conditions.	Compliance
	In addition, the organization would benefit from the industry's feedback and guidance on enhancing and expanding our program of study, where at the same time we will strengthen existing partnerships with various companies in relation to our student's career prospects.	

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Furthermore, our strategic	
initiative to establish the first	
ever "Makerspace" in Cyprus	
private Tertiary Education,	
which appraised by EEC	
during the meeting, targets in:	
a. Strengthening the Bridge	
Between Academic and the	
Industry, through authentic	
learning and real-life problem-	
solving projects.	
b. Address social and	
environmental goals by	
utilizing the findings of many	
researchers on "How can	
maker spaces boost	
sustainability and help build a	
wellbeing economy" (DOTS	
Conference, 2019), such as:	
i. Make things that make	
sense: Create products	
and solutions that solve	
fundamental, real-world	
problems.	
ii. Integrate Local	
Knowledge: Design with	
the community,	
leveraging on local	
knowledge and	
experience, as well as	
the local resources &	
assets available.	
iii. Include Ecosystem	
Services: Aim to give	
back more than you	
take from the	
environment and	
include accounting	
practices that value the	
natural resources used.	
iv. Build for Continuity:	
Design for the present	
and future; build social	
capacity & aim for	
financial self-	
sufficiency.	
v. Share How You	
Make: Develop a set of	

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Correct typos on the certificate template: ο 'Στη Πληροφορική' -> Στην Πληροφορική ο 'Τετραετές Κλάδος Σπουδών' ->	guidelines that provide a framework for openly documenting everything about the making of the project. The typos have been corrected. (The certificate is attached ANNEX 2)	Compliance
Τετραετής Κύκλος Σπουδών Ensure all course bibliography remains up to date and there exist references published within the most recent 5-year period - e.g. modernise Management Information Systems bibliography from 1980s, HCI bibliography from 1993, etc	The bibliography has been updated throughout all syllabi with new books and/or latest editions. (Updated Course Syllabi attached ANNEX6)	Compliance
Ensure bibliography is complete (all items to include year of publication, edition number, etc.) and captured consistently across crouses	The bibliography has been updated throughout all syllabi including year of publication, edition number etc. (Updated Course Syllabi attached ANNEX6)	Compliance
Consider rebranding some courses (e.g. Systems Analysis and Design, Smartphone Programming) to capture the course content under a timely and topical heading - for example, Requirements Engineering, Systems Engineering, Mobile Application Development, etc.	The courses, CMP205: Systems Analysis and Design and CMP325: Smartphone Programming have been revised entirely as per EEC's recommendation. (Updated Course Syllabi attached ANNEX6)	Compliance
The fact that most of the teachers are part time makes it difficult to organize development activities at teacher level	The decisions of the Quality Assurance committee on 5th of July 2022 aim to provide additional professional development incentives to part-time teachers, that will benefit both teachers and the College. (The minutes of the decisions are attached ANNEX 1): In addition, we will continue and establish the use of hybrid meetings (Face to Face and Web Meetings) as it has proven to be very helpful and productive in organizing development activities at any level, especially with Guest Lecturers.	Compliance



2. Student - centred learning, teaching and assessment (ESG 1.3)

EEC's final recommendations and comments on the HEI's response

Areas of improvement and recommendations by EEC	Actions Taken by the Institution	EEC's final recommendations and comments on the HEI's response
To revise the programme's Intended Learning Outcomes (ILOs) to include more of the scientific aspects of the degree in Computer Science, which are covered by the courses. For example, computational thinking, abstraction, programming in different environments and languages, etc.	The programme's Intended Learning Outcomes (ILOs) have been revised so that they conform linearly with the scientific aspects of the degree in Computer Science, as per EEC's recommendation. (Revised Intended Learning Outcomes attached ANNEX8)	Compliance
To modernise the curriculum through considering courses in Artificial Intelligence, Machine Learning, Data Science, and Cybersecurity, and consider engaging external consultation	 Based on EEC's constructive suggestions the curriculum has been significantly modernized. The following courses have been added to program of study: Data Mining and Machine Learning Artificial Intelligence Introduction to Robotics In addition, as per EEC's recommendation for modernizing the Program of Study, we revised entirely the courses CMP205: Systems Analysis and Design CMP325: Smartphone Programming (You can find attached: ANNEX 3: Updated Structure of the Program of Study 	Compliance



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ANI	EX 6: Updated Courses
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	EX 7: New Courses
Syll	lbi



3. Teaching staff

(ESG 1.5)

EEC's final recommendations and comments on the HEI's response

Areas of improvement and recommendations by EEC	Actions Taken by the Institution	EEC's final recommendations and comments on the HEI's response
The college must offer a menu of staff development opportunities; these could incorporate the Sustainable Development Goals of the UN's Agenda 2030 (climate action, well being, gender equality, etc) to take action for a more sustainable world	The Quality Assurance Committee, agreed on the 5th of July 2022 the following (The minutes of the decisions are attached ANNEX1): 1. Establishment of a 35-hour Faculty Development Program (FDP) which will be offered in three parts in September, January and June every year. The content of the program will focus on various aspects on teaching and learning in higher education and upon its completion participants are granted a certificate of attendance and participation. The FDP will be annually revised based on the feedback provided by participants and consideration will be made for the external accreditation of the program as a Graduate Certificate in Higher Education Teaching. 2. Offer both Full-Time and Part-Time Staff, the opportunity to submit research proposals for funding under their Cyprus College affiliation. 3. Offer Part-time staff to act as supervisors on the final year thesis of undergraduate research projects, which will enable them to work within their research fields and produce publishable work. In other words, our part-time staff, while working at the Cyprus College are provided with opportunities to advance their	Compliance

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	careers and enhance their CVs at the same time.	
	Furthermore, the College allows and desires its Staff to participate in research projects that could incorporate the Sustainable Development Goals of the UN's Agenda 2030, such as climate action, well-being, and gender equality.	
	For example, our instructor, Mr. George Pallaris is Research Associate in Erasmus+ Project, titled FeSTEM Female Empowerment in Science,	
	Technology, Engineering and Mathematics in Higher Education, which aims to promote an innovative method	
	and pedagogy that will allow higher education students to use traditional and computationally rich media to create meaningful, shareable	
	exhibits that will act as mentoring models for encouraging girls and women to remain active in STEM.	
The college should introduce an EDI strategy promoting a growth widening participation approach to help with the integration of under- represented communities to its staff and student population	Cyprus College considers the adoption of policies that promote diversity, inclusiveness, equality and cooperation within its community of students and staff a necessary prerequisite for success in education.	Compliance
	Consequently, as affiliates with the European University Cyprus (EUC), we participate in the common "Gender Equality Plan 2022-2024", where we adopt policies that promote diversity, inclusiveness, equality and	

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cooperation within our community of students and staff. In Particular: a) Gender balance in leadership and decision- making:	
 In the current academic year (2021-2022), women represent: 55.5% of the Administrative Staff 33.3% of Program Coordinators Staff b) Cyprus College is an equal opportunity employer. Discrimination based on any individual characteristics (e.g. age, colour, gender, disability, marital status, national origin, race, religion and sexual orientation) is prohibited and covers all areas of employment including hiring, promotions, compensation, benefits, education/training, and 	
 termination of employment. c) Measures against genderbased violence including sexual Harassment, Cyprus College has clear institutional policies on sexual and other forms of harassment. The behaviour and conduct expected by the College's employees communicated frequently to personnel. A culture of zero tolerance for any kind of harassment is enforced as indicated in the following College's policies: The Sexual Harassment, complaint mechanisms, and sanctions and disciplinary measures. 	

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 The Code of Conduct and Ethics sets out principles of integrity and ethical behavior and the staff's responsibilities to each other, students, suppliers, stakeholders, the public and the environment. d) Staff and Students Wellbeing At Cyprus College we try to adopt a holistic approach to wellbeing in all aspects of life physical, mental and social. We focus particularly on changing attitudes towards mental health issues and offer the support to members of our community who need it. We give emphasis on providing the support to our students and staff to enable them to deal with the challenges in their lives so they can succeed in their studies and their careers. 	
everyone with respect and dignity, and we are dedicated to providing a safe and inclusive environment irrespective of origin, religion, gender, culture, or sexual orientation.	
KEPSYPA Committed to catering to the personal well-being of the Cyprus College community, KEPSYPA was established to provide psychological services (Prevention Assessment- Therapy) to students and staff of Cyprus College.	
The center operates under the supervision of the Psychology Department of the School of Humanities, Social and	

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Education Sciences. The center offers professional psychological services to all students and staff, free of charge. Only KEPSYPA staff are involved in this process and anything discussed in the center is treated with the confidence. strictest **KEPSYPA** offers short-term and long-term one-on-one counselling and psychotherapy. In addition, group therapy is offered, as well as seminars on selfdevelopment. Students and staff are encouraged, freely and without any prejudice, to contact KEPSYPA. The most common reasons somebody might contact KEPSYPA are the following: Lack of motivation to attend lectures, difficulties. learning low academic performance, changes mood and in behavior, stress and anxiety, depression, interpersonal or social problems, low selfesteem or self-confidence. Special Needs Committee The Committee for Students with Special Educational Needs (CSSEN) enables students with special needs and learning challenges to receive support to ensure their personal academic and success at the college. The identification of students academic and other with difficulties, takes place after the students' official registration to the College as follows:



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	Information on student	
	 financial aid programs, scholarships and payment plans Advice on student placement and internships to learn about career options for their program of study Exposure to social and cultural events 	
The college should invest in a a growth strategy that will lead to regular revision and long term sustainability of the programme	The Quality Assurance Committee, agreed on the 5th of July 2022 (ANNEX1) the establishment of an updated Program Evaluation Review (PER) process, where through of it, we will continuously evaluate our program, with feedback from various parties, such as industry, professional bodies, faculty, and students.	Compliance
	The PER process will be an integral part of the College's overall Quality Assurance process. PER encourages excellence in academic programs by aligning teaching and learning, curriculum, and other academic processes and activities with the mission of individual programs, which will ultimately lead to assuring the long-term sustainability of the programme. (PER Process attached ANNEX9)	
	In Regards of Research During the committee, there must have been some misunderstanding regarding the college's research policy. The College supports academic staff, both financially and teaching coursework load reduction.	

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	Research Activities Incentives:	
	1. Teaching Hours Redaction	
	(THR) for each research	
	grand (Research project)	
	where a permanent staff	
	participates and the Cyprus	
	College is a partner.	
	2. A THR for permanent staff	
	that attends a PhD program	
	of studies.	
	3. A THR for each 3 journals	
	published in IEEE / ACM /	
	Scopus within 5 years for	
	each permanent staff.	
	4. Established Annual Budget	
	for Open Access	
	publications.	
	5. Presentation of research	
	works of staff in national	
	and international	
	conferences (registration	
	fees travel fees, living	
	costs), where the staff uses	
	affiliation the Cyprus	
	College.	
	6. Proceedings of research	
	work published in reviewed	
	journals of the staff where the staff uses the Cyprus	
	51	
	College Limassol as affiliation.	
	7. Organization of national	
	and international	
	workshops and	
	conferences.	
Student aggregated feedback		Compliance
should be used in the	is used in the programme	
programme development	development as described in	
	Program Evaluation Review	
	(PER) process. (ANNEX 9)	
Non-permanent staff are not	The Quality Assurance	Compliance
offered neither a probation or	Committee, agreed on the 5th	
mentoring opportunity, while	of July 2022 the following (The	
permanent staff during the	minutes of the decisions are	
employment period have to	attached ANNEX1):	
undergo an annual	·	
performance evaluation review	1. Establishment of yearly	
and all staff (both permanent	"Induction	
and non-permanent) are	Seminar/Session" for	

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having a discussion with the	College's new staff to
programme director about their	orient them with culture of
course delivery requirements.	the organisation. This
	Induction will include a
	general introduction to the
	work of the college and the
	role of the specific post.
	Where appropriate it
	should include a
	discussion of development
	needs and opportunities.
	An induction pack among
	the "Teaching Personnel
	Handbook" will be given to
	all participants to guide
	induction training.
	2. Establishment of a 35-hour
	Faculty Development
	Program (FDP) which will
	be offered in three parts in
	September, January and
	June every year. The
	content of the program will
	focus on various aspects
	on teaching and learning in
	higher education and upon
	its completion participants
	are granted a certificate of attendance and
	participation. The FDP will
	be annually revised based
	on the feedback provided
	by participants and consideration will be made
	for the external
	accreditation of the
	program as a Graduate
	Certificate in Higher
	Education Teaching.
	3. Offer both Full-Time and
	Part-Time Staff, the
	opportunity to submit
	research proposals for
	funding under their Cyprus
	College affiliation.
	4. Offer Part-time staff to act
	as supervisors on the final
	year thesis of
	undergraduate research

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There is a student evaluation	 projects, which will enable them to work within their research fields and produce publishable work. In other words, our part-time staff, while working at the Cyprus College are provided with opportunities to advance their careers and enhance their CVs at the same time. 5. Establish a "Mentoring Scheme" to promote a synergetic, purposeful conversation and reflection on experience amongst all instructors. In particular the "Mentoring Scheme" will ensure that newly hired part-time academic staff are provided with all the necessary information and support once they commence their cooperation. 6. 6. Establishment of Annual Performance Evaluation Review for both permanent and non-permanent Teaching personnel. 	Compliance
survey however, it is not clear	is used in the programme	
how student feedback is being	development as described in	
used.	Program Evaluation Review	
	(PER) process. (ANNEX 9)	



4. Student admission, progression, recognition and certification (ESG 1.4)

EEC's final recommendations and comments on the HEI's response

Areas of improvement and recommendation s by EEC	Actions Taken by the Institution	EEC's final recommendation s and comments on the HEI's response
Continuity of the courses as these evolve: make sure that each course has a defined syllabus that builds on previous courses and advances the knowledge of the students into the specific subject	The prerequisites and co-requisites for every course have been thoroughly examined (with alterations where needed) to ensure continuity and advancement of knowledge. (ANNEX 6)	Compliance
Assessment is consistent and streamlined across courses: Each course having its own components of assessed coursework and exams bearing different weights makes it challenging to ensure that the level of challenge and effort required by the students is consistent across courses and in accordance with the credits of each course	The Assessment has been updated throughout all syllabi, following a consistent and streamlined assessment methodology divided in four (4) parts: • Participatiom • Assignments/Group Projects • Mid-Term Examination • Final Examination (ANNEX 6)	Compliance

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5. Learning resources and student support

(ESG 1.6)

EEC's final recommendations and comments on the HEI's response

Areas of improvement and recommendations by EEC	Actions Taken by the Institution	EEC's final recommendations and comments on the HEI's response
Develop an infrastructure to support delivery of practical curricula online	In collaboration with MIS Department, we agreed on a specific action plan in regards of delivering practical curricula online, in case of an emergency or unexpected need (e.g. During Pandemic) The delivery of practical curricula will take place by combining "Blackboard Learn online" and "Microsoft Azure Cloud Computer Services" platforms. Blackboard Learn online platform it operates to a high standard and offers an excellent teaching and learning experience where Microsoft Azure Cloud Computer Services platform offers the necessary infrastructure to develop virtual machines where students and instructors can develop and host the necessary environment/frameworks to conduct Web programming, Web Servers, Databases and PHP Programming Language courses.	Compliance
The evaluation committee recommends periodic review of the program by taking into consideration feedback from academic staff, students, external local industry experts and professional bodies	Satisfied by the establishment of the updated Program Evaluation Review (PER) process. (ANNEX 9)	Compliance



6. Additional for doctoral programmes (ALL ESG)

EEC's final recommendations and comments on the HEI's response

Click or tap here to enter text.



7. Eligibility (Joint programmes) (ALL ESG)

<u>EEC's final recommendations and comments on the HEI's response</u> <u>The committee agrees that the feedback has been well received and constructive improvements</u> <u>have been planned.</u>



3. Conclusions and final remarks

The EEC must provide final conclusions and remarks, with emphasis on the correspondence with the EQF.

<u>EEC's final conclusions and remarks</u> The EEC approves the proposed actions.



4. Signatures of the EEC

Name	Signature
Letizia Jaccheri	M. Litie Jealen
Click to enter Name	
Nik Bessis	MB
Dimitrios Pezaros	durper
Click to enter Name	
Click to enter Name	

Date: Click to enter date



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