



Cyprus Agency of Quality Assurance and Accreditation in Higher Education

Republic of Cyprus

External Evaluation Report Program of Study

Institution : University of Cyprus.....
Program of Study: ...PhD in Law.....

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**Document Number:
300.1.....13**

INSTRUCTIONS:

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 2016” [N. 136 (I)/2015].

The document is duly completed by the External Evaluation Committee for each program of study. The ANNEX (Doc. Number 300.1) constitutes an integral part of the external evaluation report for the external evaluation accreditation of a program of study.

EXTERNAL EVALUATION COMMITTEE:

NAME	TITLE	UNIVERSITY / INSTITUTION
Olympia Bekou	Professor	University of Nottingham
Dora Kostakopoulou	Professor	University of Warwick
Emmanuel Voyiakis	Associate Professor	LSE
Veronica Charalambous	Ms	Student

INTRODUCTION:

I. The External Evaluation procedure

- Short description of the documents that have been studied, of the on site visit meetings, and of the on site visit to the infrastructures.

We have studied the application file, which included the planned programme outline, academic timetable, faculty CVs, and general information about university policies and procedures. We have also been provided with the Agency's specific Guidelines for Doctoral Programmes of Studies adopted in May 2017.

A powerpoint presentation on the proposed doctoral programme was also distributed.

We met with the Department, heard a thorough presentation from the director of the proposed programme, and discussed all aspects of the programme with the faculty. We also heard a useful presentation of the soon-to-be completed library & information building. We were shown around the teaching areas, faculty offices and the current library, and we were given free and unfettered access to every part of the campus.

II. The Internal Evaluation procedure

- Comments concerning the quality and the completeness of the application submitted by the institution of higher education (Doc. Number 200.1), as well as concerning the overall acceptance of and participation in the quality assurance procedures, by the institution in general and by the program of study under evaluation in particular.

We were satisfied with the submitted application. We have pointed out some omissions in our detailed comments, but those do not detract from our overall positive assessment. We do note, however, that the self-assessment questionnaire on Quality Standards and Indicators (Annex 5) appears to have been completely in a perfunctory fashion, as the institution gave itself a perfect score across every single question.

We were impressed with the degree of co-operation and open-mindedness of the Department and the University. All participating members made every effort to address our questions; were honest and self-reflective with regard to every area of concern we identified; and were receptive to suggestions about the programme's direction and practical implementation. We could not have hoped for a higher degree of assistance and co-operation.

FINDINGS:

1. EFFECTIVENESS OF TEACHING WORK – AVAILABLE RESOURCES

- **Organization of Teaching Work**
- **Teaching**
- **Teaching personnel**

We are happy with the proposed admission requirements; the proposed number of students; the overall organisation of the educational process; and the adequacy of the learning resources. The substantive content of the programme is suitable to the level of study and the achievement of the programme's learning aims.

At the same time, we would like to see more detailed policies on the following aspects of the programme:

- The production of a PhD student handbook would be very advisable. A handbook would bring together all of the procedures and information necessary for the understanding of the educational process (academic calendar; supervision arrangements; assessment requirements; dissertation information; forms; points of contact; complaints, appeals and escalation etc).
- We would encourage the Library to subscribe to online monograph series, such as the Oxford Scholarship Online.
- The Committee feels that the Department needs a clear and uniform policy on feedback in supervision sessions; the adoption of individual supervision forms recording the outcome of each supervisory meeting;
- Plagiarism detection software must be used as a matter of course at each stage that involves the submission of original work.

Overall, as we note in our general assessment, the Committee is hugely impressed by the energy, creativity, and resilience of the teaching personnel. We have no doubt whatsoever that they are capable of carrying out research at the highest level. However, we are seriously concerned that the central University is not providing them with the necessary support and investment in staff, and that, over time, the high teaching load is likely to have an adverse effect on our colleagues' research output. To this end PhD supervision ought to be credited in academic workloads and the university should proactively support the Department.

2. PROGRAM OF STUDY AND HIGHER EDUCATION QUALIFICATIONS

- **Purpose and Objectives and learning outcomes of the Program of Study**
- **Structure and Content of the Program of studies**
- **Quality Assurance of the Program of studies**
- **Management of the Program of Study**
- **International Dimension of the Program of Study**
- **Connection with the labor market and the society**

The aims and objectives of the proposed course have been clearly outlined, and the substantive content of the programme is suitable to the level of study and the achievement of the programme's learning aims. There are sufficient safeguards of quality assurance, and the programme has a clear international dimension, and will undoubtedly enhance the employability of its graduates.

At the same time, we would like to see more detailed policies on the following aspects of the programme:

- The arrangements concerning the feedback provided to the student's written work need to be clearly set out and standardized.
- We also recommend the adoption of a clear upper limit of the doctoral dissertation. The figure of 100,000 words including footnotes is a good basis.
- The nature and content of the comprehensive examination needs to be defined and specified.
- The writing of the thesis under the current plan commences quite late and is not in line with standard international practice in law.
- It would be advisable to include student representatives in the PG Management Committee, and for the Department to close the feedback loop by communicating the ways in which it has responded to student feedback.

3. RESEARCH WORK AND SYNERGIES WITH TEACHING

- Research Teaching Synergies

We are satisfied that the programme is highly informed by new research, that the faculty's research is sufficiently integrated with the programme of study, and that the research outputs of the faculty are published in quality international peer-reviewed outlets.

We recommend the creation of a research methodology module which would be compulsory for all PhD students and will be taken in the first semester of the programme.

Moreover, the Committee strongly urges the University to ensure that members of the Department are able to benefit from their academic leave entitlement. Staffing constraints entail that this is not currently the case, as study leave is delayed by the rule that only one member can be on leave in any given semester. In addition, it is regrettable that members of academic staff spend quite a lot of time and energy on clerical and admin tasks (catering, outreach, promotion etc), thus compromising their ability to undertake and supervise research.

4. ADMINISTRATION SERVICES, STUDENT WELFARE AND SUPPORT OF TEACHING WORK

- **Administrative Mechanisms**
- **Infrastructures / Support**
- **Financial Resources**

We are satisfied with the existing administrative mechanisms for student welfare and the efficiency of the monitoring of their progress. We are also happy with the infrastructure and support provided. Our general comments address some concerns we have with the provision of financial resources at the University level, but we are generally satisfied with the use of available resources by the Department

We have two areas of concern.

- The allocation of funds is highly centralised with limited Departmental autonomy.
- We feel strongly that members of staff should have structured opportunities for their personal and professional development. We expect that the creation of the Graduate School is likely to help in that direction.



5. DISTANCE LEARNING PROGRAMS

N/A

6. DOCTORAL PROGRAMS OF STUDY

The establishment of a high quality doctoral programme in law at the University of Cyprus represents an important step in the development of the Law Department and in enhancing the research profile of the University of Cyprus in the domestic and international arena. The benefits are multifaceted and extend beyond the academic realm. A PhD programme will transform the Law Department into a provider of a holistic educational process that acknowledges the synergies between teaching and research, promotes the development of legal science and encourages new ideas and innovation. It will also embed a research culture within the Department thereby making it a centre of excellence and a magnet for talented students and academics. By so doing, it will increase the international profile of the University and will contribute to the development of Cypriot law, generate broad knowledge about its interaction with other legal orders and will increase the expertise of jurists and legal practitioners. The contribution of such an advanced programme for the Cypriot legal community and the wider society therefore cannot be underestimated.

The success of the proposed PhD programme will not only depend on the commitment of the dedicated members of staff, the active support of the University of Cyprus and the wider legal and policy communities, but also on the design and implementation of rigorous regulations and procedures.

In the sections below, the Committee has structured its comments in light of the Guidelines for Doctoral Programmes of Studies issued by the Agency.

AIMS AND LEARNING OUTCOMES

With respect to the latter, the Committee notes that the aims and expected learning outcomes of the programme are clearly set out on pages 8 and 9 of the Application (form 200.1). The Department should be commended on the formulation of aims and objectives that situate law within its comparative, political, historical, international and European contexts and take into account the needs of the Cypriot society and the legal profession.

ADMISSION CRITERIA AND TERMS

The Admission Criteria have been defined and specified on page 10 of the Application. They are appropriate and comparable to those pertaining to other higher education institutions. In this respect, the first requirement of the Agency's Guidelines for Doctoral Programmes is met.

The doctoral programme will be offered in Greek. The Committee suggested the provision of the programme in English as well given that an excellent knowledge of English is a mandatory admission requirement (p. 14, 5(2) of the Application). The Committee noted the possibility of the submission of the dissertation in a language other than Greek (P. 13 of the Application, para 2 from the top). The encouragement of the submission of the doctoral thesis in English will facilitate the wide dissemination of research findings and ideas and will enhance the employability of students internationally (and help better align the programme with the Bologna criteria).

Recommendation: The Department could also provide the Doctoral Programme in English.

PROGRAMME REQUIREMENTS

The duration of studies cannot exceed 16 academic semesters (8 years) and students cannot submit their dissertation before the completion of six semesters. This provision applies to full-time doctoral programmes. However, there is no provision concerning a part-time PhD in law. The Committee recommends the inclusion of such a provision in the regulations, in order to allow professionals to join the PhD programme. An appropriately adjusted time-frame for the completion of the programme should be adopted for that purpose.

Recommendation: The inclusion of a provision of part-time PhD in Law.

PROGRAMME CONTENT – TAUGHT ELEMENT

The proposed PhD programme does not require a compulsory course attendance on the part of students who have graduated from a postgraduate in Law at the University of Cyprus or from another recognised postgraduate programme in Law up to two academic years prior to the submission of an admission application.

Course attendance could be required exceptionally if the Postgraduate Studies Committee believes that this would facilitate the students' research. In such cases, the attendance will be credited. In sum, the proposed doctoral programme does not involve a taught element.

The Committee noted the absence of a specific Research Methodology course in the first semester. Such a course is necessary in order to provide adequate legal research training and skills at an early stage. It recommends the establishment of such a course which, in turn, would ensure that Learning Outcome 3 on page 9 of the Application is achieved (e.g., 'Develop and Apply high-level legal research skills'). It would be useful to adopt a process for monitoring attendance in the course.

The Graduate School could also contribute to the organisation of additional research skills workshops.

Recommendation: The Provision of a Taught Research Methodology Course

PROGRAMME CONTENT – STAGES AND PROCEDURES

The Stages for the successful completion of the PhD programme are clearly specified (pp. 11-13 of the Application and the detailed University Postgraduate Rules). They involve 7 stages and two preliminary assessment. This is a rigorous process designed to ensure that students are able to successfully complete the doctoral programme. To

the extent that the Department can vary the University Regulations and adjust them, the Committee had the following concerns:

- (1) The nature and content of the comprehensive examination was not defined and specified by the Department.
- (2) The writing of the thesis comes quite late. This is not conducive for PhDs in law and is not in line with standard international practice.

Recommendations:

- (1) The nature and content of the comprehensive examination was not defined and specified by the Department.**
- (2) The writing of the thesis comes quite late. This is not conducive for PhDs in law.**

The arrangements for the examination of the doctoral dissertation are clearly set out on page 13 of the Application. The membership of the Examining Committee has been clearly specified (it will comprise 3 internals, 1 external and one member from another department of the University). To the extent that the Department can vary the University Regulations, The Committee has the following concerns about the process of examination:

- (1) The supervisor should not be a member of the examining committee due to the conflict of interest and the possibility of influencing the members of the examining committee.
- (2) If the supervisor's presence is required during the examination, (s)he could attend as an observer.
- (3) The possible outcome of the examining process is either an award or non-award. The latter would require a resubmission of the thesis following the repetition of the whole process of defence of the doctoral dissertation. The Committee believes that there should be a provision of thesis resubmission with either minor or major corrections which are clearly specified and communicated to the candidate, that a specific time-frame should be set depending on the extent of those corrections.
- (4) We strongly recommend the adoption of a clear upper word limit for the doctoral dissertation. The figure of 100,000 words, including footnotes, would be a good basis for this.

Recommendations:

- (1) The supervisor should not be a member of the examining committee due to the conflict of interest and the possibility of influencing the members of the examining committee.
- (2) If the supervisor's presence is required during the examination, (s)he could attend as an observer.
- (3) The possible outcome of the examining process is either an award or non-award. The latter would require a resubmission of the thesis following the repetition of the whole process of defence of the doctoral dissertation. The Committee believes that there should be a provision of thesis resubmission with either minor or major corrections which are clearly specified and communicated to the candidate.
- (4) We strongly recommend the adoption of a clear upper word limit for the doctoral dissertation. The figure of 100,000 words, including footnotes, would be a good basis for this.

PARTICIPATION OF STUDENTS IN THE EVALUATION OF THE PROGRAMME

The Committee noted the requirements of the University's Charter of Quality Assurance in Teaching adopted in February 2017 which are outlined on pages 18 and 19 of the Application. These contain the processing of student feedback questionnaires by the Centre for Teaching and Learning and the provision of feedback measures taken for improvement where required.

Expectation: The Committee expects that the afore mentioned policy will be rigorously implemented.

The Committee also noted the regular review of the content of the programmes of study, the submission of a proposal for amendment to the Department's Council, and its final approval by the Senate of the University of Cyprus. This constitutes good practice. The internal process of review is supplemented by an external evaluation process that takes place every five years (p. 20 of the Application).

Expectation and a Recommendation: The Committee expects that all the above processes will be effectively implemented when the proposed PhD programme commences. The designation of a doctoral student as a representative and liaison officer of the doctoral community would enhance this process.

NUMBER OF DOCTORAL STUDENTS PER SUPERVISOR, INFORMATION ON PLAGIARISM CHECK AND GUIDELINES FOR WRITING A PHD DISSERTATION

The three Guidelines on the above issues articulated by the Council of the Quality Assurance and Accreditation of Higher Education are met.

In particular, the number of students per supervisor is specified; it will not exceed two supervisees. This is sustainable in the light of staffing considerations. **However, it is also important that PhD supervision is credited in the allocation of academics' workload.**

Recommendation: Credit for PhD supervision should be provided in the workload allocation.

The guidelines for writing a PhD dissertation are clearly outlined on pages 5-8 of the Guidelines adopted by the Graduate School of the University of Cyprus.

There is a system of plagiarism check which provides for the use of plagiarism detection software rules (e.g., Turnitin) and details the disciplinary rules pertaining to the offence (pp. 8-9 of the Graduate School Guidelines). The Committee emphasises that the system needs to be used at every stage that involved the submission of original work.

DISSERTATION REPOSITORY

This guideline has been met; page 13 of the Graduate School's Guidelines contain such a provision.

STUDENT SUPPORT AND SUPERVISION

The multifaceted support to be provided to future PhD students is outlined on page 30 of the Application. The Appointment of the Academic Advisor will ensure the provision of academic and pastoral care and the carrying out of adequate supervision.

Feedback on students' performance is expected to be provided by the WebBanner system. At a central level, student welfare issues are addressed and adjustments are envisaged with respect to students with special needs and disabilities. In addition, the University's Psychological Support Centre provides support and counselling services.

However, the Committee noted that there is no provision of:

- (1) The number of meetings that a student ought to have with his/her supervisor; their frequency; the feedback given to the student; and the form in which such feedback will be recorded.
- (2) The provision of office space and computer equipment.
- (3) The provision of a modest financial support to each doctoral student which would enable him/her to attend conferences and to purchase material required for his/her research.

Recommendations:

- (1) The number of meetings that a student ought to have with his/her supervisor and their frequency.**
- (2) The provision of office space and computer equipment.**
- (3) The provision of a modest financial support to each doctoral student which would enable him/her to attend conferences and to purchase material required for his/her research.**

CONCLUSIONS AND SUGGESTIONS OF THE EXTERNAL EVALUATION COMMITTEE¹

- The present situation of the program, good practices, weaknesses that have been detected during the external evaluation procedure by the external evaluation committee, suggestions for improvement.

The Committee is strongly supportive of the proposed degree, which is an important step in the evolution both of the Department and of legal education and culture in Cyprus. We were impressed by the quality, research record, and commitment of the Department's staff, particularly given the resource constraints and the overly demanding teaching and admin workload. The aims and objectives of the proposed course have been clearly outlined, and the substantive content of the courses is suitable to the level of study and the achievement of the programme's learning aims. There is adequate infrastructure and sufficient learning resources to ensure the implementation of the programme.

Overall, the Committee is of the view that the programme should be approved, on the understanding that the Findings and Recommendations we have outlined in the preceding sections will be addressed before the admission of the programme's first cohort.

¹ It is highlighted, at this point, that the External Evaluation Committee is expected to justify its findings and its suggestions on the basis of the Document num.: 300.1. The External Evaluation Committee is not expected to submit a suggestion for the approval or the rejection of the program of study under evaluation. This decision falls under the competencies of the Council of the Agency of Quality Assurance and Accreditation of higher education.

Doc. Number: 300.1

Quality Standards and Indicators External Evaluation of a Program of Study

Institution:University of Cyprus.....
Program of Study:PhD.....
Duration of the Program of Study:up to 8 years.....
Evaluation Date:...15 May 2018.....

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 2016”.

The document describes the quality standards and indicators, which will be applied for the external evaluation of programs of study of institutions of higher education, by the External Evaluation Committee.

DIRECTIONS: Note what is applicable for each quality standard/indicator.

1. Applicable to a minimum degree
2. Applicable to a non satisfactory degree
3. Applicable to a satisfactory degree
4. Applicable to a very satisfactory degree
5. It applies and it constitutes a good practice

It is pointed out that, in the case of standards and indicators that cannot be applied due to the status of the institution and/or of the program of study, N/A (= Not Applicable) should be noted and a detailed explanation should be

provided on the institution's corresponding policy regarding the specific quality standard or indicator.

Members of the External Evaluation Committee

NAME	TITLE	UNIVERSITY / INSTITUTION
Olympia Bekou	Professor	University of Nottingham
Dora Kostakopoulou	Professor	University of Warwick
Emmanuel Voyiakis	Dr	LSE
Veronica Charalambous	Ms	Student

Date and Time of the On-Site Visit:15 May 2018.....

Duration of the On-Site Visit:1 day.....

1. EFFECTIVENESS OF TEACHING WORK – AVAILABLE RESOURCES						
1.1	Organization of teaching work	1	2	3	4	5
1.1.1	The student admission requirements to the program of study, are based on specific regulations which are adhered to in a consistent manner.					X
1.1.2	The number of students in each class allows for constructive teaching and communication, and it compares positively to the current international standards and/or practices.					X
1.1.3	The organization of the educational process safeguards the quality implementation of the program's purpose and objectives and the achievement of the learning outcomes. Particularly, the following are taken into consideration:				X	
1.1.3.1	The implementation of a specific academic calendar and its timely publication.					X
1.1.3.2	The disclosure of the program's curricula to the students, and their implementation by the teaching personnel					X
1.1.3.3	The course web-pages, updated with the relevant supplementary material					X
1.1.3.4	The procedures for the fulfillment of undergraduate and postgraduate assignments / practical training				X	
1.1.3.5	The procedures for the conduct and the format of the examinations and for student assessment				X	
1.1.3.6	The effective provision of information to the students and the enhancement of their participation in the procedures for the improvement of the educational process.				X	

1.1.4	Adequate and modern learning resources, are available to the students, including the following:				X	
1.1.4.1	facilities					X
1.1.4.2	Library			X		
1.1.4.3	Infrastructure					X
1.1.4.4	student welfare				X	
1.1.4.5	academic mentoring				X	
1.1.5	A policy for regular and effective communication, between the teaching personnel and the students, is applied.			X		
1.1.6	The teaching personnel, for each course, provide timely and effective feedback to the students.		X			
1.1.7	Statutory mechanisms, for the support of students and the communication with the teaching personnel, are effective.				X	
1.1.8	Control mechanisms for student performance are effective.				X	
1.1.9	Support mechanisms for students with problematic academic performance are effective.				X	
1.1.10	Academic mentoring processes are transparent and effective for undergraduate and postgraduate programs and are taken into consideration for the calculation of academic work load.				X	
1.1.11	The program of study applies an effective policy for the prevention and detection of plagiarism.			X		
1.1.12	The program of study provides satisfactory mechanisms for complaint management and for dispute resolution.			X		
<p>1.1.3.6: The committee understands that, as the programme has not started yet, the Department will not yet have produced an PhD student handbook, but it would strongly recommend its creation as soon as practicable. A handbook would bring together all of the procedures and information necessary for the understanding of the educational process (academic calendar; module descriptions; supervision requirements; thesis information; forms; points of contact etc).</p> <p>1.1.4.2: We would encourage the Library to subscribe to online monograph series, such as Oxford Scholarship Online etc.</p>						

1.1.5: The creation of a handbook would facilitate better and more effective communication.

1.1.6: The Committee feels that the Department needs a clear and uniform policy on feedback on supervision sessions; the adoption of individual supervision forms recording the outcomes of each supervisory meeting is recommended.

1.1.11: The Committee feels that plagiarism detection software must be used as a matter of course. We would recommend that this be used at each stage that involves the submission of original work.

1.1.12: It is essential to include information on department procedure on appeals and escalation (e.g. through the PG Programme Panel).

Note, additionally:

α) the expected number of Cypriot and International Students in the program of study.

The projected intake of up to 15 students appears realistic.

β) the countries of origin of the majority of students.

The Committee feels that the programme is ideally placed to attract students from the wider region, and would encourage the Department to be more ambitious in opening the programme to international students by offering it also in English.

γ) the maximum planned number of students per class-section.

There will be a maximum of 2 students per supervisor. The plan looks to us very sensible. Given the small planned intake, we have no concerns about the number of students per class-section.

1.2	Teaching N/A	1	2	3	4	5
1.2.1	The methodology utilized in each course is suitable for achieving the course's purpose and objectives and those of the individual modules.					N/A
1.2.2	The methodology of each course is suitable for adults.					N/A
1.2.3	Continuous-formative assessment and feedback are provided to the students regularly.					N/A
1.2.4	The assessment system and criteria regarding student course performance, are clear, adequate, and known to the students.					N/A

1.2.5	Educational activities which encourage students' active participation in the learning process, are implemented.					N/A
1.2.6	Teaching incorporates the use of modern educational technologies that are consistent with international standards, including a platform for the electronic support of learning.					N/A
1.2.7	Teaching materials (books, manuals, journals, databases, and teaching notes) meet the requirements set by the methodology of the program's individual courses, and are updated regularly.					N/A
<p>Justify the answer you have provided and note the additional comments you may have on each standard / indicator.</p> <p>Although teaching is envisaged as an exception only for those students who have not had LLM tuition recently, or is required by their topic, the Committee feels that the introduction of a research methodology module is essential. Such module constitutes standard international practice.</p>						
1.3	Teaching Personnel	1	2	3	4	5
1.3.1	The number of full-time academic personnel, occupied exclusively at the institution, and their fields of expertise, adequately support the program of study.					X
1.3.2	The members of teaching personnel for each course have the relevant formal and fundamental qualifications for teaching the course, as described by the legislation, including the following:					X
1.3.2.1	Subject specialization, preferably with a doctorate, in the discipline.					X
1.3.2.2	Publications within the discipline.					X
1.3.3	The specializations of Visiting Professors adequately support the program of study. N/A					
1.3.4	Special Teaching Personnel and Special Scientists have the necessary qualifications, adequate work experience and specialization to teach a limited number of courses in the program of study. N/A					

1.3.5	In every program of study the Special Teaching Personnel does not exceed 30% of the Teaching Research Personnel. N/A					
1.3.6	The teaching personnel of each private institution of tertiary education, to a percentage of at least 70%, has recognized academic qualification, by one level higher than that of the program of study in which he/she teaches. N/A					
1.3.7	In the program of study, the ratio of the number of courses taught by full-time personnel, occupied exclusively at the institution, to the number of courses taught by part-time personnel, ensures the quality of the program of study.					X
1.3.8	The ratio of the number of students to the total number of teaching personnel is adequate for the support and safeguarding of the program's quality.					X
1.3.9	The academic personnel's teaching load does not limit the conduct of research, writing, and contribution to the society.		X			
1.3.10	Future redundancies / retirements, expected recruitment and promotions of academic personnel safeguard the unimpeded implementation of the program of study within a five-year span.					X
1.3.11	The program's Coordinator has the qualifications and experience to efficiently coordinate the program of study.					X

Justify the answer you have provided and note the additional comments you may have on each standard / indicator.

1.3.9: The Committee is hugely impressed by the energy, creativity, and resilience of the teaching personnel. We have no doubt whatsoever that they are capable of carrying out research at the highest level. However, we are seriously concerned that the central University is not providing them with the necessary support and investment in staff, and that, over time, the high teaching load is likely to have an adverse effect on our colleagues' research output.

2. PROGRAM OF STUDY AND HIGHER EDUCATION QUALIFICATIONS						
2.1	Purpose and Objectives and learning outcomes of the Program of Study	1	2	3	4	5
2.1.1	The purpose and objectives of the program of study are formulated in terms of expected learning outcomes and are consistent with the mission and the strategy of the institution.					X
2.1.2	The purpose and objectives of the program and the learning outcomes are utilized as a guide for the design of the program of study.					X
2.1.3	The higher education qualification and the program of study, conform to the provisions of their corresponding Professional and Vocational Bodies for the purpose of registration to these bodies. N/A					
2.1.4	The program's content, the methods of assessment, the teaching materials and the equipment, lead to the achievement of the program's purpose and objectives and ensure the expected learning outcomes.				X	
2.1.5	The expected learning outcomes of the program are known to the students and to the members of the academic and teaching personnel.					X
2.1.6	The learning process is properly designed to achieve the expected learning outcomes.				X	
2.1.7	The higher education qualification awarded to the students, corresponds to the purpose and objectives and the learning outcomes of the program.					X
<p>Justify the answer you have provided and note the additional comments you may have on each standard / indicator.</p> <p>2.1.4 The arrangements concerning the feedback provided to students' written work need to be clearly set out and standardized. We also recommend the adoption of a clear upper word limit for a doctoral dissertation. The figure of a 100,000 words including footnotes would be a good basis for this.</p>						
2.2	Structure and Content of the Program of Study	1	2	3	4	5
2.2.1	The course curricula clearly define the expected learning outcomes, the content, the teaching and learning approaches and the method of assessing student performance.				X	
2.2.2	The European Credit Transfer System (ECTS) is applied and there is true correspondence between credits and workload per course and per semester for the student either he / she studies in a specific					X

	program or he/she is registered and studies simultaneously in additional programs of studies according to the European practice in higher education institutions.					
2.2.3	The program of study is structured in a consistent manner and in sequence, so that concepts operating as preconditions precede the teaching of other, more complex and cognitively more demanding, concepts.		X			
2.2.4	The higher education qualification awarded, the learning outcomes and the content of the program are consistent.					X
2.2.5	The program, in addition to the courses focusing on the specific discipline, includes an adequate number of general education courses. N/A					
2.2.6	The content of courses and modules, and the corresponding educational activities are suitable for achieving the desired learning outcomes with regards to the knowledge, skills, and abilities which should be acquired by students. N/A					
2.2.7	The number and the content of the program's courses are sufficient for the achievement of learning outcomes. N/A					
2.2.8	The content of the program's courses reflects the latest achievements / developments in science, arts, research and technology. N/A					
2.2.9	Flexible options / adaptable to the personal needs or to the needs of students with special needs, are provided.				X	
<p>Justify the answer you have provided and note the additional comments you may have on each standard / indicator.</p> <p>2.2.3: the nature and content of the comprehensive examination was not defined and specified by the Department. We also noted that the writing of the thesis comes quite late and is not in line with standard international practice.</p> <p>Note the expected number of students who will be studying simultaneously at another academic institution, based on your experience so far, regarding students who study simultaneously in the programs of your institution.</p>						
2.3	Quality Assurance of the Program of Study	1	2	3	4	5
2.3.1	The arrangements regarding the program's quality assurance define clear competencies and procedures.				X	

2.3.2	Participation in the processes of the system of quality assurance of the program, is ensured for				X		
	2.3.2.1	the members of the academic personnel				X	
	2.3.2.2	the members of the administrative personnel		X			
	2.3.2.3	the students.		X			
2.3.3	The guide and / or the regulations for quality assurance, provide detailed information and data for the support and management of the program of study.					X	
2.3.4	The quality assurance process constitutes an academic process and it is not restricted by non-academic factors.						X
<p>Justify the answer you have provided and note the additional comments you may have on each standard / indicator.</p> <p>2.3.2.2: There is no provision for input by admin personnel. However, the Committee understands that, with a personnel of one, this is not practicable.</p> <p>2.3.2.3. There is no provision for input by students</p>							
2.4	Management of the Program of Study		1	2	3	4	5
2.4.1	Effective management of the program of study with regard to its design, its approval, its monitoring and its review, is in place.					X	
2.4.2	It is ensured that learning outcomes may be achieved within the specified timeframe.						X
2.4.3	It is ensured that the program's management and development process is an academic process which operates without any non-academic interventions.						X
2.4.4	The academic hierarchy of the institution, (Rector, Vice-Rectors, Deans, Chairs and Programs' Coordinators, academic personnel) have the sole responsibility for academic excellence and the development of the programs of study.						X
2.4.5	Information relating to the program of study are posted publicly and include:						X
	2.4.5.1	The provisions regarding unit credits					X
	2.4.5.2	The expected learning outcomes					X
	2.4.5.3	The methodology					X
	2.4.5.4	Course descriptions					X

	2.4.5.5	The program's structure						X
	2.4.5.6	The admission requirements						X
	2.4.5.7	The format and the procedures for student assessment				X		
2.4.6	The award of the higher education qualification is accompanied by the Diploma Supplement which is in line with the European and international standards.							X
2.4.7	The effectiveness of the program's evaluation mechanism, by the students, is ensured.				X			
2.4.8	The recognition and transfer of credit units from previous studies is regulated by procedures and regulations which ensure that the majority of credit units is awarded by the institution which awards the higher education qualification. N/A							
<p>Justify the answer you have provided and note the additional comments you may have on each standard / indicator.</p> <p>2.4.7 It would be advisable to include student representatives in the PG Management Committee, and for the Department to close the feedback loop by communicating the ways in which it has responded to student feedback.</p> <p>In the case of practical training, note:</p> <ul style="list-style-type: none"> - The number of credit units for courses and the number of credits for practical training - In which semester does practical training takes place? - Note if practical training is taking place in a country other than the homecountry of the institution which awards the higher education qualification 								
2.5	International Dimension of the Program of Study		1	2	3	4	5	
2.5.1	The program's collaborations with other institutions are compared positively with corresponding collaborations of other departments / programs of study in Europe and internationally. N/A							
2.5.2	The program attracts Visiting professors of recognized academic standing. N/A							
2.5.3	Students participate in exchange programs. N/A							
2.5.4	The academic profile of the program of study is compatible with corresponding programs of study in Cyprus and internationally.							X

Justify the answer you have provided and note the additional comments you may have on each standard / indicator.

Also, comment on the degree the program compares positively with corresponding programs operating in Cyprus and abroad in higher education institutions of the same rank.

2.6	Connection with the labor market and the society	1	2	3	4	5
2.6.1	The procedures applied, so that the program conforms to the scientific and professional activities of the graduates, are adequate and effective.					X
2.6.2	According to the feasibility study, indicators for the employability of graduates are satisfactory.					X
2.6.3	Benefits, for the society, deriving from the program are significant.					X

Justify the answer you have provided and note the additional comments you may have on each standard / indicator.

3. RESEARCH WORK AND SYNERGIES WITH TEACHING						
3.1	Research - Teaching Synergies	1	2	3	4	5
3.1.1	It is ensured that teaching and learning have been adequately enlightened by research.					X
3.1.2	New research results are embodied in the content of the program of study.					X
3.1.3	Adequate and sufficient facilities and equipment are provided to support the research component of the program of study, which are available and accessible to the personnel and the students.					X
3.1.4	The results of the academic personnel's research activity are published in international journals with the peer-reviewing system, in international conferences, conference minutes, publications etc.				X	
3.1.5	External, non-governmental, funding for the academic personnel's research activities, is compared positively to the funding of other institutions in Cyprus and abroad.				X	

3.1.6	Internal funding, of the academic personnel's research activities, is compared positively to the funding of other institutions in Cyprus and abroad.					X
3.1.7	The policy for, indirect or direct, internal funding of the academic personnel's research activity is satisfactory.		X			
3.1.8	The participation of students, academic, teaching and administrative personnel of the program in research activities and projects is satisfactory.				X	
3.1.9	Student training in the research process is sufficient.		X			

Justify the answer you have provided and note the additional comments you may have on each standard / indicator.

3.1.7 The Committee strongly urges the University to ensure that members of the Department are able to benefit from their academic leave entitlement. Staffing constraints entail that this is not currently the case, as study leave is delayed by the rule that only one member can be on leave in any given semester. In addition, it is regrettable that members of academic staff spend quite a lot of time and energy on clerical and admin tasks (catering, outreach, promotion etc), thus compromising their ability to undertake research.

3.1.9 We recommend the creation of a research methodology module which would be compulsory for all PhD student to be taken in the first semester of the programme.

4. ADMINISTRATION SERVICES, STUDENT WELFARE AND SUPPORT OF TEACHING WORK

4.1	Administrative Mechanisms	1	2	3	4	5
4.1.1	There is a Student Welfare Service that supports students with regards to academic and personal problems and difficulties.				X	
4.1.2	Statutory administrative mechanisms for monitoring and supporting students are sufficient.					X
4.1.3	The efficiency of these mechanisms is assessed on the basis of specific criteria.				X	

Justify the answer you have provided and note the additional comments you may have on each standard / indicator.

4.2	Infrastructure / Support	1	2	3	4	5
4.2.1	There are suitable books and reputable journals supporting the program.					x
4.2.2	There is a supportive internal communication platform.				x	
4.2.3	The facilities are adequate in number and size.					x
4.2.4	The equipment used in teaching and learning (laboratory and electronic equipment, consumables etc) are quantitatively and qualitatively adequate.					x
4.2.5	Teaching materials (books, manuals, scientific journals, databases) are adequate and accessible to students.				x	
4.2.6	Teaching materials (books, manuals, scientific journals, databases) are updated regularly with the most recent publications. N/A					
4.2.7	The teaching personnel are provided with training opportunities in teaching method, in adult education, and in new technologies on the basis of a structured learning framework.			x		

Justify the answer you have provided and note the additional comments you may have on each standard / indicator.

4.2.7 We expect that the creation of the Graduate School will also provide structured opportunities for continuous staff development

4.3	Financial Resources	1	2	3	4	5
4.3.1	The management and allocation of the financial resources of the program of study, allow for the development of the program and of the academic / teaching personnel.				x	
4.3.2	The allocation of financial resources as regards to academic matters, is the responsibility of the relevant academic departments.		x			
4.3.3	The remuneration of academic and other personnel is analogous to the remuneration of academic and other personnel of the respective institutions in Cyprus.					x
4.3.4	Student tuition and fees are consistent to the tuition and fees of other respective institutions.					x
<p>Justify the answer you have provided and note the additional comments you may have on each standard / indicator.</p> <p>4.3.2. The allocation of funds is highly centralized, with limited departmental autonomy.</p>						

The following criterion applies additionally for distance learning programs of study.

5.	DISTANCE LEARNING PROGRAMS N/A	1	2	3	4	5
5.1	Feedback processes for teaching personnel with regards to the evaluation of their teaching work, by the students, are satisfactory.					N/A

5.2	The process and the conditions for the recruitment of academic / teaching personnel, ensure that candidates have the necessary skills and experience for long distance education.					N/A
5.3	Through established procedures, appropriate training, guidance and support, are provided to teaching personnel, to enable it to efficiently support the educational process.					N/A
5.4	Student performance monitoring mechanisms are satisfactory.					N/A
5.5	Adequate mentoring by the teaching personnel, is provided to students, through established procedures.					N/A
5.6	The unimpeded long distance communication between the teaching personnel and the students, is ensured to a satisfactory degree.					N/A
5.7	Assessment consistency, its equivalent application to all students, and the compliance with predefined procedures, are ensured.					N/A
5.8	Teaching materials (books, manuals, scientific journals, databases) comply with the requirements provided by the long distance education methodology and are updated regularly.					N/A
5.9	The program of study has the appropriate and adequate infrastructure for the support of learning.					N/A
5.10	The supporting infrastructures are easily accessible.					N/A
5.11	Students are informed and trained with regards to the available educational infrastructure.					N/A
5.12	The procedures for systematic control and improvement of the supportive services are regular and effective.					N/A
5.13	Infrastructure for distance education is comparable to university infrastructure in the European Union and internationally.					N/A
5.14	Electronic library services are provided according to international practice in order to support the needs of the students and of the teaching personnel.					N/A
5.15	The students and the teaching personnel have access to the necessary electronic sources of information, relevant to the program, the level, and the method of teaching.					N/A

5.16	The percentage of teaching personnel who holds a doctorate, in a program of study which is offered long distance, is not less than 75%.					N/A
<p>Justify the answer you have provided and note the additional comments you may have on each standard / indicator.</p>						
<p>If the following apply, note “√” in the appropriate space next to each statement. In case the following statements do not apply, note what is applicable:</p>						
The maximum number of students per class-section, should not exceed 30 students.						N/A
The conduct of written examinations with the physical presence of the students, under the supervision of the institution or under the supervision of reliable agencies which operate in the countries of the students, is compulsory.						N/A
The number of long distance classes taught by the academic personnel does not exceed the number of courses taught by the teaching personnel in conventional programs of study.						N/A

The following criterion applies additionally for doctoral programs of study.

6.	DOCTORAL PROGRAMS OF STUDY	1	2	3	4	5
6.1	The provision of quality doctoral studies is ensured through Doctoral Studies Regulations.			x		

6.2	The structure and the content of a doctoral program of study are satisfactory and they ensure the quality provision of doctoral studies.		X			
6.3	The number of academic personnel, which is going to support the doctoral program of study, is adequate.					X
6.4	The doctoral studies' supervisors have the necessary academic qualifications and experience for the supervision of the specific dissertations.					X
6.5	The degree of accessibility of all interested parties to the Doctoral Studies Regulations is satisfactory.			X		
6.6	The number of doctoral students, under the supervision of a member of the academic personnel, is apt for the continuous and effective feedback provided to the students and it complies with the European and international standards.					X
6.7	The research interests of academic advisors and supervisors are satisfactory and they adequately cover the thematic areas of research conducted by the doctoral students of the program.					X

Justify the answer you have provided and note the additional comments you may have on each standard / indicator.

We have structure our feedback for this section on the basis of the agency's additional Guidelines for Doctoral Studies. Please see our detailed input in the findings section.

6.1 and 6.2: The nature and content of the comprehensive examination is not defined and specified; The writing of the thesis comes quite late in the process; the examination committee's membership should be revisited; we recommend a clear upper word limit of the doctoral dissertation; the possibility of resubmission of the thesis with major/minor corrections and appropriate timeframes for that; more specificity concerning the supervisory arrangements and the provision of financial support as well as office space and equipment for students.

6.5: accessibility will be enhanced if a PhD handbook is adopted.

Note the number of doctoral students under the supervision of each member of the academic personnel of the program and the academic rank of the supervisor.

FINAL REMARKS – SUGGESTIONS

Please note your final remarks and suggestions for the program of study and/or regarding particular aspects of the program.

The Committee would like to reiterate that it is strongly supportive of the proposed PhD programme, which is an important step in the development of the Law Department and Cypriot legal education more generally. We expect the Department to be able to address in full the detailed recommendations outlined in the findings section. However, we would like to use the present section of the report to highlight our key suggestions for the strengthening and development of this important programme:

- In order to ensure that the doctoral programme is of high quality, we would strongly encourage the University to invest in the development of the Law Department, both in order to ease the heavy teaching and administrative burden of the faculty (and thereby help them use their great research capability), and in order to facilitate the growth of the Department's new programmes.
- We would encourage the University to give the Department more control over the resources invested in its programmes.
- All policies and procedures should be communicated to staff and students clearly, preferably in the form of an PhD Handbook.
- The Department could also provide the Doctoral Programme in English.
- The inclusion of a provision of part-time PhD in Law is required
- The Provision of a Taught Research Methodology Course is essential.
- The nature and content of the comprehensive examination needs to be defined and specified by the Department.
- The writing of the thesis comes quite late. This is not conducive for PhDs in law.
- The supervisor should not be a member of the examining committee due to the conflict of interest and the possibility of influencing the members of the examining committee.
- If the supervisor's presence is required during the examination, (s)he could attend as an observer.
- The possible outcome of the examining process should include the possibility of resubmission subject to major or minor corrections within an appropriate timeframes for completion.
- The adoption of a clear upper word limit for the doctoral dissertation is required. The figure of 100,000 words, including footnotes, would be a good basis for this.

- Student participation in evaluating the programme and in the quality assurance process is needed.
- Supervisors should receive credit for PhD supervision in the workload allocation.
- The number of meetings that a student ought to have with his/her supervisor and their frequency.
- The provision of office space and computer equipment for PhD students is recommended.
- The provision of modest financial support to each doctoral student which would enable him/her to attend conferences and to purchase material required for his/her research is encouraged.

The committee would like to thank the Agency and Dr Deligianni for their guidance and remain at their disposal for any clarification required for the review process.

Names and Signatures of the Chair and the Members of the External Evaluation Committee:

Name:	Signature:
Olympia Bekou	
Dora Kostakopoulou	
Emmanuel Voyiakis	
Veronica Charalambous	

Date: ...16 May 2018.....