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Tel.: 00 357 22504354

Fax: 00 357 22504392

email: mzervou@dipae.ac.cy

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To
Director
Alexander College Larnaca
Alexander College Pafos

SUBJECT: Preliminary review regarding the program of study "*MSc Tourism and Event Management*" which is going to be offered by the Alexander College, Larnaca and Pafos, via the franchise method, in collaboration with the Canterbury Christ Church University UK

Based on the Law [N. 136 (I) / 2015 to 35 (I) 2019], I have instructions to inform you in regards to the findings of the **preliminary review**, carried out by CYQAA, for the program of "**MSc Tourism and Event Management**" of the institution Canterbury Christ Church University UK which will be offered via the franchise method by your institutions, Alexander College Larnaca and Pafos.

In your letter of reply, you should include, in accordance with the above-mentioned Law, all the information that the Agency has identified as deficient or missing in the preliminary review

It is expected that your response will be structured, and you will reply with specific references to documentation (annexes and pages) in accordance to the Agency's Law.

During the preliminary review we have observed the following:

1. In Part A, section 4.4 Documentation that you have submitted you make a reference to the MBA program of study.

This preliminary review is for the MSc program, therefore, you need to clarify the reference.

2. Concerning the qualifications of your academic / teaching personnel we have observed that only one has a degree with a minor in Tourism Industry.

The Agency wants to highlight that recruiting qualified staff is a prerequisite for running successful programs of study. According to the EQF, all Master programs of study are classified in level 7, where research/innovation must be the main learning outcome.

Therefore, in addition to having a PhD in a relevant field of study, sufficient documentation is always needed in regard to synergies between teaching and research as are evidenced in the publications of the academic personnel and mainly in publications in international refereed journals with peer review system.

In review with all of the above at least 70% of personnel teaching in master programs must have publications in refereed journals.

3. Members of your teaching staff are employed by your College to teach at both Alexander College Larnaca and Pafos. Furthermore, some members of your staff teach in more than one program of study.

In order for the Agency to assure that the quality of the programs of study is not compromised by any excess in the weekly teaching periods of the academics and to secure that all your teaching personnel is working the maximum number of teaching periods per week provided by the Law, you need to submit the following:

- I. A list indicating the exact members of your teaching staff employed for each program of study for both Alexander College Larnaca and Pafos
- II. The exact teaching periods per week for each academic / teacher per week for each program of study for both Alexander College Larnaca and Pafos
- III. The weekly timetable indicating the exact time each course will be offered /delivered for each program of study and the name of the academic responsible for each course at both Alexander College Larnaca and Pafos.

We would like to highlight that the weekly timetables will be published in our website.

I remain at your disposal for any inquiries.

(Marina Zervou)

On Behalf of the President of
Cyprus Agency of Quality Assurance
and Accreditation
In Higher Education