



**ALEXANDER
COLLEGE**
CYPRUS

26th June 2024

Professor Mary Koutselini,

President of the Board of the Cyprus Agency of Quality Assurance and Accreditation in Higher Education

Response to the CYQAA Preliminary review of “LLM International Business and Law”, which is going to be offered by the Alexander College (Larnaca), via the franchise method, in collaboration with the Canterbury Christ Church University, UK

We would like to express our sincere appreciation to the CYQAA for the cooperation of both parties towards the completion of this review of information in accordance to Articles 10, 11 of the relevant law.¹ In response to the CYQAA preliminary (20th June 2024) and specifically to the observations and request for information for the LLM International Business and Law – (180 Credits, 90 ECTS, 1 Year Duration), Larnaca campus please consider the following points:

1. ANNEX XI Venue Resources and Staffing Report: We hereby attach Venue resources and Facilities for Alexander College Larnaca as per your request.
2. TABLE A: TEACHING STAFF (ALEXANDER COLLEGE). Response on items 1, 2, 3

Qualifications and Employment relationship

- The aim of this LLM is to equip students with a critical and open mind approach towards the law while at the same time provide insights into the practical aspects of the legal professions. We combine traditional scholarly attributes with more practice-led skills so that at the end of the programme, students are qualified to work in multiple sectors. Having this in mind, all of the staff is approved and continuously trained by the CCCU University as ANNEX X “Approval of Delivery Letter” by the CCCU University, clearly specifies.²

¹ Especially article 11 (2) which provides the following “Before the commencement of the offer of the programme of study ending in the award of a higher education qualification, in accordance with the provisions of subsection (1), the higher education institution informs in depth and in detail the Agency...”The Quality Assurance and Accreditation in Higher Education and the Establishment and Operation of an Agency on Related Matters Laws, 2015 and 2016 (Consolidation in English).

² “The academic and professional qualifications of Alexander College staff who will be teaching on the Canterbury Christ Church University Programmes have been approved by the University”. Moreover, CCCU defines the minimum required qualifications of the teaching staff as per the following: “We expect teaching staff at the partner to possess the relevant teaching experience in relation to Higher Education together with Practitioner experience. All tutors teaching on our courses must submit their CVs to the University and subject to approval from the relevant Head of School. Continuous support and guidance on teaching learning and assessments are provided by the University’s appointed Academic Link Tutor(s) to ensure appropriate delivery”.

Training of the Alexander College teaching staff is mandatory and continuous.³ Moreover, the academic staff at the Alexander College and CCCU, take part in a monthly meeting to discuss and support any academic issues. Alexander College chairs three Board of Studies (BoS) meetings per academic year. BoSs comprise of the Alexander College academic staff, CCCU ALT, Director of Partnership, IPAD International Partnerships Manager/IPO. The CCIP⁴ is informed by module feedback, student/staff liaison meetings and the External Examiner Report. Therefore, the teaching staff is actively engaged (and trained) in the successful running of the Programme.

- To develop both knowledge and skills to support students' entry and progression into employment as confident legal professionals, we indeed recruit a combination of PhD academics (five for LLM Larnaca) and some exemplary and enthusiastic non-PhD legal practitioners, all of whom holders of an LLM (three out of eight for LLM Larnaca). The latter group consists of one lecturer (please see Table A, A/A: 4). appointed as Associate Judge of the Resident Judges Court of the "Sovereign Base Areas of Akrotiri and Dhekelia", holder of an LLM, MBA, LLB. The second non-PhD (Table A, A/A: 2) is a research assistant with a book publication (Routledge Publications), holder of LLM, LLB and six years of teaching experience. Lastly, the third lecturer (Table A, A/A:7) is a self-employed advocate who was awarded with distinction and the highest mark as a law student at the University of Sheffield (LLM, 2018) and the University of West of England (LLB, 2017) respectively. He is also a research assistant (<https://alexander.ac.cy/research-centre/the-team/>) and has six years of teaching experience.
- To collaborate with qualified legal practitioners and/or experts in their respective field is an important commitment to enhance student experience and offer to the students the key transferable skills for their journey in real life. We suggest that this practice is followed, as

³ Currently, Alexander College lecturers teaching on CCCU programs are requested to attend the following training sessions:

- Effective Assessment and Feedback
- An Introduction to Equity and Inclusion
- Safeguarding Essentials
- Information Security Awareness
- Understanding Digital Accessibility
- GDPR – General Data Protection Regulations - Renew every year
- Bribery Act
- Freedom of Speech
- Recognising and designing out academic misconduct
- Extenuating Circumstances, Temporary Learning Agreement (TLA)
- MAB Report - SITS Agree Marks Training for Course Leaders
- PAB Report - SITS Approve Awards and Outcomes for Course Leaders
- Course Handbook – How to Localise the Course Handbook
- Module Handbooks, Lecture Slides and Blackboard Admin
- Board of Study, and Course Performance Plan
- Blackboard Ultra: An Introduction
- Collaborate: Getting Started
- CCCU Partner SharePoint Training for Course Leads

⁴ Course Continuous Improvement Plan (CCIP)

evidenced, by many HEI, Universities and Colleges, especially in the field of Law, both abroad and in Cyprus. We separately attach a list of Universities in Cyprus which share the same aspiration, as a sample of our contribution to the debate. The aforementioned Universities in Cyprus, employ a significant number of qualified -in the subject and practice- non-PhD holders and PhD holders collaborating at a part-time basis. We suggest that this practice is widespread in all Law Schools of both Public and Private Universities offering postgraduate studies.

- Further to the above, and in conformity to the spirit of the relevant CYQAA observations and further information requested, we will take the following steps should this request for review is completed:

We further enhance the ratio of both PhD qualified personnel and full-time staff with the following measures:

- 1. one member of the current teaching staff (please see Table A, A/A: 6.) will be employed on a full-time basis (as of Fall Semester 2024).**
 - 2. A PhD member of the current staff (please see Table A, A/A: 5, Assist. Prof.) will also be employed on a full-time basis (as of Fall Semester 2024).**
- Alexander College continuously supports the enhancement of professional and academic development of the teaching staff. Alexander College Law sector was awarded the Gold Award at the Cyprus Education Leaders Awards (2022) *for Best Learning Experience* for the project “MootCourtSkills@EmpowerMent#Simulation- Εικονικό Δικαστήριο”. Research activities of the academic staff are supported and promoted (please see <https://alexander.ac.cy/academic-career-development-at-alexander-college/> and <https://alexander.ac.cy/research-centre/>). Especially, Teaching-Research track staff is required, alongside teaching and administration duties, to contribute to research activities including publications and Conference participation as exemplified in their Cvs. Alexander College and the staff both participates and co-organises academic Conferences (please see <https://alexander.ac.cy/research-centre/#latest-news>) in view of further enhancing its academic collaborations, profile and culture.
 - The list of staff as per ERGANI will be sent to you the soonest possible.
 - We attach the preliminary link with the teaching staff

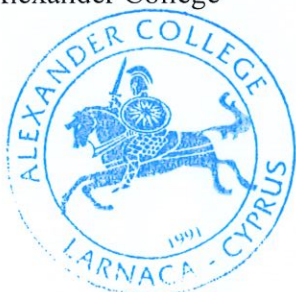
We remain at your disposal for any further inquiries.

With appreciation,

Andy Loppas

Director

Alexander College



A handwritten signature in blue ink, appearing to be "A. Loppas", is written over the text of the letter.