

Doc. 300.1.2

Date: 18 December 2023

## Higher Education Institution's Response

- **Higher Education Institution:**  
University of Limassol (UoL)
- **Town:** Nicosia and Limassol
- **Programme of study**  
Name (Duration, ECTS, Cycle)

**In Greek:**

Programme Name

**In English:**

Foundation Course for English Language Learning

- **Language(s) of instruction:** English
- **Programme's status:** Conventional face-to-face programme of study
- **Concentrations (if any):**

**In Greek:** Concentrations

**In English:** Concentrations



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].

## A. Guidelines on content and structure of the report

- *The Higher Education Institution (HEI) based on the External Evaluation Committee's (EEC's) evaluation report (Doc.300.1.1 or 300.1.1/1 or 300.1.1/2 or 300.1.1/3 or 300.1.1/4) must justify whether actions have been taken in improving the quality of the programme of study in each assessment area. The answers' documentation should be brief and accurate and supported by the relevant documentation. Referral to annexes should be made only when necessary.*
- *In particular, under each assessment area and by using the 2<sup>nd</sup> column of each table, the HEI must respond on the following:*
  - *the areas of improvement and recommendations of the EEC*
  - *the conclusions and final remarks noted by the EEC*
- *The institution should respond to the EEC comments, in the designated area next each comment. The comments of the EEC should be copied from the EEC report **without any interference** in the content.*
- *In case of annexes, those should be attached and sent on separate document(s). Each document should be in \*.pdf format and named as annex1, annex2, etc.*

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

Areas of improvement and recommendations <b>by EEC</b>	Actions Taken by the Institution	For Official Use ONLY
The University may want to consider setting up a more permanent structure, to ensure the smooth day-to-day implementation of the programme as well as its academic management.	The programme is housed in the office of the Vice Rector of Academic Affairs and Quality Assurance and its day-to-day implementation is handled by the office of Academic Affairs.	Compliance
The Committee recommends regular staff-student consultative meetings to discuss student matters and concerns	As in all academic programmes, regular staff-student consultative meetings to discuss student matters and concerns are coordinated by the Student Welfare office.	Compliance
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## 2. Student – centred learning, teaching and assessment (ESG 1.3)

Areas of improvement and recommendations <b>by EEC</b>	Actions Taken by the Institution	For Official Use ONLY
The Committee had some concerns about the potential mixed abilities of the incoming cohort, and how this would be handled. Initially this may not be a problem, in view of the small number of students anticipated to apply to the programme, but it may pose a problem in the future if a larger cohort is admitted. Some advance planning might be appropriate here.	Advanced planning is already in place to identify and assess potential mixed abilities of the incoming cohort during the interview process and placement assessment with separation to different cohort in case of significant variance. Further assessment of abilities will take place during the Orientation Module.	Compliance
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### 3. Teaching staff (ESG 1.5)

Areas of improvement and recommendations <b>by EEC</b>	Actions Taken by the Institution	For Official Use ONLY
It was not entirely clear how student feedback will be acted upon, i.e. what formal procedure will be followed to discuss and implement proposed changes and improvements.	The feedback is submitted to the Quality Assurance Committee for evaluation and possible modification of curriculum, content and delivery of the programme in response to the students' feedback.	Compliance
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#### 4. Student admission, progression, recognition and certification (ESG 1.4)

Areas of improvement and recommendations <b>by EEC</b>	Actions Taken by the Institution	For Official Use ONLY
It is not clear what happens in terms of certification when a student fails: are students still issued with some kind of certificate (of attendance)?	At the end of the course, all students receive a certificate of attendance including those students who failed the international examination and must depart Cyprus.	Compliance
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## 5. Learning resources and student support (ESG 1.6)

Areas of improvement and recommendations <b>by EEC</b>	Actions Taken by the Institution	For Official Use ONLY
<p>The University should consider instituting a procedure to regulate the maximum number of students on the course, and having different ability groups if needed.</p>	<p>The maximum number of students per class has been set at 20 in case of a cohort of uniform abilities and at 10 in case of different ability groups.</p> <p>The programme further acknowledges its proactive duty to serve the educational needs of students with special needs, including physical impairment (visual, hearing, physical movement), learning disabilities (e.g., dyslexia) or psychological (e.g., extreme stress, anxiety, depression). The Department takes all necessary measures to meet the needs of such students, including: (i) physical access to buildings and facilities; (ii) counselling services by expert councilors; (iii) alternative assessment methods (e.g., more time allocated, oral examinations, etc.); and (iv) other measures as and when professionally prescribed.</p>	<p>Compliance</p>
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**6. Additional for doctoral programmes**  
 (ALL ESG)

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**7. Eligibility (Joint programme)**  
 (ALL ESG)


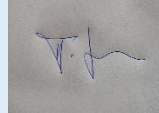


Areas of improvement and recommendations <b>by EEC</b>	Actions Taken by the Institution	For Official Use ONLY
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## B. Conclusions and final remarks

Conclusions and final remarks by EEC	Actions Taken by the Institution	For Official Use ONLY
We find the programme to be compliant with the CYQAA requirements.	We are in full agreement.	Compliance
Staff in the University are qualified to teach on the programme, and have relevant teaching experience.	We are in full agreement.	Compliance
The design and content of the programme is appropriate for a Foundation Course of this kind. It offers skills in the areas of listening, speaking, writing, and reading, as well as generic academic skills and practical skills.	We are in full agreement.	Compliance
Student support services are in place as well as feedback procedures	We are in full agreement.	Compliance
Because the course has not yet started, the Committee did not have the opportunity to look at students' work, so it was not possible to take a view of the academic level of the students' work or of the quality of the feedback given to students.	We are in full agreement.	Compliance
The resources (campus, accommodation, library, internet, etc.) are good, and provide an attractive working environment for students on the programme.	We are in full agreement.	Compliance
We found all the staff in the University, especially the teaching staff, to be enthusiastic and engaged, witness the detailed study guide.	We are in full agreement.	Compliance

C.

#### D. Higher Education Institution academic representatives

<i>Name</i>	<i>Position</i>	<i>Signature</i>
<b>Prof. Theodore Panayotou</b>	Rector	
<b>Prof. Vasilis Polimenis</b>	Vice-Rector of Academic Affairs and Quality Assurance	
<b>Prof. William Howieson</b>	Vice-Rector of International Affairs and Research	William Howieson
<b>Ms Lena Jelic</b>	Director of Academic Affairs / Registrar	
<b>Giouli Pappa</b>	Co-ordinator/ Teaching Staff	

**Date:** 18/12/2023

