Doc. 300.1.1

Date: 18/4/24

External Evaluation Report

(Conventional-face-to-face programme of study)

- **Higher Education Institution: Cyprus College**

- **Town: Limassol**

- **School/Faculty (if applicable): Cyprus College**
- **Department/ Sector:** Department/Sector

- **Programme of study- Name (Duration, ECTS, Cycle) In Greek:**

  Διαδικτυακό Μάρκετινγκ και Μέσα Κοινωνικής Δικτύωσης (2 έτη πλήρους φοίτησης ή 4 έτη μερικής φοίτησης) Δίπλωμα

  In English:

  Digital Marketing and Social Media Specialist (2 years full time or 4 years part time) Diploma

- **Language(s) of instruction: Greek**

- **Programme's status:** New
- **Concentrations (if any):**
  In Greek: Concentrations
  In English: Concentrations

ΚΥΠΡΙΑΚΗ ΔΗΜΟΚΡΑΤΙΑ
REPUBLIC OF CYPRUS

A. Introduction

This part includes basic information regarding the onsite visit.

The External Evaluation Committee (EEC) would like to thank the Cyprus Agency of Quality Assurance and Accreditation in Higher Education (CYQAA) for the invitation to evaluate the Diploma in Digital Marketing and Social Media by Cyprus College.

As the first HEI in Cyprus, established in 1961, and now part of Gallileo Global Education, Cyprus College aims to be recognised for its delivery of applied industry oriented programmes. As part of a group of 54 schools, 91 campuses in 13 countries with 170,000 students it aspires to engage with local industry and stakeholders making a positive impact. To this end, the Diploma in Digital Marketing and Social Media can help train e-marketers and enhance their career prospects making a valuable contribution to the local business environment and beyond.

The evaluation took place in person on the 17th April 2024, as per the schedule provided by the Agency. The EEC consisted of three academics with relevant disciplinary expertise and a student representative. The schedule provided featured several meetings with the Campus Director, the Heads of the relevant units, the programme coordinator, students, teaching faculty and administrative personnel. The meetings and the evidence provided in the form of the self-evaluation report, presentations and additional documents offered sufficient information for the EEC to compile this report.

The report discusses in detail areas of strength and areas that further work may be required. The EEC provides a number of constructive suggestions as to how the College could address the points raised and strengthen the programme. If colleagues at Cyprus College have any queries with regard to the report, the Evaluation Committee members will be happy to attend to them in due course.

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B. External Evaluation Committee (EEC)

Name	Position	University
Michele O'Dwyer	Professor	University of Limerick
Christina Boutsouki	Professor	Aristotle University of Thessaloniki
Christos Kolympiris	Associate Professor	University of Warwick
Elpida Tsalamandri	Student Representative	Cyprus University of Technology

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C. Guidelines on content and structure of the report

- *The external evaluation report follows the structure of assessment areas.*

- *At the beginning of each assessment area there is a box presenting:*
  (a) *sub-areas*
  (b) *standards which are relevant to the European Standards and Guidelines (ESG)*
  (c) *some questions that EEC may find useful.*

- *The questions aim at facilitating the understanding of each assessment area and at illustrating the range of topics covered by the standards.*

- *Under each assessment area, it is important to provide information regarding the compliance with the requirements of each sub-area. In particular, the following must be included:*

Findings

A short description of the situation in the Higher Education Institution (HEI), based on elements from the application for external evaluation and on findings from the onsite visit.

Strengths

A list of strengths, e.g. examples of good practices, achievements, innovative solutions etc.

Areas of improvement and recommendations

A list of problem areas to be dealt with, followed by or linked to the recommendations of how to improve the situation.

- *The EEC should state the compliance for each sub-area (Non-compliant, Partially compliant, Compliant), which must be in agreement with everything stated in the report. It is pointed out that, in the case of standards that cannot be applied due to the status of the HEI and/or of the programme of study, N/A (= Not Applicable) should be noted.*

- *The EEC should state the conclusions and final remarks regarding the programme of study as a whole.*

- ***The report may also address other issues which the EEC finds relevant.***

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

Sub-areas

1.1 Policy for quality assurance
1.2 Design, approval, on-going monitoring and review
1.3 Public information
1.4 Information management

1.1 Policy for quality assurance

Standards

- *Policy for quality assurance of the programme of study:*
  - *has a formal status and is publicly available*
  - *supports the organisation of the quality assurance system through appropriate structures, regulations and processes*
  - *supports teaching, administrative staff and students to take on their responsibilities in quality assurance*
  - *ensures academic integrity and freedom and is vigilant against academic fraud*
  - *guards against intolerance of any kind or discrimination against the students or staff*
  - *supports the involvement of external stakeholders*

1.2 Design, approval, on-going monitoring and review

Standards

- *The programme of study:*
  - *is designed with overall programme objectives that are in line with the institutional strategy and have explicit intended learning outcomes*
  - *is designed by involving students and other stakeholders*
  - *benefits from external expertise*
  - *reflects the four purposes of higher education of the Council of Europe (preparation for sustainable employment, personal development, preparation for life as active citizens in democratic societies, the development and maintenance, through teaching, learning and research, of a broad, advanced knowledge base)*
  - *is designed so that it enables smooth student progression*
  - *is designed so that the exams' and assignments' content corresponds to the level of the programme and the number of ECTS*
  - *defines the expected student workload in ECTS*

- *includes well-structured placement opportunities where appropriate*
- *is subject to a formal institutional approval process*
- *results in a qualification that is clearly specified and communicated, and refers to the correct level of the National Qualifications Framework for Higher Education and, consequently, to the Framework for Qualifications of the European Higher Education Area*
- *is regularly monitored in the light of the latest research in the given discipline, thus ensuring that the programme is up-to-date*
- *is periodically reviewed so that it takes into account the changing needs of society, the students' workload, progression and completion, the effectiveness of procedures for assessment of students, student expectations, needs and satisfaction in relation to the programme*
- *is reviewed and revised regularly involving students and other stakeholders*

1.3 Public information

Standards

- *Regarding the programme of study, clear, accurate, up-to date and readily accessible information is published about:*
  - *selection criteria*
  - *intended learning outcomes*
  - *qualification awarded*
  - *teaching, learning and assessment procedures*
  - *pass rates*
  - *learning opportunities available to the students*
  - *graduate employment information*

1.4 Information management

Standards

- *Information for the effective management of the programme of study is collected, monitored and analysed:*
  - *key performance indicators*
  - *profile of the student population*
  - *student progression, success and drop-out rates*
  - *students' satisfaction with their programmes*
  - *learning resources and student support available*
  - *career paths of graduates*

- *Students and staff are involved in providing and analysing information and planning follow-up activities.*

Findings

The Diploma in Digital Marketing and Social Media is a conventional programme designed to equip individuals with the essential theoretical knowledge and practical skills required to advance their careers in Digital Marketing. The ECTS workload aligns with standard expectations, and the EEC anticipates that the qualification awarded will adhere to the National Qualifications Framework for Higher Education and align with industry standards.

Being a member of Galileo Global Education, Cyprus College has several policies in place for quality assurance. These apply to both the development and implementation of a programme. Any new programmes or changes to existing programmes must go through the internal committee and processes once a year. Cyprus College's policies cover areas such as curriculum development, assessment practices, and student progression. There are also mechanisms, such as the student course feedback (at the end of each semester) that can help ensure teaching excellence. Evidence of quality assurance meetings have been provided. The EEC would like to note that the policies are publicly available, and staff appear to be familiar with them.

The EEC requested details on admission criteria, program content and structure, learning outcomes, teaching methods, assessment protocols, pass rates, employment data, and received adequate information. Much of this information is readily available on the Cyprus College website. Additionally, we were informed about the expected profile of student cohorts.

Strengths

- The programme under evaluation is designed with the Cyprus College's vision and strategy in mind; it appears to have specific learning outcomes.
- Information about the programme of study is clear, accurate, and readily accessible for prospective students and other stakeholders.
- The EEC requested evidence of quality assurance practices. Such evidence was provided demonstrating adherence to good practices.

Areas of improvement and recommendations

- To ensure efficient program management, Cyprus College should persist in gathering, monitoring, and analysing data including KPIs, student advancement, success and attrition rates, as well as student satisfaction.

- Cyprus College should periodically review the programme so that its learning objectives and outcomes remain relevant.

- A comprehensive mapping report illustrating the alignment of each course unit with the intended learning outcomes (ILOs) of the program is mandatory. The EEC advises the programme's teaching team to collaboratively assess how each unit contributes to the achievement of the ILOs and to compile this report/map accordingly.

- Cyprus College and the programme head should reassess the curriculum and take into account the target market. It's crucial to integrate course units that accurately mirror the digital marketing landscape they are engaged in. Currently, there are several courses such as Introduction to Business, The Art of Persuasion, Introduction to Sociology, which do not seem to align squarely with the specialised focus of the Diploma in Digital Marketing and Social Media. In addition the alignment of module titles with learning outcomes and teaching content should be re-examined and updated in light of the programme title, aim and objectives.

- At the moment, new technologies, such as Artificial Intelligence (AI), are not fully incorporated into the curriculum, despite students' early familiarity with them and industry demand. EEC encourages the adoption of emerging technologies to enhance student learning and relevance.

- A critical weakness of the programme is the limited number of staff delivering the modules. Almost 74% of the programme's modules are delivered by only three members of staff (two of whom are part time). This can create confusion among students, diminish the specialised character of the programme and can create uneven workload among members of staff.

- The curriculum does not fully integrate industry practices, thereby restricting students' exposure to real-world scenarios. Strengthening partnerships with industry professionals and organisations could significantly enhance the relevance of course content.

- A more practical approach should also be incorporated in the actual delivery of the modules. Cyprus College could invite more guest lecturers from industry as part of the delivery of modules, to provide this practical approach.

- Placement opportunities are encouraged to make the programme more practical.

- The assessments utilised and the content presented should align with the programme's level and ECTS requirements. The programme must effectively illustrate how it addresses the intended learning outcomes of each course unit.

- Cyprus College might explore the formal appointment of external advisors, including academic from international backgrounds and practitioners from the local market. These advisors could offer valuable input for future curriculum revisions and offer insights into the essential skills students require for a successful career in Digital Marketing.

Please select what is appropriate for each of the following sub-areas:

Sub-area		*Non-compliant/* *Partially Compliant/Compliant*
1.1	Policy for quality assurance	Compliant
1.2	Design, approval, on-going monitoring and review	Compliant
1.3	Public information	Compliant
1.4	Information management	Compliant

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

> ### Sub-areas
> **2.1 Process of teaching and learning and student-centred teaching methodology**
> **2.2 Practical training**
> **2.3 Student assessment**

2.1 Process of teaching and learning and student-centred teaching methodology

Standards

- *The process of teaching and learning supports students' individual and social development.*
- *The process of teaching and learning is flexible, considers different modes of delivery, where appropriate, uses a variety of pedagogical methods and facilitates the achievement of planned learning outcomes.*
- *Students are encouraged to take an active role in creating the learning process.*
- *The implementation of student-centered learning and teaching encourages a sense of autonomy in the learner, while ensuring adequate guidance and support from the teacher.*
- *Teaching methods, tools and material used in teaching are modern, effective, support the use of modern educational technologies and are regularly updated.*
- *Mutual respect within the learner-teacher relationship is promoted.*
- *The implementation of student-centred learning and teaching respects and attends to the diversity of students and their needs, enabling flexible learning paths.*
- *Appropriate procedures for dealing with students' complaints regarding the process of teaching and learning are set.*

2.2 Practical training

Standards

- *Practical and theoretical studies are interconnected.*
- *The organisation and the content of practical training, if applicable, support achievement of planned learning outcomes and meet the needs of the stakeholders.*

2.3 Student assessment

Standards
- *Assessment is consistent, fairly applied to all students and carried out in accordance with the stated procedures.*

- *Assessment is appropriate, transparent, objective and supports the development of the learner.*
- *The criteria for the method of assessment, as well as criteria for marking, are published in advance.*
- *Assessment allows students to demonstrate the extent to which the intended learning outcomes have been achieved. Students are given feedback, which, if necessary, is linked to advice on the learning process.*
- *Assessment, where possible, is carried out by more than one examiner.*
- *A formal procedure for student appeals is in place.*
- *Assessors are familiar with existing testing and examination methods and receive support in developing their own skills in this field.*
- *The regulations for assessment take into account mitigating circumstances.*
-

Findings

The teaching approach at Cyprus College is adaptable, incorporating various pedagogical methods to foster student learning and growth. The methods, tools, and materials utilised in face-to-face instruction are effective, embracing modern educational technologies with regular updates. The college's learning management system facilitates teaching, learning, and administrative tasks.

Formative assessment for most courses relies on assignment submissions, lacking personalised feedback before submission. Summative assessment is based on mandatory mid-term and final exams. While the assessment methods are communicated beforehand, the marking criteria are not generally explicitly stated.

Strengths

- Students have highlighted the ongoing support provided by staff members at the College. Furthermore, the EEC acknowledges the numerous advantages of the small, welcoming academic community and the close cooperation among academic and administrative personnel, which is also evident in their interactions with students.

- Support in other than academic issues is also available to students by dedicated professionals; the EEC notes that the students have easy access to the teaching staff to discuss issues pertaining to their studies.

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Areas of improvement and recommendations

- The provision of personalised feedback in the assignments submitted is advised to help students identify weaknesses and successfully progress with their studies.

- Weekly study guides could also be used to make it possible for students to determine the work to be done every week, even though the workload is not considered difficult.

- Considering the nature of the programme, integrating more active engagement with industry and external stakeholders in the curriculum could enhance the student learning experience.

- External partnerships should be developed and strengthened to increase internship and placement opportunities for students.

- We note that several assessment methods are mentioned throughout the programme, yet no concrete evidence of their implementation is provided. The EEC urges the programme team to explore avenues for enhancing assessment practices, particularly in fostering vital skills and competencies such as problem-based learning, live cases/projects, and group projects/teamwork, which appear to be lacking in practice.

- At the moment most modules are assessed mainly (almost 70% in some cases) by exams (mid-term and final. Assignments count for a mere 20% and there is a 10% class participation. There are only three modules that focus on project assessment. Taking into consideration the expressed learning objectives that indicate soft skill development among others, the EEC recommends that various assessment methods (group and individual projects, presentations etc.) are incorporated.

- The EEC recommends that course coordinators and the programme director thoroughly assess the suitability of assessment types for each course unit, aligning them with the specific ILOs of each unit. Simultaneously, they should ensure a diverse range of methods is employed to cultivate various soft and hard skills.

Please select what is appropriate for each of the following sub-areas:

Sub-area		*Non-compliant/ Partially Compliant/Compliant*
2.1	Process of teaching and learning and student-centred teaching methodology	Compliant
2.2	Practical training	Partially compliant
2.3	Student assessment	Partially compliant

3. **Teaching staff** *(ESG 1.5)*

Sub-areas

  3.1 Teaching staff recruitment and development
  3.2 Teaching staff number and status
  3.3 Synergies of teaching and research

3.1 Teaching staff recruitment and development

Standards

- *Institutions ensure the competence of their teaching staff.*
- *Fair, transparent and clear processes for the recruitment and development of the teaching staff are set up.*
- *Teaching staff qualifications are adequate to achieve the objectives and planned learning outcomes of the study programme, and to ensure quality and sustainability of the teaching and learning.*
- *The teaching staff is regularly engaged in professional and teaching-skills training and development.*
- *Promotion of the teaching staff takes into account the quality of their teaching, their research activity, the development of their teaching skills and their mobility.*
- *Innovation in teaching methods and the use of new technologies is encouraged.*
- *Conditions of employment that recognise the importance of teaching are followed.*
- *Recognised visiting teaching staff participates in teaching the study programme.*

3.2 Teaching staff number and status

Standards

- *The number of the teaching staff is adequate to support the programme of study.*
- *The teaching staff status (rank, full/part time) is appropriate to offer a quality programme of study.*
- *Visiting staff number does not exceed the number of the permanent staff.*

3.3 Synergies of teaching and research

Standards

- *The teaching staff collaborate in the fields of teaching and research within the HEI and with partners outside (practitioners in their fields, employers, and staff members at other HEIs in Cyprus or abroad).*
- *Scholarly activity to strengthen the link between education and research is encouraged.*
- *The teaching staff publications are within the discipline.*

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> - *Teaching staff studies and publications are closely related to the programme's courses.*
> - *The allocation of teaching hours compared to the time for research activity is appropriate.*

Findings

The Digital Marketing and Social Media Diploma in Cyprus College aims to produce specialised digital marketing professionals with deep knowledge and understanding, capable of meeting constantly changing needs of the modern digital era.

Teaching faculty are supported by a collegiate administration team who will provide technical training and support for students. Faculty participate in annual training at the beginning of each academic year to address pedagogical training and development needs (the faculty development programme). The feedback system also facilitates student evaluation of the programme team's teaching performance which feeds back into the module.

The College has an established process for managing research time and rewarding research outputs for all faculty.

The College's current plan outlines that 3 full time and 5 part time faculty members will deliver this programme. One of the full time faculty is PhD qualified and the other two hold masters degrees. Two of the part time faculty are PhD qualified and three are masters qualified. Some of the part time faculty also teach at other educational institutions in Cyprus. Full time faculty are expected to teach five/six modules each semester. The College proposes that one full time member would be responsible for teaching 6 modules on the new programme; and one part time member would teach 5 modules and another part time member would teach 3.

Strengths

- The teaching faculty have developed a programme which addresses a market need and are highly engaged in its development and enthusiastic about its implementation.
- There is a strong collegial environment supported by both academic and administrative staff.

Areas of improvement and recommendations

- The College is encouraged to continue to invest in faculty recruitment and development to overcome a resource constraint for this programme. At present one full time faculty member is scheduled to teach 6 modules on the new programme; and one part time member would teach 5 modules and another part time member would teach 3 - combined they are responsible for almost 74% of the taught elements of the programme. The College is advised to replicate standard practices by having faculty teach no more than one module to the same cohort in each semester.

- For this Diploma in Digital Marketing and Social Media teaching should be framed in academic concepts but heavily applied in order that students develop the practical proficiencies required. To this end, guest speakers with relevant industry experience should be included in the teaching programme more regularly in order to help students to develop their industry orientation and practical skills and abilities. In addition to end-of-diploma internships and occasional company visits, the College should consider integrating continuous collaboration with companies throughout the four semesters. This could involve completing projects based on real-world challenges or inviting companies to provide feedback on student projects.

- The College is encouraged to continue to invest in infrastructure for teaching purposes, for example the library (e.g. currency of text books and availability of study spaces) and computer labs (e.g. currency of appropriate software/hardware for Digital Marketing and Social Media).

- The College is advised to embrace the integration of AI systems as educational tools in the curriculum. Rather than shying away from new technologies, teach students how to leverage AI effectively to achieve optimal outcomes. This proactive approach will help to ensure that students are equipped to utilise AI and other emerging technologies responsibly and innovatively.

- Given the dynamic nature of the subject area a training programme will need to be developed to ensure that faculty are intimately familiar with new digital marketing technologies, tools and techniques.

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Please select what is appropriate for each of the following sub-areas:

Sub-area		Non-compliant/ Partially Compliant/Compliant
3.1	Teaching staff recruitment and development	Compliant
3.2	Teaching staff number and status	Partially compliant
3.3	Synergies of teaching and research	Not applicable

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

> **Sub-areas**
>
> **4.1 Student admission, processes and criteria**
> **4.2 Student progression**
> **4.3 Student recognition**
> **4.4 Student certification**

4.1 Student admission, processes and criteria

Standards

- *Pre-defined and published regulations regarding student admission are in place.*
- *Access policies, admission processes and criteria are implemented consistently and in a transparent manner.*

4.2 Student progression

Standards

- *Pre-defined and published regulations regarding student progression are in place.*
- *Processes and tools to collect, monitor and act on information on student progression, are in place.*

4.3 Student recognition

Standards

- *Pre-defined and published regulations regarding student recognition are in place.*
- *Fair recognition of higher education qualifications, periods of study and prior learning, including the recognition of non-formal and informal learning, are essential components for ensuring the students' progress in their studies, while promoting mobility.*
- *Appropriate recognition procedures are in place that rely on:*
  - *institutional practice for recognition being in line with the principles of the Lisbon Recognition Convention*
  - *cooperation with other institutions, quality assurance agencies and the national ENIC/NARIC centre with a view to ensuring coherent recognition across the country*

4.4 Student certification

Standards

- *Pre-defined and published regulations regarding student certification are in place.*
- *Students receive certification explaining the qualification gained, including achieved learning outcomes and the context, level, content and status of the studies that were pursued and successfully completed.*

Findings

The evaluation committee met with six current Bachelor's students of the College. Five were majoring in business administration and one in computer science. As the proposed programme does not run at the moment, there are no students of the programme.

The EEC inquired why the students decided to join the College, describe their experiences and present to us what they liked and what they thought could be improved.

The discussion was informative and the students were open to offer their perspectives and describe their experience.

In broad strokes, the students were very satisfied with the College. They highlighted that the College offers a student centered experience, is accommodating when it needs to be, and that they were satisfied with their choice to join Cyprus College.

Strengths

- Cyprus College is very student-oriented. Its small size allows for bespoke services to students as for example instructors are easy to reach out to and there are morning and evening classes to accommodate different schedules.
- There are different forms of evaluation on behalf of the students and the issues raised are considered by faculty and administration (e.g., the quality assurance committee).
- The College appears to offer a good value education as the fees are relatively low while the students feel they receive a good education.
- The College participates in the Cypriot interlibrary arrangement and that allows students to access a wide range of resources.
- The College promotes ties with industry such as the internship
- Every single student receives a scholarship

- The College offers opportunities for student mobility via its participation to the Erasmus plus programmes.
- Infrastructure is recently updated and this also improves the student experience.

Areas of improvement and recommendations

- There is space to improve the library primarily as the selection of books is not as wide and as up to date as it could be. Along the same lines, there could be more space for recreational activities.
- Following international standards, it is important for the students to be taught by different instructors for different modules. At the moment, the plan for the proposed programme is for 3 instructors to cover nearly 74 percent of the taught material (14 out of the 19 modules). This is a point that needs to be addressed.
- Social and extracurricular activities could also be further used to foster a sense of community and belonging among students, promoting collaboration and peer support

Please select what is appropriate for each of the following sub-areas:

Sub-area		*Non-compliant/* *Partially Compliant/Compliant*
4.1	Student admission, processes and criteria	Compliant
4.2	Student progression	Compliant
4.3	Student recognition	Compliant
4.4	Student certification	Compliant

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5. **Learning resources and student support** *(ESG 1.6)*

Sub-areas

    5.1 Teaching and Learning resources
    5.2 Physical resources
    5.3 Human support resources
    5.4 Student support

5.1 Teaching and Learning resources

Standards

- *Adequate and readily accessible teaching and learning resources (teaching and learning environments, materials, aids and equipment) are provided to students and support the achievement of objectives in the study programme.*
- *Adequacy of resources is ensured for changing circumstances (change in student numbers, etc.).*
- *All resources are fit for purpose.*
- *Student-centred learning and flexible modes of learning and teaching, are taken into account when allocating, planning and providing the learning resources.*

5.2 Physical resources

Standards

- *Physical resources, i.e. premises, libraries, study facilities, IT infrastructure, are adequate to support the study programme.*
- *Adequacy of resources is ensured for changing circumstances (change in student numbers, etc.).*
- *All resources are fit for purpose and students are informed about the services available to them.*

5.3 Human support resources

Standards

- *Human support resources, i.e. tutors/mentors, counsellors, other advisers, qualified administrative staff, are adequate to support the study programme.*
- *Adequacy of resources is ensured for changing circumstances (change in student numbers, etc.).*

- *All resources are fit for purpose and students are informed about the services available to them.*

5.4 Student support

Standards

- *Student support is provided covering the needs of a diverse student population, such as mature, part-time, employed and international students and students with special needs.*
- *Students are informed about the services available to them.*
- *Student-centred learning and flexible modes of learning and teaching, are taken into account when allocating, planning and providing student support.*
- *Students' mobility within and across higher education systems is encouraged and supported.*

Findings

The site visit as well as the interviews with faculty, students and administrative personnel lead us to conclude that Cyprus College offers adequate resources to both students and faculty including access to library material, IT infrastructure and administrative support. Notably, resources are also directed towards research efforts and this is much appreciated by the evaluation committee.

The links with the Galileo Global Education appear to work very well for the College primarily in terms of resource availability and this shows.

The EEC also welcomes the faculty development programme which is mandatory for every instructor and it is offered in an asynchronous manner accommodating different schedules.

Strengths

- The leadership team appears committed to support faculty and students with resources when required.
- The administration staff seem to be very satisfied with the working conditions in the College and they have created a collegial environment where they support each other. Administrative systems appear to be sound, with clear structures and roles.
- The administrative team noted they have the additional capacity required to run the proposed programme.
- IT is on par with expectations for high quality education.

Areas of improvement and recommendations

- The library space could be updated to accommodate more students and, importantly, to offer more updated titles. EEC encourages the College to enhance the infrastructure of study spaces like the library to create a conducive learning environment that motivates students to engage with their studies.

- In the long run the College could also consider offering accommodation and space for recreational activities to students.

Please select what is appropriate for each of the following sub-areas:

Sub-area		Non-compliant/ Partially Compliant/Compliant
5.1	Teaching and Learning resources	Compliant
5.2	Physical resources	Compliant
5.3	Human support resources	Compliant
5.4	Student support	Compliant

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6. **Additional for doctoral programmes** *(ALL ESG)*

Sub-areas

6.1 Selection criteria and requirements
6.2 Proposal and dissertation
6.3 Supervision and committees

6.1 Selection criteria and requirements

Standards

- *Specific criteria that the potential students need to meet for admission in the programme, as well as how the selection procedures are made, are defined.*
- *The following requirements of the doctoral degree programme are analysed and published:*
    - *the stages of completion*
    - *the minimum and maximum time of completing the programme*
    - *the examinations*
    - *the procedures for supporting and accepting the student's proposal*
    - *the criteria for obtaining the Ph.D. degree*

6.2 Proposal and dissertation

Standards

- *Specific and clear guidelines for the writing of the proposal and the dissertation are set regarding:*
    - *the chapters that are contained*
    - *the system used for the presentation of each chapter, sub-chapters and bibliography*
    - *the minimum word limit*
    - *the binding, the cover page and the prologue pages, including the pages supporting the authenticity, originality and importance of the dissertation, as well as the reference to the committee for the final evaluation*
- *There is a plagiarism check system. Information is provided on the detection of plagiarism and the consequences in case of such misconduct.*
- *The process of submitting the dissertation to the university library is set.*

6.3 Supervision and committees

Standards

- *The composition, the procedure and the criteria for the formation of the advisory committee (to whom the doctoral student submits the research proposal) are determined.*
- *The composition, the procedure and the criteria for the formation of the examining committee (to whom the doctoral student defends his/her dissertation), are determined.*
- *The duties of the supervisor-chairperson and the other members of the advisory committee towards the student are determined and include:*
    - *regular meetings*

> - o *reports per semester and feedback from supervisors*
> - o *support for writing research papers*
> - o *participation in conferences*
> - • *The number of doctoral students that each chairperson supervises at the same time are determined.*

Findings

A short description of the situation in the Higher Education Institution (HEI), based on elements from the application for external evaluation and on findings from the onsite visit.
Click or tap here to enter text.

Strengths
A list of strengths, e.g. examples of good practices, achievements, innovative solutions etc.

Click or tap here to enter text.

Areas of improvement and recommendations
A list of problem areas to be dealt with, followed by or linked to the recommendations of how to improve the situation.

Click or tap here to enter text.

Please select what is appropriate for each of the following sub-areas:

Sub-area		*Non-compliant/ Partially Compliant/Compliant*
6.1	Selection criteria and requirements	Not applicable
6.2	Proposal and dissertation	Not applicable
6.3	Supervision and committees	Not applicable

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D. Conclusions and final remarks

We hope that the feedback will inform future developments and help underpin the success of the Diploma in Digital Marketing and Social Media. We wish colleagues at Cyprus College every success with the programme.

Should the Cyprus Agency of Quality Assurance and Accreditation in Higher Education require any clarifications with regards to the points raised in the report, the EEC remains at the Agency's disposal.

Last but not least, the EEC would like to thank the CYQAA coordinator, George Aletraris, for managing the process both efficiently and effectively. His facilitation and professionalism has been exemplary, ensuring that the evaluation ran smoothly.

ΔΙΠΑΕ CYQAA

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E. Signatures of the EEC

Name	Signature
Michele O'Dwyer	
Christina Boutsouki	
Christos Kolympiris	
Elpida Tsalamandri	

Date: 18/4/2024