

Collaborative Partnerships Committee

Terms of Reference

Statement of primary responsibilities of the Collaborative Partnerships Committee

Academic Board has delegated responsibility for ongoing oversight of the University's quality assurance and enhancement procedures as they relate to collaborative academic provision to the Collaborative Partnerships Committee (CPC).

Terms of Reference of the Collaborative Partnerships Committee

Subject to the ultimate responsibility of the Academic Board and to the requirements of external validating bodies, the Collaborative Partnerships Committee shall have the following responsibilities:

- a) To advise Academic Board on the legal, regulatory and quality assurance framework in respect of Collaborative Provision in the UK and overseas, taking due account of external reference points such as the Office for Students Regulatory Framework and the UK Quality Code for Higher Education.
- b) To operate a risk-based process of scrutiny for the strength of partnership provision to include:
 - Oversight of the Collaborative Partnerships Risk Register and report identified high-risk Partnerships to Academic Board.
 - Consideration and monitoring any Improvement Plans arising from partnerships identified as a 'Cause for Concern'.
 - Consideration and monitoring of outcomes arising out of continuous monitoring activities.
- c) To promote best practice and support the development of the operation and quality management of Collaborative Taught Provision across Schools and other University departments which may include:
 - The development, implementation and monitoring of University strategies, policies and procedures relating to the operation of UK and overseas partnerships collaboration
 - Making recommendations on enhancements to policy and practice.
- d) To consider, recommend actions and monitor outcomes of external review activity such as Quality Reviews and external audits as they relate to collaborative partnerships.
- e) To consider and note or approve the outcomes of key activity as it relates to collaborative partnerships such as:
 - New Collaborative Course Approval Business Cases

- New Short Course / CPD proposals for Collaborative Partners
 - Collaborative Course Closure / Course Suspension and / or Partnership termination
 - Outcomes from Collaborative Course Approval events
 - Recommendations of initial due diligence for new partners
 - Recommendations of full due diligence / institutional approval for new partners
 - Recommendations of repeat due diligence for existing partners
 - Recommending actions to Collaborative Partners and / or Schools in relation to the outcomes of ongoing monitoring activity connected to partnerships such as marketing and information checks.
 - Outcomes from partner review
 - Maintaining oversight of progress against conditions, recommendations and actions emanating from this activity and take decisions where serious issues are identified
 - Considering the reports of External Examiners for franchised, validated or dual awards and to follow through any issues of concern in connection with these or the other courses within its remit.
- f) To approve and monitor detailed deletion / teach out plans of partnership courses in deletion and confirm the final closure of a course.
- g) To consider and approve academic mapping for articulation arrangements.
- h) To receive reports from Schools following School Learning and Teaching Committees or other fora where reports on Collaborative Taught Provision have been considered.
- i) To consider a summary of ALT visit reports noting areas of best practice and monitoring of concerns raised.

Quorum

At least one half of the representatives must be present.

Reporting

A report of each meeting of the Collaborative Partnerships Committee will be presented to the Academic Board.

Frequency of meetings

The CPC will normally meet four times a year. Additional meetings or cancellations will be at the discretion of the Chair.

Membership of the Collaborative Partnerships Committee 2023-24

It is proposed that the membership should be reviewed annually to ensure that the composition of the CPC reflects those Schools which are engaging in a significant amount of Collaborative Taught Provision.

Membership Category	Current Member	Term Expires
Chair: Deputy Vice-Chancellor (Academic)	Professor Julie Hall	Ex-officio
Deputy-Chair: Chief Operating Officer	Eugene McCrossan	Ex-officio
Academic Registrar	Ian Pearson	Ex-officio
Student Recruitment and Business Development	Gary Davies / Jennifer Wilkinson	Ex-officio
Director of Admissions & Enrolment	Subi Darbhanga	Ex-officio
Director of Teaching & Learning	Marva de la Coudray	Ex-officio
Student Representative: President, London Metropolitan University Students' Union	Awesome Olasope	Ex-officio

Head/Dean of School or an academic representative from each School, with experience of collaborative taught provision

Membership Category	Current Member
School of Computing and Digital Media	Chris Lane
School of Human Sciences	Professor Elizabeth Opara
School of Social Sciences and Professions	Kelly Cooper
Guildhall School of Business and Law	Sean Flynn
School of Art, Architecture and Design	Anne Markey
School of Built Environment	Sean Flynn

In attendance:

Quality Manager (Partnerships)	Moyra Throssell
Head of Partnerships Office	Kelly Griffin
Head of Collaborative Partnerships (GSBL)	Dr Ron Cambridge
Head of Collaborative Partnerships (SCDM)	Stephen Breen
Head of Academic Partnerships and Short Courses	Dr Wendy Bloisi

Secretary: Agnieszka Dutch

Attendees: Other staff may attend by invitation of the chair. Non-members should only be at the committee if they have been asked along to present a paper or attend to represent an absent member.