



UCL Academic Manual

2015-16

Chapter 7 is UCL's regulatory framework for the management of all UCL learning opportunities delivered in conjunction with external organisations and which lead or contribute to the award of UCL academic credit or a UCL qualification.

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1 UCL Policy and Regulations for the Quality Assurance of Academic Partnerships

1.1 Introduction

1. The purpose of this framework is to provide the background and a step-by-step guide for framework for academic partnerships with other institutions, which lead to UCL credit and/or qualifications (whether sole, joint and multiple awards).
2. This chapter of the Academic Manual is intended to provide a regulatory higher education activities with other higher education providers.
3. The processes set out ensure academic partnerships adhere to the requirements of the Quality Assurance Agency for Higher Education (QAA) Quality Code, Chapter B10: Managing Higher Education Provision with Others.

1.2 Background

1. Academic partnerships, as defined in Section 1.3, can offer many benefits to academic networks. All potential partnerships should be considered in terms of their alignment with _____-year strategy.
2. As UCL ranks highly in both local and global league tables¹, we need to ensure that our academic partnerships with other organisations which contribute or lead to UCL credit and/or qualifications enrich both our reputation academic partnerships both in the UK and beyond. Similarly, we need to ensure that we operate such partnerships in a robust and transparent manner so that we do not put UCL, our partner organisations or our staff and students at any undue risk.

¹ UCL was 5th in the world in 2014 QS World University Rankings and 5th in Europe in the 2014/15 Times Higher Education World University Rankings.

1.3 Definitions

1. UCL regards taught or research degree delivery as an academic partnership when it meets the definition given in Chapter B10 of the UK Quality Code published by the QAA:

the management of all learning opportunities leading or contributing to the award of academic credit or a qualification that are delivered, assessed or supported through an arrangement with one or more organisations other than the degree-awarding body .

2. Across the higher education sector, there is varied terminology in use which refers to academic partnerships:

2 Types of Academic Partnership

2.1 Further Terms Used in this Document



2. UCL has a number of Doctoral Training Partnerships/Centres (DTP/DTC) which are initiated, developed and approved via UCL Research Services. Any

3 Roles, Responsibilities and Governance

3.1 Governance at UCL Level

1. Although in practical terms academic partnerships normally involve UCL faculties and Departments, they are a formal relationship between the University and the partner organisation. Hence governance of academic partnerships, in terms of mandating and decision-making, sits at the highest appropriate level of authority in UCL once the relevant Head of Department/Director of Division/Institute and Dean of Faculty has approved any such proposal.
2. Academic Committee delegates responsibility for oversight of learning and teaching, including the maintenance of standards and quality management, of accredited taught programmes to the Education Committee. It also delegates responsibility for oversight of research degree provision, including the maintenance of standards and quality management, to the Research Degrees Committee.
3. Academic partnerships involving the award of credit and/or qualifications relating to taught degree programmes are therefore considered under the terms of the Education Committee; academic partnerships involving the award of research degrees are therefore considered under the terms of the Research Degrees Committee.
4. In the case of potential international academic partnerships involving accredited taught programmes/modules or research degrees, in the first instance partner organisations must be considered by the Vice-Provost (International). The Vice-Provost (International) must endorse the potential international partner in the first instance and ensure that they are in-keeping with the Global Engagement Strategy and UCL-2034.
5. In the case of potential UK academic partnerships involving accredited taught programmes/modules or research degrees, in the first instance partner organisations must be considered by the Vice-Provost (Education and Student Affairs) who must endorse the potential UK partner in the first instance and ensure that the3(ing)4()JTETQq42.36 300.05 eTo(o)-3(t538(m)-3(m6 300.05()8

and/or qualifications falls under the Education Committee or the Research Degrees Committee as appropriate.

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4 The Process Lifecycle of Academic Partnerships

4.1 Overview

1. There are four main stages to the lifecycle of an academic partnership:

3.

consider whether staff from each partner organisation will need to access any resources at the other, e.g. library.

Legal framework:

all academic partnerships must be subject to a legally-binding agreement based on approved UCL templates setting out the responsibilities of each party;

all legally-binding agreements must be time-limited and undergo review prior to renewal.

Management arrangements:

partnership programmes must be managed in the same way as any other UCL degree programme;

an academic lead must be responsible for the management of the programme including liaison with the partner organisation;

clarify how the programme will be managed, e.g. by a joint programme committee involving staff from the partner organisation if appropriate, and how this relates to UCL management structures.

Monitoring arrangements:

Departments/institutes and faculties must monitor and review academic partnerships within Chapter 6: Quality Review Framework.

Quality management:

as UCL is responsible for the learning experience of students registered on its qualifications, Chapter 6: Quality Review Framework must apply to academic partnerships programmes.

Award details/certification:

in the case of joint or multiple awards:

arrangements for the production and content of degree certificates and transcripts must be defined;

arrangements relating to graduation processes and/or ceremonies must be clearly laid out.

Resources:

clarify the staffing resources required, including the academic lead, from both organisations;

consider the implications for UCL estates and facilities where relevant.

Registration and induction:

clarify who is responsible for registering and inducting students

in the

6. If staff are unclear as to who they should consult with, they should speak to Academic Services for advice.

4.5 Memorandum of Agreement

1. Once a proposed academic partnership has been fully approved by the Academic Partnership Review Group (and any associated programme approval completed), the proposer must ensure that a Memorandum of Agreement (MOA) is adapted and signed by both UCL and the partner organisation(s) prior to the activity commencing.

Termination of a Partnership

1. Termination of a collaborative partnership may be categorised in one of three main ways as follows:

Termination of the partnership by UCL before the term of the Memorandum of Agreement has finished;

Non-

