
Collaborative Provision Sub-Committee

Terms of Reference and membership for 2023/24

Purpose

The Collaborative Provision Sub-Committee is responsible for advising College Education Committee on the conduct of the College's collaborative provision arrangements offered with a partner institution where these lead to a King's award or the award of academic credit offered by the College and for the strategic development of policies relating to collaborative provision. Strategic oversight of King's international affairs resides with the College International Committee.

The Collaborative Provision Sub-Committee will conduct its business according to the following terms of reference:

1. To advise College Education Committee on the regulatory and quality assurance framework in respect of collaborative provision in the UK and overseas, taking into account both internal and external reference points such as the Office for Students Condition of Registration: Quality and Standards and QAA's *UK Quality Code for Higher Education*;
2. To advise College Education Committee on the implementation, and the development, of policies relating to collaborative provision;
3. To consider the risks associated with collaborative provision activity that are either complex arrangements or new types not currently defined by the College, and advise College Education Committee or College Research Committee as appropriate;
4. To consider specific arrangements which are escalated to the subcommittee following consideration under the King's risk review and due diligence process;
5. To consider arrangements involving a Professional, Statutory or Regulatory Body (PSRB) in the Partner Country that is attached to a programme leading to a King's award;
6. To monitor Memoranda of Understanding (MoU) for UK Partners and consider Memoranda of Agreement (MoA) with UK Partners, recommending their approval to the College Education Committee or College Research Committee as appropriate;
7. To monitor Activity Schedules for UK and International Partners relating to straightforward collaborative provision approved by the Faculty Education Committee (or equivalent) or Joint PhD programmes approved by the Postgraduate Research Student Sub-Committee;
8. To consider and approve (prior to final Taught programme approval at the Programme Development & Approval Sub-Committee) Activity Schedules for complex or new types of collaborative provision not currently defined by the College, or those which are escalated to the subcommittee, or those involving a non-UK PSRB;
9. To consider and approve the renewal or termination of existing jointly delivered Taught programme activity and monitor the decisions made by College or Faculty committees to renew or terminate arrangements for Joint PhD programmes or for learning opportunities offered for a programme of study;
10. To consider and approve (prior to final consideration by the College Education Committee and final approval at Academic Board) Memoranda of Agreements for validated partners and receive the minutes for the annual monitoring of validated partners reporting into the College Education Committee;

11. To report approval of Activity Schedules and decisions to renew or terminate collaborative provision to College Education Committee or to College Research Committee as appropriate;
12. To consider Programme Enhancement Plans for Taught programmes with collaborative provision and Joint Academic Committee reports for postgraduate research programmes, making recommendations to College Education Committee and College Research Committee as appropriate;
13. To monitor the College's portfolio of collaborative programmes, including monitoring of published information, identifying any potential risks to the College;
14. To advise College Education Committee or College Research Committee as appropriate on any action or issues in relation to standards or quality in the operation of collaborative partnerships for Taught and Postgraduate Research programmes;
15. To encourage the sharing of good practice across Faculties with regard to the approval, monitoring, and management of collaborative provision;
16. To have oversight of the College's register of collaborative partners for delivering programme activity.

Membership

Chair, Associate Director (Academic Regulations, Quality and Standards) (nominated by the Vice-President and Vice-Principal Education)

Deputy Chair, nominated by the Chair from among the members of the Collaborative Provision Subcommittee

1 academic representative with knowledge of collaborative provision from each Faculty

Director of Global Engagement

Joint Degree Provision and Quality Assurance Manager

Student representatives (2 from collaborative programmes) (except for reserved business)

Faculty Education Managers (1 x Health, 1 x Arts and Sciences)

Faculty Research Managers (1 x Health, 1 x Arts and Sciences)

Associate Director Global Mobility

In attendance

Associate Director of Student Administration Services (or nominee) (as required)

Associate Director of Student Services (or nominee) (as required)

Assistant Director of Business Assurance (Information Compliance) & Data Protection Officer (or nominee) (as required)

Director of Brand & Marketing (or nominee) (as required)

Director of Legal Services (or nominee) (as required)

Representative from HR (as required)

Representative from Insurance (as required)

Representative from Finance Directorate (as required)

Officer: Head of Collaborative Provision

Frequency of Meetings

The Sub-committee will meet 2 times a year, as a minimum. Where it is felt required, further meeting(s) may be called.

Reporting structure

The Sub-committee will report to College Education Committee and College Research Committee as appropriate.