

Collaborative Provision Subcommittee

Terms of Reference and Constitution

Governance reporting line: Reports to Academic Quality and Standards Committee

Document owner: Academic Quality and Standards Committee

1. Origin

The Collaborative Provision Subcommittee is a subcommittee of the Academic Quality and Standards Committee (AQSC) set up to advise the AQSC on the regulatory and quality assurance framework in respect of collaborative provision in the UK and overseas.

2. Purpose

- To advise the AQSC on the 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 UK Quality Code for Higher Education.
- The Chair is responsible for ensuring that any equality impacts against each project/policy/process/procedure have been considered as part of the decision-making process.

3. Responsibilities and activity

- To advise the AQSC on the implementation, and the development, of policies relating to collaborative provision.
- To consider and to advise the AQSC on the level of risk associated with individual partnerships and the level of due diligence

required.

- To consider reports from Collaboration Approval/Review Panels and to make recommendations to the AQSC.
- To monitor the University's portfolio of collaborative programmes, receiving, following consideration by School Programmes Committees, annual collaborative provision reports from Schools, and providing feedback as necessary for consideration and action by Schools
- To advise the AQSC of any action or issues in relation to standards or quality in the operation of collaborative partnerships.
- To encourage the sharing of good practice across Schools and Faculties with regard to the establishment and ongoing management of collaborative provision.

4. Reporting arrangements

The Collaborative Provision Subcommittee reports to the AQSC.

5. Constitution

It is proposed that the membership should be reviewed annually to ensure that the composition of the group reflects those Schools and Faculties which are engaging in a significant amount of collaborative provision.

- Vice-President (Education) or nominee – Chair
- Director of Global Recruitment and Admissions or nominee
- International Partnerships Manager, International Office
- Director of the Doctoral College or nominee
- Head of Quality, Standards and Accreditation
- Faculty Academic Registrar from a Faculty with a substantial amount of collaborative provision
- Students' Union Vice-President Education & Democracy
- An academic representative from each Faculty
- University of Southampton Malaysia (UoSM) Representative
- Collaborative Provision Adviser (QSAT)
- Secretary

In attendance:

- Director of Legal Services
- Director of Student and Education Services

If a member is unable to attend, they should send a substitute.

6. Quorum and frequency

6.1 Quorum

The Collaborative Provision Subcommittee will be quorate with one third of the membership plus one in attendance.

6.2 Frequency of meetings

The Collaborative Provision Subcommittee will meet at least three times per year.

7. Resources

Secretariat support will be provided by Quality, Standards and Accreditation Team.

8. Terms of Reference review

Date of last review: October 2022

Date of next review: October 2023

Annex 1 – Membership

Vice-President (Education) or nominee – Chair:	Dr Clio Padovani
Director of Global Recruitment and Admissions or nominee:	Fiona Conlan
International Partnerships Manager, International Office:	Sarah Morss
Director of the Doctoral College or nominee:	Professor Chris Howls
Head of Quality, Standards and Accreditation:	Susan Ponsford
Faculty Academic Registrar from a Faculty with a substantial amount of collaborative provision:	Suzi Christian-Greaves Joanne Honey (HOTPA)
Students' Union Vice-President Education & Democracy:	Mrs Emily Bastable
An academic representative from each Faculty:	
Faculty of Engineering and Physical Sciences Professor	Harold Chong
Faculty of Medicine	Dr Ruihua Hou/Dr Ashley Pringle
Faculty of Environmental and Life Sciences	Dr Pete Shaw
Faculty of Social Sciences	Anita Krishnan
Faculty of Arts and Humanities	Ros Davies
University of Southampton Malaysia (UoSM) Representative:	Dr Sagaya Amalathas
Collaborative Provision Adviser (QSAT):	Katy Fisher
Secretary:	Matt Pearce-Jones
In attendance:	
Director of Legal Services:	Letitia Baldock
Director of Student and Education Services:	Dan Green