



## City St George's, University of London

### Senate Regulation 6 Collaborative Provision

<b>Document title</b>	Senate Regulation 6 – Collaborative Provision
<b>Document owned by</b>	Academic Services, Quality and Academic Development Department on behalf of Senate
<b>Document maintained by</b>	Academic Services, Quality and Academic Development Department on behalf of Senate
<b>Approving Committee</b>	Senate
<b>Last updated</b>	August 2025 for use from 2025/26.
<b>Review date</b>	2028
<b>Current version</b>	2*
<b>Location of main document</b>	Quality and Academic Development reg-dev/QUAD/Senate Regulations (approved for publication)/Regulation 6
<b>Website</b>	<a href="https://www.citystgeorges.ac.uk/about/governance/policies/city-university-of-london-senate-regulations">https://www.citystgeorges.ac.uk/about/governance/policies/city-university-of-london-senate-regulations</a>
<b>Relevant Documentation</b>	<a href="#">Collaborative Provision Typology</a> <a href="#">Register of Collaborative Provision</a>

\* Note that previous versions of Regulation 6 were called 'Validation of Courses'.

#### Equality and Diversity Statement

We are committed to promoting equality, diversity and inclusion in all our activities, processes, and culture, under the Public Sector Equality duty and the Equality Act 2010. This includes promoting equality and diversity for all, irrespective of any protected characteristic, working pattern, family circumstance, socio-economic background, political belief or other irrelevant distinction.

We are committed to championing equality. This includes where applicable to this policy. In the coordination and make up of our decision-making Panels we are striving to fulfil our commitments to racial equality, gender balance, and actively consider representation of other protected groups.

# **Senate Regulation 6**

## **Collaborative Provision**

- i. Partnerships and Validation agreements form the University's collaborative provision: educational activity that leads to City St George's, University of London award (or credit) and is delivered, supported and/or assessed through an arrangement with a partner organisation either in the UK or overseas.
  - ii. Partnerships include joint programmes, articulation arrangements, franchised provision and off-site delivery of City St Georges, University of London programmes. Validation is the process by which the University recognises as equivalent to its own the quality and standards of programmes designed, delivered and managed by another institution. Successful students receive an award from City St George's, University of London in accordance with the Framework for Higher Education Qualifications. Through validation, the University takes ultimate responsibility for the quality and standards of the validated programmes.
  - iii. Through the governance structures outlined in this regulation, the University will establish that the quality and standards of any programme involving its credit or award are no less rigorous than those applied to programmes offered internally so as to meet national Office for Students and international Higher Education requirements.
  - iv. The two principal Committees providing central approval of partnerships are University Strategic Partnership Approval and Review Committee (USPARC) and Collaborative Provision Committee (CPC). In addition, each validation or institutional partnership is governed by a Course Board, or equivalent, which is a sub-committee of the Collaborative Provision Committee. The Course Board is responsible for overseeing the quality and standards framework for the partnership and forms the first reporting line for any developmental or strategic matters. The terms of reference for USPARC, CPC and Course Boards are provided below.
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# University Strategic Partnership Approval and Review Committee

## Terms of Reference and Composition

### Purpose and Remit

The University Strategic Partnership Approval and Review Committee (USPARC) will consider proposals for new partnership provision, as outlined in the Collaborative Provision Typology, and proposals for significant amendments to existing partnership provision.

### Terms of Reference

1. To consider the overall strategic and educational fit of the proposal in relation to:
  - a. Fit with the University's and School(s)'s Vision and Strategic Plan;
  - b. The outline curriculum content;
  - c. The market, including potential student and employer demand;
  - d. Financial viability, with reference to discussions undertaken as part of the planning process).
2. To consider resource requirements for successful programme delivery
3. To ensure the proposal aligns with the University's Academic Policies and Regulations and any additional national requirements.
4. To consider any initial student views on the proposal.
5. To consider the quality, accuracy and accessibility of the potential published information to be provided to students and potential students.
6. To propose any enhancements, drawing on good practice elsewhere.

The Stage A Partnership Provision Approval Committee will normally present one of the following three recommendations to the Vice President for Education:

- Approval of the proposal to progress (with or without recommendations) or
- Conditional approval of the proposal to progress (with or without recommendations) or
- Rejection of the proposal.

Where a partnership is conditionally approved, timescales will be set for the completion of the conditions and the Chair will review whether condition have been met.

## Composition and Membership

Role	Name of Member
USPARC Chair	Russell Gerrard
Academic Director (Collaborative Provision)	Laurence Solkin
Chair of Course Boards for Validation and Institutional Partnerships	Laurence Solkin
Students' Union President	Nasir Mohammed
Associate Dean UG, BBS	Nick Motson
Deputy Dean, CLS	Mark O'Brien
Deputy Dean, SCC	Mattias Frey
Associate Dean EEE, SHMS	Lucy Dipper
Associate Dean EEE, SPGA	Georgios Giannakopoulos
Associate Dean Recruitment and Portfolio, SST	Veselin Rakocevic
Interim Director of Quality and Partnerships (Tooting)	Soosan Atkins
Finance Representative	Hafiza Patel
Recruitment and Admissions Representative	Jilly Crosby
Global Partnerships Manager	Liberty Oberlander
Assistant Registrar (Partnerships & Academic Development)	Sofia Mason
Head of QUAD	Rafe Smallman

### Operational arrangements where the Chair or members are absent

The University Strategic Partnership Approval and Review Committee (USPARC) is an advisory committee to the Vice President (Education) who has delegated authority from Senate to take decisions on approval of partnership proposals. As such, quoracy rules do not apply. Where members of USPARC are unable to attend a meeting, the Vice President Education will determine the minimum level of attendance required for them to consider approval of a recommendation. This will depend on the nature of the proposal and the role of the specific members who are unable to attend. Where it is determined that further input is required for a decision to be taken, the Vice President Education will decide whether this will be obtained through written input, an appropriate substitute attendee being identified or a meeting being rescheduled.

Where a designated USPARC Chair is unable to attend a meeting, an alternative Chair will be identified from the remaining membership of USPARC.

### Frequency of Meetings

USPARC is scheduled in response to business need. Typically, USPARC monthly, with a minimum of one meeting per term and a maximum of two meetings per month.

### Equality, Diversity and Inclusion

City St George's, University of London is committed to promoting equality, diversity and inclusion in all its activities, processes, and culture, under its Public Sector

Equality Duties and the Equality Act 2010. This includes promoting equality and diversity for all, irrespective of any protected characteristic, working pattern, family circumstance, socio-economic background, political belief or other irrelevant distinction.

Diverse membership of all committees is expected. Wherever possible membership will consist of at least 30% women and 30% men and representation of other protected groups will be actively considered. Where this has not been met committees should be able to demonstrate what action has been taken to achieve this target.

The Committee is supported by Student and Academic Services, representative(s) of which will be in attendance.

Any possible conflicts of interest for members, including the Chair, will be considered before each proposal is discussed.

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# **Collaborative Provision Committee**

## **Terms of Reference and Composition**

### **Purpose and Remit**

The Collaborative Provision Committee is responsible to Senate for overseeing the effective operation of City St George's credit- and award-bearing collaborative provision. CPC works to ensure that the quality and standards of collaborative provision and awards are commensurate with provision solely delivered by City St George's.

Its remit encompasses validation and institutional partnership provision managed through City's quality and standards framework for validation and institutional partnerships.

The Collaborative Provision Committee also oversees the management of learning opportunities which involve other organisations (e.g. pathways, placements, articulation agreements, apprenticeships and student mobility).

### **Terms of Reference**

1. Oversee the development and review of City St George's quality and standards frameworks for collaborative provision including the Collaborative Provision Register for Senate reporting.
2. Review and develop Senate policies on collaborative provision to make strategic recommendations to Senate and the Executive as appropriate.
3. Oversee developments to the quality and standards framework for the management of other types of learning opportunities which involve other organisations'
4. Establishing a sub-committee ('Course Board' or equivalent) including composition, membership and terms of reference for each validation/institutional partnership relationship.
5. Oversee the implementation of the quality and standards frameworks including: receipt of reports from University Strategic Partnership Approval and Review Committee (USPARC), minutes and Terms of Reference from Collaborative Provision Course Boards including City St George's, University of London International Study Centre and Kaplan International College's Joint Strategic Management Board.
6. Approval of proposals for new Collaborative Provision programmes and arrangements.
7. Approval of due diligence reports for new Collaborative Provision proposals.
8. Approval of proposed amendments to programmes offered through validation and institutional partnership arrangements.
9. Oversight of Memoranda of Understanding (MoU) and compliance with development and ongoing adherence to Memoranda of Agreement (MoA) for collaborative provision.

10. Operate City's framework for programme validation and revalidation, approving recommendations on behalf of Senate where further periods are proposed, or making recommendations to Senate where termination or suspension is proposed.
11. Oversight of Collaborative Provision student outcomes to ensure that quality and standards of collaborative provision and awards are commensurate with provision solely delivered by CSG.
12. Oversight of the contributory elements to Collaborative Provision student outcomes including the quality of the academic experience, the quality of teaching delivery and the standards of assessment and award, including oversight of academic misconduct.
13. Identification of institution-wide themes, good practice for dissemination and areas for action arising from reports relating to partnership provision including Course Board minutes, Annual Programme Evaluation, Programme Approval/Validation, Periodic Review/Revalidation and External Examiner reports.
14. Monitor areas for action arising from external compliance requirements for collaborative provision.
15. Receive relevant School reports from School representatives regarding proposed and ongoing collaborative provision arrangements.
16. Support the development and communication of information to partner institutions on quality and standards framework matters.

### **Composition and Membership**

<b>Ex-Officio</b>	
Academic Director (Collaborative Provision) <b>Chair</b>	Laurence Solkin
Chair of Course Boards for Validation and Institutional Partnerships	Laurence Solkin
Students' Union Vice-President (Education)	Nasir Mohammed
Vice President (Education)	Juliet John
Interim Director of Quality and Partnerships	Soosan Atkins
<b>Non Ex-Officio</b>	
Associate Dean Education, BBS, Chair of USPARC	Russell Gerrard
Associate Dean Education, CLS	Margaret Carran
Associate Dean Education, SCC	Edward Paleit
Associate Dean Education, SHMS	Robert Nagaj
Associate Dean Education, SPGA	Carrie Myers
Associate Dean Education, SST	Anton Cox
Finance Department Representative	Hafiza Patel
Recruitment and Admissions Representative	Jilly Crosby
<b>In attendance:</b>	
Assistant Registrar (Programmes and Partnerships) <b>Secretary</b>	Sofia Mason

### **Quoracy and Frequency of Meetings**

CPC will be considered quorate if 50% of members are present

Meetings will take place at least once a term (Autumn, Spring and Summer) with the option of additional committee meetings if business requires.

### **Equality, Diversity and Inclusion Statement**

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Diverse membership of all committees is expected. Wherever possible membership will consist of at least 30% women and 30% men and representation of other protected groups will be actively considered. Where this has not been met committees should be able to demonstrate what action has been taken to achieve this target.

Any possible conflicts of interest for members, including the Chair, will be considered before each proposal is discussed.

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## **Subcommittees of Collaborative Provision Committee**

The Course Board for each validated course or group of courses shall be a sub-committee of the Collaborative Provision Committee. The Terms of Reference for each course board is established and overseen by the Collaborative Provision Committee.

### **Course Board Terms of Reference for Validation Relationships**

1. To maintain and enhance academic quality and standards of the programmes that lead to an award of the University ensuring commensurability with University and national requirements and compliance with the Validation Agreement.
2. To consider local, University or national policies and developments that will impact upon validated programmes and, where appropriate, for recommendations to be reported to the relevant University body.
3. To receive from Boards of Studies proposed programme amendments and special schemes of study for subsequent recommendation to the University's Collaborative Provision Committee.
4. To consider nominations for External Examiners for subsequent recommendation to the University's Senate.
5. To take an overview of recruitment and, in particular, to monitor entry profiles.
6. To consider and approve any RPL/RPEL recommendations for entry to the programmes.
7. To receive details of staff changes and accompanying CVs with regard to those who contribute to the delivery and assessment of the programmes.
8. To receive and consider Annual Programme Evaluations for subsequent report to the University's Collaborative Provision Committee.
9. To receive and consider minutes of Boards of Studies meetings.
10. To receive and respond to the University's annual report on its meeting with student representatives.
11. To receive new validation proposal outlines for subsequent recommendation to the University's Collaborative Provision Committee.
12. To receive reports arising from validation and revalidation visits and to oversee the implementation of action/s arising for subsequent report to the University's Collaborative Provision Committee.
13. To receive reports from the institution with validated programmes on any institutional developments that may impact upon the validation relationship including changes in governance and management, relationships with any other institutions and external quality or accreditation review, for subsequent report to the University's Collaborative Provision Committee.

QUAD, Academic Services, September 2025.