

# Programmes and Partnerships Management Committee

## 1. Constitution

1.1 The Academic Council has established a Committee known as the Programmes and Partnerships Management Committee (PPMC) which reports to the Partnerships Board (PRB) and on some issues to the Student Success Board (SSB).

## 2. Scope

2.1 PPMC is concerned with the operational aspects of the approval and oversight of academic partnerships<sup>1</sup> and academic programmes.

2.2 Academic partnerships: PPMC is responsible for overseeing the due diligence processes for new UK and TNE partnerships following approval of their business cases by PRB and recommends final approval of the partnership to PRB.

2.3 Programmes: PPMC is responsible for approving new programme developments across the university and its partner institutions. PPMC can escalate decisions by exception to PRB for consideration. PPMC shall also:

2.3.1 Delegates responsibility for changes to programme curriculums, suspending or terminating programmes to FSSCs and shall maintain oversight of activities undertaken at FSSCs by receiving regular reports.

2.3.2 Ensure the financial viability of programmes and modules.

2.3.3 Ensure oversight of the status of accreditations relating to the university's programmes by receiving the PSRB register twice annually.

2.3.3 Monitor key metrics and risks relating to academic partnerships and programmes and report on them to PRB and SSB.

2.4 Quality Assurance: PPMC is responsible for managing the quality assurance of the university's programmes and shall receive annual reports on external examining, annual programme review, and an overview of quality assurance at the university.

## 3. Membership

3.1 The membership shall be as follows:

### Ex Officio

- Deputy Vice-Chancellor (*Chair*)
- Executive Director of Marketing and External Relations (*Vice-Chair*)
- Chief Operating Officer

---

<sup>1</sup> Includes franchised programmes, validated programmes, articulation and progression agreements, and joint and dual awards.

- PVC Education
- Head of Quality Assurance

### **Other Members**

- 1 x Deputy Dean

3.2 The Deputy Dean shall be appointed to the Committee by the Deputy Vice-Chancellor and shall serve a term of one year in rotation with the other Deputy Deans.

### **4. Attendance at Meetings**

4.1 The Associate Director, Employability and Apprenticeships may attend for matters relevant to them.

4.2 At the discretion of the Chair, other staff who are not members of the Committee may be invited to attend on an ad hoc basis for specific items where their attendance can inform and support the Committee.

### **5. Delegated Authority**

5.1 PPMC is authorised by the Academic Council to:

- Approve, suspend and discontinue academic programmes and modules, including degree apprenticeships;
- Approve amendments to programmes and modules (except where approval has been delegated to FPPMCs in regulations/policies approved by PRB);
- Approve student mobility partnerships (e.g. student exchanges).

In so doing, PPMC shall ensure compliance with academic quality assurance requirements and the University's regulations, policies and procedures.

5.2 PPMC shall refer decisions under 5.1 by exception to PRB where PPMC considers PRB's approval is necessary, e.g. for ethical, reputational, financial or academic quality reasons, or because PPMC considers that there are significant strategic implications.

### **6. Other Duties**

The other duties of the Committee shall be to:

6.1 With respect to UK and TNE academic partnerships:

- Oversee due diligence processes on new academic partnerships following the approval of the business case for the new partnership by PRB;
- Following the conclusion of due diligence, recommend final approval of new academic partnerships to PRB for approval;
- Review proposals to expand existing academic partnerships and recommend to PRB for approval;
- Consider whether to suspend or discontinue academic partnerships and recommend to PRB for approval;
- Oversee the periodic review of academic partnerships and report on the outcome to PRB.

6.2 Review regulations, policies and procedures for academic partnerships, programmes and modules and recommend changes to PRB, ensuring effective co-ordination over changes with the Student Success Board;

6.3 Monitor metrics on academic partnerships and programmes (e.g. a partnerships dashboard) and report periodically to PRB and SSB;

6.4 Make recommendations to PRB to improve the quality of academic partnerships and programmes;

6.5 Monitor risks related to academic partnerships. Maintain the academic partnerships risk matrix and report it at least annually to PRB. In between, escalate risks to PRB in accordance with protocols agreed by PRB;

6.6 Undertake the regular review of the academic portfolio ensuring that programmes are market-informed, academically excellent and financially viable. Make recommendations to PRB and SSB;

6.7 Review the efficiency and effectiveness of co-ordination and support for academic partnerships and make recommendations to PRB;

6.8 Oversee any external reviews of academic partnerships and report the outcomes to PRB;

6.9 Monitor the operation and decisions of the FSSCs in relation to partnerships and programmes and consider their proposals/recommendations; and

6.10 Ensure active consideration of equality, diversity, inclusion and sustainability in the conduct of the Committee's business.

## **7. Standing Orders**

7.1 The Committee must adhere to the Standing Orders for Academic and Executive Committees.

7.2 The Committee shall normally meet approximately every 8 weeks.

November 2024

Document owner: University Secretary