Partner Proposal: Stage 1 School Quality Panel Approval (for articulation, progression or collaborative delivery – **excludes** validation or franchise agreements)

The role of the School Quality Panel is to consider the proposal in relation to: the strategic fit of the proposed partnership (university strategy and partnership strategy); the nature of the proposed partner; risk in relation to compliance; capacity (partner and University); and financial viability. Please submit to [quality@yorksj.ac.uk](mailto:quality@yorksj.ac.uk)

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| **Proposed type of partnership** *(delete as appropriate)* | No award involved  Flying faculty  Articulation agreement  Progression agreement  Online/DL collaborative programme delivery  On-campus collaborative programme delivery |

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| Partnership Summary Information | | | | |
| Name of Proposed Partner |  | | | |
| Lead University contact |  | | | |
| Proposed School(s) | Choose an item | | | |
| Proposed type of Collaboration | Choose an item | | Nature of partner organisation | Choose an item |
| Proposed Partnership Commencement Date | | Click here to enter a date | | |
| Proposed Programme Commencement Date | | Click here to enter a date | | |
| How long is it planned to offer the partnership in the first instance? | |  | | |
| *Proposer to discuss proposed dates with Academic Quality Support Manager prior to submission* | | | | |

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| Conflicts of Interest (perceived or actual in the last 5 years) | |
| Are there any links between the proposed partner and proposed School or individual staff within the School? | *If yes, please provide details of any known association, connection or relationship with the partner or any of its employees.* |

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| Nature of the Proposal (What is being proposed) | |
| Summary of the proposed partnership (100 words) |  |
| Summary of the proposed partner (100) | *Include information on the nature and size of organisation and a breakdown of staff and student numbers* |
| Strategic Fit (What is the benefit of the proposed partnership to University) | |
| Rationale for the partnership: compatibility with the University (150 words) | *Include a statement on how the development fits with the University’s partnership strategy:*   * *baseline value and impact of partnerships;* * *economic, cultural and social impact;* * *increased recognition and reputation of the University;* * *employer engagement;* * *collaborative research bids.* |
| Reason(s) why the organisation is seeking a partnership with the University and for the particular programme(s) (150 words) |  |

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| Proposed Areas for Collaboration: Programme Titles; Level & Mode of Study; student numbers | | | | | |
| Programme Title(s) | Student Numbers (per cohort) | | | | Mode of Delivery |
| UG (FHEQ 4,5,6) | | PG (FHEQ 7) | |
| Full Time | Part Time | Full Time | Part Time |
|  |  |  |  |  | Franchise, validation, flying faculty, online, flexible? |
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| Financial Viability: University income | | | | | | | | |
| *The Proposer must complete and discuss this section with Finance prior to submission to Executive Board* | | | | | | | | |
| Minimum cohort size per programme (normally 10 to secure quality of student experience) | |  | | Maximum cohort size (consider impact of Franchise on University services: admissions, finance, registry, ILS) | | |  |
| Projected % growth rate over 5 years | 2nd year | | 3rd year | | 4th year | 5th year | |
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| Origin of Students | Choose an item | | | | | | |
| Source of Funding | Choose an item | | | | *To be completed by Finance* | | |
| Fee charged to Partner |  | | | | *To be completed by Finance* | | |
| Fee charged to Students |  | | | | *To be completed by Finance* | | |
| Basis on which fee will be levied | *per student/cohort*  *per intake/on-going cohorts* | | | | *To be completed by Finance* | | |

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| Financial Viability: University Expenditure | | |
| *The Proposer must complete Annex 1 and discuss this section with Finance prior to submission to Executive Board* | | |
| Total Costs Y0 |  | *To be completed by Finance* |
| Total Costs Y1 |  | *To be completed by Finance* |
| Total Income Y1 |  | *To be completed by Finance* |

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| Finance Recommendation | |
| RAG rating | *(Red, Amber or Green)* |
| Signed |  |
| Position | Director of Finance |
| Date | Click here to enter a date |

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| Executive Board Risk Assessment | | | | Conditions to be signed off by the Collaborative Partners Sub-Committee (CPSC) |
|  | *recommend the proposal proceeds* | *recommend the proposal proceeds but with the specified conditions to be signed off by Due Diligence Committee* | *recommend the proposal should not proceed* |  |
| Strategic Fit: University Mission & Values |  |  |  |  |
| Strategic Fit: Partnership Strategy |  |  |  |  |
| International Strategy |  |  |  |  |
| Learning & Teaching (Capacity) |  |  |  |  |
| Compliance (Quality Assurance; Tier 4) |  |  |  |  |
| Financial Viability |  |  |  |  |

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| Name of the School member or nominee who will visit the partner prior to CPSC (if appropriate) |
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| To be accompanied by any other representative? |
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| Not Approved for the following reasons: |  |
| Approved with the following conditions to be signed off by CPSC: |  |
| Approval to proceed to CPSC | School Quality Panel Chair Click here to enter a date |

**ANNEX 1**

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| Financial Viability: University Expenditure (white boxes to be completed by proposer). | | | | | | | | |
| *The Proposer must discuss this with Finance prior to submission to School Quality Panel. The proposal cannot progress without this* | | | | | | | | |
| Visits to Partner: Set Up (Year 0 partnership development) (insert rows as necessary) | | | | | | | | |
| Purpose | Staff Role / Scale (for costing) | | Number of Staff | | Number of days including travel | | Estimated Flights and subsistence costs | Finance Comments |
| School Scoping Visit | 10 | |  | |  | |  |  |
| External Panel Visit | £200/day | |  | |  | |  |  |
| Committee Approval |  | |  | |  | |  |  |
| Partner/Programme Approval Event (Chair; internal member; Quality; External Panel members) | 1x10+  1x8  1x5  2x£200 | |  | |  | |  |  |
| Partner Induction | 8 | |  | |  | |  |  |
| Quality Visit | 8 | |  | |  | |  |  |
| Academic Support (documentation; regulations; processes) | 8 | |  | |  | |  |  |
| DVC / SAU Admin Support | 3/4 | |  | |  | |  |  |
| Registry Programme & Partner Approval; | 5 | |  | |  | |  |  |
| Visits to Partner: Year 1 of delivery (insert rows as necessary) | | | | | | | | |
| Purpose | Staff Role | Number of Staff | | Number of days (including travel) | | Estimated Flights and subsistence costs | | Finance Comments |
| Quality Visit (1) | 8 |  | |  | |  | |  |
| Quality Visit (2) | 8 |  | |  | |  | |  |
| Academic Support (teaching materials; pre module skype; moderation; Subject Director support) x no of modules / year | 8 |  | |  | |  | |  |
| SAU (Moodle set up; SAP; tracking students) x no of modules / year | 3/4 |  | |  | |  | |  |
| Admissions; Data Quality; Assessment; Student Records | 4 |  | |  | |  | |  |
| Additional Costs (please specify) |  | | | | | | |  |