

## **Collaborative Provision Approval Sub-Committee (CPASC)**

### **2024-25**

#### **Committee purpose**

To ensure that the governance structure for the approval of new collaborative education partnerships and related curriculum development is aligned with the University's approval process for its new courses, as facilitated by the Portfolio Approval Sub-Committee. To consider potential collaborative education (CE) partnerships with institutions based in the UK or overseas in order to realise the University's Sussex 2025 Strategy. All academic committees operate in accordance with the University's governing documents – Charter, Statutes and Regulations – and the Public Interest Governance Principles.

#### **Membership**

- Pro-Vice-Chancellor for Global and Civic Engagement (Chair)
- Associate Dean Global and Civic Engagement for the Faculty of Media, Arts & Humanities
- Associate Dean Global and Civic Engagement for the Faculty of Science, Engineering and Medicine
- Associate Dean Global and Civic Engagement for the Faculty of Social Sciences
- Associate Dean Global and Civic Engagement for the University of Sussex Business School
- A Deputy Pro-Vice-Chancellor for Education
- Director for the Student Experience
- Director of Student Recruitment, Admissions and International Development
- Chief Financial Officer or nominee
- One academic elected member of Senate.

#### *In attendance, as required:*

- Deputy Director (Academic Services)
- Head of Admissions
- Head of Global Engagement
- Head of Academic Quality and Partnerships
- Representative from the Office of the General Counsel.

#### **Terms of Reference**

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- a) The Committee will ensure that the governance structure for the approval of new collaborative education partnerships and related curriculum development is aligned with the University's approval process for its new courses, as currently facilitated by the Portfolio Approval Sub-Committee.
- b) The Committee will consider potential collaborative education (CE) partnerships with institutions based in the UK or overseas in order to realise the University's Sussex 2025 Strategy. The Engage for Change pillar in the Strategy requires the development of a 'systemic, strategic approach to Sussex's transnational education capacity and capability'. Formalising the governance arrangements for the approval of CE partnerships is a significant step forward in realising this aim.

- c) CPASC is a subcommittee of UEC, which is a subcommittee of Senate, with responsibility for ensuring cost-effective use of resources in relation to curriculum developments and overall value for money. The Committee will:
- i. Approve CPASC Stage 1 and 2 templates (in accordance with 2.1 and 2.7).
  - ii. Facilitate the initial approval of new domestic and international collaborative education partnerships by the University Executive (UET) and make recommendations to the UET on whether to give final approval for new partnerships.
  - iii. Provide staff across the University with a clearly articulated process for the development of new collaborative education partnerships.
  - iv. Determine the nature of the partnership to be engaged in, according to agreed definitions (potential arrangements could include validation; franchise (sub-contracted); dual, double or joint awards; flying faculty; distance learning or some combination of these).
  - v. Ensure arrangements are in place to uphold Academic Freedom and Freedom of Speech within partnerships.
  - vi. Provide oversight of the approval and monitoring of articulation partnerships.
  - vii. Ensure that proposed CE partnerships fulfil the University's ambitions as expressed in the Sussex 2025 Strategy.
  - viii. Ensure that CE proposals are financially viable and sustainable over time.
  - ix. Receive and approve reports relating to institutional recognition (and re-recognition) of CE partnerships under delegated authority from Senate.
  - x. Under delegated authority from Senate, approve, suspend and withdraw courses to be delivered at the partner institution (CPI) under the scope of the partnership agreement, with due consideration of obligations to provide timely notification of such changes to applicants and/or students as applicable.
  - xi. Make recommendations to UET regarding withdrawal from existing CE partnerships.
1. The Sub-Committee will meet on a termly basis (or more frequently at the discretion of the Chair). It reports to UEC. Sub-Committee papers will be accessible on Sussex Direct.
  2. The Sub-Committee will be chaired by the Pro-Vice Chancellor (Global and Civic Engagement) and will be serviced by the Partnerships Team in Academic Services.

#### Committee Approval process

1. The Committee will consider the proposal in two stages. The first of which outlines the expected teaching learning and assessment methods, mode of delivery and ensures that the appropriate principles can be met.

2. The second stage will look at full academic governance of the proposal and if the Sub-Committee are in support of this, it will then go forward to UET and be accompanied by the outline business case.

#### Course-related proposals

3. For new course approvals, suspensions or withdrawals, proposal forms will be submitted directly to the Sub-Committee for its approval under delegated authority from Senate. The Sub-Committee will then report its decision to University Education Committee. All new CE courses will proceed through the University partner validation procedures. The Chair of University Education Committee will continue to give final approval to commence new CE courses of the University, including those delivered at collaborative partner institutions.