

University of Glasgow

Learning and Teaching Strategy Action Plan

Project: Process Improvement

Action 4: Codes of Practice for Collaborative and Validated Provision

1. Action	Collaborative & Validated Provision: Codes of Practice (ELIR Reflective Analysis) Use and enhance existing web-based material to develop a Code of Practice for Collaborative Provision; produce a comprehensive set of guidelines and procedures to facilitate the administration and approval of proposals for collaboration; and update the Code of Practice for Validated Provision.
2. Officers/Bodies responsible	Senate Office
3. Progress to date	<p>The Framework for Academic Collaborations was published in August 2011. Further work has been taken forward in relation to termination procedures.</p> <p>A web-based version of the Framework was completed in December 2012. Ongoing enhancement of the procedures is required in light of experience. For example, further work is planned on enhancing the guidance provided on due diligence and risk assessment and management.</p> <p>The Code of Practice for Validated Provision underwent an initial review in April 2013 to incorporate the new procedures approved by ASC (e.g. Year 1 review procedure).</p> <p>Senate Office staff have engaged with colleagues from other institutions to identify good practice and raise awareness of current issues in the national context.</p>
4. Timescale for implementation	<p>The Framework for Academic Collaborations was completed in August 2011 and a web-based version was completed in December 2012. It is available on the Senate Office and Internationalisation websites.</p> <p>An initial review of the Code of Practice for Validated Provision has taken place and it is due to be completed by December 2013.</p>
5. How are/will you evaluate effectiveness	<p>Staff development activities have been rolled out to promote and disseminate information on collaborative provision, including workshops for staff and drawing on case studies of current collaborations. Some of these have been organised with support from the Staff Development Service and some have been bespoke College specific events. Feedback to date has been very positive.</p> <p>Following final agreement on template Memoranda of Agreement and the associated drafting guidelines, further workshops on due diligence, risk assessment and management and Memoranda of Agreement are planned for session 2013-14 in conjunction with Dundas and Wilson.</p>
6. Evaluation of effectiveness thus far	<p>Feedback has been received from key stakeholders as well as via the staff development sessions held thus far. To date the feedback obtained has been positive. However, it was identified that the introductory workshops were too detailed. As a result, a review of the content and structure was undertaken.</p> <p>Work is ongoing to make the web version of the framework more accessible and user friendly.</p>

<p>7. New Actions arising from this work (optional)</p>	<p>An advanced staff development workshop will be developed and provided in academic session 2013-14. It will focus more on due diligence, risk assessment and management and approval procedures.</p> <p>Staff mobility funding has been secured to support fact-finding visits to Newcastle, Northumbria and Bristol with a view to identifying good practice which will inform the further development and enhancement of the Framework for Academic Collaborations.</p>
<p>8. Suggested text to refocus the action (optional)</p>	