

An overview of Collaborative Reviews (CR)

About Reviews for Collaborative Provision (Collaborative Reviews)

The revised UK Quality Code for Higher Education (QAA) outlines that degree-awarding bodies are ultimately responsible for assuring the quality of the learning opportunities provided for modules and programmes that lead to their awards offered through partners and that they operate effective regular and systematic processes for monitoring and for review of delivery as part of their risk management procedures.

The risks of each collaborative arrangement are assessed at the outset and reviewed subsequently on a scheduled basis.

A process of collaborative reviews for academic partnerships is firmly established at DMU and is managed centrally by the Department of Academic Quality (DAQ). Details can be found in Section 4 in the [Guide to Managing Collaborative Provision](#). All forms can be found in the DAQ webpage [guidance and forms](#) under "Collaborative provision / Review".

Stages

The review has two distinct stages:

Due Diligence

Full business and financial due diligence will be considered in order to assess the continued strategic fit, reputation and standing of collaborative partners at stage one of the process. Where due diligence checks identify high levels of risk to the continuation of the collaborative contract the University's Executive Board will be consulted.

CR exercise on behalf of the UCPC

The CR exercise will focus on institutional matters and operational considerations related to the delivery of the programme(s).

Institutional matters will include among others, management of the provision, e.g. student administration (admission, induction, etc.); operation of quality assurance systems for monitoring provision; teaching and learning approaches; student guidance and support etc.

Operational considerations will include recruitment, retention and progression figures for each programme; resources available; student feedback, etc.

Frequency and Scope

Following approval of a new collaborative partnership, a Collaborative Review (CR) will take place after three years from the date of the contract (for Enhanced Progression Agreements (EPAs) it is four years). Following a successful CR the partner institution will be re-approved by DMU to enable the partner to continue delivery of programmes that will lead to a DMU qualification or credit.

After the first CR, further reviews will generally take place at five-yearly intervals (unless otherwise stated), reconfirming approval of partnership and delivery of programmes. For EPAs further reviews typically take place after six years.

Collaborative Review is not the same as Periodic Review

A **Collaborative Review** is conducted to re-visit the strategic reasons for working in the partnership, renew the due diligence process, ensure the continued satisfactory operation of collaborative arrangements and to identify and address major issues that may have arisen since the initial approval/validation events, or the previous Collaborative Review visit.

The **Periodic Review** process provides a means for evaluating programmes and subjects holistically and involves more academic rigour to ensure that the programmes are still relevant and the student experience still meets or exceeds expectations, with enhancement at the heart of the process. Periodic Reviews also take place at least every five years but are held separately from Collaborative Reviews. More information can be found in the DAQ [Overview of Periodic Review](#) in ['guidance and forms'](#).

Context

The CR event will be based on the agenda set by the DMU Panel but the review itself is intended to be a two-way process, offering both the University and the collaborative partner an opportunity to discuss the operation of its collaborative provision and to provide feedback on areas that may require further attention.

The emphasis of the review is on self-critical evaluation leading to the overall enhancement of the quality of provision, and on dialogue between all those involved.

It is important that examples of good practice are identified and, where appropriate, shared with other partnerships.

Preparations for the CR

The CR panel

The CR Panel appointed by the University will consist of independent internal and external colleagues, student representation and DAQ.

Reports for the CR Panel to comment on

The CR Panel will consider completed reports from the following groups, received by the DAQ Servicing Officer 4 weeks before the Collaborative Review date:

- Collaborative partner
- DMU faculty or faculties responsible for provision
- DMU professional services (EP/ GPU, Library and Learning Services, Student and Academic Services (to include DAQ, Admissions), Marketing and Recruitment)
- The DMU International Office (where applicable)

Pre-event meeting: 2 weeks before event

The Panel will meet to discuss the reports, determine the lines of enquiry and request information or clarification that might be helpful on the day. The meeting will include representatives from DMU professional services and faculties only.

The CR event – typically a one day event

The Meetings

The event's discussions will be based on the lines of enquiry already communicated to the partner. At a minimum the Review panel will meet with the partner's senior, teaching and professional services staff, plus students and will include a tour to look at the resources available to students. The DMU Link Tutor or main faculty lead will also have a role to support the partner at the event.

Outcomes

At the end of the CR event the Panel will outline to the partner's senior staff the following, where applicable:

- ❖ **Conditions** – mandatory requirements that must be satisfactorily addressed by a certain deadline
- ❖ **Recommendations** – not mandatory but points for the partner and/ or faculty to consider
- ❖ **Observations/ Good practice/ Commendations** – comments for noting by the University and sharing

Full Report | Six Month Follow Up/ Review

- A full report will follow the formal Outcomes report.
- There will be a six month review from the date of the event to monitor progress on the actions listed in the report.
- The Panel's report will be submitted to the University Collaborative Provision Committee (UCPC).
- The Partner Institution Collaborative Agreement (the contract) will be reviewed with EP/ GPU and signed.

Find out more

Full DMU guidance

Section 4 in the [Guide to Managing Collaborative Provision](#)

<http://www.dmu.ac.uk/documents/about-dmu-documents/quality-management-and-policy/academic-quality/collaborative-provision/collaborative-provision-guide.pdf>

DMU proformas for CR

DAQ webpage guidance and forms – "Collaborative provision / Review"

<http://www.dmu.ac.uk/about-dmu/quality-management-and-policy/academic-quality/support-contacts-resources/guidance-forms-homepage.aspx>

External sources

QAA The Revised UK Quality Code for Higher Education - Advice and Guidance - Partnerships

<https://www.qaa.ac.uk/en/quality-code/advice-and-guidance/partnerships>