

ASSOCIATE DEPARTMENT AND ACADEMIC DEPARTMENT POLICY

The University may, from time to time, wish to confer the status of **Associate Department** or **Academic Department** on an organisation which is not within the University of Portsmouth. In all cases the primary determinant in conferring Associate or Academic Department status must be an academic one and the relationship between the University and the Associate/Academic Department must be based upon clear understanding of the roles and responsibilities of the partner and the University.

In order to grant either Associate Department or Academic Department status, the University will have considered and approved the general quality assurance and student support systems operating in the institution and agreed that these are appropriate to support the standards of course delivery required by the University. The University will also conduct a visit to the partner premises to meet with relevant members of staff and to view the relevant resources and facilities.

The University will in each case define any special rights or benefits accorded to the Academic or Associate Department, its staff and students, the use of the term Academic or Associate Department in marketing, the use of the University logo and corporate identity (more information on this can be found on the [Marketing and Communications website](#)), staff and student access to University facilities, the management and review of the arrangement and any financial relationship. These will be set out in a contractual agreement which is drafted by the Collaborative Partnerships Office, Quality Management Division in liaison, with the relevant Faculty.

Staff of Associate or Academic Departments may apply for an honorary position within the University as detailed in the [Visiting and Honorary Appointments Policy](#). Staff successful in their application shall be offered terms and conditions as advised to the Dean of Faculty by the Human Resources Department of the University. Any additional entitlements that may arise for staff arising from successful application to an honorary position must be defined and agreed as a part of the contractual agreement between the partner and the University.

Where the Department status rests upon the delivery of taught courses leading to the awards of the University of Portsmouth, the collaborative relationship will either be through approved franchised programmes or through the validation of externally delivered programmes. The normal quality assurance arrangements and process will operate for such approvals, and recommendation for Associate/Academic Department status shall be separate and distinct from the approval process.

Recommendations will come from Quality Assurance Committee (QAC).

Associate Department

The University may, from time to time, confer the title of Associate Department on another educational institution. Such an institution would normally be providing higher education and post compulsory education and could be in either the private or public sectors, within the UK or overseas, although not in the Police Force or National Health Service (these would apply for Academic Department status). The University may also require exclusivity in the relationship with an Associate Department.

In the case that a given Associate Department is an institution which only delivers higher education and does not have the power to validate its own degree courses, the University may become the sole exclusive accreditor of the partners courses, which would be outlined in the contractual agreement between the partner and the University.

Academic Department

The University may, from time to time, wish to confer the status of Academic Department on an organisational unit within another institution. This has typically been used for the UK's Hospital Trusts and National Health Service, medical and clinical departments and the Police Force and other Criminal Justice Agencies. The main determinant is likely to be the academic or research relationship between the University and that Academic Department. It is considered that the Academic Department will normally be within an institution which is not primarily educational in nature - then the academic relationship is more likely to be focused on research and development than on course delivery.

For further information please visit www.port.ac.uk/courseapproval

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