

## Appendix 6

### Process and Criteria for the appointment of staff to teach on collaborative programmes

1. All staff associated with the delivery, teaching or assessment of a programme leading to an award of the University must be approved by the University before they begin teaching. Departments are responsible for approving such staff.
2. Partner organisations are required to have a clear policy for the recruitment of staff which involves a competitive application process.
3. A copy of the relevant application form and curriculum vitae for all staff teaching on a programme must be submitted to the relevant academic department for approval.
4. The University requires that staff involved in the teaching and assessment of programmes meet the following criteria:
  - All staff should have a Higher Education qualification in a relevant subject at least one level above that of the programme on which they will be teaching or equivalent professional qualifications
  - At least some staff should be able to demonstrate evidence of academic recognition through publications or a record of research and hold a doctoral qualification. For postgraduate programmes, it is expected that this will be the majority of staff
  - Have appropriate experience of teaching and assessing at HE level
  - Any additional appropriate experience required by the discipline
5. Where staff do not meet the above criteria, partner organisations are required to demonstrate a commitment to staff development and training in order to bring the teaching team profile up to the required level
6. Departments are responsible for maintaining a record of staff approved to teach on a collaborative programme.