



# **KAMPALA INTERNATIONAL UNIVERSITY**

## **PARTNERSHIP POLICY**

**Approved by Senate on: November 3, 2017**

**Ratified by the University Council on: \_\_\_\_\_**

**November 3, 2017**

## Document Control Information

<b>Document Name:</b>	Kampala International University Partnerships Policy
<b>Date issued:</b>	November 3, 2017
<b>Version:</b>	Ver 1
<b>Previous Review Dates:</b>	None
<b>Next Review Date:</b>	January 2020
<b>Related Documents:</b>	
<b>Governing Policy:</b>	
<b>Guidance to Policies:</b>	<ul style="list-style-type: none"> <li>i) The Universities and Other Tertiary Institutions Act 2001 (as amended)</li> <li>ii) The University Charter</li> <li>iii) The University Strategic Plan</li> <li>iv) The University Research, Innovations and Publications Policy</li> <li>v) The University Quality Assurance Policy</li> </ul>
<b>Legislation / Related Information:</b>	
<b>Document Approved by:</b>	The KIU University Senate
<b>Date of Approval:</b>	November 3, 2017
<b>Document Ratified by:</b>	The KIU University Council
<b>Date of Ratification</b>	
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## ***KAMPALA INTERNATIONAL UNIVERSITY PARTNERSHIPS POLICY 2017***

### **PART 1 - INTRODUCTION**

#### **1.1 Preamble**

Kampala International University (KIU) has forged and will continue to forge engagements termed partnerships with a number of institutions nationally, regionally and internationally. To date, KIU has partnered with over 50 universities of international repute. The partnerships mainly focus in the areas of joint research, curriculum development, and student and staff exchange. The number of partnerships is envisaged to continue growing with time.

#### **1.2. Purpose**

This document sets out the university policy on various types of such engagements termed partnerships. The aim of this policy is to provide clear guidance on agreed definitions and responsibilities for the establishment, management and governance of partnerships entered into by Kampala International University

#### **1.3. Scope**

The policy applies only to partnerships of the university that involve undertaking of academic activities such as research, innovations, curricula development or review, staff and student exchanges, joint and double degree arrangements, teaching and learning processes among others.

The policy does not apply to:

- i) Commercial activities that do not involve academic activities or awards of KIU degrees or certificates
- ii) Consultancies where the university contracts a third party to provide goods and services

### **PART 2 – CATEGORIES OF PARTNERSHIPS**

According to this policy partnerships are categorized as follows:

- 2.1 Partnerships involving Academic Delivery Award:** This is a partnership where a KIU program or course is delivered under an agreement with a party within, outside Uganda or on-line culminating in an academic award. An academic delivery award includes but not limited to:
- i. Joint or dual award arrangements
  - ii. Delivery of a KIU program or course in Uganda or outside Uganda including licensing of course materials

**2.2 Partnerships involving Academic Delivery but Non Award:** This refers to an arrangement where KIU delivers a training program or course under contract with a party either in Uganda, outside Uganda or on-line. Non Academic Award offerings include:

- i) Short courses
- ii) Single subject studies
- iii) Workshops

**2.3 Partnerships involving Academic Cooperation:** This refers to an arrangement where KIU participates in an academic cooperation but is not involved in academic delivery. This type of cooperation includes but is not limited to:

- i) Credit transfer
- ii) Student and staff mobility, and exchange
- iii) Study centers
- iv) Hosting of fellows and scholarship recipients granted by another institution

**2.4 Partnerships involving National and Regional Partners:** This refers to a formal arrangement that KIU has with a national or regional organization supporting development contributing to cultural, economic and social activities geared at promoting awareness and interest in higher education especially among the youth. National and Regional Partnerships include but is not limited to:

- i) Regional communities such as the East African Community (EAC), African Union (AU)

**2.5 Partnerships involving Industry Partners:** This refers to partnerships between KIU and industry partners to facilitate activities such as research training and work placement/Internships. Industry partnerships include but is not limited to:

- i. Educational Organisations that KIU has formal arrangements for academic activities such as work placements
- ii. Professional bodies that accredit the University programs and courses such as Nursing Council, Law Council, among others
- iii. Research organisations that KIU has formal arrangements for research activities including research training, collaborative funding e.g. NARO

**2.6 Partnerships involving government:** This refers to formal arrangements with local government or Central Government Departments/Ministries and entities. These include but not limited to:

- i) NCST
- ii) NCHE
- iii) Ministry of Education and Sports e.g. Loan Scheme
- iv) Ministry of Finance, Planning and Economic Development

**2.7 Partnerships involving Research:** This refers to partnerships within Uganda or outside Uganda where the aim is to facilitate research collaboration. Such partnerships include but not limited to:

- i) Research funding
- ii) Grant proposals development and submission
- iii) Research student enrolment
- iv) Hosting visiting Researchers
- v) Research training partnership

## **PART 3 – THE POLICY**

### **3.1 Guiding Principles**

- i) The Universities and Other Tertiary Institutions Act 2001 (as amended)
- ii) The University Charter
- iii) The University Strategic Plan
- iv) The University Research, Innovations and Publications Policy
- v) The University Quality Assurance Policy
- vi) Academic Rules and Regulations

### **3.2 Establishment and Approval of Partnerships**

3.2.1 Any staff member or student can initiate a partnership and may determine the primary objective of the partnership

3.2.2 No employee of the University shall make any promise to another party, which purports to bind the University, whether verbally or in writing

3.2.3 The rights and obligations of the University and its partners (including financial and in-kind commitments and other contributions, agreed deliverables, milestones among others shall be documented in a formal Partnership Agreement.

3.2.4 All potential partnerships shall be notified to the Deputy Vice Chancellor RIE

3.2.5 Senate or its designated committee shall ensure that:

3.2.2.1 All relevant internal and external approvals are obtained before entering into an agreement

3.2.2.2 Ensure that the agreed upon objectives and benefits to the university are met

3.2.2.3 Report on the partnership including impact

3.2.2.4 Oversee all partnerships entered into with the University

3.2.2.5 Document and record of all partnerships entered into with the University

3.2.2.6 Undertake risk management of the partnerships

3.2.5 All negotiated partnerships shall be endorsed by the Vice Chancellor, and witnessed by the Deputy Vice Chancellor RIE and the University Lawyer.

## **4. Implementation**

4.1 This policy shall be implemented by the Senate.

4.2 This Policy shall be implemented or supplemented in any way consistent with its terms and those of other University policies.

4.3 Where circumstances admit any exception to the terms of this, such

exceptions shall require the consent of the Vice Chancellor. The Vice Chancellor shall, when practical, seek the advice of the University Council prior to approving any exception to the terms of this Policy. When prior consultation is impractical, the Vice Chancellor shall promptly notify the University Council of any exceptions to the terms of this Policy

4.4 This Policy shall not apply to on-going partnerships and written agreements between the University and/or organization or individual, entered into prior to the date on which the University Council adopts this Policy.

4.5 If an existing written partnership agreement is renewed, revised, or amended after the date on which the University Council adopts this Policy, reasonable attempts shall be made to conform such agreement with the requirements of this Policy as of the date on which it is renewed, revised, or amended.

4.6 After adoption of this policy, the University Senate shall be responsible for drawing out implementation guidelines or procedures from time to time.

## **5.0 Termination of a Partnership**

5.1 Termination of a partnership arrangement must be carried out in a manner that ensures the University's interests are protected, including the interests of students.

5.2 Senate shall determine the process and accountabilities in relation to the termination of partnership arrangements, taking into account any requirements of the relevant Partnership Agreement and consultation with Legal office.

5.3 When making decisions on the termination of a partnership, the University shall consider:

- 5.3.1 Responsibilities to students;
- 5.3.2 Legal, financial and reputational implications;
- 5.3.3 Other areas of the University involved in the partnership
- 5.3.4 Compliance with relevant regulatory and legislative requirements.

## **6. Reporting**

6.1 The DVC RIE shall provide an annual report to the Senate on all educational delivery and cooperation partnerships in the previous year.

6.2 The reports shall include:

- 6.2.1 information on visits to and by partners and/or the partners' reports
- 6.2.2 Evidence of the continued strategic value of the partnership to the University
- 6.2.3 Partnership outcomes for the year in review;
- 6.2.4 Student enrolments and outcomes;
- 6.2.5 Financial performance;
- 6.3.6 Issues raised by the partners in relation to the University; and
- 6.2.7 Issues in relation to quality assurance.

## **7. Review of the Policy**

The Partnership policy shall be reviewed at least every three years

## **8. Notification**

The Office of the Deputy Vice Chancellor, Research, Innovations and Extension shall inform all persons subject to this Policy of its terms after its adoption and at regular intervals thereafter.

**9. Date of Commencement:** November 3, 2017