Partnerships Board Terms of Reference 2026-27

Remit

The Partnerships Board is a Board of Queen Mary's Senate and has responsibility, on behalf of the Senate, to support, take a strategic overview of and monitor Queen Mary's partnership activity. The Partnerships Board has delegated authority from Senate to approve activities and items listed below, and does so by consideration, scrutiny, and discussion with Board members:

a) all courses, programmes of study, and professional development activities undertaken and funded through an overarching partnership agreement with an external organization with the exception of:

- clinical teaching/placements
- PGR studentships funded through competitive external sources such as UKRI or single studentship projects negotiated as a one off with individual companies

b) all research or knowledge transfer activity where the source of support or nature of the partnership may present a high reputational, financial or legislative risk for Queen Mary;

c) all major external partnerships for the purposes of research and/or knowledge transfer.

Terms of reference

The responsibilities of the Partnerships Board are as follows:

1. To consider and (if appropriate) approve proposed new partnerships and other initiatives involving one or more external partners deemed high-risk. This involves scrutinising business plans, risk assessments and due diligence documentation, and may involve requesting further information, if deemed necessary.
2. To consider and (if appropriate) approve renewal of partnerships and other initiatives involving one or more external partners deemed high-risk.
3. To receive and note reports of low-risk institutional agreements, requiring initial Faculty approval, and of faculty/school/institute-level agreements, approved by Faculty Executive.
4. To review and refine policies and procedures for the development and management of new partnerships, based on opportunity, risk and proportionality, within the context of best practice in the sector and in accordance with Government guidance, legal requirements and regulative frameworks (for example, OfS Conditions of Registration).
5. To liaise as appropriate with the University International Board (UIB), Taught Programmes Board (TPB) and Research Degree Programmes and Examinations Board (RDPEB), and other university governance as appropriate over the approval and review of collaborative programmes and partnership activity.
6. To request, receive and consider reports from major partnerships, looking at, for example, lessons learned and opportunities for development.
7. To ensure that the Board remains informed of developments in partnership activity

deemed significant by requesting and monitoring related data.

8. To undertake an annual review of existing partnerships and progress against agreed targets at regular intervals, referring partnerships back to Faculties if appropriate.
9. To regularly review the Register of Collaborative Provision to ensure it is kept up to date.
10. To refer partnership proposals of strategic significance to the Senior Executive Team (SET) for consideration.
11. To advise Senate on the development, promotion and performance of Queen Mary's partnerships both in the UK and overseas.

Procedures and constitution

1. The Board will normally meet six (6) times a year.
2. The Board, when fully constituted, has sixteen (16) members. For a meeting to be deemed quorate at least six (6) members must be present, including, in addition to the Chair, at minimum two (2) academic members and four (4) professional services members.
3. If a meeting is not quorate, the Chair shall decide whether to a) postpone and rearrange the meeting, or b) proceed with the meeting but note that all decisions will be considered preliminary and unconfirmed until and unless the agreement of sufficient members to meet the quorum is secured.
4. A member who is unable to attend a meeting, may nominate, in advance, an appropriate colleague to attend in their place, subject to approval of the Chair. The nominee will count as a full member of the Board for that meeting.
5. The Chair will contact any member who does not attend two (2) consecutive meetings. A member who does not attend three (3) consecutive meetings will be considered to have resigned their membership.
6. The Partnerships Board is managed by the Academic Quality and Standards Team in the Directorate of Governance and Legal Services. Correspondence should be with the Team and not directly with the Chair.
7. The Academic Quality and Standards Team will defer any proposal that is submitted after the deadline (in which case it will be considered at a subsequent meeting) or does not include all of the required documents and approvals, including faculty/school/institute and stakeholder sign off as required.

Partnership Board membership 2025-26

Ex officio members

Vice-Principal Policy & Strategic Partnerships **(Chair)**	Dr Philippa Lloyd
Dean for International - Humanities and Social Sciences	Dr Matthieu Burnay
Dean for Global Engagement - Medicine and Dentistry	Professor Richard Grose
Dean for International - Science and Engineering	Professor Alex Clark
President, Queen Mary Students Union (or nominated deputy)	SU President
Director of Finance	Thomas Skeen
Director of Governance and Legal Services	Jane Pallant
Dean for Postgraduate Research and Director of the Doctoral College	Professor Claudia Cooper
Director of Global Engagement	Lee Wildman
Director of Research and Innovation	Alex Gardiol

In attendance

Deputy Head of Global Partnerships & Opportunities	Ceri Bevan
Head of Global Partnerships & Opportunities	Jane Wallis
International Partnerships Manager	Samantha Heffernan
Executive Officer (International)	Rachel Miles
Deputy Head of Academic Quality and Standards	Adam Streames
Academic Quality and Standards Officer (Degree Apprenticeships) **(Secretary)**	Ellie Watson

Attendance if business requires

Depending on the proposals or procedures and strategies discussed the following may be invited to attend:

- Faculty Deans for Education and/or Faculty Deans for Research or relevant deputies
- Members of the University International Board
- Directors of University Research Institutes
- Queen Mary Students' Union Faculty Vice Presidents