



Memorandum Of Understanding

Between

the National Centre for Universities and Business

and

the Quality Assurance Agency for Higher Education

Introduction

1. The National Centre for Universities and Business (NCUB) develops, promotes and supports world-class collaboration between universities and business across the UK.
2. Our aim is to find practical ways of harnessing the talent being developed in our universities, and the UK's strength in groundbreaking research and development, for the benefit of the nation's economy.
3. The Quality Assurance Agency for Higher Education (QAA) was established in 1997 to provide an integrated quality assurance service for UK higher education. It is an independent body funded by subscriptions from universities and colleges of higher education, through contracts with the main higher education funding bodies, and from fees for providing educational oversight for independent colleges. Its mission is to safeguard standards and improve the quality of higher education.
4. QAA has developed four aims to underpin its commitment to Employer Engagement, these are:
 - Aim 1: help develop and strengthen the contribution of employers to the academic quality and standards of UK higher education
 - Aim 2: communicate effectively with employers so that they recognise and value the role of the QAA
 - Aim 3: ensure that employer needs are actively considered in the development of relevant QAA processes
 - Aim 4: ensure that QAA is seen as an organisation that is visibly engaged with employers.

Purpose and basis of the Memorandum of Understanding

5. The purpose of this document is to provide a framework for continued working relationships between the NCUB and QAA to help:

- take each other's interests into account, where appropriate, in policy and procedural development
- ensure that the respective expertise of the organisations involved is mutually recognised
- inform stakeholders about our relationship and be clear about our distinctive roles, both at corporate and officer level
- avoid unnecessary duplication of effort
- notify each other, where appropriate, in advance where there is a likelihood of significant announcements and development which may impact on each other's key areas of work

6. It establishes relationships for cooperation based on a common understanding of each organisation's business and a joint wish to make best use of finite resources for mutual and public benefit.

7. The organisations recognise, and have regard for, the respective roles and responsibilities and recognise the independence of their remits.

Areas of joint working

8. NCUB and QAA have agreed to collaborate in the following areas of work where their complementary roles and independent functions interrelate.

- To utilise the skills, knowledge and experience of QAA and NCUB staff in order to enhance interaction between higher education and business including:
 - meeting regularly to discuss ongoing work and areas for collaboration
 - development of mutual representation on relevant groups
 - working together to understand and identify good practice in the provision of placements.
- To develop knowledge resources to support engagement between business and providers of higher education through:
 - drawing together, publishing and promoting case studies and other relevant materials and guidance
 - actively promoting relevant publications from NCUB and QAA
 - developing the Employer Based Training Accreditation community of practice so that providers have worked with employers, and employers who have worked with providers, can share their practice with their respective constituencies, and across constituencies.
- To work together with other sector organisations to provide opportunities for discussions and interaction between practitioners working at the interface of business and higher education in the provision of learning and teaching including through the hosting of relevant new events and linking up with joint sessions at existing events.

9. In addition to those specific areas, and where appropriate, we will invite each other to events hosted by one and of interest to both and will involve and keep each other informed as necessary on drafting key documents relevant to the other's functions or areas of interest.

Implementation

10. A work plan to underpin the areas of joint working outlined in this Memorandum of Understanding will be developed. This work plan will be reviewed on a quarterly basis and managed by officers at NCUB and QAA.

Exchange of information

11. NCUB and QAA will agree areas where it is appropriate to share information and contribute to the respective work of the other organisation.

This includes:

- where appropriate, informing one another as soon as practicable on relevant developments within our areas of responsibility and where possible prior to release of any reports, press releases speeches or policies
- the exchange of information that may be reasonably useful to the other, subject to the imperatives of mandates, necessary confidentiality constraints and safeguards
- where appropriate, looking to maximise opportunities for joint communication on matters of mutual and public interest.
- subject to general public interest, the Freedom of Information Act, the Data Protection Act and other constraints (for example commercial confidentiality, price sensitive matters) our exchanges may be confidential.

Management, monitoring, reporting and confidentiality arrangements

12. This Memorandum of Understanding shall take effect from the date of signature below and continue until any organisation gives notice that it wishes to terminate the agreement.

13. The Memorandum of Understanding will be reviewed annually and may be modified at any time by joint agreement of the organisations.

14. Management of the Memorandum of Understanding will be conducted by officers on behalf of NCUB and QAA as detailed below:

NCUB, Aaron Porter, 02073838185, aaron.porter@ncub.co.uk

QAA, Chris Taylor, 07834708549, c.taylor@qaa.ac.uk

15. The named contacts shall agree detailed arrangements for regular communication and exchange of information between NCUB and QAA, which shall include an annual review meeting.

16. The arrangements detailed in this Memorandum of Understanding will be monitored by the named contacts. Each contact will be responsible for notifying the organisation of which s/he is an officer of any concerns. Such concerns may lead to the termination of this Memorandum of Understanding.

17. Each organisation will observe confidentiality as required in relation to shared information which is not in the public domain.

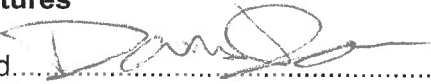
Publication of memoranda


18. Both NCUB and QAA will place a copy of this Memorandum of Understanding on their respective websites, www.ncub.co.uk and www.qaa.ac.uk.

Legal effect of the Memorandum of Understanding

19. It is recognised and accepted that this Memorandum of Understanding does not create any rights, liabilities or obligations which would have binding effect in law.

Signatures

Signed.....
David Dochery
Chief Executive, NCUB
Dated.....*25th Nov 2013*.....

Signed.....
Anthony McClaran
Chief Executive, QAA
Dated.....*25.11.13*.....