

Collaborative Staff Qualifications Policy

Responsibility for Policy:	Registrar and Chief Operating Officer
Relevant to:	Academic Partnerships
Approved by:	Long standing LJMU Policy
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RELEVANT DOCUMENTS

- Guidance for Validation
- Academic Partnership Operational Guidance – Collaborative Staff Approvals and Staff Cards

RELATED POLICIES & DOCUMENTS

Collaborative Staff Qualifications Policy

The following staff qualifications policy is for use during the validation of collaborative programmes and for the Validation and Review Oversight Panel (VROP) when approving new staff to teach on collaborative programmes:

- All staff should normally be qualified to degree level/FHEQ level 6 (or equivalent professional qualifications), when teaching on undergraduate programmes. Exceptionally, appropriate equivalent professional experience could be considered.¹
- Programme leaders for undergraduate programmes should be qualified to degree level/FHEQ level 6.
- All staff should be qualified to masters level/FHEQ level 7 when teaching on postgraduate programmes. Exceptionally, appropriate equivalent professional experience could be considered.²
- Qualifications should be in a cognate area to the programme to be taught.
- All staff should normally hold a teaching qualification and/or teaching experience.

As part of the review of new staff applications, equivalence of the level of any international qualifications will be verified.

Should staff members not be qualified to the appropriate level, a judgement on their suitability can be made based upon:

- The overall constitution of the programme team.
- The level of teaching and assessment that the member of staff is undertaking (i.e. Level 4 only).
- The award and specific expertise of the member of staff, e.g. sector experts teaching on foundation degrees.

N.B. If there are higher qualification requirements from a professional body or statutory requirements, these will apply and supersede the requirements of this policy.

¹ In this case, the School/Department managing the collaborative proposal should provide relevant subject advice regarding equivalence to the validation panel/VROP. The candidate's experience in matters of teaching and assessment should also be considered.

² Ibid.