



KISII UNIVERSITY

COLLABORATION AND PARTNERSHIP POLICY

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Collaboration and Partnership Policy Group

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Foreword

This collaboration and partnership policy is designed to assist Kisii University staff and other institutions that are involved in collaborative research and training or those considering engaging in such activities in establishing linkages, partnerships and collaborations. The university holds the tenet that high quality research and effective dissemination of knowledge can only be achieved through the establishment and implementation of linkages, partnerships and collaborations with likeminded institutions. Thus, the university has built capacity and is implementing collaboration and partnership policy framework aimed at establishing research and training partnerships with strategic local and international institutions.

Therefore, this partnership and collaboration policy is a deliberate effort to enhance and support the university in establishing and developing linkages, partnerships and collaborations with other institutions. The university appreciates that the collaboration and partnership policy is necessary to:

- i. promote partnership in academic training that leads to the award of certificates, diplomas, degrees and postgraduate qualifications.
- ii. advance adoption of appropriate technologies.
- iii. develop innovative technologies.
- iv. promote partnership with industrial organizations to put into use newly developed innovations.
- v. enhance collaborative research in all fields.
- vi. create a reasonable and workable policy that enables an efficient administration of collaborations and partnerships in the advance of the university's objectives.
- vii. develop stronger links and joint educational programmes with other institutions in pursuit of its mission of enhancing access to higher education.
- viii. strengthen and diversify educational programmes through the synergies developed across partnerships and collaborations

I would like to express my sincere gratitude to members of staff for having devoted their time and tireless effort in formulating the collaboration and partnership policy. Kisii University affirms its commitment to provide opportunities for partnerships and collaborations that supports researchers to collaborate and engage in collaborative research with local, regional and international researchers and institutions. It is my hope that this would contribute to the achievement of Kisii University's overall vision and mission.

Prof. John, S. Akama, PhD

VICE CHANCELLOR, KISII UNIVERSITY

1.0 Introduction

1.1 Preamble

Kisii University (KSU), hereafter called “the university” actively develops global linkages with local and international organizations and institutions in various fields. This policy is designed both to focus and facilitate the development of relevant and appropriate collaborations and partnerships locally and internationally. The university endeavours to collaborate and partner with interested institutions, organizations and the community in the advancement of academic excellence, research and social welfare. The university appreciates that the collaboration and partnership policy is necessary to:

- i. promote partnership in academic training that leads to the award of certificates, diplomas, degrees and postgraduate qualifications.
- ii. advance adoption of appropriate technologies.
- iii. develop innovative technologies.
- iv. promote partnership with industrial organizations to put into use newly developed innovations.
- v. enhance collaborative research in all fields.
- vi. create a reasonable and workable policy that enables an efficient administration of collaborations and partnerships in the advance of the university’s objectives.
- vii. develop stronger links and joint educational programmes with other institutions in pursuit of its mission of enhancing access to higher education.
- viii. strengthen and diversify educational programmes through the synergies developed across partnerships and collaborations
- ix. partnerships and collaborations with international organisations will facilitate the internationalisation of Kisii University’s educational programmes and research.

- x. collaboration with public and private sector organisations supports the development of awards that are relevant to research informed professional practice.

1.2 Principles

- i. The university shall establish collaborations and partnerships only if they contribute to the achievement of the university objectives.
- ii. Proposals to establish collaborations and partnerships must meet one or more of the following criteria;
 - a. The programme is intended to contribute to widening participation in research and teaching.
 - b. The programme strengthens an existing successful collaboration or partnership.
 - c. The programme contributes to the development of academic links with partner organizations which will enhance the university reputation.
- iii. In seeking collaborations and partnerships, the university emphasises the importance of establishing and maintaining partnerships in which relationships are balanced, with collaborative partners encouraged to derive equal benefit from the partnership and to contribute fully in joint decision-making processes.
- iv. Kisii University may engage in collaboration and partnerships with other bodies, any academic collaboration may lead an award of the university.
- v. No binding collaborative links involving the provision of a programme or part of a programme, leading to an award of Kisii University may be established, without the full prior knowledge and agreement with the University.

- vi. In selecting a partner institution, Kisii University will therefore seek evidence in the partner institution of appropriate:
 - a) organisational, management and quality assurance arrangements;
 - b) staff qualifications and experience;
 - c) regulations and procedures governing the relationship of students, including academic support and guidance and provision for meeting students' wider educational needs;
 - d) provision of learning support and infrastructure at a level and quality to meet the requirements for programmes leading to an award of Kisii University.
 - e) ethical research standards (for research collaborations);
 - f) provision for staff appointment, induction and development.
- vii. With respect to the overseas partners, particular care will be taken to understand fully;
 - a) the local law relating to higher education, including in relation to the licensing of overseas higher education operators;
 - b) the local law, and applicable laws within Kenya, in respect of contracts and their enforceability;
 - c) the local higher education system and the place of the partner institution within it;
 - d) the legal and financial position of private institutions (where applicable);
 - e) requirements in respect of national and international recognition of awards and professional qualifications (i.e. whether or not an award of Kisii University will be recognised in the students' home country).

It is the responsibility of the University to inform any professional statutory or regulatory body that has approved a programme which is the subject of a possible or actual collaborative agreement of its proposals.

1.3 Vision

To collaborate and partner with interested institutions, organizations and the community in the advancement of academic, excellence, research and social welfare.

1.4 Mission

To collaborate and partner in the training of a human resource that meets the developmental needs of the country and the international labour markets, sustain production of quality research, disseminate knowledge, skills, values and competencies.

1.5 Policy Statement

Kisii University welcomes collaborative provision in learning, teaching and research that can contribute to the fulfilment of its vision, mission and objectives, without detriment to its reputation.

1.6 Core Values

Professionalism, team work, accountability, responsiveness and integrity.

1.7 Rationale

There is need for the university to have a partnership and collaboration policy to:

- i. Enhance collaboration and partnership with other institutions, organizations and individuals.
- ii. Protect the interest of the university.

1.8 Policy Objectives

- i. Partnership in academic training that leads to the award of certificates, diplomas, degrees and postgraduate qualifications.
- ii. Advancement of adoption of appropriate technologies.

- iii. Development of innovation technologies.
- iv. Partnership with industrial organizations to put into use newly developed innovations.
- v. Collaborative research in all fields.

2.0 Policy Objectives

2.1 Training

- i. Any curriculum jointly offered must be approved by the university senate.
- ii. Staff offering the courses must be of the same academic standing or better than those of Kisii University and must have qualifications from nationally and internationally recognized institutions.
- iii. The tuition facilities at partnering institutions must be of the same standard or better than those of Kisii University.
- iv. Admission requirements for courses offered must be the same as those of Joint Admission Board (JAB) and registration procedure must be the same as that of Kisii University. Kisii University will also review information on student progression.
- v. The University's approval and monitoring procedures for entry requirements will ensure that:
 - a) the partner organisation has details of the entry qualifications of all entrants to a programme;
 - b) Kisii University monitors the entry qualifications of students against the agreed criteria;
 - c) the partner organisation informs Kisii University of all cases of withdrawal or non-progression arising within each cohort of students;
 - d) Kisii University maintains up to date information on student progression and achievement.

- e) the Registrar Academic KSU will have sole access to, and be the only individual empowered to issue award certificates.
- f) any student admitted should adhere to the rules and operations as spelt out in the Kisii University student's handbook.
- g) there should be a memorandum of agreement for conflict resolution.

2.2 Advancement of Adoption of Appropriate Technologies

- i. The university will enter into agreement with any individual, institution, organization or community in order to advance the adoption of an appropriate technology that seeks to improve quality, production and service delivery.
- ii. The university is not obliged to give any subsidy in advancing the adoption of any technology except under special project funding conditions.
- iii. The university shall offer training aimed at advancing the adoption of any technology which is within its capacity.
- iv. The university will enter into agreement with any institution that offers to provide an appropriate technology in which the university does not have skilled manpower. The sharing of the proceeds from such partnerships should be shared on a 50% basis.

2.3 Development of Innovative Technologies

- i. The university will partner with any individual, institution or organization in order to develop new innovative technologies that seek solutions to challenges facing the community.
- ii. Patenting of developed technologies will be jointly offered by the partnering institutions and shall follow the regulations laid down by the Kenya industrial property institute and the international property.

- iii. The university will offer space within its premises to any partnering individuals, institutions and organizations to jointly develop new innovations.

2.4 Partnerships with industrial organization to put into use newly

developed innovations

- i. The university will partner with any industrial organizations to explore ways of putting into use of any technologies or innovations that have been developed.
- ii. Specialized staff from the university will be allowed to work with any industries to develop new innovations.
- iii. Sharing of the partnerships will be on a 50% basis.

2.5 Collaborative Research in all Fields

- i. The university will enter into collaboration with research institutes and other institutions to conduct research in various fields.
- ii. University staff will be allowed to conduct research in collaborating institutions.
- iii. Equipment and facilities in partnering institutions should be shared in conducting research
- iv. Regular meetings within the research institution and the university should be carried to review progress

2.6 Upgrading of Skills

- i. The university will offer short courses for upgrading of skills in the technological fields such as Agriculture, Medicine and Natural Resource Managements. Participants in such training will be required to pay a small tuition fee.

- ii. The university will partner with any institution to offer any upgrading skills courses in which it does not have competence and the proceeds shall be shared equally amongst the partners.
- iii. Participants participating in the upgrading skills courses will be given a joint award signed by the C.E.Os of the partnering institutions.
- iv. The university will conduct extension services in fields of its competency to the community.

3.0 Selection of Partnerships

3.1 Selecting partners

Kisii University recognises the benefits and risks associated with collaborations and partnerships. Success depends upon working within available resources, managing risks, and identifying synergies with the potential partners. Emphasis shall be laid on selection of like-minded partners.

For approval of any proposal for collaboration or partnership, the following principles must be met;

- i. That the activities of the proposed collaboration/partnership provide a close fit with the vision, mission and strategic plan of KSU.
- ii. That the discipline or subject area of the proposed collaboration/partnership falls within KSU's current or developing areas of expertise.
- iii. That the educational mission and aims of the partner organization or institution are in harmony with those of KSU.
- iv. That the partner is of good academic standing and financially stable.
- v. That the partner is in a position to contract legally with the university.

- vi. That the partner institution has sufficient facilities to ensure that appropriate arrangements for student support are in place, broadly equivalent to those provided at KSU.

The BREI must ensure that:

- i. The expectations and requirements of both KSU and the proposed partner are clearly demonstrated and appropriately costed.
- ii. The collaborative programme can be delivered on the basis of an income stream that supports full-economic costs.
- iii. Where these principles do not apply in totality, the collaboration may still be approved. However, the basis of that approval must be minuted by the BREI.

3.3 Procedures for developing collaborations and partnerships

- a) The Registrar R&E or a member of BREI identifies a possible collaborator
- b) The Registrar R&E writes a letter to them seeking collaboration
- c) After they reply, the Registrar Research and Extension holds a meeting with the BREI to inform them on the way forward.
- d) An initial date is established for the Registrar Research and Extension to meet and discuss on possible collaboration with the identified institution
- e) A meeting is held at an identified venue.
- f) Establish a draft Memorandum of Understanding which must be accepted by both institutions
- g) Once the draft Memorandum of Understanding is accepted a final MOU is made.
- h) The signatures of both CEOs are amended on two copies of the same and a copy is sent to the collaborator and one remains for filing.

3.4 Exemptions and Amendments

Any interested party may initiate exemptions and amendments to this policy through the Registrar Research and Extension and BREI. The chair BREI shall thereafter notify the BREI the proposed amendments or exemptions for deliberation and consideration. The Vice-Chancellor upon advice from the BREI may sanction the approval of such amendments or exemptions considering that such amendments or exemptions are not inconsistent with the university's objectives. This policy will be reviewed from time to time.

3.5 Termination of Collaboration or Partnership

- a. Arrangements for the termination of any collaboration or partnership by any party must take account the need to provide for the interest of continuing students or programs.
- b. The university reserves the right to terminate any collaboration or partnership immediately if the partner is in serious breach of the terms of the Memorandum of Agreement i.e. that:
 - It fails to make any payment in accordance with the provisions of the Financial Memorandum;
 - It becomes insolvent or unable to pay its due debts or enters into any arrangement with its creditors or engages in any legal process approximate or equivalent to the appointment of a receiver or liquidator or any other condition reasonably describable as insolvency under the Kenyan Constitution.
- c. Full detail of procedures for termination will be set out in the Memorandum of Agreement. Neither party will be permitted to admit further students to a collaborative programme once a termination notice has been served.

4.0 Implementation Strategies

4.1 Terms of reference

- i. Periodically review the collaboration and partnership policy.
- ii. Establish collaboration and partnership priorities for the university.
- iii. To identify collaboration and partnership opportunities for the university.
- iv. Make recommendations to the senate on matters related to joint programmes that result from collaborations and partnerships.
- v. Monitor and evaluate the effectiveness and impact of all university collaborations and partnerships.

4.2 Arrangement for communication

For day to day management issues it is crucial that there is a named contact person at the partner institution.

4.3 Record keeping for collaborative and partnership arrangements

An up to date register of all approved collaboration and partnership arrangements will be maintained by the Research and Extension office.

5.0 Conclusion

The university collaboration and partnership policy is a deliberate effort to guide the university in establishing strategic linkages with other like minded institutions, organizations and individuals in research, and training. This is in line with the university's objective of engaging with other institutions so as to enhance the university's reputation and enhance research and training in various fields. The university collaboration and partnership policy maps out the procedures and rules of engagement with other institutions/organizations in carrying out research and teaching activities. The collaboration and partnership policy is intended to stimulate the establishment of more collaborations and partnerships.