



University of
Salford
MANCHESTER

PROFESSIONAL, STATUORY AND REGULATORY BODY (PSRB) POLICY

**Effective from 01 September 2019
Version Number: 1.3**

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1.0 Purpose

- 1.1 The purpose of this Policy is to specify the general principles and processes relating to the accreditation of University programmes by Professional, Statutory and Regulatory Bodies (PSRBs). The University considers engagement with PSRBs to be fundamental to programme development to ensure the relevance of curricula, meet industry needs and enhance the employability of graduates. Responsibility for the acquisition and retention of PSRB accreditation rests with the appropriate School Executive.
- 1.2 Reports arising from PSRB accreditation provide valuable information about the quality and standards of programmes as well as the experience of students on the programmes. The reports and the responses to matters arising should be used as part of the normal review process, through Programme Monitoring and Enhancement Process (PMEP), Periodic Programme Review and Reapproval (PPRR) and Boards of Studies to monitor any follow-up action as required.
- 1.3 Application of this Policy will ensure a consistent approach is adopted across the University. The Academic Standards and Quality Assurance Committee (ASQAC) on behalf of Senate, maintains an overview of PSRB accreditation, approval and recognition. Academic staff and Professional Services staff in Schools are responsible for the main engagement with PSRBs.

2.0 Scope

- 2.1 This policy applies to all University staff.

3.0 Policy Statements

3.1 Definition

Professional and Statutory and Regulatory Bodies (PSRBs) is a general term used to describe those organisations that work with the University in the approval, monitoring and review of programmes that lead to a professional or vocational qualification and which exist to ensure that national standards within the professions are met. PSRB accreditation may include recognition of membership or exemption from professional examinations.

3.2 Responsibilities and Management of PSRBs

- 3.2.1 Schools are responsible for seeking and retaining PSRB accreditation for all programmes which qualify for such recognition.
- 3.2.2 A register of PSRBs is held centrally on SharePoint which is updated by Schools to record and maintain information relating to the status of PSRBs accreditations.
- 3.2.3 The Quality and Enhancement Office (QEO) will write annually to School Operations Managers who will liaise with the Deans to:
 - request information of the forthcoming academic session's PSRB visits;
 - remind Schools of this Policy.
- 3.2.4 Schools are responsible for ensuring that all programme and marketing materials are updated to reflect current PSRB accreditation of programmes once approved.

3.3 PSRB Events/Visits

- 3.3.1 The Dean of School shall ensure the participation of academic staff as necessary in the visit/event process.
- 3.3.2 The School Operations Manager shall ensure the availability of Professional Services staff to support arrangements for the visit/event so that it is undertaken effectively.

3.3.3 PSRB (re)accreditations may be undertaken alongside the Programme Approval or Review Process where appropriate.

3.4 Reporting following PSRB Events/Visits

3.4.1 Following a PSRB event/visit, and receipt of the report, the Associate Dean Academic (AD(A)) and Programme Leader shall respond to the issues raised in the report. They will:

- a) consider any recommendations;
- b) prepare an action plan to meet any conditions;
- c) prepare a list of matters that need to be referred to College/University level to be resolved or to be disseminated as good practice;
- d) ensure that the Programme Approval and Review Panel (PARP) considers conditions or recommendations that require programme amendment (in liaison with QEO) and the Programme and Module Amendment Form (PMAF) includes the PSRB report (or summary thereof) as the rationale for programme/module amendment;
- e) consideration/approval of the programme/module amendments shall be included in the PSRB report to ASQAC.

3.4.2 The Student Learning, Teaching and Enhancement Committee (SELTEC) will receive information on quality enhancement/student experience aspects of PSRB reports.

3.4.3 The School will ensure that the PSRB report and the School's response are referred to the relevant School Executive to consider academic quality and to facilitate dissemination of good practice.

3.4.4 If appropriate, the AD(A) shall escalate the PSRB report and School's response to School Executive and ASQAC if the conditions or recommendations have a wider University implication.

3.4.5 The School will send a copy of the PSRB report, the School's response and any resultant actions to QEO.

3.4.6 The QEO provides an annual institutional overview of all PSRB reports to assist the ASQAC with the purpose of:

- a) drawing out any themes or recurrent recommendation which the University needs to address;
- b) disseminating examples of good practice;
- c) exceptionally identifying any negative issues, which impinge on academic quality and standards of programmes and could potentially result in a matter of concern for the University to address.

4.0 Withdrawal of Programme Accreditation

4.1 The AD(A) will advise the Dean of School and the Head of QEO immediately if (re)accreditation is withdrawn and/or the outcome of the (re)accreditation is anything other than full approval. QEO will coordinate the institutional level reporting to ASQAC and Senate, to provide Senate and Council with oversight of PSRB activities, and statutory reporting to external agencies.

4.2 Should accreditation be withdrawn from any programme or the status be altered in any way, the School will inform all current students including those on interruption of studies, offer holders and other potential students affected by the change to avoid any disadvantage to the student(s) as far as possible.

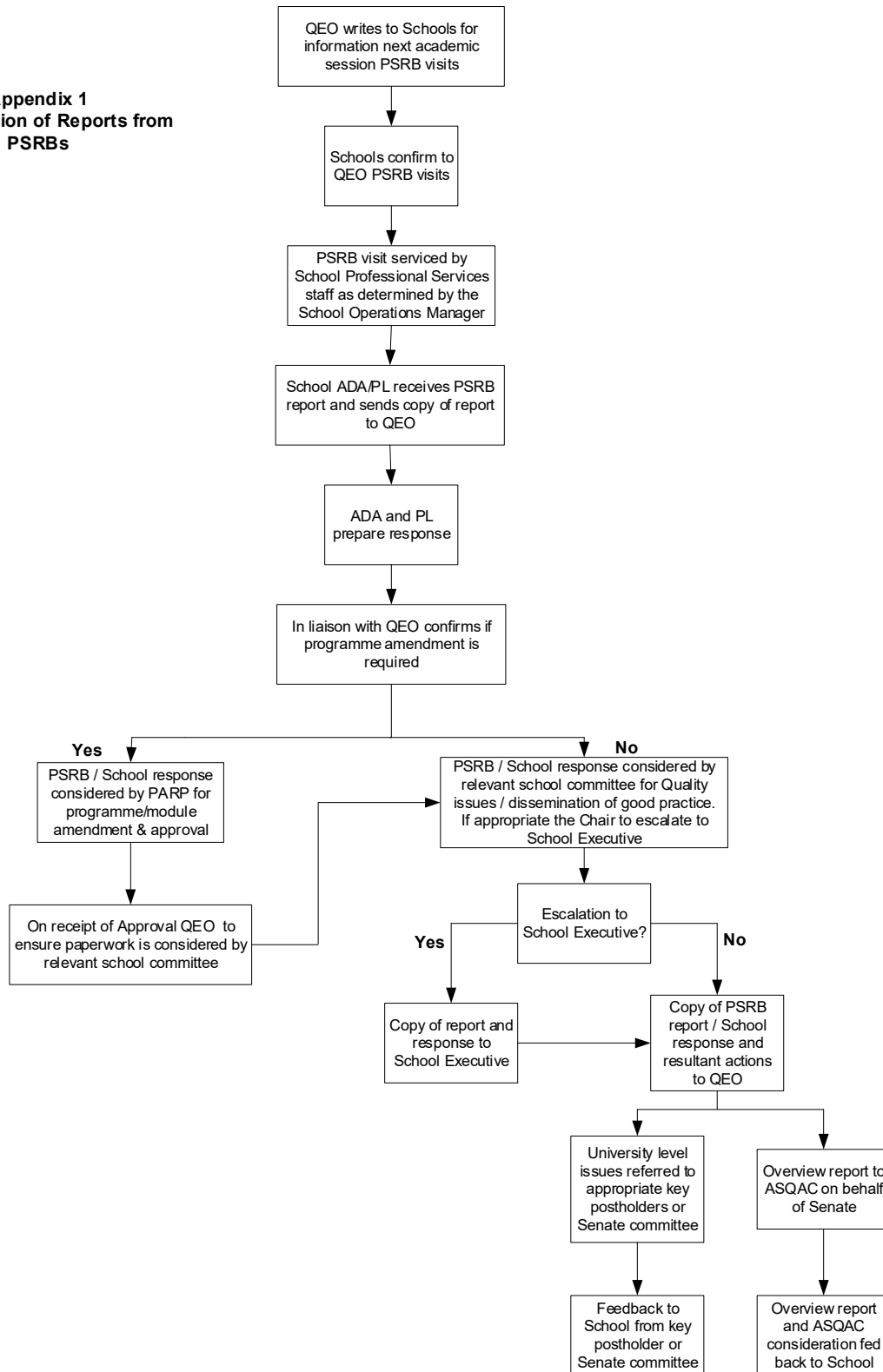
5.0 Related Documentation

- [Programme Design, Approval, Amendment, Review and Withdrawal](#)

6.0 Appendices

Appendix 1: Process for consideration of reports from PSRBs.

Appendix 1
Consideration of Reports from PSRBs



Document Control Information			
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Revision History			
Date	Author	Summary of changes	Version No.
June 2013	Annette Cooke	General Review and transfer into Policy template	V1.1 (2013-14)
April 2018	Jayne Langlands	Annual review and update	V1.2 (2018-19)
May 2019	Jayne Langlands	Annual review and update	V1.3 (2019-20)
Policy Management and Responsibilities			
Owner:	The Head of Quality and Enhancement is responsible for implementation of this policy at University level		
Author:	Quality and Enhancement Office		
Others with responsibilities (please specify):	The Dean and School Operations Manager are responsible for implementation of this policy in the School.		
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Equality Analysis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Legal	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Information Governance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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