



PROCEDURE: Approval of Industry Faculty

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Procedure Owner	Executive: Business Development		
Review Register		Date	Signature
Approved by QMS Sub-committee	QMS Chairperson	01/07/2018	Name: Louise Fuller Signature:
Approved by MANCO	MANCO Chairperson	01/07/2018	Name: Benjamin Anderson Signature:
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Review History			

Related documents

<p>Da Vinci internal (e.g. Policies, Regulations, Guidelines, Contracts)</p> <ul style="list-style-type: none"> • Policy: Business Development • Policy: Application, Admission and Registration • Policy: Curriculum Design and the Development of Learning and Assessment Resources • SOP for Moderation Practices • Policy: Appointment, Management and Development of Faculty • Policy: Programme Management 	<p>Other/External (e.g. Legislation, DHET and CHE directives and guidelines)</p> <ul style="list-style-type: none"> • Constitution of the Republic of South Africa: 1996 • Higher Education Act (Act 101 of 1997) • CHE: Higher Education Quality Committee (HEQC) Criteria for Programme Accreditation: November, 2004 • Labour Relations Act (Act 66 of 1995) as amended • CHE: Distance Higher Education Programmes in a Digital Era: Good Practice Guide, 2014 • SAQA: National Policy and Criteria for Designing and Implementing Assessment for NQF Qualifications and Part Qualifications and Professional Designations in South Africa, 2017
Website address of this document:	www.davinci.ac.za

Procedure Description

Process to be followed when industry faculty needs to be approved.

Step	Description	Notes
1	Business Development Manager to have the first initial meeting with the potential Industry Faculty	
2	Business Development Manager to ensure the potential Industry faculty send the necessary requirements as per the Industry Faculty Approval Checklist	
3	Business Development Manager to recommend or decline potential Industry Faculty	
3	Upon recommendation, Business Development Manager and the Dean : Design to meet with potential Industry Faculty to discuss curriculum	
4	Dean: Design to approve Industry Faculty and advise Business Development Manager	
5	Business Development Manager in consultation with the Business Development Executive to ensure a Memorandum of Agreement is drafted	

Stakeholders

#	Stakeholder
1	Executive: Business Development
2	Business Development Manager
3	Dean: Design

Version Control

Procedure Owner	Version #	Date	Reason
Executive: Business Development	001	1 July 2018	

