



**ST. PAUL'S UNIVERSITY**

**POLICY ON SETTING UP OF NEW  
CAMPUSES**

**ACADEMIC POLICY NO. 015 OF 2013**

**2013**

### 1. Preamble

St. Paul's University, in consonance with the philosophy of its charter, the spirit of its Strategic Plan, and the demands of its Quality Assurance regime, seeks to provide quality university education to the growing student population by setting up campuses both locally and internationally. This policy will govern such growth.

### 2. Name of the Policy

This policy may be cited as the "St. Paul's University Policy on setting up new campuses, 2013"

### 3. Interpretation

In this policy, unless the context otherwise requires:

"Campus" shall mean a teaching centre for St Paul's University that is under the full management of SPU

"Learning Centre" shall mean a place where SPU runs university courses on a modular/school based basis. In such cases SPU shall hire the premises to house its programs and will send/recruit lecturers to teach from time to time, and as per the modular calendar

"Collaboration" shall mean agreement between SPU and other like-minded institutions of higher learning to offer programs, conduct research or exchange students and staff for academic purposes

"Principal" shall be administrative head of a Campus with more that 2000 students

"Campus Manager" shall be administrative head of a campus of less than 2000 students

"Senate" means the Senate of SPU

"University" means SPU

### 4. Functions of the Policy

The functions of the Policy shall be as follows:

- a. To encourage and facilitate spatial growth of St. Paul's University
- b. To provide guidelines for such growth

### 5. Principles Governing the Policy

The following principles shall govern the growth of St. Paul's University

- a. The Principle of *sustainable growth* with respect to all resources, without compromising quality and integrity of the university
- b. The Principle of *indiscriminate specialization* so that each Campus is free to become a Centre of excellence in any of the disciplines offered by the University
- c. The principle of *interdependence* in that all campuses shall share resources as the Management of SPU determines from time to time

## 6. Types of Growth

St. Paul's university will consider setting up new campuses progressively. Following market research, new campuses may be set up by progression starting off either as collaborations or teaching centers. Such entry would be cheaper in terms of costs and would enable the University to monitor the market suitability in terms of students, programs to be offered and accessibility.

In the case of collaboration, the University may enter into a collaboration with an institution of higher learning to offer Diploma and Certificate courses, and when market demands, SPU may start a campus to offer degree level courses. Collaborations on degree courses is not encouraged unless in instances where the Senate and Management is convinced that such a collaboration will highly enrich SPU. In such instances the two entities must look at the future implications of SPU's entry into such an area. All collaborations shall be guided by the Collaboration policy and shall have a specific exit/termination clause well specified.

In case of a teaching center, the University shall start offering courses on a modular basis on rented premises until such time that the market research and intelligence will indicate that a campus is viable. In such a case, the University shall acquire its own premises and start offering programs and diversity on the modes of delivery depending on need.

## 7. Considerations for setting up a campus

In both cases cited in (6) the following guidelines shall be followed:

- a. A campus shall only be started after a market research indicates that there is need and the campus is likely to be viable
- b. A Campus shall be started only in premises that are deemed conducive for learning with adequate space and facilities. The premises should be easily accessibility and with good communication network
- c. Progression with facilitation
- d. In order to set up a new campus, all the existing campuses must have a minimum of 700 students or alternatively, all existing campuses should be able to sustain themselves (be at a breakeven level financially). No new campuses should be started until all other campuses are able to sustaining themselves financially.
- e. Even when all existing campuses have more than 700 students or are breaking even, campuses shall only be started progressively. Only one campus should be started at a time and within a period of not less than two years. This time period will enable the new campus and the university in general to stabilize.
- f. A capacity building period of two years elapses after a previous campus is started will be allowed during which, the university shall undertake to develop the necessary infra-structure and needed resource persons..
- g. The University shall consider setting up its own facilities when resources allow.

**8. Operations and Functions of Campuses**

- a. Every campus shall be under the overall supervision of the University Council
- b. Every campus shall be under the central management of the University's Board of Management
- c. For the day today running, campuses shall be under the administration of either a principal or a campus manger. Campuses with more than 2000 students will be headed by Principals while those with students below that number will be headed by Campus managers
- d. Campuses shall be under one centralized university administration, with only one HOD per academic department unless where the Senate otherwise determines.
- e. Starting campuses shall have only skeleton staff in the areas of finance, registry, PRMO, and Faculty representatives, all coordinated by the Campus manager

**9. Management of the Policy**

The Policy shall be managed by the "Academic Collaborations Committee." The Committee shall be appointed by the Senate of St. Paul's University and shall report to the Senate.

The Committee shall represent St. Paul's University in all matters related to starting of new Campuses and shall carry the mandate to enter into financial and other agreements with collaborators/partners on behalf of St. Paul's University.

**10. Amendment to the Policy**

The Policy shall be implemented by the Senate of St. Paul's University, which alone shall have the power to interpret and amend the Policy or replace the same with another policy.

**REVIEW OF THE POLICY**

This policy shall be reviewed as need arises.

**REFERENCE OF THE MINUTES**

The policy was adopted by the senate on 11<sup>th</sup> November 2013, the 53<sup>rd</sup> University Senate Meeting.

**AUTHORIZATION**

Council Chairman:

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Official Stamp