



Best Practice for Franchised Partner Learning Resource Provision

This document sets out the suggested best practices for Library and Learning Services provision for Partner Providers delivering collaborative teaching programmes to BSU registered students (indirectly funded) and outlines the ways in which BSU Library and Learning Services can support Partner Providers with their provision. This document does not form part of the contractual agreement between BSU and Partner Providers.

Please note that BSU Library services are not provided to “validated”, directly funded partner programmes.

Partner

BSU registered students on indirectly funded courses should ideally have an experience which is as comparable as possible with University based learners.

Partners should provide sufficient funding to enable the partner to purchase copies of items on reading lists that are not readily accessible to learners via another source. Where items are purchased by a partner organisation, sufficient copies or access should be provided to meet demand, depending on group size.

Where a physical library is available, the Partner should ensure the opening hours meet the study needs of their student cohorts.

Partner organisations should have an appropriate Copyright Licensing Agency (CLA) licence if they intend to supply photocopied or digitised extracts from in-copyright works to their students.

Partner organisations should provide support for learners from named learning support staff where possible. Support should be provided in accessing and using resources provided by the partner. Inductions and tutorials to support students in developing their skills in information seeking and information use should be available to learners.

Inductions and tutorials should include information about the services and support provided by BSU Library, as described in the BSU Educational Partnership Toolkit for Franchised Provision.

The details of a designated learning resource contact at the partner organisation should be provided for liaison with BSU Library, which will be recorded on the Centre for Educational Partnerships' spreadsheet of key contacts.

Where possible, Partners will share feedback on student's experiences accessing BSU Library resources. This can be done via the library@bathspa.ac.uk email.

Bath Spa University Library and Learning Services

BSU Library aims to support learners on collaborative courses by providing access to resources, support and services. Access to the University's Library resources and services is additional and complementary to the resources and services made available by the partner.

BSU Library will use reasonable endeavours to provide partner students with access to its online learning resources, where licences permit.

BSU students are provided with a BSU username and password. This provides access to online learning resources for BSU registered students on collaborative courses. Processes are in place to provide Partner staff teaching and providing learning support to BSU students with a BSU username and password. Access for staff may be more limited than for students due to licence restrictions.

Indicative reading lists are included in BSU Definitive Programme Documents. If the new programme intends to use learning resources listed in BSU DPDs, the partner is advised to check the availability of resources from either BSU Library or their own Library service. Copies of resource lists from the University's Talis Aspire system can be supplied upon request, on an "as is" basis. The partner is also advised to check the availability of items from these lists.

The University does not purchase books or other resources specifically for collaborative courses. Library and Learning Services staff may be able to offer support and advice on purchasing options for resources.

Partner students and staff will not be able to apply for membership of the SCONUL Access Scheme through BSU, nor utilise BSU Library's Inter-Library Loans service, nor use BSU's Copyright Licensing Agency (CLA) licence to digitise extracts and chapters of resources for students (the partner will need to have their own licence with the CLA if they wish to digitise their own material).

BSU Library's 'Ask Us' online enquiry service is available to help partner students and staff find information and use BSU resources. Information on getting started with BSU Library resources is available in the Educational Partnership Toolkit for Franchised Provision. By arrangement, BSU Library staff can advise Partner learning support staff how to train their students in the effective use of BSU learning resources.