



For an Open Mind

UNIVERSAL TECHNOLOGY AND MANAGEMENT UNIVERSITY

UTAMU

UTAMU COLLABORATION AND PARTNERSHIP POLICY, 2026.

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1.0 INTRODUCTION

1.1 Background and Institutional Context

Universal Technology and Management University (UTAMU) understands the importance of collaborative provision of learning, teaching, research and innovations that can contribute to the fulfilment of its vision, mission and objectives. This Collaboration and Partnership Policy and Procedures is intended to assist UTAMU staff and other institutions that are involved in collaborative research and training or those considering establishing linkages, partnerships and collaborations. UTAMU has been establishing and implementing collaborations and partnerships with understanding that high quality research and effective dissemination of knowledge as well as innovations can only be achieved through linkages, partnerships and collaborations with like-minded institutions. Thus, this policy is an effort to enhance and support the UTAMU in establishing and developing linkages, partnerships and collaborations with other institutions, local and international.

1.2 Purpose of the Policy

This policy is expected to promote partnership in academic training that leads to the award of certificates, diplomas, degrees and postgraduate qualifications, facilitate adoption of appropriate technologies, develop innovative technologies, promote collaborations and partnerships with industrial organizations to put into use newly developed innovations, enhance collaborative research in all relevant fields, create a reasonable and workable environment that enables an efficient administration of collaborations and partnerships in achieving the UTAMU's objectives.

1.3 Scope

This policy applies to the University staff, collaborating individuals and/or institutions and potential collaborators considering to establish linkages, collaborations and partnerships with UTAMU.

1.4 Definitions

In this policy:

1.4.1. Collaboration means a formal joint venture between UTAMU or its employee and an external (collaborator) individual or Institution established under a local or foreign law/statute, with the aim of producing something or achieve a pre-defined goal within the framework of the vision, mission and objectives of the UTAMU.

1.4.2. Partnership means formal agreement between an individual or institution and UTAMU on a merit-based understanding to work together in implementing a joint activity related to teaching/learning, research, services or innovations with mutual academic, financial or both benefits to both sides.

1.4.3. Memorandum of understanding means a formal and mutual accord which outlines the details of contractual agreement between two or more parties.

2.0 POLICY STATEMENTS

2.1 Need for Collaboration

UTAMU shall welcome collaboration and partnerships provisions in learning, teaching, research and innovations that can contribute to the fulfilment of its vision, mission and objectives, without detriment to its reputation.

Procedures:

- a) UTAMU staff, departments, faculties, directorates and institutes shall be allowed to seek and identify potential partners or collaborators and make initial contacts depending on the level of partnership/collaboration (for example for a project joint application).
- b) Once official partnership/ collaboration with potential partner is desired, the individual or administrative unit shall inform the Vice Chancellor and shall spearhead arrangements for an official meeting with the heads of the two institutions or their representatives to discuss the partnership agreement.
- c) Memorandum of Understanding (MoU) which must be accepted by both partners shall be developed with close involvement of the UTAMU legal officer and the Graduate School.
- d) Two copies of the MoU shall be signed by the Vice Chancellor and the Head of the collaborating of which one copy remains for filing at UTAMU.
- e) All projects where the UTAMU plays a significant role such as receiving and managing funds or where the university is involved in administering specific components shall involve partnership agreements.
- f) In each collaboration one named person shall be identified as the coordinator and shall work closely with the Graduate School.
- g) All collaborations and partnerships shall be registered by the Graduate School.
- h) Regular reports on collaborative and partnership activities shall be reported quarterly to the Graduate School.

2.2 Training

UTAMU shall enter into agreement with any individual, institution, organization or community in order to enhance provision of teaching/ learning that may lead to award of certificates, diplomas, degrees and/or short attachments for gaining expertise.

2.3 Adoption of Technologies

- (i) The University shall enter into agreement with any individual, institution, organization or community in order to enhance 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 shall enter into agreement with any institution that offers to provide an appropriate technology in which the university does not have skilled manpower.

2.4 Development of Innovative Technologies

- (i) The University shall 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 shall be jointly offered by the partnering institutions and shall follow the Uganda Industrial Research Institute (UIRI) and the UTAMU Intellectual Property Rights policy and any other relevant regulations.
- (iii) UTAMU shall offer space within its premises where appropriate to any partnering individuals, institutions and organizations to jointly develop new innovations.

2.5 Partnerships with Industry to use developed innovations

- (i) UTAMU shall 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 shall be allowed to work with any industries to develop new innovations.
- (iii) Sharing of the collaboration and partnerships shall be on a win-win situation.

2.6 Collaborative Research in relevant fields

- (i) UTAMU shall enter into collaboration with research institutions and other collaborators to conduct research in various fields.
- (ii) UTAMU staff shall be allowed to conduct research in collaborating institutions.
- (iii) Where appropriate equipment, facilities and personnel shall be shared in partnering institutions.
- (iv) Regular meetings between the collaborating partners shall be conducted to review progress.
- (v) Collaborative research involving capacity building shall give priority to UTAMU's needs based on the University strategic plan (SP) or where specific capacity may have not been identified by the SP, priority shall be assigned to needs identified in consultation with the relevant authority such as Human resource office.

2.7 Selecting partners

- (i) UTAMU recognizes 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.
- (ii) For approval of any proposal for collaboration or partnership, the following principles shall be applied:
 - a) That the activities of the proposed collaboration/partnership provide a close fit with the vision, mission and strategic plan of UTAMU.
 - b) That the discipline or subject area of the proposed collaborations and partnerships fall within UTAMU's current or developing areas of expertise.
 - c) That the educational mission and aims of the partner organization or institution are in harmony with those of UTAMU.
 - d) That the partner is of good academic standing and financially stable.
 - e) That the partner is in a position to enter into legal contract with the UTAMU.
 - f) Where applicable, that the partner institution has sufficient facilities to ensure appropriate arrangements for student/staff support, broadly equivalent or better than those provided at UTAMU.
 - g) That the expectations and requirements of both UTAMU and the proposed partner are clearly demonstrated and appropriately costed where applicable.

2.8 Responsibilities

- (i) UTAMU employees involved in collaborations and partnerships shall make sure:
 - a) They understand this policy before advancing any collaborative activities
 - b) All collaborations and partnerships are officially approved by the Vice Chancellor and documented by the Graduate School.
 - c) Implementation of collaborative or partnership activities is in line with this policy and guidelines.
- (ii) The Graduate School shall:
 - a) Inform and sensitize potential collaborators/partners of this policy.
 - b) Keep an inventory of all collaborations and partnerships.
 - c) Enforce this policy.

2.9 Amendments and exceptions

This policy shall be reviewed and amended every five years. Exceptions to this policy must receive approval from the Senate.

3.0 LEGAL AND REGULATORY FRAMEWORK

- (i) This Policy operates within the framework of Ugandan higher education laws and regulatory standards.
- (ii) All collaborations shall comply with national accreditation requirements, international quality assurance benchmarks, and applicable contractual law.
- (iii) Where international agreements are involved, relevant cross-border legal requirements must be satisfied.

4.0 POLICY GUIDELINES

4.1 Establishment of Collaboration and Partnerships

- (i) UTAMU 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, innovations 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 Universities 's reputation.
- (iii) In seeking collaborations and partnerships, the University shall emphasize 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.

4.2 Training and Joint Academic Programmes within collaboration and partnerships

- (i) UTAMU may engage in collaboration and partnerships with other bodies or any academic collaboration that may lead to or contribute to academic certificate, diploma or degree award of the UTAMU, or an award of the collaborating/partnering institution without contravening NCHE standards and guidelines.
- (ii) No binding collaborative links involving the provision of a programme or part of a programme, leading to or contributing to an award of UTAMU certificate, diploma or degree may be established, without the full prior knowledge, agreement and approval by UTAMU and any other appropriate authorities. Similarly, no binding links involving the provision of a programme or part of a programme, leading to or contributing to an award of the collaborating/partner institution may be established, without the full prior knowledge and agreement with the UTAMU.
- (iii) In selecting a partner institution for the provision of teaching/training, mentorship, supervision and research, UTAMU shall seek evidence in the partner institution for appropriate:
 - a) organizational, 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 UTAMU,
 - e) Ethical research standards (for research collaborations),
 - f) provision for staff appointment, induction and development,

- g) With respect to the overseas partners, particular care shall be taken to understand fully,
 - h) the local law relating to higher education, including in relation to the licensing of overseas higher education operators,
 - i) the local law, and applicable laws within Uganda, in respect of contracts and their enforceability,
 - j) the local higher education system and the place of the partner institution within it,
 - k) the legal and financial position of private institutions (where applicable),
 - l) requirements in respect of national and international recognition of awards and professional qualifications (i.e., whether or not an award of UTAMU shall be recognized in the students' home country).
- (iv) Any curriculum jointly offered must be approved by the UTAMU Senate.
 - (v) Staff offering the courses must be of the same academic standing or higher than those of UTAMU and must have qualifications from nationally and internationally recognized institutions.
 - (vi) The teaching/learning facilities at partnering institutions must be of the same standard or better than those of UTAMU.
 - (vii) Admission requirements for courses offered must be equivalent or above those prescribed under National Council of Higher Education. UTAMU shall also review information on student progress.
 - (viii) The UTAMU's approval and monitoring procedures for entry requirements shall ensure that:
 - a) the partner organization has details of the entry qualifications of all entrants to a programme,
 - b) UTAMU monitors the entry qualifications of students against the agreed criteria,
 - c) the partner organization informs UTAMU on regular basis of students' progress including cases of withdrawal or non- progression,
 - d) UTAMU maintains up-to-date information on student progress and achievements,
 - e) the Academic Registrar's office is responsible for the awards issued by UTAMU under partnerships with other Institutions or collaborative training. Where an award is issued by a Partner Institution, the award must

be made available to the office of UTAMU Academic Registrar,

- f) any student admitted shall adhere to the rules and guidelines as spelt out in academic regulations appropriate to the programme of UTAMU or Collaborating Institution where appropriate, and the partnership MoU,
- g) there shall be a memorandum of understanding for all partnerships and shall include conflict resolution.

4.3 Termination of Collaboration or Partnership

- (i) Arrangements for the termination of any collaboration or partnership by any party must take into account the need to provide for the interest of continuing students or where applicable, programmes.
- (ii) 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 Understanding i.e. that:
 - a) It fails to make any payment in accordance with the provisions of the Financial Memorandum;
 - b) 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 Ugandan law.
 - c) Full detail of procedures for termination will be set out in the Memorandum of Agreement.
 - d) Neither party will be permitted to admit further students to a collaborative programme once a termination notice has been served.

5.0 GOVERNANCE AND OPERATIONAL FRAMEWORK

- (i) All partnership proposals must undergo structured evaluation including academic review, financial assessment, legal verification, risk analysis, and strategic alignment confirmation.
- (ii) Monitoring mechanisms shall include annual performance reviews, measurable Key Performance Indicators, financial audits, impact assessments, sustainability evaluations, and compliance audits.

- (iii) Partnerships involving AI must comply with transparency, accountability, bias mitigation, explainability, privacy, and cybersecurity safeguards.
- (iv) Collaborations addressing climate change must demonstrate environmental sustainability, carbon-conscious implementation, and resilience-building objectives.
- (v) Equity, inclusion, and Global South cooperation shall be actively promoted.

6.0 IMPLEMENTATION OF THE POLICY

6.1 Policy Status

This is a new policy

6.2 Key Stakeholders

The following are key stake holders: UTAMU staff, collaborating institutions, Development partners, project collaborators and Funding Organizations.

6.3 Approval Details

The policy is approved by Senate through UTAMU Academic Committee.

6.4 Effective date of the policy

This policy shall be operational immediately after the approval by the University Council.

6.5 Next Review Date

The policy will be reviewed five years after the date of approval or as deemed necessary.

6.6 Policy custodian

The Graduate School of UTAMU

Signed on this 27th day of March 2026

By:


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Chairperson, University Council


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Vice Chancellor

