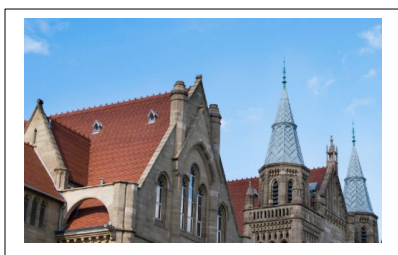# TLSD Academic Development and Policy (ADP) Bulletin

Division of Teaching, Learning & Student Development (TLSD)

1. Staffing updates

We would like to welcome Ellie Davis, who has recently joined the Student Engagement team as our new HE Admin Intern, taking over the role from Katie Robinson.

2. Policy/procedure updates from other areas of the University

- **Division of Campus Life: Student Conduct and Discipline/Advice and Response team**

Updates to the Summary Disciplinary Panel (SDP) and University Disciplinary Panel (UDP) Procedures

At the April 2021 meeting of the Student Conduct and Discipline Committee (SCDC), two new general misconduct penalties were approved, as follows:

Open to the SDP only: A partial or full suspension of physical access to a specific on-campus location (for example, a lab, or library location). It is expected that remote access will normally be permitted wherever possible, if appropriate.

Open to both SDPs and UDPs: A recommendation to the Head of Accommodation Administration Services to issue the student with a Notice to Terminate their accommodation Licence Agreement in University owned and leased Halls of Residence.

The updated Procedures took effect on 2 June 2021 and can be found via these links: Procedures for Summary Disciplinary Panels and University Disciplinary Panels. The guidance on applying penalties has also been updated.

If you have any queries about this, please contact Jenny Gradwell, Advice and Response Manager (Student Conduct and Discipline) - jenny.gradwell@manchester.ac.uk.

3. Peer Support

It's been a busy month in Peer Support! We've spent the last 4 weeks celebrating the successes of our Volunteers from this academic year during our Celebration Season.

- **Celebration Season**

We have been celebrating and showcasing all the work our PASS Leaders, Peer Mentors and Student Coordinators have been doing over the past year. Each week was themed around one of our Peer Support Values: Inclusive Community, Support, Engagement and Development.

Inclusive Community

With online learning and lack of face to face on campus events, our PASS and Peer Mentoring schemes have gone over and above this year in building an inclusive community for their students. Music Peer Mentoring piloted weekly 'Wellbeing Wednesday' drop in sessions, Chemistry have ran a virtual PASS event for prospective students, Physics PASS have set up a Women and Gender Minority PASS scheme, History Peer Mentoring ran Students of colour History network initiative and Fashion Business PASS developed a WhatsApp group specifically dedicated to help their first years find accommodation in 2nd year.

Support

Support was needed more than ever this year and our Volunteers really stepped up. Throughout the year, Volunteers who have gone above and beyond in their role have been named 'Peer Support Heroes' by others in the Peer Support Community 84 times! To read some of the lovely testimonies written by the nominators visit our blog here. We also piloted a Digital Wellbeing session for our Student Coordinators. Collaborating with members of the Institute of Teaching & Learning, the session explored how to take care of ourselves whilst increasingly working online.

Engagement

Our Volunteers did not let being online dissuade them from running and taking part in events and socials to keep engagement up. We had Volunteering Champions assigned to each of the PASS and Peer Mentoring schemes to promote volunteering opportunities, as well as running a fundraising event and taking over the volunteering Instagram. Mechanical Engineering PASS ran to raise money during Movember, Aerospace Engineering PASS still carried out their Cowboy Murder Mystery social and Civil Engineering PASS still conducted a construction challenge of making catapults out of household items! We also sent six of our PASS Leaders as delegates to the SI-PASS Conference, the aim of which is to bring PASS Leaders from across Europe together to engage and motivate each other. Read all about their experiences on our blog here.

Development

The development of our schemes was also not hindered. Chemistry PASS have introduced all kinds of new ideas this year to improve their community and further improve the support it provides to first years. Take a look at some highlights here! Geography PASS created two new roles within their scheme, First Year PASS Representatives and Covid Champions to provide support where they saw it was needed.

3. Peer Support (continued…)

As part of our development opportunities within Peer Support we offer returning Peer Support Volunteers (students who stay on in one of our roles for more than 1 year) the opportunity to take part in LEAP. This year we had record numbers of our Peer Support Volunteers successfully apply and be awarded Associate Fellowship of the Higher Education Academy (AFHEA). We had 42 PASS Leaders, Peer Mentors and Student Coordinators achieve AFHEA status this academic year. In order to achieve this we needed more Mentors and Assessors and so 7 of our Peer Support Volunteers who achieved AFHEA status in Semester 1 acted as Mentors and Assessors in Semester 2.

Congratulations to all our Volunteers who achieved AFHEA status, it is well deserved and shows just how excellent our PASS Leaders, Peer Mentors and Student Coordinators are!
Massive thank you to our Mentors and Assessors, they were all fantastic and we couldn't have given this opportunity to the number of Volunteers we did without their help!

You can check out some of our other highlights here!

Associate Fellows

Ammar Nassier	Anam Bhutta	Maria Luna Garcia
Dukula De Alwis Jayasinghe	Homirah Mullah	May Ling Har
Ryan Dempsey	Lawrence Hawkins	Younas Mahmood
Ruqayya Aziz	Siddharth Sule	Sophie Hilton
Shabana Riaz	Lara Ashford	Rahbar Zaman
Kiran Jonathan	Hiteckchha Nakum	Samiha Ahmed
Marco Lee	Graeme Krantz	Emily Mccord
Chiamaka Anoliefo	Maren Berland	Dominic Kloecker
Claudio Rapisarda	Emma Conway	Joshua Bettles
Shauna Rogers	Alex Anderton	Alex Norman
Imogen Le Rue	Adrian Ho	Francis Brankin
Roberta Miglioranza	Gabriele Kalantaite	Martina Piemonte
Simeon Tsvetankov	Mantra Kiandee	Chalton Mupfumbati
Camery Ma Yii Earn	Max Evans	Fowzia Chowdhury

Mentors and Assessors

Dukula De Alwis Jayasinghe
Ryan Dempsey
Ruqayya Aziz
Chiamaka Anoliefo
Shauna Rogers
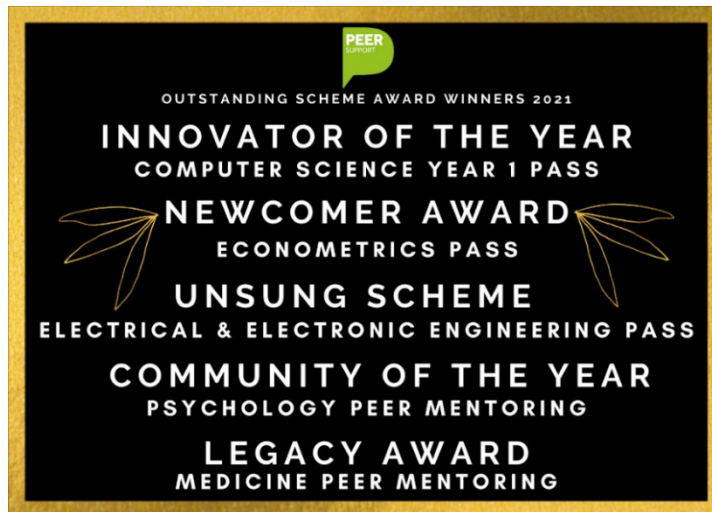Imogen Le Rue
Camery Ma Yii Earn

Peer Support's Annual Celebration Event

Our Celebration Season culminated in Peer Support's Annual Celebration Event where we showcased, recognized and rewarded the fantastic effort of all our volunteers for their valued contributions throughout this exceptionally challenging year. We also gave out Outstanding Scheme Awards and Outstanding Contribution Awards.

For the Outstanding Scheme Awards there were 35 nominations for five awards, last year we had 15 nominations. This just shows how incredible all our PASS and Peer Mentoring schemes have been this year. Here are this year's winners!

3. Peer Support (continued…)

For the Outstanding Contribution Awards we had 106 nominations, of which 28 were awarded. Last year there were 29 nominations with 19 awarded; this year has been a massive increase on that number! This just shows how many of our Volunteers have gone above and beyond this year and we are so proud and grateful for each and every one of them. Here is a list of our Outstanding Contribution Award winners!

If you missed the awards ceremony, you can watch it [here!]() The Peer Support section begins at 39:00 minutes.

- **Training our New Volunteers**

We have now launched our Intro to PASS and Intro to Peer Mentoring online training modules and we'll be launching our live Zoom training sessions in the next week or two! We're super excited to meet all our new Volunteers and get them ready to become PASS Leaders and Peer Mentors in the coming academic year!

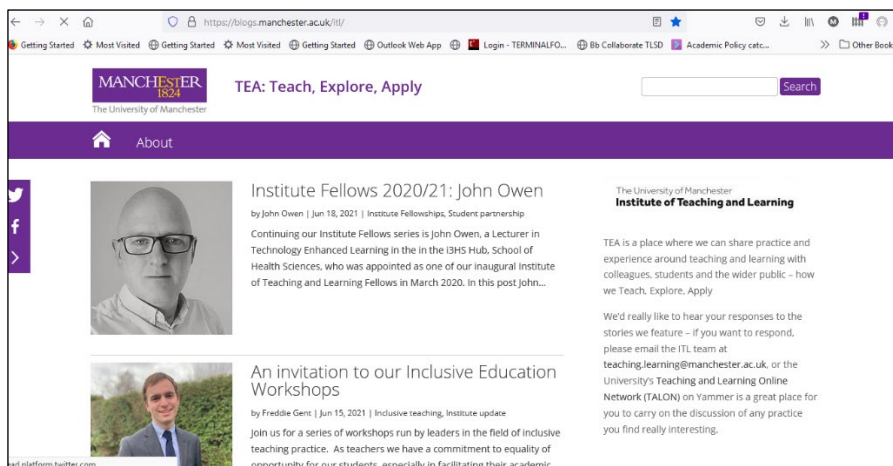# 4. Student Partner Programme/Student Engagement

Review of the year – the Student Partner Programme is now one year old! In the past year, we have worked with over 92 Student Partner Interns, with an additional 83 in our recruitment pool for upcoming projects. From working on supporting Online and Blended Learning, Institute of Teaching and Learning (ITL) Fellow's projects, supporting the communications in the Student Experience Programme (SEP), and working on Diversity and Inclusion Projects. From the success of these projects, we will be recruiting Student Partners to work on a range of projects from Student 360, Flexible Learning Programme, and ITL Fellows projects.

- **Celebration Season**

In the lead up to the Peer Support Awards Evening, we have celebrated the range of Student Partner Activity through our new Facebook Page. We have been highlighting the different cohorts and sharing good practice, it's been great to showcase the different parts of the programme and help introduce the SPI pool to the range of projects they are able to get involved in.

- **TEA: Teach, Explore, Apply Blog**

The Institute of Teaching and Learning Blog is live! Our Student Partners have been reflecting on their experiences, from incorporating micro sprints into their work, their top tips for captioning videos, to their perspective as a student on developing online learning. Expectations and experiences as an SPI and many more posts!

5. Institute of Teaching and Learning (ITL)

- **1000 Advance HE Fellowship awards**

June marked a momentous milestone for our Leadership in Education Awards Programme (LEAP), which has now awarded over 1,000 Advance HE Fellowships to colleagues and students across the University.

On reaching this milestone, Professor Judy Williams, Associate Vice-President Teaching, Learning and Students, Institute of Teaching and Learning Director, and Academic Lead for LEAP said: "I am delighted to have been able to award our 1,000th Fellowship through LEAP. Each application excites me and is full of care, passion and innovation – whether from colleagues embarking on their teaching journey, undergraduate students reflecting on enhancing peer mentoring, or senior colleagues evidencing their leadership and teaching excellence."

Find out more about this huge achievement on Staffnet.

5. Institute of Teaching and Learning (ITL) (continued…)

- **Inclusive Teaching Workshops**

The Institute of Teaching and Learning, in collaboration with the Equality, Diversity and Inclusion Directorate, invite staff involved in the delivery of teaching and learning to a series of Inclusive Education Workshops.

Looking at inclusive teaching practices from across the Higher Education sector and beyond, these workshops will bring staff together to discuss what inclusive education should look like at Manchester. Each session will offer participants an opportunity to critically reflect on their own teaching and consider ways of implementing inclusive practice going forward. The input and sharing of experience amongst colleagues is vital as the series moves towards the start of an inclusive teaching framework.

Members of staff are welcome to attend as many (or as few) sessions as they like. The following workshops have been confirmed, with the possibility of a further three to be organized:
  - Tuesday 29th June – Inclusive Assessment (Professor Gabrielle Finn)
  - Wednesday 7th July—Inclusive Curriculum (Dr Susie Miles, Dr Debbie Ralls and colleagues)
  - Friday 9th July – Inclusive Teaching Practice (Dr Daniella Ryding and Mr Stephen Doyle)
  - Thursday 15th July – Closing Session (Professor Judy Williams and Mehrunnisa Lalani)

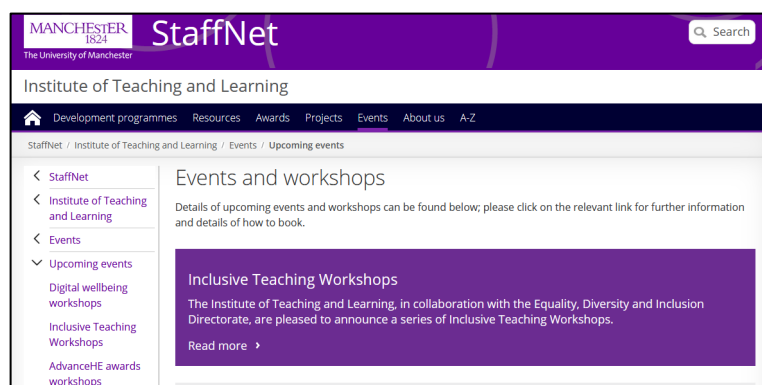Booking and further information can be found on the [Inclusive Teaching Workshops events page](#).

- **Digital Wellbeing Workshop**

When we think about how to look after ourselves, how much do we consider the impact of the technologies around us? Join Jane Mooney and Sarah Shepherd to explore the impact of digital on your wellbeing in this new staff-focused online workshop.
There is space available on June's digital wellbeing workshop. Visit the [Digital Wellbeing events page to book](#).

- **Other ITL events and workshops**

For further details of all ITL led events and workshops, please see the [Events and Workshops webpage.](#)

- **Resources spotlight**

To keep colleagues abreast of the resources and development opportunities offered by the University's Institute of Teaching and Learning, and to encourage staff to share their practice or let us know what they would like support with, the ITL are launching a monthly update. Please find the first one at: [Institute of Teaching and Learning (ITL) Resources Spotlight monthly update](#).
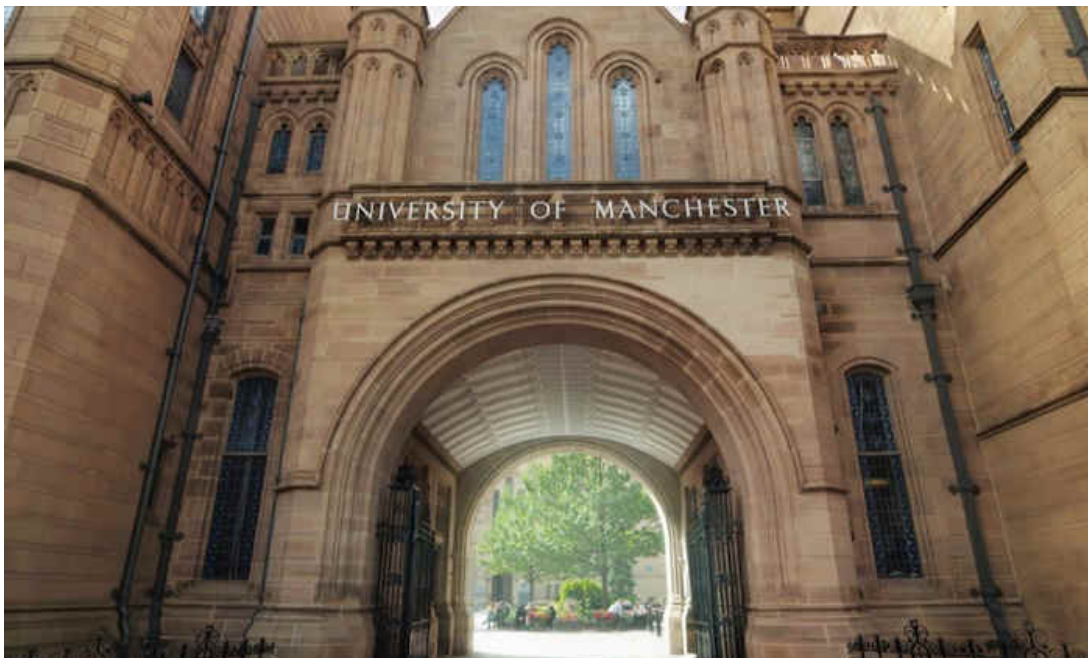
5. Institute of Teaching and Learning (ITL) (continued...)

- **New Institute of Teaching and Learning Fellows**

We are delighted to announce that 11 colleagues from across the University will begin Fellowships with our Institute of Teaching and Learning (ITL) in September.

ITL Fellowships are open to Academic and Professional Services colleagues, offering the opportunity to work on a project to enhance teaching, learning and the student experience. Fellows work in partnership with our students to bring about positive change, which can then be cascaded across the University.

Further details and names of the new cohort of Fellows can be found at: New ITL Fellows.

6. Contact

If you are aware of other staff members who would like to be added to the Academic Development and Policy TLSD Bulletin mailing list to receive future editions of the Bulletin, please contact Miriam Graham (email m.graham@manchester.ac.uk).

If you are from a Collaborative Partner and you are having difficulties accessing any of the linked documents or web pages, please also contact Miriam Graham (m.graham@manchester.ac.uk). The Academic Development and Policy/Peer Support area of the TLSD website is available at: http://www.staffnet.manchester.ac.uk/tlso/

To find out more information about the Division of Teaching, Learning and Student Development, please visit: http://www.dse.manchester.ac.uk/our-directorate/tlsd/