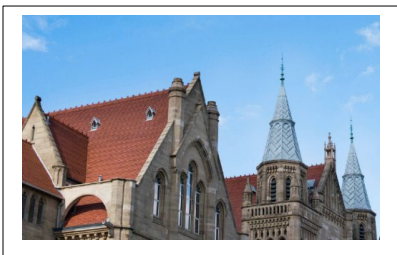


JANUARY 2022

# TLSD Academic Development and Policy (ADP) Bulletin

Division of Teaching, Learning & Student Development (TLSD)



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## 1. Staffing updates

We are pleased to announce that Janine Holdway has been appointed to the new role of Head of Teaching and Learning Delivery, part of the new Division of Student and Academic Services (this is the new Division being created through the Student Experience Project which comes into effect from March 2022).

Craig Best is due to join the University on 1st February as the new Head of Student and Academic Services.

## 2. Policy/procedure updates

- **Consultation on proposed updates to the Academic Appeals Procedure**

Following agreement by the Teaching and Learning Strategy Group (TLSG), it has been decided that any review of teaching and learning policies should focus on making the policy (or procedure) accessible for students and written in a student friendly language.

As part of this, a recent review of [Regulation XIX: Academic Appeals Procedure](#) has produced a draft updated version which is a similar formal document based around the current procedure, but in more basic English language (less legalistic).

Consultation is now open on the proposed updates and staff members who are interested in taking part are advised to contact their Head of School, Teaching, Learning and Student Experience for information, or email [teaching-policy@manchester.ac.uk](mailto:teaching-policy@manchester.ac.uk) to request a copy of the document.

Collated feedback from Schools/Faculties/Departments are to be forwarded to [teaching-policy@manchester.ac.uk](mailto:teaching-policy@manchester.ac.uk) by **Friday 18th March 2022**.

### 3. Student Partner Programme/Student Engagement



In Student Success and Engagement, we have been looking forward to and planning our Student Engagement Week! This will be a fantastic and full week of 17 different student facing events, put on by our joint teams, to boost excitement for and engagement with Peer Support and Student Partnership as we head into 2<sup>nd</sup> semester and start thinking about recruitment for our next cohort of students!

The week will kick start on Monday 14<sup>th</sup> with our **Demystifying PASS** and **Peer Mentoring panels**. This is an opportunity for students to ask questions about everything PASS or Peer Mentoring to a panel of current PASS Leaders or Peer Mentors. These panels will be running both in person and online.

We are also running a **How to Become a Student Partner** panel during the week on Wednesday 16<sup>th</sup>. An opportunity for students to ask an in-person panel of current and previous Student Partners all their questions about what a Student Partner is, what the role entails and how to get involved.

All are welcome so if you know of any students that you believe would benefit from coming along, direct them to this [link to sign-up to the events](#). Additionally, staff are welcome to attend and listen, especially for those whose schemes are transferring to PASS/Peer Mentoring, and staff who are interested and want to know more about students working with staff in partnership on Teaching and Learning Projects.

### 4. Information from other areas of the University

- **NEW: Widening Participation Training Module for All University Staff**

Widening participation is firmly embedded into how the University of Manchester is run, and our core goals of teaching, learning and social responsibility. This is because we know that higher education has the potential to be transformative to individuals, local communities and the wider society. However, a huge amount of research shows that not everyone has an equal opportunity to accessing and/or succeeding at higher education level.

In order to achieve our goal of ensuring there are 'no barriers for studying and no barriers for learning', we believe that all of our staff from across the University must work together to tackle the issues of underrepresentation of certain groups of students within the higher education sector. Nevertheless, through conducting a survey earlier this year, we found that both knowledge and awareness of widening participation on the whole, is very limited within our staff body.

I am therefore pleased to announce that a 'Widening Participation Training Module for Staff' has been created and can now be accessed via the Staff Learning and Development) training catalogue (link below). This training has been designed to provide a comprehensive understanding of widening participation to all staff from across the University, and informs of the actions that can be taken by any staff member, regardless of role, in creating an inclusive and supportive environment for all our students, regardless of their background.

## 4. Information from other areas of the University (continued...)

The training aims to:

- Help staff to understand what widening participation is, who 'WP students' are, and what barriers they may have faced when accessing and studying at university
- Help staff to understand why widening participation initiatives are important, and what targets our University has set in relation to widening participation
- Help staff to understand the actions they can take to support students from widening participation backgrounds, and help the University to achieve our goals.

People who have completed the course said the following:

***'I think it's a great resource! A nice balance of clear definitions for those to whom this is a new area of thinking re: their professional practice, but even as someone who is familiar with much of it I found it well-paced.'***

***'I thought module 5 was particularly useful. A lot of people are aware of who is part of WP, however I think a lot of people don't understand why some groups are part of WP and some of the barriers they face whilst studying in HE.'***

It is recommended that all staff at the University now complete this 'Widening participation Training for Staff'. The full training takes approximately 40 minutes to complete; but if you are unable to complete it in one sitting, you can access it again to continue, by going to Blackboard.

**To access the training, click here (you will be asked to sign in):**

<https://app.manchester.ac.uk/training/profile.aspx?unitid=9382&parentId=4&returnId=4&returntxt=Return%20To%20Search&returnQs=%3fterm%3dtwp01%26org%3d0>

For further details, please contact Abbie Mountford, [abbie.mountford@manchester.ac.uk](mailto:abbie.mountford@manchester.ac.uk). The Widening Participation web pages can be found at: <https://www.manchester.ac.uk/discover/social-responsibility/social-inclusion/widening-participation/>.



- **Learn, Lead, Progress: Develop your digital skills with the Jisc Discovery tool**

Supporting student and staff digital capabilities is one of the aims of the [Flexible Learning Programme](#) and included in [Our future](#), our University's strategic plan. The introduction of the Discovery Tool, developed for the HE sector by the digital provider Jisc, is an important step in taking this work forwards.

## 4. Information from other areas of the University (continued...)

The Discovery tool is a supportive online tool that can help you reflect on your current digital skills experience and confidence. Completing the tool not only gives you a personalised map of your capabilities, it also identifies ways to support your development and provides links to further relevant resources, enabling you to create your own digital development plan.

You can find more information about the Digital Discovery Tool and the Jisc Digital Capability Framework through the following:

- [Jisc Digital Discovery Tool](#)
- [Jisc Digital Capability Framework](#)

All staff can access three themed questionnaires within the Discovery tool: 'Explore your overall digital capabilities'; 'Accessibility and Inclusion' and 'Effective online teaching'. After completing the tool, you will find curated resources to support your development within the new Learning & OD Staffnet pages on digital skills.

- [Develop your digital skills](#)

In the meantime, have a look at our [L&OD webpages](#) and our [Learning for All](#) guide and join the conversation on our [Yammer](#) page.

If you have any queries about the Discovery tool or digital capabilities, please contact Jane Mooney, Academic Theme Lead for Digital skills and literacy with the Flexible Learning Programme ([jane.mooney@manchester.ac.uk](mailto:jane.mooney@manchester.ac.uk)).



## 5. 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](mailto: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](mailto: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/>