

TLD Bulletin December 2023



WELCOME MESSAGE

Welcome to the final TLD Bulletin for 2023. We hope you have a lovely break over the holidays.

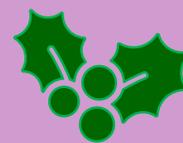
STAFFING UPDATES

We would like to give a warm welcome back to Sarah Williams, who has recently started a new role in the TLD team as Teaching and Learning Manager in the Taught Programme Enhancement team, taking over from Jo Hicks.

We are wishing the best of luck to Miriam Graham, (Teaching and Learning Officer for Policy and Degree Apprenticeships) who is leaving the University on January 26th to start a new role at the University of Law. Miriam has been at the University since 2002 and spent many years in the Teaching and Learning Delivery team. Her extensive knowledge of all things policy, continuous hard work, as well as her kindness, team spirit and support of others will be missed.

THIS MONTH:

- Staffing Updates
- Assessment Framework Review – 2024 Dates





POLICY UPDATES

Assessment Framework Review – 2024 Dates

The TLD team would like to announce the 2024 dates for staff to engage with the Assessment Framework Review. The first session will be a **Drop-in Session** on the **18th of January from 2pm-3pm**. This will be available for all staff to meet with the Assessment Framework Review team and discuss any aspects of the Assessment Definition and Principles, as well as the Conducting Assessment policies and procedures ahead of the new deadline for individual feedback (see table below). Please note these links may only work for internal staff members.

Consultation Process:

	Policies and Procedures available to read on Sharepoint	[1] Individual Feedback (online Microsoft Form)	[2] Attend focus group meeting	[3] Collated through School/Faculty TLSE teams
Assessment Definition and Principles	13th November 2023	19th January 2024	18th January 2024 (drop-in)	19th January 2024
Conducting Assessment	13th November 2023	19th January 2024	18th January 2024 (drop-in)	19th January 2024
Outcomes of Assessment	5th January 2024	29th February 2024	23rd January 2024 13th February 2024	29th February 2024
Designing Assessment	15th February 2024	5th April 2024	12th March 2024 26th March 2024	5th April 2024



Further information regarding the Assessment Framework Review, and the wider Assessment for the Future project, can be found here: [Assessment for the Future | Institute of Teaching and Learning | StaffNet | The University of Manchester](#)

Accreditation of Prior Learning (APL/APEL)

The Principles and Guidance on Accreditation of Prior Learning have recently been updated to include the following:

- The document has been put into the new approved format and template for TLD owned T&L policies/procedures;
- The addition of references to Degree Apprenticeships (paragraphs 2.4 and 3.16);
- Clarification that AP(E)L can be used for credits awarded both at the University of Manchester and externally (paragraphs 3.2, 3.5 to 3.9 and 3.12);
- Clarification of arrangements for AP(E)L between programmes of different credit structures (paragraph 3.5);
- Clarification about AP(E)L for consortium programmes (where students complete some course units at other institutions as part of consortiums, e.g. doctoral training programmes which include a taught element), where teaching is undertaken at more than one institution (paragraph 4.7);
- Updating of maximum number of credits for programmes which have a 20-credit unit structure (Table 1, paragraph 4.4);
- New paragraphs relating to transfers between programmes (paragraphs 3.17 and 6.3).

The proposed updates were considered by the Teaching, Learning and Students Implementation Group (TLSIG) and approved by the Teaching and Learning Strategy Group (TLSG), with specific input from colleagues in the Humanities Student Service, Success and Development Team and the central Admissions team.

The updated document can be found at: <https://www.staffnet.manchester.ac.uk/tlso/policy-guidance/student-support-development/apel/> or as a PDF at: <http://documents.manchester.ac.uk/display.aspx?DocID=2856>

Guidance on Late Submission (to accompany the Policy on Submission of Work for Summative Assessment)

The Guidance has been updated to clarify the example scenarios relating to the procedure for cases where a student receives a pass mark for an assignment (including dissertations) but then fails the unit due to the deduction of marks as a penalty of late submission. New wording has been added under paragraph B 9 in the revised document, with example scenarios 9.2 and 9.3 being slightly revised to provide clarification.



A new paragraph (A 5) has also been provided to confirm:

“This guidance aims to avoid unnecessary resits/referrals where that is appropriate. The application of the guidance should not lead to exclusion/early exit of students on the basis of a single assessment attempt being subject to a late penalty, unless the student’s total resit allowance has been exceeded”.

The updated document is available at: <https://www.staffnet.manchester.ac.uk/tlso/policy-guidance/assessment/practice-of-assessment/late-submission/> or, as a PDF document, at: <http://documents.manchester.ac.uk/display.aspx?DocID=29825>.

A ‘tracked changes’ version of the document, showing the updated wording, can be found at: <https://documents.manchester.ac.uk/display.aspx?DocID=71438>.

CONTACT

If you are aware of other staff members who would like to be added to the TLD Bulletin mailing list to receive future editions of the Bulletin, please contact Ellie Powell (email eleanor.powell@manchester.ac.uk).

If you are from a Collaborative or Validated Partner and you are having difficulties accessing any of the linked documents or web pages, please contact teaching-policy@manchester.ac.uk

