

Teaching and Learning Delivery Bulletin



May 2025

At a glance:

Save the Date - Policy Briefing Session

- The Policy team is asking colleagues to express their interest in attending a Policy Briefing session this summer where they can ask the team any Teaching and Learning Policy-related questions and hear about the proposed changes for the 25/26 academic year. To express interest in attending, please use [this form](#). (Please note this event is for internal colleagues of the University of Manchester only.)

Teaching and Learning Conference 2025

- We have a range of ticket options available. Tickets are now available to book [via Eventbrite](#).
- You are welcome to attend specific sessions based on your interests and availability. The conference schedule will be shared closer to the event, allowing you to plan your attendance accordingly.

The UoM Teaching Excellence Awards 2025

- Do you or your team have a track record of excellence in delivering or supporting teaching and learning? Do you know someone whose consistently excellent practice deserves more recognition?
- All nominations must be made on the [Teaching Excellence Case for Award proforma](#) and submitted as a word.docx via the [online submission portal](#).





Website Update

Following our recent website update, we are aware of some colleagues having issues with broken links. We are working closely with IT to get these repaired as soon as possible, but in the meantime, please use our [website homepage](#) to navigate to the pages you need.

Taught Programme Enhancement

Policy Updates

Save the Date - Policy Briefing Session

The policy team will be hosting two briefing sessions this summer. It will be an opportunity for colleagues to hear about proposed changes for the 25/26 academic year following the current round of policy review. There will also be an opportunity for colleagues to ask any Teaching and Learning Policy-related questions in an open Q&A section.

We will hold the session both in person and one online, the current proposed dates are as follows: In person 1st July 11:30-13:00, Teams 24th June, 11:30-13:00.

To express your interest in attending either of these sessions please use [this form](#). (Please note this event is for internal colleagues of the University of Manchester only.)

Policy Review Cycle 2024/25 - Degree Regulations Update

Thank you to all those who have contributed to this academic year's policy consultation for the Degree Regulations. All comments have been carefully considered by a TLSG Policy Review Group, and it was agreed at May's AQSC that final wording for both the Undergraduate and Post Graduate Taught Degree Regulations will be reviewed at the October AQSC/Senate for implementation from **September 2026**.

Updates on the other review cycle documents for this year will follow after the June Senate.



Quality Framework

Collaborative Provision - Updated Approval to Proceed Form

An updated 'Approval to Proceed' form is available for immediate use in relation to academic collaboration proposals. A link to the form can be found in the 'Guidance for Collaborative Provision' document at: <https://documents.manchester.ac.uk/display.aspx?DocID=75422>

Please note that where the previous version of the form has been completed in relation to proposed collaborations that are currently being considered/finalised, you may continue with the old form, but you should use the new form for any new proposals.

Student Voice

NSS 2025

Thank you to all students who took part in NSS 2025 and to all staff who supported it. The survey closed on 30th April and we now await publication of the results. The provisional date of publication is Wednesday 9th July, although this is potentially subject to change. Once the publication details have been finalised, we will publish them on our NSS results pages which can be found here: <https://www.staffnet.manchester.ac.uk/tlso/student-voice/nss/nss-results/>

Scheduling

Timetabling

Over the past three months the schools made a huge effort to obtain and submit the teaching and course compatibility data for 2025 – 26. The data has been validated, uploaded to next year's database, and the Faculty Scheduling Team's have begun constructing the timetable. The first publication of the timetable will be released to staff on Friday 11th July. The timetable will be published to students (when Course Unit Selection opens) from Monday 4th August.

More information about the [collaborative scheduling process](#) can be found on our webpages, including some [useful links](#) for Academic and PS Staff.



Examinations

The semester 2 examinations commenced on Monday 12th May, spanning just under four weeks with over 70,000 student sittings to administer (over 95,000 including remote online assessment), utilising 55 locations across campus, including the Students Union, The Academy, Sugden Sports Centre and the Armitage site in Fallowfield.

Details of the semester 2 exam timetable can be found on the [Exams Microsite](#).

Students should contact their school for information on course assessment arrangements and method of delivery, or any examinations not listed.

Teaching Excellence Team

Teaching and Learning Conference 2025 Registration

Tickets are available to book now [via Eventbrite](#).

We have a range of ticket options available. You can book tickets for each individual conference days, or you can book full conference admission. For those who would prefer to attend remotely, online tickets will also be available to reserve.

You are welcome to attend specific sessions based on your interests and availability. The conference schedule will be shared closer to the event, allowing you to plan your attendance accordingly.

More details can be found on [the Eventbrite](#). If you have any further questions, please contact teaching.learning@manchester.ac.uk.



GTA/TA Training Session

For GTAs and TAs: Our next GTA/TA support session is taking place on **Tuesday, 20 May, 2-3pm**.

These monthly sessions offer an opportunity to connect with other GTAs and TAs, as well as colleagues who support GTAs and TAs from across the institution. During these sessions we aim to foster a supportive environment where you can build your networks and explore your teaching practice.

- [Sign up](#) via the training catalogue.

The UoM Teaching Excellence Awards 2025

Submissions invited for awards recognising a significant and sustained commitment to excellence in teaching and learning

Do you or your team have a track record of excellence in delivering or supporting teaching and learning? Do you know someone whose consistently excellent practice deserves more recognition?

We are now inviting nominations for the 2025 Teaching Excellence Awards. The Awards celebrate evidence of significant and sustained commitment to teaching, learning and/or the student experience over recent years. Academic, Technical and Professional Service colleagues are eligible for the award, which may be made to individuals and to teams of up to 15 people. Nominations should demonstrate excellence in support of one or more of the following strategic themes for teaching and learning:

- Educational Leadership
- Inclusive Education
- Flexible Learning and Digital Delivery
- Assessment and Feedback
- Student voice

The Award

In addition to being awarded a trophy at a formal awards ceremony, Teaching Excellence Award winners will become Honorary Fellows of the Institute of Teaching and Learning, receive a digital badge that can be added to their email signature, be offered personal development opportunities and invited to play a role in the development of teaching and learning across the University.

How to nominate yourself, a colleague or team

All nominations must be made on the [Teaching Excellence Case for Award proforma](#) and submitted as a word.docx via the [online submission portal](#). Evidence should be included to support the case, and all submissions should consider the extent to which students are engaged in a form of partnership.

Within the proforma, colleagues are encouraged to make their case using the format which best allows them to highlight the reach, value and impact of the nominee's work. Options are a 1000-word written submission or a five minute pre-recorded presentation (this may be narrated slides, a video or other approach). Additional formats may also be approved, in advance, by agreement with the Institute of Teaching and Learning.

Each submission will be considered against criteria of Reach, Value and Impact, which map to those used for the national [Advance HE Teaching Excellence Awards](#).

Complete nominations, including supporting statements/signatures, must be submitted to the Institute of Teaching and Learning via the [online submission portal](#) by 7pm BST on Monday 02 June 2025.

The panel

The nominations are evaluated against the criteria by a panel that includes nominated representatives from each Faculty as well as the Head of Student and Academic Services (or nominee) and is co-chaired by Dr James Brooks and Dr Jen McBride as University Academic Leads for Teaching Excellence & Quality.

Further information

For further information please visit our website:

- [The Institute of Teaching and Learning](#) or email teaching.learning@manchester.ac.uk
- Teaching Excellence Awards

Rubrics Staff Survey

Members of the Rubrics Excellence Project, part of Assessment for the Future, are conducting a short [staff survey to understand the use of rubrics](#) at the University. We appreciate colleagues taking a few minutes to assist us by completing the survey. There is an option to sign up a short interview or focus group too.

If you have any questions about the survey please contact teaching.learning@manchester.ac.uk.

Staffing Updates

Please note the following staffing and responsibility changes within the Quality Assurance and Enhancement Team:

We are delighted to announce that Fiona (Fi) Hallard, previously of the Appeals, Complaints and Discipline team has recently joined the Quality Assurance and Enhancement team. Fi, with her extensive and varied knowledge of this area, will support activities right across the department.

Angela Entwistle, Teaching and Learning Officer, has reduced her working hours to 0.5 FTE and will retain primary responsibility for Collaborative Provision. Her new working pattern will be:

Monday 09.30 – 13.30

Tuesday 09.30 – 13.30

Wednesday 09.30 – 14.30

Thursday 09.30 – 14.00

We are also delighted to announce that Elanor Hough, Teaching and Learning Officer has joined the team, from the FSE (School of Natural Sciences), Assessment and Progression team, and will work 0.8 FTE over four days, Tuesday to Friday, 09.00 – 17.00. Elanor will assume primary responsibility for Academic Quality.

For queries relating to all areas of the Quality Assurance and Enhancement team, please continue to email: quality@manchester.ac.uk. For information about the areas covered by the team please refer to the website, [Quality | Teaching and Learning Delivery | StaffNet | The University of Manchester](#)





Contact

About Us

Teaching and Learning Delivery (TLD) is based in the Division of Student and Academic Services (SAS), part of the Directorate for the Student Experience (DSE). We work closely with the Vice-President (Teaching, Learning and Students), Associate Vice-Presidents, Vice Deans and with Faculties, Schools and other administrative offices. TLD is led by Janine Holdway, Head of Teaching and Learning Delivery and Paul Brierley, Head of Scheduling.

Get in touch

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 (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 also contact Emma Stansfield or Ellie Powell (teaching-policy@manchester.ac.uk)

Previous editions of this Bulletin can be found [here](#).

