NEWSLETTER MAY 2019 ISSUE

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WORKSHOP DATES MAY - JUNE 2019 AT A GLANCE

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<td>PSF Briefing Event</td>
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<td>Finding time to write</td>
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<td>The Brookes Learning and Teaching Conference</td>
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<td>Module Leadership Workshop</td>
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<td>PDR for reviewers</td>
<td>26 June</td>
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<tr>
<td>The Inclusive Sandpit Workshop</td>
<td>27 June</td>
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CELEBRATING SUCCESS WITH PROFESSIONAL STANDARDS FRAMEWORK FELLOWSHIPS

This March, we saw yet more of our Brookes staff successfully achieve professional Fellowships with the Higher Education Academy (HEA). HEA Fellowships demonstrate colleagues’ key contributions both here and in our partnership colleges.

The Professional Standards Framework (PSF) pathway offers accredited routes to become an Associate Fellow (AFHEA), Fellow (FHEA), Senior Fellow (SFHEA) and Principal Fellow (PFHEA). Awards such as these are increasingly important for institutions as evidence of teaching quality and the professionalisation of teaching. For staff, this pathway helps gain recognition for achievements in teaching, enhancing the student learning experience and, for SFHEA and PFHEA, academic leadership.

OCSLD would like to congratulate the following for their successful CPD claims at the March 2019 PSF panel:

FELLOWSHIP OF THE HEA
- Jon White (OBBS)
- Craig Taylor (TDE)

SENIOR FELLOWSHIP OF THE HEA
- Elizabeth Lovegrove SFHEA (OCSLD)
- Elizabeth Jestico SFHEA (HLS)
- Shirley Shipman SFHEA (HSS)

We would like to thank the following for supporting colleagues through the PSF Pathway: Mary Davis (OBBS), Mary Deane (OCSLD), George Roberts (OCSLD), Jonathan Louw (OBBS), Emma Briggs (ACP Abingdon and Witney), David Carugo (TDE), Mary Briggs (HSS), Barry Ricketts (HLS), Jennifer Kirman (HSS) and Antonia Mackay (HSS).

Interested in pursuing a academic recognition or supporting others in doing so?

The PSF fellowship programme is open to all in a supportive or full teaching role. As well as applying for fellowships, you could become a PSF Pathway Mentor or Reviewer which would contribute to your continued professional development, academic promotion criteria and future Fellowship.

STREAMLINED PSF SCHEME
OCSLD administer the scheme on behalf of Advance HE and in March 2019 we acted on feedback to make some improvements as part of our re-accreditation.

KEY IMPROVEMENTS TO THE SCHEME FROM SEPTEMBER 2019
1. The Pathway now includes a submission template for each fellowship category.
2. The professional dialogue will still be offered with the expectation that the submission template for the category of Fellowship would be briefly completed prior to the meeting.
3. Expressions of interest will be required to be submitted at least 4 months prior to submitting a completed claim.
4. The AHE Fellowship Category Tool will be used as an initial diagnostic tool.
5. All materials are available online via Moodle and advice/mentoring available via Skype or email.
6. Mentoring to replace peer coaching.
7. Successful candidates recommended to act as a mentor and then encouraged to train as PSF reviewers.

We will be holding PSF Briefing events to highlight the key improvements to the PSF Pathway.

There is no need to book, just pop in:

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<tr>
<th>Date</th>
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<th>Campus</th>
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<tr>
<td>22 May</td>
<td>CLC 2.19</td>
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<td>JHB 201</td>
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<td>3 Sept</td>
<td>OR104</td>
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<td>4 Sept</td>
<td>MR106</td>
<td>Marston Road</td>
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<td>5 Sept</td>
<td>BG25</td>
<td>Harcourt Hill</td>
<td>12:00 - 13:00</td>
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<tr>
<td>11 Sept</td>
<td>JOF</td>
<td>Swindon</td>
<td>12:00 - 13:00</td>
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For further information see: PSF Pathway Moodle site or contact: m.kitchener@brookes.ac.uk
MODULE LEADERSHIP WORKSHOPS

A workshop for new, experienced and aspiring Module Leads.

We are offering this half-day workshop (3.25 hours with lunch) in order to develop the capability of academics at Oxford Brookes University to lead learning modules at all levels that:

- Challenge students to do their best;
- Support and build capacity for independent learning.

Module leadership is often a scholar’s first academic-management role. Module leadership engages us with almost every aspect of a university’s operations. It is a great opportunity.

Disciplines are renewed through creative appropriation. It can be the first step away from one’s own research and a confrontation with different paradigms. Leadership expands horizons and spans boundaries.

WHO IS IT FOR?

- Module Leads and Subject Co-ordinators, aspiring, new and experienced.
- Four groups of between four and six people per group will be formed for discussion.

INTENDED OUTCOMES

- Identify, describe, perform and improve learning module operations at key interfaces:
  - Communications
  - Enrolment
  - Student record system
  - Google Apps for Education
  - Brookes Virtual (Moodle, Feedback Studio and associated services)
  - Examinations
  - Quality assurance.

- Identify from whom and/or where to seek help in your Faculty or centrally.

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<th>Workshop date:</th>
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<td>CLC 2.12, Headington Campus</td>
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<td>17 June</td>
<td>09.30 - 12.45</td>
<td>W2.08, Wheatley Campus</td>
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<td>19 June</td>
<td>09.30 - 12.45</td>
<td>Boardroom, Harcourt Hill Campus</td>
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<td>25 June</td>
<td>09.30 - 12.45</td>
<td>Tbc</td>
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<tr>
<td>4 July</td>
<td>09.30 - 12.45</td>
<td>Music Room, Headington Hill Hall</td>
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See the Module Leadership Workshop webpage for the workshop programme.

REGISTER NOW FOR THE BROOKES LEARNING AND TEACHING CONFERENCE 2019

www.brookes.ac.uk/bltc19

Register now to attend the Brookes Learning and Teaching Conference 2019 on 13 June 2019.

Conference Co-Chairs
Dr Berry O’Donovan, Business School
Dr George Roberts, OCSLD
**BROOKES TEACHING EXCELLENCE FELLOWSHIPS**

Recognition for your Commitment to Students!

The Brookes Teaching Excellence Fellowships comes with an award of £1,000 for spending on professional development.

Brookes Teaching Excellence Fellowships are a Institutional recognition for hard and successful work for supporting students. These Fellowships recognise and celebrate work that has already been done.

The Brookes Teaching Excellence Fellowship criteria are:

- Individual excellence in support of students’ outcomes or experiences at Oxford Brookes;
- Raising the profile of excellence by supporting colleagues or influencing support for students;
- Developing excellence through a proven commitment to ongoing professional development.

For more details and to submit an application please see the Brookes Teaching Excellence Fellowships webpage.

**BROOKES TEACHING INNOVATION PROJECT**

Funding for your fresh ideas!

Applications for funding of up to £5,000 are currently being invited to support students’ learning, teaching and any aspect of diversity and inclusivity within Brookes programmes or modules.

The Brookes Teaching Innovation Project criteria are:

- Novelty of proposed project’s approach;
- Impact of proposed project across Brookes;
- Evaluation plan for project;
- Student involvement in project;
- Costing plan for project.

For more details and to submit an application please see the Brookes Teaching Innovation Project webpage.

Apply for both Brookes Teaching Excellence Fellowships and the Teaching Innovation Project by 31 May 2019.

Award holders are expected to produce a project report and disseminate their work via the annual Brookes Learning and Teaching Conference as well as submitting an article to the Higher Education Journal of Learning and Teaching.

A workshop to support applicants for the Excellence Fellowships and the Innovation Project is taking place on:

- 9 May, Gibbs 221, 12.00 - 13.00, Headington Campus, Gipsy Lane. Please drop in.

**FINDING TIME TO WRITE**

Looking for some space to write your research, report, grant application, or Senior Fellowship of the HEA Claim? Take advantage of OCSLD’s Writing Days, which will take place on the first Thursday of every month during semesters.

These days give time and space for you to tackle deadlines without distractions, amongst the quiet comradery of productive colleagues. All you need is a project to work on and a laptop (or you can borrow a device).

The next Writing Day is 6 June in JHB 302, Headington Campus, Gipsy Lane.

- 6 June 2019, Room JHB 302, 09.30 - 14.30, Headington Campus, Gipsy Lane
- 4 July 2019, Room CLC 2.03, 09.30 - 14.30, Headington Campus, Gipsy Lane

Please bring along a laptop and any resources you need to write including lunch or refreshments for yourself.

If you need to borrow a device, see: [www.brookes.ac.uk/library/library-services/borrowing/google-chromebooks](http://www.brookes.ac.uk/library/library-services/borrowing/google-chromebooks)
THE INCLUSIVE SANDPIT WORKSHOP FOR CURRICULUM DEVELOPMENT

27 June, 09.30 - 16.00, Headington Campus, Gipsy Lane.

This workshop offers a chance to work with colleagues to take a creative and collaborative look at your curriculum.

Working in teams, you will be able to draw on your different experiences to construct a co-curriculum that is inclusive and offers the highest opportunities for student experience and achievement.

Anyone involved in delivering the curriculum is welcome, from academics to faculty programme teams and those in professional roles who support academic provision (e.g. Digital Services, Wellbeing, Academic Liaison Librarians). The workshop will offer a chance to enhance your curriculum offer, share good practice, network and highlight innovative inclusive pedagogy within Brookes.

Heads of Departments and Programme Leaders may wish to select their Inclusive Sandpit teams prior to the Workshop or individuals may decide to work cross-disciplinary and be assigned a team on the day. You can sign up here.

The Sandpit will be facilitated by Dr Graham Holden, former Director of Learning and Teaching at Sheffield Hallam University and Deputy Director of the University Alliance’s Teaching Excellence. Penny Sweasey from the University Alliance who leads Teaching Excellence Alliance Programme and colleagues from OCSLD.

Would you like to train as a Sandpit reporter, a table facilitator who will report the team’s outcomes? We are running a training event on the afternoon of Wednesday, 26 June. Please contact m.kitchener@brookes.ac.uk if you are interested.

PDR FOR REVIEWEES

Making the most of your PDR (an online module) is now live to access via your Moodle login.

The module consists of a series of short presentation clips which guides staff members through the PDR process from an initial overview to what should happen after the PDR meeting. Primarily aimed at new staff, this module can also be accessed by existing staff as a point of reference.

If you have any questions or need support using this online module then please get in touch with us at ocsld@brookes.ac.uk

PDR FOR REVIEWERS

The Coaching Skills for PDR Reviewer workshop continues to be a mandatory training requirement for any staff member designated with the responsibilities of being a reviewer. A key premise of the 2½ hour workshop relates to reviewers adopting a coaching approach to PDRs unlocking a person’s potential to maximise their own performance.

Workshop dates (all at Headington Campus, Gipsy Lane):

- 15 May 2019, 10.00 - 12.30.
- 21 May 2019, 13.30 - 16.00.
- 12 June 2019, 10.00 - 12.30.
- 26 June 2019, 10.00 - 12.30.
WATCH THIS SPACE

The OCSLD team are busy planning and preparing the 2019/20 workshop and programme offer.

It will be advertised in the OCSLD Newsletter and on our website in the next few months.

SUBSCRIBE TO THE OCSLD NEWSLETTER

The OCSLD Newsletter is issued monthly and includes all our events, workshops and programmes.

The newsletter is circulated to all staff via Faculties and Directorates. However, if you would like to receive a personal copy by email as soon as the latest edition is available, please subscribe here.

We are continually seeking ways to improve our newsletter. We would really like to hear what you would like to see and engage with.

The OCSLD Team

PREVENT TRAINING

A Prevent Awareness training module on Moodle has been created and must be undertaken by all staff within the University (even if they have recently had more in-depth training).

Please access Moodle here.

There is not a definitive deadline and the module will continue to run for the foreseeable future. However, we will be monitoring numbers receiving general awareness training, so the more who can complete the better.

If you have any questions, please do not hesitate to contact ocsld@brookes.ac.uk

DO YOU NEED SOME INTERVIEW PRACTICE?

We need interviewee volunteers for our Recruitment and Selection course.

The benefits include a ‘practice’ interview, feedback on your performance and a £20 Marks and Spencer token. For more details please contact: ocsld@brookes.ac.uk

CONNECT WITH OCSLD

Twitter: @ocsld
Email: ocsld@brookes.ac.uk
Tel: +44 1865 485910
The Teaching Excellence Alliance (TEA) is a collaborative venture which brings together Alliance universities to promote excellent teaching and learning, and to better understand and define— as well as champion and showcase — excellent teaching at Alliance institutions.

TEA is a cross-institutional programme facilitated by the UA, created by TEA member institutions for its staff and students.

https://www.unialliance.ac.uk/teaching-excellence-alliance/

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**PEER REVIEW COLLEGE**

The PRC provides critical friend support, mutual challenge and development on professional practice and course design.

Find out more here

**ACCELERATOR GROUPS**

Special interest Groups and Accelerator Projects support cross-institution enhancements projects

Find out more here

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**Join the TEA! Access to all discussions, events, fora and resources is available to you through the TEA Network, hosted by the OneHE Platform.**

It is completely free for you to join—just follow the link which will take you to a registration form: http://eepurl.com/gfJAXP

If you are a member of staff in a TEA University, you will receive an automatic invitation to join the private group from OneHE. The invitation will ask you to create an account, which you can link to an existing profile you may already have, e.g. another OneHE Network, or LinkedIn. Your information will only be visible to others in the TEA Network.

We look forward to meeting you on the platform.

**THE SANDPIT**

Intensive and innovative curriculum development through collaborative events based on the original TEA Sandpit

Find out more here

**TEA-CPD**

Collaborative Professional Development to provide access to events and support for staff to remain in good standing.

Find out more here