

Staff Learning and Career Development

NEWSLETTER | DECEMBER 2022

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Dear colleague,

Here is the last newsletter of 2022 with plenty of events to take you through to the New Year! The appropriately named ELF (Educational Leaders forum) will be holding its next session in December when Hazel Rothera will be outlining Engaging Students with Reading. We will be continuing to provide Leadership and Management and Personal Effectiveness workshops with dates in December and January.

We are pleased to announce that the Brookes Teaching and Learning Conference is going International. It is taking place on **Wednesday 14 June 2023** and we are calling for contributions from Brookes staff and external participants.

We would like to thank you for reading our newsletters over the past year and wish you a very happy holiday.

Best wishes,

The learning and development and OCAED teams

Teaching, Learning and Assessment

Oxford Brookes International Teaching and Learning Conference 2023 - Registration and Call for Contributions

We are delighted to announce that the Oxford Brookes International Learning and Teaching Conference will be held online on Wednesday 14 June 2023. Themes include democratic education, education without boundaries and educational gain.

For more information about the Conference, details on submitting a proposal and to register your place, [please visit the conference website](#). The proposal deadline is 12 noon on Friday 27 January 2023.

Academic Enhancement Retreats

The next Academic Enhancement Writing retreat takes place on Friday 16 December 2022. Academic Enhancement Retreats provide a space to engage with the process of designing, writing and creating the detailed resources and activities that you will use within your programmes or modules. Each retreat is online and supported by an Educational Developer. The retreat includes a brief activity that enables you to set your own goals, frame the way in which you will use the retreat, and kick-start your creative processes. For a full list of dates and to book, please visit the [Academic Enhancement Retreats webpage](#).



image by Dan Dimmock from Unsplash

Faculty Partner Surgeries

Would you like to talk about curriculum design, teaching, learning or assessment? Faculty Partners from the Oxford Centre of Academic Enhancement and Development are offering OCAED online drop-in surgeries each week. You can book in to have an informal conversation with your OCAED faculty partner by using the link below:

OCAED online drop-in surgeries		
Oxford Brookes Business School	Ben Walker	Select an appointment time
Technology Design and Environment	Mary Kitchener	Select an appointment time
Humanities and Social Sciences	Adrian Wallbank	Select an appointment time
Health and Life Sciences	Sue Morón-García	Select an appointment time
	Louise Rickard	Select an appointment time

Hack the curriculum with our big Brookes' IDEAS

If you're a student, teacher, or educational leader, join us for an inspirational afternoon of change-making at the Union Hall, Headington Campus, on Thursday 19 January between 1.00pm and 4.00pm.

You can:

- find out more about the [IDEAS curriculum model](#) and explore our brand-new toolkit;
- get involved in live, collaborative curriculum design;
- spend one hour in an interactive workshop to help you embed one of the elements of the IDEAS model in a module, programme or class;
- hear keynotes from Professor Astrid Schloerscheidt, Pro Vice-Chancellor and Dean of Health and Life Sciences, and Sarah Tammadge-Wall, Brookes Union Vice-President for Student Voice.

Please complete the booking form to attend as spaces for the interactive workshops are limited. By taking part, you can help generate solutions that will improve the Brookes experience for everyone. A recording will be available for those unable to make it on the day. And for those even shorter on time, the IDEAS Toolkit will always be available to support you.



Brookes People Awards

The Brookes' Bash (originally scheduled for 19 January 2023) has been incorporated into the Brookes People Awards. This will take place on Thursday 12 January 2023, 2.00pm until 3.00pm in the Headington Union Hall. We will celebrate the success of those who have gained recognition for their contributions to teaching and learning. Please register via the [Brookes People Award ceremony form](#).

Book an EXPLORE workshop

Excellence in Promoting Leadership of Research and Education (EXPLORE) is a portfolio of workshops and activities for all staff involved in teaching, learning and assessment, research and knowledge exchange.

Click on the session title to be taken to the staff learning portal where you can book a place. We are aware that some users are getting a 'page expired' notification when logging into Staff Learning.

For queries, email explore@brookes.ac.uk.



Digitally enhanced learning

Monday 5 December 2022, 9.30am - 11.30am or Tuesday 6 December 2022, 2.00pm - 4.00pm



Assessment one: Marking and giving feedback to students

Monday 5 December 2022, 2.00pm - 4.00pm or Tuesday 6 December 2022, 9.30am - 11.30am



Staff-student (SoTL) partnership

Wednesday 7 December 2022, 9.30am - 11.30am



Leading teams through curriculum development

Wednesday 7 December 2022, 2.00pm - 4.00pm



Self-care for academics

Thursday 8 December 2022, 9.30am - 11.30am or Friday 9 December 2022, 9.30am - 11.30am



Learning from conversations

Monday 9 January 2023, 9.30am - 11.30am



Supporting students in the Academic Environment

Monday 9 January 2023, 2.00pm - 4.00pm or Tuesday 10 January 2023, 9.30 - 11.30am



Students as partners

Tuesday 10 January 2023, 2.00pm - 4.00pm



Progression to academic leadership in higher education

Wednesday 11 January 2023, 2.00pm - 4.00pm, **in person event at the Headington Campus**

An opportunity to hear from a panel of senior colleagues who will reflect on real lived experiences of progression into senior academic positions, passing on useful insights from their different career journeys.

The panel are Jo Tah, Pro Vice-Chancellor and Dean TDE, Lindsay Williams, Associate Dean Student Experience OBBS, Joanne Begiato, Associate Dean Research and Knowledge Exchange (Interim) HSS and Roger Dalrymple Pro Vice-Chancellor (Education) (Interim).



Stakeholder engagement: begin with the end in mind

Thursday 12 January 2023, 2.00pm - 4.00pm



Structuring your learning content with course formats in Moodle

Friday 13 January 2023, 9.30am - 11.30am

EXPLORE reading list

OCAED are developing a **Talis Aspire reading list** to support the EXPLORE programme. This list is being developed to include essential HE teaching handbooks and pedagogical textbooks, as well articles and web pages covering areas such as assessment, inclusion, teaching, design, advising, decolonisation and many more. The list is being reviewed and developed in conjunction with OCAED EXPLORE tutors and the Library.



Engage with the Professional Standards Framework

Are you interested in becoming a Senior Fellow of Advance HE by enrolling on our **PSF Pathway Programme**? Have you already enrolled on the programme but need time and support to make progress on your Senior Fellowship application? If so, you are warmly invited to attend our popular and supportive workshops and writing retreats. We are running three online events on Monday 23, Tuesday 24 and Wednesday 25 January 2023. For more information and to book, please visit the **Senior Fellow of the Higher Education Academy (SFHEA) Application Writing Retreat webpage**.

Access guides to teaching, learning and assessment

We are pleased to announce a new addition, **Small group teaching, learning and assessment**, in our **Brookes Briefings** guides. Brookes Briefings are scholarship-led and evidence-based guides to teaching, learning and assessment. Packed with practical wisdom, they also link to further reading and relevant resources.

What about Us? Understanding Dyslexia podcast

Adrian Wallbank, Educational Developer in the OCAED, and Sue Moon, Inclusive Support Services Manager in Academic Support Services, discuss **dyslexia in a conversation** that covers varying definitions, reasonable adjustments and dyslexia as an identity issue.

Academic Advising

Now that we're approaching Week 12, Academic Advisers may wish to contact their advisees to see how they are progressing. The Oxford Centre for Academic Enhancement and Development has produced **a series of email templates** for Academic Advisers. Thank you to all academic colleagues for their engagement in this important student support initiative.

Join the Educational Leaders Forum (ELF)!

Are you a Programme Leader or Subject Coordinator? Sign up for the **Educational Leaders Forum** and join us for interactive sessions on the first Wednesday of each month for one hour. These focus on your activities and priorities, with speakers highlighting key information from across Brookes and the wider Higher Education sector. The next ELF session is on Wednesday 7 December at 9.00am with Hazel Rothera outlining Engaging Students with Reading.

Plan a response to the National Student Survey

The **National Student Survey (NSS) index** matches questions with existing resources, training and support from OCAED. It is a helpful reference tool as you consider how you might enhance teaching and learning on your course in response to the NSS.

Have your say on Moodle

Do you use Moodle in your teaching? If so, we'd like to invite you to tell us what works, what doesn't, and how we could make it work better for you. We are running feedback sessions with staff and students to capture your perspectives, and the insights we glean from this will feed directly into how Moodle is set up for the next academic year. If you would like to take part, please complete the **Improving consistency of academic modules in Moodle booking form** and choose which online 60-minute focus group you would like to attend.

Teaching and Scholarship

Talking Teaching across the Globe

Talking Teaching across the Globe returns with educational leadership as a specific focus throughout 2022/23 and is jointly hosted with SEDA.

Taking the lead: creating an undergraduate programme to meet the benchmarks and expectations

The next session will take place online on Tuesday 13 December 2022 from 1.00pm to 1.50pm. The session will be led by Dr Bethan Wood FRSB, CBiol, PFHEA.

Bethan is a Senior Lecturer at the Dumfries Campus, University of Glasgow. She created, and led, two degree programmes at the School of Interdisciplinary Studies.



This session is based on one of the case studies in the book (6) where Bethan explains the process of creating a degree that meets the benchmarks and expectations of stakeholders.

To book your place and for details of upcoming sessions, please go to our [booking form](#).

Attend our Brookes International Higher Education Reading Group

Our **next Brookes International Higher Education Reading Group meeting** will be held online on Wednesday 18 January 2023 from 2.00pm to 3.00pm.

To build on the November meeting on inclusion, in this session we'll consider Hanesworth, Bracken and Elkington's (2019) discussion and analysis of socially just assessment praxis. The article, '**A Typology for a Social Justice Approach to Assessment: Learning from Universal Design and Culturally Sustaining Pedagogy**', discusses Universal Design for Learning (UDL and Culturally Sustaining Pedagogy (CSP), and as such should have relevance for us all in our endeavours to promote assessment for learning for all students. To attend, please complete our [registration form](#).

Member benefits

Advance HE

Log-in to **My Advance HE** to access Advance HE **Connect Benefit Series** of thematic projects which allows for the provision to address new and emerging challenges. These projects include: connecting people, networks and communities, collaborative development fund, Teaching Excellence awards, Student Surveys, Equality, Diversity and Inclusion (EDI) advice service.

Staff and Educational Development Association (SEDA)

You have **access to a wide range of publications** for new ideas about teaching, learning, assessment and professional development issues. Other benefits include exclusive discounts on SEDA conferences and workshops, eligibility to apply for SEDA's small grants and a 20% discount on Routledge higher education publications.

Upcoming Leadership and Management Workshops



Recruitment & Selection refresher

Monday 19 December 2022, 10.00am - 12.30pm, Tuesday 10 January, 1.30pm - 4.00pm, Tuesday 21 February, 10.00am - 12.30pm



Recruitment & Selection (full course)

Wednesday 11 January 2022 9.30am - 4.30pm, Wednesday 15 February 2022, 9.30am - 4.30pm (face to face).



Building and leading a resilient team part one

Wednesday 7 December 2022, 1.00pm - 4.00pm and part two, Wednesday 14 December 2022, 1.00pm - 4.00pm



Management essentials: stage one

Thursday 8 December 2022, 9.30am - 1.00pm, Thursday 9 February 2023, 9.30am - 1.00pm



PDR for reviewers

Wednesday 21 December 2022, 10.00am - 12.30pm, Thursday 5 January 2023, 10.00 - 12.30pm



Management essentials: stage two

Thursday 19 January 2023, 9.30am - 1.00pm

Upcoming Personal Effectiveness Workshops



Writing better reports

Friday 16 December 2022, 9.30am - 12.30pm



Adding impact to your ideas

Thursday 12 January 2023, 10.00am - 12.30pm



Transition into retirement

Tuesday 18 January 2023, 1.30pm - 4.00pm, Tuesday 24 January 2023, 1.30pm - 4.00pm, Tuesday 31 January 2023, 1.30pm - 4.00pm



Discovering and using your strengths

Wednesday 25 January 2023, 10.00am - 12.30pm

Looking for face-to-face interview practice? We need volunteers to play the role of an interviewee in our upcoming recruitment and selection courses. You will receive support and feedback on your interview and application technique, as well as a £20 Amazon or M&S voucher. If you are interested, please contact Francesca at staff-learning@brookes.ac.uk with the subject title 'Volunteer Interviewee'.

Two new ILM Recognised programmes for students

Two new programmes for students are being launched this academic year. The programmes provide successful learners with an ILM digital credential badge which can be used on personal profiles on social media platforms. ILM centre staff have worked with David Ellis, Associate Dean for Student Experience, HSS and Euan McCall, Careers Consultant in ASA to gain the ILM Recognised credentials for these programmes.



RECOGNISED



Brookes Edge+

BrookesEDGE is awarded to students by the University upon completion of 50 hours of engagement in **BrookesEDGE activities**. As well as receiving a BrookesEDGE certificate, students will also be invited to apply for BrookesEDGE+. To gain this credential, students will be supported in the submission of a 2500-3000 word professional profile based upon the applied skills and competencies they will have developed whilst undertaking EDGE activities.

Future Leader's Experience

The Future Leader's Experience (FLE) is a two-day programme delivered by Brookes Careers. The programme will take place in January 2023. The programme is in line with the University's Access and Participation Plan. It will target second-year students who are underrepresented in graduate employment or face additional barriers to learning and progression. It will help students gain insight into their leadership and team working skills as well as their own personality traits. Additionally, students will develop problem solving and communication skills for future employment roles.

Gaining ILM Recognised credentials

ILM Recognised is the benchmark for high quality, bespoke leadership and management training. It provides successful learners with a digital credential from a reputable organisation which can be shared across the web. If you are interested in gaining ILM Recognised credentials for any existing leadership, management or enterprise programmes you offer, please get in touch with Alison Cumpsty at acumpsty@brookes.ac.uk for further details.



Crossing borders in academic writing

Our next Writing Hub seminar takes place on Tuesday 17 January from 1.00pm to 2.00pm in Clerici G.21. The session will be led by **Professor Jane Spiro**, Professor of Education. Professor Spiro will explore the four tools for recognising the hidden cultures of academic texts and show how these features can guide writers as well as readers. The talk will be illustrated with examples of how students developed through these tools, and the dilemmas and

choices involved in traversing writing cultures and disciplines. To book your place, please **complete our booking form**. Visit our **Writing Hub webpage** for more information, or email writinghub@brookes.ac.uk.



Keeping in touch

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	@oxfordcaed	@Staff_Learning
	www.brookes.ac.uk/human-resources/working-here/learning-and-career-development	

Thanks to Bob Pomfret from Learning Resources who has designed and formatted this edition of the newsletter.