

THE UNIVERSITY OF WARWICK

Academic Staff Development and Appraisal Committee

There will be a meeting of the Academic Staff Development and Appraisal Committee at 10.00 am on Wednesday 22nd May 2002, in the Council Chamber, Senate House.

J W Nicholls
Registrar

AGENDA

1. Minutes

TO CONSIDER:

The Minutes of the meeting held on Wednesday 6th February 2002 (copy attached).

2. Matters Arising on the Minutes

Academic Appraisal Report 2001 (minute 21/01-02 refers)

TO REPORT:

That at its last meeting the Committee considered a report on the Annual Reports on Academic Appraisal 2001 and resolved:

- (a) That clarification be sought from WBS on how its annual reporting procedures were being brought in line with the University appraisal scheme and whether this had been achieved.
- (b) That a note be sent to the Head of the Division of Electrical & Electronic Engineering reminding him that staff cannot opt out of the appraisal process and seeking clarification as to whether those staff who had wished to opt out of the appraisal process still envisaged being appraisers.

TO RECEIVE:

An oral report from the Director of the Centre for Academic Practice on academic appraisal.

3. Teaching Development Provision

TO CONSIDER:

- A report from the Academic Development Tutor on progress on developments in accredited teaching development provision (ASDAC 22/01-02, copy attached).
4. Human Resources Strategy (ASDAC 11/01-02)

TO RECEIVE:

An oral report from the Director of the Centre for Academic Practice on elements of the strategy relating to academic development.

5. Sub-group on Institutional Policy Relating to CRS

TO RECEIVE:

An oral report from the Director of the Centre for Academic Practice on the activities of the Sub-group since the last meeting of the Committee.

6. Course Evaluations

TO RECEIVE:

A paper summarising the salient points made in completed evaluation forms for the courses held during the Spring Term 2002 (ASDAC 23/01-02, copy attached).

TO RECEIVE:

An oral report from the Administrative Officer (CAP) on attendance at staff development courses.

7. Director's Action

TO RECEIVE:

A list of the requests for funding for staff development activities, approved by the Director of the Centre for Academic Practice since the last meeting of the Committee (ASDAC 24/01-02, copy attached).

8. FORUM

TO RECEIVE:

A copy of the Summer Term 2002 issue of FORUM (ASDAC 25/01-02, copy attached).

9. Any Other Business

LF 13.05.02
Asdac/may02/agenda