

THE UNIVERSITY OF WARWICK

Academic Staff Development and Appraisal Committee

There will be a meeting of the Academic Staff Development and Appraisal Committee at 10.00am on Wednesday 28th May 2003 in room 303 Senate House.

J W Nicholls
Registrar

AGENDA

1. Minutes

TO CONSIDER:

The Minutes of the meeting held on Monday 3 February 2003 (copy attached).

2. Matters Arising on the Minutes

Training and Development Needs (minute 21/02-03 refers)

RESOLVED:

That a representative from IT Services be invited to the next meeting of the Committee to discuss ways in which the Committee might support IT Services in ensuring that IT training needs identified through appraisal and other processes are met.

TO RECEIVE:

An oral report from Dr Rachel Parkins, IT Services, on IT Services' strategy for staff development.

3. Teaching Development Provision

TO REPORT:

That the Meeting of the Board of Examiners for the Certificate in Post-Compulsory Education (Warwick Teaching Certificate) met on 11 March 2003 and passed 19 candidates.

TO RECEIVE:

- (a) The 2001-02 Annual Review of the Postgraduate Certificate in Post-Compulsory Education (Warwick Teaching Certificate) (SGWTC 2/02-03[revised]. copy attached)
- (b) Documentation relating to the introduction of a new Postgraduate Award E-learning (ASDAC 27/02-03. copy attached)
- (c) Documentation relating to the introduction of a new Postgraduate Award Introduction to Learning and Teaching in Higher Education (ASDAC 28/02-03. copy attached)

TO CONSIDER:

A report from the Director, Centre for Academic Practice, on fee income generated by the Warwick Teaching Certificate (ASDAC 29/02-03. copy attached).

4. Appraisal of Clinical Academics

TO RECEIVE:

An oral report from the Administrative Officer, Centre for Academic Practice on the appraisal of clinical academics.

5. Sub-group on Institutional Policy Relating to CRS

TO RECEIVE:

The notes of the meeting of the Sub-group on Institutional Policy relating to CRS held on 7 May 2003 (ASDAC 30/02-03, copy attached).

6. Update on National Developments

TO RECEIVE:

A report from the Director, Centre for Academic Practice on national developments in academic practice (ASDAC 31/02-03, copy attached).

7. Course Evaluations

TO RECEIVE:

A paper summarising the salient points made in completed evaluation forms for the courses held during the Spring Term 2003 (ASDAC 32/02-03, copy attached).

8. 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 33/02-03, copy attached).

9. FORUM

TO RECEIVE:

A copy of the Summer Term 2003 issue of FORUM (ASDAC 34/02-03, copy attached).

10. Any Other Business