

Remission Application 2020/21

Nathan Michael

The Purpose

- Ensure scholarly activity remission is applied for by all staff
- Meet Strategic Objectives
- Continue to develop Community and Practice
- Encourage External Examiner / External Advisor Work
- Encourage collaborations across TEC Partnership in research and scholarship

Scholarship Models

- TECP is a member of the AoC Scholarship Framework this video explains the concept
- <https://www.thescholarshipframework.co.uk/>
- A Literature Review from the Scholarship Project which lead to the framework is available here
<https://www.aoc.co.uk/system/files/Final%2026%20Jan%20-%20Scholarship%20Project%20-%20Literature%20Review.pdf>

Community and Practice

- Across FHE / Mixed Economy people are interested in our concept.
- In 2020/21 there will be the opportunity for all colleagues to discuss their work in a community of practice.
- The shared expertise of colleagues is critical to help everyone to develop their scholarship practice not just their results
- Early presenters might share their ideas for how they might do their scholarship / middle order ones may concentrate on their analysis / later ones may share the implications for others
- You **MUST** present in CaP for this years remission and you must book a session with Ruth Steyert before application to receive the remission. This can be remote presentation via Teams.

Remission

- Remission arrangements will continue into next year.
- You will be able to purchase based on your ideas for scholarship
- The date for the remission meeting is 6th July.
- You should have sent your remission form to you CM before this date and they will bring it to the meeting.

2020/21 Benchmark Hours – solely Trimester model

- Teaching: 25 weeks x 24 hrs = 600
- 24 hr / week (averaged) minimum requirement

- Moderation activity - 6 weeks x 24 hrs = 144
- contribution towards benchmark hrs

- Research / Scholarship = 120
- **Negotiated & approved activity**

- PLEASE NOTE
- Each of these numbers is fractional

2020/21 Benchmark Hours (Trimester/Semester mixed model)

- Teaching: 25 weeks x ? hrs = ?
28 weeks x ? hrs = ?
- 24 hr / week (averaged) minimum requirement through 'normal week'
- Moderation activity - 6 weeks x ? hrs = range 90 – 144 to balance 'new model' teaching hours
- contribution towards benchmark hrs
- Research / Scholarship = 120
- **Negotiated & approved activity**

• PLEASE NOTE

• Each of these numbers is fractional

20 % of this time should be HE Registry Activities

- For a Full time member of staff this should be 24 hours.
- For 0.5 fraction this should be 12 hours.
- These are activities which contribute to the smooth running of HE:
 - Mitigating Circumstances Panel
 - Dishonest Practice Panel
 - Validation Panel
 - HE Coordinators meeting
 - Accreditation of Prior Learning

80% Negotiated Research Activity

3.1 All teaching staff with a benchmark or part of a benchmark within Higher Education are expected to make contributions to the research and scholarship profile of the Institute.

3.2 Activity must fit into one of the following:

- inform directly the teaching and learning undertaken within TEC Partnership;
- make a contribution within the artistic / research communities which the TEC Partnership supports;
- make a contribution to a body of knowledge in a subject area aligned to your teaching.

All instances of work associated with remission must have clear and measurable outcomes and impact.

- For a Full time member of staff this should be 96 hours.
- For 0.5 fraction this should be 48 hours.

The Form

The form will need to be completed in advance and sent to your CM for review:

You will be sent it by HEQA.

Please make sure you use HE04A Remission Application 2020.



2020/21 Research and Scholarly Activity Remission Form

Name	
Department	

Only bids submitted on this form can be accepted for remission for research and scholarly activity. Please complete all sections of this form.

The data gathered here will be stored by the institute for 4 years.

Part A

- Fill in Part A1 with the details of the activities from the previous year and state whether these were achieved.

Fill in Part A2 with the details of any additional activities from the previous year.

⊕ A1 - Purchased Activity

- State the number of hours purchased in the previous year.
- State what you purchased these hours for.
- State what you delivered towards these targets.
- Eg. Internal Conference, External conference, journal article published internal (sent to [hoga](#) + date sent), journal article published externally (date of evidence of submission to journal sent to [hoga](#)).
- Please note you may have delivered something different to the purchased description but the impact should be similar.

A2 - Additional Activity

Please state any activities you have conducted in addition to the purchased activities:

- Art show
- Performances
- Conference Attendance
- Conference Presentations
- Qualifications gained or parts gained eg. 60 credits towards Masters
- Professional body Membership gained or updated
- External Examiner Work
- Back to floor time spent

A3 – Reflection on Impact (500 Words)

- Please review box A1 and A2 and reflect on the impact of your activities.
- How has the activity informed your teaching?
- How has it impacted your colleagues' practice?
- Please write 500 words

Fill in Part A3
This needs to be a reflection of how your activities have informed your practice

Part B

- Your Curriculum manager will fill in this part of your form to assess the impact of your scholarship in 2019/20.

Part B – Curriculum Manager review of Research and Scholarly Activity

Please provide an assessment of the impact of the Research and Scholarly Activity carried out by the applicant in the previous year (if applicable).



Part C

- Fill in Contact details and summary.
- Commit to hours towards HE Registry after negotiating these with your CM - These should be up to 24Hours pro rata.

			Confirmation (Leave blank)
Name			
Department			
Line Manager			
Contract Details (Amount of HE Teaching)	1.0 / 0.8 / 0.5		
HEA Fellowship Status	None / Associate Fellow / Fellow / Senior Fellow		
Highest Qualification Level	Bachelors / Masters / Doctorate		
PGCE	Yes / No		
Qualifications being undertaken	Name(s) of qualification(s)		
Number of teaching hours expected			
Assessment hours claimed			
Registry	Hours Claimed (20% of Scholarship hours)		Confirmation (Leave blank)
Eg. Mitigating Circumstances	Eg. 5		
Eg. School Ethics Coordinator	Eg. 20		
Insert rows as required			
Research / Scholarship Type	Details (80% of hours for these activities)	Hours	Confirmation (Leave Blank)
	<p>Please complete this section to demonstrate:</p> <ul style="list-style-type: none"> • the area you would like to do research / scholarship in; • who will be working with you on the project; • State clearly the methodology type you are planning to use; • what form will the outcome be e.g. presentation, article, performance etc; • where will this be published and or presented; • what are the likely impacts of the project for our teaching, business, students or communities? • Please include commitment to update in Community and Practice 	Hours claimed	

- Fill in the details for your main activity
- This should be up to 96 hours pro rata
- 2 are included here but you may be applying for 1 (delete as appropriate)
- Please ensure you are clear as to what you are going to deliver
- In addition to your conference / journal / website submission ensure you include a Community and Practice scholarship update session.
- State the month you are booked in to deliver (Contact Ruth Steyert to book yourself in).

Strategic Priorities for 20/21

- 2.1 100% of HE staff will participate in and share scholarly activity which impacts their teaching by developing their professional practice and/or their discipline knowledge.
- 2.2 Within 2 years of teaching, every member of staff will be Fellows of Higher Education Academy.
- 4.4 30% of HE staff are current External Examiners and 30% deliver at regional, national or international conferences or publish within peer-reviewed journals each year.

What activities are being encouraged?

Essential:

- Commitment to a month to present at Community and Practice

Then one or more for of the following:

- Commitment to presenting at our teaching and learning conference (July 2019)
- Commitment to an article for our online journal / followed by physical
- Commitment to an article for the AoC Scholarship Framework
- Commitment to attempt publication in peer reviewed journal
- Other by negotiation
- Becoming an External Examiner Training and seeking EE role
- Completion of HEA Fellowship (with Support)

Concepts we are encouraging:

- Working in research teams from different disciplines
- Working with students as co-researchers
- Working with external agencies
- Scholarship emerging from external roles (e.g. EE or validation panel)
- Scholarship which looks at teaching and learning in your discipline
- Scholarship which looks at teaching and learning generally
- Scholarship which looks at HE generally
- Scholarship which contributes to knowledge in your discipline

FAQ / FSC (Frequently Said Comments)

- “I’m doing my Masters!”

This is great as it gives you the opportunity to plan to present or create an article inspired by one of your essays or modules but you must still produce an output.

- “What about my Fellowship?”

The reflective process in the fellowship will require in depth consideration of a part of your practice, there is an opportunity here to extend this work to an article.

- I don’t have time to do anything big.

There is no doubt that 80 hours is not enough for you to write a book etc etc. This is not the level of work expected. Some might do this as their activity, but it only attracts the same level of hours as a well designed piece of action research, alongside some student co-researchers, with the learning shared so that it impacts across your department or across HE.

Action to take

- Ensure you have outputs from 2019/20
- Discuss your ideas with your CM
- Discuss your departments needs re HE Activities (mit circs etc)
- Discuss your ideas with Nathan or David
- Fill in the form and sent to your CM before June 6th
- If you want to attend the meeting on July 6th you can
- Make sure you have booked a Community and Practice slot for next year
- Make sure you commit to an output