

SCHOLARSHIP DEVELOPMENT POLICY

Preamble

1 The University of Law's Scholarship Development Policy has been informed by the Office for Students Sector-Recognized Standards and the General Ongoing Conditions of Registration and has regard to the UK Quality Code for Higher Education. These definitive reference points for all English higher education institutions set out how academic standards are established and maintained and how excellence in the quality of learning opportunities is assured.

This policy sits within The University of Law's Quality and Standards Code, which provides a suite of policies designed to safeguard the academic standards of The University of Law and to assure the quality of learning opportunities offered; this policy should therefore be read in conjunction with other relevant policies within the code.

Introduction

2 The University of Law (the University) recognises the value of research and scholarly activity in supporting academic excellence, and aims to promote, develop and sustain scholarly activity that is consistent with the University's mission and strategic objectives.

3 Scholarly activity contributes to staff confidence, competence and development. It enhances the professional competencies of academic staff and plays a central role in the advancement of knowledge and understanding of law, legal practice and supporting pedagogy. It therefore ensures the currency of the curriculum and enhances the educational experience of its students.

4 The University aims to encourage scholarly activity that supports its strategic objectives. This policy seeks to articulate scholarly activity in the context of the University's ethos and work; outline the strategic approach to scholarship; and identify how scholarly activity is promoted, sustained, developed, monitored and evaluated.

The context of scholarly activity

5 The University is primarily a learning and teaching institution and the scholarly activity of its academic staff is one of the means by which it ensures the appropriate level of academic standards are maintained and enhanced within the range of undergraduate and postgraduate awards offered. However, scholarly activity is not only associated with professional currency and the application of research, but also the pursuit and creation of new knowledge in the fields of professional practice and pedagogy.

6 Scholarship is demonstrated through a range of scholarly activity (see below) undertaken by academic staff of the University. It is overseen and monitored by the Academic Board and supported by the relevant line manager.

7 Scholarly activity is both a contractual and professional duty. As specialists in their discipline, academic staff are expected to have knowledge of current thinking and

practice in their specialist areas and contribute to their own professional development through active scholarship. A commitment to scholarship is a joint responsibility shared by individual staff members, managers and the University. Individual staff members are encouraged to seek appropriate opportunities for scholarship both within the University and externally subject to compliance with the University's "Outside Working Policy".

8 The University undertakes to commit appropriate resources to facilitate scholarship and provides a supportive framework for its academic staff to engage in scholarly activities both within the University and externally.

Meaning of scholarly activity

9 Scholarly activity is the overarching term used to encompass a range of activities including, but not limited to:

- 9.1 engagement in approved research;
- 9.2 publication of (or contributions to) learned articles, books or conference papers;
- 9.3 participation in national professional and academic debates including participation in relevant media events;
- 9.4 the development of expert knowledge in a particular legal area, recognised at national or international level and referenced by the legal community;
- 9.5 delivery of papers or sessions at training & development events (including workshops, seminars, lectures, and conferences);
- 9.6 acting as an external examiner;
- 9.7 acting as an assessor for a Professional, Statutory and Regulatory Body;
- 9.8 active membership of a relevant external committee or group;
- 9.9 undertaking a programme that leads to a relevant qualification at Certificate, Diploma or Master's level;
- 9.10 planning and submitting an application for Fellowship of the Higher Education Academy;
- 9.11 engagement with legal practice through 'shadowing' a practitioner or as a consultant;
- 9.12 shadowing a judicial officer or holding a part-time judicial post;
- 9.13 engagement in the design of course materials (either internal or external);

- 9.14 the research and preparation for a new subject area;
- 9.15 maintaining, developing and enhancing subject area knowledge; and
- 9.16 secondment to another function within the University or to an external organisation to enhance the staff member's professional development.

10 The University strongly encourages all academic staff to be members of their relevant professional and academic associations and societies as a means of maintaining industry relevance and relationships. These may include local, national and international associations and societies. The University may also, if agreed by the Executive Board, subsidise these memberships.

Scholarship output

- 11 Scholarship output can take many forms including:
 - 11.1 publication either internally or externally of papers, articles, books or the design of courseware to enhance the learning environment;
 - 11.2 national reference of acknowledged expertise by the legal or education community;
 - 11.3 appearance in the professional or popular media (including social media) on matters relevant to the University's work or area of subject expertise;
 - 11.4 presentation at a University-wide learning and teaching forum;
 - 11.5 participation in the Scholarship Forum;
 - 11.6 participation as a presenter or facilitator for staff training; and
 - 11.7 presentation at centre-based seminars on current developments or matters of common interest.
- 12 Such outputs also provide:
 - 12.1 validation of the activities undertaken by academic staff;
 - 12.2 enhancement of the student learning experience when outputs relating to learning and teaching are disseminated;
 - 12.3 mutual support and encouragement for the development of scholarly activity among all staff;
 - 12.4 a collegiate form of mutual accountability for the quality of scholarly activity;

- 12.5 an institutionalised commitment that will ultimately become an on-going culture into which new members of staff are inducted;
- 12.6 a supportive foundation of development for early career scholars;
- 12.7 a forum in which the University's reputation and connections can be enhanced within peer organisations; and
- 12.8 the potential for media recognition for the University and its expertise.

Strategic approach and support

13 It is expected that all academic staff will be engaged in scholarly activities. Whilst this may vary in quality and quantity across academic staff levels, all staff will be supported in a manner that reflects their individual appointment level, expertise and professional development needs. In appropriate circumstances this may include financial assistance for conference attendance and further qualifications, or time allowances for participation in relevant events.

14 The University has a strategic approach to scholarly activity in order to ensure the development and maintenance of a self-critical, cohesive academic community.

15 Strategic priorities are identified by the University's Executive Board and then discussed with staff through line managers in advance of the Annual Performance and Development Review (APDR) process.

16 All academic members of staff must, as part of the APDR process, submit to their line manager a review of their scholarly activities over the year past and an annual forward plan for scholarly development. Priorities for scholarly activity are then agreed and refined annually between the member of staff and their line manager.

17 Visiting lecturers and visiting professors will be supported to the extent of their contracted time at the University. As a number of visiting lecturers and visiting professors may also be working in practice, their exposure to critical trends and developments, and their experience in their current practical experience, will comprise an excellent background from which scholarship can be developed.

18 While scholarship forms an integral part of academic staff activity, administrative and general staff members, particularly at senior levels, may, with the approval of their line manager, undertake scholarly activities. Approval for particular projects will be given with consideration of their relevance to the University's operational needs and the staff member's normal duties.

Monitoring and evaluation

19 The records of scholarly activity of members of academic staff will form the basis for discussion between the individual and line manager as part of the annual PDR process. Achievement of the stated outcomes of the individual plans for scholarly activity will be monitored through the annual PDR process.

20 A key feature of scholarly activity is the dissemination of the outcomes to colleagues or the wider academic community. During the annual PDR process any relevant dissemination methods will be agreed. In all cases, an abstract of work undertaken, which might include reference to more detailed outcomes and papers, must be provided and may be uploaded to Elite or other digital database to share across the University.

21 The impact of scholarly activity undertaken by staff will be qualitatively measured. Such measures may include external examiner reports which comment on the relevance and currency of subject areas, annual surveys, focus groups with students and the individual's contribution to curriculum development or any of the outputs referred to in paragraph 14 above. Periodic evaluative reports on the progress of scholarly activity and research will be made to the Academic Board and therefore subject to external scrutiny.

22 Responsibility for monitoring and review of the Scholarship Development Policy lies with the Vice Provost – External & Academic Development.

Version history:

Version	Amended by	Revision summary	Date
V1.0	Director: Quality and Education	Initial Draft	26/04/14
V1.1	VP (AGQS)	QA Group	14/04/14
V1.2	External Member Academic Board	External review	27/07/14
V1.3	Chair: Academic Standards Committee	Internal review	01/08/14
V1.4	VP (AGQS) Academic Registrar	Coherence	04/08/14
V1.5	Executive Management Board	Approval	13/08/14
V1.6	Academic Board	Approval	02/10/14
V1.7	Academic Registrar	Final amends	18/12/14
V1.8	Vice Provost – External & Academic Development	Review	03/02/16
V1.9	Academic Board	Approval	19/05/16
V2.0	Academic Registry	Final amends	23/05/16

V2.1	Registry Officer	Change to document coding convention	05/03/20
V2.2	Senior Quality Officer	Further naming convention clarifications	26/03/20
V2.2	Quality Assurance Team Leader	extension to term of approval of 3 years.	Oct 2021