New Lecturer Summary Document

**New Lecturer:**

**NLP Academic Adviser:**

**NLP start date: DD/MM/YY and Year of Programme:**

|  |  |  |
| --- | --- | --- |
| **Descriptor** | **Comment / Confirmation of achievement** | **Progress (over duration of NLP), including MM/YY when completed.** |
| Fellowship of HEA | Approved (confirmed by EAP) on DD/MM/YY |  |
| Teaching Observation(s) | Provide outcome (+ brief comments) and dates:  |  |
| Evidence of positive student feedback on teaching | Provide module feedback scores / programme feedback scores or equivalent: |  |
| Research, Teaching and Enterprise Workshop attendance dates | Academia, Enterprise and Innovation | Date: |  |
| Writing Successful Research Grants | Date: |  |
| Developing your Publication Strategy | Date: |  |
| Fundamentals of PhD Supervision Parts A & B | Date: |  |
| Working in the Current Research Environment | Date: |  |
| How to deliver large classes at Loughborough | Date: |  |
| Making the most of your Voice | Date: |  |
| How to be a Module Leader | Date: |  |
| How to deliver small groups at Loughborough | Date: |  |
| Assessment and Feedback (Parts A and B) | Date: |  |
| Option: | Date: |  |
| Option: | Date: |  |
| Three high quality journal publications (or equivalent) accepted | If an ‘equivalent’ publication profile has been agreed, provide details here:  |  |
| Publication 1 | full publication reference and a brief peer assessment of quality |  |
| Publication 2 | full publication reference and a brief peer assessment of quality |  |
| Publication 3 | full publication reference and a brief peer assessment of quality |  |
| Details of ‘substantial’ funding application | PI/CI\*, Title, funder, value, date submitted, decision.If CI\*, provide details of role in the project preparation |  |
| Details of co-supervision of PhD student | Student, dates, progress so far. |  |
| Details of appropriate Enterprise activities | Example activity |  |
| **Academic Adviser: Further Comments** |  |
| Collegiality |   |  |
| Teaching contribution |  |  |
| Research contribution |  |  |
| Enterprise contribution |  |  |
| Any other comments or concerns |  |  |
| Equity, Diversity and Inclusion |  |  |
| Other e.g. External Partnerships / Relationships |  |  |
| Additional Objectives |  |  |
| **End of Year 1** |
| Comments from academic adviser on overall progress ahead of annual meeting: |  | *DD/MM/YY* |
| Further comments from Dean following meeting |  | *DD/MM/YY* |
| Mandatory Training  | Bribery Briefing | Date: |  |
| Fire Safety | Date: |  |
| Information Security | Date: |  |
| Introduction to Health and Safety | Date: |  |
| Respecting Diversity | Date: |  |
| Unconscious Bias | Date: |  |
| **End of Year 2** |  | Date: |
| Comments from academic adviser on overall progress ahead of annual meeting: |  | *DD/MM/YY* |
| Further comments from Dean following meeting |  | *DD/MM/YY* |
| **End of Year 3** |
| Comments from academic adviser on overall progress ahead of annual meeting: |  | *DD/MM/YY* |
| Further comments from Dean following meeting |  | *DD/MM/YY* |