

STAFF, STUDENTS, FEES AND ASSESSMENT

4.4 STAFF

- I. Collaborative partner institutions are responsible for the appointment of staff to deliver programmes leading to University of Buckingham awards and, where necessary, terminations of appointment. Staff curricula vitae are submitted to the University of Buckingham as part of the validation of collaborative awards, and thereafter collaborative partner institutions are required to notify the University of any changes to staff involved in the delivery of the courses and to provide CVs. It is the responsibility of collaborative partner institutions to ensure that all staff employed to deliver programmes are appropriately qualified and that adequate records of all staff are maintained and are accessible to the University.

- II. In line with the University of Buckingham's Policy, academic staff employed by collaborative partner institutions are normally required to take part in 'Peer Review' of teaching. The purpose of peer review is to maintain standards, improve performance and provide credibility and enable staff to gain and demonstrate an understanding of the students' learning environment and needs. The system enables experienced staff to provide support and mentoring for less experienced staff and to identify any professional development requirements. Peer review, both as a reviewer and a reviewee, should normally take place on an annual basis and use the standard template (see 4.4.1 Peer Review of Teaching Form). Completed forms are held by the partner institution and may be required for audit.