**Academic Promotion Teaching Report**

As part of the academic promotion process, and in preparation for the 1st Faculty Promotion Committee (FPC1), Teaching Reports are required to be completed by the Head of School or appropriate School education lead for all pathway 1 & 3 cases for promotion. To ensure consistency, all reports within a School should be completed by the same individual and in reference to the [Teaching report guidance](https://www.bristol.ac.uk/hr/policies/promotion/guidance-reports.html).

**Teaching Reports must be returned to the relevant Faculty HR Team.**

Biomedical Sciences [fls-hrqueries@bristol.ac.uk](mailto:fls-hrqueries@bristol.ac.uk)

Science [sci-hrqueries@bristol.ac.uk](mailto:sci-hrqueries@bristol.ac.uk)

Health Sciences [hs-hrqueries@bristol.ac.uk](mailto:hs-hrqueries@bristol.ac.uk)

Social Sciences & Law [ssl-hrqueries@bristol.ac.uk](mailto:ssl-hrqueries@bristol.ac.uk)

Engineering [eng-hrqueries@bristol.ac.uk](mailto:eng-hrqueries@bristol.ac.uk)

Arts [arts-hrqueries@bristol.ac.uk](mailto:arts-hrqueries@bristol.ac.uk)

****

**ACADEMIC PROMOTION**

**PRO FORMA TEACHING REPORT**

|  |  |
| --- | --- |
| Candidate’s Name: |  |
| Department/School: |  |
| Faculty: | Choose an item. |
| Level of promotion sought: | Choose an item. |

**Applies to staff seeking promotion on pathway P1 and P3**

Please complete the sections as appropriate, providing clear examples to support your statements. Please take into account when providing supporting evidence under the headings the context of the level of promotion for which the individual is being considered (e.g. Senior Lecturer, Senior Teaching Fellow, Reader or Professor).

|  |
| --- |
| 1. **Leadership in the practice and theory of education in the individual’s subject area, internally and externally. This may be at institutional and/or national level.** |
|  |
| **2. Excellent performance as a teacher demonstrated by excellent peer and student evaluation reports.** |
|  |
| **3. Practice has led to highly effective student learning in the individual’s subject area over a sustained period.** |
|  |
| **4. Practice is creative and adaptable to changing circumstances, with examples of innovation that reflect national or international changes in the subject area.** |
|  |
| **5. Practice is extensively informed by a sustained, high quality contribution to discipline-based scholarly activity and/or research in teaching.** |
|  |
| **6. Practice is considered excellent with specific regard to the teaching expectations within that School.** |
|  |
| **7. Significant professional development has taken place and continues, including leadership in education that contributes to the professional development of others. (i.e. through mentoring; peer review and/or observation etc.)** |
|  |
| **8. Teaching related Administration**  An excellent teacher is likely to show effective administration in the context of teaching. This might involve:   * Taking responsibility for the overall direction of a unit/year/programme * Overseeing open days * Taking responsibility for student admissions * Liaising with central University processes on examinations and links with external examiners * Establishing information and communication systems * Managing the collection, collation, interpretation and dissemination of data (e.g. student assessments of teaching, student applications or employment) |
|  |
| **Boxes 9 & 10 should be completed for those applying for promotion on Pathway 3 only** |
| **9. Consistent Personal Development Planning (PDP).** (Pathway 3 only) |
|  |
| **10. Excellence in teaching activity beyond the University of Bristol. Evidence of National/International recognition.** (Pathway 3 only) |
|  |
| **11. Please provide any other information you feel is relevant to the case, including context relating to teaching metrics.** |
|  |

**Report provided by:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** |  | | |
| **Job Title:** |  | | |
| **Signed:** |  | **Date:** |  |
| Checking this box will be accepted instead of a signature if you are submitting this form via email | | | |