

SCHOLAR ACTIVITY ENCOURAGEMENT POLICY

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DOCUMENT HISTORY

Version	Author	Approved by	Date
1.0	Research Committee	Senate	29.04.2022
1.1	Research Committee	Senate	29.06.2022

## 1. POLICY STATEMENT

Scholarly activity can be defined as the set of activities that help in enhancing the subject knowledge, and (or) pedagogy, and promote research-led and (or) research-informed learning, teaching, and assessment practices.

Scholarly activities at British University Vietnam, hereafter BUV or University, is based on Boyer's (1990) model of scholarship that has proposed four categories of scholarship, viz. discovery, integration, application, and teaching.

The scholarship of discovery includes original research that advances knowledge. The scholarship of integration involves synthesis of information across disciplines, across topics within a discipline, and (or) across time. The scholarship of application advocates engagement of faculties and staffs within or outside the University and involves the rigour and application of disciplinary expertise with results that can be shared with and (or) evaluated by peers. The scholarship of teaching involves the systematic study of teaching and learning processes that are made available for peer review and critical assessment according to accepted standards.

This policy aims to promote a scholarly culture at BUV whereby faculty and staff will demonstrate research-led and research-informed learning, teaching, and assessment practices.

## 2. SCOPE

This policy is applicable to all activities that are recognised as scholarly activities by BUV. BUV recognises a wider set of activities as scholarly activities including, but not limited to the following:

- I. Academic research into the subject discipline and (or) pedagogy including development of any model and (or) patent, etc.
- II. Creative endeavors, performances, and literary or artistic works.
- III. Academic publications, for example, journal articles, conference proceedings, book chapters, textbooks, etc.
- IV. Academic presentations, for example, presenting or attending conferences, workshops, colloquia etc.

- V. Undertaking higher level academic studies for the purpose of expanding scholarly expertise.
- VI. Mentoring of faculty and staff.
- VII. Curriculum and (or) programme development, review and (or) approval.
- VIII. Peer review and (or) formal observation of teaching and learning.
- IX. Undertaking studies that lead to change in the University's processes, and (or) policies.
- X. External examiner duties.
- XI. Membership of professional institutions promoting excellence in higher education and (or) scholarly expertise.
- XII. Engagement with policy think tank institutions, government agencies or any other institutions being part of higher education community.

### 3. PROCEDURE

#### **Engagement with scholarly activities**

It is the responsibility of faculties and staff of BUV who are involved in the delivery of teaching, learning and assessment in higher education to promote scholarly activities in their practices. Their engagement with scholarly activities shall enhance their teaching approaches, teaching practices, and student support. Additionally, it will support their personal development.

Senior management and the Research Committee will be responsible for leading and creating opportunities for faculties and staffs to engage with scholarly activities. They will also ensure that essential processes are available at the University to support and promote engagement with scholarly activities.

#### **Dissemination of scholarly activity**

BUV supports its faculties and staffs to disseminate the outcomes of their scholarly activities through several routes including, but not limited to, the following:

- National and international conferences
- Scholarly publications
- Peer observations of learning, teaching, and assessments
- Staff meetings
- BUV official website and social media pages

- Workshops, colloquia and talk events
- Module monitoring reports (MMR)

The faculty and staffs of BUV shall discuss their interest and (or) seek any guidance from the Research Committee for choosing a suitable route to disseminate their scholarly activities.

### **Recognition of scholarly activity**

BUV has had a 'Consultancy and External Engagement Policy' in place that encourages the faculty and staff of BUV to undertake consultancy and external work with industry, organisations, government, and community so that the research capability of faculty and staff is enhanced. In addition, there is provision for recognising the research works of the faculty and staff of BUV in their annual performance review and through the 'Vice-Chancellor's and Dean's Research Awards'. Research work of faculty and staff are also given a workhours weight in the annual workload plan as shown in the Teaching Load Policy. BUV also encourages its faculty and staff to join courses that enhance their learning and teaching skills in higher education and will provide financial support for this. BUV also reimburses the membership fee of professional institution in higher education such as Advance HE for its faculty and staff.

To benefit from these provisions, the faculty, and staff of BUV shall discuss their interest with and seek support from the line manager(s) within the framework of the governing policies.

For any research project or scholarly activity that requires funding, the individual or group members may submit a proposal to the Research Committee for any financial support.

### **Engaging students in research**

BUV is committed to design courses that include research and inquiry led by students and facilitated and supported by faculty and staff. Such practices are expected to enhance students' learning experience and their engagement with scholarly activities. BUV also promotes collaborative research between faculties and staffs, and students.

#### 4. ADVANCE HE FELLOWSHIP

BUV encourages and supports all its faculty and staff to apply for Advance HE Fellowship that recognises the individual's practice, impact and leadership in teaching and learning in higher education against descriptor(s) of the UK Professional Standards Framework (UKPSF).

Advance HE awards four different categories of Fellowship: Associate Fellowship (AFHEA), Fellowship (FHEA), Senior Fellowship (SFHEA), and Principal Fellowship (PFHEA) based on evidence of personal professional practice which meets the requirements of one of the four Descriptors of the UK Professional Standards Framework (UKPSF).

BUV will provide training and mentorship opportunities to its faculty and staff about the Advance HE Fellowship application process.

#### 5. EVALUATION AND REVIEW

BUV will monitor key indicators to evaluate the success of its commitment to scholarly activity practices at BUV. These may include, but are not limited to:

- Number of annual academic publications and presentations
- Student satisfaction surveys
- Peer observation feedback
- External Examiners' feedback
- University Partners' feedback
- Student performance analytics
- Programme monitoring reports

BUV will review the effectiveness of these indicators through the standard review process in place for these indicators.