

# Higher Education Professionals Reading Group

## Terms of Reference

### Background

A Higher Education Professionals Reading Group was formally established in Autumn 2021 by Liz Wainwright and Chiara Singh to have a reflective space for staff to discuss the most recent findings and articles in the HE Sector. It is also a forum for staff to build networks, learn about other areas of work and how they relate to one another and to provide an opportunity to practice critical thinking.

### Purpose

This reading group exists to:

- To facilitate debate, critical analysis and to keep up to date with current thinking and issues within the HE sector.
- To share reflective practice frameworks and their implementation for deeper thinking.
- To expand professional networks across the institution and HE sector.
- To raise awareness of current issues effecting the HE sector and similar challenges that HEI's face.
- To share good practice and ways of working.
- To engage colleagues in areas of policy outside of their remit and areas of expertise.
- Facilitate discussion around potential problems upcoming in changes to policy or practice and investigate pathways to solutions.
- Develop the skills and knowledge of PS staff whilst engaging in a social and collaborative group.
- A Continued Professional Development activity for PS Staff who do not have an official career pathway.

### Organisational Membership

- Co-Chair: Liz Wainwright, School of Maths
- Co-Chair: Chiara Singh, Jean Golding Institute
- Membership: Anyone from Professional Services across the university and beyond.

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The primary purpose of the group is to improve the experience of professional service staff, through networking and learning opportunities whilst increasing knowledge of the HE sector. This group also aims to support those completing qualifications that require critical thinking.

To achieve this the group will:

1. Meet virtually via Zoom, at least 3 times a year.
2. If the group meeting has over 5 members, splitting into breakout groups is recommended for more in-depth discussion.
3. Continue communicating with colleagues from the University of Bristol and beyond regarding issues raised in journals such as Perspectives/Development Monthly Bulletin.
4. To compliment Continued Professional Development activities.
5. To provide a welcoming and non-judgemental space for Professional Service Staff to share experiences, network and support one another.

If you have any feedback, please email: [liz.wainwright@bristol.ac.uk](mailto:liz.wainwright@bristol.ac.uk) or [chiara.singh@bristol.ac.uk](mailto:chiara.singh@bristol.ac.uk)