



## **All Staff Progress Update - Personal Development Review (PDR)**

A comprehensive review of Appraisal has taken place since January 2019, co-ordinated by the Appraisal and Academic Career Pathway Group (AACPG) and supported by an Appraisal Sub-Group. Led by Professor Richard English, the groups were tasked with creating a new framework that includes a revised approach to Appraisal and connected academic progression processes. The new process will be called Personal Development Review (PDR) and will be supported by a new Academic Progression Policy which incorporates Confirmation in Post, Academic Promotion and Professorial Salary Review. Both Policies will launch on 4 November 2019.

We want to ensure that all staff feel confident and equipped to make the transition from Appraisal to PDR. Below is a timeline detailing the engagement and support available for staff in the run up to launch day:

- In September and October, we will work with senior leaders throughout the University to brief them on the changes within PDR. Given their role in gathering the feedback which informed the review process, the Staff Forum will also be updated.
- A Communications Pack will be shared with senior leaders to enable them to brief their teams once PDR launches.
- PDR Information Stands will be available across Campus during PDR Launch Week (4-8 November), providing an opportunity for all staff to attend and have their questions answered by a dedicated team from People and Culture.
- Guidance Booklets will be distributed to all staff during launch week and our new webpages will go live on 4 November. These resources contain all of the information you need to carry out and/or participate in PDR.
- A comprehensive learning and development programme will launch on 4 November including PDR Skills Sessions for Reviewers and Reviewees. This will then take place on an ongoing basis as part of the core Learning and Development offer.
- For academic colleagues, briefing sessions on Academic Progression (which combines Confirmation in Post, Academic Promotion and Professorial Salary Review) will run from mid-December to mid-January within each Faculty to support the smooth transition to this new approach.

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