

Access AWDM via the Deputy President and Registrar's Webpage: <https://www.ucc.ie/en/awdm/>

**2018 Collection Period Launching March 2018**

AWDM-FEC Academic Advisory Group: The Academic Advisory Group for Academic Work Distribution – Full Economic Costing (AWDM-FEC) has been formed (via UMTO approval) as a collegial group to work with Heads of Academic Unit and academic staff in using the AWDM-FEC Framework; whilst ensuring the implementation and operation of the framework is compatible with the needs of the academic community.

#### Uses of AWDM-FEC Data:

- Forward planning and mapping of the distribution of academic activity at academic unit level;
- Costing academic activity data;
- Creation of a Unit Summary of academic activity to inform local discussion on academic activity;
- Reference to local, College and University AWDM-FEC norms;
- Mapping of trends in AWDM-FEC against student and human resource data to aid proposals e.g. funding, human resourcing etc.;
- Support of individual and School applications for accreditation;
- Submission to Professional Body in evidence of activity;
- University reporting to internal and external stakeholders (non-personalised summative data) e.g. Academic Council, GB/UMTO, HEA, IUA.

#### What AWDM-FEC Data is Not to be used for:

- Individual employment related decisions;
- Promotion decision making;
- Performance and Development Reviews.

*Your record of AWDM-FEC forms will be kept on the electronic platform for 4 years in line with Data Protection Guidelines and the University's Archival Policy.*

#### Terms of Reference of the AWDM-FEC Academic Advisory Group:

1. Supporting Heads of Academic Unit and the academic community in the implementation and on-going operation of the AWDM-FEC Framework in line with stakeholder needs;
2. Communicating via an annual report to Academic Council relating to the relevant collection period each year and assisting Heads in the dissemination and optimal use of AWDM-FEC data for local work activity planning;
3. Collaborating with key stakeholders in addressing AWDM-FEC matters as they arise;
4. Developing the AWDM-FEC Framework and related software platform in line with University needs.

#### I have a Question – Who do I contact?

If you have a query in relation to AWDM-FEC you can liaise with your College representative who sits on the AWDM-FEC Academic Advisory Group:

Prof. Eileen Savage (M&H)  
Prof. Thia Hennessey (B&L)  
Prof. Sarah Culloty (SEFS)  
Dr. Stiofan O Cadhla (CACSS)

Helpdesk [academicworkload@ucc.ie](mailto:academicworkload@ucc.ie)