



PROFESSIONAL DEVELOPMENT OF ACADEMIC STAFF POLICY

Purpose

This policy describes the principles guiding the approach to the professional development of academic staff at the Australian Institute of Business (AIB). Procedures for implementation of professional development of academic staff will observe the principles of this policy.

Scope

This policy applies to academic staff at AIB employed on permanent, fixed term and casual/sessional basis.

Definitions

Unless otherwise defined in this document, all capitalised terms are defined in the [glossary](#).

Policy

AIB is committed to enabling the continuing development of academic staff to support the design and delivery of contemporary curricula, informed by contemporary theory and best practice. The principles informing AIB support for professional development are:

- a) Professional development serves institutional (alignment with AIB's strategic goals) as well as individual interests (support for individual staff's professional and career development).
- b) It is a requirement of staff to undertake regular professional development and an obligation of AIB to ensure its provision and provide support for participation.
- c) Professional development will be made available in multiple modes, as appropriate, including online, face-to-face and blended delivery
- d) Professional development will be made available both internally through seminars, workshops and sharing of best practice, as well as through access to external programs such as workshops, short courses, seminars, formal study that may be customised as necessary and appropriate.
- e) Engagement in the scholarship of teaching and learning is supported in the interests of both students and staff.
- f) Conference and research leave will be supported by AIB, with the expectation that staff will contribute to the relevant field of study and share their findings with AIB colleagues through the Seminar Series.
- g) AIB will monitor and report on professional development activities and outcomes.
- h) AIB will review annually the provision of internal and external professional development support for continuing and casual academic staff.
- i) The Heads of Discipline and Academic Dean are responsible for ensuring that staff are provided with appropriate opportunities for professional development and are aware of the formal application process.
- j) The Heads of Discipline and the Academic Dean ensure that professional development is included in regular performance review discussions.

Related policies and procedures:

Academic Appointments and Academic Promotions Policy (internal)
Academic Freedom and Free Intellectual Inquiry
Evaluation of Teaching
Process for Conference Funding/Leave (internal)
Privacy Policy
Research and Scholarship Policy
Staff Study Assistance Policy (internal)

Responsibility:

Academic Dean

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