ACADEMIC SCHOLARSHIP POLICY

PURPOSE

This document articulates CG Spectrum Institute's (CGSI) commitment to the development of a culture of academic scholarship and outlines the policy and responsibilities for the facilitation of academic scholarship.

SCOPE

This policy applies to all CGSI's governance committees and CGSI academic staff (including contracted academic staff).

DEFINITIONS

Academic Scholarship means *'making a contribution to and maintaining a knowledge of current and emerging developments in a field, and transmission of this knowledge through effective, contemporary approaches to teaching and learning'*.

In practice, this means developing and encouraging a scholarly approach to teaching and learning, and ensuring the currency of academic teaching staff's knowledge and skills in teaching and learning, and in their academic discipline.

In addition, the use of 'Scholarship' in CGSI's *Strategic, Business* and *Teaching and Learning Plans*, and throughout CGSI's higher education policies and procedures, carries the full import of the concept embedded in the Higher Education Standards Framework.

Organisational support means academic teaching staff members are allocated time and/or financial support for activities that support scholarship as a component of their annual workload. This may also include study leave.

The Scholarly and Professional Development Plan means the annual plan developed by the Dean Learning and Teaching and endorsed by the Academic Board, which details CGSI's encouragement and support for scholarship. It includes the specific focus of curriculum days, support for participation in conferences, any allowances for study leave, and the funding allocated for each activity.

RESPONSIBILITIES

The Academic Board is delegated responsibility by the Board of Directors for the academic governance and leadership of CGSI. The Academic Board is responsible for fostering and enhancing a culture of scholarship at CGSI, and for considering and endorsing the scholarly activities undertaken by academic staff. The Academic Board also considers and advises CGSI's management about the priorities for the annual Professional Development Plan.

The Academic Board delegates responsibility for *'assessing the impact of teaching on students' learning experiences'* to the Teaching and Learning Committee. Review of 'Scholarly Activity' is a standing agenda item for this committee.

The Academic Board delegates responsibility for ensuring that *'the content and learning activities of a course of study engage with advanced knowledge and inquiry'* to the Course Advisory Committee.

The CEO is responsible for ensuring that adequate funding is allocated within annual operational budgets to support the systematic approach to academic leadership, scholarship and the implementation of professional development for CGSI's academic teaching staff.

The Executive Dean leads academic scholarship across the organisation with respect to:

- quality of teaching and learning;
- policy review;
- completing annual performance reviews of academic teaching staff;
- providing the Academic Board with regular updates on scholarship and academic endeavours across the institution.

The Dean Learning and Teaching contributes to academic scholarship within CGSI by:

- nurturing a collegial and scholarly environment for academic staff;
- maintaining the Professional Learning Register;
- coordinating and supporting academic teaching staff professional development; and
- reviewing and discussing the scholarly activities of academic teaching staff at the conclusion of each year.

Academic teaching staff members are required to be active in scholarship, and are responsible for maintaining up to date records of their approved scholarly activities.

All members of the CGSI community have a responsibility to contribute to a culture of learning and intellectual inquiry within the institution.

POLICY

1. Academic excellence and integrity, and free intellectual inquiry and expression, are core values of CGSI. This is reinforced by *CGSI's Strategic, Business* and *Teaching and Learning Plans.*

2. Intellectual inquiry which explores or leads to continuous improvement in Teaching and Learning is highly valued at CGSI. This includes scholarly activities such as:

   - course design, development, evaluation and review;
   - developing, implementing and reviewing the *Teaching and Learning Plan;*
   - developing and encouraging a scholarly approach to teaching and learning;
   - ensuring the currency of academic teachers' knowledge and skills in teaching and learning, as well as their academic discipline;
   - developing, implementing and reviewing the *Staff Professional Development Plan*, which details specific initiatives for academic staff development and promotion of scholarship, the focus of 'Curriculum Days', support for staff

participation in relevant conferences and in-service sessions, and the organisational support and / or funding allocated for each activity; and

- the annual Staff Performance Management process, which includes discussion of scholarship and reviews of the scholarly activity of individual academic staff members.

In addition, Scholarship in Teaching and Learning is encouraged at CGSI by organisational support for staff who:

- develop new and innovative curricula;
- incorporate new knowledge or new technology into existing courses;
- lead seminars on innovative teaching and learning initiatives at Faculty meetings or beyond within the broader industry or academic community; and/or
- are engaged in other relevant scholarly activities approved and supported by the Academic Board.

All CGSI staff members are committed to '*a culture of continuing scholarship'* across the entire organisation. The Scholarship of Application is encouraged by organisational and / or financial support for academic staff who are:

- developing and publishing relevant text books and/or educational software;
- writing scholarly articles for publication in academic journals;
- active members engaged in the activities and committees of relevant professional associations; and
- engaged in other relevant scholarly activities approved and supported by the Academic Board.

The Scholarship of Integration is cultivated at CGSI by organisational support for academic staff who are:

- leading multidisciplinary professional development activities both within and external to the organisation;
- participating in formal institutional benchmarking activities; and/or
- engaged in other relevant scholarly activities approved and supported by the Academic Board.

CGSI is fundamentally a teaching institution. However, the organisation encourages the Scholarship of Discovery by supporting its ongoing academic staff who are engaged in:

- scholarship relevant to a specific CGSI program, or an aspect of teaching and learning related to a particular CGSI student cohort (for example, 'challenges for mature-age students', 'ethical issues in course content');
- undertaking higher level qualifications in relevant disciplines and fields of education; and
- other relevant scholarly activities approved and supported by the Academic Board.

The requirement to be engaged in scholarly activities is specified in employment contracts and the position description and accountability statements of all academic staff.
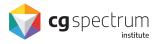
- Contracted academic staff are supported to participate in scholarly activities conducted internally only (this includes payment for attending internal professional development activities and other meetings to discuss scholarship initiatives across the institution)
- The Dean Learning and Teaching reports annually to the Academic Board on scholarship and academic endeavours across the institution.
- The Academic Board may choose to present an annual award to a CGSI academic staff member who it determines has made an outstanding contribution to 'Scholarship' at CGSI.

RELATED
Quality Assurance Framework
Academic Scholarship Procedure
Assessment and Moderation Policy
Assessment and Moderation Procedure
Course Design Development and Approval Policy
Course Design Development and Approval Procedure
Course Evaluation and Review Policy
Course Evaluation and Review Procedure
Benchmarking Policy
Benchmarking Procedure
Learning and Teaching Plan
Scholarly and Professional Development Plan

Version Control

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| V3 | Edits required to reflect organisational structure and move to fully online delivery. | V3 was approved: 24 Feb, 2020. |
| V2.1 | Minor edits and logo | |