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## POLICY A1.2

# SCHOLARLY ACTIVITY AND PROFESSIONAL DEVELOPMENT

## 1.0 INTRODUCTION

### 1.1 Context

The AIM Business School (ABS) is committed to nurturing a culture of scholarship and professional development throughout the academic staff of the School.

As stated in the Freedom of Intellectual Inquiry and Expression Policy ABS expects its academic staff to exhibit a strong commitment to scholarship and the professional development expectations of their academic disciplines. The pursuit of knowledge through intellectual inquiry and professional development is highly valued as a mark of institutional excellence.

Scholarship and professional development is expected to be demonstrated through a range of activity undertaken by the ABS's academic staff and is overseen by the ABS Academic Board and supported by the Executive Director Academic Manager and Executive Director, ABS.

A commitment to scholarship and professional development is a joint responsibility shared by individual staff members, managers and supervisors, and ABS. Individual staff members are encouraged to seek appropriate opportunities for scholarship and professional development both within the ABS and externally.

### 1.2 Purpose

The Scholarly Activity and Professional Development Policy specifies the principles for engaging in scholarship and professional development that are directly relevant to informing both the content and methods of teaching at ABS. This policy provides a framework for the planning, approval, resourcing, review, and integration of scholarly activities for ABS's operations.

The requirements for scholarship have been set and approved by the ABS Academic Board. These requirements ensure the integrity, currency, and relevance of ABS courses by providing that its academic staff have an informed and advanced understanding of relevant disciplines and how they are taught, learned, and applied in practice. This policy should be read in conjunction with the Scholarly Activity and Professional Development Procedure.

### 1.3 Scope

This policy applies to all academic staff of ABS and its third-party partners involved in scholarly and professional development activity irrespective of employment status, location, activity or premises.

### 1.4 Scope Exceptions

None.

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## 2.0 RESPONSIBILITIES

1. The ABS Academic Board:
  - approves the Scholarly Activity and Professional Development Policy and associated procedures;
  - oversee ethical conduct and responsible practice in learning, teaching and scholarship;
  - approves plans, budgets and strategies relating to scholarship and professional development and the creation of an institutional climate of scholarship; and
  - receives reports about scholarly and professional development activities.
2. The Teaching and Learning Committee is responsible for implementing, monitoring, and making recommendations for improvement on, scholarship and associated professional development plans, budget, and strategies.
3. The Executive Director, ABS or nominee is responsible for:
  - developing strategies to support and sustain scholarship and professional development, both at the institutional level and at the level of individual staff;
  - making appropriate financial support available for scholarly and professional development activities;
  - promoting opportunities for engaging in scholarly and professional development activity; and
  - organising institutional activities to support scholarship.
4. The Executive Director, ABS will ensure scholarly and professional development activities are regularly discussed as part of an academic staff member's performance review and professional development plan.
5. Academic staff are responsible for:
  - demonstrating a commitment to engaging in scholarly and professional development activity;
  - identifying and pursuing scholarship and professional development opportunities which are provided to them; and
  - exploring improved disciplinary and teaching practice developments and using that knowledge to improve their learning and teaching practice.

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## 3.0 POLICY

### 3.1 Policy Statement

1. ABS is committed to supporting, promoting, and rewarding ongoing engagement in scholarly and professional development activity by all academic staff.
2. All academic staff are expected to engage in scholarship and professional development activities that inform their teaching, contribute to the design and delivery of ABS courses and contribute to their discipline.
3. ABS is committed to ensuring that Academic Staff hold a relevant qualification at least one AQF level higher than the course they teach or have equivalent professional experience. Where necessary, academic staff will be required to engage in professional development activities which assist in obtaining the requisite qualification.

### 3.2 Principles

ABS is committed to the following principles that underpin this policy:

1. All academic staff are abreast with developments in relevant disciplines, in professional practice, and in learning and teaching practices to build capacity for ABS's current, emerging, and future educational needs.
2. Scholarly and professional development activities are directly related to the disciplines or field of education taught associated with ABS courses or to the design, delivery, or evaluation of those courses.
3. All academic staff are encouraged, supported, and adequately resourced to undertake scholarly activities.
4. Scholarly and professional development activities are managed appropriately, taking into account academic staff workloads which are assessed against position requirements, student accessibility hours and are discussed as part of induction and performance review meetings.
5. Scholarship and professional development outcomes undertaken by academic staff are adequately shared, integrated into ABS's operations, reported and recognised.

## 4.0 DEFINITIONS

- **Scholarship** - a subset of professional development and is concerned with advances in knowledge and includes activities undertaken by academic staff related to gaining new or improved understanding, appreciation, and insights in the field of teaching and learning and disciplinary knowledge.
- **Professional Development** - a broad range of activities undertaken by academic staff such as enrolling in approved courses, reading, attendance at seminars or conferences and similar activities that improve their development as academic staff members.
- **Student** - Refers to domestic and international ABS students.

## 5.0 REFERENCES AND ASSOCIATED INFORMATION

- ABS Scholarly Activity and Professional Development Procedure
- Workforce Plan
- Scholarly Activity and Professional Development Plan
- Teaching and Learning Plan

## 6.0 POLICY OWNERSHIP

Policy Owner	Academic Manager
Status	Reviewed May 2024
Approval Authority	ABS Academic Board
Date of Approval	25 June 2024
Effective Date	2 July 2024
Implementation Owner	Executive Director, ABS
Maintenance Owner	Head of Compliance
Review Due	May 2027
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## 7.0 AMENDMENTS

Version	Amendment Approval (Date)	Amendment Made By (Position)	Amendment Details
A1.0	22 June 2021	Academic Board	New Policy
A1.1	13 March 2023	Head of Compliance	Minor administrative change: update to staff titles.
A1.2	25 June 2024	Academic Manager	Update to staffing titles.