

Academic Qualifications and Equivalent Professional Experience Policy

1. Purpose

EIA recognises the value of a diverse workforce and supports the equity, induction and supervision needs of its staff.

EIA is committed to delivering teaching and learning that engages with advanced knowledge and inquiry. To this end EIA recognises the value of supporting the scholarly activities of academic staff and professional development that informs their teaching.

Academic staff is employed on the basis of their recognised qualifications and/or their ability to meet professional equivalency requirements. These requirements establish appropriate standards for teaching roles.

This policy complies with the Higher Education Standards Framework (Threshold Standards) HESF 2015 in the Tertiary Education Quality and Standards Agency Act 2011 by the Commonwealth of Australia, specifically to Section 3.2.

2. Scope

This policy applies to all academic staff (employees and contractors) teaching or assessing units in accredited higher education courses at EIA.

Academic staff includes the Academic Director, Course Coordinator, Unit Coordinator, Lecturers and Tutors.

3. Responsibility

The Academic Board is responsible for maintaining the implementation of this policy.

The Executive Manager of Operations and the Academic Director are responsible for maintaining, reviewing and implementing this policy.

4. Standard requirements

Academic staff teaching into a course must hold a qualification one AQF level higher than the course of study being taught.

Academic staff is required to:

- be properly qualified in the relevant teaching discipline or have the equivalent relevant professional experience and/or practice-based expertise
- have a solid understanding of current scholarship and/or professional practice in the discipline being taught
- use their pedagogical skills and knowledge of adult learning principles as applicable to engage students in intellectual inquiry at the appropriate AQF level.

5. Equivalency requirements

- 5.1 EIA recognises professional standards and the fact that certain academic disciplines require a combination of registration, industry-based experience and qualifications to engage in professional practice.
- 5.2 Academic staff who do not meet the qualification requirements must provide evidence of professional equivalency.
- 5.3 Relevant professional and industry experience must be equivalent to one AQF level above the course being taught.
- 5.4 To be recruited into a teaching role, staff must satisfy at least one bulleted criterion in the table below. Qualifications and equivalence should relate to the unit(s) being delivered.

Table 1: AQF+1 criteria

AQF minimal level 8	Practice-based equivalence criteria	Professional experience equivalence criteria
<ul style="list-style-type: none"> ● Bachelor Honours Degree ● Graduate Certificate ● Graduate Diploma 	<ul style="list-style-type: none"> ● AQF level 7 qualification plus current teaching registration ● AQF level 7 qualification with a current professional designation ● Total of 8 years' experience in a discipline-related role within the last 10 years 	<ul style="list-style-type: none"> ● AQF level 7 qualification plus 5 years teaching similar units at a tertiary level ● 8 years' of discipline-related research experience within the last 10 years ● Current enrolment in and completion of at least two-thirds of a relevant AQF level 9 qualification plus 3 years' relevant experience (teaching, research and/or practice-based) within the last 8 years

6 Exceptions

- 6.1 Exceptions may be made to staff members at the discretion and with the approval of both the Academic Director and the Academic Board
- 6.2 Any prospective staff seeking an exemption from EIA's requirement must submit a written request, outlining their case. The request should include relevant information and valid examples that show their competency to teach.

7 Recognition of professional designations

- 7.1 EIA recognises professional designations when assessing the academic's staff qualification and professional equivalence.

7.2 Recognition of professional designations are as follows:

- Current registration as a Fellow of the Australian Marketing Institute (FAMI CPM)
- Current registration as a Fellow of the Australian Institute of Management (FAIM)
- Current registration as a Fellow of other professional bodies related to the field(s) of study being delivered.

8 Implementation

8.1 The Academic Board will approve academic qualifications, assess professional equivalence levels, and maintain approval/assessment records for all staff members.

8.2 Assessment and approval processes will comply with this policy and the AQF level standards.

8.3 The Academic Director is responsible for the implementation and administration of this policy in accordance with the AQF and Threshold Standards.

8.4 The Academic Board is responsible for the on-going monitoring and review of this policy.

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