

Continuous Development Policy of IQY Technical College-Australia

A continuous development policy in IQY Technical College (Australia) context typically refers to a framework that supports ongoing professional growth for staff, particularly academic staff, to enhance the student experience and maintain high standards of teaching and assessment. This policy usually outlines the importance of professional development activities, sets expectations for participation, and details how these activities are supported and evaluated.

The followings are the key aspects of a continuous development policy for a IQY Technical College (Australia):

Purpose:

- **Enhance the student experience:**

By ensuring academic staff are up-to-date with the latest knowledge, teaching methodologies, and assessment practices, the IQY Technical College (Australia) aims to improve the quality of education provided to students.

- **Support academic staff:**

The policy provides a framework for staff to maintain and improve their professional expertise, fostering career development and job satisfaction.

- **Maintain high standards:**

Continuous development ensures that the IQY Technical College (Australia)'s academic programs and teaching practices meet or exceed industry standards and expectations.

Key Components:

- **CPD Activities:**

The policy usually specifies the types of activities that are considered valid for continuous professional development. These may include formal courses, conferences, workshops, research, peer reviews, mentoring, and online learning.

- **Minimum Requirements:**

IQY Technical College (Australia) may set minimum requirements for the number of CPD hours or activities that staff are expected to complete within a given period (e.g., annually or over a three-year cycle).

- **Alignment with Strategic Goals:**

The policy should align with the IQY Technical College (Australia)'s overall strategic plan and goals, ensuring that professional development activities support the institution's mission and objectives.

- **Support and Resources:**

The IQY Technical College (Australia) should provide resources and support for staff to undertake CPD activities, such as funding, time release, and access to relevant training materials.

- **Evaluation and Reporting:**

The policy should outline how staff track and report their CPD activities, and how these activities are evaluated to ensure they are contributing to professional growth and improved teaching practices.

- **Individual Development Plans:**

Many IQY Technical College (Australia)s encourage staff to create individual development plans that outline their learning goals and how they will achieve them through CPD activities.

Benefits:

- **Improved teaching and assessment practices:**

Staff become more effective and knowledgeable in their areas of expertise, leading to improved student learning outcomes.

- **Increased staff engagement and motivation:**

When staff feel supported in their professional development, they are more likely to be engaged and motivated in their work.

- **Enhanced institutional reputation:**

IQY Technical College (Australia)s that prioritize continuous professional development are often seen as leaders in their field, attracting high-quality staff and students.

By implementing a comprehensive continuous development policy, IQY Technical College (Australia)s can create a culture of learning and growth that benefits both staff and students.

Action Plan

1/Continuous Development on Training and Assessment System

Regularly perform the continuous improvement on training and assessment system of IQY Technical College Australia by referring the guidelines in the following documents.

- ACER – Learner Questionnaire
- AQTF_EmployerQuestionnaireEQ_004
- AQTF_EmployerSurveyGuide
- AQTF_EmployerSurveyGuide

2/ Continuing Professional Development

Any of the following activities to be done for CPD

- Formal education* includes formal classroom, distance education/ online delivery and short courses and usually involves some form of assessment.
- Learning activities include recognised and structured training that does not form part of a formal award or accreditation process and generally does not involve structured assessment. They may include non-assessed courses offered by educational institutions, professional bodies or the University (delivered face-to-face, distance or online), or attendance at professional events such as professional network forums.
- Conferences or Seminars where the content relates to the employee's career or profession.
- Presentation of Papers. CPD may be recognised for preparation and presentation of papers at conferences, symposia and seminars that are conducted beyond normal employment expectations and where it extends the employee's professional knowledge and capabilities. Note that it is normally expected that Academic staff would prepare and present conference papers as part of their normal work.

- Industry involvement may involve activities such as consulting services, industry partnership or supervision in research, industry site visits, or participation in industry committees.
- Service to the profession** may include contribution or service which is beyond normal employment expectations. Activities include being a member of a professional board or committee, volunteering as a convenor of a professional forum or special interest group, judging or assessing professional excellence awards, acting as an assessor on a state or national accreditation committee, participating in a professional bodies' mentor program, writing articles for professional or business magazines or journals, participation in research related to the profession.
- Informal self-directed learning includes on-line training, CDs, DVDs, reading professional books, journals or articles, participating in discussion groups, web forums, etc.
- School or Organisational Unit activities include participation in internal training and development sessions, research or other educational seminars organised by the School or Unit, School or Unit planning meetings, retreats, or team development activities.

Digital folders are created for recording the following continuous tasks.

- Continuous improvement register
- Course evaluation results
- Staff feedback evidence
- Surveys