



## ACADEMIC EMPLOYEES QUALIFICATIONS POLICY

### 1. Purpose

This policy ensures AFTRS meets the staffing obligations as specified by the Higher Education Standards Framework (Threshold Standards) 2015 through stating the qualifications criteria academic employees (see **Scope**) are required to meet, and establishing how equivalence is determined for employees qualifying to teach through professional experience.

### 2. Scope

This policy applies to Award Course Division employees who hold teaching positions, positions with a responsibility for academic oversight, or those responsible for supervising academic employees or for supervising award course programs (academic employees).

### 3. Policy Statement

In order to meet the obligations of the Threshold Standards, academic employees are required to hold a qualification in a relevant discipline at one AQF level higher than is awarded to the highest AQF level course of study they supervise or teach (AQF+ 1). Academic employees who do not hold such a qualification can establish equivalence through relevant academic, professional and/or practice-based experience and/or expertise.

In accordance with the Threshold Standards, there are three criteria by which academic employees can be determined as appropriately qualified:

CRITERIA 1:	CRITERIA 2:	CRITERIA 3:
<i>The person holds qualification at one level higher than the AQF level being taught.</i>	<i>The person holds a qualification at the same level as being taught and <b>at least two</b> of the requirements A, B, C, D, E, and F as described below:</i>	<i>The person meets <b>at least three</b> of the following requirements (A, B, C, D, E, and F) if teaching into an undergraduate course or five requirements if teaching into a postgraduate course:</i>
<b>Doctoral Degree/ Masters Degree</b> – person holds doctoral qualification or higher  <b>Graduate Diploma/ Graduate Certificate</b> – person holds a Masters-level qualification or higher  <b>Bachelor</b> – person holds a Graduate Diploma/Graduate	<b>A.</b> The person is currently enrolled in a course of study which will allow them to meet the AQF+1 criteria  <b>B.</b> The person is currently employed professionally in the area in which they teach  <u>Evidence of Professional Experience</u> Production credits on a project with national or international distribution/broadcast within the past 25 months  <b>OR</b> For experimental work or work in emerging technologies, production credits on a project which has	<b>A.</b> The person is currently enrolled in a course of study which will qualify them at the AQF level into which they are teaching.  <b>B.</b> The person is currently employed professionally in the area in which they teach.  <u>Evidence of Professional Experience</u> Production credits on a project with national or international distribution/broadcast within the past 25 months.  <b>OR</b> For experimental work or work in emerging technologies, production credits on a project which has received

<p>Certificate-level qualification or higher</p> <p><b>Diploma/ Advanced Diploma</b> – person holds a Bachelor Degree or higher</p>	<p>received competitive grant funding, is recognised by a significant curatorial authority or nominated for an industry award within the past 25 months</p> <p style="text-align: center;"><b>OR</b></p> <p>The person has performed a significant consulting role on a project meeting one of the above criteria (or for a major broadcaster) within the past 12 months</p>	<p>competitive grant funding, is recognised by a significant curatorial authority or nominated for an industry award within the past 25 months.</p> <p style="text-align: center;"><b>OR</b></p> <p>The person has performed a significant consulting role on a project meeting one of the above criteria (or for a major broadcaster) within the past 12 months.</p>
	<p><b>C.</b> The person has an established industry profile of professional employment for a period of five years or more</p> <p><u>Evidence of Professional Experience</u> Person has professional credits on at least five film or broadcast projects with significant national or international distribution or broadcast, including at least one credit at Head of Department level or equivalent</p>	<p><b>C.</b> The person has an established industry profile of professional employment for a period of five years or more.</p> <p><u>Evidence of Professional Experience</u> Person has professional credits on at least five film or broadcast projects with significant national or international distribution or broadcast, including at least one credit at Head of Department level or equivalent.</p>
	<p><b>D.</b> The person has an active research profile in their discipline</p> <p><u>Evidence of Professional Experience</u> Three peer-reviewed publications (journal articles, book chapters, conference papers) in the past five years</p> <p style="text-align: center;"><b>OR</b></p> <p>Five other relevant publications of over 500 words with wide distribution in the past five years</p>	<p><b>D.</b> The person has an active research profile in their discipline.</p> <p><u>Evidence of Professional Experience</u> Three peer-reviewed publications (journal articles, book chapters, conference papers) in the past five years.</p> <p style="text-align: center;"><b>OR</b></p> <p>Five other relevant publications of over 500 words with wide distribution in the past five years.</p>
	<p><b>E.</b> The person is active in pedagogical practice, research and industry training</p> <p><u>Evidence of Professional Experience</u> The person has led industry training or professional development programs, has performed on-the-job training, or has supervised apprentices or cadets.</p> <p style="text-align: center;"><b>OR</b></p> <p>The person has been a participating researcher or consultant for a project relating to creative arts/broadcast education in the past</p>	<p><b>E.</b> The person is active in pedagogical practice, research and industry training</p> <p><u>Evidence of Professional Experience</u> The person has led industry training or professional development programs, has performed on-the-job training, or has supervised apprentices or cadets.</p> <p style="text-align: center;"><b>OR</b></p> <p>The employee has been a participating researcher or consultant for a project relating to creative arts/broadcast education in the past 25 months.</p> <p style="text-align: center;"><b>OR</b></p> <p>The employee has an ongoing</p>

	<p>24 months</p> <p style="text-align: center;"><b>OR</b></p> <p>The employee has an ongoing responsibility for planning professional development events for an industry group</p> <p style="text-align: center;"><b>OR</b></p> <p>The employee has regular ongoing involvement in public lectures and industry panels (at least two appearances per year)</p> <p style="text-align: center;"><b>OR</b></p> <p>The employee has an established track record of excellence in teaching lower-AQF qualifications (of a period of at least five years, supported by employer and student commendations)</p>	<p>responsibility for planning professional development events for an industry group.</p> <p style="text-align: center;"><b>OR</b></p> <p>The employee has regular ongoing involvement in public lectures and industry panels (at least two appearances per year).</p> <p style="text-align: center;"><b>OR</b></p> <p>The employee has an established track record of excellence in teaching lower-AQF qualifications (of a period of at least five years, supported by employer and student commendations).</p>
	<p><b>F.</b> The person has recognised knowledge, expertise and/or experience working with culturally and linguistically diverse people, or people from other under-represented groups.</p> <p><u>Evidence of Professional Experience</u> The person can provide a letter of support from an acknowledged community representative attesting to their recognition by that community</p> <p style="text-align: center;"><b>OR</b></p> <p>The person has a demonstrated professional background (for a period of two years or more) in facilitating educational or community events for a targeted population</p> <p style="text-align: center;"><b>OR</b></p> <p>The person has several production credits as a consultant working on media projects with one or more under-represented group</p>	<p><b>F.</b> The person has recognised knowledge, expertise and/or experience working with culturally and linguistically diverse people, or people from other under-represented groups.</p> <p><u>Evidence of Professional Experience</u> The person can provide a letter of support from an acknowledged community representative attesting to their recognition by that community.</p> <p style="text-align: center;"><b>OR</b></p> <p>The person has a demonstrated professional background (for a period of two years or more) in facilitating educational or community events for a targeted population.</p> <p style="text-align: center;"><b>OR</b></p> <p>The person has several production credits as a consultant working on media projects with one or more under-represented groups.</p>

### 3.1 Application of Criteria

New academic employees will be required to provide evidence from external sources that they meet these standards. Determinations relating to whether or not a new academic employee fulfils these criteria will be made by the delegate responsible for the approval of the appointment.

The Director of Award Courses is responsible for reviewing the qualifications of current academic employees and identifying those who do not meet the required criteria. Academic employees

appointed prior to the implementation of this policy who do not meet the required criteria will be supervised by appropriately qualified academic employees, and appropriately supported to obtain a qualification at the required AQF level.

Academic employees teaching into higher-level courses on a temporary basis (for example as guest lecturer or topic specialist) will not be required to meet these criteria. However, such employees will not be permitted to perform assessment moderation or curriculum oversight duties.

Academic employees are required to advise AFTRS of any change in their circumstances that may have relevance to this policy.

### 3.2 Definitions

**Academic Employees:** Employees who hold teaching positions, positions with a responsibility for academic oversight, those responsible for supervising academic employees, or for supervising award course programs.

**AQF:** Australian Qualifications Framework

**Threshold Standards:** Short title of the 2015 Higher Education Standards Framework (Threshold Standards) legislation, established under subsection 58(1) of the *Tertiary Education Quality and Standards Agency Act 2011*.

### Authorisation and Distribution

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