

Technology Enhanced Learning and Teaching Policy

1. Purpose and Scope

- 1.1 The Technology-Enhanced Learning and Teaching Policy specifies the principles guiding the adoption and promotion of technologies for the enhancement of learning and teaching at AIAT. This policy provides a framework for the design, implementation, and review of technology-enhanced learning and teaching practices and systems.
- 1.2 AIAT integrates a diversity of technologies in the delivery of its courses, including learning management system, multimedia, online conferencing tools, podcasting, and chat rooms.
- 1.3 The requirements for delivering technology-enhanced courses have been determined by AIAT governing bodies to ensure the maintenance of AIAT's academic standards, positive student experiences and quality qualifications across all modes of delivery.
- 1.4 This policy applies to all students and all staff involved in technology-enhanced learning processes and decisions.

2. Definitions

Refer to *Glossary of Terms* for commonly used terms. The definitions below are those specific to this policy.

Technologies for the enhancement of learning and teaching refers to any learning that occurs through the application of electronic communications and computer-based educational technology, combined with pedagogical principles and practices that are applicable to and tailored for this purpose. This might range from augmenting face-to-face teaching with technologies for enhanced learning in a limited way, through 'blended delivery' (with a more equal mix of the two) to fully 'online' delivery. (*TEQSA Guidance note*)

3. Policy Statement

- 3.1 AIAT is committed to delivering high-quality educational experience and providing equal opportunities in achieving educational outcomes, irrespective of modes of delivery.
- 3.2 Technologies are used in learning and teaching activities only where they enhance the quality of the student learning experience, including by increasing the authenticity of learning and assessment activities and by facilitating academic and peer support.
- 3.3 AIAT integrates the requirements for participating in technology-enhanced learning across the entire student experience at AIAT, including:
 - 3.3.1 publication of clear requirements for participation in AIAT's technology-enhanced learning environment;

- 3.3.2 support for transitioning to a learning environment with new, emerging, or unfamiliar technologies, including information on student wellbeing, health, and safety;
 - 3.3.3 processes for the detection of students at risk of disengagement;
 - 3.3.4 specification and confirmation of technology-related learning outcomes;
 - 3.3.5 ease and timeliness in accessibility and use of learning resources;
 - 3.3.6 facilitation of interactions between peers and academic staff outside of formal teaching;
 - 3.3.7 guidance on academic integrity relating to the use of the technologies; and
 - 3.3.8 provision of both technical and general support services.
- 3.4 AIAT regularly reviews the effectiveness of implemented technologies for learning and teaching against relevant indicators, including course quality, student performance and satisfaction with support services.

4. Policy Principles

- 4.1 AIAT is committed to the following principles that underpin this policy:
- 4.1.1 Institutional strategic and operational plans support and promote the use of technology enhanced learning.
 - 4.1.2 Technology-enhanced learning and teaching practices are quality assured and integrated into course and subject review and improvement processes.
 - 4.1.3 Technology-enhanced learning and teaching practices are adequately managed and resourced, with a commitment from leadership to innovation and the experimentation with new technologies.
 - 4.1.4 The pedagogical application of technologies is clearly defined, communicated, and implemented in a sustainable and effective manner.
 - 4.1.5 Teaching and support staff are trained and maintain the acquired knowledge and skills in technologies supporting AIAT's teaching and learning practices.
 - 4.1.6 Students are oriented to, and trained and maintain the acquired knowledge and skills in technologies required to participate and progress in their chosen course of study.
 - 4.1.7 Students and staff receive timely, appropriate, and effective support in the use of relevant technologies.

5. Roles and responsibilities

- 5.1 The Academic Board is responsible for:
- 5.1.1 overseeing the evaluation and effectiveness of technology enhanced learning and teaching across all modes of delivery;
 - 5.1.2 approving adoption of learning and teaching technologies;
 - 5.1.3 overseeing the evaluation of the quality and effectiveness of educational innovations or proposals for innovation implemented by AIAT; and
 - 5.1.4 report to Board of Directors on recommendations for resourcing, funding and professional development for learning and teaching technologies.

- 5.2 The Learning and Teaching Committee is responsible for:
- 5.2.1 monitoring and making recommendations for improvement relating to technology-enhanced learning and teaching;
 - 5.2.2 advising on the learning resources and technology that are available and accessible to lecturing staff and students; and
 - 5.2.3 developing recommendations about the adoption of learning and teaching technologies.
- 5.3 The Director, Learning and Teaching is responsible for:
- 5.3.1 maintaining and promoting an institutional understanding of the capabilities and potential of emerging learning technologies;
 - 5.3.2 reporting on the management and institutional implications of the adoption of particular learning and teaching technologies.
- 5.4 Students are expected to use technologies made available by AIAT for a proper purpose and in adherence with the Student Code of Conduct.

6. Policy Details

Institution	Australian Institute of Advanced Technologies (AIAT)
Policy name	Technology Enhanced Learning Policy
Policy Reference No.	POL – 34
Policy Approval	Board of Directors
Policy Authority	Academic Board
Responsible Officer	Learning and Teaching Committee
Governance Reference Threshold Standards	HESF 2021: 2.1.2, 2.1.3, 3.3
Related Documents	Acceptable use of ICT Policy Acceptable use of ICT Procedure Course and Subject Lifecycle: Review, Monitoring and Change Policy Information and Communications Technology Policy Student Code of Conduct Teaching and Learning Policy Technology enhanced learning indicators
Related Legislation	Higher Education Standards Framework (Threshold Standards) 2021 (HESF)
References	AIAT has referred and benchmarked with the following institutions and policies during the creation of this policy: IIET (2021) Technology Enhanced Learning and Teaching Policy
Date of approval	2 March 2022
Review date	December 2024
Policy Category	Academic

6. Document Version Control

Document No	POL – 34	Last Modify Date	Summary of Changes
Version No	1.0	NA	Initial version approved by Board of Directors
	1.01	8/4/2022	Modifying policy number
Created Date	March 2022		