



# ICHAS

## Section 6 – Staff Recruitment, Management and Development

Subject:	Policy on supporting staff engagement with Blended Learning		
Applicable Standard	QQI	Core	Staff Recruitment, Management and Development
Date Approved by Board of Directors:			February 2021
Policy Version	1/2021	Date due for Revision	February 2024

### CONTEXT

Teaching staff and others involved in the delivery of programmes through blended learning are supported to develop the skills necessary to teach effectively and confidently using the educational technologies in place at ICHAS.

### POLICY STATEMENT

ICHAS is aware of the requirement for staff to remain up to date with technological advances as well as developments specific to their area of work. The educational technologist supports lecturers in developing the confidence and skills to deliver blended learning and advise on appropriate digital pedagogical approaches and skills' requirements.

Teaching staff responsible for the delivery of ICHAS programmes and assessment of students have to complete a technical skills induction upon commencement at ICHAS and attend twice-annual in- service training days. Training in digital pedagogy and digital skills enhancement opportunities are offered in a structured manner at both. In addition, ad-hoc training and support can be arranged at any time with the agreement of the Educational Technologist.

Twice-annual in-service training, in addition to normal professional development, aims to:

- Increase awareness of innovative approaches to teaching and learning using educational technology
- Discuss how students learn through different media
- Improve staff digital literacy, confidence, and competency
- Highlight any user interface changes or improvements because of software updates.

**SCOPE**

Applies To	Staff	Students	Both	
	✓			
Responsible for Implementation	Educational Technology Manager			
Responsible for Monitoring & Review	Vice President (Corporate Affairs)	Vice President (Academic Affairs)	Registrar	Quality Assurance & Enhancement Officer
		✓		

**DEFINITIONS**

n/a

**RELEVANT GUIDELINES/ POLICIES INFORMING THIS POLICY**

- Quality and Qualifications Ireland (2016) Statutory Quality Assurance Guidelines Developed by QQI for use by all Providers
- European Association for Quality Assurance in Higher Education (ENQA) et al (2015) Standards and Guidelines for Quality Assurance in the European Higher Education Area (ESG).
- Quality and Qualifications Ireland (2016) Sector Specific Statutory Quality Assurance Guidelines Developed by QQI For Independent/Private Providers Coming To QQI On A Voluntary Basis
- Quality and Qualifications Ireland (2016) Policies & Criteria for the Validation of programmes of Education.
- Quality and Qualifications Ireland (2018) Statutory Quality Assurance Guidelines for Providers of Blended Learning Programmes
- Quality and Qualifications Ireland (2013) Assessment and Standards, Revised 2013
- Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) (Text with EEA relevance)
- Government of Ireland (2018) Data Protection Act 1988 Revised 2018.
- Quality and Qualifications Ireland (2018) Quality Within Higher Education 2018 A Summary Report.
- Quality and Qualifications Ireland (2016) Policy on Quality Assurance Guidelines

**Linked Policies and Procedures**

Linked Policies	Policy on Staff Recruitment, Management & Development
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	Policy on Staff induction Policy on Staff Communication Policy on Staff Development Policy on Staff Performance and Appraisal
Linked Procedures	Procedures associated with Staff Recruitment, Management & Development. Procedures associated with Staff induction. Procedures associated with Staff communication Procedures associated with Staff Development Procedures associated with Staff Performance & Appraisal Procedures associated with supporting staff engagement with Blended Learning