

PROFESSIONAL DEVELOPMENT EDUCATION POLICY

SCOPE

This policy applies to:

- all faculties, schools, departments, centres, institutes, central areas and campuses;
- all locations; and
- educational programs other than higher education awards, courses or units of Monash University accredited by Academic Board.

This policy does not apply to:

- commercial services of a non-educational nature provided by the University to external parties; or
- Monash University staff members teaching at another institution under external contractual arrangements.

POLICY STATEMENT

- 1.1 Monash University will draw on its global network of resources and expertise to offer professional development education (PDE) that can fulfil the following:
- furthering alumni, community and industry engagement;
 - providing professional development to contemporary workforces;
 - transferring knowledge to interested members of the public; and
 - providing opportunities to enter formal higher education through recognition of PDE for credit or pathways into award courses.
- 1.2 Each Monash PDE program will:
- align with the University's [strategic priorities](#), academic profile, global presence and the wider portfolio of PDE programs;
 - be of high quality, consistent with the University's standards and reputation;
 - have clear and demonstrable learning outcomes; and
 - be regularly reviewed for quality assurance and strategic value.
- 1.3 The Deputy Vice-Chancellor (Education), through the Monash Centre for Professional Development and Monash Online Education (PD&MOE), oversees and coordinates PDE under the delegation of the Vice-Chancellor.
- 1.4 The Head of the Centre for PD&MOE is responsible for recommending to the Deputy Vice-Chancellor (Education) the approval of micro-credentials on the endorsement of the relevant position holder listed in 1.5. The approval of all other PDE programs is the responsibility of the positions listed in 1.5.
- 1.5 Subject to 1.4, the approval, management and quality of PDE programs are the responsibility of the following positions:

Academic unit	Responsibility
Faculty	Dean (or delegate)
Non-faculty centre or institute	Director (or delegate)
Campus or location outside Australia	Pro Vice-Chancellor (or delegate)
Central area	Head (or delegate)

- 1.6 Monash University delivers PDE programs under the provisions of the [Monash University Act 2009](#). No area of the University can register as a registered training organisation (RTO) without the approval of Council.
- 1.7 Individuals registered in a Monash PDE program are referred to as PDE participants. Participants are members of the Monash learning community, but are not students of Monash University as defined by the [Monash University \(Council\) Regulations](#).

DEFINITIONS

Course	A coherent sequence of units, usually leading to a degree or other award.
Credit	Recognition that a student's previous learning is equivalent in content and learning outcomes in a form that reduces the requirements a student must satisfy to achieve a qualification.
Higher education award	A degree, diploma, certificate or other qualification awarded on successful completion of an accredited course of higher education.
Micro-credential	A certification of assessed learning that is additional, alternative, complementary to or a component part of an award course.
Monash learning community	Includes any person who engages with Monash formally or informally to provide or pursue learning opportunities.
Non-faculty centre/institute	A centre or institute established by the Vice-Chancellor under regulation 7 of the Monash University (Vice-Chancellor) Regulations as a separate entity from a faculty.
Pathway	A qualification that fully or partially satisfies the entry requirements for an award course.
PDE participant	A person who is registered in a professional development education program.
PDE program	Any type of professional development education program.
Professional development education (PDE)	Formal learning that provides professional or lifelong development in specific topics and skills but is not a higher education award, course or unit.
Student	A student of Monash University as defined by the Monash University (Council) Regulations .

GOVERNANCE

Supporting procedures	Professional Development Education Procedure
Associated policies	Admission and Credit Policy Assessment and Academic Integrity Policy Brand Identity Policy Copyright Compliance Policy Courses and Units Policy Data Protection and Privacy Procedure Monash Short Study Course Data Protection and Privacy Collection Statement
Policy owner	Deputy Vice-Chancellor (Education)
Legislation mandating compliance	Monash University Act 2009 (Vic) Monash University (Council) Regulations Monash University (Vice-Chancellor) Regulations
Category	Operational
Approval	Vice-Chancellor's Executive Committee 9 September 2020 MEETING NUMBER 10/2020 / AGENDA ITEM 9
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