

THE AUSTRALIAN COLLEGE OF THEOLOGY

Approval Criteria for Teaching ACT Awards in Languages Other than English

The following principles and criteria have been discussed by the Board of Delegates (25/10) and changes the Board recommended have been incorporated into the following document. Before the policy is finally approved by the Delegates at their meeting in December I would welcome input from the Coursework and Diploma Awards Boards.

Principles

The criteria below assume that a college, already approved to offer awards of the ACT, will be submitting the application to the Board of Delegates on behalf of its language department seeking to offer ACT awards in a language other than English.

The college must be approved to offer ACT awards at at least the same level as that being sought for delivery in a language other than English.

A list of the subject offerings for the next two years and the lecturers responsible for teaching these subjects should be submitted to the Board of Delegates at the time of application for approval.

Up to 12 cps (including SEBL) of three-year diplomas or degrees can be comprised of ACT approved Type B electives. A further 8 cps covering relevant culture specific electives may also be added.

The applicant should also submit its plans for the consolidation and growth of the LOTE program.

The expectations specified in this document relating to a department's library resource and its annual funding do not rule out the college proposing alternate ways of meeting the ACT's requirements. For example, there may come a point at which it may be impossible to acquire the stipulated non English language monographs on an on-going annual basis.

The following criteria are to be applied exclusively to the department and are supplementary to those contained in the document "Institutional Approval Procedures and Criteria for Approval to Teach the Awards of the ACT" (May 2004).

English Language Requirements

Diploma

There are no specific English language requirements for students enrolling in ACT diplomas.

Degree

Since students will need to access English language theological resources, an overall score of 5.0 over the four categories in the IELTS test is required.

For students enrolling in subjects offered at 500 and 600 level (Grad Dip CS, Grad Dip B&M, MDiv) an overall score of 5.0 is required with at least 6.0 in reading.

Faculty

Diploma

There should be at least one full-time lecturer fluent in the language of instruction with oversight of the whole LOTE program who is supported by contracted part-time and/or adjunct faculty.

Each lecturer should have a degree in theology from a recognised institution or equivalent qualifications and experience.

Degree

There should be at least three full-time faculty fluent in the language of instruction, with at least a research masters degree in their teaching field from a reputable institution, one each in the disciplines of Bible and Theology/history.

There should be part-time faculty and adjunct faculty to cover the teaching of subjects in other fields.

Library

Diploma

At least 2,000 critical/scholarly volumes in the language of instruction plus \$125 per EFTSU on accessions p.a.

Degree

At least critical/scholarly 5,000 monographs in the language of instruction, as well as the major refereed journals in that language, plus access to the English language resources of the college.

In addition LOTE programs enrolling under 50 EFTSUs should—
either spend \$10,000 p.a. and an additional \$500 per EFTSU on acquisitions, half of which should be spent on resources in the language of instruction
or process 1,000 scholarly accessions p.a., half of which should be in the language of instruction.

Programs enrolling more than 50 EFTSUs should maintain spending at either of the levels above.

Moderation

Diploma

The college must ensure that results are moderated before being sent to the ACT office.

A visitor fluent in English and the language of instruction must be appointed who, after reading through sample scripts for the academic year just completed, can verify that the standard is comparable to that expected by the ACT.

Degree

The board of the college should appoint a properly qualified external bi-lingual program moderator with a higher degree in theology, and who is able to read across the fields of subjects.

Moderation in the LOTE program is to take place in accordance with the ACT guidelines in the Examiner's Handbook (sixth edition, September 2004).

Assessment proposals for each subject are to be approved by the program moderator before the beginning of each semester.

ACT will remunerate the program moderator \$150 plus \$8 per script/essay per semester. The moderator's reports, are to be forwarded to the ACT's Departmental Heads at the end of each semester to be considered at the same time as the English language moderators' reports.

Administration

There should be administrative staff such that lecturers are not required to shoulder the administrative burden. Such staff should be fully conversant with ACT requirements.

Plant

The Dean must verify the adequacy of the plant in which instruction is to take place. If instruction is to take place outside of the campus of the college security of access must be in place for the time period of the approval sought (maximum of five years).

Board

There should be at least one representative of the program on the academic board of the college.

The college's academic board is to endorse the department's examination results.

Advisory Board

The college should set up an advisory board or council that incorporates representative churches (e.g. the Council of Chinese Churches, Melbourne) and agencies that the language of instruction program is serving to monitor graduates and the requirements of churches and agencies that receive graduates with respect to course requirements.

Mark Harding
28 October 2004

boards/cab/lote program criteria