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THE STRUCTURE AND CONTENT OF EDUCATIONAL-
SCIENTIFIC PROGRAMME ON TEACHING STAFF
PROFESSIONAL DEVELOPMENT BY CREDIT SYSTEM

(2016-2021)

YEREVAN - 2016

1. GENERAL PROVISIONS

- 1.1. In Yerevan State University (hereafter YSU) professional development (hereafter PD) of teaching staff by credit system has been a continuous multi-stage process since 2011. The first stage of the programme (2011-2016) was aimed at replenishment and improvement of YSU teaching staff in accordance with international standards of quality assurance. In the second stage (2016-2021) the accomplishment of the content and structure of the programme is conditioned by the necessity for solving of a range of objectives of YSU 2016-2020 Strategic Development Plan.
- 1.2. The present *"Structure and Content of Educational-Scientific Programme on Teaching Staff Professional Development by Credit System"* methodological document defines the structure, content of the present programme (2016-2021), the composition of educational and research-educational-methodical modules and courses, their workloads expressed in ECTS credits, and the graduation requirements of the programme.

2. STRUCTURE OF THE PROGRAMME

- 2.1. The PD programme of YSU teaching staff consists of two main blocks with mandatory and elective educational and research-educational-methodical components. The activities envisaged by the programme are carried out within a five-year period (2016-2021) in accordance with attendee's individual PD programme and observing the graduation requirements set forth in this document (Table 1).
- 2.2. The credit system provides a lecturer with the opportunity to upgrade his/her qualification by ensuring the development of his preferred skills due to the election of the ratio of educational and research-educational-methodical modules with an individual training programme,.
- 2.3. The total workload of the programme is 30 credits, of which 2-25 compose the study load, 5-28 – research and educational-methodical.
- 2.4. Differentiated mandatory load – 2, 5, 7 – is defined for the **Educational block**. Only one course (2 credits) of professional training is required for all programme participants. Obtaining 3 credits in English is mandatory only for those lecturers who do not yet have the required highest level of proficiency (specialists – C2, non-specialists – C1). One more course (2 credits) in pedagogical preparation is mandatory for beginning lecturers (having up to 5 years of experience). Accordingly, lecturer must complete 2, 5 or 7 credits as a required load from the educational block. Attendee can acquire additional educational credits envisaged by both different educational blocks and general elective courses.

Table 1. General structure of PD educational-scientific programme for teaching staff
(in terms of mandatory load)

No.	The name of the programme component	The required credit load of attendee	
		for all	differentiated
A	EDUCATIONAL BLOCK	2	7
1.	General training	-	3
1.1.	English for academic purposes	-	3
1.2.	Information and communication technologies	-	-
2.	Pedagogical-psychological training	-	2
2.1.	Teaching, Learning and Assessment Basics	-	2
3.	Professional training	2	2
3.1.	Contemporary professional issues	2	2
4.	General elective courses	-	-
5.	Other forms of professional development	-	-
B	RESEARCH AND EDUCATIONAL-METHODICAL BLOCK	5	5
	The total number of credits earned by attendee in 5 years is 30	7	12

2.5. A mandatory load of 5 credits is defined for the **research and educational-methodical block** (the component(s) is(are) elected by lecturer).

2.6. Thus, the general mandatory load of the programme is 7 (2+5), 10 (2+3+5) or 12 (2+3+2+5) credits, to which lecturer adds other 23, 20 or 18 at his/her choice completing the required workload¹.

3. CONTENT OF THE PROGRAMME

The content of the educational and research-educational-methodical blocks of the PD educational-scientific programme for teaching staff, credit-load of modules with mandatory load of attendee, and assessment forms are provided in the *appendix*.

3.1. **Educational block**

The load of the educational block of the programme is 25 credits. It includes the following 5 blocks: general, pedagogical-psychological and professional training, general elective courses and other forms of PD.

The courses have 2 components per each: mandatory and elective. Mandatory components are provided in the programme, and elective courses, the workloads of which are not limited, are presented to attendee in each academic semester by giving lecturer an opportunity to elect. The

¹ Attendee can collect additional credits from both educational and research-educational-methodical blocks, or from two of them in a different ratio.

list of elective courses is regularly updated taking into account the additional requirements of the university, faculties and lecturers.

3.1.1. "General training" educational block has 2 components *English for academic purposes, Information and communication technologies (hereinafter ICT).*

The component *"English for academic purposes"* is aimed at increasing the level of knowledge of English to ensure the improvement of lecturer's communication in a foreign language in the academic environment. YSU has implemented an international certification of English (**iTEP, International Test of English Proficiency**) with 6 modules with 3 credit workload for each.

3-credit load of English in the present programme is mandatory for:

- a) those professionals continuing the programme who still do not have the 6th (highest) level of language proficiency, C2 level,
- b) those professionals newly enrolled in the programme who do not have the minimum 5th (C1) threshold level of language proficiency,
- c) those non-specialists who still do not have the required maximum 5th (C1) level of language proficiency.

In the previous stage of the programme, specialists who have acquired the 6th level of English language proficiency and non-specialists with at least the 5th level of English language proficiency are exempted from taking a new English exam². However, they can receive additional credits in case they reconfirm or improve their English language proficiency in another international programme.

The second, **ICT** component of the general training does not provide a mandatory module, but presents a number of courses in which lecturer can optionally participate according to professional and personal requirements. The component is aimed at the acquisition of skills in wide and effective use of ICT in educational process.

3.1.2. The educational unit *"Pedagogical-psychological training"* includes 1 mandatory course ("Teaching, learning and assessment basics" with a load of 2 credits), which is intended for beginning lecturers (having up to 5 years of experience).

The course includes pedagogical and psychological elective courses³ which are aimed at improving attendee's knowledge of the basics and methods of teaching, learning, and assessment, and developing pedagogical and psychological skills.

3.1.3. "Professional training" is the only educational block that provides 1 mandatory course for all participants of the programme ("Contemporary professional issues") with a load of 2 credits. Faculties should develop such a modular programme of the course, which includes all the elements of the given profession with their main objectives from a modern perspective. Naturally, the course should be conducted by appropriate lecturers according to the modules. The course is aimed at updating attendee's professional knowledge.

3.1.4. The educational block *"General elective courses"* includes the elective courses organized by the PD programme which are beyond the content of the previous educational blocks. Other foreign language courses (French, German, Spanish, Greek, Latin, etc.) can also be included in this

²Acquisition of 30 credits remains mandatory for them.

³Differentiated for beginning professors as well.

educational component. The block is aimed at enriching lecturer's knowledge according to his/her preferences.

3.1.5. The purpose of the "**Other Forms of PD**" block is to count and credit attendee's activity demonstrated outside the main programme to promote his/her academic mobility. The components of the educational block and their credit-load are not limited.

3.2. Research and educational-methodical block

A mandatory load of 5 credits is defined for the research and educational-methodical block of the programme. The block includes the following 3 components: **publications, dissertation defense and copyright license.**

3.2.1. Publications⁴ are: scientific article, report (report thesis) at an international conference, monograph, textbook, educational (educational-methodical) manual and methodological instructions (assignments, guidelines, etc.).

For a *Scientific article* attendee receives:

a) 8 credits if it was published in a journal with an impact factor (4 credits in case of co-authorship),

b) 6 credits if it was published in scientific journals included in "Web of Science", "Scopus" and other databases of the kind (3 credits in case of co-authorship),

c) 3 credits if it was published in the list periodical scientific publications of the RA Supreme Certifying Committee (SCC) (2 credits in case of co-authorship),

d) 1 credit if it has been published in other scientific publications.

3.2.2. Attendee receives 1 credit for **report (report thesis)** presented at international conference.

3.2.3. Monograph and textbook⁵ are assessed by 10 credits per each (5 – in case of co-authorship). 5 credits (in case of co-authorship – 3) are allocated for **educational (educational-methodical) manual⁶** and 1 credit – for **methodological instructions (assignments, guidelines, etc.)**.

3.2.4. 10 and 6 credits are allocated for the defense of a **doctoral and candidate dissertation**, respectively.

3.2.5. 6 credits are set for a **copyright license**.

4. PROGRAMME GRADUATION REQUIREMENTS

4.1. In order to certify the PD, attendee must accumulate at least 30 credits in a five-year cycle, which includes both educational and research-educational-methodical blocks of the programme.

4.2. The maximum load of the **educational block** of the individual programme of lecturer's PD can compose 25 credits, and the minimum – 2. Moreover, the mandatory educational load is 2-7 credits, differentiated according to attendees.

4.3. For the **research and educational-methodical block** of the programme, not a mandatory component, but a mandatory load of 5 credits is defined. The maximum load of the block can compose 28 credits.

⁴ E-editions also count

⁵ Both university and school

⁶ Including teacher's methodical manual

4.4. The main criterion of the summary certification is the fulfillment of the following requirements set for the PD, according to which the participants of the programme who are considered to have passed the PD:

- Raised their level of knowledge of English by acquiring sufficient ability to communicate in a foreign language in an academic environment,
- Master ICT in educational process, ensuring their wide and effective use,
- Acquired the necessary pedagogical-psychological knowledge by improving the teaching, learning and assessment processes,
- Are well aware of the priority directions and objectives of the development of the given scientific-educational field,
- Authored research and educational-methodical publications equivalent to at least 5 credits,
- Apply the acquired knowledge and skills, as well as scientific results in educational process.

The structure of PD programme for YSU
teaching staff (2016-2021)

Educational and research-educational-methodical modules	Credit defined for a unit module	Mandatory credit-load of attendee ¹	Assessment form
A. EDUCATIONAL BLOCK		2 (7)	
1. General training		2 (5)	
<i>1.1. English for academic purposes</i>	3	3 ²	examination
<i>1.2. Information and Communication Technologies (ICT)</i>			
• Elective courses ³	According to workload		pass-fail test
2. Pedagogical-psychological training			
• <i>Teaching, learning and assessment basics</i>	2	2 ⁴	pass-fail test
• <i>Elective courses³</i>	According to workload		pass-fail test
3. Professional training			
• <i>Contemporary professional issues</i>	2	2	pass-fail test
• <i>Elective courses³</i>	According to workload		pass-fail test
4. General elective courses³	According to workload		pass-fail test
5. Other forms of PD (training, internship, summer school, etc.)	According to workload		participation certification/ reference
B. RESEARCH AND EDUCATIONAL-METHODICAL STRUCTURE⁵		5	according to lecturer's annual report
1. Scientific article			
• in journals with an impact factor	8 (4)		
• in the scientific journals included in "Web of Science", "Scopus" and other databases	6 (3)		
• in the periodical academic publications included in the list of the RA Supreme Certifying Committee	3 (2)		
• in other scientific publications	1		
<i>2. Report (thesis) at an international conference</i>	1		
<i>3. Monograph</i>	10 (5)		
<i>4. Textbook</i>	10 (5)		
<i>5. Educational (educational methodical) manual</i>	5 (3)		
<i>6. Methodological instructions (assignments, guidelines, etc.)</i>	1		
<i>7. Dissertation defense</i>			
• <i>doctorate</i>	10		
• <i>candidate</i>	6		
<i>8. Copyright license</i>	6		
The total number of credits earned by attendee in 5 years is 30		7 (12)	

¹ For the lecturers newly enrolled in the programme, the requirements of the 1st stage regarding mandatory educational components function.

² For specialists continuing the programme who do not have C2 level, and for non-specialists who do not have C1 level.

³ By the choice of the lecturer according to the list of educational block and general elective courses.

⁴ For beginning lecturers with up to 5 years of experience.

⁵ Credits given to each in case of co-authorship are indicated in parentheses. 7