DIGITAL EDUCATION COUNCIL

Worksheet: Adapting AI-Enhanced Teaching & Learning Certificate

Section	Guiding Question	Your Notes/Context
Capability-Building Goal	What core teaching and learning capabilities should faculty develop through this certificate?	
Target Faculty Group	Which faculty are required or prioritised (all faculty, new hires, specific schools)?	
Programme Mandate	Will this be mandatory or optional, and how will it be positioned institutionally?	
Curriculum Scope	What core themes will the certificate cover (AI foundations, pedagogy, assessment, ethics)?	
Learning Design Model	How will learning be structured (modules, scaffolding, theory-to-practice progression)?	
Applied Practice	What real teaching artefacts will faculty be required to redesign or produce?	
Capstone Requirement	What capstone or culminating activity will demonstrate applied competence?	
Delivery Format	How will the programme be delivered (blended, online, multi-campus)?	
Assessment of Faculty Learning	How will faculty capability be evaluated (artefacts, reflection, review criteria)?	
Institutional Alignment	How will the certificate align with AI strategy, quality assurance, and governance?	
Evidence of Impact	How will pedagogical change and readiness be measured beyond participation?	
Key Enablers	What leadership support, centres, policies, or infrastructure are required?	
Local Adaptation Notes	Constraints, sequencing, or contextual modifications	