

DISCIPLINE PROFILE FOR THE POSITION OF LECTURER IN JAPANESE

PREAMBLE

The discipline profiles for the School of Modern Languages fall into three groups : they relate to (a) established subject areas; (b) developing subject areas; and (c) the special field of continuing education in languages.

Thus, the statements for French, German and Chinese contain a very high degree of overlap, with some minor differences in emphasis that need to be maintained. On the other hand, the particular situation of Slavonic Studies, of Japanese and of Italian explains the much greater variety in the profiles from those disciplines. Again, the description of the duties of the Coordinator of the Continuing Education Program within the School must be specific to that post.

As a result of this diversity, it has not been possible or desirable to date to achieve a more fully integrated statement for the School, but that goal will continue to be pursued in later versions of the document.

No profiles have as yet been prepared for Modern Greek and Thai.

GENERAL

The Japanese program within the School of Modern Languages is one of the newest disciplines at Macquarie University, having been introduced in 1988. It developed rapidly to become a three-year degree program in 1990 and fourth year units, leading towards the degree of BA with Honours, were added in 1991.

Student demand to enrol in Japanese units has been continuously high and the discipline has so far been unable adequately to meet this demand.

The emergence and sudden expansion of the Japanese discipline did not occur at Macquarie alone, but has been the trend in universities throughout Australia. Although a small number of well-established universities such as Sydney and Queensland have long been offering a Japanese program, the wider availability of Japanese studies has only occurred in very recent years.

The above-described situation consequently places extra demands and restrictions on Macquarie's Japanese discipline. It is subjected to severe financial restrictions as well as an extreme shortage of academic resources. The lack of scholars in this particular field within and outside Australia makes the recruiting of academic staff with relevant expertise difficult and very competitive.

The lack of appropriate materials, particularly in language teaching areas, requires academic staff members to devote substantial time and effort to creating and developing their own curriculum and teaching materials. As a

relatively new discipline both in Australia and throughout the world, resources for research in the various fields of Japanese studies are also limited and opportunities for publication are quite restricted.

The demands and restrictions stated above have set Japanese Studies apart from other disciplines and will be principal factors to be taken into consideration when defining the disciplinary profile for at least the next three to five years.

QUALIFICATIONS

Academic staff members within the Japanese discipline will normally be expected to have a degree / degrees in a relevant field of Japanese Studies. A higher degree or candidacy towards a higher degree is a desirable qualification but need not be a decisive factor, due to the current situation; rather, evidence of serious research effort in relevant areas is more valued. Where a degree was obtained from a Japanese university, the academic standing of that university will also be taken into consideration.

Staff members are expected to have native or near native fluency in all facets of the Japanese language. In the case of non-native speakers of English, they are expected to demonstrate a sufficient command of English to allow them effectively to carry out their teaching and other required duties.

In addition to language competence, academic staff members of the discipline will have acquired a general knowledge of Japanese society and culture, and demonstrate continuing effort in familiarising themselves with the current situation in Japan. They will be required to have some grammatical and / or linguistic training, with actual teaching experience of the language, preferably at tertiary level.

TEACHING CONTRIBUTIONS

Currently in the Department of Japanese Studies, teaching represents the most important part of a staff member's contribution. All members will participate in teaching language units, as well as units in their specialised area. Student enrolments are high and most units are very intensive. Consequently the bulk of time of all staff members is occupied with face-to-face teaching, preparation of materials, marking of essays, assignments and tests, and making themselves available to students for individual consultation.

The introduction of new courses and the revision and updating of curricula and teaching materials, in keeping with current trends and research, is also considered to be an important staff contribution in the area of teaching.

Compared with students of most European language disciplines, those attempting the Japanese language experience added difficulties. This is due to the use of three writing systems, completely unrelated to English, and the need to master grammatical structures which are also totally different from any European language. Students must also develop a basic understanding of an entirely different culture and society from their own. A staff member's

commitment to nurturing and stimulating students' academic interest and a demonstrated concern for students' educational welfare are considered to be highly valued contributions by the discipline.

RESEARCH AND SCHOLARSHIP

Members of staff will be encouraged to pursue original research projects. The areas of research may be diverse. Japanese language teaching methodology, the history and critical analysis of literature, civilisation studies, international relationships with a focus on Japan, or any other areas which contribute to the advancement of Japanese studies are suitable. As this is a relatively new discipline with limited opportunity for publication, the forms of publication will not be restricted to those traditionally expected, such as refereed journals and conference papers. All forms of publication will be evaluated.

In this discipline, as in other language disciplines, research output needs to be judged in terms of quality rather than quantity, as the special demands of second-language teaching and the heavy teaching loads that are currently required severely restrict the amount of time staff members can devote solely to their research.

Due to the fact that the Department of Japanese Studies places particular emphasis on the acquisition of linguistic skills, all staff members are expected to study / have studied the field of second-language teaching methodology, both in theory and practice. Research projects closely related to second language acquisition are highly valued in this discipline and the development and publication of teaching curricula, textbooks and other teaching materials are relevant contributions.

CONTRIBUTIONS TO THE UNIVERSITY

The administrative workload for the Department of Japanese Studies is extremely heavy due to the discipline's still being in its developmental stages. Most of the responsibility for this is currently borne by the head of discipline; however, some duties must be shared amongst all the staff members.

Such responsibilities carried by staff members include : the administrative work entailed in the introduction of new programs and units, staff expansion and the general development of the discipline. They also include contributions to the School and University through participation in various School and University committees and working groups.

Innovative initiatives to expand academic opportunities for staff and students are also highly valued. These may take the form of introducing exchange programs, developing contacts in the country of the target language, etc. Interdisciplinary studies with a focus on Japan are currently developing within the University. Contributions towards their development will also be viewed as important tasks undertaken by staff members.

CONTRIBUTIONS TO THE COMMUNITY

Because of the shortage of experts in Japanese studies throughout Australia, community demand on the expertise of members of Macquarie's Department of Japanese Studies is high. The department aims to maintain strong links with the community, particularly in the areas of teacher training, secondary education curriculum development and public examination bodies. The discipline will also continue to assist the promotion of better understanding between Australia and Japan through liaison with Japanese government cultural services and other Japanese institutions. Members of staff will be encouraged to make contributions in these areas in their professional capacity.

QUALIFICATIONS NORMALLY REQUIRED FOR PROMOTION TO, OR APPOINTMENT AS, LECTURER

The candidate for promotion to, or appointment as, Lecturer in Japanese will have adequate professional credentials and should be able to demonstrate a sound teaching record, some activity in research and active participation in administrative duties.

CREDENTIALS

The qualifications of Lecturers will be as defined in the general statement above.

TEACHING

The principal commitment of Lecturers in Japanese Studies will be in the area of teaching. The candidate is expected to have a minimum of three years' teaching experience, a substantial part of which has to be at university level with demonstrated competence in curriculum development and course designing. The candidate would have established a sound reputation as a teacher, as demonstrated by thoroughness of lecture preparation, use of teaching materials, and a sure and sensitive competence in tutorials.

RESEARCH

A candidate must demonstrate good research potential with some publications. In the absence of publications, the candidate must present evidence of effort towards developing scholarship and pursuing active research leading to publication. Research conducted as part of a postgraduate program is also considered relevant.

ADMINISTRATION

A candidate for a lectureship should be able to deal effectively and responsibly with administrative matters concerning not only the coordination of the course work he / she teaches, but also the routine administrative tasks of the discipline such as library orders, timetabling, *Calendar* entries, and participation in writing

various submissions. A Lecturer is also expected to be a member of one or more School committees.

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DISCIPLINE PROFILE FOR THE POSITION OF SENIOR LECTURER IN JAPANESE

GENERAL

The Japanese program within the School of Modern Languages is one of the newest disciplines at Macquarie University, having been introduced in 1988. It developed rapidly to become a three-year degree program in 1990 and fourth year units, leading towards the degree of BA with Honours, were added in 1991.

Student demand to enrol in Japanese units has been continuously high and the discipline has so far been unable adequately to meet this demand.

The emergence and sudden expansion of the Japanese discipline did not occur at Macquarie alone, but has been the trend in universities throughout Australia. Although a small number of well-established universities such as Sydney and Queensland have long been offering a Japanese program, the wider availability of Japanese studies has only occurred in very recent years.

The above-described situation consequently places extra demands and restrictions on Macquarie's Japanese discipline. It is subjected to severe financial restrictions as well as an extreme shortage of academic resources. The lack of scholars in this particular field within and outside Australia makes the recruiting of academic staff with relevant expertise difficult and very competitive.

The lack of appropriate materials, particularly in language teaching areas, requires academic staff members to devote substantial time and effort to creating and developing their own curriculum and teaching materials. As a relatively new discipline both in Australia and throughout the world, resources for research in the various fields of Japanese studies are also limited and opportunities for publication are quite restricted.

The demands and restrictions stated above have set Japanese Studies apart from other disciplines and will be principal factors to be taken into consideration when defining the disciplinary profile for at least the next three to five years.

QUALIFICATIONS

Academic staff members within the Japanese discipline will normally be expected to have a degree / degrees in a relevant field of Japanese Studies. A higher degree or candidacy towards a higher degree is a desirable qualification. Research contributions in relevant fields have to be demonstrated. Where a degree was obtained from a Japanese university, the academic standing of that university will also be taken into consideration.

Staff members are expected to have native or near native fluency in all facets of the Japanese language. In the case of non-native speakers of English, they are

expected to demonstrate a sufficient command of English to allow them effectively to carry out their teaching and other required duties.

In addition to language competence, academic staff members of the discipline will have acquired a general knowledge of Japanese society and culture, and demonstrate continuing effort in familiarising themselves with the current situation in Japan. They will be required to have some grammatical and / or linguistic training, with actual teaching experience of the language, preferably at tertiary level.

TEACHING CONTRIBUTIONS

Currently in the Department of Japanese Studies, teaching represents the most important part of a staff member's contribution. All members will participate in teaching language units, as well as units in their specialised area. Student enrolments are high and most units are very intensive. Consequently the bulk of time of all staff members is occupied with face-to-face teaching, preparation of materials, marking of essays, assignments and tests, and making themselves available to students for individual consultation.

The introduction of new courses and the revision and updating of curricula and teaching materials, in keeping with current trends and research, is also considered to be an important staff contribution in the area of teaching.

Compared with students of most European language disciplines, those attempting the Japanese language experience added difficulties. This is due to the use of three writing systems, completely unrelated to English, and the need to master grammatical structures which are also totally different from any European language. Students must also develop a basic understanding of an entirely different culture and society from their own. A staff member's commitment to nurturing and stimulating students' academic interest and a demonstrated concern for students' educational welfare are considered to be highly valued contributions by the discipline.

RESEARCH AND SCHOLARSHIP

Members of staff will be encouraged to pursue original research projects. The areas of research may be diverse. Japanese language teaching methodology, the history and critical analysis of literature, civilisation studies, international relationships with a focus on Japan, or any other areas which contribute to the advancement of Japanese studies are suitable. As this is a relatively new discipline with limited opportunity for publication, the forms of publication will not be restricted to those traditionally expected, such as refereed journals and conference papers. All forms of publication will be evaluated.

In this discipline, as in other language disciplines, research output needs to be judged in terms of quality rather than quantity. However, the evidence of research effort has to be demonstrated.

Due to the fact that the Department of Japanese Studies places particular emphasis on the acquisition of linguistic skills, all staff members are expected to study / have studied the field of second-language teaching methodology, both in theory and practice. Research projects closely related to second language acquisition are highly valued in this discipline and the development and publication of teaching curricula, textbooks and other teaching materials are relevant contributions.

CONTRIBUTIONS TO THE UNIVERSITY

The administrative workload for the Department of Japanese Studies is extremely heavy due to the discipline still being in its developmental stages. Most of the responsibility for this is currently borne by the head of discipline; however, some duties must be shared amongst all the staff members.

Such responsibilities carried by staff members include : the administrative work entailed in the introduction of new programs and units, staff expansion and the general development of the discipline. They also include contributions to the School and University through participation in various School and University committees and working groups.

Innovative initiatives to expand academic opportunities for staff and students are also highly valued. These may take the form of introducing exchange programs, developing contacts in the country of the target language, etc. Interdisciplinary studies with a focus on Japan are currently developing within the University. Contributions towards their development will also be viewed as important tasks undertaken by staff members.

CONTRIBUTIONS TO THE COMMUNITY

Because of the shortage of experts in Japanese studies throughout Australia, community demand on the expertise of members of Macquarie's Department of Japanese Studies is high. The department aims to maintain strong links with the community, particularly in the areas of teacher training, secondary education curriculum development and public examination bodies. The discipline will also continue to assist the promotion of better understanding between Australia and Japan through liaison with Japanese government cultural services and other Japanese institutions. Members of staff will be encouraged to make contributions in these areas in their professional capacity.

QUALIFICATIONS NORMALLY REQUIRED FOR PROMOTION TO, OR APPOINTMENT AS, SENIOR LECTURER

A candidate for promotion to, or appointment as, Senior Lecturer in Japanese will have adequate professional credentials and must be able to demonstrate a substantial record in teaching and curriculum development, a sound record of research and publication and a high standard of administrative ability.

CREDENTIALS

In addition to the qualifications defined in the general statement, a Senior Lecturer is normally expected to hold a higher degree, minimum of a MA or an advanced candidacy towards a higher degree. However, an outstanding achievement by the candidate in the field of teaching or research may replace formal qualifications as sufficient evidence of accomplishment in this respect.

TEACHING

Senior Lecturers in Japanese are expected to maintain a commitment in the areas of teaching and research which keeps them abreast of the latest teaching methodologies. They are expected to have a minimum of five years' teaching experience in the relevant field, three years or more of which are at university level. They would have demonstrated well-developed skills in curriculum development and course design and have established a sound reputation as a good teacher and competent coordinator of a unit.

At the more advanced undergraduate level, and with Honours and postgraduate students, the candidate would be a skilful conductor of seminar discussions and a competent supervisor of Honours and postgraduate theses.

In addition to the above, evidence of innovative initiatives towards improving the quality of teaching and further development of the Japanese Studies program would be considered as a highly valued contribution.

RESEARCH

A Senior Lecturer in Japanese would need to have shown some significant capacity for research. What is valued is the quality and relevance of research rather than the quantity of publications. The areas of research may be diverse as outlined in the general statement. The form of publication will be diverse and innovative, and not restricted to those traditionally expected, such as refereed journals. All forms of publication will be evaluated, including textbooks and other publications directly contributing towards teaching. Further information will be found in the general statement under 'Research and Scholarship'.

ADMINISTRATION

As senior members in the discipline, Senior Lecturers are expected to make substantial contributions towards administrative tasks both within and out of the discipline. Candidates would have demonstrated their skills, competence and commitment to making these contributions, which include effective membership of one or more committees, both at School and University level, and successful liaison with other bodies in the University. Candidates would normally have made contributions to the University and the community at large in their professional capacity. Such contributions may have taken the form of advising secondary education systems, working towards the development of inter-university and inter-institutional links, or cultivating contacts in the country of the target language, which is Japan.

Another important contribution which is expected of Senior Lecturers is their active role in advising, assisting and giving guidance to more junior colleagues with less experience.

SUMMARY

All academic staff members of Japanese Studies are expected to have the qualifications described in the general statement and to participate in the full range of professional activities outlined there.

The difference between the rank of Senior Lecturer and Lecturer — in a small discipline where responsibilities have to be broadly shared — is in the greater command of the skills involved, longer experience on which to draw, and a preparedness to take on a heavier load of responsibilities. The Senior Lecturer has a role to play in setting a professional example and as an adviser to the more junior staff members.

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