

622AA Graduate Certificate in University Management

Year and Campus:	2010 - Parkville																													
Fees Information:	Subject EFTSL, Level, Discipline & Census Date, http://enrolment.unimelb.edu.au/fees																													
Level:	Graduate/Postgraduate																													
Duration & Credit Points:	50 credit points taken over 12 months part time.																													
Coordinator:	Professor Richard James																													
Contact:	Education Student Centre Level 2 Alice Hoy Building																													
Course Overview:	The Graduate Certificate in University Management provides an avenue for prospective and current managers in higher education to develop the professional knowledge and skills that will enable them to work effectively in senior administrative and academic management roles in Australian Universities. The course will prepare graduates for management and leadership roles in Australian universities through a combination of seminars, skill practice, individual and group reflection and project work that relates to the participant's workplaces. This course is offered on a fee-paying basis only.																													
Objectives:	<p>At the conclusion of the course, participants will be able to:</p> <ul style="list-style-type: none"> # demonstrate an understanding of higher education in Australia including policy framework and governance structures; # demonstrate familiarity with some key theoretical explanations of universities as organisations; # apply leadership and management strategies in a university context; # demonstrate competence on specific business, planning and management skills in a university environment; # reflect critically on their practice as university managers; # analyse complex organisational issues and apply higher-order intellectual skills to these situations; # work effectively as a member of a team, including contributing to group learning; # continue to undertake self-directed learning. 																													
Course Structure & Available Subjects:	Students complete 50 points of study																													
Subject Options:	<table border="1"> <thead> <tr> <th>Subject</th> <th>Study Period Commencement:</th> <th>Credit Points:</th> </tr> </thead> <tbody> <tr> <td>EDUC90518 Understanding Higher Education</td> <td>Semester 1</td> <td>12.50</td> </tr> <tr> <td>EDUC90142 Leading and Managing in a University</td> <td>Semester 2</td> <td>12.50</td> </tr> <tr> <td>EDUC90519 Strategy & Planning in Higher Education</td> <td>Semester 1</td> <td>12.50</td> </tr> </tbody> </table> <p>plus one of the following:</p> <table border="1"> <thead> <tr> <th>Subject</th> <th>Study Period Commencement:</th> <th>Credit Points:</th> </tr> </thead> <tbody> <tr> <td>ACCT90004 Accounting for Decision Making</td> <td>Summer Term, Semester 1, Semester 2</td> <td>12.50</td> </tr> <tr> <td>MKTG90004 Marketing Management</td> <td>Summer Term, Semester 1, Semester 2</td> <td>12.50</td> </tr> <tr> <td>MGMT90018 Human Resource Management</td> <td>Semester 1, Semester 2</td> <td>12.50</td> </tr> <tr> <td>EDUC90577 Issues in Higher Education Management</td> <td>Semester 2</td> <td>12.50</td> </tr> </tbody> </table>			Subject	Study Period Commencement:	Credit Points:	EDUC90518 Understanding Higher Education	Semester 1	12.50	EDUC90142 Leading and Managing in a University	Semester 2	12.50	EDUC90519 Strategy & Planning in Higher Education	Semester 1	12.50	Subject	Study Period Commencement:	Credit Points:	ACCT90004 Accounting for Decision Making	Summer Term, Semester 1, Semester 2	12.50	MKTG90004 Marketing Management	Summer Term, Semester 1, Semester 2	12.50	MGMT90018 Human Resource Management	Semester 1, Semester 2	12.50	EDUC90577 Issues in Higher Education Management	Semester 2	12.50
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Entry Requirements:	An applicant may be eligible for entry into the Graduate Certificate in University Management if the applicant has: <ul style="list-style-type: none"># Completed a bachelor's degree (in any discipline) and# at least two years work experience in a university or other post-secondary education institution or equivalent.
Core Participation Requirements:	Attendance at all classes (tutorial/seminars/practical classes/lectures/labs) is obligatory. Failure to attend 80% of classes will normally result in failure in the subject.
Graduate Attributes:	Not available
Links to further information:	www.education.unimelb.edu.au