

622-AA Graduate Certificate in University Management

Year and Campus:	2009																										
Fees Information:	Subject EFTSL, Level, Discipline & Census Date, http://enrolment.unimelb.edu.au/fees																										
Level:	Graduate/Postgraduate																										
Duration & Credit Points:																											
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. 																										
Subject Options:	<p>Students complete 50 points of study</p> <table border="1"> <thead> <tr> <th>Subject</th> <th>Study Period Commencement:</th> <th>Credit Points:</th> </tr> </thead> <tbody> <tr> <td>497-806 Understanding Higher Education</td> <td>Semester 1</td> <td>12.500</td> </tr> <tr> <td>482-800 Leading and Managing in a University</td> <td>Semester 2</td> <td>12.500</td> </tr> <tr> <td>497-807 Strategy & Planning in Higher Education</td> <td>Semester 1</td> <td>12.500</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>306-660 Accounting for Decision Making</td> <td>Summer, Semester 1, Semester 2</td> <td>12.500</td> </tr> <tr> <td>325-640 Marketing Management</td> <td>Summer, Semester 1, Semester 2</td> <td>12.500</td> </tr> <tr> <td>325-663 Human Resource Management</td> <td>Semester 1, Semester 2</td> <td>12.500</td> </tr> </tbody> </table>			Subject	Study Period Commencement:	Credit Points:	497-806 Understanding Higher Education	Semester 1	12.500	482-800 Leading and Managing in a University	Semester 2	12.500	497-807 Strategy & Planning in Higher Education	Semester 1	12.500	Subject	Study Period Commencement:	Credit Points:	306-660 Accounting for Decision Making	Summer, Semester 1, Semester 2	12.500	325-640 Marketing Management	Summer, Semester 1, Semester 2	12.500	325-663 Human Resource Management	Semester 1, Semester 2	12.500
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Entry Requirements:	<p>An applicant may be eligible for entry into the Graduate Certificate in University Management if the applicant has:</p> <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:	<p><p>For the purposes of considering request for Reasonable Adjustments under the Disability Standards for Education (Cwth 2005), and Student Support and Engagement Policy, academic requirements for this subject are articulated in the Subject Overview, Learning Outcomes, Assessment and Generic Skills sections of this entry.</p> <p>It is University policy to take all reasonable steps to minimise the impact of disability upon academic study, and reasonable adjustments will be made to enhance a student's participation in the University's programs. Students who feel their disability may impact on meeting the requirements of this subject are encouraged to discuss this matter with a Faculty Student Adviser and Student Equity and Disability Support: http://services.unimelb.edu.au/disability</p></p>
Links to further information:	www.education.unimelb.edu.au