

## EDUC90142 Leading and Managing in a University

<b>Credit Points:</b>	12.50						
<b>Level:</b>	9 (Graduate/Postgraduate)						
<b>Dates &amp; Locations:</b>	This subject is not offered in 2013.						
<b>Time Commitment:</b>	Contact Hours: 24 contact hours (120 total commitment) Total Time Commitment: 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.						
<b>Prerequisites:</b>	<p>You must have successfully completed the following subject/s prior to enrolling in this subject</p> <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>Not offered 2013</td> <td>12.50</td> </tr> </tbody> </table>	Subject	Study Period Commencement:	Credit Points:	EDUC90518 Understanding Higher Education	Not offered 2013	12.50
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EDUC90518 Understanding Higher Education	Not offered 2013	12.50					
<b>Corequisites:</b>	None						
<b>Recommended Background Knowledge:</b>	None						
<b>Non Allowed Subjects:</b>	None						
<b>Core Participation Requirements:</b>	<p>For the purposes of considering request for Reasonable Adjustments under the Disability Standards for Education (Cwth 2005), and Students Experiencing Academic Disadvantage Policy, academic requirements for this subject are articulated in the Subject Overview, Objectives, Assessment and Generic Skills sections of this entry. 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 the Disability Liaison Unit: <a href="http://www.services.unimelb.edu.au/disability/">http://www.services.unimelb.edu.au/disability/</a></p>						
<b>Contact:</b>	<p>Education Student Centre 234 Queensberry Street Phone: +61 3 8344 8285</p>						
<b>Subject Overview:</b>	<p>This subject introduces some major theoretical approaches to leading and managing effective relationships in university workplaces. It critically explores individual, group and organisational development, and introduces principles of human resource management and employee relations, within the context of equality and diversity.</p>						
<b>Objectives:</b>	<p>At the completion of the subject, participants will be able to:</p> <ul style="list-style-type: none"> <li># describe the roles of leadership in an academic setting;</li> <li># show familiarity with appropriate compliance mechanisms;</li> <li># analyse processes of decision-making ;</li> <li># demonstrate understanding of workplace relations including grievance procedures and conflict resolution.</li> </ul>						
<b>Assessment:</b>	<p>A critical review of at least two research-based articles or chapters drawn from the reading recommended for this subject (2,000 word, 50 per cent). An argued case, based in scholarship, for the implementation of a particular policy or program in a university setting (2,000 words 50 per cent)</p>						
<b>Prescribed Texts:</b>	None						
<b>Recommended Texts:</b>	<p>Konzes, J. and Posner, B. (2003) Academic Administrators' Guide to Exemplary Leadership San Francisco: Jossey Bass.</p>						

	<p>Middlehurst, R. (1993) <i>Leading Academics</i> Buckingham UK: Society For Research into Higher Education/Open University Press.</p> <p>Beckett, D. (1999) <i>Past the Guru and up the Garden Path: The New Organic Management Learning</i>, in Boud, D. and Garrick, J. (eds) <i>Understanding Learning at Work</i>. London: Routledge Ch. 6.</p> <p>Helfat, C. (2002) <i>Work-Life Issues in Academia and Business: The Current State of Affairs</i> <i>Journal of Management Enquiry</i> Vol 11, No 3 pp 329 - 331.</p> <p>Miklas, E. and Kleiner, B. (2003) <i>New Developments Concerning Academic Grievances</i> <i>Management Research News</i> Vol 26, No 2/3/4/ pp 141 - 147.</p>
<b>Breadth Options:</b>	This subject is not available as a breadth subject.
<b>Fees Information:</b>	Subject EFTSL, Level, Discipline & Census Date, <a href="http://enrolment.unimelb.edu.au/fees">http://enrolment.unimelb.edu.au/fees</a>
<b>Generic Skills:</b>	<p>On completing this subject, participants should be able to:</p> <ul style="list-style-type: none"> <li># critically evaluate theories and principles and apply them to specific contexts;</li> <li># access, evaluate and utilise relevant resource materials;</li> <li># reflect upon and analyse the effectiveness of their activities;</li> <li># construct an argument from available evidence;</li> <li># participate effectively as a team member in a small investigative project.</li> </ul>
<b>Links to further information:</b>	<a href="http://www.cshe.unimelb.edu.au">www.cshe.unimelb.edu.au</a>
<b>Related Course(s):</b>	Graduate Certificate in University Management