

SECTION 1: ACADEMIC BOARD COURSE PROPOSAL

PART 1: OVERVIEW OF PROPOSAL

Faculty: Education and Social Work

Faculty Contact person and/or: Dr Kevin Laws

Ext. No: 16396

Academic Proponent

Email: k.laws@edfac.usyd.edu.au

Date course approved by Faculty: This is a program which has been offered for over 10 years. We are seeking to gain approval to offer it in Singapore through the Academy of Principals.

1.1.1. Type of proposal: New

1.1.2. Type of course: Postgraduate coursework

1.1.3. Name of award course(s)

Name of **existing** award course/s: Master of Education (Educational Management and Leadership)

1.1.4. Abbreviated name

MEd (Educational Management and Leadership)

Introduced: Year 2010 Semester 1

1.1.6 TRIM File Number for Course/s

1.1.7 Availability to students

Commonwealth supported students	<input type="checkbox"/>	Full-time	<input type="checkbox"/>
		Part-time	<input type="checkbox"/>
Fee-paying domestic students (PG only)	<input type="checkbox"/>	Full-time	<input type="checkbox"/>
		Part-time	<input type="checkbox"/>
Fee-paying international students	<input checked="" type="checkbox"/>	Full-time	<input checked="" type="checkbox"/>
		Part-time	<input checked="" type="checkbox"/>
Research Training Scheme	<input type="checkbox"/>	(PG Research students only)	

SECTION 1 : ACADEMIC BOARD COURSE PROPOSAL

PART 2: DETAILS FOR ASSESSMENT OF PROPOSAL

1.2.1 Purpose of the proposal

The purpose of this proposal is to gain approval to offer the existing MEd (Educational Management and Leadership) program off-shore in Singapore through the Academy of Principals

1.2.2 Justification for proposal

The Faculty of Education and Social Work has been approached by the Academy of Principals, Singapore to offer the program to school principals in Singapore in an intensive mode. The Ministry of Education, Singapore will provide scholarships for principals and deputy principals to undertake this program.

Eight units of study must be successfully completed for the award of the degree. These will be chosen from the following:

Compulsory:

- EDPA5001 Organisational theory, management and administration (6 credit points)
- EDPA5011 Organisational culture and change (6 credit points)
- EDPA 6015 Management and leadership (6 credit points)
- EDPA5013 Evaluation of educational programs (6 credit points)

All students must complete either:

- EDPZ6730 Special project (6 credit points)
- EDPZ6720 Dissertation (12 credit points)

Note: Either of these two courses will be regarded as a “capstone experience”

To be permitted to undertake a Dissertation it is necessary to have an average mark of 70% in previously completed units of study

Electives:

Plus two, or all, of the following:

- EDPA6017 School-based management and effectiveness (6 credit points)
- EDPA6016 Organisations as learning communities (6 credit points)
- EDPB6013 Internationalisation of education (On-line program) 6 credit points)

Note: Students will have the opportunity to come to Sydney for a period up to 12 weeks in order to complete EDPZ6730 or EDPZ6720 should they so wish. The timing of their visit would need to be negotiated with the Program Convenor.

Program outcomes:

At the conclusion of the designated degree, students should be able to:

- understand approaches to leadership and management
- understand the basic concepts in administration and management
- understand models and theories in the field
- understand organisational behaviour
- understand the change processes and their impact upon organisations
- familiarise themselves with a range of management issues and their relationship to other developments in education, the economy and society
- develop skills in the analysis of policy developments and factors affecting the implementation of management policies
- understand theories and models of evaluation
- develop skills in written and oral communication
- develop a range of research skills related to the use of key information technologies
- develop a variety of academic writing skills

1.2.3 Benchmarking, market research and analysis

1.2.3.1 Benchmarking:

Not applicable. The program, as offered on-campus, is informally benchmarked against developments in similar programs in other universities in Australia.

1.2.3.2 Market research and analysis:

The approach for this program came from the Academy of Principals, Singapore with a guarantee of a minimum of 15 and a maximum of 30 students each intake.

It is proposed that, over time, around 350 school principals in Singapore will complete this program.

Academy of Principals Singapore – credentials

The Academy represents a partnership between the key players in Singapore education, including the Ministry of Education, which provides specific support for principals as they lead schools into a new era of educational change. The Academy, which is the recognised professional centre for school principals, has a commitment to meet the needs of senior educators in Singapore in regard to their professional growth and development, for professional affiliation and support, and for recognition. The Academy also serves to enhance the professional status of these school leaders. The Academy’s objectives, mission and vision are stated below:

Objectives

- Developing educational leadership with a global perspective
- Building a fraternity of confident and competent principals.
- Promoting wellness of principals.

Mission

To support Principals as they seek to achieve excellence in School Leadership

Vision

The vision of the Academy is to be an effective partner of the Ministry of Education in developing principals, so that they will have a stronger sense of professionalism and solidarity, and be more proactive in furthering their own professional development.

The proposed partnership with the Faculty of Education and Social Work has come about because of a requirement of the APS to provide a platform of professional learning opportunities for school leaders as Singapore seeks to establish itself as an educational hub of Asia. It seeks not only to develop the qualifications and experience of its 800 principals and vice-principals but also those of approximately 28000 educators in general.

This agreement will attract high quality graduate students to the Faculty’s MEd in Educational Management and Leadership program and may also lead to an increase in the numbers of PhD and EdD candidates. This addresses elements of the university’s strategic plan concerning the need for internationalisation, as well as providing the following benefits:

- a potential new revenue stream
- opportunities to engage in capacity building and professional guidance thus enhancing its international reputation of as leaders in the provision of educational services
- the ability to enhance the University’s standing in East Asia
- strengthen the University’s reputation as a global citizen

1.2.3.3 Summary table of competitive offerings to proposed award course:

Not applicable

1.2.3.4 Estimated student demand

Estimated student demand	2010	2011	2012
Commonwealth-supported			
Local fee-paying			
International fee-paying	15-30	15-30	15-30
Estimated Total EFTSL	15	15	15
Lowest EFTSL for which course would be	15	15	15

run			
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Estimated full-time and part-time Students	2010	2011	2012
Estimated number of Full-time students	15-30	15-30	15-30
Estimated number of Part-time students			

Impact on students currently enrolled:

The proposed course will have no impact upon students currently enrolled.

Enrolment Quotas:

Will quotas be set for the proposed award course or for any units of study within the award course?

For domestic fee-paying students (PG only)

Not applicable

No x

For international fee-paying students

No x

1.2.4 Consultation and external references

Consultees	Date of consultation	Method of consultation	Type of supporting evidence provided
Academy of Principals, Singapore	Since 2006	Face-to-face and by email	Meetings and email messages over a 4 year period with Mr Ezra Ng, Executive Director, Academy of Principals, Singapore.

The Faculty was approached by the Academy of Principals, Singapore to offer the program to principals of Singapore schools.

1.2.5 Course structure

1.2.5.1

Award course	Length of candidature (years)	Type of enrolment	
		Full-time	Part-time
MEd (Educational Management and Leadership)	Minimum	1	2
	Maximum	1.5	3

1.2.5.2 Minimum credit points required for completion of qualification: 48 credit points.

1.2.5.3 Mode of delivery: Offshore delivery x
Please provide justification

Students, who will be school principals and deputy principals, from Singapore who will be granted leave of absence on full pay from their post to complete the program. Of the required 8 units of study, 6 will be offered face-to-face off-shore in Singapore in an intensive mode following the model in which the Faculty has successfully offered the MEd (TESOL) program in Shanghai for the past six years. One unit (an optional unit) can be undertaken by distance education. Special Project (EDPZ6730) and Dissertation (EDPZ6720) will involve supervised independent study.

1.2.5.4 Does the course involve clinical or industrial placement/experience?

No x

1.2.5.5 Please indicate what processes are in place to guarantee the quality of academic staffing, available resources for teaching and provision of adequate curriculum delivery, assessment and authentication of student work.

The current staff teaching in the program will teach the units they offer in Sydney in an intensive mode in Singapore.

1.2.6 Assessment procedures

Proposed assessment regime	Proportion of assessment regime (%)	Use of external assessors/examiners (Yes/No) (if yes, please provide details)
Two written assignments of approximately 3,000 words each for each unit of study	50% each assignment	No

Please provide justification.

The proposed assessment mirrors the current requirements for student undertaking the program in Sydney.

1.2.7 Student workload

1.2.7.1

Expected workload	Total time expected (per credit point)
Lectures	4 hours
Tutorials	
Practical experience	
Independent study	
Reading and work for assessment	9-10 hours
Others (please specify):	

1.2.7.2 Provide an indication of how the academic course load including the weight given to any dissertation component compare with other similar course loads in the faculty/college/university

The academic course load is equivalent to the current requirements of Master of Education programs offered in the Faculty.

1.2.8 Attributes of graduates

As is the case in the program currently offered at the University of Sydney campus the proposed program to be offered in Singapore will address all of the Generic Attributes.

Students will be challenged to identify issues and develop innovative solutions to them. They will be encouraged to make critical, creative and ethical judgments. They will be expected to be able to utilise the resources provided electronically and to identify and access additional resources. They will develop strategies for evaluating information and its sources and understand economic, legal, social and cultural issues in the use of information. Through the completion of the capstone experience they will be able to demonstrate rigorous and independent thinking and ways of addressing new challenges.

1.2.9 **Transitional arrangements** (for continuing students, and inbound International students)
Not applicable

1.2.10 Course administration

Course to be administered by the following Faculty: Education and Social Work

1.2.10.1 Is there **shared teaching** with other Faculties?
No x

1.2.10.2 Basis for the above allocation between faculties:

1.2.10.3 Combined degree – inter-faculty arrangements:

1.2.10.4 Is the proposed award course part of a **con-joint venture** with another institution?

No

1.2.11 Resolutions

1.2.11.1 Are there changes to the list of Degrees, Diplomas and Certificates conferred by your Faculty, as listed in the **Resolutions of the Senate** available in the **University Calendar**?

No

1.2.11.2 Will there be new Resolutions or changes to the existing **Resolutions of the Senate** for the proposed Coursework award course?

No

1.2.11.3 Will there be new Resolutions or changes to the existing **Faculty Resolutions** for the proposed award course?

No

1.2.11.4 Will there be changes to the academic dress due to the introduction of the proposed new award course?

No

1.2.12 Quality assurance arrangements and plans

As part of the postgraduate coursework Master of Education (Educational Management and Leadership), this offshore Singapore cohort will inherently receive the same monitoring and evaluation in place for the program as a whole. Specifically, an appropriate sub-committee of the Graduate Division of the Faculty of Education and Social Work will review the courses throughout their implementation. Student evaluation will be built into each unit of study. Based on these processes, units of study will be modified, added or deleted. The sub-committee will include the Associate Dean (Graduate Division) (or nominee), Associate Dean (Teaching and Learning) (or nominee), two senior staff teaching the program – including the course coordinator. The Faculty's quality assurance system encourages individual academics to focus teaching improvement and curriculum development efforts on important (from the student learning research) aspects of the student learning experience and on the same aspects that are embodied in the Faculty's and university's strategic teaching and learning plans. The Faculty is systematically and strategically using the data collected by the USE surveys to focus curriculum development initiatives where most needed.

SECTION 1 : ACADEMIC BOARD COURSE PROPOSAL

PART 3: RESOURCE IMPLICATIONS

1.3.1 Estimated Student Numbers for next three years of the award course

Estimated Student Demand	2010	2011	2012
Estimated Student Numbers	15-30	15-30	15-30
Estimated EFTSL	15	15	15

1.3.2 Availability of teaching and support staff

1.3.2.1 Availability of academic and support staff to deliver the proposed award course:

Current staff teaching in the program at the Sydney Campus will travel to Singapore to offer appropriate units of study.

1.3.2.2 Strengths of the department/school/faculty:

A successful MEd program in Educational Management and Leadership currently is offered with sustained student numbers. Growing numbers of research students are applying to undertake research in these areas.

1.3.3 Availability of teaching space, and other required facilities

Not applicable.

Teaching space at the Academy of Principals, Singapore will be made available.

1.3.4 Availability of Library Resources

All class readings/resources are currently available through Fisher Library electronically. These are updated annually and will be made available to Singapore students.

The Academy of Principals, Singapore maintains an excellent professional library which is available to all principals in Singapore schools.

Concerns about library holdings that need to be addressed:

None

1.3.5 Availability of IT and other Equipment

No specialised equipment is required.

1.3.6 Timetabling arrangements

Appropriate times for teaching periods will be negotiated with the Academy of Principals, Singapore.

Units of study will be taught using the model developed to offer the MEd (TESOL) in Shanghai. This involves the offering of a unit of study in an intensive mode over 6 days, preceded by preliminary reading and followed by additional reading and the completion of written assignments. The actual face-to-face element of the program is consistent with that of the program offered in Sydney.

The proposed award course will be offered in the following teaching period:

non-standard teaching x

APPROVALS

Nominated Faculty Officer

Dean of Faculty (or Delegate)

SECTION 2: FEE REVIEW AND FEE SETTING

Faculty: Education and Social Work

Faculty Contact person and/or: Dr Kevin Laws

Ext. No: 16396

Academic Proponent Email: k.laws@edfac.usyd.edu.au
Existing course – adding new offshore fee rate

2.1.1 Type of proposal: New

2.1.2 Type of course: Postgraduate coursework X

2.1.3 Name of award course(s) Master of Education (Educational Management & Leadership) existing course

2.1.4 Abbreviated name
MEd (Educational Management and Leadership)

2.1.5 Date of introduction or deletion
Introduced: Year 2010 Semester 1

2.1.6 Fee review and Fee-setting

2.1.6.1 Fees for Undergraduate award course:

2.1.6.2 Fees for Postgraduate award course:

Postgraduate award course	Current fees (per 1 EFTSL per annum)		Proposed increase (%)		Proposed fees (per 1 EFTSL per annum)	
	Domestic students	International students	Domestic	Int'l	Domestic students	International students
MEd (Educational management and leadership)						\$14,400

Proposed fee - Postgraduate - Master of Education XC030 non standard liability group – International Offshore - Rate 1 \$14,400.

PROPOSED BY:

Nominated Faculty Officer Dean of Faculty (or Delegate)

APPROVAL:

Provost and Deputy Vice-Chancellor/Vice-Chancellor

SECTION 3: COURSE INFORMATION FORM AND MARKETING PLAN

PART 1: COURSE INFORMATION FOR FLEXSIS

Faculty: Education and Social Work

Faculty Contact person and/or: Dr Kevin Laws Ext. No: 16396
Academic Proponent Email: k.laws@edfac.usyd.edu.au

EXISTING COURSE - NO CHANGES

- 3.1.1 Type of proposal: New
- 3.1.2 Type of course: Postgraduate coursework x
- 3.1.3 Name of award course(s)
Master of Education (Educational Management & Leadership) existing course
- 3.1.4 Abbreviated name
MEd (Educational Management and Leadership)
- 3.1.5 Date of introduction or deletion
Introduced: Year 2010 Semester 1
- 3.1.6 Course code
Course code of existing award course for amendment or deletion: [REDACTED]
- 3.1.7 CRICOS code
CRICOS code of existing award course for amendment or deletion: [REDACTED]
- 3.1.8 Short degree description (e.g. for the UAC Guide):
[REDACTED]
- 3.1.9 Full degree description (e.g. for Faculty handbook):
[REDACTED]
- 3.1.10 Level of award:
Master's degree by coursework x
- 3.1.11 Is this an Honours course? No x
Honours requirements (if applicable):
- 3.1.12 If the proposal is for a new award course, please indicate if the new course is the result of new resolutions for an existing course? Yes No
- 3.1.13 Name of award that will be conferred upon completion of course: [REDACTED]
- 3.1.14 If the proposal is for a new award course, please indicate which category the proposed course should be allocated to according to the DEEWR Field of Education and Discipline Area (available from the [Courses and Fees Toolkit](#)):
DEEWR Field of Education [REDACTED]
DEEWR Discipline Area [REDACTED]
- 3.1.15 Credit points required for the award: [REDACTED]
- 3.1.16 Location/campus for student attendance:
Offshore x please specify [REDACTED]

3.1.17 Are students enrolling in the proposed award course subject to:

Criminal Record Check Yes No x
 Prohibited Employment Declaration Yes No x
 Health Records & Privacy Yes No x
 Information Declaration

3.1.18 Prohibitions:**3.1.19 Articulation pathway (if applicable):****3.1.20 Units of study offered in proposed award course:****(a). Existing units of study**

<i>UoS Code</i>	<i>UoS Name</i>	<i>Core/ Elective</i>	<i>Session offered</i>	<i>Course year offered</i>
EDPA5001	Organisational theory, management and administration	Core	61	2010
EDPA5011	Organisational culture and change	Core	61	2010
EDPA6015	Management and leadership	Core	61	2010
EDPA5013	Evaluation of educational programs	Core	61	2010
EDPZ6730	Special project or	Core	51	2010
EDPZ6720	Dissertation	Core	51	2010
EDPA6017	School-based management and effectiveness	Elective	51	2010
EDPA6016	Organisations as learning communities	Elective	51	2010
EDPA6013	Internationalisation of education	Elective	51	2010

SECTION 3 : COURSE INFORMATION FORM AND MARKETING PLAN

PART 2: COURSE INFORMATION FOR UNIVERSITY'S UNDERGRADUATE AND POSTGRADUATE COURSE DATABASE (FOR MARKETING PURPOSES)

Existing course – no changes

3.2.1 UAC code: (Undergraduate courses only)

3.2.2 CRICOS code:

3.2.3 Career opportunities:

3.2.4 Areas of study:

3.2.5 Assumed knowledge:

3.2.6 Minimum education requirements:

Year 12 (senior secondary certificate) or equivalent

No minimum education

Mature background

Relevant employment experience

Bachelor's degree (pass)

Bachelor (Hons)

Graduate Certificate

Graduate Diploma

Master's degree

Additional information:

3.2.7 If the proposal is for a Postgraduate award course, please indicate the course method:

Coursework

Coursework with research pathway

Research

3.2.8 UAI (for UG only): 2xxx (e.g. 2007)
 2xxx (e.g. 2006)
 2xxx (e.g. 2005)
 2xxx (e.g. 2004)

3.2.9 Additional admission selection criteria:

3.2.10 If the course is offered to international students please complete the following:

UAI International (for international students only): (Undergraduate courses only)

Other international student entry requirements:

3.2.11 If the proposal is for a Postgraduate award course, please indicate the application closing date:

For domestic students, closing date for applications is

For international students, closing date for applications is

3.2.12 Will mid-semester intake be available for:

Commonwealth-supported students Yes No

Domestic fee-paying students (PG) Yes No

International fee-paying students Yes No

SECTION 3 : COURSE INFORMATION FORM AND MARKETING PLAN

PART 3: MARKETING PLAN

3.3.1 Marketing plan and strategy

The Academy of Principals, Singapore requested that this program be offered to principals and deputy principals of primary and secondary schools in Singapore through the Academy as part of the Ministry of Education program of continuing professional development for principals and teachers.

The academy of principals, Singapore will advertise the program throughout Singapore.

APPROVALS

Nominated Faculty Officer

Dean of Faculty (or Delegate)

SECTION 4: INTERNATIONAL STUDENT ADMINISTRATION REQUIREMENTS

Faculty: Education and Social Work

Faculty Contact person and/or: Dr Kevin Laws **Ext. No:** 16396
Academic Proponent **Email:** k.laws@edfac.usyd.edu.au

4.1.1 Type of proposal: Existing course – no changes to course

4.1.2 Type of course: **Postgraduate coursework x**

4.1.3 Name of award course(s) Master of Education (Educational Management & Leadership)

4.1.4 Abbreviated name
MEd (Educational Management and Leadership)

4.1.5 Date of introduction or deletion
Introduced: Year 2001 Semester 1

4.1.6 Course code
Course code of existing award course for amendment or deletion: **XC030**

4.1.7 CRICOS code
CRICOS code of existing award course for amendment or deletion: **000674B**

4.1.8 Marketing plan and strategy
This will be undertaken by the academy of Principals, Singapore

4.1.9 Availability of course
Will international students be able to enrol full-time? Yes X

4.1.10 Mode of study
Will international students be able to study the proposed course in “face-to-face” mode for at least 75% of the time each semester? Yes X But offshore

4.1.11 Incidental (ancillary) fees
Will the proposed course incur any compulsory costs other than tuition fees and compulsory subscriptions? No X

4.1.10 Commencement semester
Indicate whether entry to the course is possible in each semester. SEM1 or 2 X
If entry is permissible in Semester 2, please indicate whether subject choice will be restricted and whether the duration of the course will necessarily increase?

4.1.11 English language requirements
Will the minimum English language requirement for the proposed course differ from the usual requirements (i.e. overall IELTS score of 6.5 with a minimum of 6.0 in each band)?
No X

APPROVALS

.....
Dean or delegate

The Proposed Course is suitable for CRICOS registration and International Office processing.

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Director International Office

SECTION 5: OFFICE OF STRATEGY IMPLEMENTATION AND SUSTAINABILITY PLANNING

Faculty: Education and Social Work

Faculty Contact person and/or: Dr Kevin Laws **Ext. No:** 16396

Academic Proponent **Email:** k.laws@edfac.usyd.edu.au

Existing course – no changes

5.1.1 Type of proposal: New

5.1.2 Type of course: Postgraduate coursework x

5.1.3 Name of award course(s)
Master of Education (Educational Management & Leadership)

5.1.4 Abbreviated name
MEd (Educational Management and Leadership)

5.1.5 Date of introduction or deletion
Introduced: Year 2010 Semester 1

5.1.6 Estimated percentage distribution of load across departments in one or more faculties:

5.1.7 Number of semesters required to complete the course in minimum time
2 semesters

5.1.8 Estimated student enrolments (i.e. head count)

Estimated student enrolments		2xxx	2xxx	2xxx
Commonwealth-supported places	Full-time			
	Part-time			
Domestic fee-paying	Full-time			
	Part-time			
International fee-paying	Full-time	15	15	15
	Part-time			
Total student enrolments		15	15	15

5.1.9 For undergraduate degrees only, please indicate the expected 'carry-on' rate from one academic year to the next.

e.g. the number of students in first year in year 'n' expected to re-enrol in second year in year 'n+1'.

5.1.10 IMPORTANT The University operates within a fixed target for Commonwealth-supported Place (CSP) load. Any new course proposals which include intakes of CSP (HECS) students must be accompanied by an indication of a corresponding reduction in the CSP intake to another degree of similar duration offered within the same Faculty.
Details of proposed reduction:

APPROVALS

Nominated Faculty Officer

Dean of Faculty or delegate