The University of Southern Queensland

Course specification

Description: Curriculum Leadership and Management

<table>
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<tr>
<th>Subject</th>
<th>Cat-nbr</th>
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<th>Term</th>
<th>Mode</th>
<th>Units</th>
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Academic group: FOEDU
Academic org: FOE003
Student contribution band: 1
ASCED code: 070303

STAFFING
Examiner: Dorothy Andrews
Moderator: Marian Lewis

RATIONALE
Recent changes in orientation to school and instructional leadership have prompted a change in emphasis on what is seen to be legitimate activity for curriculum leaders. The increasing emphasis on self-management of schools and devolution of authority from central offices and the resultant growth in school-based decision making that has resulted in school community involvement and responsibility for financial planning and expenditure, the control of professional development programs, collaborative planning and curriculum decision making processes. These changes have resulted in changing roles and responsibilities for those responsible for school programs. The required skill and knowledge base of instructional and curriculum leadership in Australia has changed dramatically as a result of this evolution of administrative practice.

SYNOPSIS
This course examines the required skill and knowledge base of instructional and curriculum leadership and focuses upon those skills and practices seen to be appropriate for educational leaders attempting to meet the challenges of a rapidly changing school environment. In particular, the course explores the knowledge and skills required for school-based curriculum development and evaluation. It also explores knowledge and understanding of the processes of curriculum leadership within schools of the 21st century.

OBJECTIVES
On successful completion of this course students will be able to:
1. Identify major sources of influence and control on the curriculum.
2. Examine the role of the curriculum and instructional leader as facilitator.
3. Consider the functions of planning, motivating, communicating, and organising in instructional leadership.
4. Recognise the value of data collection, needs assessment, curriculum evaluation, team management and action research to effective curriculum management.
5. Expand understanding, knowledge and experience in the processes of curriculum management and instructional leadership.

**TOPICS**

<table>
<thead>
<tr>
<th>Description</th>
<th>Weighting (%)</th>
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<tbody>
<tr>
<td>1. Influences on Curriculum</td>
<td>30.00</td>
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<tr>
<td>2. Facilitating Curriculum Management</td>
<td>40.00</td>
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<td>3. Curriculum Management Techniques</td>
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**TEXT and MATERIALS required to be PURCHASED or ACCESSED:**

ALL textbooks and materials are available for purchase from USQ BOOKSHOP (unless otherwise stated). Orders may be placed via secure internet, free fax 1800642453, phone 07 46312742 (within Australia), or mail. Overseas students should fax +61 7 46311743, or phone +61 7 46312742. For costs, further details, and internet ordering, use the 'Textbook Search' facility at http://bookshop.usq.edu.au click 'Semester', then enter your 'Course Code' (no spaces).

**REFERENCE MATERIALS:**

Reference materials are materials that, if accessed by students, may improve their knowledge and understanding of the material in the course and enrich their learning experience.

STUDENT WORKLOAD REQUIREMENTS:

<table>
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<th>ACTIVITY</th>
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<tbody>
<tr>
<td>Assessment</td>
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<tr>
<td>Directed Study</td>
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<td>Private Study</td>
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ASSESSMENT DETAILS

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<th>Wtg(%)</th>
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<tr>
<td>ASSIGNMENT 1 - FIELD BASED</td>
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<td>50.00</td>
<td>03 Sep 2004</td>
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<td>ASSIGNMENT 2 - FIELD BASED</td>
<td>50.00</td>
<td>50.00</td>
<td>01 Nov 2004</td>
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IMPORTANT ASSESSMENT INFORMATION

1. Attendance requirements:
   There are no attendance requirements for this course. However, it is the students' responsibility to study all material provided to them or required to be accessed by them to maximise their chance of meeting the objectives of the course and to be informed of course-related activities and administration.

2. Requirements for students to complete each assessment item satisfactorily:
   To complete each of the assessment items satisfactorily, students achieve at least 50% of the marks available (or at least a grade of C-) for each assessment item.

3. Penalties for late submission of required work:
   If students submit assignments after the due date without prior approval then a penalty of 20% of the total marks available for the assignment will apply for each week late.

4. Requirements for student to be awarded a passing grade in the course:
   To be assured of a passing grade, students must attempt all of the assessments and achieve at least 50% of the available marks for the course.

5. Method used to combine assessment results to attain final grade:
   The final grades for students will be assigned on the basis of the weighted aggregate of the marks (or grades) obtained for each of the summative assessment items in the course.

6. Examination information:
   There is no examination in this course.

7. Examination period when Deferred/Supplementary examinations will be held:
   There will be no Deferred or Supplementary examinations in this course.

8. University Regulations:
   Students should read USQ Regulations 5.1 Definitions, 5.6. Assessment, and 5.10 Academic Misconduct for further information and to avoid actions which might contravene University Regulations. These regulations can be found at the URL

ASSESSMENT NOTES

1. Students must retain a copy of each item submitted for assessment. This must be produced within five days if required by the Examiner.

2. The examiner may grant an extension of the due date of an assignment in extenuating circumstances.

3. The Faculty will normally only accept assessments that have been written, typed or printed on paper-based media.

4. When there is more than one marker for a single item of assessment, the distributed patterns and means for the different markers will be compared and marks adjusted if necessary.

5. Marking criteria are provided in course material as mark sheets/guides or as part of assignment specifications.

6. All assessment items must be attempted/submitted and passed.