

LH Martin Institute

For Higher Education Leadership and Management

Executive Education Program 2010 Budgeting & Financial Management for the Tertiary Sector



Tailored to the tertiary education environment and utilising a series of related case studies focused on the sector, participants will gain a practical understanding of budgeting and financial management within the context of their own role and how this relates to the organisation as a whole.

Budgeting & Financial Management for the Tertiary Sector

Overview

Leading and managing within a tertiary education context brings particular challenges and requires unique understandings of how organisations operate, and the financial systems which support their activities. This program provides an opportunity for those responsible for managing financial resources to enhance their understanding of financial systems, tools and processes and optimise their use in improved management and strategic planning.

Tailored to the tertiary education environment and utilising a series of related case studies, the course will focus on how each session relates back to participants' individual situations and responsibilities. Participants will leave with a greater understanding of how various financial decisions impact on departments, faculties and the organisation.

Who should attend?

This program has been designed to assist senior staff with budget and/or resource management responsibilities, including those who wish to be able to communicate more effectively with financial specialists.

Delivery mode

2 days, non-residential.

Dates & location

28–29 April 2010, Melbourne, VIC

24–25 June 2010, Sydney, NSW

Program fee

\$1,800 (\$1,980 incl GST)

Fee includes all materials, lunch and refreshments.

Program content

The program will cover:

- Key revenue and cost drivers in the educational sector
- The interaction between strategy and finance
- Cost allocation methods
- Different budgetary techniques
- Key financial performance indicators for this sector
- Alternative capital budgeting techniques
- Performance reporting systems; linking finance with strategy
- Understanding financial statements

Learning outcomes

At the completion of this course, participants will understand:

- The role of financial functions in the education sector
- How to enhance their revenues
- How to allocate and control costs
- The development of relevant financial indicators
- How to determine the financial feasibility of academic programs
- The importance and relevance of annual reports



Program	
Day 1	Day 2
Session 1: Some Background Information on Education <ul style="list-style-type: none"> - Overview of tertiary finances - Overview of finance as a discipline - Interaction between strategic planning and financial planning <i>Case Study: Put together a budget for a School</i>	Session 6: Capital Budgeting Decision <ul style="list-style-type: none"> - How to allocate resources in the long run - Different capital budgeting technologies <i>Case Study: Feasibility study of a new student accommodation facility</i>
Session 2: Operating Budgets <ul style="list-style-type: none"> - Alternative budgeting techniques - The key drivers of an Institution's budget - Budgeting cycles 	Session 7: Capital Markets and the Cost of Capital <ul style="list-style-type: none"> - Overview of capital markets - Different sources of finance - The weighted average cost of capital <i>Case Study: Estimate cost of capital</i>
Session 3: Key Cost Concepts <ul style="list-style-type: none"> - Different types of costs – fixed, variable & semi variable - Break even analysis - How to allocate indirect cost <i>Case Study: Break even of an off-shore program</i>	Session 8: Overview of Financial Statements <ul style="list-style-type: none"> - Balance sheets - Profit and loss statements - Cash flow statements - Key performance indicators based on the financial statement <i>Case Study: Put together a financial statement</i>
Session 4: Internal Management Reporting <ul style="list-style-type: none"> - How to link strategy with monthly reporting - Current reporting examples <i>Case Study: Develop a balanced scorecard and report for a Faculty</i>	Session 9: Q&A and Summary
Session 5: Q&A	

Registration

To register for this program please return the enclosed registration form or for more information please visit our website www.lhmartinstitute.edu.au. As places are limited early registration is encouraged.

Course leader

Professor Zoltan Matolcsy BA (Macq), PhD (UNSW), FCPA, CA, ASIA
Head of School of Accountancy, University of Technology, Sydney

Zoltan teaches primarily at the postgraduate level, specialising in empirical research in the areas of accounting for managerial decisions, capital markets and contracting theory.

Before his academic career, Zoltan was Chief Investment Analyst at the Australian Stock Exchange. He has undertaken consulting assignments for a wide range of firms, from large public companies to small privately owned entities, government business enterprises and public instrumentalities.



About the LH Martin Institute

Tertiary education is a complex and rapidly changing environment in which to lead and manage. A strong understanding of its unique structure and complex policy environment is crucial to the success of your institution.

The LH Martin Institute for Higher Education Leadership and Management has been established to enhance tertiary education in Australia and New Zealand by providing a suite of programs and activities focused on institutional management and leadership within this sector. We are committed to developing the knowledge and skills of both current and aspiring leaders to ensure they meet their personal and organisational goals.

Our activities include postgraduate award programs, executive education programs, conferences, public seminars, research and consulting projects.

Further Information

Detailed information regarding the full range of LH Martin Institute programs is available on the Institute website: www.lhmartininstitute.edu.au

The Institute, in response to the needs of the sector, is continually developing and conducting new programs, research and other collaborative projects, to be kept informed we encourage you to subscribe online to receive the latest information via the Institute's monthly digital newsletter.

LH Martin Institute

Executive Education Program 2010

The LH Martin Institute's Executive Education program provides relevant and practical professional development for leaders and managers working in higher education, VET and private institution staff.

Our suite of executive education programs has been specifically designed to meet the leadership and management development needs of the next generation of leaders in higher education and VET institutions. In developing these programs the LH Martin Institute has collaborated with a range of local and international organisations to understand and address the professional development requirements specific to the tertiary sector.

The range of executive education programs currently offered by the LH Martin Institute includes:

- The Leadership Programs
- The Executive Seminar Series
- Specialist Short Courses

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