Executive Education Program 2010
Enhancing Academic Workload Management

Academic workload management has become a fundamental issue for tertiary institutions. This interactive, one day program will examine effective approaches to developing workload models, drawing on best practice case studies from universities across the sector.

www.lhmartininstitute.edu.au
Enhancing Academic Workload Management

Overview
As independent knowledge workers, academic staff in English speaking countries have traditionally enjoyed a significant degree of flexibility in the organisation of work and choice on the topics and time spent on research or scholarship.

In Australia, increasing workloads driven by: larger classes, demands for demonstrable research productivity, occupational stress, increased numbers of female part-time academic staff, and a desire for improved work life balance, have seen workload management become a key industrial and management issue. Surveys conducted over many years have consistently found academic staff are working 45 - 60 hours per week. Every enterprise agreement concluded with a university since 2000 has a clause on workload management, designed to establish principles whereby the university will implement workload management systems at Faculty or School level.

The translation from principles to practice at Faculty/Departmental level has resulted in differences in outcomes between and within universities, which are not solely discipline based. For example, while most workload allocation models are based on a formula that allocates a percentage of the staff member’s time to a variety of tasks, some include measurement of outcomes and others allow for banking of time into the next period.

This program will examine approaches to developing a fair and transparent process for allocating work, exploring best practice case studies from the sector. Presenters will speak on the basis of experience and lessons learnt.

Who should attend
Heads of School or Department, HR Managers and other academic and professional staff involved in leading or supporting the development of academic workload models.

Delivery mode
A highly interactive one day program.

Date and location
9 August 2010, 9:30am - 4:45pm, Sydney.

Program fee
AU $750 (AU $825 incl. GST)
Program content

Participants will examine approaches to developing a fair and transparent process for allocating academic work, exploring best practice case studies from the sector:

- A centrally developed on-line system for specifying academic workloads, completed in part by staff themselves. Faculty/discipline differences are managed through different weightings in the system, enabling a university-wide overview of work undertaken.

- Departmental or Faculty developed 'spreadsheets', which involve detailed calculation of time spent on each task, built from allocating specific time weightings for each component of that task. For example, the model may include an agreed formula on the time allocated to advising each student, which is a factor for determining academic workload associated with teaching a course.

- Workload allocation models linked to outputs, particularly research outcomes.

Learning outcomes

Participants will develop a broad understanding of the industrial drivers for the development of workload models, understand the differences in approach to the development of workload models, learn from others' experience in the implementation of different model types, and have the opportunity to discuss specific problems or issues they are experiencing.

Apply now

To register for this program, please complete the registration form on the LH Martin Institute website: www.lhmartininstitute.edu.au. Early registration is encouraged, as places are strictly limited.

Registrations close on 2 August.

Program leaders and presenters

Ms Liz Baré Senior Fellow of both the LH Martin Institute and the Centre for the Study of Higher Education, Liz Baré has a deep knowledge and understanding of human resource management, having headed the HR function in three different organisations including an extensive period as Vice-Principal (Human Resources) at the University of Melbourne. In recent years, Liz was Head of Administration at the University of Melbourne, where she was responsible for service delivery of IT, HR, Finance, Research, Marketing, Property and Grounds as well as overseeing a major restructure of administrative service delivery.

Professor V. Lynn Meek Foundation Director of the LH Martin Institute, Lynn Meek was previously Professor and Director of the Centre for Higher Education Management and Policy at the University of New England. Having completed a PhD in the sociology of higher education at the University of Cambridge, he has nearly three decades experience researching higher education policy issues.

Mr Grahame McCulloch, National Secretary, NTEU

Mr Ian Pike, Director, Human Resources, University of Newcastle

Professor Susan Dodds, Dean of Arts and Professor of Philosophy, University of Tasmania

Dr Allan Johnston, Director of the Workload Planning Project in the College of Design and Social Context, RMIT University.

Full profiles are available on the LH Martin Institute website: www.lhmartininstitute.edu.au. Additional speakers to be confirmed. Please refer to the website for updates.
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.

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 institutions.

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

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.

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Disclaimer

The information in this outline was correct at the time of printing. The LH Martin Institute reserves the right to make changes as appropriate.

As details may change, you are encouraged to visit the Institute’s website or contact us for updated information.

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