ENMM20030 *Asset Management Leadership*
Term 2 - 2024

Profile information current as at 29/07/2024 03:30 pm

All details in this unit profile for ENMM20030 have been officially approved by CQUniversity and represent a learning partnership between the University and you (our student). The information will not be changed unless absolutely necessary and any change will be clearly indicated by an approved correction included in the profile.

General Information

Overview

This unit focuses on leadership characteristics and management practices for asset management in an organisation. You will learn about various leadership theories and how they influence leadership effectiveness, as well as the operational requirements for leading a team of asset management professionals. The leadership and management skills you develop in this unit will enable you to meet organisation goals and objectives.

Details

Career Level: *Postgraduate*
Unit Level: *Level 8*
Credit Points: *6*
Student Contribution Band: *8*
Fraction of Full-Time Student Load: *0.125*

Pre-requisites or Co-requisites

Prerequisites: ENMM20023 & ENMM20025
Important note: Students enrolled in a subsequent unit who failed their pre-requisite unit, should drop the subsequent unit before the census date or within 10 working days of Fail grade notification. Students who do not drop the unit in this timeframe cannot later drop the unit without academic and financial liability. See details in the Assessment Policy and Procedure (Higher Education Coursework).

Offerings For Term 2 - 2024

- Online

Attendance Requirements

All on-campus students are expected to attend scheduled classes – in some units, these classes are identified as a mandatory (pass/fail) component and attendance is compulsory. International students, on a student visa, must maintain a full time study load and meet both attendance and academic progress requirements in each study period (satisfactory attendance for International students is defined as maintaining at least an 80% attendance record).

Website

This unit has a website, within the Moodle system, which is available two weeks before the start of term. It is important that you visit your Moodle site throughout the term. Please visit Moodle for more information.

Class and Assessment Overview

Recommended Student Time Commitment

Each 6-credit Postgraduate unit at CQUniversity requires an overall time commitment of an average of 12.5 hours of study per week, making a total of 150 hours for the unit.

Class Timetable

Regional Campuses

Bundaberg, Cairns, Emerald, Gladstone, Mackay, Rockhampton, Townsville

Metropolitan Campuses

Adelaide, Brisbane, Melbourne, Perth, Sydney

Assessment Overview

1. **Written Assessment**
Weighting: 30%
2. **Written Assessment**
Weighting: 30%
3. **Presentation and Written Assessment**
Weighting: 40%

Assessment Grading

This is a graded unit: your overall grade will be calculated from the marks or grades for each assessment task, based on the relative weightings shown in the table above. You must obtain an overall mark for the unit of at least 50%, or an overall grade of 'pass' in order to pass the unit. If any 'pass/fail' tasks are shown in the table above they must also be completed successfully ('pass' grade). You must also meet any minimum mark requirements specified for a particular assessment task, as detailed in the 'assessment task' section (note that in some instances, the minimum mark for a task may be greater than 50%). Consult the University's Grades and Results Policy for more details of interim results and final grades.

CQUniversity Policies

All University policies are available on the CQUniversity Policy site.
You may wish to view these policies:

- Grades and Results Policy
- Assessment Policy and Procedure (Higher Education Coursework)
- Review of Grade Procedure
- Student Academic Integrity Policy and Procedure
- Monitoring Academic Progress (MAP) Policy and Procedure – Domestic Students
- Monitoring Academic Progress (MAP) Policy and Procedure – International Students
- Student Refund and Credit Balance Policy and Procedure
- Student Feedback – Compliments and Complaints Policy and Procedure
- Information and Communications Technology Acceptable Use Policy and Procedure

This list is not an exhaustive list of all University policies. The full list of University policies are available on the CQUniversity Policy site.

Previous Student Feedback

Feedback, Recommendations and Responses

Every unit is reviewed for enhancement each year. At the most recent review, the following staff and student feedback items were identified and recommendations were made.

Feedback from Have your Say

Feedback

The subject was delivered effectively, but the assignment requirements needed clearer explanations.

Recommendation

The quality will be maintained. Lecturers and tutors will consult to ensure assignment requirements are clearly clarified.

Feedback from Have Your Say

Feedback

The tutorials of this unit were very effective.

Recommendation

The quality of tutorials will be maintained.

Feedback from Have your Say

Feedback

With a personal point of view the online lecture timing was not suitable for me. Content was good.

Recommendation

Due to students' locations in different time zones around the world, it is impossible to choose a class time that suits the whole class. The scheduling of classes will be to satisfy the majority of students in the class.

Unit Learning Outcomes

On successful completion of this unit, you will be able to:

1. Compare different organisational strategies related to asset management.
2. Analyse the management of people and systems related to asset management in an organisation.
3. Critique the various approaches of managing asset management group/s towards achieving organisational goals
4. Develop comprehensive operational requirements in leading a team of asset management professionals.
5. Critique contemporary theories of leadership for effective management of assets
6. Reflect on your participation in a multi-disciplinary professional network within or outside your organisation.

n/a

Alignment of Learning Outcomes, Assessment and Graduate Attributes

	N/A Level		Introductory Level		Intermediate Level		Graduate Level		Professional Level		Advanced Level

Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes					
	1	**2**	**3**	**4**	**5**	**6**
1 - Written Assessment - 30%	•	•	•			
2 - Written Assessment - 30%		•	•	•	•	•
3 - Presentation and Written Assessment - 40%	•			•	•	•

Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes					
	1	**2**	**3**	**4**	**5**	**6**
1 - Knowledge	○	○	○	○	○	
2 - Communication	○	○	○	○	○	
3 - Cognitive, technical and creative skills	○	○		○		
4 - Research		○		○	○	
5 - Self-management				○	○	○
6 - Ethical and Professional Responsibility			○			○
7 - Leadership			○		○	○
8 - Aboriginal and Torres Strait Islander Cultures						

Textbooks and Resources

Textbooks

There are no required textbooks.

IT Resources

You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)

Referencing Style

All submissions for this unit must use the referencing style: Harvard (author-date)
For further information, see the Assessment Tasks.

Teaching Contacts

Subhash Sharma Unit Coordinator
s.sharma2@cqu.edu.au

Schedule

Week 1 - 08 Jul 2024

Module/Topic	Chapter	Events and Submissions/Topic
Module 1 - Theories of leadership	Module 1 (Pages 1 to 9)	Zoom session: • Lecture: Theories of Leadership • Tutorial: Take part in a Group Discussion on Theories of Leadership Check the weekly schedule on Moodle and attend the first Zoom session on an overview of the unit activities.

Week 2 - 15 Jul 2024

Module/Topic	Chapter	Events and Submissions/Topic
Module 1 – Theories of Leadership	Module 1 (Pages 9 to 18)	Zoom session: • Lecture: Theories of Leadership • Tutorial: Take part in a Group Discussion on Theories of Leadership

Week 3 - 22 Jul 2024

Module/Topic	Chapter	Events and Submissions/Topic
Module 1 - Leadership Influences	Module 1 (Pages 19 to 30)	Zoom session: • Lecture: Leadership Influences • Tutorial: Take part in a Group Discussion on Leadership Influences

Week 4 - 29 Jul 2024

Module/Topic	Chapter	Events and Submissions/Topic
Module 2 - Skills for effective leadership	Module 2 (Pages 3 to 14)	Zoom session: • Lecture: Skills for Effective Leadership • Tutorial: Take part in a Group Discussion on Skills for Effective Leadership The census date is Tuesday the 30th, July 24. After this date, you cannot drop or withdraw this unit.

Week 5 - 05 Aug 2024

Module/Topic	Chapter	Events and Submissions/Topic

| Module 2 - Conflict Resolution | Module 2 (Pages 14 to 21) | Zoom session:
• Lecture: Conflict Resolution
• Tutorial: Take part in a Group Discussion on Conflict Resolution

Written Assessment 1 Due: Week 5 Friday (9 Aug 2024) 11:59 pm AEST |

Vacation Week - 12 Aug 2024

Module/Topic	Chapter	Events and Submissions/Topic
No Lecture or Tutorial sessions		Vacation week

Week 6 - 19 Aug 2024

Module/Topic	Chapter	Events and Submissions/Topic
Module 2 - Employee Relations	Module 2 (Pages 22 to 40)	Zoom session: • Lecture: Employee Relations • Tutorial: Take part in a Group Discussion on Employee Relations

Week 7 - 26 Aug 2024

Module/Topic	Chapter	Events and Submissions/Topic
Module 2 - Communication	Module 2 (Pages 41 to 52)	Zoom session: • Lecture: Communication • Tutorial: Take part in a Group Discussion on Communication

Week 8 - 02 Sep 2024

Module/Topic	Chapter	Events and Submissions/Topic
Module 3 - Decision Making	Module 2 (Pages 53 to 66)	Zoom session: • Lecture: Decision Making • Tutorial: Take part in a Group Discussion on Decision Making

Week 9 - 09 Sep 2024

Module/Topic	Chapter	Events and Submissions/Topic
Module 3 - Motivation	Module 3 (Pages 5 to 20)	Zoom session: • Lecture: Motivation • Tutorial: Take part in a Group Discussion on Motivation **Written Assessment 2** Due: Week 9 Friday (13 Sept 2024) 11:59 pm AEST

Week 10 - 16 Sep 2024

Module/Topic	Chapter	Events and Submissions/Topic
Module 3 - Coaching and Training	Module 3 (Pages 21 to 41)	Zoom session: • Lecture: Coaching and Training • Tutorial: Take part in a Group Discussion on Coaching and Training

Week 11 - 23 Sep 2024

Module/Topic	Chapter	Events and Submissions/Topic

| Module 3 - Performance and Change | Module 3 (Pages 42 to 50) | Zoom session:
• Lecture: Performance and Change
• Tutorial: Take part in a Group Discussion on Performance and Change |

Module/Topic	**Chapter**	**Events and Submissions/Topic**
Module 3 - Effectiveness and Development	The remainder of Module 3	Zoom session: • Lecture: Effectiveness and Development • Tutorial: Take part in a Group Discussion on effectiveness and Development

Review/Exam Week - 07 Oct 2024

Module/Topic	**Chapter**	**Events and Submissions/Topic**
		Assessment 3 Due: Review/Exam Week Monday (7 Oct 2024) 11:59 pm AEST

Exam Week - 14 Oct 2024

Module/Topic	**Chapter**	**Events and Submissions/Topic**

Assessment Tasks

1 Written Assessment 1

Assessment Type
Written Assessment

Task Description
This assessment item relates to the course learning outcomes 1 - 3.
1) Compare different organisational strategies related to asset management.
2) Analyse the management of people and systems related to asset management in an organisation.
3) Critique the various approaches of managing asset management group/s towards achieving organisational goals.

The assignment will cover materials from the topics covered in weeks 1-4. Detail requirements will be discussed in classes. Your answer to this assignment may be unique. Still, the expected primary contents include discussing different leadership traits, analysing differences between management and leadership styles in asset management, criticising the effectiveness of the various management and leadership approaches to modern asset management, reflecting on the influences that have steered you to your current leadership style, and references (books, articles, interviews, and other sources).
This information MUST be submitted as a WORD document.

Assessment Due Date
Week 5 Friday (9 Aug 2024) 11:59 pm AEST
The assignment questions will be uploaded on the Moodle web page of this unit two weeks prior to start of the term.

Return Date to Students
Week 6 Friday (23 Aug 2024)
It is expected that marked assessment will be returned within 2 weeks of the due date when submitted on time

Weighting
30%

Assessment Criteria

1. Demonstration of knowledge and comprehensive understanding (40%).
2. Application of concept into real-life situations and communication with several published/unpublished sources (40%).
3. Quality of presentation including neatness, appropriate use of figures and tables, clarity of expression including use of terminology, ease of reading, grammar and spelling, orderly and logical presentation, and use of diagrams/sketches for illustrations (10%).
4. Evidence of research beyond own experiences and course materials (05%).
5. Appropriate use of referencing (05%).

Referencing Style

- [Harvard (author-date)](#)

Submission
Online

Submission Instructions
Assignments must be submitted electronically (in "MSWord" format NOT pdf) in Moodle. Use standard file name format, Example –John_Smith_ENMM20030_Ass1.doc

Learning Outcomes Assessed

- Compare different organisational strategies related to asset management.
- Analyse the management of people and systems related to asset management in an organisation.
- Critique the various approaches of managing asset management group/s towards achieving organisational goals

2 Written Assessment 2

Assessment Type
Written Assessment

Task Description
This assessment item relates to the course learning outcomes 2 - 6.
2) Analyse the management of people and systems related to asset management in an organisation.
3) Critique the various approaches of managing asset management group/s towards achieving organisational goals.
4) Develop comprehensive operational requirements in leading a team of asset management professionals.
5) Critique contemporary theories of leadership for effective management of assets.
6) Reflect on your participation in a multi-disciplinary professional network within or outside your organisation.
The assignment will cover materials from the topics covered from weeks 1-8. Detail requirements will be discussed in classes. Your answer to this assignment may be unique, but expected major contents include designing and tracking a personal leadership development plan, discussing contemporary theories of leadership for effective management of assets, reflecting on your participation in a multi-disciplinary asset management team/network, and references (books, articles, interviews, and other sources).
This information MUST be submitted as a WORD document.

Assessment Due Date
Week 9 Friday (13 Sept 2024) 11:59 pm AEST
The assignment questions will be uploaded on the Moodle web page of this unit two weeks prior to start of the term.

Return Date to Students
Week 11 Friday (27 Sept 2024)
It is expected that marked assessment will be returned within 2 weeks of the due date when submitted on time

Weighting
30%

Assessment Criteria

1. Demonstration of knowledge and comprehensive understanding (40%).
2. Application of concept into real-life situations and communication with several published/unpublished sources (40%).
3. Quality of presentation including neatness, appropriate use of figures and tables, clarity of expression including use of terminology, ease of reading, grammar and spelling, orderly and logical presentation, and use of diagrams/sketches for illustrations (10%).
4. Evidence of research beyond own experiences and course materials (05%).
5. Appropriate use of referencing (05%).

Referencing Style

- [Harvard (author-date)](#)

Submission
Online

Submission Instructions
Assignments must be submitted electronically (in "MSWord" format NOT pdf) in Moodle. Use standard file name format, Example –John_Smith_ENMM20030_Ass2.doc

Learning Outcomes Assessed

- Analyse the management of people and systems related to asset management in an organisation.
- Critique the various approaches of managing asset management group/s towards achieving organisational goals
- Develop comprehensive operational requirements in leading a team of asset management professionals.
- Critique contemporary theories of leadership for effective management of assets
- Reflect on your participation in a multi-disciplinary professional network within or outside your organisation.

3 Assessment 3

Assessment Type
Presentation and Written Assessment

Task Description
This assessment item relates to the course learning outcomes 1 & 4 - 6.
1) Compare different organisational strategies related to asset management.
4) Develop comprehensive operational requirements in leading a team of asset management professionals.
5) Critique contemporary theories of leadership for effective management of assets.
6) Reflect on your participation in a multi-disciplinary professional network within or outside your organisation.
The assignment will cover materials from the topics covered from weeks 1-12. Detail requirements will be discussed in classes. Your answer to this assignment may be unique. Still, the expected significant contents include analysing leadership turnaround, designing a leadership plan to drive changes for a cohesive profitable team, and references (books, articles, interviews, and other sources).
This information MUST be submitted as a WORD document.

Assessment Due Date
Review/Exam Week Monday (7 Oct 2024) 11:59 pm AEST

The assignment questions will be uploaded on the Moodle web page of this unit two weeks prior to start of the term.

Return Date to Students

Results will be released on the grade certification date

Weighting
40%

Assessment Criteria

1. Demonstration of knowledge and comprehensive understanding (40%).
2. Application of concept into real-life situations and communication with several published/unpublished sources (40%).
3. Quality of presentation including neatness, appropriate use of figures and tables, clarity of expression including use of terminology, ease of reading, grammar and spelling, orderly and logical presentation, and use of diagrams/sketches for illustrations (10%).
4. Evidence of research beyond own experiences and course materials (05%).
5. Appropriate use of referencing (05%).

Referencing Style

- Harvard (author-date)

Submission
Online

Submission Instructions
Assignments must be submitted electronically (in "MSWord" format NOT pdf) in Moodle. Use standard file name format, Example –John_Smith_ENMM20030_Ass3.doc

Learning Outcomes Assessed

- Compare different organisational strategies related to asset management.
- Develop comprehensive operational requirements in leading a team of asset management professionals.
- Critique contemporary theories of leadership for effective management of assets
- Reflect on your participation in a multi-disciplinary professional network within or outside your organisation.

Academic Integrity Statement

As a CQUniversity student you are expected to act honestly in all aspects of your academic work.

Any assessable work undertaken or submitted for review or assessment must be your own work. Assessable work is any type of work you do to meet the assessment requirements in the unit, including draft work submitted for review and feedback and final work to be assessed.

When you use the ideas, words or data of others in your assessment, you must thoroughly and clearly acknowledge the source of this information by using the correct referencing style for your unit. Using others' work without proper acknowledgement may be considered a form of intellectual dishonesty.

Participating honestly, respectfully, responsibly, and fairly in your university study ensures the CQUniversity qualification you earn will be valued as a true indication of your individual academic achievement and will continue to receive the respect and recognition it deserves.

As a student, you are responsible for reading and following CQUniversity's policies, including the **Student Academic Integrity Policy and Procedure**. This policy sets out CQUniversity's expectations of you to act with integrity, examples of academic integrity breaches to avoid, the processes used to address alleged breaches of academic integrity, and potential penalties.

What is a breach of academic integrity?
A breach of academic integrity includes but is not limited to plagiarism, self-plagiarism, collusion, cheating, contract cheating, and academic misconduct. The Student Academic Integrity Policy and Procedure defines what these terms mean and gives examples.

Why is academic integrity important?
A breach of academic integrity may result in one or more penalties, including suspension or even expulsion from the University. It can also have negative implications for student visas and future enrolment at CQUniversity or elsewhere. Students who engage in contract cheating also risk being blackmailed by contract cheating services.

Where can I get assistance?
For academic advice and guidance, the Academic Learning Centre (ALC) can support you in becoming confident in completing assessments with integrity and of high standard.

What can you do to act with integrity?

Be Honest
If your assessment task is done by someone else, it would be dishonest of you to claim it as your own

Seek Help
If you are not sure about how to cite or reference in essays, reports etc, then seek help from your lecturer, the library or the Academic Learning Centre (ALC)

Produce Original Work
Originality comes from your ability to read widely, think critically, and apply your gained knowledge to address a question or problem