

PGDHE

TAKING EDUCATORS HIGHER

Postgraduate Diploma in Higher Education

National Institute of Education and
Centre for Education Development at NTU



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The National Institute of Education (NIE) is already renowned for its excellence in teacher preparation, leadership training and educational research, and runs a range of programmes, some of which have drawn interest from the international arena. The Centre for Educational Development (CED) at Nanyang Technological University (NTU) provides cutting edge technologies and media support services for teaching and learning, research and publication in the University. The new Postgraduate Diploma in Higher Education programme arises from a partnership between NIE and CED, and we believe the initiative will enhance excellence amongst professional educators working in the post-school sector.

Higher education needs professionals who work towards distinction in all dimensions of their role. These are people who understand higher education issues on the international and local scene, and who are able to devise coherent and effective strategies to help their institutions move forward. They are also the people who place a premium on their own development, for they know that by enhancing their capability, they also enhance their students' prospects and their institutions' capacity to grow.

We believe professionals in further and higher education have a complex and multifaceted role. That is why our new programme has adopted a model of scholarship that enables participants to improve their understanding, teaching, research and supervision.

HOW IS THE PROGRAMME STRUCTURED?

The PGDHE comprises core modules, which will be compulsory for all participants, and elective modules, where participants may choose from a range offered.

Each module, mainly delivered in workshop form, will be worth one academic unit (AU). A module will normally be delivered over four sessions, each of three hours. In order to complete the full diploma programme, you have to complete ten modules (four core modules; six elective modules.)

HOW LONG IS THE PROGRAMME?

It will normally take you one year (July-May) to complete the full programme and gain the Postgraduate Diploma in Higher Education.



If you wish to do only the core modules – and not the electives – you can gain the Postgraduate Certificate in Higher Education in just one semester.

If you do not wish to gain any certification, you can attend just those modules that match your needs or interests when the modules are offered.

WHO IS THE PROGRAMME FOR?

It is for all academic staff in university, polytechnic or related institutions. The programme is directed at producing personal and institutional capability that will serve staff and students well now and in the future. It has relevance to staff of all levels of ability and at all stages of their career.

WHAT IS COVERED IN THE PROGRAMME?

We see lecturers as scholars: professionals who should exemplify continuous learning. The core modules therefore focus on the issues that give you a broader understanding of your vocation: scholarship, student learning, assessment, and flexible learning (with a special contemporary emphasis on e-learning.)

• *HE1: Scholarship in Further and Higher Education*

What is the nature of lecturers' work today and what expectations exist? We explore teaching and research, and how we as academics deal with expectations about our performance and our ability to change.

• *HE2: Learning and Teaching in Further and Higher Education*

How are learning and teaching related? We address several topics, including learning research, learning orientations and approaches, group differences in learning, influences of disciplinary learning practices, promoting active learning, different teaching strategies, and the nature of e-learning.

• *HE3: Understanding and Improving Assessment*

What assessment practices are available, how are they applied, and how might their use be improved? We look at assessment theory and practice and offer a basis on which you can assess and improve your performance as an assessor. We examine assessment goals and objectives, and typical assessment methods. Practical issues include: composing assessment tasks, marking, aggregating marks, and interpreting and grading marks.

• *HE4: Planning and Designing Flexible Learning*

How can a lecturer prepare for and use flexible learning? Emphasis will be on designing teaching for flexible learning and preparing or improving a course site. Some of the issues include: e-learning features, student-led study groups, assessment and resource development, discussion forums, synchronised communication, and interpreting course statistics.



HOW DOES IT HELP ME TO BE A BETTER PRACTITIONER?

While an understanding of our craft is vital, it is also important that we are able to select and apply strategies that optimise student learning. Thus, our elective modules provide you with some of the practical ingredients of successful operation as an academic. These elective modules currently include:

- Course design and evaluation
- Large group teaching
- Small group teaching
- Problem-based learning
- Academic mentoring
- Implementing and assessing flexible learning
- Innovations in higher education
- Leadership for learning and teaching
- Improving student dissertation writing
- Organising and monitoring graduate research
- Identifying quality in a thesis
- Supporting proposals and literature reviews
- The thesis examination
- Reflective practice: research and publishing

IS THE PROGRAMME TAILORED TO 'MY' NEEDS?

Being realistic, our jobs are not identical. Some of us have considerable responsibility for designing courses, while others are expected to do a large amount of research supervision. With that in mind, our programme has several 'learning threads', which help you to locate your particular learning needs and interests. These threads include academic leadership, assessment and evaluation, course design, flexible learning, and research supervision.

WHAT IF I DON'T WANT TO GAIN ANY CERTIFICATION?

That's fine! If you do not wish to gain any certification, you can take those modules that match your needs or interests. Indeed, you do not have to do the whole programme: you can select just one or two modules if you wish.

Is it possible to move on to the Master in Education programme after the PGDHE?

Yes! Some modules will offer a higher level of assessment (i.e. pitched at master's level) to those who wish to move on to the MEd.

WHEN DOES THE PROGRAMME START?

It starts in July and runs on Wednesdays 3.00-6.00 pm during the first semester. All the four core modules are covered sequentially in this time slot. In the second semester (starting in January), in order to mount a good selection of elective modules, the programme operates on both Wednesdays and Fridays, 3.00-6.00 pm.

MUST I ATTEND EVERY WEEK?

Not necessarily. Much depends on how certain modules are delivered. There will be plenty of opportunity to meet face to face, but there will also be occasions when you work in your own time and space.

In Semester 2, your choice of elective modules determines how often you attend NIE.

HOW MUCH ARE THE FEES?

Each module: SGD194

Postgraduate Certificate in Higher Education: SGD750

Postgraduate Diploma in Higher Education: SGD1863

The costs above are based on completing the modules successfully first time with no repeat of studies

HOW DO I APPLY?

Contact Mrs Maye Chan, the programme's executive officer, at 67903878 or e-mail: mpchan@nie.edu.sg

NTU staff can contact Mr Chan Lay Kock from the Centre for Educational Development at 67905547 or e-mail lkchan@ntu.edu.sg

IF I NEED FURTHER INFORMATION?

Contact Dr Ken Stott, the Associate Dean for Leadership Programmes: kstott@nie.edu.sg or A/P Daniel Tan, Director of the Centre for Educational Development at ethan@ntu.edu.sg





