

Economics Legislation Committee
ANSWERS TO QUESTIONS ON NOTICE
Industry, Innovation, Science, Research and Tertiary Education Portfolio
Supplementary Budget Estimates Hearing 2012-13
September 2012

AGENCY/DEPARTMENT: DEPARTMENT OF INDUSTRY, INNOVATION, SCIENCE, RESEARCH AND TERTIARY EDUCATION

TOPIC: Education expenses

REFERENCE: Written Question – Senator Bushby

QUESTION No.: SI-170

1. Has there been a change to the department/agency's guidelines on study since the 2012-13 Budget Estimates (May 2012)? If yes, please provide details.
2. For this financial year to date, detail all education expenses (i.e. in house courses and tertiary studies) for each portfolio department and agency. Include what type of course, the total cost, cost per participant, the employment classification of each participant, how many participants and the amount of study leave granted to each participant (provide a breakdown for each employment classification). Also include the reason for the study and how it is beneficial for the department/agency.

ANSWER

Education expenses, type of course, total cost, cost per participant and how many participants for courses or study under the Australian Qualification Framework for each portfolio agency for the financial year to date as at 31 October 2012 is detailed below. All costs are GST exclusive.

DEPARTMENT OF INDUSTRY, INNOVATION, SCIENCE, RESEARCH AND TERTIARY EDUCATION

1. No.
2. Support is provided for employees to undertake courses of study that will contribute to the improvement of their professional skills and knowledge relevant to their employment.

The Masters of Public Policy is approximately 40 days study part time over two years. The Cert IV in Government involves approximately 10 months on the job training. The Diploma in Project Management involves approximately a six day workshop and on the job assessments over an eight month period. For all other study the Department provides employees with up to eight hours of study leave per week.

| Qualification | Course | Participants and classifications | Cost \$ |
|----------------------|-----------------------------------|--|----------------|
| Master | Public Policy (Industry Strategy) | 16 x EL 1 4 x APS 6 1 PAO 3 1 x APS 5 | 302,025 |

| | | | |
|--|----------------------------------|---|----------|
| Diploma | Project Management | EL2 x 1 EL1 x 12 APS 6 x 21 A/g APS 6 x 1 APS 5 x 1 APS 4 x1 A/g APS 4 x1 | 128,500 |
| Cert IV | Government | 51 x Graduate APS | 5,100 |
| Masters* | Business Administration | 1 x EL2 3 x EL1 1 x APS6 | 3,000 |
| | Asia Pacific Studies | 2 x EL1 | 1,200 |
| | Public Policy | 2 x EL1 2 x APS6 | 2,400 |
| | Science | 1 x EL1 | 600 |
| | Education | 1 x EL@ | 600 |
| | HR Management | 2 x APS6 | 1200 |
| | International Relations | 1 x APS6 | 600 |
| | Digital Media | 1 x APS6 | 600 |
| | Administrative Law | 1 x APS6 | 600 |
| | Communication | 1 x EL1 | 600 |
| | Laws | 1 X APS6 1 x APS6 | 1,200 |
| Bachelor* | Business | 1 x APS5 4 x APS4 | 3,000 |
| | Community Education | 1 x APS6 | 600 |
| | Communications | 2 x APS5 | 1200 |
| | Education | 1 x EL1 1 x APS4 | 1,200 |
| | Software Engineering | 1 x APS4 | 600 |
| | Commerce | 1 x APS4 | 600 |
| | Writing | 1 x APS4 2 x APS5 | 1,800 |
| | Arts | 1 x APS6 1 x APS5 1 x APS4 | 1,800 |
| | Government and Public Management | 1 x APS6 | 600 |
| | Law | 1 x APS6 | 600 |
| | Graduate Diploma* | Legal Practice | 3 x APS6 |
| International & Development Economics | | 1 x APS6 | 600 |
| International Customs Law and Administration | | 1 x EL1 | 600 |
| Applied Science | | 1 x APS6 | 600 |
| Business | | 1 x EL1 | 600 |
| Finance | | 1 x APS6 | 600 |

| | | | |
|-----------------------|-------------------------------------|---|------------------|
| | Economics | 1 x APS6 | 600 |
| | Psychology | 2 x APS6 | 1,200 |
| Diploma* | Events Management | 1 x EL2 | 600 |
| | Business Administration | 1 x APS4 | 600 |
| | Management | 2 x EL1 1 x APS6 | 1,800 |
| Advanced Diploma* | Journalism | 1 x APS4 | 600 |
| CPA* | | 3 x EL1 3 x APS6 1 x APS4 1 x APS3 | 4,800 |
| Graduate Certificate* | Building Survey | 1 x APS6 | 600 |
| | Management | 1 x APS6 | 600 |
| | Tesol and Foreign Language Teaching | 1 x EL1 | 600 |
| Certificate IV* | Human Resources | 2 x APS6 | 1,200 |
| | Web based Technologies | 2 x APS6 | 1,200 |
| Certificate III* | Information, Digital Media | 1 x APS3 | 600 |
| | Library and Information Studies | 1 x APS5 | 600 |
| Juris Doctor* | | 1 x EL1 1 x APS6 | 1,200 |
| LAW 515* | | 1 x EL1 | 600 |
| | | Total | \$483,025 |

* Each participant of these courses received support of \$600 from the Department.

AUSTRALIAN INSTITUTE OF ABORIGINAL AND TORRES STRAIT ISLANDER STUDIES

- No.
- Support is provided for employees to undertake study that will contribute to the improvement of their professional skills and knowledge relevant to their employment. The Institute provides employees with up to a maximum eight hours of study leave per week plus up to three hours in travel time. Indigenous staff are allowed up to a total of 13 hours per week.

| Qualification | Course | Participants and classification | Cost \$ |
|-------------------------|------------------------------------|---------------------------------|----------------|
| CPA | Strategic Management Accounting | 2 x EL1 1 XAPS 5 | 1,482 |
| Statement of Attainment | Accrual Accounting (CIT) | 1 x APS4 | 2,273 |
| Cert III | IT | 1 APS3 | Nil |
| | | Total | \$3,735 |

AUSTRALIAN INSTITUTE OF MARINE SCIENCE (AIMS)

1. No.
2. There have been no education expenses for AIMS this financial year to date.

AUSTRALIAN NUCLEAR SCIENCE AND TECHNOLOGY ORGANISATION (ANSTO)

1. No.
2. ANSTO has a 2-tiered educational program. There is operational/organisational/mandatory training that people require to enable them to perform their current role and Study Support. Study Support is designed to provide assistance to eligible employees to undertake an approved course of study to enhance specific skills and knowledge to increase ANSTO's capacity to achieve its organisational goals. Study assistance is provided in the form of paid leave, unpaid leave, and/or reimbursement of course fees, textbooks and other approved expenses.

In-house education

| Course Name | No. of Courses | No. of Employees | Estimated Cost \$ (July - October) |
|-------------------------------------|----------------|------------------|------------------------------------|
| Advanced Life Support | 2 | 15 | 3,000 |
| Apply First Aid | 6 | 28 | 5,320 |
| Confined Space Refresher | 4 | 25 | 5,500 |
| Dogman's (DG) Licence | 1 | 3 | 4,785 |
| Forklift (LF) Licence | 1 | 1 | 450 |
| Remote Area First Aid | 2 | 12 | 3,600 |
| Safe Work at Heights | 4 | 27 | 6,750 |
| Safe Work in Confined Spaces | 2 | 14 | 8,680 |
| WHS Induction for Construction Work | 1 | 1 | 190 |
| WHS Risk Management | 2 | 14 | 8,330 |
| Total | 25 | 140 | \$46,605 |

Tertiary studies

Of the 46 people currently receiving Study Support, the following are costs for current financial year:

| Qualification | Participants | Cost \$ |
|---|--------------|---------|
| Master in Business Management | 1 | 5,995 |
| Bachelor of Commerce | 1 | 2,379 |
| Bachelor of Science Honours | 1 | 64 |
| Master of Science and Technology in Chemical Analysis & Laboratory Management | 1 | 1082 |
| Bachelor of Mechanical Engineering | 1 | 316 |

| | | |
|------------------------------------|-----------|-----------------|
| Master in Business Administration | 1 | 1,860 |
| Cert IV Project Management Stage 1 | 7 | 11690 |
| Total | 13 | \$23,386 |

Forty-nine Study Leave days have been taken to date.

The studies focus on business, research and personal skill sets that will allow employees to improve their capabilities and the application of those same capabilities in the work place.

AUSTRALIAN RESEARCH COUNCIL (ARC)

1. No.
2. Support is provided for employees to undertake courses of study that will contribute to the improvement of their professional skills and knowledge relevant to their employment.

| Course | Participants | Cost \$ |
|-----------------|--|----------------|
| Bachelor Degree | 1 x APS 5 1 x APS 6 1 x EL 1 1 x EL 2 | 4,000 |
| Master's Degree | 1 x APS 5 2 x APS 6 1 x EL 1 | 4,000 |
| | Total | \$8,000 |

AUSTRALIAN SKILLS QUALITY AUTHORITY (ASQA)

1. No.
2. ASQA provides support to eligible employees to undertake approved study to enhance specific skills and knowledge to increase ASQA's capacity to achieve its goals. Study assistance is directly linked to the employee's individual development plans and is provided in the form of paid leave up to eight hours per week, unpaid leave and/or reimbursement of reasonable costs up to \$3,000 per calendar year.

| Qualification | Course | Participants and classifications | Cost \$ | Study leave |
|--------------------------------------|---|--|----------------|--------------------|
| External training course | Introduction to FOI | 1 x EL1 | 890 | Nil |
| Cth Health and Safety Representative | Health and Safety Representative Training | 2 x APS4 1 x APS5 1 x APS6 2 x EL1 1 x EL2 | 6,037 | Nil |

| | | | | |
|--------------------------------|---|--------------------------------|--------|------------------|
| Masters | Masters in Commerce (HRM) | 1 x APS6 | Nil | 3 hours per week |
| Masters | Master of Business Law | 1 x APS4 | Nil | 2 hours per week |
| Graduate Diploma | Graduate Diploma in Legal Practice | 1 x APS5 | Nil | Nil |
| Graduate Certificate | Graduate Certificate Policy Analysis | 1 x EL2 | Nil | 1 day |
| Certificate IV Internal course | Certificate IV in Government (Investigations) | 5 x APS6 4 x EL1 1 x EL2 | 33,000 | 2 hours per week |

COMMONWEALTH SCIENTIFIC AND INDUSTRIAL RESEARCH ORGANISATION (CSIRO)

Detailed information pertaining to the types of courses, costs and participants is not available centrally. A manual check of our records at all of CSIRO's sites for the specified period would be required to provide this information which would represent significant diversion of CSIRO resources.

IP AUSTRALIA

1. No.
2. Support is provided for employees to undertake courses of study that will contribute to the improvement of their professional skills and knowledge relevant to their employment.

IP Australia provides employees with a maximum of eight hours of study leave per week.

| Qualification | Course | Participants and classifications | Cost \$ |
|----------------------|---|----------------------------------|---------|
| Certificate III | Certificate III in Aged Care | 1 x APS5 | 360 |
| Certificate IV | Certificate IV in Community Services | 1 x APS6 | 645 |
| Certificate IV | Certificate IV in Financial Services | 1 x TMD05 | 1,725 |
| Graduate Certificate | Graduate Certificate in Trade Mark Law and Practice | 1 x TMD06 2 x TMD08 | 7,342 |
| Diploma | Diploma of Counseling | 1 x EL1 | 269 |
| Diploma | Diploma of Marketing | 1 x APS6 | 234 |
| Diploma | Diploma of Project Management | 1 x APS4 | 101 |
| Bachelor | Bachelor of Science | 1 x APS5 | 1,256 |
| Bachelor | Bachelor of Science (Psychology) | 1 x TMD02 | 1,771 |

| | | | |
|--------------|--|----------------------|-----------------|
| Bachelor | Bachelor of Arts | 1 x EL1 | 885 |
| Bachelor | Bachelor of Graphic Design | 1 x APS6 | 442 |
| Bachelor | Bachelor of Nursing/Paramedics | 1 x APS4 | 576 |
| Bachelor | Bachelor of Law | 1 x APS6 1 x PE5 | 2,083 |
| Bachelor | Bachelor of Business Informatics | 1 x EL1 | 478 |
| Masters | Masters in Management | 1 x PE7 | 3,294 |
| Masters | Masters of Industrial Property | 1 x TMD06 2 x PE5 | 10,653 |
| Masters | Masters of Intellectual Property Law | 1 x PE4 1 x PE7 | 6,495 |
| Masters | Masters of Project Management | 1 x EL1 | 1,385 |
| Masters | Masters in International Law/ of Diplomacy | 1 x EL1 | 4,302 |
| Masters | Masters of Social Science (Management) | 1 x EL2 | 997 |
| Masters | Masters in Business Administration | 1 x PE5 | 2,185 |
| Juris Doctor | Juris Doctor | 1 x EL1 1 x PE7 | 1,310 |
| | | Total | \$48,788 |

TERTIARY EDUCATION QUALITY AND STANDARDS AUTHORITY (TEQSA)

- No.
- TEQSA has a Study Assistance Policy designed to provide assistance to eligible employees to undertake an approved course of study to enhance specific skills and knowledge to increase TEQSA's capacity to achieve organisational goals. Staff members are entitled to up to eight hours study leave per week however each application is assessed on its merit.

| Qualification | Course | Participants and classifications | Cost \$ |
|---------------|---|----------------------------------|---------|
| Diploma | Diploma in Government - Investigation | 1 x EL1 | 1,275 |
| Certificate | Certificate IV Government – Fraud Control | 1 x EL1 | 1,275 |
| Certificate | Certificate IV Security and Risk Management | 1 x EL1 | 2,850 |
| Degree | Bachelor of Arts | 1 x APS5 | 0 |
| Degree | Bachelor of Environmental Science | 1 x APS5 | 1,500 |
| Master | Master of Information Management | 1 x APS6 | 1,500 |
| Degree | Associate Degree in Information Technology | 1 x APS6 | Nil |
| Diploma | Graduate Diploma of Applied Corporate Governance, | 1 x APS6 | Nil |

| | | | |
|---------|--------------------------------------|--------------|---------|
| | Chartered Secretaries Australia | | |
| Master | Master in Business Administration | 1 x EL1 | Nil |
| Diploma | Diploma of Human Resource Management | 1 x APS5 | 667 |
| | | Total | \$9,067 |