ENMM20032 *Asset Management Maturity*
Term 1 - 2023

Profile information current as at 05/05/2024 12:12 pm

All details in this unit profile for ENMM20032 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 develops skills required for assessing the maturity of asset management processes, including performing audit activities. Students will establish an asset management maturity process that can be applied in their organisational setting.

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, ENMM20029 & ENMM20024
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 1 - 2023

- 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. **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 Feedback Survey- HAVE YOUR SAY

Feedback

Unit contents needed to be review and updated where possible.

Recommendation

Students' observations regarding the study guide links that are not working will be checked. Attempts will be made to fix or replace the broken links with new ones where possible.

Feedback from Feedback Survey- HAVE YOUR SAY

Feedback

Lecture and online resources should be more supportive for student.

Recommendation

An improved continuous improvement approach will be in place to enhance the quality of the unit contents by adding new case studies and clear instructions for assignment requirements. Students will be given adequate time in the class to ask questions to ensure lecture contents and assignment questions are aligned.

Unit Learning Outcomes

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

1. Analyse principles of asset management maturity
2. Conceptually map the maturity attributes of an organisation
3. Appraise the benefits of assessing asset management maturity
4. Formulate asset management maturity process
5. Rationalise various process maturity models

Not applicable

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
1 - Written Assessment - 30%	●	●	●		
2 - Written Assessment - 30%			●	●	●
3 - Written Assessment - 40%	●	●		●	●

Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes				
	1	2	3	4	5
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: [American Psychological Association 7th Edition (APA 7th edition)](#)
For further information, see the Assessment Tasks.

Teaching Contacts

Muralitheran V Kanagarajoo Unit Coordinator
m.kanagarajoo@cqu.edu.au

Schedule

Week 1 -Analyse principles of asset management maturity - 06 Mar 2023

Module/Topic	Chapter	Events and Submissions/Topic
The objective is to understand: 1 The concept of asset management maturity 2 What an asset management maturity principle is? 3 A complete set of asset management maturity principles 4 The main (key) asset management maturity principles		1. In class discussion 2. Tutorial exercises

Week 2 -Analyse principles of asset management maturity (continuation) - 13 Mar 2023

Module/Topic	Chapter	Events and Submissions/Topic
The objective is to understand: 1 The sustainable Development Goals (SDGs) and its purpose 2 How the SDGs are impacted 3 Why we need the SDGs 4 Review and progress tracking of SDGs		1. In class discussion 2. Tutorial exercises

Week 3 - Conceptually map the maturity attributes of an organisation - 20 Mar 2023

Module/Topic	Chapter	Events and Submissions/Topic
The objective is to: 1 Understand he typical characteristics that define each stage of asset management maturity 2 Be aware of the IAM 10 Box model 3 Have an appreciation of the 39 steps 4 Be able to express what competent means in relation to asset management.		1. In class discussion 2. Tutorial exercises

Week 4 -Conceptually map the maturity attributes of an organisation (continuation) - 27 Mar 2023

Module/Topic	Chapter	Events and Submissions/Topic

The objective is to understand:
1 The concept of beyond competence.
2 The importance of clarity of purpose
3 The role of leadership and governance
4 That people (employees) are important
5 The need for strategy and planning
6 The role of decision making, information management, risk management, continual improvement, values

1. In class discussion
2. Tutorial exercises

Week 5 - Appraise the benefits of assessing asset management maturity - 03 Apr 2023

Module/Topic	Chapter	Events and Submissions/Topic
The objective is to understand: 1 The benefits resulting from the consideration and assessment of asset management maturity 2 Increasing Asset management maturity may deliver more benefits 3 The process of benefits realization 4 Resource based view and benefits realization planning		1. In class discussion 2. Tutorial exercises

Vacation Week - 10 Apr 2023

Module/Topic	Chapter	Events and Submissions/Topic

Week 6 -Appraise the benefits of assessing asset management maturity (continuation) - 17 Apr 2023

Module/Topic	Chapter	Events and Submissions/Topic
The objective is to understand: 1 The concept of Communication Maturity 2 Explain how communication maturity relates to asset management maturity 3 Understand how realising asset management maturity depends upon communication maturity 4 How communication maturity impacts on asset management maturity assessments.		1. In class discussion 2. Tutorial exercises

Week 7 -Formulate asset management maturity process - 24 Apr 2023

Module/Topic	Chapter	Events and Submissions/Topic
The objective is to understand how to design, evaluate and assess asset management processes from the perspective of: 1 ISO 55000 suite history 2 Planning the implementation of an (asset Management Systems (AMS) based on ISO 55001 3 AMS implementation according to ISO 55001		1. In class discussion 2. Tutorial exercises

Week 8 -Formulate asset management maturity process (continuation) - 01 May 2023

Module/Topic	Chapter	Events and Submissions/Topic

The objective is to understand how to design, evaluate and assess asset management processes:
1 Monitoring, evaluating and continually improving AMS based on ISO 55001
2 Principles of auditing
3 On-site audit activities
4 Closing the audit

     5 ISO 55001 certification process

1. In class discussion
2. Tutorial exercises
3. Written Assessment 1 (30%) due Wk 8 Monday, 1st May @00:01 am AEST

Written Assessment 1 - 30% Due: Week 8 Monday (1 May 2023) 12:01 am AEST

Week 9 -Rationalise various process maturity models - 08 May 2023

Module/Topic	Chapter	Events and Submissions/Topic

The objective is to understand various maturity models related to
1 People management (1)
  - People Capability Management Model (PCMM)
2 Project management (3)
  - Organisational Project Management Maturity Model (OPM3)
  - Portfolio, Program and Project Management Maturity Model (P3M3)
  - Kerzner's Project Management Maturity Model (PMMM)
		1. In class discussion
		2. Tutorial exercises

Week 10 -Rationalise various process maturity models (continuation) - 15 May 2023

Module/Topic	Chapter	Events and Submissions/Topic

The objective is to understand various maturity models related to
1 Information systems management (3)
  - Capability Maturity Model Integration (CMMI)
  - Resilience Management Model (CERT - RMM)
  - Control Objectives for Information and Related Technology (COBIT)
2 Social media (2)
  - Geyer & Krumay Social Media Maturity Model
  - SM Cube (Social Media Maturity Model)
		1. In class discussion
		2. Tutorial exercises
		3. Written Assessment 2 (30%) due Wk 10 Monday, 15th May @00:01 am AEST
		
		Written Assessment 2 - 30% Due: Week 10 Monday (15 May 2023) 12:01 am AEST

Week 11 - Revision on maturity model concepts - 22 May 2023

Module/Topic	Chapter	Events and Submissions/Topic
This week we will invite students to reflect on the learning on maturity models and how it is applicable to their organisation. Students are to identify which maturity models (or a combination) best suits their organisation needs.		1. In class discussion in preparation for your final assessment 3

Week 12 - 29 May 2023

Module/Topic	Chapter	Events and Submissions/Topic
In class guidance to complete your assessment 3.		1. In class discussion in preparation for your final assessment 3

Review/Exam Week - 05 Jun 2023

Module/Topic	Chapter	Events and Submissions/Topic

		1. Written Assessment 3 (40%) due Wk 13 Monday, 5th June @00:01 am AEST
Assessment 3 (40%) due		**Written Assessment 3 - 40%** Due: Review/Exam Week Monday (5 June 2023) 12:01 am AEST

Exam Week - 12 Jun 2023

Module/Topic	Chapter	Events and Submissions/Topic

Term Specific Information

Unit Coordinator:
Dr Muralitheran V Kanagarajoo
email:m.kanagarajoo@cqu.edu.au

Assessment Tasks

1 Written Assessment 1 - 30%

Assessment Type
Written Assessment

Task Description

- Assessment 1 (30%) – will cover lectures 1 – 6
- This assessment is due in Wk 8 Monday, 1st May @00:01 am AEST
- Detailed assessment and marking rubric information will be available in Moodle from Week 1 of Term 1, 2023.

Assessment Due Date
Week 8 Monday (1 May 2023) 12:01 am AEST
Monday, 1st May @ 00:01 am AEST

Return Date to Students
Week 9 Friday (12 May 2023)

Weighting
30%

Assessment Criteria

- Detailed marking rubric information will be available in Moodle from Week 1 of Term 1, 2023.

Referencing Style

- American Psychological Association 7th Edition (APA 7th edition)

Submission
Online

Learning Outcomes Assessed

- Analyse principles of asset management maturity
- Conceptually map the maturity attributes of an organisation
- Appraise the benefits of assessing asset management maturity

2 Written Assessment 2 - 30%

Assessment Type
Written Assessment

Task Description

- Assessment 2 (30%) – will cover lectures 1 – 8
- This assessment is due in Wk 10 Monday, 15th May @00:01 am AEST

- Detailed assessment and marking rubric information will be available in Moodle from Week 1 of Term 1, 2023.

Assessment Due Date
Week 10 Monday (15 May 2023) 12:01 am AEST
Wk 10 Monday, 15th May @00:01 am AEST

Return Date to Students
Week 12 Friday (2 June 2023)

Weighting
30%

Assessment Criteria

- Detailed marking rubric information will be available in Moodle from Week 1 of Term 1, 2023.

Referencing Style

- American Psychological Association 7th Edition (APA 7th edition)

Submission
No submission method provided.

Learning Outcomes Assessed

- Appraise the benefits of assessing asset management maturity
- Formulate asset management maturity process
- Rationalise various process maturity models

3 Written Assessment 3 - 40%

Assessment Type
Written Assessment

Task Description

- Assessment 3 (40%) – will cover lectures 1 – 10
- This assessment is due in Wk 13 Monday, 5th June @00:01 am AEST
- Detailed assessment and marking rubric information will be available in Moodle from Week 1 of Term 1, 2023.

Assessment Due Date
Review/Exam Week Monday (5 June 2023) 12:01 am AEST

Return Date to Students

On exam certification date

Weighting
40%

Assessment Criteria

- Detailed marking rubric information will be available in Moodle from Week 1 of Term 1, 2023.

Referencing Style

- American Psychological Association 7th Edition (APA 7th edition)

Submission
Online

Learning Outcomes Assessed

- Analyse principles of asset management maturity
- Conceptually map the maturity attributes of an organisation
- Formulate asset management maturity process
- Rationalise various process maturity models

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