

Curriculum

University Certificate Programme

„Management of Protected Areas“

Application in accordance with § 56 of the Universities' Act 2002 and Part B § 21ff of the Statutes of the Alpen-Adria Universität Klagenfurt for the establishment of a university certificate programme „Management of Protected Areas“, commencing in the winter term of 2011/2012 and continuing in the subsequent terms.

The curriculum of this university certificate programme shall come into effect on the first day of the month following publication in the official bulletin of Klagenfurt University (June, 29th, 2011 (Statutes, Part B § 21 Section 7)).

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DESIGNATION

University Certificate Programme „Management of protected areas“

1. CURRICULUM – PRELIMINARY REMARKS

The university certificate programme „Management of protected areas“, established at the Alpen-Adria Universität Klagenfurt, is provided in cooperation with E.C.O. Institute of Ecology Jungmeier GmbH.

2. VALIDATION OF DEMAND, OBJECTIVES/TARGET GROUPS, TRAINING LOCATIONS, QUALITY ASSURANCE AND GUIDELINES OF THE UNIVERSITY CERTIFICATE PROGRAMME

2.1. Validation of Demand

The designation of protected areas and of regions of special interest has gained significance across the globe, particularly in the past three decades. The territories covered by the protected areas are steadily expanding. Numerous international strategies define the importance of Capacity Building and Training as the key challenge of the 21st century.

Since 2005, Klagenfurt University has been the only institution in Europe to offer an academic, English-language training programme for the management of protected areas. The necessity of, interest in and demand for this university programme have been proven over recent years. Today, the field of candidates and participants extends far beyond Europe.

2.2. Objectives

The training of managers of protected areas, in terms of an integrated approach to the solution of a variety of problems in the context of establishing and managing (operating) protected areas.

2.3. Target Groups

Persons who already work or intend to work, in the management of protected areas; international and with a particular focus on Central, Southeast and Eastern Europe.

2.4. Training Locations

Training takes place at the seminar facilities of Klagenfurt University and at the seminar facilities provided by protected areas in Central Europe.

2.5. Standard of Quality

A high standard of quality is guaranteed, in particular by the topical relevance and scientific soundness of the course content, but also by the superior professional quality of the teaching staff. The instructors selected for this university certificate programme must have a proven record of research and teaching or must be regarded as experts with several years of professional experience in the „management of protected areas“. The course content is taught in seminars, in accompanying e-learning phases and on excursions.

3. DURATION AND COURSE STRUCTURE

3.1. Duration and Course Structure

Duration of the university certificate programme: 4 terms.

Scope of the university certificate programme: 45 semester periods per week (equivalent to 675 teaching units); a total of 90 ECTS credits; densely blocked course plan (to allow simultaneous employment); it is intended that elements of the course content shall be acquired through distance learning.

Structure of the university certificate programme:

- 1st term: fundamental scientific principles from a subject-specific perspective.
- 2nd term: fundamental scientific principles, as well as instruction in the practical steps to be taken in the establishment of protected areas and the operation of protected areas, and the application of theoretical knowledge.
- 3rd term: instruction in the practical steps to be taken in the establishment of protected areas and the operation of protected areas, and the application of theoretical knowledge.
- 4th term: application of the acquired theoretical and practical knowledge with the aid of specific planning and management tasks; Master's Thesis.

Terms / modules	SS	ECTS	UE
1st term (module 1 & 2)	12	24	180
2nd term (module 3 & 4)	13	26	195
3rd term (module 5 & 6)	14	28	210
4th term (modules 7 & 8)	6	12	90
Total	45	90	675

One quarter of the overall teaching hours in the university certificate programme shall be completed by the participants through distance learning, making use of the establishment of an e-learning platform. This will rely mainly on the recommended literature and in particular on the course materials provided. The above leads to the following attendance requirements TU (teaching units):

Attendance and duration	TU	%
Course attendance	495	73,3
Supervised distance learning	180	26,7
Total	675	100

At a detailed level, the university certificate programme is structured to cover the following content areas, which touch upon the entire palette of activities associated with the management of protected areas. Focused immersion in elective subjects is required during the third and fourth term.

The university certificate programme consists of the following courses (German abbreviation - LV):

- LV 1 - Introduction to the management of protected areas
- LV 2 - Scientific basics of the management of protected areas
- LV 3 - Group dynamics and trans-cultural learning
- LV 4 - Introduction to management and business administration
- LV 5 - Elective subjects (cross-cutting to modules)
- LV 6 - Principles of a strategic planning
- LV 7 - Pre-phase
- LV 8 - Basic planning
- LV 9 - Detailed planning
- LV 10 - Internal processes in the management of a protected area
- LV 11 - Actions in the management of a protected area
- LV 12 - Implementation of a supervised applied research project

1st Term

During the 1st term, theory and basic principles for the management of protected areas are explored. Various experts present lectures on the basic theoretical principles applicable to the management of protected areas. In addition to covering the fundamental aspects, the comprehensive representation of all existing categories and quality ratings of protected areas is of particular importance (approx. 30 distinct categories with correspondingly differentiated objectives).

LV-No.	Module 1	ECTS	UE	Term
LV-Nr.	Modul 1	ECTS	UE	Sem.
1	Introduction to the management of protected areas	4	30	1
	Elearning zu Modulinhalt	2	15	1

E-learning tailored to the content of these modules

Content:

- Introduction to the management of protected areas
- Introduction to the MSc programme (learning goals, technical and administrative issues)
- Integrative management of protected areas (definitions, concepts, forming principles)
- Global perspective in the management of protected areas (trends, paradigms, conventions, institutions)
- European perspective in the management of protected areas (trends, directives, institutions)
- Fields of activities in the management of protected areas (lifecycle, toolbox, expert systems)

LV-No.	Module 2	ECTS	UE	Term
LV-Nr.	Modul 2	ECTS	UE	Sem.
2	Scientific basics of the management of protected areas	4	30	1
3	Group dynamics and trans-cultural learning	4	30	1
4	Introduction to management and business administration	6	45	1
	Elearning zu Modulinhalt	4	30	1

E-learning tailored to the content of these modules

Content:

- Scientific basics of the management of protected areas
- Basics in ecology (definitions, ecosystems of the world, conservation biology)
- Basics in economy (definitions, environmental economics, regional economy)
- Basics in social and cultural sciences (definitions, social ecology, ethics)
- Group dynamics and trans-cultural learning
- Introduction to management and business administration
- Introduction to business administration and business planning (principles and tools)

- Introduction to project-, diversity-, knowledge- and change management (principles and tools)
- Introduction to legal aspects (definitions, principles, case law)
- Introduction to communication, participation and governance (principles and tools)
- Management of public enterprises and infrastructures (principles, governance, structures, processes)

2nd Term

Focused study of the basic theoretical principles as well as an introduction to the tools used for the management of protected areas; in particular during the planning and design phase. Based on the results of a comprehensive EU project on this topic, following a general overview, the main instruments in the management of protected areas are introduced and analysed, using specific examples. At this stage, examples and instructors from Europe, and above all from Southeast Europe, are used.

LV-No.

Module 3

TU Term

LV-Nr.	Modul 3	ECTS	UE	Sem.
5	Elective subjects (cross-cutting to modules)	4	30	2
6	Principles of a strategic planning	4	30	2
	Elearning zu Modulhalten	2	15	2

E-learning tailored to the content of these modules

Content:

- Elective subjects (cross-cutting to modules)
 - a.) Media communication and public relation (applied tools and training)
 - b.) IT - instruments, hard- and software (applied tools and training)
 - c.) Scientific writing (applied tools and training)
 - d.) Entrepreneurship and innovation (applied tools and training)
 - e.) open - to be identified by request (applied tools and training)
- Principles of a strategic planning
- Basis of planning
- Applying the relevant tools

LV-No.

Module 4

TU

Term

LV-Nr.	Modul 4	ECTS	UE	Sem.
7	Pre-phase	6	45	2
8	Basic planning	6	45	2
	Elearning zu Modulinhalten	4	30	2

E-learning tailored to the content of these modules

Content:

- Pre-phase
- Development of idea and vision
- The feasibility check
- Communication and participation I (Early communication processes)
- Incorporation into protected areas' systems
- Basic planning
- The use of planning handbooks
- Basic investigation
- Communication and participation II (Co-operative planning processes)
- Implementation planning
- Designation, recognition and establishment

3rd Term

In-depth study of the tools used in the management of protected areas (continuation from the 2nd term).

LV-No.

Module 5

TU

Term

LV-Nr.	Modul 5	ECTS	UE	Sem.
9.1	Detailed planning	3	22,5	3
10	Internal processes in the management of a protected area	8	60	3
	Elearning zu Modulinhalten	3	22,5	3

E-learning tailored to the content of these modules

Content:

- Detailed planning
- Mission statement and basic concept
- Ecosystem-based management plan
- Design of regional economic programs
- Specific planning (subsidiary plans)
- Internal processes in the management of a protected area

- Personnel and organisational development
- Evaluating management effectiveness
- Financing and business planning
- Data and information management

LV-No.

Module 6

TU Term

LV-Nr.	Modul 6	ECTS	UE	Sem.
9.2	Detailed planning	3	22,5	3
11	Actions in the management of a protected area	8	60	3
	Elearning zu Modulinhalten	3	22,5	3

E-learning tailored to the content of these modules

Content:

- Detailed planning
- Mission statement and basic concept
- Ecosystem-based management plan
- Design of regional economic programs
- Specific planning (subsidiary plans)
- Actions in the management of a protected area
- Communication and Participation III (Institutional communication)
- Co-operation design
- Impact assessment and law enforcement
- Research setting and monitoring
- Development of the protected area's region
- Information, interpretation and education
- Visitor's management, services and infrastructure
- Branding, marketing and public relations

4th Term

Implementation. Using a specific case study, supervised by the academic director, the acquired knowledge is put into practice. Particular emphasis is placed on the preparation and presentation of the results, as well as on a concluding discussion of the results; the final report is written and assessed as a Masters' Thesis.

LV-No.

Module 7

TU Term

LV-Nr.	Modul 7	ECTS	UE	Sem.
12.1	Implementation of a supervised applied research project	3	22,5	4
	Elearning zu Modulinhalten	3	22,5	4

E-learning tailored to the content of these modules

Content:

- Preparation
- Implementation of a supervised applied research project (Thesis)
- Methods of scientific work
- Empirical study

LV-No.

Module 8

TU Term

LV-Nr.	Modul 8	ECTS	UE	Sem.
12.2	Implementation of a supervised applied research project	3	22,5	4
	Elearning zu Modulinhalt	3	22,5	4

E-learning tailored to the content of these modules

Content:

- Presentation and discussion of final results of a supervised applied research project (Thesis)
- Evaluation of methods
- Documentation and reflexion

The duration of each teaching unit is 45 minutes.

4. REQUIREMENTS FOR ADMISSION AND ADMISSION PROCEDURE

4.1. *Requirements for Admission*

A completed degree course in one of the underlying disciplines or relevant and qualified professional experience, equivalent to a degree and lasting over a period of at least five years. In addition, rangers with long-term professional experience (10 years) and a documented training record can also be admitted.

4.2. Admissions Committee and Admission Procedure

Admittance is granted by the academic director, following evaluation of the application documents (training, professional experience, additional qualifications) as well as concluding an interview conducted by telephone.

5. EXAMINATION REGULATIONS

5.1. Course Examination

All courses are continuous assessment courses, and as such, the evaluation is based on the written and/or oral contributions made by the participants during the course and on a written final exam. Due to the international design of the university certificate programme, all courses and examinations are held in English.

5.2. Master's Thesis

The university certificate programme requires a Master's Thesis, written in English. The Master's Thesis allows participants to demonstrate that they can independently work on a topic selected from the modules of the university certificate programme, in a scientific, systematic and research-led manner.

5.3. Examination by Committee

The university certificate programme includes an examination by committee, which is conducted in public. The subject area of the examination corresponds to the topic of the Master's Thesis. Participants defend their thesis within the context of this examination. An examination board must be assembled for this examination by committee, consisting of the academic director (chairperson), a representative of E.C.O., as well as at least one of the course instructors.

5.4. Admittance Conditions for the Examination by Committee

Admittance to the examination by committee is conditional upon the submission of the Master's Thesis, in an advanced version that is ready for discussion, and the positive completion of at least 50% of the individual programme courses (66.6% proven attendance).

5.5. Assessment of Examinations

All examinations and the assessment of the Master's Thesis are subject to a scale of grades from 1 to 5, in accordance with § 73 Section 1 of the Universities' Act 2002.

6. PROGRAMME COMPLETION AND CERTIFICATES

Upon positive completion of all course units and the examination by committee, as well as the positive assessment of the Master's Thesis, the academic director will issue a certificate, which shall include all course units together with their associated ECTS credits, the title of the Master's Thesis and an overall grade, which is calculated in accordance with § 73 Section 3 of the Universities' Act 2002. Following the completion of the course, participants are awarded the academic degree „Master of Science – Management of protected areas“, abbreviated to MSc (Management of protected areas), which is positioned after the name, in compliance with § 88 Section 2 of the Universities' Act.

7. APPOINTMENT OF PROGRAMME INSTRUCTORS

The appointment of the programme instructors is the responsibility of the academic director, in consultation with the dean. Instructors must display proven professional competence in their selected subject areas, which shall have been gained through a completed course of studies or through long-term professional experience.

8. IMPLEMENTATION OF THE UNIVERSITY CERTIFICATE PROGRAMME

The final decision about the implementation of the university certificate programme is made by the dean, following the presentation of the budget plan by the academic director. In particular, the dean may prohibit the implementation of the university certificate programme, if the minimum number of participants cannot be reached or by citing organisational reasons.

9. DETERMINING THE PROGRAMME FEES

Participants of the university certificate programme are required to make a contribution to programme fees, the amount of which is determined by the Rectorate of Klagenfurt University in accordance with § 91 Section 7 of the Universities' Act 2002, taking into consideration the actual programme costs.

Full payment of the programme fees is due at the time of registering for the programme; payment in instalments (up to a maximum of four instalments) can be arranged. The overall programme fees can not be reduced if participants are unable to attend some or all of the university certificate programme courses, once they have been admitted.

10. EVALUATION OF THE UNIVERSITY CERTIFICATE PROGRAMME

In order to safeguard the high quality standards of the university certificate programme, the course programme content, the programme instructors and the training conditions as well as the administration of the programme are subject to written evaluation by the students after each course. The evaluation of the programme courses places particular emphasis on the relevance of content, the teaching skills of the instructors and the associated administrative processes. The results of the evaluation are continuously provided to the academic director, in order to ensure the optimization of the university certificate programme. An overall evaluation of the university certificate programme is carried out in accordance with the guidelines established by Klagenfurt University as set out in § 23, Section B of the Statutes.

11. ACADEMIC DIRECTOR AND OVERALL RESPONSIBILITY

The scientific management, and consequently, the overall responsibility shall be carried by a habilitated director, who shall be appointed by the dean. The appointment of the academic director shall take place in agreement with the cooperation partner. The appointment is carried out in compliance with the stipulations of the Statutes and the internal guidelines established by the university.

The academic director is responsible for the content design, the structure of the university certificate programme, the recruitment and appointment of programme instructors and guest lecturers and the continuous evaluation of the programme, as well as the ongoing development of the programme in terms of scientific content and didactics. The appointment of the instructors for the university certificate programme shall be in accordance with the stipulations of the Statutes and the internal guidelines established by the university. Programme instructors are appointed in consultation with the academic director and the cooperation partner.