



Universitas Negeri Surabaya
Faculty of Education, Master of Education
Education Management Study Program

Document Code

SEMESTER LEARNING PLAN

Courses	CODE	Course Family	Credit Weight			SEMESTER	Compilation Date																																																																		
Capita Selecta Education Management	8610400108	Study Program Elective Courses	T=0	P=0	ECTS=0	1	April 1, 2022																																																																		
AUTHORIZATION	SP Developer		Course Cluster Coordinator			Study Program Coordinator																																																																			
	Dr. Nunuk Hariyati, M.Pd.		Dr. Nunuk Hariyati, M.Pd.			Dr. Amrozi Khamidi, S.Pd., M.Pd.																																																																			
Learning model	Project Based Learning																																																																								
Program Learning Outcomes (PLO)	PLO study program which is charged to the course																																																																								
	PLO-5	Able to Manifest the Character "Intelligent, Religious, Noble Character, Independent, Caring, Academic Ethics and Resilient in the Field of Work, Daily Behavior in Society and State																																																																							
	PLO-6	Able to develop logical, critical, systematic, creative, productive thinking through scientific research and work practices by applying an interdisciplinary or multidisciplinary approach in making decisions as proven by performance in the field of education management																																																																							
	PLO-10	Able to apply concepts, theories and practices of educational leadership, educational management, educational organizations, educational supervision using research methods, statistical concepts in various interdisciplinary and multidisciplinary environmental conditions																																																																							
	Program Objectives (PO)																																																																								
	PO - 1	Understand the complexity and specifics of current education management issues, both in the macro and micro context of education management in Indonesia																																																																							
	PO - 2	Revealing, exploring and positioning strategic issues in educational management in the context of legislation, conception and practice																																																																							
	PLO-PO Matrix																																																																								
		<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>P.O</td> <td>PLO-5</td> <td>PLO-6</td> <td colspan="4">PLO-10</td> </tr> <tr> <td>PO-1</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PO-2</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>						P.O	PLO-5	PLO-6	PLO-10				PO-1							PO-2																																																			
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PO Matrix at the end of each learning stage (Sub-PO)																																																																									
	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td rowspan="2">P.O</td> <td colspan="16">Week</td> </tr> <tr> <td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td> </tr> <tr> <td>PO-1</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>PO-2</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>						P.O	Week																1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	PO-1																	PO-2																
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PO-2																																																																									
Short Course Description	This course discusses the dynamics of education management as an anthology of the implementation of national education, so that the study in this course is about strategic issues related to Education Management in Indonesia from a national perspective, both at the macro level at the national and regional levels, as well as at the micro level. at the educational unit level. Apart from that, through this course students are trained to carry out critical studies to uncover, explore, describe and position education management issues both in terms of legislation, conception and practice.																																																																								
References	Main :																																																																								
	<ol style="list-style-type: none"> 1. Syafrudin, Ateng, 2006. Kapita Selekt. Yogyakarta: Citra Media 2. Tim Dosen Administrasi Pendidikan, UPI, 2011. Manajemen Pendidikan. Bandung: Alfa Beta 3. Fattah, Nanang, 1997. Landasan Manajemen Pendidikan. Bandung: Remaja Rosdakarya. 4. Pidarta, Made. 2004. Manajemen Pendidikan Indonesia. Jakarta: Rineka Cipta 																																																																								
	Supporters:																																																																								

1. Artikel dalam Jurnal Nasional dan Internasional Bereputasi							
Supporting lecturer		Dr. Erny Roesminingsih, M.Si. Dr. Nunuk Hariyati, S.Pd., M.Pd.					
Week-	Final abilities of each learning stage (Sub-PO)	Evaluation		Help Learning, Learning methods, Student Assignments, [Estimated time]		Learning materials [References]	Assessment Weight (%)
		Indicator	Criteria & Form	Offline (offline)	Online (online)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	Students are able to build commitment to study and understand the objectives of study	Participation and activeness of participants	Criteria: Participation and activeness of participants Form of Assessment : Participatory Activities		Lectures, Discussions, Questions and Answers 1 X 50	Material: Foundations of Educational Management Literature: <i>Articles in Reputable National and International Journals</i>	3%
2	Understanding the concept and theory of Capita Selecta educational management	Participation and activeness of participants	Criteria: Participation and activeness of participants Form of Assessment : Participatory Activities, Tests		Lectures, Discussions, Questions and Answers 1 X 50	Material: Definition, scope, objectives References: <i>Syafrudin, Ateng, 2006. Capita Selektta. Yogyakarta: Citra Media</i>	3%
3	Students are able to master the theory of implementing the education system	Participation and activeness of participants	Criteria: Students are able to present the results of discussions with good performance and in-depth material Form of Assessment : Participatory Activities		Lectures, Discussions, Questions and Answers 1 X 50	Material: Education delivery system Reference: <i>Syafrudin, Ateng, 2006. Kapita Selektta. Yogyakarta: Citra Media</i>	3%
4	Students are able to understand Decentralization in Education Management	Student performance	Criteria: Students are able to present the results of discussions with good performance and in-depth material Form of Assessment : Participatory Activities		Lectures, Discussions, Questions and Answers 1 X 50	Material: Centralization and decentralization of education Reference: <i>Educational Administration Lecturer Team, UPI, 2011. Educational Management. Bandung: Alpha Beta</i>	3%
5	Students are able to identify micro education management issues	Student performance	Criteria: Students are able to present the results of discussions with good performance and in-depth material Form of Assessment : Participatory Activities		Lectures, Discussions, Questions and Answers 1 X 50	Material: Micro Educational Management Issues Reference: <i>Fattah, Nanang, 1997. Foundations of Educational Management. Bandung: Rosdakarya Youth.</i>	3%

6	Students are able to identify macro education management issues	Participation and activeness of participants	<p>Criteria: Students are able to present the results of discussions with good performance and in-depth material</p> <p>Form of Assessment : Participatory Activities</p>	1 X 50	Lectures, Discussions, Questions and Answers 1 X 50	<p>Material: Macro Education Management Issues</p> <p>Bibliography: <i>Fattah, Nanang, 1997. Foundations of Education Management. Bandung: Rosdakarya Youth.</i></p>	3%
7	The Position of Educational Management in the Learning System	Student Performance	<p>Criteria: Students are able to present the results of discussions with good performance and in-depth material</p> <p>Form of Assessment : Participatory Activities</p>	Discussion, Question and answer, Presentation 1 X 50	Discussion, Question and answer, Presentation 1 X 50	<p>Material: The Position of Educational Management in the Learning System</p> <p>Library: <i>Educational Administration Lecturer Team, UPI, 2011. Educational Management. Bandung: Alpha Beta</i></p>	3%
8	Students are able to carry out UTS well	UTS results	<p>Criteria: According to the rubric</p> <p>Form of Assessment : Test</p>	UTS	UTS 1 X 50	<p>Material: All material from sections 1-7</p> <p>References:</p>	20%
9	Students are able to master educational organization theory material	Students are able to conceptualize organizational theory in educational institutions	<p>Criteria: Students are able to present the results of discussions with good performance and in-depth material</p> <p>Form of Assessment : Participatory Activities</p>	Discussion, Question and answer, Presentation 1 X 50	Discussion, Question and answer, Presentation 1 X 50	<p>Material: Educational organization theory</p> <p>References: <i>Fattah, Nanang, 1997. Foundations of Education Management. Bandung: Rosdakarya Youth.</i></p>	4%
10	Students are able to master educational leadership theory	Student performance	<p>Criteria: Students are able to present the results of discussions with good performance and in-depth material</p> <p>Form of Assessment : Participatory Activities</p>	Discussion, Question and answer, Presentation 1 X 50	Discussion, Question and answer, Presentation 1 X 50	<p>Material: Educational leadership</p> <p>Reference: <i>Syafrudin, Ateng, 2006. Capita Selekt. Yogyakarta: Citra Media</i></p>	4%
11	Students are able to master classroom management theory comprehensively and in depth	Students are able to abstract classroom management theory	<p>Criteria: Students are able to present the results of discussions with good performance and in-depth material</p> <p>Form of Assessment : Participatory Activities</p>	Discussion, Question and answer, Presentation 1 X 50	Discussion, Question and answer, Presentation 1 X 50	<p>Material: Classroom management</p> <p>Reference: <i>Educational Administration Lecturer Team, UPI, 2011. Educational Management. Bandung: Alpha Beta</i></p>	4%

12	Students are able to master organizational culture material comprehensively	Student Performance	Criteria: Students are able to present the results of discussions with good performance and in-depth material Form of Assessment : Practice / Performance	Discussion, Question and answer, Presentation 1 X 50	Discussion, Question and answer, Presentation 1 X 50	Material: Organizational culture Reference: <i>Educational Administration Lecturer Team, UPI, 2011. Educational Management. Bandung: Alpha Beta</i>	5%
13	Students are able to master the theory of change management in educational institutions	Student Performance	Criteria: Students are able to present the results of discussions with good performance and in-depth material Form of Assessment : Practice / Performance	Discussion, Question and answer, Presentation 1 X 50	Discussion, Q&A, Presentation	Material: Change Management Reference: <i>Fattah, Nanang, 1997. Foundations of Educational Management. Bandung: Rosdakarya Youth.</i>	4%
14	Students are able to master the Concept of School Based Management (MBS) comprehensively and in depth	Student Performance	Criteria: Students are able to present the results of discussions with good performance and in-depth material Form of Assessment : Practice / Performance	Discussion, Question and answer, Presentation 1 X 50	Discussion, Question and answer, Presentation 1 X 50	Material: Concept of School-Based Management (MBS) Reference: <i>Educational Administration Lecturer Team, UPI, 2011. Educational Management. Bandung: Alpha Beta</i>	4%
15	Students are able to master educational innovation theory comprehensively and in depth	Student Performance	Criteria: Students are able to present the results of discussions with good performance and in-depth material Form of Assessment : Practice / Performance	Discussion, Question and answer, Presentation 1 X 50	Discussion, Question and answer, Presentation 1 X 50	Material: educational innovation Reference: <i>Educational Administration Lecturer Team, UPI, 2011. Educational Management. Bandung: Alpha Beta</i>	4%
16	Students are able to carry out the UAS well	UAS results	Criteria: According to the rubric Form of Assessment : Participatory Activities	Written test 1 X 50	Written test 1 X 50	Material: All material from sections 1-7 References:	30%

Evaluation Percentage Recap: Project Based Learning

No	Evaluation	Percentage
1.	Participatory Activities	61.5%
2.	Practice / Performance	17%
3.	Test	21.5%
		100%

Notes

- Learning Outcomes of Study Program Graduates (PLO - Study Program)** are the abilities possessed by each Study Program graduate which are the internalization of attitudes, mastery of knowledge and skills according to the level of their study program obtained through the learning process.
- The PLO imposed on courses** are several learning outcomes of study program graduates (CPL-Study Program) which are used for the formation/development of a course consisting of aspects of attitude, general skills, special skills and knowledge.
- Program Objectives (PO)** are abilities that are specifically described from the PLO assigned to a course, and are specific to the study material or learning materials for that course.

4. **Subject Sub-PO (Sub-PO)** is a capability that is specifically described from the PO that can be measured or observed and is the final ability that is planned at each learning stage, and is specific to the learning material of the course.
5. **Indicators for assessing** abilities in the process and student learning outcomes are specific and measurable statements that identify the abilities or performance of student learning outcomes accompanied by evidence.
6. **Assessment Criteria** are benchmarks used as a measure or measure of learning achievement in assessments based on predetermined indicators. Assessment criteria are guidelines for assessors so that assessments are consistent and unbiased. Criteria can be quantitative or qualitative.
7. **Forms of assessment:** test and non-test.
8. **Forms of learning:** Lecture, Response, Tutorial, Seminar or equivalent, Practicum, Studio Practice, Workshop Practice, Field Practice, Research, Community Service and/or other equivalent forms of learning.
9. **Learning Methods:** Small Group Discussion, Role-Play & Simulation, Discovery Learning, Self-Directed Learning, Cooperative Learning, Collaborative Learning, Contextual Learning, Project Based Learning, and other equivalent methods.
10. **Learning materials** are details or descriptions of study materials which can be presented in the form of several main points and sub-topics.
11. **The assessment weight** is the percentage of assessment of each sub-PO achievement whose size is proportional to the level of difficulty of achieving that sub-PO, and the total is 100%.
12. TM=Face to face, PT=Structured assignments, BM=Independent study.