

PROGRAMME DESCRIPTION

The Master of Business Administration (MBA) in Corporate Administration and Governance (CAG) (AB302) is a graduate programme in which the core business disciplines are enriched with various courses in management, administration and governance. This programme is focused to provide students with an academic curriculum that focuses on an action-based learning model that integrates theory, research and application to real world issues. Through the taught courses, students are encouraged to seek and foster learning environments that stimulate corporate governance and enable them to apply their knowledge in proper corporate administration and governance ventures.

PROGRAMME INFORMATION

Name of the award	:	Master of Business Administration in Corporate Administration and Governance (MBA) (CAG)
MQF level	:	Master Degree Level (MQF Level 7)
Credit value	:	120 credits
Type of award	:	Single major
Field of study	:	Business and Administration - 340
Language of Instruction	:	English
Mode of study	:	Full-time/Part-time
Mode of delivery	:	Lectures are delivered to enhance students' knowledge within the context of the learning module. Seminars, workshops and conferences are organised to disseminate and share knowledge on the current practices and issues in corporate governance to the students.
Method of delivery	:	The method of delivery is conventional (face-to-face in classroom) and online learning.
Duration of study	:	1 and 1/2 years (4 Semesters)

Calendar

Intake	Semester	Total Week
January	Long	17
May	Short	9
August	Long	17
<i>Total Week per Year</i>		<i>43</i>

Entry requirements : A bachelor's degree with a minimum Cumulative Grade Point Average (CGPA) of 2.5 out of 4.0 or its equivalent qualifications as accepted by KUPTM senate;

OR

A bachelor's degree with a Cumulative Grade Point Average (CGPA) below 2.50 out of 4.00 or its equivalent qualifications. Can be accepted, subject to a minimum of five years working experience.

Programme Education Objectives (PEO) : The specific program educational objectives are for the students to:

PEO1 Provide students with advanced knowledge and skills in analytical and critical thinking, leadership, entrepreneurial, professionalism and creativity within their specific areas of professional business studies

PEO2 Enable graduates to lead effectively, innovatively and ethically, leveraging on lifelong learning and contributing to industry

Program Outcomes (PO) : PO1 critically evaluate theories and concepts of business;

PO2 apply theories and concepts in the decision making process in the business environment;

PO3 conduct research with minimal supervision and adhere to legal, ethical and professional practices;

PO4 demonstrate managerial and leadership qualities through communicating and working effectively;

PO5 generate solutions to problems using scientific and critical thinking skills; and

PO6 demonstrate the skills and principles of lifelong learning in their academic and career development.

PROGRAM STRUCTURE - JULY/ LONG SEMESTER/ (LLS)
Master in Business Administration (Corporate Administration & Governance) (AB302)

NO.	COURSE CODE	COURSE NAME	STATUS	CREDIT	SLT	PRE - REQ	ASSESSMENT	
							COURSE WORK	FINAL EXAM / ASS.
SEMESTER 1 / YEAR 1 (JULY)(LONG SEM)								
1	BUS5103	Research Methodology & Data Analysis	Core	3	120	None	55	45
2	BUS5083	Ethics and Integrity in Administration	Specialization	3	120	None	60	40
3	CGE6023	Corporate Governance, Risk and Ethics	Specialization	3	120	None	70	30
4	CGE6033	Corporate Accountability and Sustainability	Specialization	3	120	None	70	30
TOTAL				12				
SEMESTER 2 / YEAR 1 (NOV)(LONG SEM)								
1	MGT6033	Strategic Management	Core	3	120	None	70	30
2	HRM5013	Human Resource Management	Core	3	120	None	70	30
3	MAC5013	Managerial Accounting	Core	3	120	None	80	20
4	ECO5013	Managerial Economics	Core	3	120	None	80	20
TOTAL				12				
SEMESTER 2 / YEAR 1 (MAC) (SHORT SEM)(CHOOSE 2 SUBJECTS ONLY)								
1	BUS5063	International Business Environment	Elective	3	120	None	80	20
2	ITC4103	Management System and E-Business	Elective	3	120	None	60	40
3	MGT6243	Corporate Strategy and Administration	Elective	3	120	None	70	30
4	FIN5103	Financial Market Economics	Elective	3	120	None	60	40
5	MKT5023	Corporate Marketing	Elective	3	120	None	70	30
6	MGT5133	Organization Behaviour	Elective	3	120	None	80	20
7	FIN5103	Corporate Financial Management Analysis	Elective	3	120	None	80	20
TOTAL				6				
SEMESTER 2 / YEAR 2 (JULY)								
1	LAW5073	Corporate Law	Specialization	3	119	None	60	40
2	CSP4023	Company Secretarial Practice	Specialization	3	120	None	60	40
3	BUS6113	Business Research Project	Core	6	120	BUS5103	60	40
TOTAL				12				
GRAND TOTAL				42				

PROGRAM STRUCTURE - NOV/LONG SEMESTER/ (LLS)
Master in Business Administration (Corporate Administration & Governance) (AB302)

NO.	COURSE CODE	COURSE NAME	STATUS	CREDIT	SLT	PRE - REQ	ASSESSMENT	
							COURS E WORK	FINAL EXAM / ASS.
SEMESTER 1 / YEAR 1 (NOV)(LONG SEM)								
1	MGT6033	Strategic Management	Core	3	120	None	70	30
2	HRM5013	Human Resource Management	Core	3	120	None	70	30
3	MAC5013	Managerial Accounting	Core	3	120	None	80	20
4	ECO5013	Managerial Economics	Core	3	120	None	80	20
TOTAL				12				
SEMESTER 2 / YEAR 1 (SHORT SEM)(CHOOSE 2 SUBJECTS ONLY)								
1	BUS5063	International Business Environment	Elective	3	120	None	80	20
2	ITC4103	Management System and E-Business	Elective	3	120	None	60	40
3	MGT6243	Corporate Strategy and Administration	Elective	3	120	None	70	30
4	FIN5103	Financial Market Economics	Elective	3	120	None	60	40
5	MKT5023	Corporate Marketing	Elective	3	120	None	70	30
6	MGT5133	Organization Behaviour	Elective	3	120	None	80	20
7	FIN5103	Corporate Financial Management Analysis	Elective	3	120	None	80	20
TOTAL				6				
SEMESTER 2 / YEAR 1 (JULY)								
1	BUS5103	Research Methodology & Data Analysis	Core	3	120	None	55	45
2	BUS5083	Ethics and Integrity in Administration	Specialization	3	120	None	60	40
3	CGE6023	Corporate Governance, Risk and Ethics	Specialization	3	120	None	70	30
4	CGE6033	Corporate Accountability and Sustainability	Specialization	3	120	None	70	30
TOTAL				12				
SEMESTER 1 / YEAR 2 (JAN)								
1	LAW5073	Corporate Law	Specialization	3	119	None	60	40
2	CSP4023	Company Secretarial Practice	Specialization	3	120	None	60	40
3	BUS6113	Business Research Project	Core	6	120	BUS5103	60	40
TOTAL				12				
GRAND TOTAL				42				

PROGRAM STRUCTURE - MARCH/ SHORT SEMESTER (SLL)
Master in Business Administration (Corporate Administration & Governance) (AB302)

NO.	COURSE CODE	COURSE NAME	STATUS	CREDIT	SLT	PRE - REQ	ASSESSMENT	
							COURS E WORK	FINAL EXAM / ASS.
SEMESTER 1 / YEAR 1 (SHORT SEM) IMAC)(CHOOSE 2 SUBJECTS ONLY)								
1	BUS5063	International Business Environment	Elective	3	120	None	80	20
2	ITC4103	Management System and E-Business	Elective	3	120	None	60	40
3	MGT6243	Corporate Strategy and Administration	Elective	3	120	None	70	30
4	FIN5103	Financial Market Economics	Elective	3	120	None	60	40
5	MKT5023	Corporate Marketing	Elective	3	120	None	70	30
6	MGT5133	Organization Behaviour	Elective	3	120	None	80	20
7	FIN5103	Corporate Financial Management Analysis	Elective	3	120	None	80	20
TOTAL				6				
SEMESTER 2 / YEAR 1 (LONG SEM)(JULY)								
1	MGT6033	Strategic Management	Core	3	120	None	70	30
2	HRM5013	Human Resource Management	Core	3	120	None	70	30
3	MAC5013	Managerial Accounting	Core	3	120	None	80	20
4	ECO5013	Managerial Economics	Core	3	120	None	80	20
TOTAL				12				
SEMESTER 3 / YEAR 1 (LONG SEM)(NOV)								
1	BUS5103	Research Methodology & Data Analysis	Core	3	120	None	55	45
2	BUS5083	Ethics and Integrity in Administration	Specialization	3	120	None	60	40
3	CGE6023	Corporate Governance, Risk and Ethics	Specialization	3	120	None	70	30
4	CGE6033	Corporate Accountability and Sustainability	Specialization	3	120	None	70	30
TOTAL				12				
SEMESTER 1 / YEAR 2 (SHORT SEM) (MAC)								
1	LAW5073	Corporate Law	Specialization	3	119	None	60	40
2	CSP4023	Company Secretarial Practice	Specialization	3	120	None	60	40
TOTAL				6				
SEMESTER 2 / YEAR 2 (SHORT SEM) (MAC)								

Master of Business Administration
(Corporate Administration & Governance) AB302

3	BUS6113	Business Research Project	Core	6	120	BUS510 3	60	40
TOTAL				6				
GRAND TOTAL				42				

COURSE DESCRIPTION

1. STRATEGIC MANAGEMENT (MGT6153)

This course is an advance course developing knowledge from previous learning. It covers the analysis and evaluation of an organization's environment and strategies, and strategies development for effective implementation to achieve competitive advantage and sustainable performance in relation to corporate administration and governance.

Pre-requisite: None

2. HUMAN RESOURCE MANAGEMENT (HRM5113)

This is an advanced course that provides detailed and practical knowledge on human resources management. Topics of discussion include human resource planning, recruitment and selection, training and development, performance management, compensation and benefits, occupational safety and health and employee rights and discipline. Current human resource issues commonly faced by organizations and managerial decision-making process will also be emphasized.

Pre-requisite: None

3. MANAGERIAL ACCOUNTING (MAC4083)

This course provides students with fundamental knowledge and skills in managerial accounting. It requires the students to explain, apply, analyze and evaluate managerial accounting concepts and techniques/tools which are relevant to decision making process at managerial level.

Fundamental topics covered on managerial accounting include cost and management accounting techniques, activity based costing, cost-volume-profit analysis, budgeting, standard costing and variance analysis and other related performance management systems.

Pre-requisite: None

4. MANAGERIAL ECONOMICS (ECO5023)

This course focuses on the application of econometrics theory and decision science tools to determine the optimal solution to managerial decision making. The topic covers demand analysis and forecasting, production and costs and pricing and output decisions. At the end of the course, students should be able to apply econometric theory and the analytical tools of decision science and make decisions on how an organization can achieve its objectives most efficiently.

Pre-requisite: None

5. INTERNATIONAL BUSINESS ENVIRONMENT (BUS5063)

This course is designed to give an understanding of International Business concepts and appreciating the importance of it. It contains learning of the complexity of globalization, volatile economy, political climate, cultural sensitivities and competitive environment. The knowledge will help the students to identify strength, opportunities and threat of international business operation, which may be incorporated in their current or future organization's strategy, structure and functions.

Students will also gain the exposure to the differences in expectations, consumer preferences, interpretations and values, which are typical of management teams in global companies.

Pre-requisite: None

6. INFORMATION SYSTEM AND E-BUSINESS (ITC4103)

This course provides a focus study of information systems (IS) and how today's business firms use information technologies and systems to achieve corporate objectives. The module encompasses the study of current information system issues associated with e-business strategies. Students will be able to analyze on the use of information systems and technologies to achieve bottom-line business results.

Pre-requisite: None

7. CORPORATE STRATEGY AND SUSTAINABILITY (CGE6033)

This course introduces students to corporate strategy and sustainability in formal business organization. It focuses on corporate environment, strategy capability, strategy purpose, culture and strategy, business-level strategy identifying strategic business unit, strategic directions, international strategy, entrepreneurship and innovation, strategy development processes, strategy methods and evaluation, organizing for success, resourcing strategies and managing strategic change.

Pre-requisite: None

8. FINANCIAL MARKET ECONOMICS (FIN5103)

This course is an advance course developing knowledge from previous learning. It covers the analysis and evaluation of an organization's environment and strategies, and strategies development for effective implementation to achieve competitive advantage and sustainable performance.

Pre-requisite: None

9. CORPORATE MARKETING (MKT5023)

This course builds on the understanding of how decisions are made based on the values offered, created, delivered and communicated to the firm's target market. Marketing opportunities would be assessed using tools and concepts such as market-oriented strategic planning and marketing information system. These tools and concepts incorporate marketing research, consumer and/or business buying behavior and competitor analysis. The course ensures a balance between theoretical and application perspectives.

Pre-requisite: None

10. ORGANIZATIONAL BEHAVIORAL (MGT5133)

Organizational behavior is crucial in determining the success of managing and leading people in complex organizations and design workplaces that elicit high performance from individuals, teams and organization. This subject will help students understand the unique challenges and problems that organizational leaders must address.

Pre-requisite: None

11. CORPORATE FINANCIAL MANAGEMENT ANALYSIS (FIN5113)

The course emphasizes on the elements of financial management such as financial objectives, financial analysis, financial forecasting, financial planning and control, time value of money, valuation of financial assets, risk and return and capital budgeting. In addition, issues relating to financial theory and corporate policies will be elucidated.

Students (to be knowledgeable and competent) in the skills of corporate financial planning. Students will also learn about the ability to act strategically, to communicate a clear vision of the future and to make business decision based on the corporate financial planning perspective.

Pre-requisite: None

12. BUSINESS RESEARCH METHOD (BUS5013)

This course introduces students to a diversity of research techniques and trains them in experiencing the research process that involves identifying problems, collecting, analyzing, interpreting and reporting data, for the purpose of solving problems in the business environment.

Emphasis will be given to the descriptive research design (such as survey research) and causal design, measurement and sampling, commonly used data analysis methods, data interpretation and writing, and reporting of research findings. Students are also trained to write a research proposal in planning to undertake the Master's Project.

Pre-requisite: None

13. ETHICS AND INTEGRITY IN ADMINISTRATION (BUS5083)

This course is an advance course utilizing knowledge from previous learning. It covers the analysis and evaluation of an organization's environment and strategies, and strategies development for effective implementation to achieve competitive advantage and sustainable performance.

Pre-requisite: None

14. CORPORATE GOVERNANCE, RISK AND ETHICS (CGE6023)

Corporate Governance, risk management and ethics are important elements for efficient corporate administration globally. This course provides students with a framework for analysing issues in the governance of corporations derived from a comprehensive understanding of the concepts and issues associated with corporate governance practices and mechanisms. This is achieved by examining the nature of corporations and their environments, and the concepts, principles and practices of corporate governance, risks and ethics.

Pre-requisite: None

15. CORPORATE LAW (LAW5073)

This course introduces the key concepts, frameworks and tools of blue ocean strategy and lays out the fundamental methodology of creating and capturing blue oceans of new market space. Using theory based videos and cases; this course provides students with comprehensive understanding of the core concepts of blue ocean strategy and gives students an opportunity to explore and study in depth the logic and methods that are common to blue ocean strategic moves in real business settings.

Pre-requisite: None

16. CORPORATE ACCOUNTABILITY AND SUSTAINABILITY (CGE6033)

This course aims to expose students on the process of conducting academic research in order to carry out research project in the area of their study. This is a continuation of Business Research Method course, where they have covered topics such as: problem background, problem statement, research objectives, research questions, research framework, literature reviews, and research methods. This course covers the following topics: Development of research tools, Data collection processes, Data analysis techniques, Interpretation of data, and Report writing.

Pre-requisite: None

17. COMPANY SECRETARIAL PRACTICE (CSP4023)

A core responsibility of the Chartered Secretary is as Secretary to the Board. The aim of the module is to specify and assess the essential knowledge and skills involved in taking overall responsibility for the corporate secretarial function in small, medium and large scale organizations.

The practice of corporate secretaryship in this module extends to both the strategic and functional contexts, in advising the Board, in leading teams in secretarial best practice, in ensuring compliance with law and regulation, and in establishing efficient internal communication of Board decisions and external reporting.

Pre-requisite: None

18. RESEARCH PROJECT (BUS6113)

This course aims to expose students on the process of conducting academic research in order to carry out research project in the area of their study. This is a continuation of Business Research Method course where they have covered topics such as: problem background, problem statement, research objectives, research questions, research framework, literature reviews, and research methods.

This course covers the following topics: Development of research tools, Data collection processes, Data analysis techniques, Interpretation of data, and Report writing.

Pre-requisite: BUS5103

STUDY PATH

