

MASTER OF PUBLIC ADMINISTRATION 2024/2025

FACULTY OF
BUSINESS AND ECONOMICS



**MASTER OF
PUBLIC ADMINISTRATION**

PROGRAMME GOAL AND LEARNING OUTCOMES

Programme Goal

To introduce a world-class postgraduate programme in public administration which is designed to develop knowledge as well as enhance analytical and critical skills towards cultivating ethical, competent and responsible graduates, particularly those serving as public managers and policy makers.

Programme Educational Objectives(s)

- (1) Graduates demonstrate knowledgeable and skillful administrator in the field of public administration.
- (2) Graduates are professionally involved in the field of public administration, locally or globally.
- (3) Graduates apply the expertise in the field of public administration through knowledge integration with best practices

Programme Learning Outcomes

At the end of the programme, graduates are able to:

- (1) Develop in depth knowledge and understanding of issues, challenges, responsibilities and opportunities in a diverse and dynamic context of public administration.
- (2) Apply cognitive knowledge and skills in public administration.
- (3) Apply problem solving skills and decision making techniques in the organization.
- (4) Enhance interpersonal and communication skills in public administration.
- (5) Apply digital and numeracy skills for lifelong learning.
- (6) Integrate theories and practices in leadership management, autonomy and responsibility as an administrator in analyzing administrative and political issues.
- (7) Strengthen personal skills and entrepreneurship in managing issues and problems in public administration.
- (8) Practicing ethical values and professionalism in managing issues and challenges pertaining to public administration.

**STRUCTURE OF
PROGRAMME OF STUDY**

Code	Course	Credit	Duration of Examination	Distribution of Marks	
				% Continuous Assessments	% Final Examination
CORE COURSES					
AA0X7001	Research Methodology	4	2 hours	100	-
AA027015	Research Project	10	-	100	-
AA027002	Public Administration and Politics	4	2 hours	60	40
AA027003	International Public Management	4	2 hours	60	40
AA027004	Public Policy Analysis	4	2 hours	60	40
AA027005	Fiscal Administration	4	2 hours	60	40

And at least twelve (12) credits of the following optional courses:

OPTIONAL COURSES

AA027006	Public Administrative Behaviour	3	2 hours	60	40
AA027007	Public Personnel Administration	3	2 hours	60	40
AA027008	Global Politics	3	2 hours	60	40
AA027009	Quality Governance in Public Sector	3	2 hours	60	40
AA027010	Malaysian Politics	3	2 hours	60	40
AA027011	Local Government	3	2 hours	60	40
AA027012	Social Policy and Development	3	2 hours	60	40
AA027013	Planning and Community Development	3	2 hours	60	40
AA027014	Political Communication and Media	3	2 hours	60	40
AA017019	Political Economy	3	2 hours	60	40
AA037002	Survey Techniques and Sampling Design	4	2 hours	50	50
AA037013	Statistical Methods for Quality Management	3	2 hours	60	40

*Optional courses offered in each semester may vary from semester to semester.

**MASTER OF PUBLIC ADMINISTRATION
TIMETABLE**

SEMESTER I, 2024/2025 SESSION

DAY	TIME	COURSE CODE	TITLE	LECTURER	VENUE
Monday	6.00 – 9.00 pm	AA0X7001	Research Methodology	Dr. Nurul Liyana Mohd Kamil	DK4, H11
		AA027010	Malaysian Politics	Dr. Muhammad Asri Mohd Ali	BSP 1-1
		AA037013	Statistical Methods for Quality Management	Dr. Muzalwana Abd Talib	Makmal G2/G3
Tuesday	6.00 – 9.00 pm	AA027003	International Public Management	Dr. Nurul Liyana Mohd Kamil	BSP 1-1
		AA027013	Planning Community and Development	Dr. Maria Mohd Ismail	BSP 0-4
Wednesday	6.00 – 9.00 pm	AA027004	Public Policy Analysis	Dr. Muhammad Asri Mohd Ali	BSP 1-1
		AA027007	Public Personnel Administration	Dr. Nurul Liyana Mohd Kamil	BSP 0-4
Thursday	6.00 – 9.00 pm	AA027002	Public Administration and Politics	Profesor Dr. Makmor Tumin	BSP 1-1
		AA027009	Quality Governance in Public Sector	Dr. Nur Hairani Abd Rahman	BSP 0-4
Friday	6.00 – 9.00 pm	AA027005	Fiscal Administration	Dr. Mohd Fazli Abdul Aziz	BSP 0-4
		AA037002	Survey Techniques and Sampling Design	Dr. Tey Nai Peng	Makmal G2/G3
AA027015 Research Project (10 credits) No Lecture (Course Pre-requisite(s)/Minimum Requirement(s) - AA0X7001)					

SEMESTER 2, 2024/2025 SESSION

DAY	TIME	COURSE CODE	TITLE	LECTURER	VENUE
Monday	6.00 – 9.00 pm	AA0X7001 (Occ. 2)	Research Methodology	Dr. Nurul Liyana Mohd Kamil	DK 4, H11
		AA027014	Political Communication and the Media	Dr. Mohammad Tawfik Yaakub	DK5, H11
Tuesday	6.00 – 9.00 pm	AA027003	International Public Management	Dr. Nurul Liyana Mohd Kamil	DK 4, H11
		AA027012	Social Policy and Development	Dr. Nur Hairani Abd Rahman	BSP 3-1
Wednesday	6.00 – 9.00 pm	AA027004	Public Policy Analysis	Dr. Nur Hairani Abd Rahman	DK 1, H11
		AA027011	Local Government	Dr. Maria Mohd Ismail	DK 3, H11
		AA017019	Political Economy	TBC	BSP1-2
Thursday	6.00 – 9.00 pm	AA027002	Public Administration and Politics	Profesor Dr. Makmor Tumin	DK 5, H11
		AA027006	Public Administrative Behaviour	Dr. Nurul Liyana Mohd Kamil	DK3, H11
Friday	6.00 – 9.00 pm	AA027005	Fiscal Administration	Dr. Mohd Fazli Abdul Aziz	DK3, H11
		AA027008	Global Politics	Dr. Muhammad Asri Mohd Ali	BSP 0-4
		AA037002	Survey Techniques and Sampling Design	Dr. Tey Nai Peng	Lab G2/G3
AA027015 Research Project No Lecture (Course Pre-requisite(s)/Minimum Requirement(s) - AA0X7001					

COURSE INFORMATION**AA0X7001**

4 Credits

Learning Outcomes

RESEARCH METHODOLOGY

At the end of the course, students are able to:

- (1) Examine the logic of scientific discovery and the novelty in research.
- (2) Evaluate the usage of inductive and deductive research.
- (3) Compare the different types of research methodologies.
- (4) Formulate a research proposal.

Synopsis of Course Contents

Using examples from past research and methodologies across 4 disciplines (economics, applied statistics, development studies and politics), this course seeks to examine in its entirety the philosophy and methodology of research so as to help equip students with a better understanding of how to undertake research, analyse data, and write scholarly and policy papers. Following a sequential exposition of the philosophical underpinnings of research and methodology, and the procedures of data collection, estimation and interpretation, the course introduces all the main current methodologies as well as qualitative and quantitative tools of data analysis.

Lectures will be supplemented with a critical examination of the methodological frameworks used in selected leading publications and by leading scholars from inter/disciplinary fields.

In class lessons will be revisited towards the end of the course through a careful selection of case studies from multiple disciplines (tier 1 journal publications from economics, applied statistics, dev studies and politics). This way, students will have a broad introduction to various ways in which data, methodologies, software and methods are combined in academic research. The emphasis will be on methodological debates and diversity within social sciences. Equally, they will receive practical lessons on how to handle discipline-specific big data sets.

Lastly, they will receive hands-on training on complete research proposal developments applying creative and critical thinking using problem sets.

Assessment Weightage

Continuous Assessment: 100%
Final Examination: None

Medium of Instruction

English

AA027015 10 Credits	RESEARCH PROJECT
Course Pre-requisite(s)/ Minimum Requirement(s)	AA0X7001
Learning Outcomes	At the end of the course, students are able to: (1) Determine a suitable topic for actual problems, objective and background of research based on actual issues in organization or industry. (2) Analyse information from the relevant literature and design a research framework. (3) Determine the appropriate methodology in collecting the required data. (4) Integrate the information/ data collected. (5) Prepare written research report
Synopsis of Course Contents	The course is designed to train students in conducting research in public administration and writing a research paper. Each student is guided by one supervisor from faculty and can be together from industry experts from the development of a research project to the completion of the research report. The stages include identification of issues, establish problem statement, research questions, research design, literature review (analysis, synthesis and critic of empirical research and theory), data collection, data analysis, analysis of the findings to answer the research questions, and drawing appropriate conclusions.
Assessment Weightage	Continuous Assessment:100% Final Examination: None
Medium of Instruction	English

AA027002

4 Credits

PUBLIC ADMINISTRATION AND POLITICS

Learning Outcomes

At the end of the course, students are able to:

- (1) Apply concepts and theories of public administration in government practices.
- (2) Analyse contemporary issues in public administration context.
- (3) Evaluate contemporary practice of public administration in different political system context
- (4) Compare good practices of governance in public administration

Synopsis of Course Contents

This course focuses on important elements in the context of public administration such as key theories, democracy and bureaucracy, intergovernmental relations, core functions of public administration, ethics and accountability issues as well as social equity. This course also emphasizes on technology and information management aspects as well as governance and performance of public sector.

Assessment Weightage

Continuous Assessment: 60%
Final Examination: 40 %

Medium of Instruction

English

AA027003

4 Credits

INTERNATIONAL PUBLIC MANAGEMENT

Learning Outcomes

At the end of the course, students are able to:

- (1) Identify and discuss international developments in public management theories and practices.
- (2) Critically interpret current debates about public sector management and reforms in various countries.
- (3) Analyse critically the roles and specific challenges facing public managers internationally.
- (4) Assess an understanding of public management as it relates to global issues, and association with activities of transnational and regional organizations.

Synopsis of Course Contents

This course aims to identify significant recent and current international developments in public management theories and practices including the processes and related debates as well as reforms. The course also addresses the roles and specific challenges faced by public managers in the current world of rapid change and increased expectations as it relates to global issues and key developments with public management related activities of transnational and regional organizations such as World Bank, ADB, EU, OECD, UNDP, ASEAN, etc.

Assessment Weightage

Continuous Assessment :60%
Final Examination :40%

Medium of Instruction

English

AA027004

4 Credits

PUBLIC POLICY ANALYSIS

Learning Outcomes

At the end of the course, students will be able to:

- (1) Interpret public policy analysis concepts, theories and models in policy cycle context.
- (2) Compare the formulation and implementation of key policies in developed and developing nations.
- (3) Evaluate policy implementation and its impact on national development from the perspectives of economy, politics, social and institution in developed and developing nations
- (4) Suggest relevant policies formulation and implementation in developed and developing nations

Synopsis of Course Contents

This course deals with the explanation of policy analysis models, identification of relevant actors, sources and institutions in public policy as well as examination and evaluation of complex issues that could affect the overall policy cycle process. This course also emphasizes on models and tools of evaluation in public policy analysis and its application by comparing policies among countries.

Assessment Weightage

Continuous Assessment: 60%
Final Examination: 40 %

Medium of Instruction

English

AA027005

4 Credits

FISCAL ADMINISTRATION

Learning Outcomes

At the end of the course, students are able to:

- (1) Assess the basic characteristics of fiscal administration in the government financial system.
- (2) Examine the central and local government budgeting processes in terms of economic and political economy.
- (3) Solve issues related to tax policies in public administration.
- (4) Analyze the methods in cost and benefits analysis of government investment projects, taking into account the criteria of efficiency and fairness, in the public interest.

Synopsis of Course Contents

This course provides the introduction on the policies concerning fiscal administration. This includes the used of public goods and public choices associated with the fiscal administration. The efficiency and equity serves as the major outcome of the fiscal administration. This ranging from the federal government to the state and local governments will be introduce in detail. The course covers budgetary issues, taxation and revenues as well as the debt management of a sound and sustainability economy. It also focuses on fiscal federalism, federal finance, as well as intergovernmental relations and financial adjustment.

Assessment Weightage

Continuous Assessment: 60%
Final Examination: 40%

Medium of Instruction

English

AA027006

3 Credits

PUBLIC ADMINISTRATIVE BEHAVIOUR

Learning Outcomes

At the end of the course, students are able to:

- (1) Interpret the principles and concepts related to Public Administrative Behaviour.
- (2) Critically evaluate models and theories explored in development of administrative behaviour in public sector; and
- (3) Generate awareness of constructive and effective behaviour in synergistic decision making.

Synopsis of Course Contents

This course will explore the importance of public administration behaviour in understanding the functions of the organization, by focusing primarily on individuals and groups as well as understanding human behaviour through the basic disciplines of psychology and sociology.

The perspective of this course includes an understanding of the factors of differences in individual perceptions, synergistic decision making, fostering motivation in the workplace, team and leadership behaviour, and organizational design, change and its development.

Assessment Weightage

Continuous Assessment: 60%
Final Examination: 40 %

Medium of Instruction

English

AA027007

3 Credits

Learning Outcomes

PUBLIC PERSONNEL ADMINISTRATION

At the end of the course, students are able to:

- (1) Critically evaluate the changing roles and functions of human resource manager in public sector;
- (2) Interpret how organizations can gain sustainable competitive advantage through public personnel administration; and
- (3) Suggest a dynamic structure of public personnel administration that has impactful to the organization, community, and society.

Synopsis of Course Contents

This course will provide an understanding on public personnel administration. Topics covered include understanding the internal and external environment, managing organizational and public personnel, recruiting, training and compensation appraisal, career and safety management health, and issues relating to global public personnel administration.

Assessment Weightage

Continuous Assessment: 60%
Final Examination: 40 %

Medium of Instruction

English

AA027008

3 Credits

GLOBAL POLITICS

Learning Outcomes

At the end of the course, students are able to:

- (1) Review theoretical debates about state-society relations and modes of governance under different political systems as economies develop and are affected by; global events.
- (2) Assess key debates globally about core political and economic issues involving democratic and authoritarian forms of governance and models of development, as well as core issues such as poverty, inequality, social exclusion, religion, terrorism, migration and human rights; and;
- (3) Explain contestations between the state and society in different regions, based on these issues, and how they shape political systems and socio-economic development.

Synopsis of Course Contents

This course deals with core issues involving governance, development and justice within countries and regions. Theoretical perspectives within the area of global politics will first be reviewed, to better grapple with pressing issues in society shaped by real world events.

Global events affected by neoliberal development, the rapid rise of China, religious conflicts, terrorism, racism and migration that are contributing to growing state-society contestations within countries will be discussed in this course.

The interaction between local, national and global sources of power within developed and emerging economies will be appraised to determine how they shape domestic political discourses and public policies.

Assessment Weightage

Continuous Assessment : 60%
Final Examination: 40 %

Medium of Instruction

English

AA027009

3 Credits

QUALITY GOVERNANCE IN PUBLIC SECTOR

Learning Outcomes

At the end of the course, students are able to:

- (1) Interpret concepts, theories, and philosophy of Quality, Quality Governance and Total Quality Management.
- (2) Appraise models and approaches of quality governance.
- (3) Suggest the application and implementation of quality tools and techniques for quality performance improvement in the public sector.

Synopsis of Course Contents

This course explores and analyzes the application of quality theories and approaches, quality governance practices, examines quality planning and implementation based on quality tools and techniques as well as understanding and evaluating issues and problems in quality governance in public sector.

Assessment Weightage

Continuous Assessment: 60%
Final Examination: 40 %

Medium of Instruction

English

AA027010

3 Credits

MALAYSIAN POLITICS

Learning Outcomes

At the end of the course, students are able to:

- (1) Examine the political system in Malaysia;
- (2) Assess the developments and political issues in Malaysia; and
- (3) Analyze issues concerning the development of nation state.

Synopsis of Course Contents

The first part of the course provides an overview of Malaysian political system, process and governance. It also discusses major political developments which have taken place over the past years until present. The second part of the course will discuss on selected issues and topics such as political parties, general elections, the middle class and democracy.

Assessment Weightage

Continuous Assessment: 60%
Final Examination: 40 %

Medium of Instruction

English

AA027011

3 Credits

LOCAL GOVERNMENT

Learning Outcomes

At the end of the course, students are able to:

- (1) relate strategic issues in local government and urbanisation;
- (2) examine the links between local government and urban environment and its relationship with local and urban issues; an
- (3) assess reforms relating to local government, urbanisation, democracy, service delivery, and governance to the current scenario.

Synopsis of Course Contents

This course explores the fundamentals form and function of local government in the intergovernmental space. It is designed to meet the needs of students who wish to develop an understanding of local government and urbanisation. This course examines the history of local government, and explaining its complex and varied relationship with higher tiers of government. Finally, it explores the nature, causes of urbanisation distress related to local government, and examines the relevant policies to address them.

Assessment Weightage

Continuous Assessment: 60%
Final Examination: 40 %

Medium of Instruction

English

AA027012

3 Credits

Learning Outcomes

SOCIAL POLICY AND DEVELOPMENT

At the end of the course, students are able to:

- (1) Interpret theoretical approaches to development of social policies in overcoming social problems
- (2) Evaluate the role of social welfare and social services in the management of societies
- (3) Anticipate the impacts of social policy-making and implementation in different social, economic and political contexts

Synopsis of Course Contents

This course focuses on understanding the needs of social policy development, identifying actors and organizations directly and indirectly involved in the formulation and implementation of social policy as well as analyzing the process of social policy formulation, implementation and evaluation in relation to social problems and development.

Assessment Weightage

Continuous Assessment: 60%
Final Examination: 40%

Medium of Instruction

English

AA027013

3 Credits

PLANNING AND COMMUNITY DEVELOPMENT

Learning Outcomes

At the end of the course, students are able to:

- (1) Relate issues and strategies in planning and community development;
- (2) Examine the link between planning and regional growth and how it relates to community development issues; and
- (3) Relate the concepts of planning and community development to social, economic and political forces that shape the environment

Synopsis of Course Contents

This course is designed for students to understand planning and community development. It will focus on the nature and purpose of planning and community development, the role of different stakeholders in the planning and community development process and the governance context within which different types of planning operate. The course will use interdisciplinary knowledge and techniques in addressing environmental and social issues of concern to the community. Within this context, it will explore issues facing planners and managers in delivering services and fulfilling community needs. These needs will be discussed within the framework of sustainable development agenda.

Assessment Weightage

Continuous Assessment : 60%
Final Examination: 40%

Medium of Instruction

English

AA027014

3 Credits

POLITICAL COMMUNICATION AND MEDIA

Learning Outcomes

At the end of this course, students are able to:

- (1) Explain the relationship between media and politics by using different models of media systems
- (2) Evaluate students' responsiveness and responsibility level in handling issues related to political communication and media.
- (3) Analyse critically the nature of relationship between media and politics and its impact on the political system and media.

Synopsis of Course Contents

This course focuses on important elements in the context of public administration such as key theories, democracy and bureaucracy, intergovernmental relations, core functions of public administration, ethics and accountability issues as well as social equity. This course also emphasizes on technology and information management aspects as well as governance and performance of public sector

Assessment Weightage

Continuous Assessment: 60%
Final Examination: 40%

Medium of Instruction

English

AA017019

3 Credits

POLITICAL ECONOMY

Learning Outcomes

At the end of this course, students are able to:

- (1) Analyse the concept of political economics.;
- (2) Apply the theoretical concept in political economics analysis.
- (3) Valuing the empirical evidence and its economic implication.

Synopsis of Course Contents

This course provides an in-depth discussion of political economics and discussion based on the purpose and structure in economic analysis. Particular emphasise on the political discussion and its implication to the economy.

Assessment Weightage

Continuous Assessment: 60%
Final Examination: 40%

Medium of Instruction

English

AA037002

4 Credits

SURVEY TECHNIQUES AND SAMPLING DESIGN

Learning Outcomes

At the end of this course, students are able to:

- (1) Demonstrate a sound understanding of the research process and research methodology;
- (2) Collect primary data using appropriate data collection and sampling methods;
- (3) Analyze data and draw conclusion; and
- (4) Demonstrate skills in effective writing and communication.

Synopsis of Course Contents

This course covers major issues connected with the research process in various fields. The course is designed to equip students with a sound understanding of theory building and the research process, with emphasis on quantitative applications of research methods. Students will learn the techniques of sampling, data collection and analysis for report writing. The course will also train students on critical analysis of published research and equip them with communication skills

Assessment Weightage

Continuous Assessment: 50%
Final Examination: 50%

Medium of Instruction

English

AA037013
3 Credits

STATISTICAL METHODS FOR QUALITY MANAGEMENT

Learning Outcomes

At the end of this course, students are able to:

- (1) Explain the role of statistical methodology, tools and techniques for quality management in the field of social science.
- (2) Apply the appropriate statistical tools, techniques and software applications in describing quality characteristics.
- (3) Analyse statistical results in solving quality related problems.
- (4) Construct various forms of results to effectively communicate on findings about quality

Synopsis of Course
Contents

This course exposes students to basic concepts of quality and the roles of statistical methods in understanding and managing quality of processes and products. Statistical software is utilized in understanding the process and product quality characteristics. The topics covered include Statistical Thinking in Quality Improvement, Statistical Process Control, Variable and Attribute Control Chart, Hotelling's T2 Control Chart, Multivariate Methods for Quality Improvement, Acceptance sampling.

Assessment Weightage

Continuous Assessment: 60%
Final Examination: 40%

Medium of Instruction

English

**PROPOSED STUDY PLAN
MASTER OF PUBLIC ADMINISTRATION**

COMPONENT	SEMESTER 1		SEMESTER 2		SPECIAL SEMESTER		TOTAL CREDIT
	Subject	Credit	Subject	Credit	Subject	Credit	
Core Course	Choose any three (3) core courses (12 credit)	12	Choose any two (2) core courses (4 credit)	8	Research Project (P2)	5	30
			Research Project (P1)	5			
Optional Course	Choose any two (2) elective courses (6 credit)	6	Choose any two (2) elective courses (6 credit)	6			12
Total Credit		18		19		5	42

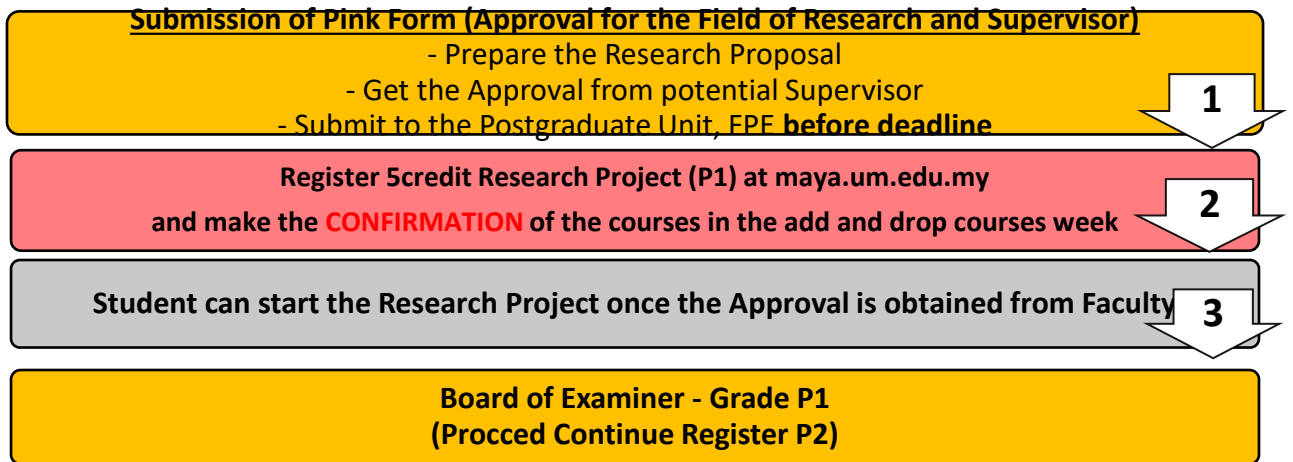
TOTAL CREDIT: 42 CREDITS

GRADING SCHEME

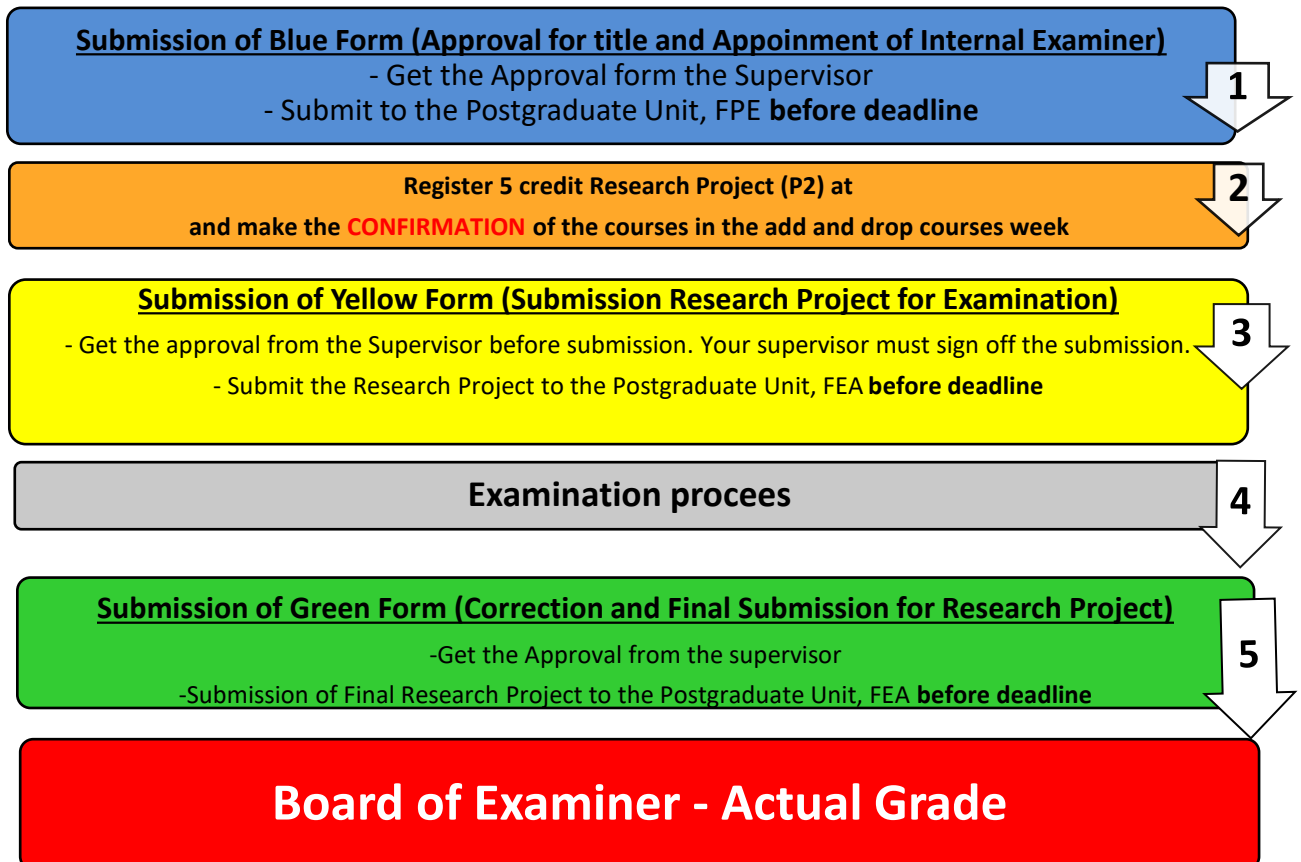
Marks	Grade	Grade Point	Meaning
90.00 - 100	A+	4.0	High Distinction
80.00 - 89.99	A	4.0	Distinction
75.00 - 79.99	A-	3.7	
70.00 – 74.99	B+	3.3	Pass
65.00 – 69.99	B	3.0	
60.00 – 64.99	B-	2.7	Fail
55.00 – 59.99	C+	2.3	
50.00 – 54.99	C	2.0	
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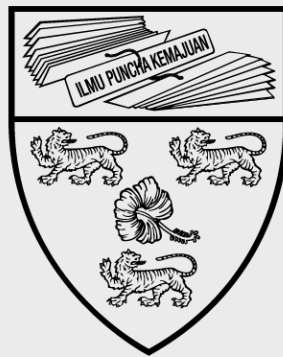
STEP FOR REGISTRATION FOR RESEARCH PROJECT (AA027015)

FIRST STEP



SECOND STEP





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FACULTY OF BUSINESS AND ECONOMICS