



ALDERSGATE COLLEGE

Solano, Nueva Vizcaya, Philippines 3709 **Telefax No:** (078) 326-5085

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Graduate School of Management

MBA/MPA Programs

MASTER IN PUBLIC ADMINISTRATION (MPA)

(Revised Curriculum)

BASIC COURSES (15 units)

GS-MPA 218	Management Applications of Computers & Knowledge Management	(3)
GS-MPA 203	Research and Statistics	3
GS-MPA 290	Theory and Practice of Management (w/ Business, GO & NGO Applications)	3
GS-MPA 202	Quantitative Techniques for Research and Management	3
GS-MPA 280	Public Fiscal Administration	3
GS-MPA 230	Financial Management 1	3

MAJOR COURSES (30 units)

GS-MPA 232	Managerial Economics and Accounting	3
GS-MPA 241	Logistics, Operations & Supply Chain Management	3
GS-MPA 256	Human Resource Management w/ Human Behavior in Organizations	3
GS-MPA 292	Total Quality Management w/ Strategic Planning & Program- Project Planning & Management	3
GS-MPA 233	Financial Management 2 w/ Investment Mgt. & Development Financing	3
GS-MPA 253	Communication Management w/ Social Marketing	3
GS-MPA 291	Public Policy- Laws, Values, Ethics and Culture	3
GS-MPA 271	Program- Project Development and Management	3
GS-MPA 281	International & Multi-Cultural Business (w/ Internet-based Website & Network, Foreign Travel & Partnerships)	3
GS-MPA 285	Local and National Government Management Development (Re-Inventing Government)	3

COMPREHENSIVE EXAMINATION

MPA – CURRICULUM

1 st Trimester	2 nd Trimester	3 rd Trimester	1 st Trimester	2 nd Trimester	3 rd Trimester
<u>GS-MPA 218</u> Management Applications of Computers & Knowledge Management	<u>GS-MPA 202</u> Quantitative Techniques for Research & Mgt. (w/ Decision Software)	<u>GS-MPA 241</u> Logistics, Operations, and Supply Chain Management (w/ Decision Software)	<u>GS-MPA 292</u> Total Quality Management (with Strategic Planning and Program-Project Planning & Mgt; & TQM Templates)	<u>GS-MPA 285</u> Local and National Gov. Mgt. Dev. (Re-inventing Govt.)	<u>GS-MPA 271</u> International & Multi-Cultural Business (w/ Internet-based Website & Network, Foreign Travel & Partnerships)
<u>GS-MPA 203</u> Research & Statistics (w/ Statistical Software)	<u>GS-MPA 280</u> Public Fiscal Adm.	<u>GS-MPA 202</u> Managerial Economics & Accounting	<u>GS-MPA 233</u> Financial Management 2 (w/ Investment Mgt & Dev. Financing; ; & Excel Software)	<u>GS-MPA 291</u> Public Policy - Laws, Values, Ethics & Culture	<u>COMPREHENSIVE EXAMINATION</u>
<u>GS-MPA 290</u> Theory & Practice of Mgt (w/ Business, GO & NGO Applications)	<u>GS-MPA 230</u> Financial Management 1 (w/ Excel Software)	<u>GS-MPA 250</u> Human Resource Management w/ Human Behavior in Organizations	<u>GS-MPA 251</u> Communication Management with Social Marketing	<u>GS-MPA 280</u> Program-Project Dev. & Mgt. (w/ Project Mgt. Software & Templates)	

COURSE DESCRIPTION

- **GS-MPA 218 Management Application of Computers & Knowledge Management**

Management Application of Computers to provide hands on experience to students in using computers for data organization and addressing business needs. There is also stress on use of statistical package for analysis of business data and its proper interpretation using SPSS. Thereafter, Knowledge Management (KM) introduces the range of practices used by an organization to identify, create, represent, distribute and enable adoption of what its knowledge assets.

- **GS-MPA 203 Research and Statistics**

Research and Statistics presents a general understanding of statistics as applied to business and management research. This includes research topic identification, research problems and hypotheses formulation, review of related literature and studies, research design, types of research, data gathering, analysis and interpretation, summary, conclusions and recommendations. More importantly, it teaches how findings of research in public administration will help improve governance and government service.

- **GS-MPA 290 Theory and Practice of Management (w/ Business, GO & NGO Applications)**

The Theory and Practice of Management (Theory and Practice in Public Administration) as applied to Government Organizations presents the basic ideas, strategies, systems and programs on how to systematically manage effective, efficient, and ethical government organizations such as National government agencies, local government units as well as government-owned and controlled corporations.

- **GS-MPA 202 Quantitative Techniques for Research and Management**

Quantitative Techniques for Research and Management introduces students to approaches to problem solving and mathematical models that are used in modern government administration situations.

- **GS-MPA 280 Public Fiscal Administration**

Public Fiscal Administration enables the students to learn the different areas and importance of public fiscal administration in government. It discusses revenue generation including taxation, expenditure management, budgeting process, government accounting and auditing including electronic New Government Accounting system (e NGAS), and Internal Control system, and lastly, debt management- both local and foreign.

- **GS-MPA 230 Financial Management 1**

Financial Management 1 presents the basic financial tools and analytical methods for managerial decision-making specifically in the management of current assets, financial statement analysis, general working capital management, cash and marketable securities management, inventory management and short-term financing management.

- **GS-MPA 232 Managerial Economics and Accounting**

Managerial Economics will show the relevance of economic thinking in business management. This will enable the students in understanding managerial decision-making

process through an inter-disciplinary approach because effective management involves an integration of the accounting, finance, marketing, personnel, and production functions, as well as the influence of political, social, legal (regulatory), environmental, and technological issues. On the other hand, Managerial Accounting Students will develop the students' ability to generate, analyze, and implement financial information for efficient managerial decisions.

- **GS-MPA 241 Logistics, Operations & Supply Chain Management**

Logistics, Operations and Supply Chain Management introduces the methods of managing a network of interconnected businesses involved in the ultimate provision of product and service packages required by end customers.

- **GS-MPA 256 Human Resource Management w/ Human Behavior in Organizations**

Human Behavior in Organizations presents the theories and practices underlying organizational behavior of individuals and groups. On the other hand, Human Resource Management shows the current techniques, programs and experiences relating to operational and strategic management of human resources to maximize employee motivation and competence.

- **GS-MPA 292 Total Quality Management w/ Strategic Planning & Program- Project Planning & Management**

Total Quality Management (TQM) introduces a structured system for meeting and exceeding customer needs and expectations by creating organization-wide participation in the planning and implementation of breakthrough and continuous improvement processes. Based on a Strategic Plan, it specifies Program-Project Plans that are integrated with the Organizational Development Plan and Performance Plans to become the organizational business plan that positively influence customer satisfaction and market share growth.

- **GS-MPA 233 Financial Management 2 w/ Investment Mgt. & Development Financing**

Financial Management 2 with Investment Management presents advanced financial tools and analytical methods for managerial decision-making as well as the sophisticated methods of evaluating complex investments. This involves cost of capital and capital budgeting, risk and return, capital structure and leverages.

- **GS-MPA 253 Communication Management w/ Social Marketing**

Organizational Communication presents the major theories of organizational communication as well as the impact of technology in organizational change and employee empowerment. It also introduces the concepts of corporate culture, leadership, teamwork, diversity, and ethics, their impact on organizational communication. It also delves into Social Marketing, which is the adaptation of commercial marketing technologies to programs designed to influence the voluntary behavior of target audiences in order to improve their personal welfare and that of their own organization and society in general.

- **GS-MPA 291 Public Policy- Laws, Values, Ethics and Culture**

Strategic Planning presents the process by which an organization envisions its future and develops strategies, goals, objectives and action plans to achieve it. It also shows

how Program-Project Plans that are integrated with the Organizational Development Plan and Performance Plans are used to systematically implement the identified strategies.

- **GS-MPA 270 Business Development and Entrepreneurship**

The course aims students to gain an understanding the economic, technological, societal, and global dimensions of entrepreneurship and intrapreneurship; purposes, components and processes of developing and evaluating business plans for new business ventures. Students will understand the issues and tasks involved in setting up a venture, marketing and financing the venture, and evaluating venture performance. Student will understand how to monitor venture performance, manage growth, and sustain organizations. The students will also understand the basics of entrepreneurial finance: raising funds, growth financing, financial evaluation of opportunities, and acquisition financing. Students will understand and appreciate the leadership skills necessary to successfully plan and launch a new venture in an established organization; how resources can be maximized for both personal and corporate ventures.

- **GS-MPA 281 International & Multi-Cultural Business (w/ Internet-based Website & Network, Foreign Travel & Partnerships)**

International and Multi-Cultural Business introduces the(a) role of culture, politics, law, and economics play in international business, (b) the challenges, risks, and opportunities of international business, (c) a basic understanding of international economics, monetary systems, trade, and investment trends, (d) the conduct of basic market analysis in various international environments, and (e) application of internet and electronic communication skills.

- **GS-MPA 285 Local and National Government Management Development (Re-Inventing Government)**

Local and National Government Management Development (Re-Inventing Government) presents principles for reorganizing government departments and agencies for improved effectiveness. It shall also enable students to learn how the local and national government coordinate and synchronize their activities, projects and programs to make development more equitably distributed among the poor and the rich alike.



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GS-MBA 220	Marketing Management	3
GS-MBA 230	Financial Management 1	3

MAJOR COURSES (30 units)

GS-MBA 232	Managerial Economics and Accounting	3
GS-MBA 241	Logistics, Operations & Supply Chain Management	3
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GS-MBA 292	Total Quality Management w/ Strategic Planning & Program- Project Planning & Management	3
GS-MBA 233	Financial Management 2 w/ Investment Mgt. & Development Financing	3
GS-MBA 253	Communication Management w/ Social Marketing	3
GS-MBA 291	Business Policy- Laws, Values, Ethics and Culture	3
GS-MBA 270	Business Development and Entrepreneurship	3
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<u>GS-MBA</u> 203 Research & Statistics(w/ Statistical Software)	<u>GS-MBA</u> 220 Marketing Management	<u>GS-MBA</u> 232 Managerial Economics & Accounting	<u>GS-MBA</u> 233 Financial Management 2 (w/ Investment Mgt & Dev. Financing; & Excel Software)	<u>GS-MBA</u> 291 Business Policy - Laws, Values, Ethics & Culture	<u>COMPREHENSIVE EXAMINATION</u>
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- **GS-MBA 290 Theory and Practice of Management (w/ Business, GO & NGO Applications)**

The Theory and Practice of Management presents the basic ideas, strategies, systems and programs on how to systematically manage effective and efficient business organizations as well as not-for-profit organizations.

- **GS-MBA 202 Quantitative Techniques for Research and Management**

Quantitative Techniques for Research and Management introduces students to approaches to problem solving and mathematical models that are used in modern business situations. These include linear programming, PERT-CPM (Program Evaluation and Review Techniques Critical Path Method), learning curve, decision tree, probability theory, etc.

- **GS-MBA 280 Marketing Management**

Marketing Management introduces students to the practical applications of marketing techniques and the systematic method of managing the firm's marketing resources and activities.

- **GS-MBA 230 Financial Management 1**

Financial Management 1 presents the basic financial tools and analytical methods for managerial decision-making

- **GS-MBA 232 Managerial Economics and Accounting**

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