

Academic Program Description form for Business Administration Department

1.	University Name:	Al-Mustaqbal University
2.	Faculty/ Institute:	College of Administrative Sciences
3.	Scientific Department:	Business Administration Department
3.	Academic or professional Program Name:	Business Administration
4.	Final Certificate:	Bachelor Degree in Business Administration
5.	Academic System:	Courses
7.	Description Preparation Date	18 / 10 / 2024
8.	File Completion date	20 / 10 / 2024

Signature



Assist Prof Dr. Amjed Hameed Majeed
Head of Department

Date: 23/10/2024

Signature

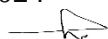


Assist Prof Dr. Esam Muhammad
Abdul Ridha
Scientific Assistant

Date: 23/10/2024

The File has been audited by
Division of Quality Assurance & University Performance
Head of the Division:
Date: 23/10/2024

Signature



Approved by the College Dean

Program Vision .15

We aspire to be a leading center of excellence in management education, both locally and globally, by preparing creative leaders with high professional competence and the ability to provide sustainable and innovative solutions.

Program Mission .16

The Department of Business Administration seeks to provide a stimulating administrative educational environment that promotes academic excellence and keeps pace with modern technological developments, which encourage creativity and innovation. It is also committed to promoting a culture of cooperation, linking theoretical knowledge with practical application through field experience, and conducting scientific research in the field of management.

Program Objectives. 17

The Department Objectives can be summarized as follows:

1. Updating undergraduate curricula to align with labor market requirements and scientific developments, by no more than 20% of the courses, at the beginning of each academic year.
2. Improving the quality of undergraduate academic programs by applying contemporary teaching strategies (such as active learning and problem-based learning) to 25% of the courses over the next two years.
3. Enhancing the academic research performance of faculty members by implementing a 30% community case study program, 40% publishing in local journals, and 20% publishing in Scopus during the next academic year.
4. Providing the department's students with applied knowledge experiences in the local and international labor market. This is achieved by applying quality concepts to the student's studies (70%), in a manner consistent with the student's comprehension capabilities.
5. Transforming student research into productive projects by establishing a supervisory training program that ensures the development of at least 30% of graduation projects into marketable prototypes within three years.

Program Accreditation .18

Does the Program have Accreditation? Not yet, but planning to submit for it

Other External Influences. 19

Scientific Library, Internet, Administrative and Economic Websites

Program Structure .20

Requirements	No. of Courses	Study Units	Percentage	Notes*
University	9	16	15%	
College	2	6	3%	
Department	48	108	80%	
Summer Training	1	0	2%	
Other				

- The Notes might include whether the Course is Core or Elective

Program Description . 21

First Year / First Semester

#	Course Name	Course Code	Number of Hours	
			Theoretical	Practical
01	Principles of Business Administration 01	MU0911101	03	-
02	Principles of Economics 01	MU0911102	02	-
03	Accounting principles 01	MU0911103	03	-
04	Computers 01	MU0911104	01	02
05	Mathematics for Business Administration	MU0911105	03	-
06	Arabic Language	MU0911106	02	-
07	Administrative Readings E	MU0911107	02	-
08	English Language	MU0911108	02	-

First Year / Second Semester

#	Course Name	Course Code	Number of Hours	
			Theoretical	Practical
01	Principles of Business Administration 02	MU0911201	03	-
02	Principles of Economics 02	MU0911202	03	-
03	Accounting principles 02	MU0911203	03	-
04	Computers 02	MU0911204	01	02
05	Statistics for Business Administration	MU0911205	03	-
06	Rights and Freedoms	MU0911206	02	-
07	Business correspondence E	MU0911207	02	-

Second Year / First Semester

#	Course Name	Course Code	Number of Hours	
			Theoretical	Practical
01	Marketing Management	MU0912101	03	-
02	Human Resources Management	MU0912102	03	-
03	Organization Theory	MU0912103	03	-
04	Intermediate Accounting	MU0912104	02	-
05	Commercial Law	MU0912105	03	-
06	Materials & Warehouse Management	MU0912106	02	-
07	Arabic Language	MU0912107	02	-

08	Office Administrative Applications Using Microsoft Excel	8MU091210	02	01
09	Criminal of Baath Party	MU0912109	02	

Second Year / Second Semester

#	Course Name	Course Code	Number of Hours	
			Theoretical	Practical
01	Marketing Research	MU0912201	02	-
02	Intellectual Capital Management	MU0912202	02	-
03	Organizational Behavior	MU0912203	03	-
04	Financial Accounting	MU0912204	02	-
05	E-Commerce	MU0912205	02	-
06	Supply Management	MU0912206	02	-
07	Office Administrative Applications Using Microsoft Excel	MU0912207	01	02
08	English Language	MU0912208	02	-

Third Year / First Semester

#	Course Name	Course Code	Number of Hours	
			Theoretical	Practical
01	Financial Management 01	MU0913101	03	-
02	Strategic Management	MU0913102	03	-
03	Bank Management	MU0913103	03	-
04	Cost Accounting 01	MU0913104	02	-
05	Quantitative Applications	MU0913105	02	-
06	Project Management	MU0913106	02	-
07	Business Economics	MU0913107	02	-
08	English Language	MU0913108	02	-

Third Year / Second Semester

#	Course Name	Course Code	Number of Hours	
			Theoretical	Practical
01	Financial Management 02	MU0913201	03	-
02	Strategic Thinking	MU0913202	02	-
03	Insurance Management	MU0913203	03	-
04	Operations Research	MU0913204	01	02
05	Cost Accounting 02	MU0913205	02	-
06	Project Management Using Computers	MU0913206	01	02
07	Feasibility Studies	MU0913207	02	-

Fourth Year / First Semester

#	Course Name	Course Code	Number of Hours	
			Theoretical	Practical
01	Production & Operations Management	MU0914101	03	-
02	International Business Administration	MU0914102	03	-
03	Management Information Technology	MU0914103	03	-
04	Research Methods & Ethics	MU0914104	02	-
05	Government Contracts Management	MU0914105	02	-

06	Risk Management	MU0914106	02	-
07	English Language	MU0914107	02	-

Fourth Year / Second Semester

#	Course Name	Course Code	Number of Hours	
			Theoretical	Practical
01	Quality Management	MU0914201	03	-
02	Knowledge Management	MU0914202	03	-
03	Corporate Governance	MU0914203	02	-
04	Graduation Research Project	MU0914204	02	-
05	Negotiation Management	MU0914205	02	-
06	Investment Portfolio Management	MU0914206	03	-

22. Expected learning outcomes of the program

Knowledge

- A.1. The student acquires a deep understanding of modern management theories and approaches and their evolution over time (70%).
- A.2. The student recognizes the importance of integrating management theories with field practices and analyzes the interactive relationship between them (65%).
- A.3. The student develops creative, innovative, and entrepreneurial thinking skills in the context of business administration.
- A.4. The student employs quantitative analysis and mathematical tools to support optimal decision-making (75%).
- A.5. The student understands the role of advanced technology in modern business administration and leverages it to make accurate strategic decisions (60%).
- A.6. The student analyzes concepts acquired from modern educational methods, enabling the student to keep pace with the labor market (60%).
- A.7. The student develops methods for adapting what was learned in the field to the labor market (70%).

Learning
Outcomes1

Sills

- B. 1. Acquire mathematical skills that will help develop mathematical sense and link them to administrative decision-making.
- B. 2. Acquire the ability to collect, classify, tabulate, represent, and interpret quantitative and numerical data to serve administrative processes.
- B. 3. Use the language of mathematics to communicate about the subject and express life situations.
- B. 4. Ability to present and discuss mathematical ideas and acquire mathematical proof skills.
- B. 5. Generalize numerical mathematical operations to symbolic expressions (algebra).
- B. 6. The student acquires the ability to make decisions in the areas of entrepreneurial management.
- B. 7. The student acquires administrative skills.
- B. 8. The student acquires the skill of efficient leadership.
- B. 9. The student acquires the ability to solve various administrative problems using administrative information technology systems.

Learning
outcomes2

Ethics

A.1 - Acquire positive values such as: (accuracy, organization, perseverance, objectivity in judging situations, respect for others' opinions, and good use of time). A.2 - Develop the fundamentals of business mathematics by discovering patterns and models and their consistency. A.3 - Develop an appreciation for organizational citizenship. A.4 - Develop confidence in mathematics as a means and an end. A.5 - Form administrative tendencies in the student with an organizational nature. A.6 - Acquire positive values such as accuracy, organization, perseverance, and objectivity. A.7 - Adhere to the ethics of the educational institution. A.8 - Develop a sense of responsibility in the student to contribute to solving the administrative problems facing business establishments in Iraq. A.9 - Motivate the learner to learn and continue learning.	Learning outcomes3
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23. Teaching and Learning Strategies
Lectures and practical lessons - Outcome-based learning, Project-based learning, Teamwork-based learning, Problem-based learning, Community-based learning, Self-directed learning.
B - Program Skills Objectives B1 - Graduates develop and acquire professional practice skills. B2 - Skills acquired by the department's intellectual capital, including faculty and staff. B3 - Graduates acquire skills to address work-related problems facing them in the labor market.
Teaching and Learning Methods
Lectures - Data shows - Seminars - Scientific exhibitions

24.Evaluation methods

Theoretical and practical exams (midterm and final), quick tests, classroom activities, and reports.

25 faculty

Faculty Members

Number of the teaching staff		Special Requirements/Skills (if applicable)		Specialization		Academic Rank
Lecturer	Staff			Specialization	Specialization	
	/			علاقات اقتصادية دولية	اقتصاد	أ.د. حيدر علي محمد الدليمي
	/			اقتصاد قياسي	اقتصاد	أ.م.د. عصام محمد عبد الرضا
	/			اقتصاد دولي	اقتصاد	أ.د. خالد حسين علي المرزوك
	/			ادارة الانتاج والعمليات	ادارة اعمال	أ.م.د. امجد حميد مجيد
	/			بحوث عمليات	ادارة اعمال	أ.د. مؤيد عبد الحسين الفضل
	/			ادارة اللوجستيك	ادارة اعمال	أ.د. مجبل رفيق حسون مرجان
	/			ادارة الانتاج والعمليات	ادارة اعمال	أ.د. أمل عبد محمد علي
	/			تخطيط تربوي	ادارة	أ.د. حسين محمد جواد
	/			ادارة موارد بشرية وسلوك	ادارة اعمال	أ.د. نايف علي عاصي
	/			مصارف	علوم مالية ومصرفية	أ.م.د. ابراهيم رسول هاني
	/			اقتصاد كلي	اقتصاد	م.د. رياض مالك محسن
	/			سلوك تنظيمي	ادارة اعمال	م.د. ليث علي مطر
	/			سلوك تنظيمي	ادارة عامة	م.د. فوزي علاوي رستم
	/			اقتصاد دولي	اقتصاد	م.د. عبد المهدي رحيم حمزة
	/			احصاء	إحصاء	م.م. علي حسين جابر
	/			ادارة تأمين	ادارة اعمال	م.م. حميد جاسم علوان
	/			اقتصاد عام	مالية ونقدية	م.م. عماد سعدون شياح

م.م. حسين جبر حمود	قانون	قانون اداري		/	
م. ترفه مكي بدري	إدارة اعمال	ستراتيجية		/	
م.م. مؤيد حسن علي	ادارة اعمال	ادارة جودة		/	
م.م. سارة رعد عبد الحضر	قانون	قانون خاص		/	
م.م. البتول عبد المهدي صالح	هندسة حاسبات	شبكات اجتماعية		/	
م.م. احمد باسم حسن	ادارة اعمال	ادارة جودة		/	
م.م. ضحى خالد خلف محمد	ادارة صناعية	ادارة استراتيجية		/	
م.م. احمد محمد جواد	لغة عربية	لغة عربية		/	
م.م. امار ثامر عبيد	ادارة اعمال	نظرية وسلوك		/	
م.م. كزار حيدر حسون	ادارة اعمال	موارد بشرية		/	
م.م. كزار حسن دينار	مالية ومصرفية	مالية ومصرفية		/	
م.م. نور صالح جبر	إدارة اعمال	موارد بشرية		/	

Professional Development

Mentoring new faculty members

Introducing new teachers to the academic curriculum, its implementation mechanism, and how to develop a study plan within the available timeframe, along with mechanisms and methods for dealing with students and methods for evaluating students.

Professional development of faculty members

Encouraging and training faculty members to develop curriculum vocabulary, incorporate new scientific developments, and utilize various teaching and learning strategies (outcome-based learning, project-based learning, teamwork-based learning, problem-based learning, community-based learning, and self-directed learning) and assessment mechanisms and methods. This is achieved through a training plan in cooperation with the university's Center for Continuing Education.

26 Acceptance Criterion

Admission is centralized and in accordance with the instructions issued by the Ministry of Higher Education. Admission rates and student numbers are determined annually by the Ministry.

27.The most important sources of information about the program

University Registration Department

Scientific Department

The college's official website

28.The most important sources of information about the program

1. Periodic review of courses.
2. Preparing annual course reports, outlining the course development plan.
3. Adopting a system of internal and external evaluators for the program.
4. Active participation of program beneficiaries in program development.
5. Conducting educational workshops and advanced courses on the practical side.
6. Organizing summer training hours to develop vocational skills.

Program Skills Outline

First year/ first semester

Curriculum Skills Planner: 141																												1			
.Please tick the boxes corresponding to the individual learning outcomes of the programme being assessed																												2			
Required learning outcomes of the program																												3			
values									Skill									knowledge									essential Or my choice	Course name	Course code	Year/level	4
Part 9	Part 8	A7	Part 6	A5	A4	Part 3	Part 2	Part 1	B9	B8	B7	B6	B5	B4	B3	B2	B1	A7	A6	A5	A4	A3	A2	A1						5	
		✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	essential	Principles of Management 1	MU0911 101	The first stage Course 1	6		
		✓	✓	✓		✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	essential	Principles of Management 1	MU0911 102	The first stage Course 1	7		
		✓	✓	✓		✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	essential	Accounting Principles 1	MU0911 103	The first stage Course 1	8		
		✓	✓	✓							✓	✓	✓				✓			✓				✓	secondary	Computer Applications 1	MU0911 104	The first stage Course 1	9		
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✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓			✓	✓		✓	✓			✓	✓	secondary	English language 1	MU0911 108	The first stage Course 1	13		
		✓	✓	✓		✓	✓	✓	✓						✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	essential	Principles of Management 2	MU0911 201	First stage, course 2	14		
		✓	✓	✓		✓	✓	✓	✓						✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	essential	Principles of Economics 2	MU0911 202	First stage, course 2	15		
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✓	✓	✓		✓		✓	✓	✓									✓			✓				✓	secondary	Computer Applications 2	MU0911 204	First stage, course 2	17		
✓	✓	✓		✓		✓	✓	✓									✓			✓				✓	secondary	Principles of Management 2	MU0911 205	First stage, course 2	18		

First year/ second semester

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		✓	✓	✓		✓	✓	✓			✓	✓	✓	✓	✓	✓	✓		✓	✓		✓	secondar y	Office administ rative applicati ons using Excel	35
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second year/ first semester

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														✓	✓	✓	✓	✓	✓	✓	✓	✓	essential	Intellectual capital management	48
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		✓	✓			✓	✓							✓	✓	✓	✓			✓	✓	✓	essential	Intermediate Accounting 2	50
✓	✓	✓	✓		✓	✓	✓	✓						✓	✓					✓	✓	✓	secondary	e-commerce	51
✓	✓	✓	✓		✓	✓	✓	✓	✓					✓	✓	✓	✓	✓	✓	✓	✓	✓	essential	Supply Management	52
		✓	✓	✓		✓	✓	✓						✓	✓	✓	✓				✓	✓	secondary	Office administrative applications using	53
		✓	✓	✓		✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	secondary	English language	54
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		✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	essential	Bank management	58
✓	✓	✓	✓	✓	✓	✓	✓	✓							✓	✓	✓	✓	✓		✓	✓	essential	Cost Accounting 1	60

second year/ second semester

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			✓	✓			✓	✓		✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	secondary	Government Contracts Management	76
										✓	✓	✓			✓	✓	✓		✓	✓		✓	✓	secondary	Risk management	77
										✓	✓	✓	✓		✓	✓	✓		✓	✓		✓	✓	secondary	English language	78
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third year/ first semester

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