# Programme Specification

| 1 | **Awarding body** | University of London |
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| 2 | **Teaching Institution** | **Birkbeck College** |
| 3 | **Programme Title(s)** | **PG Certificate Corporate Governance and Business Ethics** |
| 4 | **Programme Code(s)** | TPCGVETH_C |
| 5 | *UCAS code (if applicable)* | N/A |
| 6 | **Home Department** | **Department of Management** |
| 7 | **Exit Award(s)** | N/A |
| 8 | **Duration of Study** (number of years) | 1 year |
| 9 | **Mode of Study** (FT/PT/DL) | PT |
| 10 | **Level of Award (FHEQ)** | 7 |

| 11 | *Other teaching depts or institution (if applicable)* | N/A |
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| 12 | *Professional, Statutory Regulatory Body(PSRB) details (if applicable)* | *(include URL to PSRB)* <br> N/A |
| 13 | *QAA Benchmark Group (if applicable)* | N/A |

| 14 | *Programme Rationale & Aims* |
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**Main Aims**

The main aim of the programme is to provide a postgraduate level education for those interested in studying the complex and changing relationships between business corporations, their stakeholders (shareholders, employees, customers, suppliers etc.) and the societies in which they operate. The economic and financial aspects of corporate governance relationships have long been of concern to those in the business and investment communities, and in recent years the social, political and moral aspects of these relationships have also become a major public concern. This programme aims to address both these sets of issues and to meet the needs of people wishing to engage critically with the policy aspects of corporate governance as well as those wishing to be involved professionally in the direction and regulation of companies and the management or trusteeship of pension funds and other investments.

The programme is available one year full-time. It can serve as a stand-alone qualification or a pathway onto the MSc in Corporate Governance and Business Ethics.

**Distinctive Features**
- The programme is international in scope, recognising both the wide variety of cultures and corporate governance systems within which businesses operate worldwide and the increasing globalization of business and finance.
- The programme builds on the Department of Management's research strength in

Corporate Governance and Business Ethics. This is supported by the London Centre for Corporate Governance and Ethics Research Centre.
- The programme combines an interdisciplinary approach with an in-depth research training in Management.
- The program benefits from the involvement of a number of leading figures in the field including members of national and international committees on corporate governance, shareholder activists and NGO representatives.

| 15 | **Entry Criteria** |
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| | <ul><li>Normally at least a second-class honours degree in any subject area from a UK university or a non-UK equivalent; other qualifications will be considered.</li><li>Non-native English speakers need to provide proof of English language ability: A minimum IELTS score of 6.5 (with a minimum of 6 in the sub-tests) and provide the certificate.</li><li>A professional or other qualification obtained by written examinations approved by the College.</li><li>Relevant experience, supporting statements and references may be taken into consideration, especially in the case of non-standard applications.</li></ul> |

| 16 | **Prospectus Entry** |
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| | Corporate governance and business ethics are areas of rapidly growing importance in which Birkbeck has a pre-eminent research position. Our programmes are designed for those wishing to better understand the complex and dynamic relationships between organisations and their stakeholders. The role of governance is to set out the rules within which an organisation must operate – and to ensure those rules are observed. Its focus is on a range of issues concerning the proper management of organisations. Corporate governance is thus central to the evolution of strategy and policy – and hence, effective management.<br><br>Since many Birkbeck students are working, postgraduate study brings together those with relevant experience and an interest in developing further. The programmes are relevant to directors and non-executive board members, managers, consultants and those interested in governance, corporate social responsibility and ethics in the private, public and voluntary sectors. |

| 17 | **Learning Outcomes** |
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| | **Subject Specific**<br><br>**Students will be able to:**<ul><li>Gain some insight into national systems of corporate governance in the major world economies; of the political and economic principles and cultural values on which these are based; and of the pressures promoting and resisting their convergence.</li><li>Demonstrate a critical understanding of the nature, behaviour and outcomes associated with the social, economic, political and legal systems that govern the modern</li></ul> |

corporation: an understanding of the key roles and relationships through which corporate governance is realized; an appreciation of the key similarities and differences across national corporate governance systems and the key pressures for reform within these systems; an understanding of the key ethical issues which arise in relation to corporate activity.

**Intellectual**

**Students will be able to:**
- Demonstrate knowledge of theories and systems of corporate governance
- Critically assess corporate governance theories and systems
- Assess the reliability and validity of quantitative and qualitative analyses
- Demonstrate imaginative and original approaches to the use of theoretical and methodological tools in different subject areas.

**Practical**

**Students will be able to:**
- Demonstrate library and archive skills including the ability to conduct literature searches using electronic databases such as the Social Science Citation Index and EBSco Host.
- Apply appropriate essay/report writing skills
- Demonstrate an appropriate level of numeracy and IT skills.

**Personal and Social**

**Students will be able to:**
- Through coursework, class discussion and group work the student will gain:
    - Oral presentation and communication skills
    - Writing skills
    - Ability to work in teams

In summary, the postgraduate programmes in Corporate Governance & Business Ethics comprise a comprehensive programme of intellectual inquiry and training that develops knowledge, skills, and competencies that are transferable to a wide range of research, teaching and applied situations.

| 18 | **Learning, teaching and assessment methods** |
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| | The assessment for each module varies from a combination of coursework and unseen, formal examination, to modules that are assessed by exam only or by coursework only. The length of the coursework and exam will vary depending on whether they are the only mode of assessment for the module or whether they are combined with another mode of assessment. |

In regards to the coursework, it can be noted that the student is required to adopt a critical and interpretive approach when answering the question set and the department's marking

criteria is adhered to when the examiners mark the scripts. The outline answers provided by the module convenor (to the second marker(s)) act as a standard against which the quality of the work is assessed.

The summative assessment for all modules measures each student's attainment with respect to the learning objectives, and it can be noted that the external examiners are charged with approving the formal, unseen examination papers. The examination questions set ask students to link theory and practice, and critically appraise assumptions. The examination process is rigorous and provides an opportunity to test a student's understanding of the subject matter.

Both the course work assignment and the unseen, formal examination, require students to think logically and to adopt an analytical approach to answering the question. It can be argued that the assessment is balanced and all timetabling takes into account the fact that those students with specific needs, have their needs taken into account and they are not disadvantaged in any way. The pass mark is 50% for the combined course work and unseen, formal examination. Each student is allowed one re-sit.

| 19 | **Programme Structure** |
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| | **Description** |
| | **Programme Structure** |
| | **3 compulsory modules:** <ul><li>Corporate Governance</li><li>International Business Ethics</li><li>Corporate Responsibility</li></ul> **1 module from:** all approved postgraduate modules from the Department of Management <br><br> <table><tr><td></td><td>Autumn</td><td>Spring</td><td>Summer</td></tr><tr><td>**FT**</td><td>Corporate Governance</td><td>Corporate Responsibility</td><td>International Business Ethics</td></tr></table> |

| *FULL TIME 1 year programme* | | | | |
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| **Level** | **Module Code** | **Module Title** | **Credits** | **Status** |
| 7 | MOMN028H7 | Corporate Governance | 15 | Compulsory |
| 7 | MOMN039H7 | Corporate Responsibility | 15 | Compulsory |
| 7 | MOMN032H7 | International Business Ethics | 15 | Compulsory |
| For the final 15 credit module, students can choose any postgraduate modules from within the Department of Management. | | | | |
| 7 | | Option module | 15 | Optional |

| 20 | **Regulations** |
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| | • *Admissions* <br> This programme adheres to the College Admissions Policy: <br> http://www.bbk.ac.uk/registry/policies/documents/admissions-policy.pdf <br><br> • *Credit Transfer* <br> Accredited Prior Learning will be considered in line with the College Policy on Accredited Prior Learning http://www.bbk.ac.uk/registry/policies/documents/accreditation-prior-learning.pdf <br><br> • *Programme Regulations* <br> This programme adheres to the College Common Awards Scheme <br> http://www.bbk.ac.uk/registry/policies/regulations <br><br> • *Programme Specific Regulations (or not applicable)* N/A |

| 21 | **Student Attendance Framework – in brief** |
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| | The full version of the 'Student Attendance Framework' is available http://www.bbk.ac.uk/mybirkbeck/services/rules/Attendance-Framework.pdf . <br><br> **Principle** <br> Consistent and regular student attendance in class (or equivalent) promotes and affords student success. Inconsistent and irregular attendance is less likely to result in student success and is consistent with lower marks and degree classifications being achieved and awarded. <br><br> **Attendance expectation** <br> Birkbeck, University of London expects you to consistently attend all timetabled sessions, including lectures, seminars, group and individual tutorials, learning support sessions, workshops, laboratories, field trips, inductions and demonstrations. <br><br> **E-Registers** <br> All Birkbeck students are issued with student cards. Students are expected to take them to classes and to assessment venues and to present them to a member of staff if requested. This is for the purpose of identifying Birkbeck students. |

| 22 | **Student Support and Guidance** |
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| | All Birkbeck students have access to a range of student support services, details can be found on our website here: http://www.bbk.ac.uk/mybirkbeck/services/facilities |

| 23 | **Methods of Enhancing Quality and Standards** |
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| | The College has rigorous procedures in place for the monitoring and enhancing its educational provision. This includes regular monitoring of programmes drawing on feedback from various sources including external examiner's reports, student feedback, student achievement and progression data. In addition, departments are reviewed every four to five years through the internal review process that includes external input. |

For more information please see the Academic Standards and Quality website
http://www.bbk.ac.uk/registry/about-us/operations-and-quality

| 24 | **Programme Director** | Dr Sue Konzelmann |
|----|------------------------|-------------------|
| 25 | **Start Date** *(term/year)* | October 2003 |
| 26 | **Date approved by TQEC** | Spring 2002 |
| 27 | **Date approved by Academic Board** | Summer 2002 |
| 28 | **Date(s) updated/amended** | January 2019 |