

# Business Administration Program Handbook



DEPARTMENT OF BUSINESS ADMINISTRATION  
College of Business Administration  
JAZAN UNIVERSITY

رؤية  
VISION  
2030  
المملكة العربية السعودية  
KINGDOM OF SAUDI ARABIA



## Table of Contents:

ABOUT THE COLLEGE	3	University Required Courses	9
History	3	College Required Courses	9
Mission	3	Program required – General Courses	9
Goals	3	Program required – Core Courses	10
ABOUT THE DEPARTMENT	4	Semester wise Study Plan	12
Message from the Head of the Department	4	Course Descriptions – Core & Elective Courses	13
Reason for Program Establishment	5	FACULTY MEMBERS	20
Economic Reasons	5	Male Faculty Members	20
Social & Cultural Reasons	6	Female Faculty Members	21
Technological Reasons	6	STUDENT ASSESSMENTS	23
Program Vision	7	Student Assessment Schemes	23
Program Mission	7	Grade Point Average (GPA) Calculation	23
Program Goals	8	STUDENT AFFAIRS & ACADEMIC ADVISING	24
Program Educational Objectives (PEOs)		TRAINING OPPORTUNITIES	25
Program Learning Outcomes (PLOs)	8	COLLEGE FACILITIES	26
ADMN Degree Plan	9	FEMALE CAMPUSES	30
		ADMISSION & REGISTRATION	31



## About the College:

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### History

The College of Business Administration was established after a recommendation from the University Council was presented to the Higher Education Council in its forty-ninth session on 2/4/1429 AH, Resolution No. (24/49/1429 AH). The decision to approve the establishment of the college at the university and includes the following departments: Business Administration. Finance and Banking, Management Information Systems, Marketing and E-Commerce, Accounting.

### College Mission

We are constantly striving for excellence in business education, producing world-class scientific research and to contribute for building a vibrant society.

### 3College Goals

- Adopting modern teaching and learning methods and techniques.
- Enhancing and developing the governance of the college and scientific departments' business
- Enhancing the professional development process and building the human capacity of faculty members and administrators.
- Create and improve the academic programs necessary to support the main areas of the labor market and / or of importance to the region and the Kingdom
- Developing an effective management system and improving internal processes.
- Encouraging and supporting students and faculty members in scientific production, innovation, and entrepreneurship.
- Improving students' experience by enriching the educational environment and raising the level of their performance and educational achievement
- Improving the college outcomes, building strategic partnerships with employers (employment sectors) and improving community service



## Message from the Head of the Department:

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The Department of Business Administration was established in 1429 AH, 2009 to be one of the main departments of the College of Business Administration at Jazan University. Today, the Department of Business Administration is proud of large groups of graduates from it, who contribute to advancing development in various regions and achieving the Kingdom's Vision 2030 in the field of business and commercial projects.

The Department of Business Administration aims to qualify students to engage in business, spread the culture of entrepreneurship and self-employment in the community, and empower students by connecting them with business support agencies, especially small and medium enterprises. The department also offers a range of training opportunities with several companies and institutions that will help students understand the details of business, project management and small and medium businesses.

**Dr. Huthaifah Madkhali**

Head - Department of Business Administration

Assistant Professor of Tourism Management and Marketing

Member of the Board of Directors of the Saudi Tourism Association.

# Department of Business Administration

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## **About the Department:**

Business administration Program is interested in consolidating the values and concept of entrepreneurship and organizations' management that would assist professionals to think analytically, lead teams, and perform research. A business administration degree allows graduates to work in nearly any industry, companies and public organizations require business professionals who can help them succeed financially. As a result, business administrators can look for a field that aligns with their expertise and passion. Students in business administration programs study the fundamentals of business and management best practices. They learn to plan, organize, lead, and support the human, financial, and physical resources that comprise a business. Through coursework and training, students develop leadership skills, including analytical, communication, and problem-solving abilities. On the other hand, the program constructed to prepare graduates to become leaders in vary field for serving the community and national economy through researches and innovations which meet the mission and goals of Jazan University.

## **REASONS FOR PROGRAM ESTABLISHMENT**

### **Economic reasons**

While Vision 2030 and its National Transformation Program aim to diversify the economy and strengthen a variety of industries in the country, it also lays out the future of relations between the Saudi state and its citizens. In the context of a global landscape characterized by increasingly competitive entrepreneurship, Saudi Arabia prioritizes its growing youth population and outlines plans to bolster education and employment. Its efforts aim to empower young Saudi citizens to carve out a path for the Kingdom in line with traditional cultural values and an increasingly interconnected world. The Kingdom is also investing massively in research and development to strengthen the country's world-class technological universities. This will encourage and promote the finest entrepreneurial ideas among future generations. Moreover, the Kingdom's social development has led to an increase in women's participation in the workforce. Therefore, there is a high demand of business professionals in line with growing business opportunities.



### **Social/Cultural reasons**

Education is widely regarded by Saudi social and political analysts as the single most important and most challenging area for change. Saudi Arabia is the world's eighth highest education spender and recently initiated a complete review of the education system, which will include building new educational institutes in addition to funding overseas degrees and training programs for Saudi students in alignment with Vision 2030 objectives. Saudi Arabia will close the gap between the outputs of higher education and the requirements of the job market. By the year 2030, the Kingdom intends to have at least five Saudi universities among the top 200 universities in international rankings. This will help Saudi students achieve results above international averages in global education indicators. The Kingdom is preparing a modern curriculum focused on rigorous standards in literacy, numeracy, skills and character development. Saudi Arabia is now tracking progress and will publish a sophisticated range of education outcomes, showing year-on-year improvements. Education is linked to employment opportunities. The Kingdom has partnered with the private sector to ensure higher education outcomes are in line with the requirements of the job market. By investing in strategic partnerships with apprenticeship providers, new skills councils from industry, and large private companies, Saudi Arabia is developing the job specifications of every education field. Historically, Saudi Arabia has long-emphasized the importance of the arts to social development and culture. With the release of the national strategy plan, the Saudi leadership has pinpointed avenues by which culture and entertainment will contribute to long-term economic growth and bring about wider civil benefits.

### **Technological developments**

Technology has important effects on business operations. No matter the size of your enterprise, technology has both tangible and intangible benefits that will help you make money and produce the results your customer's demand. Technological infrastructure affects the culture, efficiency and relationships of a business. It also affects the security of confidential information and trade advantages. Saudi Arabia represents the region's largest IT market, with strong growth in consumer and enterprise end markets. Massive public investments in infrastructure, health, and education have paved the way for advanced technology and security systems in the country with the government planning for the industry to raise its contribution to the GDP by 20 percent by 2020. The IT market in the country was valued at \$3.6 billion in 2011 and was expected to reach \$4.9 billion after 2014. Liberalization is occurring across the telecommunications industry, driving increases in competition, service levels,



and usage. Significant unmet demands for web-based and mobile services and increased enterprise and government commitments for web-based services provide large-scale opportunities for contractors and service providers, with massive public investments in connectivity for Economic Cities, extending unique opportunities for greenfield projects covering millions of users. On March 9, 2017, Saudi Arabia’s Ministry of Communications and Information Technology signed a memorandum of understanding with IBM for the training and qualification of more than 38,000 individuals over the next four years through 30 new educational institutions in information and communication technology (ICT) programs. The agreement with IBM will address core challenges identified by the ministry, namely, “the shortage in specialized human capital” and “poor user skills in the communication and information technology field.” The Kingdom will organize five new initiatives through the ministry involving the training, qualification, and recruitment of ICT experts. There is a broad spectrum of excellent opportunities for business graduates in Saudi Arabia. All businesses need individuals who understand information technology and how to use it to solve business problems for competitive advantage.

**Graduate Job options**

Graduates of ADMN program may pursue the following career paths but not limited to:

General Supervisor		Customer Support		Operation Manager		HR Executives
Quality Controller		Project Supervisor		Branch Manager		Business Analyst
Business Development		Government Sectors		Higher Studies in BA		Entrepreneurs

**PROGRAM VISION**

The department would be at the top of the order among business administration departments.

**PROGRAM MISSION**

Keeping pace with the rapid developments in the local, regional and international business environment, by graduating male and female students who possess the necessary skills that enable them to compete with others and face its ever-changing challenges, and actively participate with community institutions to develop projects, and collaborate with international organizations.



## **PROGRAM GOALS:**

- Graduating qualified students who are able to work in a business environment, as well as work as teaching assistants in departments of business administration.
- Developing male and female students' abilities by collaborating with business establishments through research projects and field training.
- Providing the community with graduates of a high level of scientific and professional competence in a manner that meets the needs of the local labor market.
- Providing support and consultation to the public sector and the private sector.
- The relentless pursuit to update the department's curricula in line with future scientific and professional developments, and to continuously enhance, develop and update our educational and research capabilities and programs.

## **PROGRAM LEARNING OUTCOMES (PLOS):**

### **1.0 Knowledge**

- K1. Describe significant knowledge and articulate disciplinary and interdisciplinary theories, concepts, skills, and practices of Business
- K2. Demonstrate sound knowledge to become an entrepreneur themselves or will be able to contribute to the realization of entrepreneurs' business vision.
- K3. Recognize the new trends in the business world.

### **2.0 Skills**

- S1. Analyze and implement secure solutions to complex business issues.
- S2. Communicate effectively in a variety of professional context.
- S3. Demonstrate use of appropriate technologies and related technical skills to run a business organization.

### **3.0 Competence**

- C1. Recognize professional responsibilities and make informed judgments in management practice based on legal and ethical principles.
- C2. Demonstrate the ability to function effectively as a member or leader of a team, engaged in activities appropriate to the ADMN discipline.
- C3. Appraise the need for an ability to engage in continuing professional development.





## Business Administration (ADMN) Degree Plan:

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### UNIVERSITY REQUIRED COURSES

Course Codes	Course Title	Pre-Req.	Cr. Hrs.	Level
ISLM-101	Islamic Culture – 1	-	2	1
ARAB 101	Arabic Language Skills	-	2	1
COMP 101	Introduction to Computer	-	3	1
ARAB-102	Arabic Language Skills	-	2	2
ISLM-102	Islamic Culture – 2	-	2	2
ISLM-103	Islamic Culture – 3	-	2	4
ISLM-104	Islamic Culture – 4	-	2	5

### COLLEGE REQUIRED COURSES

Course Codes	Course Title	Pre-Req.	Cr. Hrs.	Level
ENGL 108	English Language II	-	6	2
DVAS 101	Developing Analytical Skills	-	3	2
RCHM 101	Research Methodology	-	2	2
MATH 101	Mathematics & Statistics	-	3	3

### PROGRAM REQUIRED - GENERAL COURSES

Course Codes	Course Title	Pre-Req.	Cr. Hrs.	Level
ADMN 211	Introduction to Business	-	3	3
ADMN 212	Business Communication	-	2	3



ACCT 221	Basics of Accounting	-	2	3
HRMT 241	Human Resources Management	-	2	3
ECON 251	Introduction to Economics	-	2	3
MGIS 271	IT Skills	COMP 101	2	3
ADMN 213	Principles & Practice of Mgmt.	ADMN 211	3	4
ACCT 222	Financial Accounting	ACCT 221	3	4
MRKT 231	Marketing Management	-	2	4
HRMT 242	Organizational Behavior	-	2	4
ECON 252	Managerial Economics	-	2	4
MGIS 272	Mgmt. Information System	-	2	4
ACCT321	Financial Management	ACCT 222	3	5
ADMN 314	Business Environment in KSA	-	3	6
ADMN 315	Strategic Management	-	2	6
ACCT 421	Money & Banking	-	2	7

#### PROGRAM REQUIRED - CORE COURSES

Course Code	Course Title	Cr. Hrs	Prerequisites	Level
ENGL 107	English Language I	6	-	1
HLCL 101	Health Care	2	-	1
ADMN 311	Event Management	3	-	5
ADMN 312	Logistics & Material Mgmt.	3	-	5
ADMN 313	Entrepreneurship & Small Business Mgmt.	3	-	5
HRMT 341	Employees Administration	3	-	5
ADMN 316	Crisis Management	3	-	6
ADMN 317	E- Business	3	MGIS 271	6
ADMN 318	Production & Operations Mgmt.	3	-	6
HRMT 342	Negotiation & Consulting	3	-	6



ADMN 410	Internship Training Report	3	-	7
ADMN411	Project Planning & Control	3	-	7
ADMN412	Global Outsourcing	3	-	7
ADMN413	Total Quality Management	3	-	7
HRMT 441	Change Management	3	-	7
ADMN414	Insurance & Risk Management	3	-	8
ADMN415	International Business Mgmt.	3	ADMN 412	8
ADMN416	Industrial Psychology	3	-	8
HRMT442	Knowledge Management	3	-	8
ADMN490	Graduation Research		ADMN 410	8



# Semester wise Study Plan

#	Course Code	Course Name	Pre. Req.	Contact Hrs.		Cr. Hrs.	#	Course Code	Course Name	Pre. Req.	Contact Hrs		Cr. Hrs.
				T	P						T	P	
<b>Level – 1</b>						<b>Level – 2</b>							
1	COMP 101	Introduction to Computing		0	3	3	1	ISLM 102	Islamic Culture II		2	0	2
2	HLCL 101	Health Care		2	0	2	2	ARAB 102	Arabic Language Skills		2	0	2
3	ENGL 107	English Language I		6	0	6	3	ENGL 108	English Language		6	0	6
4	ARAB 101	Arabic Language Skills		2	0	2	4	DVAS 101	Developing Analytical Skills		3	0	3
5	ISLM 101	Islamic Culture 1		2	0	2		RCHM 101	Research Methodology		2	0	2
<b>Total</b>				<b>12</b>	<b>3</b>	<b>15</b>	<b>Total</b>				<b>15</b>	<b>0</b>	<b>15</b>
<b>Level – 3</b>						<b>Level – 4</b>							
1	ADMN 211	Introduction to Business		3	0	3	1	ISLM 103	Islamic Culture III		2	0	2
2	ADMN 212	Business Communication		2	0	2	2	ADMN 213	Principles & Practice of Mgmt.	ADMN 211	3	0	3
3	ECON 251	Introduction to Economics		2	0	2	3	ACCT 222	Financial Accounting	ACCT 221	3	0	3
4	MGIS 271	IT Skills	COMP 101	2	0	2	4	MRKT 231	Marketing Management		2	0	2
5	MATH 114	Mathematics & Statistics		3	0	3	5	HRMT 242	Organizational Behavior		2	0	2
6	ACCT 221	Basic of Accounting		2	0	2	6	ECON 252	Managerial Economics		2	0	2
7	HRMT 241	Human Resource Management		2	0	2	7	MGIS 272	Mgmt. Information System		2	0	2
<b>Total</b>				<b>16</b>	<b>0</b>	<b>16</b>	<b>Total</b>				<b>16</b>	<b>0</b>	<b>16</b>
<b>Level – 5</b>						<b>Level – 6</b>							
1	ISLM 104	Islamic Culture IIII		2	0	2	1	ADMN 314	Business Environment in KSA		3	0	3
2	ACCT 321	Financial Management	ACCT 222	3	0	3	2	ADMN 315	Strategic Management		2	0	2
3	ADMN 311	Event Management		3	0	3	3	ADMN 316	Crisis Management		3	0	3
4	ADMN 312	Logistics & Material Mgmt.		3	0	3	4	ADMN 317	E-Business	MGIS 271	3	0	3
5	ADMN 313	Entrepreneurship & Small Business Mgmt.		3	0	3	5	ADMN 318	Production & Operations Mgmt.		3	0	3
6	HRMT 341	Employees Administration		3	0	3	6	HRMT 342	Negotiation & Counseling		3	0	3
<b>Total</b>				<b>17</b>	<b>0</b>	<b>17</b>	<b>Total</b>				<b>17</b>	<b>0</b>	<b>17</b>
<b>Level – 7</b>						<b>Level – 8</b>							
1	ADMN 410	Internship Training Report		0	3	3	1	ADMN 414	Insurance & Risk Management		3	0	3
2	ADMN 411	Project Planning & Control		3	0	3	2	ADMN 415	International Business Mgmt.	ADMN 412	3	0	3
3	ADMN 412	Global Outsourcing		3	0	3	3	ADMN 416	Industrial Psychology		3	0	3
4	ADMN 413	Total Quality Management		3	0	3	4	ADMN 490	Knowledge Management		3	0	3
5	ACCT 421	Money & Banking		2	0	2	5	HRMT 442	Graduation Research	ADMN 410	3	0	3
6	HRMT 441	Change Management		3	0	3	6	LAWS 461	Business Legislations		2	0	2
<b>Total</b>				<b>17</b>	<b>0</b>	<b>17</b>	<b>Total</b>				<b>17</b>	<b>0</b>	<b>17</b>
<b>TOTAL CREDIT HOURS = 130</b>													

## COURSE DESCRIPTIONS (Core and Elective Course)

Course Name	Course Code	Brief Description
Introduction to Business	211 ADMIN	This course provides students with an insight as to how a business is managed. Builds on the understanding of contemporary business and its environment; management, organization, and marketing. This course will give students the basics for understanding the basic aspects of business. It seeks to acquaint the students about the conceptual issues involved in Business.
Business Communication	212 ADMIN	This course provides students with the theoretical and practical framework for understanding and conducting effective oral and written communication.
Basic of Accounting	221 ACCT	This course basically deals with the theory and practice of accounting. It aims to develop a deep insight among the students on the different forms of accounting.

Human Resources Management	241 HRMT	This course introduces the functions of human resource management within an organization. The topics include recruitment, selection, planning, job analysis, job design, training and development, appraisal, career planning, etc.
Introduction to Economics	251 ECON	This course aims to develop a broad understanding of the functions of Economics in a complex organization.
IT Skills	271 MGIS	This course covers an overview of the study of Information Technology fundamentals. This study aims to develop an interest and understanding among the students towards IT field.

<b>Principles and Practices of Mgmt</b>	<b>213 ADMN</b>	This course provides basic understanding of Management and aim stop prepare the foundation for students to peruse further studies in this field they are expected to develop a better understanding about management and its functions and they will develop their analytical and oral communication skills via case study work carried out in seminar sessions. The course covers topics such as the managerial functions of planning, organizing, leading and controlling
<b>Financial Accounting</b>	<b>222 ACCT</b>	This course basically deals with the theory and practice of Financial Accounting used in business organizations. It aims to develop better understanding about financial accounting.
<b>Marketing Management</b>	<b>231 MRKT</b>	This course deals with the introductory aspects of Marketing Management. It is meant to prepare a foundation for the students, which will help them to peruse further study in the field of marketing.
<b>Organization al Behavior</b>	<b>242 HRMT</b>	This course is oriented toward developing a better understanding of human behavior and using that knowledge to help people be more productive and satisfied in organizational settings. Students

		would study the behavior of individuals and groups as part of the social and technical system in the workplace. They examine individual and group behavior, communication, conflict and various management styles, motivational techniques and coordination in the work environment and apply these concepts to the development of an organization's human resources. The course explores concepts and theories related to the individual, the group, and the organization. Emphasis is given on developing knowledge and skills to assist you in understanding the way people behave in work setting.
<b>Managerial Economics</b>	<b>252 ECON</b>	. Managerial Economics is the application of economic theory and methodology to managerial decision-making problems within various organizational settings such as a firm or a government agency. The emphasis in this course will be on demand analysis and estimation, production and cost analysis under different market conditions, forecasting and decision making under uncertainty. Students taking this course are expected to have had some exposure to economics and be comfortable with

		basic algebra. Some knowledge of calculus would also be helpful although not necessary.
Mgmt. Information System	272 MGIS	This course is the study of organized collection of people, procedure and devices used to provide the right information to right person at the right time for facilitating effective decision making.
Financial Management	321 ACCT	This course basically deals with the theory and practice of Financial Management. It aims to develop a deep insight among the students on the different facet of financial Management.
Event Management	311 ADMIN	The demands of an event manager are far greater than one expects. The aim of this course is to assist the students in their career to become an event manager of the highest caliber.
Logistics and Material Mgmt.	312 ADMIN	<b>The Program focuses on planning, organizing and controlling Logistics, Materials &amp; Supply Chain Management activities which are key elements for successful management in any enterprise and it covers strategic planning and decision-making as an important part of the management process. This course also covers the study of knowledge of logistics and various techniques to be</b>

		<b>applied for acquiring the materials according to the need of a business/ organization without extra wastage with minimum expenditure which is an essential element for the development of any organization.</b>
Entrepreneurship and Small Business Mgmt.	313 ADMIN	This course provides an understanding of the risks and rewards associated with entrepreneurship. It examines the principles and problems of operating a small business after it established.
Employees Administration	341 HRMT	This course is an overview of Human Resource administrative functions for employees in contemporary organizations including human resource planning, human resource strategy, performance evaluation, employee benefits, compensation, career planning, labor relations, discipline, and safety and health. This course will examine how organizations meet their objectives through human resource administration, and how human resources align with the organization's mission, vision, and strategy.

<b>Business Environment in KSA</b>	<b>314 ADMIN</b>	This course basically covers the study of various environmental forces/factors which affect the working of an organization. It also provides a comprehensive study of Saudi Arabia economy.
<b>Strategic Management</b>	<b>315 ADMIN</b>	This course is designed to give the students experience in strategic analysis and decision making using the case study method. Students will learn to identify analyze, propose alternative solutions and make effective decisions for the business. The syllabus is devoted to create an understanding of the basic issues involve Business Policy and Strategic Management.
<b>Crisis Management</b>	<b>316 ADMIN</b>	This course offers students the basics in identifying, preventing, and controlling crisis situations. Crisis management basics, from preparation to training and compliance are discussed, as are various stages of a crisis, and the need to establish a crisis management team. Clearly identifying the roles and functions of each crisis management team member is essential for

		the ultimate success of contingency planning, which is also discussed.
<b>E- Business</b>	<b>317 ADMIN</b>	The Internet and more specifically, the worldwide web has brought about significant change in the way business is conducted. The rules and business models, however, for the new economy are still in their infancy. This course provides grounding in the concepts of electronic commerce, and then moves to an examination of the emergent and emerging business models. The IT/IS infrastructure that supports these various business models is addressed, particularly architecting systems including privacy and security issues.
<b>Production and Operation Mgmt.</b>	<b>318 ADMIN</b>	Production and Operations are the resources and the processes, by which an organization transforms inputs (e.g., labor, material, and knowledge) into outputs (products and/or services). This course provides proper understanding about different issues related to production & operation functions of an organization. Also, the course



		focuses on the basic concepts and tools employed by operations/production managers to provide their organizations with competitive advantages in terms of operations strategy, process design, quality, supply chain management, and resource planning and utilization. Further, the course focuses on how Production & Operation is created, captured, represented, stored and reused so as to fully leverage the intellectual assets of a firm. Then, This course introduces the students to the theory and practice of production management as a functional area in the management of business enterprise
<b>Course Name</b>	Course Code	Description
<b>Negotiation and Consulting</b>	342 HRMT	This course focuses on the different aspects of negotiation and counseling and opportunity to the students to develop the required skills in this field.
<b>Internship Training Report</b>	410 ADMIN	Trainees will select the business in which they want to train from the list of available training sites. HOD will issue a letter to request accepting the student. Once a student is accepted for training, the department will approve the training request and students begin their training.

<b>Money and Banking</b>	421 ACCT	The Objective of this course is to provide exposure to the students about the fundamental of Money and Banking.
<b>Project Planning and Control</b>	411 ADMIN	This course focuses on the different aspects of negotiation and counseling and opportunity to the students to develop the required skills in this field
<b>Global Outsourcing</b>	412 ADMIN	This course focuses on issues faced when organizations engage in outsourcing. It equips students with the theoretical framework and tools to identify and analyze relevant activities for outsourcing. This course will provide an overview of global outsourcing concepts and practices and discuss new directions of outsourcing. Specifically, it introduced students to the fundamentals and theoretical perspectives of these phenomena and expose them to practical issues ranging from managerial to economical, from cultural to political, from methodological to regulatory. As such, the course leads students to understand global outsourcing and examine outsourcing from a wide range of perspectives, including economic, cultural

		and political. Topics covered include: vendor management; global outsourcing; outsourcing project management and strategies of outsourcing.
Total Quality Management	413 ADMIN	This course aims at introducing the philosophy of Total Quality Management (TQM), its historical evolutions and elements such as historical evolution of TQM, customer satisfaction, Employee involvement, continuous process improvement, supplier partnership and performance measurement. The course introduces the tools and techniques of total quality management; TQM involves all departments and employees into improvement of processes and products. It helps to reduce costs and to meet and exceed needs and expectations of customers and other stakeholders of an organization.
Change Management	441 HRMT	This course is meant to develop a deep insight about “Managing Change” among the students. As future executives, they may have to lead variety of organizations; therefore, knowledge about Management of Change will definitely be very much helpful for them.

Business Legislation	461 LAWS	Business managers have to deal with the legislations prevailed in the country in which they operate their business. Therefore, keeping in view this aspect, the course of business legislation is designed for management students.
Insurance and Risk Management	414 ADMIN	The course covers the risks that are faced by an individual or firm and the various methods for their treatment. Methods of treatment include, but are not limited to, insurance, loss prevention, suretyship, simple retention, and self-insurance. Topics include personal and business insurance.
Course Name	Course Code	Description
International Business Mgmt.	415 ADMIN	With the rapid expansion in global world trade, there will be continuous demand for professionals who have the knowledge to manage and bring results for the company which is already present in the sector or plans to foray into it. This course has been developed after investigating the whole gambit of International Business.
Industrial Psychology	416 ADMIN	Industrial psychology is a scientific study of human behavior in organizations and workplace. The main purpose of this course is to teach the

		students how to make the work interesting and inspiring so that everyone puts forth his best in an organization.
Knowledge Management	442 HRMT	This is about the creation, capture, representation, storage and reuse of knowledge, in order to fully utilize intellectual resources of a business. Business situations in many cases need the tools and techniques for knowledge acquisition, assessment, evaluation, management, organization and dissemination. Four topics will be studied including Introduction to Knowledge Management, Knowledge Management Life Cycle, Knowledge Management Models and Management and the Future of Knowledge Management.

Graduation Research	490 ADMIN	Graduation Project is a whole hearted purposeful activity proceeding in a purposeful environment. It gives practical shape to theoretical learning and involves practical problems. By preparing projects students can have real learning. This is the systemized process to make an enquiry, verify the truth or test the real situation. Project is undertaken with certain specified and predetermined purpose.
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## FACULTY MEMBERS




### MALE FACULTY MEMBERS

S. No.	Faculty Name	Designation	Nationality	Specialization	University (Graduated from)
1	Dr. Hassan Almahdi	Asst. Professor	Saudi	PHD in Entrepreneurship	Brunel University - UK
2	Dr. Shafeeq Assiri	Asst. Professor	Saudi	PHD in Hospitality Management	Texas Tech University - USA
3	Dr. Abdulrahman Alhazami	Asst. Professor	Saudi	PHD in Human Resources Management	University of Manchester - UK
4	Dr. Huthayfah Madkhali	Asst. Professor	Saudi	PHD in Tourism Management	Oxford Brookes - UK
5	Dr. Elshikh Mohammed	Asst. Professor	Sudani	PHD in Human Resources Management	Sudan University for Science and Technology - SUDAN
6	Dr. Nayel Rababh	Asst. Professor	Jordanian	PHD in Strategic Management	National Cheng Kung University-Taiwan
7	Dr. Yasser Shehawi	Asst. Professor	Egyptian	PHD in Tourism Management	Helwan University - EGYPT
8	Dr. Haitham Abdelsadeq	Asst. Professor	Egyptian	PHD in Tourism Management	Helwan University - EGYPT
9	Dr. Bashar Alhaj	Asst. Professor	Jordanian	PHD in Tourism Management	University Sains Malaysia
10	Mr. Razi Uddin Mohammed	Lecturer	Indian	International Business	Northpark University - USA
11	Mr. Anis Souissi	Lecturer	Tunisian	Entrepreneurship	The University of Sfax - TUNISIA
12	Mr. Ali Alsagoor	Lecturer	Saudi	Marketing	University of Scranton - USA
13	Mr. Hussain Alqahtani	Lecturer	Saudi	Human Resources Management	Jacksonville University - USA
14	Mr. Abdullah Alshehri	Lecturer	Saudi	Master in Business Administration	Jacksonville University - USA
15	Mr. Yahya Alraithi	Lecturer	Saudi	International Business	Middlesex University - UK
16	Mr. Ibrahim Abu Asidah	Lecturer	Saudi	Strategic Management	Cleveland State University -USA
17	Mr. Mohammed Asiri	Lecturer	Saudi	Change Management	Cleveland State University -USA
18	Mr. Mohammed Juriby	Lecturer	Saudi	Business Administration	Washburn University - USA
19	Mr. Abdulaziz Alserhani	Lecturer	Saudi	Business Administration	Morgan State University - USA
2021	Mr. Qasim Mashhour	Lecturer	Saudi	Knowledge Management	Pepperdine University - USA
22	Mr. Moraya Sharahili	Lecturer	Saudi	Entrepreneurship	University of Scranton - USA
23	Mr. Sultan Alolaqi	Lecturer	Saudi	Entrepreneurship	Lawrence Technological University - USA
24	Mr. Mohammed Hamati	Teacher Asst.	Saudi	Business Administration	Suffolk University, Boston - USA
25	Mr. Ali Faqih	Teacher Asst.	Saudi	Business Administration	Sacred Heart University - USA

26	Mr. Jaber Alhagawi	Teacher Asst.	Saudi	Business Administration	Jazan University - KSA
27	Mr. Mohammed Haqawi	Teacher Asst.	Saudi	Business Administration	Jazan University - KSA
28	Mr. Mossa Haressy	Teacher Asst.	Saudi	Tourism Management	Rochester Institute of Technology
29	Mr. Abutaleb Zarban	Teacher Asst.	Saudi	Tourism Management	Rochester Institute of Technology
30	Mr. Ali Motaen	Teacher Asst.	Saudi	Tourism Management	Virginia Tech University - USA
31	Mr. Mohammed Hakami	Teacher Asst.	Saudi	Tourism Management	Rochester Institute of Technology
32	Mr. Adbullah Haressi	Teacher Asst.	Saudi	Tourism Management	King Saud University - KSA
33	Mr. Majed Hader	Teacher Asst.	Saudi	Tourism Management	Alfaisal University - KSA
34	Mr. Ahmed Alshuqaiqi	Teacher Asst.	Saudi	Tourism Management	Virginia Tech University - USA

## FEMALE FACULTY MEMBERS

SNo.	Name of Faculty	Nationality	Designation	Specialization	Institution Graduated From
1	Dr. Omima Albadri	Saudi	Asst. Professor	PHD in Strategic Management & Quality management	Plymouth University- UK
2	Dr. Saba Siddiqui	Indian	Asst. Professor	PHD in Commerce and Business Administration	Central University of Allahabad- India
3	Dr. Rehmath Jahan Chikkandar	Indian	Asst. Professor	PHD in management- Entrepreneurship	Periyar University-India
4	Ms. Sawsan ALSuri	Saudi	Lecturer	MS in Business Administration	William Paterson University-USA
5	Ms. Fatmah Jaafari	Saudi	Lecturer	MS in Human Resources Management	Long Island University-USA
6	Ms. Sumayya Madkhali	Saudi	Lecturer	MS in Business Administration	Saginaw Vally State University- USA
7	Ms. Huda Hagawi	Saudi	Lecturer	MS in Business Administration concentrate in finance	Tennessee State University-USA
8	Ms. Manahel Babgi	Saudi	Lecturer	MS in Business Administration	Saginaw Valley State University- USA
9	Ms. Asma Alshahrani	Saudi	Lecturer	MS in Business Administration	King Abdulaziz University- KSA
10	Ms. Umme Tayyiba	Indian	Lecturer	MS in Human Resource Management	Kakatiya University- India



11	Ms. Reema Massbil	Saudi	Lecturer	MS in International Business	<b>Ulster University-UK</b>
12	Ms. Samreena Jeelani	Indian	Lecturer	MS in Human Resource Management	<b>Jamia Hamdard University-India</b>
13	Ms. Nejouad Hadi	Saudi	Lecturer	MS in Human Resource Development	<b>Rochester institute of technology -USA</b>
14	Ms. Nada Mudarbish	Saudi	Teacher Asst.	MS in Business Administration	<b>Wiliam Paterson University-USA</b>
15	Ms. Ohud Halabi	Saudi	Teacher Asst.	MS in Management	<b>University of Sussex -UK</b>
16	Ms. Saleha Alhazmi	Saudi	Teacher Asst.	MS in Business Administration	<b>Cleveland State University-USA</b>
17	Ms. Samiha Alsum	Saudi	Teacher Asst.	MS in Business Administration	University of Liverpool- UK
18	Ms. Tghreed Kulibi	Saudi	Teacher Asst.	MS in Business Administration	<b>Jacksonville University-USA</b>
19	Ms. Hala Saddam	Saudi	Teacher Asst.	MS in Business Administration	<b>Saint joesph's University-USA</b>
20	Ms. Rafeef Madkhali	Saudi	Teacher Asst.	MS in Business Administration	<b>Cardiff University-UK</b>
21	Ms. Basmah Mathari	Saudi	Teacher Asst.	MS in General Management	<b>Dominican University-USA</b>
22	Ms. Rogaiah Alhazmi	Saudi	Teacher Asst.	MS in Business Administration	<b>The University of Sheffield-UK</b>
23	Ms. Amjad Alhazmi	Saudi	Teacher Asst.	BS in Business Administration	<b>Jazan University-KSA</b>



# STUDENT ASSESSMENTS

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## ASSESSMENT SCHEMES

The following assessment schemes are being guided by the current reviewed curriculum.

Scheme-1: For the courses		
1	Internal Exam-1	20%
2	Assignments	10%
3	Internal Exam-2	20%
4	Final Written Exam	50%
	Total	100%

Scheme2: For the courses		
1	Internal Exam-1	30%
2	Assignments	20%
3	Final Written Exam	50%
	Total	100%

## GRADE POINT AVERAGE (GPA) CALCULATION

1. Faculty Board approves total marks for course recommended by Department Board between 40% and 50% of the total mark of the course, and the student class work mark is determined by one of two ways:
  - a. exams, research, and curricular activities, or a selection of this in addition to one written test, or
  - b. A minimum of two written exams.
2. Department Board allows student to complete a prerequisite course on recommendation of teaching faculty.



3. General grade for GPA upon graduation is as follows:
  - (Excellent) GPA no less than 4.50 (or 3.5 out of 4.0)
  - (Very Good) GPA 3.75-4.49 (or 2.5-3.49 out of 4.0)
  - (Good) GPA 2.75-3.74 (or 1.75-2.74 out of 4.0)
  - (Pass)GPA 2.00-2.74 (or 1.00-1.74 out of 4.0)
4. Honours are granted according to GPA on conditions that:
  - Student has not failed courses in Jazan University or elsewhere.
  - Student completed graduation requirement within time frame.
  - Student completed 60% of graduation requirements in Jazan University

## **STUDENT AFFAIRS & ACADEMIC ADVISING**

College level Student Affairs Unit is coordinating following activities for our students:

- Academic Advising
- Complaints and Appeals
- Student Club
- Community Services
- Facilitating Summer Training

Deanship of Student Affairs dealing with the following things for the students:

- Financial Aid and Loans
- Student Club Subscription
- Student Services

For more information follow the link: <http://deanships.jazanu.edu.sa/sites/en/stu/Pages/Default.aspx>





## TRAINING OPPORTUNITIES

 	<p>Saudi Aramco, officially the Saudi Arabian Oil Company, is a Saudi Arabian public petroleum and natural gas company based in Dhahran</p>
	<p>Saudia, formerly known as Saudi Arabian Airlines, is the flag carrier of Saudi Arabia, based in Jeddah.</p>
	<p>Saudi Telecom Company, is a Saudi Arabia-based digital company that offers telecommunications services, landline, mobile, Internet services, enterprise digital solutions, entertainment, fintech, and computer networks.</p>
	<p>a non-profit foundation established by Saudi crown prince Mohammad bin Salman in 2011.</p>
	<p>The Capital Market Authority of Saudi Arabia is the Saudi governments financial regulatory authority responsible for capital markets in Saudi Arabia. The CMA is a government organization applying full financial, legal, and administrative independence, and has direct links with the Prime Minister.</p>
<p><b>Others :</b> Emirate of Jazan provence, Agricultural Bank, Central bank, Hotels , Commercial Banks , Tourism sector, Agriculture Bank, Chambre of Commerce, Saudi Federation for Cyber Security, Saudi Data &amp; AI Authority.... atc</p>	

## FACILITIES



**Classrooms**





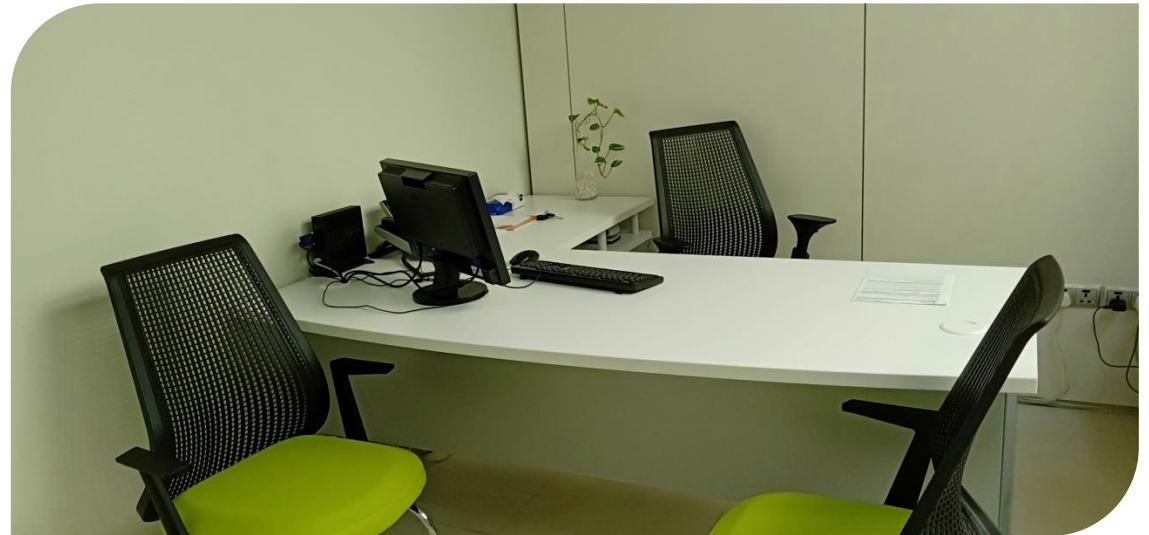
**College Library**



**Innovation and Entrepreneurship Center**



**Faculty Meeting Room**



**Faculty Office**

## FEMALE CAMPUSES

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College of Business Administration, Academic Campus for Girls-1 Jizan



## ADMISSION & REGISTRATION

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For admission and registration follow the link:

DEANSHIP OF ADMISSION AND REGISTRATION

<http://deanships.jazanu.edu.sa/sites/en/adm/Pages/Default.aspx>

