

Registration Form

Please retain original for your records | Please photocopy for additional participants |
Registration can be made via fax or email.

Registration Fees:-

Mac's Member RM424.00 **Non Member** RM477.00

Staff from member's Firm RM445.20

The above seminar fee is inclusive of SST 6%. (Inclusive of lunch, refreshments, seminar materials & Certificate of Attendance)

Certificate of Attendance: The Certificate of Attendance will be issued upon full attendance of the registered participant and receipt of full payment. Please ensure that your name is spelled correctly in the registration form and also in the attendance list. The certificates will be mailed to you within 2 weeks after the seminar.

Cancellation: There will be no refund for cancellation or non-attendance but substitute attendee will be accepted on the condition that the organiser receives prior notice 7 days before the date of seminar. Admittance will not be permitted unless payment is received.

Disclaimer: The organiser reserves the right to make changes to the venue, date, speakers, fee, including cancellation of the seminar, if warranted by circumstances beyond the organiser's control.

 **Closing Date: 27 February 2020**

Contact Person | Enquiries

MACS SECRETARIAT

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8 CPD / CPE HOURS

PAHANG STATE REPRESENTATIVE

Encik Zukri Aksah
c/o Zukri Aksah Consulting,
Lot 125A 1st Floor Bangunan MUIP,
Jalan Mahkota 25000 Kuantan Pahang.
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PERSATUAN SETIAUSAHA SYARIKAT MALAYSIA
MALAYSIAN ASSOCIATION OF COMPANY SECRETARIES
(Approved Body under Fourth Schedule of the Companies Act, 2016)

UNDERSTANDING BOARDROOM DYNAMICS

Date: Saturday, 7 March 2020

Time: 9.00am to 5.00pm

Venue: Rocana Hotel Kuantan, Pahang

COURSE INTRODUCTION

Due to high corporate failures and maturing codes of governance, there have been increasing calls to focus on how the board works beyond the technical aspects. It is the quality of the interactions among the board members or "boardroom dynamics" that is pertinent in effective decision making and achieving other desired meeting outcomes. The emergence of boardroom dynamics in corporate governance is now becoming phenomenal in linking board performance towards corporate sustainability. Company secretaries of 21st century board need to be equipped with the necessary knowledge and tools in addressing behavioural, cultural and psychological aspect of boardroom practices.

COURSE OBJECTIVES

- ✓ To understand the dynamics of, and between members of the board and how these factors contribute to an effective board and the sustainability of the organization.
- ✓ To help develop soft and smart strategic skills and provide tools that the company Secretary/governance professional can use to influence and effect change in the dynamics of the board and its members

COURSE CONTENTS

The emergence of board dynamics in governance

- Corporate failures
- The 11Cs model of corporate governance
- Defining board dynamics
- Characteristics of boards and board meetings

Boardroom dynamics and why it matters

- The ABCs of boardroom dynamics – Attitude, Behavior, Candor
- The "black box" of the boardroom
- Board decision-making
- Culture in the boardroom
- Board cultural markers
- Diversity in the boardroom
- The effect of meeting design on boardroom dynamics

Board evaluation

- Board evaluation framework
- Seven tactics to engineer better boardroom dynamics
- Key challenges in relation to board dynamics

21st Century Board and the Company Secretary's role

- The role of the company secretary and board meetings
- Digital revolution

Case Study

- Andrew Kakabadse et al (2017) "Conflict and tension in the boardroom: How managing disagreement improves board dynamics" ICSA The Governance Institute.

LEARNING OUTCOME

By attending this programme, the participants will be able to:

1. Understand why focusing on boardroom dynamics is becoming increasingly important for organisations
2. Understand the different facets of boardroom dynamics
3. Critically evaluate how dynamics might affect the quality of relationships, decision-making, culture and diversity.
4. Understand how to use formal and informal methods to positively influence dynamics and enhance boardroom performance

PROFILE OF SPEAKER

Dr Zubaidah Zainal Abidin was a Professor at Universiti Teknologi MARA (UiTM), Malaysia. She has a diversified academic background with ICSA as her professional qualification, MSc in Accounting and Management Science from University of Southampton, UK and her PhD from Curtin University of Technology, Australia. She had served UiTM for more than 30 years in various capacities, among others, as the Head of Teaching and Learning, Institute of Leadership and Quality Management and also the Dean of the Institute of Graduate Studies. She retired from UiTM in 2015 and was offered to join Kolej Universiti Polytech MARA (KUPTM) as the Dean of Institute of Professional Studies and in 2017 was appointed as the Deputy Vice Chancellor (Academic and Internationalisation). Prior to joining UiTM in 1986, Dr Zubaidah was employed as a Company Secretary for both private and public listed companies spanning over a period of 13 years.

Dr Zubaidah authored 4 books, 3 book chapters and published more than 20 refereed journal articles in the accounting and corporate governance, and presented more than 30 papers at regional, national and international conferences. Her main research interest is in corporate governance, women on board, boardroom dynamics, effective board, corporate social responsibility and intellectual capital.

She was a Council member of the Malaysian Association of Institute of Chartered Secretaries and Administrators (MAICSA) and also the Chief Examiner for IQS Corporate Secretaryship examination..

WHO WILL BENEFIT?

- Company secretaries, secretarial assistants, company administrators, accountants and company directors are required to keep abreast with the latest developments/legislations and changes affecting the secretarial profession/business and to maintain professional competency in areas relevant to their work.

- MACS CPD Programme is recognised by SSM for Licensed Company Secretaries in meeting their CPD hours. For members of MACS who act and practise under Sections 236 & 241 of the Companies Act, 2016, it is mandatory to secure a minimum of twenty-four (24) CPD hours per annum.

(Kuantan)

Participant's Contact Details

Full Name:

MACS Membership No:

Postal Address:

Company:

Designation:

Tel: Fax:

Email: Mobile:

**Please tick the appropriate box*

Tax invoice to be issued under the name: Company Individual

Payment Method

I hereby enclose RM....., via:- Cheque No.
(made payable to "Malaysian Association of Company Secretaries")

Direct Bank in to MACS A/C No: Public Bank Berhad **PBB 3193504112**

All payment for registration can be made by cheque or direct bank-in at PBB. Registration by fax will only be confirmed upon full payment/receipt of bank-in-slip/EFT payment advice.

Personal Data Protection Statement

Your personal information collected in this form is processed, retained and used by MACS in accordance with the Malaysian Personal Data Protection Act 2010. Your personal information may be used for all purposes in relation to the processing of your registration for seminar organised by MACS and to meet statutory obligation but not limited to marketing and promoting other seminars that are offered from time to time.

MACS may also retain and continue to process your personal data for all intents and purposes unless you request in writing to withdraw your consent to receive any form of communication from MACS.

I agree/disagree * to provide my personal data as mentioned in the Statement.

Signature :

Date :