



1. General Information

Course Subject	FINA
Course Number	3336
Course Title	Institutional Investment Consulting and Family Office
Academic Years	2024-2025
Grading Method	Letter

2. Instructors

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4. Course Description

Course Description	The course aims to introduce the investment consulting industry and provides students with practical understanding of the industry in its relevance to the asset management and private wealth industry, particular in relation to institutional investors and family office. Students would be able to articulate and assess the process and methodology employed by the investment consultants in developing investment objectives, investment procedures and risk management of institutional clients, and able to compare and contrast the difference between sovereign funds, public funds, endowment funds, pension/retirement funds, corporate funds and family office managed fund. Students would also be able to identify the growing importance and dynamics of family office (single family office and multi family office) in managing family funds, wealth planning and succession planning for ultra-high networth individuals/families.
Prerequisites	FINA2320: Investments and Portfolio Analysis
Free Elective	Yes

5. Course Objectives

1. The course provides a conceptual and practical approach to the understanding of the investment consulting industry – which has a long history with a niche focus – and how investment consultants help the institutional investors in developing investment objective/policy/guideline and in selecting asset managers and evaluation of managers' performance.

2. The course also provides a conceptual and practical approach to understanding the dynamics of a family office, how the family office helps the client in meeting their investment objectives as well as planning for wealth succession and wealth transfer.

5. Course Objectives

3. The course will provide an opportunity for students to apply the basic investments and portfolio analysis knowledge they acquired in the pre-requisite case into solving the issues/problems faced by the investment consultants. Students will be able to assess the development of the asset and wealth management industry and prepare students to pursue a career in institutional business, family office business and the finance industry in general.

6. Faculty Learning Goals

Goal 1: Acquisition and internalization of knowledge of the programme discipline

Goal 2: Application and integration of knowledge

Goal 3: Inculcating professionalism

Goal 4: Developing global outlook

Goal 5: Mastering communication skills

Goal 6: Cultivating leadership

7. Course Learning Outcomes

Course Teaching and Learning Activities	Aligned Faculty Learning Goals					
	1	2	3	4	5	6
CLO1. To be able to apply the quantitative skills in investments and portfolio analysis obtained in the pre-requisite course to create strategies for institutional investment consultants to serve the needs and solve the problems of institutional investors.	✓	✓	✓	✓		✓
CLO2. To compare, contrast and analyze the needs of different institutional investors including sovereign funds, public funds, endowment funds, pension/retirement funds, corporate funds and family office managed fund. Able to identify and evaluate their investment objectives, investment procedures and risk management policies and procedures.	✓	✓	✓	✓		✓
CLO3. To evaluate and articulate the value of investment consultants, how they help the institutional investors in developing investment objective/policy/guideline and investment charter/governance document.	✓	✓	✓	✓		✓
CLO4. To assess how investment consultants evaluate asset managers, the qualitative approach and the quantitative approach.	✓	✓	✓	✓		✓
CLO5. To appraise how investment consultants evaluate investment portfolios, the tools available and the evolvement of relevant benchmark and index.	✓	✓	✓	✓		✓
CLO6. To comprehend the role of family office, from single family office to multi-family office, and justify how they assist high networth clients in solving their needs in investment and wealth transfer/succession.	✓	✓	✓	✓		✓
CLO7. To assess the regulatory environment that affect the operations of investment consultants and family office and defend if the regulatory requirements are appropriate.	✓	✓	✓	✓		✓
CLO8. To build up practical skills in meeting investment objectives and solving problems related to investments.	✓	✓	✓	✓	✓	✓
CLO9. To develop communication skills and leadership skills through meeting with industry practitioners and through	✓	✓	✓	✓	✓	✓

7. Course Learning Outcomes

projects/presentations.

8. Course Teaching and Learning Activities

Course Teaching and Learning Activities #	Expected Study Hours	Study Load (% of study)
T&L1. Lectures	33	24.6
T&L2. Preparation and reading	27	20.1
T&L3. Mid-Term Project	30	22.4
T&L4. Consultation/interview/meeting with industry practitioner and preparation	4	3
T&L5. Final Take-home Exam	40	29.9
	Total: 134	Total: 100

9. Assessment Methods

Assessment Methods	Description	Weight %	Aligned Course Learning Outcomes
A1. Classroom participation		10%	1,2,3,4,5,6,7,8
A2. Mid-Term Project: Group assessment	In small group, the students would be working on a case relating to investment portfolio to an institutional client. The assessment will be on a group basis.	20%	1,2,3,4,5,6,7,8
A3. Mid-term Assignment	On an individual basis, each student to submit a short paper of not more than 1,500 words addressing a question relating to the in-class presentation.	20%	1,2,3,4,5,6,7,8
A4. Final Take-home Assignment	In essay form, addressing one of two questions, of not more than 4,000 words addressing issues relating to investment advisory and family office.	50%	1,2,3,4,5,6,7,8

10. Course Grade Descriptors

A+,A,A-	Strong evidence of superb ability to fulfill the intended learning outcomes of the course at all levels of learning: describe, apply, evaluate and synthesis.
B+,B,B-	Strong evidence of ability to fulfill the intended learning outcomes of the course at all levels of learning: describe, apply, evaluate and synthesis.
C+,C,C-	Evidence of adequate ability to fulfill the intended learning outcomes of the course at low levels of learning: such as describe and apply, but not at high levels of learning such as evaluate and synthesis.
D+,D	Evidence of basic familiarity with the subject.
F	Little evidence of basic familiarity with the subject.

11. Course Content and Tentative Teaching Schedule

Topic/ Session	Content
1	Role of Investment Consultant in the Asset Management and Private Banking Industry
2	Overview of asset management landscape
3	Evaluation of asset management companies
4	Formulation of investment charter and governance
5	Formulation of strategic asset allocation – capital markets assumption, asset allocation and reviewing liabilities
6	Evaluation of investment portfolio – tools and benchmark
7	From institutional investors to individual investors – growth of Family Office
8	Overview of Family Office – history and development, key characteristics and current issues faced
9	Function of Family Office – wealth planning and succession planning
10	Function of Family Office – Portfolio Management
11	Function of Family Office – Philanthropy, Foundations and Impact Investing

13. Means / Processes for Student feedback on Course

✓	Conducting mid-term survey in additional to SETL around the end of the semester
	Online response via Moodle site
	Others

14. Course Policy

Academic Honesty

Plagiarism (<http://aao.hku.hk/sy3/plan-of-study/exa-and-ass/plagiarism/>)

“Plagiarism is defined as the unacknowledged use, as one’s own, of work of another person, whether or not such work has been published. It is a very serious academic offence and the University does not allow or tolerate plagiarism. Any student who commits plagiarism is liable to disciplinary action which can result in serious consequences – including expulsion from the University.

You are strongly advised to read the booklets “What is Plagiarism” and “Plagiarism and How to Avoid It” and to consult your teachers if you have any questions about how to avoid plagiarism.”

Cheating

Cheating is another very serious academic offence. Any student who commits cheating on homework assignments or midterm or final examination will receive a grade “F” for the whole course. In addition, the case will be reported to the relevant Board of Examiners and/or the Senate of the University for further actions.

Class Attendance and Work Load

To maximize learning experience, students are strongly recommended to attend all the lectures, submit the homework assignments and cases on time and participate actively in class and in the preparation of the term project. The work load of this course is quite heavy and students are expected to spend at least 134 contact/study hours as described above.

Class Conduct

The guiding principle governing class conduct is mutual respect. All mobile phones must be switched off or on silent mode. No eating or drinking is allowed. Students should not disturb others in class.