

Subject card

Subject name and code	Administrative law I - auditorium classes, PG_00136305						
Field of study	Administration						
Date of commencement of studies	October 2024	Academic year of realisation of subject			2025/2026		
Education level	undergraduate studies	Subject group			Obligatory subject group in the field of study		
Mode of study	part-time studies	Mode of delivery			at the university		
Year of study	2	Language of instruction			Polish polish		
Semester of study	3	ECTS credits			2.0		
Learning profile	academic	Assessment form					
Conducting unit	Faculty of Law and Administration						
Name and surname of lecturer (lecturers)	Subject supervisor		dr Paulina Glejt-Uziębło				
	Teachers						
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	15.0	0.0	0.0	0.0	15
	E-learning hours included: 0.0						
Learning activity and number of study hours	Learning activity	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	Number of study hours	15		0.0		35.0	50
Subject objectives	The purpose of the course is to familiarize students with the concepts and constructs of administrative law, including administrative system law.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[ADMNL3_KO01] He/she knows how to participate in preparing social, civic, legal and economic projects related to administration	is ready to prepare social, civic, legal and economic projects related to public administration	[SK6] demonstration of practical skills
	[ADMNL3_UO01] The graduate is prepared to actively participate in groups, organizations, and institutions implementing administrative activities, at the same time he/she is able to communicate with people who are and who are not specialists in administration	The student is able to plan and organize individual and team work, as well as interact with others in teamwork, especially when the work is related to legal-administrative topics.	[SU2] presentation/project/paper/report
	[ADMNL3_UW03] He/she is able to acquire knowledge independently and develop his/her professional skills using various sources (in native and foreign language) and modern technologies	is able to independently acquire knowledge and develop his professional skills using a variety of sources (native and foreign language) and modern technologies found in public administration	[SU5] implementation of a problem task [SU6] demonstration of practical skills [SU8] observation of student's independent or team work
	[ADMNL3_WK01] The graduate has organized knowledge of legal and ethical norms and principles prevailing in administrative structures and institutions	has a structured knowledge of the legal and ethical norms and principles prevailing in structures and institutions related to public administration	[SW4] test/exam - oral or written [SW1] oral statement/conversation/discussion [SW2] presentation/project/paper/report
	[ADMNL3_KK03] He/she is ready to take up professional challenges, takes trouble and shows persistence in the implementation of individual and team activities in the field of administration	is ready to undertake professional challenges, undertakes effort and is characterized by perseverance in the implementation of individual as well as team activities in the field of public administration	[SK1] oral statement/conversation/discussion [SK4] test/exam - oral or written [SK8] observation of student's independent or team work
	[ADMNL3_UO02] He/she can plan and organize his/her professional work, as well as the work of the team he/she cooperates with	is able to plan and organize his professional work in the field of public administration, as well as the work of the team with which he works	[SU1] oral statement/conversation/discussion [SU5] implementation of a problem task [SU8] observation of student's independent or team work
	[ADMNL3_KK02] The graduate prepares responsibly for his/her work, appreciating the role of knowledge in solving professional problems	responsibly prepares for his work in public administration, appreciating the role of knowledge in solving professional problems related to administrative law	[SK2] presentation/project/paper/report [SK6] demonstration of practical skills [SK8] observation of student's independent or team work
	[ADMNL3_KR01] He/she sees and formulates moral problems and ethical dilemmas related to his/her own and someone else's work, looks for optimal solutions	perceives and formulates moral problems and ethical dilemmas in the field of administrative law related to his own and other people's work, seeks optimal solutions	[SK1] oral statement/conversation/discussion [SK2] presentation/project/paper/report [SK5] implementation of a problem task
	[ADMNL3_WG02] The graduate demonstrates fundamental knowledge about the subject of regulations of individual branches of law	The student has a basic knowledge of the concepts and constructions of administrative law, including the constitutional law of administration, the tasks, powers and forms of action of public administration bodies, the types of sources of administrative law.	[SW4] test/exam - oral or written [SW3] text preparation/written work
	[ADMNL3_WK02] He/she has basic knowledge and knows the terms describing the most important economic phenomena and understands the basic processes taking place in the market economy	The student has a basic knowledge of the concepts and constructions of administrative law, describing the most important economic phenomena and understands the basic processes occurring in the market economy	[SW4] test/exam - oral or written
	[ADMNL3_WG03] The graduate has fundamental knowledge about relations between structures and institutions of public administration	The student has a basic knowledge of the concepts and constructions of administrative law, including the constitutional law of administration, the tasks, powers and forms of action of public administration bodies, the types of sources of administrative law.	[SW4] test/exam - oral or written

Course outcome	Subject outcome	Method of verification
[ADMNL3_UU01] He/she is aware of the level of his/her knowledge and skills, and understands the need for lifelong learning	The student is able to independently plan and implement the need to learn issues related to administrative law and the functioning of public administration bodies throughout life.	[SU1] oral statement/conversation/discussion
[ADMNL3_WG03] He/she has fundamental knowledge about relations between structures and institutions of public administration	has a basic knowledge of the relationship between the structures and institutions of public administration, the organizational ties in them in a systemic sense	[SW4] test/exam - oral or written [SW5] implementation of a problem task
[ADMNL3_UK03] He/she has the ability to prepare a typical letter and a speech in Polish and a foreign language related to administrative work	has the ability to prepare a typical administrative law letter and speech in Polish and in a foreign language related to work in public administration	[SU2] presentation/project/paper/report [SU3] text preparation/written work [SU6] demonstration of practical skills
[ADMNL3_KO03] He/she is aware of the need to think and act in an entrepreneurial manner	Is aware of the need to think and act in an entrepreneurial manner in the field of public administration	[SK2] presentation/project/paper/report [SK6] demonstration of practical skills [SK8] observation of student's independent or team work
[ADMNL3_KK01] He/she is aware of the need to use the opinions of experts in situations that exceed the possibilities of solving the problem independently	Is aware of the need to use the opinion of experts from the public administration in situations that exceed the ability to solve the problem on their own.	[SK1] oral statement/conversation/discussion [SK5] implementation of a problem task [SK8] observation of student's independent or team work
[ADMNL3_UW01] The graduate observes and interprets social phenomena, analyzes their connections with various areas of administrative activity	is able to make observations and interpret social phenomena, analyzes their connections with various areas of public administration activities	[SU3] text preparation/written work [SU4] test/exam - oral or written [SU5] implementation of a problem task
[ADMNL3_UK01] The graduate is able to see, analyze and communicate moral and legal dilemmas in professional work	The student understands the complexity of issues and problems occurring in the field of administrative law, and therefore is ready to recognize and formulate moral problems and ethical dilemmas related to his own and others' work, and seeks optimal solutions for them.	[SU4] test/exam - oral or written
[ADMNL3_UW02] He/she uses fundamental theoretical knowledge in the field of administration and the related fields and academic disciplines to analyze and interpret issues connected with administration in its broad sense	Students are able to use basic theoretical knowledge of administration and related disciplines to analyze and interpret problems related to public administration and administrative law.	[SU4] test/exam - oral or written
[ADMNL3_KO02] The graduate is aware of the need to take actions that will protect the public interest and the rightful interests of the individual	Is aware of the need to take action that will protect the public interest and the legitimate individual interests of the individual when applying the norms of administrative law	[SK4] test/exam - oral or written
[ADMNL3_UK02] He/she has the ability to understand and analyze social phenomena and to use this analysis in professional work, as well as to defend the conclusions resulting from such analyzes	Has the ability to understand and analyze social phenomena arising from the norms of administrative law and use this analysis in professional work, as well as defend the conclusions of such analyses	[SU1] oral statement/conversation/discussion
[ADMNL3_WG01] He/she demonstrates knowledge about the character of legal and administrative sciences, their position in the system of sciences and their mutual relations	The student has a basic knowledge of the concepts and constructs of administrative law, including administrative system law, their place in the system of sciences and their mutual relations, as well as knows and understands the basic terminology of these sciences.	[SW4] test/exam - oral or written

Subject contents	<p>The system of public administration bodies. Entities exercising administrative law powers. 1. basic concepts and theoretical constructs 2. organs of public administration (government and local government) 3. other entities carrying out tasks of administrative law Bodies of state administration not subordinate to government administration bodies. Professional self-governments (on the example of the legal self-government) State and local government organizational units (using the example of an administrative establishment) Social organizations as entities that carry out tasks in the field of public administration</p>		
Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
		50.0%	100.0%
Recommended reading	Basic literature	<p>Students independently familiarize themselves with normative acts regulating the issues covered by the subject program.</p> <p>J. Zimmermann, Prawo administracyjne, Warszawa [wydanie ostatnie]; E. Bojanowski, K. Żukowski (ed.), Leksykon prawa administracyjnego. 100 podstawowych pojęć, Warszawa T. Bąkowski, K. Żukowski (ed.), Leksykon prawa administracyjnego materialnego. 100 podstawowych pojęć, Warszawa 2016;</p>	
	Supplementary literature	<p>M. Stahl (ed.), Prawo administracyjne. Pojęcia, instytucje, zasady w teorii i orzecznictwie, Warszawa</p> <p>M. Wierzbowski (ed.), Prawo administracyjne, Warszawa</p> <p>H. Izdebski, Introduction to public administration and administrative Law, Warszawa 2006.</p>	
	eResources addresses	Adresy na platformie eNauczenie:	
Example issues/ example questions/ tasks being completed			
Work placement	Not applicable		

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