

Subject card

Subject name and code	History of administration - lecture, PG_00136372						
Field of study	Administration						
Date of commencement of studies	October 2024	Academic year of realisation of subject			2024/2025		
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	1	Language of instruction			Polish		
Semester of study	1	ECTS credits			6.0		
Learning profile	academic	Assessment form					
Conducting unit	Faculty of Law and Administration -> Rektor						
Name and surname of lecturer (lecturers)	Subject supervisor		dr Jacek Waldoch				
	Teachers		dr Maria Lewandowicz				
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	30.0	0.0	0.0	0.0	0.0	30
	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	30		0.0		120.0	150
Subject objectives	1. Understanding the basics of public administration.2. Explaining the place and importance of public administration in the structure of government bodies and in society.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[ADMINL3_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 ready to take on professional challenges, makes an effort and is persistent in carrying out individual and team activities in the field of administration	[SU2] presentation/project/paper/report [SU4] test/exam - oral or written
	[ADMINL3_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	notifies and formulates moral problems and ethical dilemmas related to one's own and other people's work, seeks optimal solutions	[SU2] presentation/project/paper/report [SU4] test/exam - oral or written
	[ADMINL3_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	notifies and formulates moral problems and ethical dilemmas related to one's own and other people's work, seeks optimal solutions	[SK2] presentation/project/paper/report [SK4] test/exam - oral or written
	[ADMINL3_WG01] He/she demonstrates knowledge about the character of legal and administrative sciences, their position in the system of sciences and their mutual relations	is able to use basic theoretical knowledge in the field of administration and related scientific disciplines in order to analyze and interpret problems related to broadly understood administration	[SW4] test/exam - oral or written [SW2] presentation/project/paper/report
	[ADMINL3_KK02] The graduate prepares responsibly for his/her work, appreciating the role of knowledge in solving professional problems	is able to independently acquire knowledge and develop professional skills, using various sources (in native and foreign languages) and modern technologies	[SK2] presentation/project/paper/report [SK4] test/exam - oral or written
	[ADMINL3_WG05] The graduate has basic, structured knowledge about the processes of changing social structures and institutions and their elements and the consequences of these changes	is prepared to actively participate in groups, organizations and institutions carrying out administrative activities, and at the same time is able to communicate with people who are and are not specialists in administration	[SW4] test/exam - oral or written [SW2] presentation/project/paper/report
	[ADMINL3_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/her professional work, as well as the work of the team he/she cooperates with	[SU2] presentation/project/paper/report [SU4] test/exam - oral or written
	[ADMINL3_UU01] He/she is aware of the level of his/her knowledge and skills, and understands the need for lifelong learning	is aware of the level of his/her knowledge and skills and understands the need for lifelong learning	[SU2] presentation/project/paper/report [SU4] test/exam - oral or written
	[ADMINL3_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	is aware of the need to use expert opinions in situations that exceed the ability to solve the problem on one's own.	[SU2] presentation/project/paper/report [SU4] test/exam - oral or written
	[ADMINL3_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	prepares for his/her work responsibly, appreciating the role of knowledge in solving professional problems	[SK2] presentation/project/paper/report [SK4] test/exam - oral or written
	[ADMINL3_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	notifies and formulates moral problems and ethical dilemmas related to one's own and other people's work, seeks optimal solutions	[SK2] presentation/project/paper/report [SK4] test/exam - oral or written

Subject contents	<p>1. Features of public administration.2. Republic and autocracy.3. From a patrimonial state to an absolute monarchy.4. The birth of bureaucracy and the expansion of state functions and tasks.5. Napoleonic reforms as a breakthrough in the construction of modern administration.6. Liberal state.7. Administrative law and courts.8. The birth of local government.9. The evolution of public administration in the 20th century.</p>		
Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	score, form, time	51.0%	100.0%
Recommended reading	Basic literature	<p>T. Maciejewski, "Historia administracji i myśli administracyjnej",</p> <p>H. Izdebski, "Historia administracji",</p> <p>D. Malec, J. Malec, "Historia administracji i myśli administracyjnej",</p> <p>W. Witkowski, Historia administracji w Polsce, 1764-1989,</p> <p>J.C.N. Raadschelders, "Handbook of administrative history".</p>	
	Supplementary literature	<p>T. Maciejewski, "Historia administracji i myśli administracyjnej",</p> <p>H. Izdebski, "Historia administracji",</p> <p>D. Malec, J. Malec, "Historia administracji i myśli administracyjnej",</p> <p>W. Witkowski, Historia administracji w Polsce, 1764-1989,</p> <p>J.C.N. Raadschelders, "Handbook of administrative history".</p>	
	eResources addresses	Adresy na platformie eNauczanie:	
Example issues/ example questions/ tasks being completed	brak		
Work placement	Not applicable		

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