

**Subject card**

<b>Subject name and code</b>	Management in education and culture, PG_00137838						
<b>Field of study</b>	English Studies						
<b>Date of commencement of studies</b>	October 2024	<b>Academic year of realisation of subject</b>			2025/2026		
<b>Education level</b>	postgraduate studies	<b>Subject group</b>			Obligatory subject group in the field of study Optional subject group Subject group related to scientific research in the field of study		
<b>Mode of study</b>	full-time studies	<b>Mode of delivery</b>			at the university		
<b>Year of study</b>	2	<b>Language of instruction</b>			Polish English		
<b>Semester of study</b>	4	<b>ECTS credits</b>			2.0		
<b>Learning profile</b>	academic	<b>Assessment form</b>					
<b>Conducting unit</b>	Zakład Glottodydaktyki i Przetwarzania Języka Naturalnego -> Instytut Anglistyki i Amerykanistyki -> Faculty of Languages -> Rektor						
<b>Name and surname of lecturer (lecturers)</b>	<b>Subject supervisor</b>		dr Olga Aleksandrowska				
	<b>Teachers</b>						
<b>Lesson types</b>	<b>Lesson type</b>	Lecture	Tutorial	Laboratory	Project	Seminar	<b>SUM</b>
	<b>Number of study hours</b>	0.0	15.0	0.0	0.0	0.0	15
	E-learning hours included: 0.0						
<b>Learning activity and number of study hours</b>	<b>Learning activity</b>	<b>Participation in didactic classes included in study plan</b>		<b>Participation in consultation hours</b>		<b>Self-study</b>	<b>SUM</b>
	<b>Number of study hours</b>	15		1.0		34.0	50
<b>Subject objectives</b>	The aim of the classes is to familiarize participants with the basics of management in educational and cultural institutions and to prepare them to perform professional functions in both of these sectors. Students will learn about modern methods and forms of organizing educational and cultural activities, among others, elements of knowledge from the areas of: project management, managing one's own professional development, event organization, leadership, marketing, psychology of managing people, public relations, financial management, legal bases, Erasmus projects, etc.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[FAMU2_K05] Is ready to think and act in an entrepreneurial way in various spheres of professional activity related to the use of the English language	The student is ready to think and act in an entrepreneurial way in various spheres of professional activity in the field of education and culture, using English.	[SK1] oral statement/conversation/discussion [SK2] presentation/project/paper/report [SK3] text preparation/written work [SK5] implementation of a problem task [SK6] demonstration of practical skills [SK8] observation of student's independent or team work
	[FAMU2_K06] Is ready to observe, disseminate and develop the principles of ethics in research work in the field of English linguistics and literature and in professional work.	The student is ready to observe, disseminate and develop ethical principles in professional work, especially in the field of educational and cultural management.	[SK1] oral statement/conversation/discussion [SK2] presentation/project/paper/report [SK3] text preparation/written work [SK5] implementation of a problem task [SK6] demonstration of practical skills [SK8] observation of student's independent or team work
	[FAMU2_U05] Can use and present orally and in writing knowledge in the field of auxiliary and related sciences, which is a context for English linguistic and literary studies and supports the professional work of an English philologist.	The student is able to use and present, orally and in writing, knowledge in the field of educational and cultural management and issues supporting the professional work of an English philologist in these fields.	[SU1] oral statement/conversation/discussion [SU2] presentation/project/paper/report [SU3] text preparation/written work [SU4] test/exam - oral or written [SU5] implementation of a problem task [SU6] demonstration of practical skills [SU8] observation of student's independent or team work
	[FAMU2_K04] Is ready to engage in social and professional life, including initiating and organizing activities for the social environment, also using knowledge and skills in the field of English, linguistics and English-language literatures.	The student is ready to engage in social and professional life, including initiating and organizing activities for the social environment, also using knowledge and skills in the field of educational and cultural management.	[SK1] oral statement/conversation/discussion [SK2] presentation/project/paper/report [SK5] implementation of a problem task [SK6] demonstration of practical skills [SK8] observation of student's independent or team work
	[FAMU2_K03] Is prepared to make decisions on his / her own and to critically evaluate and take responsibility for the consequences of his / her own actions, the actions of the teams he / she leads and the organizations in which he / she participates, to lead and take responsibility for the group in the performance of tasks within the framework of English studies and in professional practice.	The student is ready to make decisions independently and to critically evaluate and take responsibility for the effects of his own actions, the actions of the teams he manages and the organizations in which he participates, to lead a group and take responsibility for it, performing tasks within the framework of English studies and in professional practice in the educational and cultural environment.	[SK1] oral statement/conversation/discussion [SK2] presentation/project/paper/report [SK5] implementation of a problem task [SK6] demonstration of practical skills [SK8] observation of student's independent or team work
	[FAMU2_W12] Knows and understands the main development trends in literature, in particular with regard to research into English-language literature.	The student knows and understands selected issues in the field of management in education and culture, necessary as a context for professional activity in these professional environments.	[SW4] test/exam - oral or written [SW1] oral statement/conversation/discussion [SW2] presentation/project/paper/report [SW3] text preparation/written work [SW5] implementation of a problem task
	[FAMU2_W14] Knows and understands selected issues connected to various disciplines constituting auxiliary and related sciences of English Philology, necessary as a context for research in the field of English linguistics and English-language literatures or in the professional activity of the English philologist.	The student knows and understands the fundamental dilemmas of modern civilization in the context of issues related to intercultural linguistic and literary communication and the role of modern technologies in relation to educational and cultural management in the work of an English philologist.	[SW4] test/exam - oral or written [SW1] oral statement/conversation/discussion [SW2] presentation/project/paper/report [SW3] text preparation/written work [SW5] implementation of a problem task

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Subject contents	Basics of organization and management in the education and culture sector, educational and cultural information system, preparation of cultural projects and organization of events, human resources management, quality management in educational institutions, strategic management in the legal, social and financial context, Erasmus grants and projects, selected issues in the psychology of managing people, self-presentation, creating one's own image and that of an educational and cultural institution, marketing, legal and ethical aspects in management, strategies for resolving conflicts and managing in crisis situations, as well as counteracting mobbing, discrimination and diversity management, analysis of examples of the so-called "good practices" in the field of management in education and culture.																
Prerequisites and co-requisites	The knowledge of English at C2 level.																
Assessment methods and criteria	<table border="1"> <thead> <tr> <th>Subject passing criteria</th> <th>Passing threshold</th> <th>Percentage of the final grade</th> </tr> </thead> <tbody> <tr> <td>presentation</td> <td>51.0%</td> <td>10.0%</td> </tr> <tr> <td>oral or written exam</td> <td>51.0%</td> <td>70.0%</td> </tr> <tr> <td>assignments</td> <td>51.0%</td> <td>10.0%</td> </tr> <tr> <td>test / tests</td> <td>51.0%</td> <td>10.0%</td> </tr> </tbody> </table>		Subject passing criteria	Passing threshold	Percentage of the final grade	presentation	51.0%	10.0%	oral or written exam	51.0%	70.0%	assignments	51.0%	10.0%	test / tests	51.0%	10.0%
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Recommended reading	Basic literature	<p><b>Management in education:</b></p> <ul style="list-style-type: none"> <li>• Basom, M., Yerkes, D., Norris, C., &amp; Barnett, B. 1996. Using cohorts as a means for developing transformational leaders. <i>Journal of School Leadership</i>, 6 (1), 99-112.</li> <li>• Bush, Tony. and Bell, Les. 2002. <i>The Principles and Practice of Educational Management</i>. London: Paul Chapman Publishing.</li> <li>• Bush, T. and Glover, D. 2003. <i>School Leadership: Concepts and Evidence</i>, Nottingham: NCSL.</li> <li>• Day, C. Harris, A., Hadfield, M., Tolley, H., &amp; Beresford, J. 2000. <i>Leading schools in times of change</i>. Buckingham, England: Open University Press.</li> <li>• Kulwinder Pal (ed.). 2012. <i>Educational Management: Lovely Professional University</i>, New Delhi.</li> <li>• Leithwood, K. 2001. School leadership and educational accountability, <i>International Journal of Educational Leadership</i>, 3(4), 217-237.</li> <li>• Priadi, Surya, 2011, <i>Educational Management: Handbook for School of Education Student Yogyakarta State University</i></li> <li>• English, Fenwick. W. 2006. <i>Encyclopedia of Educational Leadership and Administration</i>. Thousand Oaks: SAGE Publication.</li> <li>• Zuber-Skerritt, Ortrun. 2011. <i>Action Leadership: Towards a Participatory Paradigm</i>. Dordrecht: Springer.</li> </ul> <p><b>Management in culture:</b></p> <ul style="list-style-type: none"> <li>• Gałęcka, Małgorzata, Smolny, Katarzyna. Cultural institutions in Poland: the nature of their organisation and financing. <i>Ekonomia i Prawo. Economics and Law</i> [online]. 14 March 2023, T. 22, nr 2 (Forthcoming). [accessed 19.3.2023].</li> <li>• Głowacki, J., Hausner, J., Jakóbiak, K., Markiel, K., Mituś, A., &amp; Żabiński, M. 2009. <i>Finansowanie kultury i zarządzanie instytucjami w kulturze</i>. UE w Krakowie, Małopolska Szkoła Administracji Publicznej.</li> <li>• Grzegorzczak, W. 2015. Studium przypadku jako metoda badawcza i dydaktyczna w naukach o zarządzaniu. In W. Grzegorzczak (Ed.), <i>Wybrane problemy zarządzania i finansów</i> (pp. 916). Uniwersytet Łódzki.</li> <li>• Hasitschka, W., Goldsleger, P., &amp; Zembylas, T. 2005. Cultural institutions studies: investigating the transformation of cultural goods. <i>The Journal of Arts Management, Law, and Society</i>, 35(2), 147-158, <a href="https://doi.org/10.3200/JAML.35.2.147-158">https://doi.org/10.3200/JAML.35.2.147-158</a>.</li> <li>• Lampel, J., Lant, T. e Shamsie, J. 2000. <i>Balancing Act: Learning from Organizing Practices in Cultural Industries</i>, in <i>Organization Science</i>, Vol.11, n.3, May-June, pp.263-269.</li> <li>• Riches Resources. 2014. Cultural institutions. Retrieved 16.02.2023 from <a href="https://resources.riches-project.eu/glossary/cultural-institutions">https://resources.riches-project.eu/glossary/cultural-institutions</a>.</li> </ul>
	Supplementary literature	-
	eResources addresses	Adresy na platformie eNauczanie:
Example issues/ example questions/ tasks being completed	-	
Work placement	Not applicable	

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