

**Subject card**

<b>Subject name and code</b>	Basics of managing a public organization - lecture, PG_00132025						
<b>Field of study</b>	Law in administration and economy						
<b>Date of commencement of studies</b>	October 2026	<b>Academic year of realisation of subject</b>			2026/2027		
<b>Education level</b>	Master's studies	<b>Subject group</b>			Obligatory subject group in the field of study		
<b>Mode of study</b>	part-time studies	<b>Mode of delivery</b>			at the university		
<b>Year of study</b>	1	<b>Language of instruction</b>			Polish		
<b>Semester of study</b>	2	<b>ECTS credits</b>			3.0		
<b>Learning profile</b>	academic	<b>Assessment form</b>			exam		
<b>Conducting unit</b>	Department of Organisation and Management -> Faculty of Management -> Rector						
<b>Name and surname of lecturer (lecturers)</b>	<b>Subject supervisor</b>		dr Mirosław Czapiewski				
	<b>Teachers</b>						
<b>Lesson types</b>	<b>Lesson type</b>	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	<b>Number of study hours</b>	15.0	0.0	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>	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	<b>Number of study hours</b>	15		0.0		60.0	75
<b>Subject objectives</b>	The purpose of the course is to provide knowledge of the nature, scope and structure of the management process of public organizations in the context of the convergence of the public, social and commercial sectors. The students should realize the complexity and limitation of the manager's ability to influence the processes in organizations. They should learn about the structure of the process and management organization models, managerial roles and management functions.						
<b>Learning outcomes</b>	Course outcome		Subject outcome		Method of verification		
<b>Subject contents</b>	The interdisciplinary nature of science. Determinants of the manager's role. Managerial skills. Management against the background of governance, administration and command. Criteria for assessing the efficiency of operations depending on the goals and objectives of the organization. Classical and modern understanding of the planning function (the relationship of the manager to the plan and planning). Structure of the planning process. Risk and uncertainty in planning. Motivation. Activity-based and outcome-based approaches. Needs, incentives and inputs as components of the motivation system. Coercive and enticing situations - characteristics, effects and recommended scope of application. Control. The place of control in organized action. Contemporary approaches to control. Functions of control, forms of control, principles of control. Management in the context of change. Costs and benefits of change. Structure of the reorganization process. Manifestations of resistance to change. The essence, goals and objectives, construction and mechanisms of functioning of economic organizations. The essence, goals and objectives, construction and mechanisms of functioning of public organizations.						
<b>Prerequisites and co-requisites</b>							
<b>Assessment methods and criteria</b>	<b>Subject passing criteria</b>		<b>Passing threshold</b>		<b>Percentage of the final grade</b>		
	Written exam		51.0%		100.0%		

Recommended reading	Basic literature	<ol style="list-style-type: none"> <li>1. Zarządzanie publiczne. Perspektywa teorii i praktyki (red.) A. Frączkiewicz Wronka, M. Ćwiklicki, UEK, Katowice 2023.</li> <li>2. A. Czermiński, M. Czerska, B. Nogalski, R. Rutka, J. Apanowicz, Zarządzanie organizacjami, TNOiK, Toruń 2002</li> <li>3. M. Czerska, Organizacja przedsiębiorstw. Metodologia zmian organizacyjnych. Wyd. UG 1996.</li> <li>4. R.W. Griffin, Podstawy organizacji i zarządzania, Wyd. Naukowe PWN, warszawa 1996.</li> <li>5. J. A.F. Stoner, E. Freeman, D. R. Gilberih, Kierowanie, PWE, 1999 (wyd. II)</li> <li>6. A. K. Koźmiński, W. Piotrowski (red.), Zarządzanie - teoria i praktyka, PWN, Warszawa 1995.</li> <li>7. A. Zakrzewska-Bielawska (red.), Podstawy zarządzania. Teoria i ćwiczenia. Oficyna Wolters Kluwer business, Warszawa 2012.</li> </ol>
	Supplementary literature	<ol style="list-style-type: none"> <li>1. R. Rutka, Organizacja przedsiębiorstw. Przedmiot projektowania, Wyd. UG 1996.</li> <li>2. H. Steinemann, G. Schreyogg, Zarządzanie, Wyd. PWr, 1992 lub 1998</li> <li>3. Strategor, Zarządzanie forma. Strategie, struktury, decyzje, tożsamość, PWE, Warszawa 1995. - R.A. Webber, Zasady zarządzania organizacjami, PWE, 1984.</li> </ol>
	eResources addresses	
Example issues/ example questions/ tasks being completed		
Work placement	Not applicable	

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