

1.	Field of study	Administration
2.	Faculty	Faculty of Law and Administration
3.	Academic year of entry	2024/2025 (winter term)
4.	Level of qualifications/degree	second-cycle studies
5.	Degree profile	general academic
6.	Mode of study	part-time

7. General information about the module	
Module name	Evolution of administration and administrative thought
Module code	eama_a2_01
Number of the ECTS credits	4
Language of instruction	Polish
Purpose and description of the content of education	<p>The aim of the module is to discuss the evolution of the political system and administrative thought of selected European countries (including France, Germany, Great Britain, Russia, Switzerland) and the United States of America starting from the 18th century. An important element of the module is the presentation - from the administrative and legal point of view - of the functioning of 20th century totalitarian regimes (Nazi and communist).</p> <p>A comparative legal presentation of administrative political solutions with the trends in administrative legal thought (including Jan Antoni Chaptal, Ludwik Antoni Macarel, Robert von Mohl, Lorenz von Stein, Rudolf Gneist, Albert Dicey) that formed their basis, is intended to enable a better understanding of them. functioning and analysis of the reasons for their successes, or failures, in the practice of selected countries. Discussing individual solutions in terms of the most important common features of administration models of particular historical eras is intended to enable their proper assessment and develop the cognitive function of the recipients of the transmitted content. The module is also intended to draw attention to the development of the principles of modern public administration in various political systems.</p> <p>The lecture focuses on the history of public administration, its organizational principles and the development of the official corps of selected European countries. The module also aims to develop the ability to use basic concepts in the field of history and history of administration; analysis of historical events and processes on a comparative basis; understanding the process of the birth of modern public administration and its evolution in modern times.</p>
List of modules that must be completed before starting this module (if necessary)	not applicable

8. Learning outcomes of the module			
Code	Description	Learning outcomes of the programme	Level of competenc (scale 1-5)
K01	is ready to correctly identify the interests of individuals and is aware of the consequences resulting from the international situation, taking into account the historical context	K_K06	4
U01	is able to correctly interpret social, cultural and political phenomena that influence the creation of law and the functioning of administration	K_U01	4
U02	is able to prepare an oral presentation related to the evolution of the functioning of the administration, the changes in its structures arguing its position over time and to participate in the debate	K_U10	4

W01	has knowledge of the processes of evolution of administration structures and social institutions related to administration. He knows their causes, doctrinal (philosophical) basis and consequences	K_W01 K_W04	3 4
W02	knows and understands the basic models of state organization and their evolution	K_W07	4

9. Methods of conducting classes		
Code	Category	Name (description)
a01	Lecture methods / expository methods	Formal lecture/ course-related lecture <i>a systematic course of study involving a synthetic presentation of an academic discipline; its implementation assumes a passive reception of the information provided</i>
b04	Problem-solving methods	Activating method – discussion / debate <i>an exchange of views supported by substantive arguments leading to a clash of different views, a compromise or the identification of common positions; it proceeds according to previously agreed-upon rules regarding the time, manner and turn-taking as well as the principles of civil discourse; a discussion is not a competition but aims at finding the best solutions or presenting different points of view; its varieties include brainstorming, Oxford-style debate, panel discussion, decision tree, conference discussion; a debate is an orderly dispute between supporters and opponents of a viewpoint, usually specialists in the field or pre-selected representatives of a group dealing with a common problem</i>
b07	Problem-solving methods	Activating methods: a case study <i>a comprehensive description of a phenomenon connected with the selected discipline; reflecting the reality, presenting the 'what', 'where' and 'how' of the phenomenon, i.e., all of its key aspects to be discussed in class; used as a reproduction, presentation, discussion or diagnosis of factors that shape the phenomenon or interact with it; an in-depth qualitative analysis and evaluation of a selected phenomenon</i>
b08	Problem-solving methods	Activating method – peer learning <i>learning through the exchange of knowledge in a group/team/pair of students, i.e., in the so-called learning cell; a kind of mutual learning; an approach focused on student activity under the guidance of the person teaching the course; a learning situation where students with a similar level of experience learn from one another</i>
b09	Problem-solving methods	Activating method – flipped classroom <i>anticipatory learning; work in class is based on previously studied material indicated by the person teaching the course; preparation outside the classroom serves the purpose of getting familiar with the issues whose knowledge is necessary for participating in the in-class discussion and the training in the related practical skills; the activity is based on the work of students under the guidance of the person teaching the course</i>
c07	Demonstration methods	Screen presentation <i>a presentation of synthetic image content using computer graphics, e.g., a series of slides or other multimedia forms, usually accompanied by a commentary; typical components of a screen presentation include text organized into bulleted points, charts, images and animations, sometimes sound effects or music; a multimedia illustration of course content presented in the form of a projected image</i>

10. Forms of teaching					
Code	Name	Number of hours	Assessment of the learning outcomes of the module	Learning outcomes of the module	Methods of conducting classes
01	lecture	20	course work	W01, W02	a01
02	practical classes	10	course work	K01, U01, U02, W01	b04, b07, b08, b09, c07

11. The student's work, apart from participation in classes, includes in particular:			
Code	Category	Name (description)	Is it part of the BUNA?
a01	Preparation for classes	Search for materials and review activities necessary for class participation <i>reviewing literature, documentation, tools and materials as well as the specifics of the syllabus and the range of activities indicated in it as required for full participation in classes</i>	No
a02	Preparation for classes	Literature reading / analysis of source materials <i>reading the literature indicated in the syllabus; reviewing, organizing, analyzing and selecting source materials to be used in class</i>	No
a03	Preparation for classes	Developing practical skills <i>activities involving the repetition, refinement and consolidation of practical skills, including those developed during previous classes or new skills necessary for the implementation of subsequent elements of the curriculum (as preparation for class participation)</i>	No
a05	Preparation for classes	Production/preparation of tools, materials or documentation necessary for class participation <i>developing, preparing and assessing the usefulness of tools and materials (e.g. aids, scenarios, research tools, equipment, etc.) to be employed in class or as an aid when preparing for classes</i>	No
b01	Consulting the curriculum and the organization of classes	Getting acquainted with the syllabus content <i>reading through the syllabus and getting acquainted with its content</i>	No
c03	Preparation for verification of learning outcomes	Implementation of an individual or group assignment necessary for course/phase/ examination completion <i>a set of activities aimed at performing an assigned task, to be executed out of class, as an obligatory phase/element of the verification of the learning outcomes assigned to the course</i>	No
e01	Activities complementary to the classes	Undertaking, on one's own initiative and individually, activities aimed at expanding the scope or depth of the teaching content, also beyond the walls of the University <i>a set of activities undertaken independently and on the student's own initiative, aimed at expanding the depth and scope of knowledge and skills, their revision and repetition, retention or verification, also activities carried outside the university, e.g., in a culture promoting or educational institution, a laboratory, in the open air, etc.; also self-education</i>	No

Information on the details of the module implementation in a given academic year can be found in the syllabus available in the USOS system: <https://usosweb.us.edu.pl>.