

Public and Private Organisations
Bachelor of Business and Administration
Winter Semester 2023/24

Time and place: Thursday at 13:15, Amphitheatre 2, building D

Form: Lecture (20 hours = 10 meetings), Hybrid (means lecture in class simultaneously transmitted on-line via Ms Teams)

Teacher: dr Karolina Kulińska-Jachowska

Office hours: Wednesday 17:00-18:00
room 405 building A¹
Thursday 12:00-13:00 via Ms Teams

Website: <https://prawo.uni.wroc.pl/user/18113>

E-mail: karolina.kulinska2@uwr.edu.pl
(this is my only working e-mail, please make sure that you put "2" after my surname – thank you!)

MS Teams: https://teams.microsoft.com/l/team/19%3awnpG-ROfIDgeiksOZ7dYSnmEI2jgyToZ3ZcUfvV0_I1%40thread.tacv2/conversations?groupId=9f56a706-bb18-47a9-9854-548bda692555&tenantId=2b71bef9-3b13-4432-b5f4-1f5ac2278d0c

Please monitor your USOS account, e-mail, MS Teams and faculty website (above) weekly for potential news and updates.

Exam: The course ends with written exam. The final exam will take place on the last lecture, that is on December 14th at 13:15 in Amphitheatre 2, building D. It will consist of 10 multiple choice questions (only one correct answer, a/b/c/d format, 1 point for each correct answer) and two open questions (/exercises; 0-5 points for each answer).

Recommended literature:

R. W. Griffin, Management, Boston: Cengage Learning – latest edition

Links to library:

<https://eds.s.ebscohost.com/eds/detail/detail?vid=1&sid=5072c856-9f8d-4e28-959c-0c6a69d69088%40redis&bdata=Jmxhbmc9cGwmc210ZT1lZHMtbG12ZQ%3d%3d#AN=UW.xx003691406&db=cat03866a>

¹ If this time is not suitable for you I can arrange individual meeting upon prior request via e-mail.

<https://eds.s.ebscohost.com/eds/detail/detail?vid=2&sid=5072c856-9f8d-4e28-959c-0c6a69d69088%40redis&bdata=Jmxhbm9cGwmc210ZT1lZHMtbG12ZQ%3d%3d#AN=UW.xx001045842&db=cat03866a>

Saiyadain, Mirza S., Ali, Syed Haider, Managing Organization, Trinity Press, 2017.

Access on-line for UWr students:

<https://eds.s.ebscohost.com/eds/ebookviewer/ebook/bmxlymtfXzIxOTYyNTRfX0FO0?sid=3b18a4d8-4bc4-4e43-b422-c8930c60faaf@redis&vid=1&format=EB&rid=11>

Selected additional recommended sources:

James Q. Wilson, Bureaucracy: what government agencies do and why they do it, [New York]: Basic Books, 1989.

Christopher Pollitt, (2016), Be prepared? An outside-in perspective on the future public sector in Europe, Public Policy and Administration, 31(1), 3-28.

<https://journals.sagepub.com/doi/pdf/10.1177/0952076715590696>

+ Reading materials published by me on MS Teams ("FILES")

Outline:

1. Introduction. Concept and nature of organisations.
2. Organisations and management. Fundamentals of management and management process.
3. Evolution of management thought.
4. Administration v. management. Comparative analysis.
5. New public management.
6. Legal context of public and private organisations.
7. Planning, mission, and vision. Case studies.
8. SWOT analysis.
9. Fundamentals of risk management. Risk matrix.
10. Sustainable development and corporate social responsibility.