



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Administrative Science							
Course Code		YYÖN101		Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	3	Workload	75 (Hours)	Theory	2	Practice	0	Laboratory	0
Objectives of the Course		The aim of the course to introduce general public administration theory and their basic concepts of organisations and administration and to understand all basic management theory and practice.							
Course Content		In this course management theories and last progresses will be take up after general entry to public administrations existence reason and public administration theory.							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Case Study					
Name of Lecturer(s)		Ins. Şerife Gökçen YANIK							

Assessment Methods and Criteria

Method	Quantity	Percentage (%)
Midterm Examination	1	40
Final Examination	1	70

Recommended or Required Reading

1	Nuri Tortop, Eyip G. İsbir, Burhan Aykaç ve diğerleri (2010), Yönetim Bilimi, Nobel Yayın Dağıtım, İstanbul.
2	Bekir Parlak (2011), Yönetim Bilimi ve Çağdaş Yönetim Teknikleri, Beta Basım Yayım, İstanbul.

Week	Weekly Detailed Course Contents	
1	Theoretical	Concepts of public, state and public administration, development of public administration (in society of agriculture, industry and information)
2	Theoretical	Public administration components, public and private differences
3	Theoretical	Development of management theory, Classic management theory-I
4	Theoretical	Classic management theory II
5	Theoretical	Neo-classic management theory I
6	Theoretical	Neo-classic management theory II
7	Theoretical	Modern management theory I
8	Theoretical	Modern management theory II
9	Intermediate Exam	Mid-term exam
10	Theoretical	Post-modern management theory
11	Theoretical	New public management comprehension
12	Theoretical	Governance and developing partnership, influence of new management comprehensions to the public administration as construction and functional.
13	Theoretical	Processes of administration I
14	Theoretical	Processes of administration II
15	Theoretical	General Assesment
16	Final Exam	Final Exam

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	0	3	42
Assignment	1	0	10	10
Individual Work	1	0	13	13
Midterm Examination	1	4	1	5
Final Examination	1	4	1	5
Total Workload (Hours)				75
[Total Workload (Hours) / 25*] = ECTS				3

*25 hour workload is accepted as 1 ECTS



Learning Outcomes

1	1) To move from the concept of "Public" One knows and interpret that "public management" should have a management is a reflection of the will of the people.
2	2) One knows progress of relations between public administration, power and public.
3	3) One knows and analyzes developed theories and practices in the field of management
4	4) One knows and grasps the comprehension of new public management and changes which it has brought.
5	5) One grasps and analyzes reflection of new management approaches to the management as a structure and functioning.

Programme Outcomes (Local Authorities)

1	Theoretical knowledge in the field of public administration and local governments to use in working life and lifelong learning to be conscious.
2	To have the ability to use the functions of local government, public administration to adapt to contemporary approaches
3	Problems encountered in professional practice to identify, analyze and propose solutions to have the ability to bring.
4	Professional legal regulations to be equipped, and keep track of changes, use the.
5	Local and collective needs, expectations, and to have knowledge about efficient service delivery.
6	urkish political life, political orientations, political power, political culture and to have competence in matters of contemporary political ideologies.
7	Understanding of contemporary urbanism, urban planning, urban land management, housing and environmental issues and policies to be competent.
8	Decentralization, local democracy and civil society to gain competence on a case.
9	Having the necessary values in the field of professional ethics; written-verbal communication and correspondence with the field of information-communication technologies and be able to use.
10	Land use plans, zoning laws and regulations to have knowledge of subjects covered.
11	The process of globalization and the country's internal dynamics, to analyze the process of democratization.
12	The Constitution, fundamental rights and freedoms, civil servants, law and public law legislation have sufficient knowledge about professional ethics.

Contribution of Learning Outcomes to Programme Outcomes 1:Very Low, 2:Low, 3:Medium, 4:High, 5:Very High

	L1	L2	L3	L4	L5
P1	4	4	4	4	4
P3	5	5		5	5
P5	5	5	5	5	5
P6	3	3	3	3	3
P7	4	4	4	4	4
P8	3	3	3	3	3

