AYDIN ADNAN MENDERES UNIVERSITY
COURSE INFORMATION FORM

Course Title	Administrative Science						
Course Code	INR227		Couse Level	First Cycle (Bachelor's Degree)			
ECTS Credit	5	Workload	124 *(Hours)*	Theory	3	Practice	0	Laboratory	0
Objectives of the Course	It is aimed to explain the historical development, concepts, principles, and processes of the science of administration with concrete examples in theoretical basis and to gain solving skills of administration problems.						
Course Content	It is aimed to explain the historical development, concepts, principles, and processes of the science of administration with concrete examples in theoretical basis and to gain solving skills of administration problems.						
Work Placement	N/A						
Planned Learning Activities and Teaching Methods			Explanation (Presentation), Discussion				
Name of Lecturer(s)							

Assessment Methods and Criteria

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

Recommended or Required Reading

1	- Nuri Tortop, Eyüp G. Isbir, Burhan Aykaç, Hüseyin Yayman, M. Akif Özer, Yönetim Bilimi, Nobel yayınları, 2010 -Turgay Ergun, Kamu Yönetimi Kuram, Siyasa, Uygulama. TODAIE, Ankara, 2004 - Cahit Emre, Yönetim Bilimi Yazıları, Imaj Yayınları, Ankara, 2003 -Max Weber, Sosyoloji Yazıları (Çev. T. Parla) (Bürokrasi başlıklı bölüm, s. 192 216) -Kurthan Fişek, Yönetim, Ankara:Paragraf, 2005 -Tamer Koçel, Işletme Yöneticiliği, Istanbul: Beta. 2010. - TODAIE, Kamu Yönetimi Sözlüğü, Yayın No: 283. 1998

Week	Weekly Detailed Course Contents	
1	Theoretical	The concept of administration.Social and political dimension of public administration: The state
2	Theoretical	In general, the development of management science. The basic concepts of management science. The universality of management science and the birth of public admnistration
3	Theoretical	Public administration - special management separation: similarities and differences between public institutions and private enterprises, public administration relations with other disciplines
4	Theoretical	Organizational size of public administration: Management theories (classical theory)
5	Theoretical	The theories of bureaucracy and criticism
6	Theoretical	Theories of management (neo-classical theory: Comparison of classical theory)
7	Theoretical	The modern theory (System Approach, Contingency Approach, Z Theory and Total Quality Management)
8	Intermediate Exam	mid-term exam
9	Intermediate Exam	Mid-term exam
10	Theoretical	The functions of management (Planning and Organizing)
11	Theoretical	The functions of management (coordination, orientation)
12	Theoretical	The functions of management (supervision). The context of efficiency and effectiveness in management of dilemmas / problems of public administration in Turkey and in the world
13	Theoretical	The purposes of the Turkish public administration and relationship administration in the context of decision-making in politics and public administration
14	Theoretical	The democratic public administration in the world and in Turkey and restructuring of the management

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	15	3.5	3	97.5
Midterm Examination	1	10	1	11

Final Examination	1	15	1	16
			Total Workload (Hours)	124
			[Total Workload (Hours) / 25*] = **ECTS**	5

*25 hour workload is accepted as 1 ECTS

Learning Outcomes

1	Being able to explain historical development of the science of public administration the basic conceptual and theoretical knowledge
2	Being able to define management policies and techniques / functions implemented public institutions and private enterprises
3	Being able to interpret administration problems in public administration and in the face of these problems can be applied basic policies
4	Being able to analyze the fundamental values and principles of public administration
5	Being able to explain the relation between politics and administration

Programme Outcomes *(International Relations (English))*

1	Students understand, evaluate and implement the basic concept and theories of the discipline of International Relations.
2	Students examine and follow up the political and social developments in the world. They understand and interpret current issues in the field of International Relations.
3	Students evaluate and explain international relations from an historical and legal perspective.
4	Students gain a general vision of international relations and political science. In that respect, they examine and analyze Turkey's place in world politics, its relationship with its neighbors and the world.
5	Students comprehend local, regional and national developments and establish links between them and global developments.
6	Students comprehend development processes, structures and functions of international political institutions and international / intergovernmental / regional organizations.
7	Students conduct research on academic and vocational subjects and interpret numerical and statistical data.
8	Students use basic computer programs and information technologies.
9	Students think analytical and critical and produce solutions within cases and problems.
10	Students follow up scientific studies on International Relations, published in English and prepare and present articles, papers, theses and reports.
11	Students are open-minded and respectful for others' thoughts and acts. They become socialized well in a social environment. They can express their opinions and thoughts easily.
12	Students take various tasks as team leader or as a member within the teamwork and are inclined to both teams work and individual work.
13	Students gain professional knowledge and theoretical background, required by the public sector, the private sector, and the international organizations and think tanks.

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
P2	5	3	4	5	4
P3	3	4	3	3	4
P4	3	4	3	4	4
P5	4	4	4		
P6	4		3	4	3
P7	4	5	4	3	4
P8	5	4	3	3	3
P9	5	4	4	3	4
P10	4	4	3	3	4
P11	5	3	4	3	4
P12	5	3	4	3	4
P13	3	4	3		3