

STUDY PROGRAMME CURRICULUM MANAGEMENT IN ADMINISTRATION

2023/2024

Name of study programme	Management in Administration
Programme characteristics	
Type	master's
Cycle	master
University of Ljubljana members	• Faculty of Public Administration, Gosarjeva ulica 5, 1000 Ljubljana, Slovenija

Year 1

	University Course Code	Course title	Lecturers	Contact hours					Individual student work	Total hours	ECTS	Semesters	Elective
				Lectures	Seminar	Tutorials	Clinical tutorials	Other forms of study					
1.	0060743	Research Methods in Administration	Jože Benčina	28	14			88	80	210	7	All-year	no
2.	0060745	Comparative Public Administration	Iztok Rakar	28	14			118	80	240	8	All-year	no
3.	0060746	EU Institutions	Verica Trstenjak	28	14			88	80	210	7	All-year	no
4.	0060747	Management In Public Sector	Primož Pevcin	28	14			88	80	210	7	All-year	no
5.	0060787	ECONOMICS AND PERFORMANCE ANALYSIS	Veronika Petkovšek	28	14			88	80	210	7	All-year	no
6.	0060796	Public Relations	Tatjana Kozjek	28	14			118	80	240	8	All-year	no
7.	0060800	E-Government	Dimitar Hristovski, Tina Jukić	28	14			118	80	240	8	All-year	no
8.	0060801	Research Seminar						10	230	240	8	All-year	no
		Total		196	98	0	0	716	790	1800	60		

Quality management of public sector (direction/track)

Year 2, Management kakovosti v javnem sektorju

	University Course Code	Course title	Lecturers	Contact hours					Individual student work	Total hours	ECTS	Semesters	Elective
				Lectures	Seminar	Tutorials	Clinical tutorials	Other forms of study					
1.	0069351	Professional elective 1		21	11			118	60	210	7	All-year	yes
2.	0069352	Professional elective 2		21	11			118	60	210	7	All-year	yes
3.	0069353	Professional elective 3		21	11			118	60	210	7	All-year	yes
4.	0069354	Elective course 1		21	11			118	60	210	7		yes
5.	0069355	Elective course 2		21	11			118	60	210	7		yes
6.	0069356	Masters Dissertation						10	740	750	25	All-year	no
		Total		105	55	0	0	600	1040	1800	60		

Izmed predmetov izbrane smeri študent izbere 3 predmete (21 KT). Preostale kreditne točke (14 KT) si študent pridobil z izbiro predmetov primerljivih akreditiranih študijskih programov ali z izbiro poljubnih strokovno izbirnih predmetov ostalih smeri tega študijskega programa.

Year 2, Strokovno izbirni predmeti (Management kakovosti v javnem sektorju)

	University Course Code	Course title	Lecturers	Contact hours					Individual student work	Total hours	ECTS	Semesters	Elective
				Lectures	Seminar	Tutorials	Clinical tutorials	Other forms of study					
1.	0069357	Quality Management In Public Sector	Primož Pevcin	21	11			118	60	210	7	All-year	yes
2.	0601805	Quantitative Methods In Public Sector	Lan Umek	21	11			118	60	210	7	All-year	yes
3.	0069359	Models, Methods and Techniques of Quality Management	Sabina Bogilović	21	11			118	60	210	7	All-year	yes
4.	0601807	Standardization Systems	Tatjana Stanimirović	21	11			118	60	210	7	All-year	yes

5.	0069361	Environmental Management	Žiga Kotnik	21	11			118	60	210	7	All-year	yes
6.	0069362	MANAGING OF BUSINESS PROCESSES IN PUBLIC ADMINISTRATION	Tina Jukić	21	11			118	60	210	7	All-year	yes
Total				126	66	0	0	708	360	1260	42		

Local government management (direction/track)

Year 2, Management v lokalni samoupravi

	University Course Code	Course title	Lecturers	Contact hours					Individual student work	Total hours	ECTS	Semesters	Elective
				Lectures	Seminar	Tutorials	Clinical tutorials	Other forms of study					
1.	0069351	Professional elective 1		21	11			118	60	210	7	All-year	yes
2.	0069352	Professional elective 2		21	11			118	60	210	7	All-year	yes
3.	0069353	Professional elective 3		21	11			118	60	210	7	All-year	yes
4.	0069354	Elective course 1		21	11			118	60	210	7		yes
5.	0069355	Elective course 2		21	11			118	60	210	7		yes
6.	0069356	Masters Dissertation						10	740	750	25	All-year	no
Total				105	55	0	0	600	1040	1800	60		

Izmed predmetov izbrane smeri študent izbere 3 predmete (21 KT). Preostale kreditne točke (14 KT) si študent pridobil z izbiro predmetov primerljivih akreditiranih študijskih programov ali z izbiro poljubnih strokovno izbirnih predmetov ostalih smeri tega študijskega programa.

Year 2, Strokovno izbirni predmeti (Management v lokalni samoupravi)

	University Course Code	Course title	Lecturers	Contact hours					Individual student work	Total hours	ECTS	Semesters	Elective
				Lectures	Seminar	Tutorials	Clinical tutorials	Other forms of study					
1.	0069369	Local Government	Iztok Rakar	21	11			118	60	210	7	All-year	yes

2.	0069370	Regional Policy And EU Structural Funds	Aleksander Aristovnik	21	11			118	60	210	7	All-year	yes
3.	0069371	Local Government Management	Sabina Bogilović	21	11			118	60	210	7	All-year	yes
4.	0069372	Local Public Finance	Tatjana Stanimirović	21	11			118	60	210	7	All-year	yes
5.	0069373	Benchmarking Analysis Methods	Jože Benčina	21	11			118	60	210	7	All-year	yes
6.	0069374	Public Services	Mirko Pečarič	21	11			118	60	210	7	All-year	yes
7.	0069361	Environmental Management	Žiga Kotnik	21	11			118	60	210	7	All-year	yes
Total				147	77	0	0	826	420	1470	49		

Human resource management (direction/track)

Year 2, Ravnanje s človeškimi viri

	University Course Code	Course title	Lecturers	Contact hours					Individual student work	Total hours	ECTS	Semesters	Elective
				Lectures	Seminar	Tutorials	Clinical tutorials	Other forms of study					
1.	0069351	Professional elective 1		21	11			118	60	210	7	All-year	yes
2.	0069352	Professional elective 2		21	11			118	60	210	7	All-year	yes
3.	0069353	Professional elective 3		21	11			118	60	210	7	All-year	yes
4.	0069354	Elective course 1		21	11			118	60	210	7		yes
5.	0069355	Elective course 2		21	11			118	60	210	7		yes
6.	0069356	Masters Dissertation						10	740	750	25	All-year	no
Total				105	55	0	0	600	1040	1800	60		

Izmed predmetov izbrane smeri študent izbere 3 predmete (21 KI). Preostale kreditne točke (14 KI) si študent pridobil z izbiro predmetov primerljivih akreditiranih študijskih programov ali z izbiro poljubnih strokovno izbirnih predmetov ostalih smeri tega študijskega programa.

Year 2, Strokovno izbirni predmeti (Ravnanje s človeškimi viri)

	Contact hours

	University Course Code	Course title	Lecturers	Lectures	Seminar	Tutorials	Clinical tutorials	Other forms of study	Individual student work	Total hours	ECTS	Semesters	Elective
1.	0069382	Human Resource Management	Jernej Buzeti	21	11			118	60	210	7	All-year	yes
2.	0069383	HUMAN RESOURCE MANAGEMENT IN PUBLIC SECTOR	Tatjana Kozjek, Valentina Franca	21	11			118	60	210	7	All-year	yes
3.	0069384	Personnel Data Protection	Mirko Pečarič	21	11			118	60	210	7	All-year	yes
4.	0069385	COMPETENCES IN PUBLIC ADMINISTRATION	Janez Stare	21	11			118	60	210	7	All-year	yes
5.	0069386	Career Management	Tatjana Kozjek	21	11			118	60	210	7	All-year	yes
6.	0069387	LEADERSHIP IN PUBLIC ADMINISTRATION	Janez Stare	21	11			118	60	210	7	All-year	yes
7.	0069388	Change Management in Administration	Primož Pevcin	21	11			118	60	210	7	All-year	yes
		Total		147	77	0	0	826	420	1470	49		

Administrative informatics (direction/track)

Year 2, Upravna informatika

				Contact hours									
	University Course Code	Course title	Lecturers	Lectures	Seminar	Tutorials	Clinical tutorials	Other forms of study	Individual student work	Total hours	ECTS	Semesters	Elective
1.	0069351	Professional elective 1		21	11			118	60	210	7	All-year	yes
2.	0069352	Professional elective 2		21	11			118	60	210	7	All-year	yes
3.	0069353	Professional elective 3		21	11			118	60	210	7	All-year	yes
4.	0069354	Elective course 1		21	11			118	60	210	7		yes

5.	0069355	Elective course 2		21	11			118	60	210	7		yes
6.	0069356	Masters Dissertation						10	740	750	25	All-year	no
Total				105	55	0	0	600	1040	1800	60		

Izmed predmetov izbrane smeri študent izbere 3 predmete (21 KT). Preostale kreditne točke (14 KT) si študent pridobil z izbiro predmetov primerljivih akreditiranih študijskih programov ali z izbiro poljubnih strokovno izbirnih predmetov ostalih smeri tega študijskega programa.

Year 2, Strokovno izbirni predmeti (Upravna informatika)

				Contact hours									
University Course Code	Course title	Lecturers	Lectures	Seminar	Tutorials	Clinical tutorials	Other forms of study	Individual student work	Total hours	ECTS	Semesters	Elective	
1.	0069362	MANAGING OF BUSINESS PROCESSES IN PUBLIC ADMINISTRATION	Tina Jukić	21	11			118	60	210	7	All-year	yes
2.	0069396	Computer Law and Administration	Tina Sever	21	11			118	60	210	7	All-year	yes
3.	0069397	STRATEGIC PLANNING OF INFORMATICS IN PUBLIC ADMINISTRATION	Tina Jukić	21	11			118	60	210	7	All-year	yes
4.	0069398	Data Bases	Mitja Dečman	21	11			118	60	210	7	All-year	yes
5.	0069399	Business Intelligence in Administration	Dimitar Hristovski	21	11			118	60	210	7	All-year	yes
6.	0069400	Information Systems Design	Tina Jukić	21	11			118	60	210	7	All-year	yes
7.	0069401	Information Systems and Computer Networks Security	Dimitar Hristovski, Mitja Dečman	21	11			118	60	210	7	All-year	yes
8.	0069388	Change Management in Administration	Primož Pevcin	21	11			118	60	210	7	All-year	yes
Total				168	88	0	0	944	480	1680	56		

