

TEMELJI ORGANIZACIJE

UČNI NAČRT PREDMETA/COURSE SYLLABUS

Predmet:

TEMELJI ORGANIZACIJE

Course title:

BASICS OF ORGANISATION

Članica nosilka/UL

UL FU

Member:

Študijski programi in stopnja
(ni študijev)

Študijska smer

Letnik

Semestri

Izbirnost

Univerzitetna koda predmeta/University course code:

0060881

Koda učne enote na članici/UL Member course code:

1610

Predavanja /Lectures	Seminar /Seminar	Vaje /Tutorials	Klinične vaje /Clinical tutorials	Druge oblike študija /Other forms of study	Samostojno delo /Individual student work	ECTS
45		30		45	60	6

Nosilec predmeta/Lecturer:

Nina Tomaževič

Vrsta predmeta/Course type:

Obvezni/Core

Jeziki/Languages:

Predavanja/Lectures:

Angleščina, Slovenščina

Vaje/Tutorial:

Angleščina, Slovenščina

Pogoji za vključitev v delo oz. za opravljanje študijskih obveznosti:

Prerequisites:

Vsebina:

1. Pojem, pomen in vrste organizacij
2. Organizacijske strukture in strukture organiziranosti
3. Metode raziskovanja organizacijske urejenosti
4. Organiziranje funkcij
5. Projektiranje modelov organiziranosti
6. Organiziranje dela
7. Vrednotenje dela
8. Organizacijsko urejanje procesov
9. Organiziranje skupinskega dela
10. Organizacijske strategije
11. Kultura organizacije
12. Spreminjanje sodobne organiziranosti

Content (Syllabus outline):

1. Definition, significance and the types of organisations
2. Organisational structures and structures of organisation
3. Methods of research of organisational settlement
4. Organising functions
5. Organisational models' design
6. Organising work
7. Evaluating work
8. Organisational settlement of processes
9. Organising teamwork
10. Organisational strategies
11. Organisational culture
12. Changing contemporary organisations

Temeljna literatura in viri/Readings:

1. IVANKO, Štefan: Temelji organizacije. Fakulteta za upravo, Ljubljana, 2023 333 str.

Cilji in kompetence:

Cilji

Študent:

- pozna in razume pojmovanja organizacije in njene pomene za sodobno družbo ter pomembnejše razvojne stopnje organizacijske znanosti,
- pridobi znanja s področja oblikovanja struktur organiziranosti in njihovih vrst z vidika rabe v sodobnih organizacijah,
- pozna področje organiziranja funkcij v proizvodnih in neproizvodnih organizacijah, pojme in vzroke nastajanja entropije ter metode raziskovanja organizacijske urejenosti,
- pozna in razume pristope, postopke in metode projektiranja organizacijskih modelov, metode in tehnikami organiziranja timskega dela, osnove vodenja sodobnih organizacij, pojme in postopke oblikovanja strategij v organizacijah,
- razume temeljne zahteve in načine spreminjanja organiziranosti v sodobnih organizacijah, osnove organiziranja in vodenja projektov, osnove organiziranja procesov po načelih reinženiringa, pojme in nastajanje ter spreminjanjem organizacijske kulture v sodobnih organizacijah in učečo se organizacijo.

Kompetence

- zmožnost razumevanja pojmovanja, zgodovine in pomena organizacije,
- sposobnost povezovanja in uporabe znanja z različnih področij znotraj organizacije,
- sposobnost umeščanja novih informacij in interpretacij v kontekst organizacije,
- zmožnost uporabe metode kritične analize in razvoja teorij ter njihova uporaba pri reševanju konkretnih delovnih problemov

Objectives and competences:

Objectives

Student:

- knows and understands the definitions of organisation and their significance for contemporary society as well as the important levels of development of organisational science,
- acquires the knowledge of organisational structures design and their versions which are in use in contemporary organisations,
- knows the organisation of the functions in production and non-production organisations, the terms and reasons of entropy and the methods of the research in organisational settlement,
- knows and understands the approaches, procedures and methods of organisational models design as well as methods and techniques of organisation of teamwork and strategic management in organisations,
- understands the basic requirements and ways of changing the organisation, with the basics of organising and leading the projects, processes (on the basis of reengineering), as well as with the development of organisational culture in contemporary organisations and the learning organisation.

Competences

- ability to understand the definitions, history and the significance of organisation
- ability to connect and use the knowledge from different fields within organisation
- ability to install new information and interpretations in the context of organisation
- ability to understand and use the methods of critical analysis and the development of theories as well as their use for solving concrete problems in praxis

Predvideni študijski rezultati:

Študent:

- razume osnovne organizacijske pojme ter okvire za organiziranje organizacij javnega in zasebnega sektorja,
- logično razmišlja,
- razume povezave med posameznimi področji in uporaba teoretičnega znanja v praksi.

Intended learning outcomes:

Student:

- understands the basic organisational categories and frameworks of organising the organisations in public and private sector,
- is capable of logical thinking,
- understands the interconnections between specific fields within organisation and how the theoretical knowledge can be applied in practice.

Metode poučevanja in učenja:

1. priprava študenta na predavanje
2. predavanje
3. priprava študenta na vaje

Learning and teaching methods:

1. student preparations for lectures
2. lecture
3. student preparations for tutorials

4. vaje	4. tutorials
5. e-učenje	5. e-learning
6. študija primera	6. case study

Načini ocenjevanja:	Delež/Weight	Assessment:
1. pisni (in/ali ustni) izpit	100,00 %	1. written (and/or oral) exam

Ocenjevalna lestvica:	Grading system:
5 - 10, pri čemer velja, da je pozitivna ocena od 6 - 10	5 - 10, a student passes the exam if he is graded from 6 to 10

Reference nosilca/Lecturer's references:

1. Tomaževič, N., Murko, E., Aristovnik, A. (2024). Organisational enablers of artificial intelligence adoption in public institutions: a systematic literature review. *Central European public administration review*. vol. 22, no. 1, str. 109-138
2. Tomaževič, N., Kovač, P., Ravšelj, D., Umek, L., Aristovnik, A., et al. (2023). The role of agile values in enhancing good governance in public administration during the COVID-19 crisis : an international survey. *Administrative sciences*. vol. 13, no. 12, str. 1-22
3. Tomaževič, N. (2023). Management in družbena odgovornost za trajnostni razvoj. V: PEČARIČ, Mirko (ur.). *Vademekum slovenske javne uprave*. 1. izd. Ljubljana: Univerza v Ljubljani, Fakulteta za upravo. Str. 519-538, ilustr.
4. Murko, E. in Tomaževič, N. (2024). Uvedba izbranih disruptivnih tehnologij in organizacijske spremembe v institucijah javnega sektorja. V: Aristovnik, A. (ur.), Kovač, P. (ur.), Jukić, T. (ur.). *Digitalna preobrazba javne uprave v teoriji in praksi = Digital transformation of public administration in theory and practice*. 1. izd. Ljubljana: Fakulteta za upravo, 202
5. Tomaževič, N., Tekavčič, M., Peljhan, D. (2017). Towards excellence in public administration: organisation theory-based performance management model. *Total quality management & business excellence*, ISSN 1478-3363, vol. 28, iss. 5/6, str. 578-599, doi: [10.1080/14783363.2015.1102048](https://doi.org/10.1080/14783363.2015.1102048).