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O3 - Methodological Framework for Quality Improvement of Project Partners

Self-evaluation report

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Study programme European Public Administration

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*Note: The report expresses an opinion of the authors. The EC doesn't have responsibility for
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Introduction

This Self-evaluation report is a short selection of the Self-evaluation report, which was created as a partial activity (Output O3) within the Erasmus+ Strategic Partnership project Public Administration Education Quality Enhancement (Paquality). The report is focusing on the self-evaluation of the bachelor study programme European Public Administration, which is offered by the Pavol Jozef Šafárik University in Košice, Faculty of Public Administration. The text doesn't present official declarations and opinions of the management of the Pavol Jozef Šafárik University in Košice nor of the management of the Faculty of Public Administration.

Faculty

The Faculty of Public Administration as part of the Pavol Jozef Šafárik University in Košice was established in 1998. From its establishment, the Faculty of Public Administration was created on an interdisciplinary basis, covering all for the public administration relevant disciplines. The interdisciplinarity of studies provided and of the faculty is reflected also within the organisational structure of the Faculty of Public Administration consisting of four main departments, the Department of Public Law Disciplines, Department of Social Studies, Department of Public Policy and Theory of Public Administration and the Department of Economics and Management of Public Administration.

The first students of the Faculty of Public Administration graduated in 2003 at that time within the only existing study programme Public Administration. In 2014 first students graduated the bachelor study programme European Public Administration. Overall, since the establishment of the Faculty of Public Administration altogether 4 114 students graduated one of the provided study programmes, combining all the bachelor, master, PhD. / doctoral study programmes in Full-time and also Part-time variants.

The mission of the Faculty of Public Administration is to provide university education in the study field public policy and public administration at all three levels of higher education. The Faculty of Public Administration is a well recognised institution within the interuniversity environment, but also wider in national and international higher education environment.

Study programme

The mission of the bachelor study programme European Public Administration is to prepare graduates to be ready to obtain positions as professionals in all parts of public administration and public sector in the Slovak Republic, in the European Union institutions, as well as in different international organizations. This mission is reflected in general competencies and specific competencies of the graduates which are described in the section 5.1 Domain of Public Administration.

The bachelor study programme European Public Administration was accredited within the study field Public Policy and Public Administration. The orientation of this study field is in its nature interdisciplinary and is oriented on:

- political and sociological aspects with the focus on actors of public policy and the components of public administration, tools and ways of public policy making and functioning of public administration, human element – its quality, motivation and participation, public interest and political culture,
- from the public law disciplines point of view on examination of constitutional-legal bases of the nature and realization of public policy and public administration, their legislative regulation and practice, mainly of the state administration and territorial self-government, with a special emphasis on administrative law processes in public administration as well as preparation and performance of administrative law decisions,
- from the economic aspects point of view on principles of economic functioning of public policy and public administration, knowledge and use of information system, bringing elements of trade mechanism into public administration, new forms of financing, organising and managing of public administration.

The Decree of the Ministry of Education, Science, Research and Sport of the Slovak Republic no. 244/2019 on the system of study fields of the Slovak Republic, which came into force with effect starting from September 1st 2019 has changed the overall structure of study fields.

The number of study fields was reduced to the number of 48 study fields. The reduction of study fields meant, that in some cases similar study fields were joint into one study field. This conjunction of study fields had also an effect on the study field Public Policy and Public Administration, which was previously a separate study field, but after the changes it was incorporated within a new study field Political Sciences. The **study field Political Sciences** incorporates three previous study fields:

- International Relations,
- Politics,
- Public Policy and Public Administration.

According to the Decree of the Ministry of Education, Science, Research and Sport of the Slovak Republic no. 244/2019 on the system of study fields of the Slovak Republic, the core elements of the newly established study field Political Sciences incorporate systematically theoretical knowledge about state power, politics, political system, political institutions, political behaviour, political theories, history of political thinking, political ideology, comparative politics, international relations, interior and international security, geopolitics, European integration, public policy and public administration, and it incorporates also knowledge of research methods and techniques. The study field Political Sciences incorporates also knowledge about the implementation of policies at the national and international level in changing political, economic, security, media and cultural conditions of international relations. It incorporates knowledge about the functioning of politics on local, regional, national and international level, as well as about the development and interactions between state and non-governmental actors, whose effects are reaching beyond the national borders and effect political, security, economic, cultural and other relations in particular parts of the world.

The changes in the system of study fields in the Slovak Republic's legislation meant, that the bachelor study programme European Public Administration, originally accredited within the study field Public Policy and Public Administration, will be for the future accredited within the study field Political Sciences. At the time of this self-evaluation report, the changes and new system of study fields have no effect on the accreditation granted to the Pavol Jozef Šafárik University in Košice, Faculty of Public Administration with regards to the provision of the bachelor study programme European Public Administration. However, students graduating at the end of the academic year 2019/2020 will be graduates of the study programme European Public Administration in the study field Political Sciences.

Graduates

The bachelor study programme European Public Administration is constructed interdisciplinary what is reflected in the curriculum and every department of the Faculty of Public Administration (Department of Public Policy and Theory of Public Administration, Department

of Public Law Disciplines, Department of Economics and Management of Public Administration, Department of Social Studies) is taking part in the provision of the courses. The graduates of the bachelor study programme European Public Administration, will gain competencies, which can be specified into following main areas:

- Theoretical knowledge from the field of public administration and from other related scientific fields, as for example politics, sociology, law and economics, altogether with the emphasis specifically orienting on the functioning of the European Union,
- Interconnection and knowledge of the political and sociological principles of the functioning of the public administration in a democratic state, especially in the Slovak Republic and wider in the European Union context,
- Constitutional and legal basis of the public administration with the focus on state government and self-government,
- Economic principles and contexts, including organisational questions and management and their practical application in real public administration practice,
- Knowledge needed to perform different work activities with a predominance of intellectual work in public administration.

The graduates of the bachelor study programme European Public Administration, will gain specific competencies, which can be specified in to following areas:

- Implementing theoretical knowledge for improving the functioning of the public administration and for a more effective public administration,
- Processing and statistically evaluating simple analyses by using modern scientific and technological methods and managing work techniques to process bulk data,
- Using fundamentals and principles of communication skills in the intra-organizational environment, but also in the relations of public administration employee versus citizen,
- Planning and organizing of processes and activities typical for the public administration,
- Applying of primary and secondary legislative norms of the European Union related with the public administration's problematic into the practice,
- Issuing simple individual legal acts and preparing the basis for the adoption of normative legal acts in the field of public administration.

The bachelor study programme European Public Administration had first graduates in 2014 and since than altogether 110 students graduated this study programme. The number of graduates has developed over the years. In 2014 altogether 21 students graduated the programme and

become the first graduates of the bachelor European Public Administration study programme. The development in the next years was as follows: in 2015 altogether 19 students graduated, in 2016 altogether 12 students graduated, in 2017 altogether 15 students graduated, in 2018 altogether 20 students graduated and in 2019 altogether 23 students graduated.

Courses

Core components of the curriculum are **compulsory courses**, which every student has to successfully pass. The selection of the compulsory courses is listed in the Table 2. The compulsory courses are covering the main core fields of the interdisciplinary study and every department of the Faculty of Public Administration is taking part in provision of these courses. The compulsory courses are one semester courses, what means, that each course ends in the particular semester by fulfilling the prescribed conditions.

Table 1.: Compulsory courses (Minimum 116 ECTS):

Name	Credit	Range	End	Study year	Semester
The Development of Professional Competencies	5	1L+2P	PaS	1	W
Public Policy Theory	5	2L+1P	PaS	1	W
State and Law Theory	5	2L+1P	PaS	1	W
Macroeconomy	5	2L+1P	PaS	1	W
1. English Language for European Public Administration I	3	2P	P	1	W
1. German Language for European Public Administration I	3	2P	P	1	W
Sociology	5	2L+1P	PaS	1	W
Political Philosophy	5	2L+1P	PaS	1	S
Politology	5	1L+2P	PaS	1	S
Constitutional Law of the EU	5	2L+1P	PaS	1	S
Economic Policy of the European Union	5	2L+1P	PaS	1	S
1. English Language for European Public Administration II	5	2P	PaS	1	S
1. German Language for European Public Administration II	5	2P	PaS	1	S
Administrative System of the EU	5	2L+1P	PaS	2	W

Economics of Public Sector	5	2L + 1P	PaS	2	W
Financial Accounting and Reporting the Public Administration	5	2L + 1P	PaS	2	W
1. English Language for European Public Administration III	3	2P	P	2	W
1. German Language for European Public Administration III	3	2P	P	2	W
Organizational Behaviour	5	2L + 1P	PaS	2	S
Local Democracy in EU	5	2L + 1P	PaS	2	S
European Administrative Law	5	2L + 1P	PaS	2	S
1. English Language for European Public Administration IV	5	2P	PaS	2	S
1. German Language for European Public Administration IV	5	2P	PaS	2	S
European Labor Law	5	2L + 1P	PaS	3	W
Management in Public Administration	5	2L + 1P	PaS	3	W
Public Finance in the European Union	5	2L + 1P	PaS	3	W
1. English Language for European Public Administration V	3	2P	P	3	W
1. German Language for European Public Administration V	3	2P	P	3	W
Bachelor Thesis Seminar I.	2	0L + 2P	P	3	W
Bachelor Thesis Seminar I.	2	0L + 2P	P	3	W
Bachelor Thesis Seminar I.	2	0L + 2P	P	3	W
Bachelor Thesis Seminar I.	2	0L + 2P	P	3	W
1. English Language for European Public Administration VI	3	2P	PaS	3	S
1. German Language for European Public Administration VI	3	2P	PaS	3	S
Bachelor Thesis Seminar II.	2	0L + 2P	P	3	S
Bachelor Thesis Seminar II.	2	0L + 2P	P	3	S
Bachelor Thesis Seminar II.	2	0L + 2P	P	3	S
Bachelor Thesis Seminar II.	2	0L + 2P	P	3	S

*Explanatory notes:

Range: L - Lecture, P - Practice

Semester: W - Winter, S - Summer

End: S - Examination, H - Evaluation, Z - Credit Exam, A - Passing, PaS - Continuous assessment with examination, P - Continuous assessment / Practice

A part of the curriculum within the bachelor study programme European Public Administration are also **compulsory elective courses**. Each student is required to gain a minimum of 48 ECTS from the compulsory elective courses during the three years of the bachelor study. The selection of compulsory elective courses together with the ECTS count and recommended study year are listed in the Table 3.

Table 2.: Compulsory elective courses (Minimum 48 ECTS):

Name	Credit	Range	End	Study year	Semester
Theory of Public Policy	5	2L + 1P	PaS	1	S
Presentation Skills	5	1L + 2P	PaS	1	S
E-government	5	2L + 1P	PaS	1	S
Introduction to information security	5	2L + 1P	PaS	2	W
Integration Processes in Europe	5	2L + 1P	PaS	2	W
European Social Policy	5	2L + 1P	PaS	2	W
Comparison of Political Systems of Selected States	5	2L + 1P	PaS	2	W
Organization and Public Administration Activities	5	2L + 1P	PaS	2	W
Control and Supervisory Bodies in the European Union	4	1L + 1P	PaS	2	W
Managerial Economics	5	2L + 1P	PaS	2	S
Human Rights and their Protection	5	2L + 1P	PaS	2	S
Applied Social Policy	5	2L + 1P	PaS	2	S
Management of information systems	5	1L + 3P	S	2	S
Decision-making Processes and Principles of Administrative Proceedings	5	2L + 1P	PaS	3	W
Communication in Organization	5	1L + 2P	PaS	3	W
Project Management	5	1L + 2P	PaS	3	W
Methods of Research	6	2L + 2P	PaS	3	W
2. French Language for European Public Administration I	3	2P	P	2	S
2. French Language for European Public Administration II	5	2P	PaS	3	W

*Explanatory notes:

Range: L - Lecture, P - Practice

Semester: W - Winter, S - Summer

End: S - Examination, H - Evaluation, Z - Credit Exam, A - Passing, PaS - Continuous assessment with examination, P - Continuous assessment / Practice

The students can choose also from a list of certified study courses, which are offered at the entire Pavol Jozef Šafárik University in Košice for all the students from every faculty, regardless of the study programme they are studying. The list of **certified study courses** consist of:

- Ethics in Biomedical Sciences For Medical Practice
- International Certificate ECo-C
- International Certificate ECDL
- Use, Administration, and Development in the SAP System – Administrator
- Use, Administration, and Development in the SAP System – Consultant
- Use, Administration, and Development in the SAP System – Programmer
- Use, Administration, and Development in the SAP System – User
- Psychological, social, and cultural aspects of health
- Essentials of Law – Aspects of Private Law
- Essentials of Law – Aspects of Public Law
- Project Management
- Closed-end Economy
- Conflict and Crisis Situations Resolving in Educational Practice
- International Certificate TOEFL
- IT for practise

Resources

Decree of the Ministry of education, science, research and sport of the Slovak Republic no. 244/2019 on the system of study fields of the Slovak Republic.

Higher Education Portal, 2019. Study field Public Policy and Public Administration.

Available at: <https://www.portalvs.sk/sk/studijne-odbory/zobrazit/30107>