

COURSE DESCRIPTION CARD

NOTE: If the course includes lectures and classes, the Course Description Card applies to both types of instruction.

| 1. Course title: in Polish / in English Sociology of Organisation and Management/ Socjologia organizacji i zarządzania | 2. Course code: Number of ECTS credits: 2 Course completion mode: Z Course commenced / Year 2019/2020 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|---------------------|-----------------|-----------------|----------|----|--|---------|--|--|--------------------------|--|--|-------------|--|--|----------|--|--|------------|--|--|-------|--|--|--------------------|----|--|---------------------|--|--|
| 3. Major: Finance and Accounting, specialisation: Finance and Accounting for International Business | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4. Department of major coordinator: Banking and Financial Markets | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5. Name of course instructor: Lecture: Anna Adamus-Matuszyńska Classes... Lab classes ... Examiner: Anna Adamus-Matuszyńska | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6. Department of course instructor: Public Management and Social Sciences | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7. Number of contact hours with students: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 33%;">Type of instruction</th> <th style="width: 33%;">Full-time study</th> <th style="width: 33%;">Part-time study</th> </tr> </thead> <tbody> <tr><td>lectures</td><td>15</td><td></td></tr> <tr><td>classes</td><td></td><td></td></tr> <tr><td>foreign language classes</td><td></td><td></td></tr> <tr><td>lab classes</td><td></td><td></td></tr> <tr><td>seminars</td><td></td><td></td></tr> <tr><td>e-learning</td><td></td><td></td></tr> <tr><td>other</td><td></td><td></td></tr> <tr><td>Total hours</td><td>15</td><td></td></tr> <tr><td>examination (hours)</td><td></td><td></td></tr> </tbody> </table> | | Type of instruction | Full-time study | Part-time study | lectures | 15 | | classes | | | foreign language classes | | | lab classes | | | seminars | | | e-learning | | | other | | | Total hours | 15 | | examination (hours) | | |
| Type of instruction | Full-time study | Part-time study | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| lectures | 15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| classes | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| foreign language classes | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| lab classes | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| seminars | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| e-learning | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| other | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total hours | 15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| examination (hours) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8. Course timeframe - no. of semesters: 1 Course commencement / Year: 1 Course commencement / Semester: 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9. Level of tertiary education: Master Degree | 10. Course status <input checked="" type="checkbox"/> Compulsory for the major... <input type="checkbox"/> Compulsory for the specialization ... <input type="checkbox"/> Elective ... | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11. Course prerequisites Compulsory: None Recommended: Management | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

12. Course objectives:

After completing the course the student should be able to:

- identify and evaluate major sociological theories and concepts in organization analysis;
- use critical thinking skills and sociological imagination in assessing the nature and role of organizations in society;
- use theories and empirical research to construct convincing arguments related to social processes and consequences in the organization.

13. Teaching and learning methods:**A. Direct student-instructor contact:**

| No. | Teaching methods | Description | Number of hours | |
|-------|---------------------|---|-----------------|-----------------|
| | | | Full-time study | Part-time study |
| 1. | Lectures | Providing general description of sociological background and methods of organisation analysis | 10 | |
| 2. | Case study analysis | Providing and analysing particular cases. | 5 | |
| Total | | | AS: 15 | AN: |

B. Self-study:

| No. | Learning methods | Description | Number of hours | |
|-------|------------------|---|-----------------|-----------------|
| | | | Full-time study | Part-time study |
| 1. | Self-studying | Studying notes and case studies | 10 | |
| 2. | Literature study | Reading literature on selected problems presented | 25 | |
| Total | | | BS: 35 | BN: |

Total AS+BS = 50

Examination (E) =

Total AS+BS+E = 50

Total AN+BN =

Examination (E) =

Total AN+BN+E =

14. Key words: sociology, sociology of organisation, system approach, sociological theories, conflict

15. Course content:

1. Introduction to sociology of organization and management:

- theories and good practices
- modern work organization
- bureaucracy - positives and negatives
- scientific management
- Fordism
- postmodern organizations

2. Sociological theories of organization - importance in financial organizations management

3. Organizations: structures, processes and results, employees and employers, subordinates and managers

4. Organizational culture:

- multicultural organization
 - gender diversity and the activities of the organization
 - age diversity and organization's activities
5. Organizations as open systems:
- organization as a rational, natural and social system
 - social networks
 - social responsibility
 - group behaviours
6. Conflicts in organizations:
- understanding of conflicts in the workplace
 - sources of conflicts in organizations
 - interests, needs, values of the parties in conflict
 - dispute resolution
 - conflict management in organizations
7. Institutional and organizational changes in the 21st century:
- social movements
 - unions
 - globalization - postmodernism in organizations and society

16. Course learning outcomes as related to the learning outcomes of the major and methods for assessing student attainment

| Intended learning outcomes of the major / Symbols | Intended learning outcomes of the course | Methods for assessing student learning outcomes | Documentation |
|---|---|--|-----------------------------|
| <u>Knowledge</u> | | | |
| FiR2_W01# | 1. Zna i rozumie w pogłębionym stopniu wybrane zjawiska oraz procesy, jak również teorie pozwalające wyjaśniać złożone zależności między nimi, stanowiące zaawansowaną wiedzę ogólną z zakresu dyscypliny socjologia i nauk o zarządzaniu. | Case studies analysis | Papers prepared by students |
| FiR2_W03# | 2. Zna i rozumie złożone problemy oraz tendencje rozwojowe współczesnych finansów i rachunkowości występujące również w skali międzynarodowej na tle dylematów współczesnej cywilizacji. | Case studies analysis | Papers prepared by students |
| <u>Skills</u> | | | |
| FiR2_U01# | 1. Potrafi wykorzystać nabytą, pogłębioną wiedzę do identyfikacji, krytycznej analizy i syntezy zjawisk oraz procesów gospodarczych i społecznych, jak również potrafi formułować i rozwiązywać złożone i nietypowe problemy oraz innowacyjnie wykonywać zadania w nieprzewidywalnych warunkach w obszarze finansów i rachunkowości, poprzez dobór i właściwe zastosowanie metod i narzędzi, w tym nowoczesnych technik informacyjno-komunikacyjnych. | Activity during lectures – questions and answers | list of questions |
| FiR2_U04# | 2. Potrafi posługiwać się językiem obcym na poziomie B2+ Europejskiego Systemu Opisu Kształcenia Językowego, w tym terminologią charakterystyczną dla dyscypliny socjologia i nauk o zarządzaniu. | Activity during lectures – questions and answers | A list of questions |

| Social competences | | | |
|--------------------|--|--|---------------------|
| FiR2_K03# | 1. Jest gotów do wypełniania różnego typu zobowiązań społecznych, inicjowania działań na rzecz interesu publicznego w zakresie swojej pogłębionej wiedzy i umiejętności w obszarze finansów i rachunkowości. | Activity during lectures – questions and answers | A list of questions |
| FiR2_K05# | 2. Jest gotów do odpowiedzialnego pełnienia ról zawodowych w warunkach zmieniających się potrzeb społecznych. | Activity during lectures – questions and answers | A list of questions |

17. Method for determining the final course grade:

| No. | Methods for awarding credits and course completion requirements | Description | Percentage of the final course grade* |
|-----|---|--|---------------------------------------|
| 1. | case study analysis | Students analyse provided case answering a list of questions | 100 |

* If students are required to obtain both a class grade and an exam grade, the class grade constitutes at least 30% of the final course grade.

18. Reading list

Mandatory readings:

1. P. Adler: The Oxford Handbook of Sociology and Organization Studies: Classical Foundations. 2010.

Suggested readings:

1. Wharton: The Sociology of Organizations: An Anthology of Contemporary Theory and Research. 2007.
2. M. Handel: The sociology of organizations : classic, contemporary, and critical readings. 2013.

19. Language of instruction:

English

20. Course instructors' recommendations:

Classroom with access to internet and a projector.