

3. Educational program
 Project team leader
 (guarantor of the educational program)
 Candidate of Public Administration Mirko N.V.

**3.1. Profile of the educational program “Public management and administration”
 on the Subject Area 281 “Public management and administration”**

| 1 – General information | |
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| Full name of the university and structural subdivision | State University of Trade and Economics Faculty of Economics, Management and Psychology Department of Public Management and Administration |
| Degree of higher education and title of qualification in the original language | Master’s degree Subject Area “Public Management and Administration” |
| The official name of the educational program | “Public management and administration” |
| Compliance with the higher education standard of the Ministry of Education and Culture of Ukraine | Complies with the higher education standard of the Ministry of Education and Science of Ukraine |
| Type of diploma and scope of educational program | Master’s degree, single, 90 ECTS credits, 1 year 4 months |
| Availability of accreditation | Ministry of Education and Science of Ukraine, Ukraine, 21/11/2017 – 01/07/2025 |
| Cycle / level | NRC of Ukraine – level 7, FQ-EHEA – the second cycle, EQF-LLL – level 7 |
| Prerequisites | Being in possession of a bachelor’s, specialist or master’s degree |
| Language of teaching | Ukrainian |
| Valid till | 01/07/2025 |
| Internet address of the permanent post | https://knute.edu.ua/ |
| 2 – The purpose of the educational program | |
| To ensure that students of higher education acquire the professional competence necessary for them to carry out managerial activities in the field of public | |

management and administration in order to increase national welfare and ensure the economic security of the state, to conduct independent scientific research and carry out scientific and pedagogical activities

3 – Characteristics of the educational program

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| Subject area | <p>The object of study: principles and regularities of the public management and administration system functioning as a set of institutions of state administration, local self-government, civil society in accordance with the functions and powers assigned to them; relations, phenomena, processes, models and mechanisms characterizing manifestations of public management and administration at the higher, central, regional and local levels.</p> <p>Teaching goals: training public management and administration specialists capable of solving complex tasks and problems in the field of public management and administration.</p> <p>Theoretical content of the subject area: scientific concepts (theories) of public management and administration, in particular at the higher, central, regional and local levels of management.</p> <p>Methods, techniques and technologies: scientific knowledge, management and decision-making, analytical information processing, institutional, instrumental, functional, organizational-and-technological and legal support, electronic governance, system analysis, modeling, forecasting and design.</p> <p>Tools and equipment: information and analytical tools, support systems for making and implementing management decisions, specialized software.</p> |
| Orientation of the educational program | Educational-and-occupational |
| Major aim of the educational program | <p>Acquisition of theoretical knowledge, mastery of skills and technologies of public management and administration at the level of state authorities, central and local executive authorities, local self-government bodies, public and self-governing organizations, enterprises and institutions.</p> <p><i>Key words:</i> public management, public administration, public policy, public policy implementation mechanisms, regional administration, state authorities, local self-government, public organizations</p> |
| Special features of | Orientation to the requirements of personnel customers |

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| the program | <p>in the form of state authorities, central and local executive authorities, local self-government bodies, public and self-governing organizations, enterprises and institutions.</p> <p>Involvement of well-known specialists in the field of public management and administration in the educational process.</p> |
| 4 – Suitability of graduates for employment and further education | |
| Employment suitability | <p>Positions that a master can hold (according to the State Classifier of Professions DK 003:2010):</p> <p>1120. Senior officials of state authorities</p> <p>2310. Teachers of universities and higher educational institutions.</p> <p>2414.2. Financial and economic security professionals</p> <p>2419 Professionals in the field of public service</p> <p>2419.3. Civil service and local self-government professionals.</p> <p>2447 Professionals in the field of project and program management</p> <p>A graduate can hold other positions in accordance with professional job titles characterized by special professional competencies.</p> |
| Further education | <p>Further education at the third (educational and scientific) level of higher education - doctor of philosophy. Acquisition of additional qualifications in the postgraduate education system.</p> |
| 5 – Teaching and assessment | |
| Teaching and learning | <p>Combining problem-oriented learning and self-learning with the use of information and computer, collective and integrative technologies of learning, implementation of projects, research works</p> |
| Assessment | <p>Current control, written exams, defense of qualification work, Unified state qualification exam. The assessment is carried out in accordance with the “Regulations on the assessment of the results of students' and postgraduates' studies at the SUTE”, “Regulations on the organization of the educational process of students”</p> |
| 6 – Program competencies | |
| Integral competence | <p>The ability to solve complex tasks and problems in the field of public management and administration and/or in the learning process, which involves conducting research and/or implementing innovations and is characterized by the uncertainty of conditions and</p> |

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| | requirements. |
| General competencies (GC) | <p>GC01. Ability to abstract thinking, analysis and synthesis.</p> <p>GC 02. The ability to work in a team, motivate people and move towards a common goal, be a leader, act socially responsibly and consciously.</p> <p>GC 03. Ability to develop and manage projects.</p> <p>GC 04. Ability to improve and develop professional, intellectual and cultural level.</p> <p>GC 05. Ability to make informed decisions and use modern communication technologies.</p> <p>GC 06. Ability to communicate professionally in a foreign language.</p> <p>GC 07. Ability to generate new ideas (creativity).</p> |
| Special (professional, subject) competencies | <p>SC01. Ability to establish social interaction, cooperation, prevent and resolve conflicts.</p> <p>SC02. Ability to organize the activities of public administration bodies and other organizations of the public sphere.</p> <p>SC03. Ability to organize information and analytical support of management processes using modern information resources and technologies, in particular, to develop measures for the introduction of electronic governance in various areas of public management and administration.</p> <p>SC04. Ability to determine indicators of sustainable development at higher, central, regional, local and organizational levels.</p> <p>SC05. Ability to represent public administration bodies in relations with other state bodies and local self-government bodies, public associations, enterprises, institutions and organizations regardless of the forms of ownership, citizens and establish effective communications with them.</p> <p>SC06. Ability to carry out professional activities taking into account the needs of ensuring the national security of Ukraine.</p> <p>SC07. Ability to independently prepare draft legal acts, analytical reports, proposals, reports, provide expert evaluation of legal acts at various levels of public management and administration.</p> <p>SC08. Ability to develop strategic documents for the development of socio-economic systems at the higher, central, regional, local and organizational levels.</p> |

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| | <p>SC09. Ability to carry out scientific and research activities in the field of public management and administration.</p> <p>SC10. Ability to make informed management decisions taking into account issues of European and Euro-Atlantic integration.</p> |
| 7 – Program learning outcomes | |
| | <p>LO01. To know the theoretical and applied principles of development and analysis of public policy, the foundations and technologies of management decision-making.</p> <p>LO02. To solve complex tasks of public management and administration, taking into account the requirements of legislation, to identify legal conflicts and problems, to develop projects of regulatory and legal acts to eliminate them.</p> <p>LO03. To know the basic principles of national security and be able to warn and neutralize challenges and threats to the national interests of Ukraine within the limits of their professional competence.</p> <p>LO04. To use modern statistical methods, models, digital technologies, specialized software to solve complex problems of public management and administration.</p> <p>LO05. To determine the priority directions for the introduction of electronic governance and the development of electronic democracy.</p> <p>LO06. To manage innovations, resources, risks, projects, changes, quality, apply modern models, approaches and technologies, international experience in the design and reorganization of management and general organizational structures.</p> <p>LO07. To be able to develop national/regional program documents on the development of public administration, using systemic analysis and an integrated approach, as well as teamwork methods.</p> <p>LO08. To be able to communicate effectively, argue one's position, use modern information and communication technologies in the field of public management and administration on the basis of social responsibility, legal and ethical norms.</p> <p>LO09. To communicate in a foreign language on professional topics, discuss public administration problems and research results.</p> |

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| | <p>LO10. To represent public administration bodies and other organizations of the public sphere and present the results of their activities to specialists and the general public.</p> <p>LO11. To develop well-founded management decisions taking into account issues of European and Euro-Atlantic integration, take into account goals, existing legislative, time and resource limitations, evaluate political, social, economic and environmental consequences of decision options.</p> <p>LO12. To plan and carry out scientific and applied research in the field of public management and administration, including analysis of issues, setting goals and objectives, selection and use of theoretical and empirical research methods, analysis of its results, formulation of substantiated conclusions.</p> |
| 8 – Resource support for program implementation | |
| Staffing | Doctors of science, professors, candidates of science, associate professors who have experience in practical, scientific and pedagogical work participate in the teaching of educational disciplines of the compulsory and optional part of the educational content. |
| Material and technical support | The basis of material and technical support consists of classrooms equipped with modern demonstration equipment, software resources that ensure high-quality training of masters according to the “Public Management and Administration” educational program. |
| Information and teaching support | The official website of the SUTE contains information about educational programs, educational, scientific, international and educational activities, structural subdivisions, admission rules, contacts. In addition to the fund of the educational (including electronic) library of the SUTE, students of higher education of the educational and professional program have free access to the materials of scientific research contained in copies of dissertation manuscripts and abstracts in printed and electronic form. |
| 9 – Academic mobility | |
| National credit mobility | National credit mobility is carried out in accordance with the concluded agreements on academic mobility. |
| International credit mobility | Is provided on the basis of agreements on international academic mobility. |
| Training of foreign applicants for higher | According to the rules of admission to the SUTE |

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3.2. List of the educational program components and their logical sequence

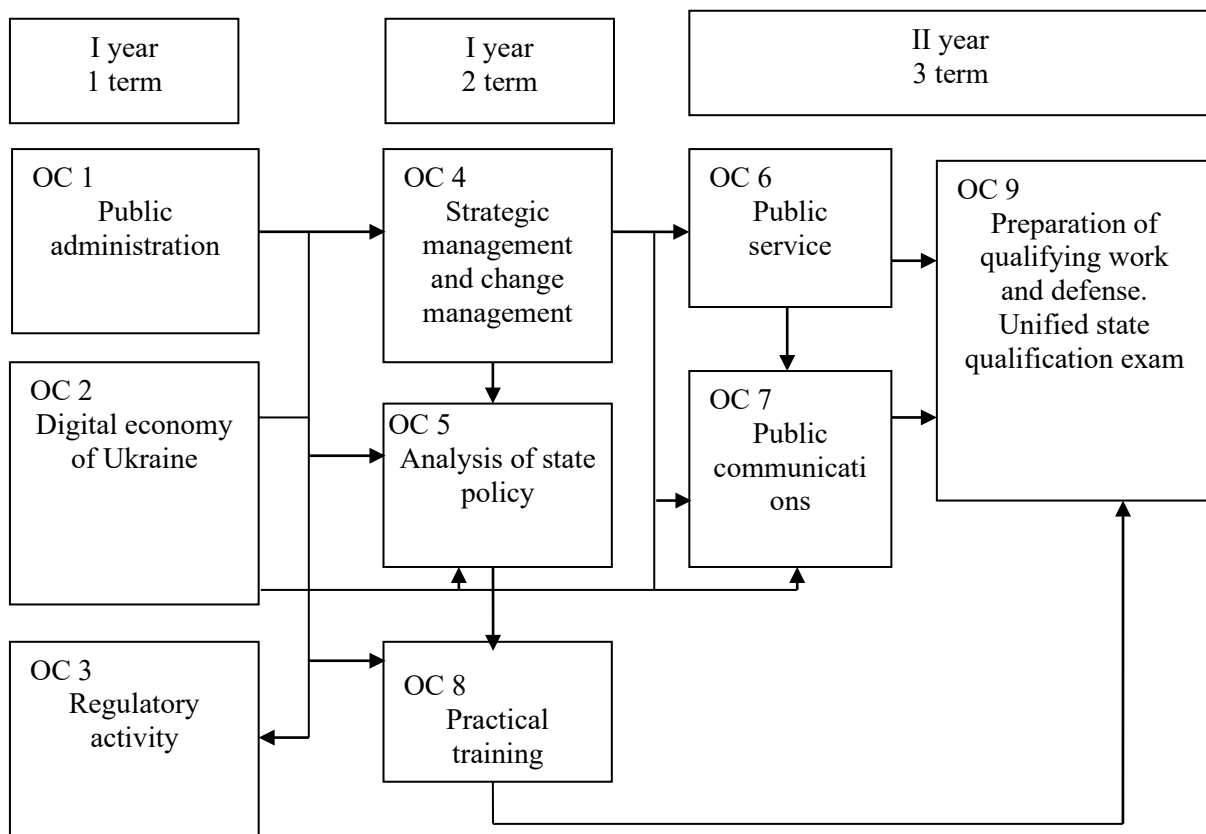
| Code | Educational program components (academic disciplines, course projects (works), practical trainings, qualifying exam, qualifying tasks) | Number of credits |
|---|--|----------------------|
| 1 | 2 | 3 |
| Obligatory EP components | | |
| OC 1. | Public administration | 6 |
| OC 2. | Digital economy of Ukraine | 6 |
| OC 3. | Regulatory activity | 6 |
| OC 4. | Strategic management and change management | 6 |
| OC 5. | Analysis of state policy | 9 |
| OC 6. | Public service | 6 |
| OC 7. | Public communications | 6 |
| OC 8. | Practical training | 9 |
| OC 9. | Preparation of qualifying work and defense Unified state qualification exam | 12 |
| The total amount of obligatory components: | | 66 |
| Elective EP components | | |
| EC 1. | Alternative dispute resolution methods | 6 |
| EC 2. | Safety of life | 6 |
| EC 3. | State personnel policy | 6 |
| EC 4. | Information policy of the state | 6 |
| EC 5. | Information wars | 6 |
| EC 6. | Competitive policy of the state | 6 |
| EC 7. | Conflictology and psychology of business communication | 6 |
| EC 8. | Methodology and organization of scientific research | 6 |
| EC 9. | International management | 6 |
| EC 10. | Local initiatives | 6 |
| EC 11. | Fundamentals of cyber security | 6 |
| EC 12. | Political institutions and processes | 6 |
| EC 13. | Project financing | 6 |
| EC 14. | Regulation of natural monopolies | 6 |
| EC 15. | Strategic planning | 6 |
| EC 16. | Smart-community | 6 |
| EC 17. | Management of local development projects | 6 |
| EC 18. | Management of public finances | 6 |

| | Free choice discipline | |
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| EC 19. | In order to ensure the formation of an individual educational trajectory, taking into account the provisions of Art. 62 of the Law of Ukraine “On Higher Education”, applicants can choose components of the educational program from other educational programs, both similar and other levels of higher education, in agreement with the dean of the faculty ¹ | 6 |
| The total amount of elective components: | | 24 |
| TOTAL VOLUME OF THE EDUCATIONAL PROGRAM | | 90 |

An examination is the form of final control for all components of the educational program.

¹ The procedure for forming an individual educational trajectory is regulated by the Regulation on the organization of the educational process of students URL: <https://knute.edu.ua/file/MjkwNQ==/28e7eec26f32aa089dd87a6be3a64917.pdf>

3.3. Structural and logical scheme of the EP



3.4. Form of higher education applicants' certification

Certification is carried out in the form of a public defense of the qualifying work and a unified state qualification exam in the subject area according to the established order.

The qualifying work should not contain academic plagiarism, fabrication, or falsification.

The qualifying work must solve a complex task or problem in the field of public management and administration, which involves research and/or innovation and is characterized by uncertainty of conditions and requirements.

The qualifying work must be published on the official website or in the repository of the institution of higher education or its division.

The certification exam in the form of a unified state qualification exam must assess the compliance of learning outcomes with the requirements of the higher education standard and meet the organizational requirements for the unified state qualification exam, which are established by legislation.

