



საქართველოს ტექნიკური უნივერსიტეტი
GEORGIAN TECHNICAL UNIVERSITY

Approved by
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Master's Educational Program

Program Title

საჯარო მმართველობა

Public Administration

Faculty

ბიზნესტექნოლოგიები

Faculty of Business Technology

Program Head

Professor Genadi IASHVILI

Qualification to be Awarded

Master of Public Administration MBA

Will be awarded in the case of completion of at least 120 credits of the present master's education program

Language of Teaching

Russian

Prerequisite for Admission to the Program

A person with a bachelor's degree or an equivalent academic degree, who is enrolled based on the results of the master's exams (the common master's exam and the "Basics of Public Administration" exam defined by GTU) has the right to study in the master's program. Exam questions/tests will be posted on the website of the Study Department of GTU <http://gtu.ge/Study-Dep/> at least one month before the start of the exams. Enrollment in the program without passing the master's exams is possible according to the rules established by the Ministry of Education and Science of Georgia.

Program Description

The program is based on the ECTS system, 1 credit is equal to 25 hours, which includes both contact and independent work hours. The distribution of credits is presented in the curriculum of the program. The program lasts 2 years (4 semesters) and includes 120 credits.

The educational component is 90 credits, including optional training courses - 4 credits, the research component - 30 credits, which includes - completion and defense of a master's thesis.

The educational process is described as follows: the semester includes 20 weeks, of which the educational process lasts 16 weeks. From here, one week is devoted to the mid-semester exam. XVII week is devoted to preparation for the final exam, XVIII-XIX week is the final exam. XX week, if necessary, is devoted to an additional exam.

The first semester includes seven compulsory courses (two 5 credits, five 4 credits),

The second semester includes six compulsory study courses (four 5 and one - 6 credits) and one optional (4 credits) study course (the student chooses one of the four study courses).

The third semester includes five compulsory 6-credit study courses.

In the fourth semester, the master's student completes and defends the master's thesis - 30 credits.

The dean issues the order on naming the master's supervisor and the master's thesis in accordance with the personal work plan of the master's student.

The maximum total mark of the mid-term assessment is 60 points, of which: the maximum mark of the mid-semester exam is 30 points. The maximum score of the current activity is 30. The maximum score of the final exam is 40, the minimum positive score is 21.

The additional exam is held at least 5 days after the announcement of the results of the final exam. The number of points obtained in the final assessment is not added to the grade obtained in the additional exam.

The master's thesis is evaluated once (with the final evaluation) at the public defense.

Detailed information about the rules for evaluating the research component of the master's educational program is available on the website of GTU: <https://gtu.ge/Study-Dep/Forms/Regulations.php>

Program Objective

Preparation of highly qualified personnel in accordance with the requirements of the labor market, who will have the opportunity to be employed in the public service, as well as in other spheres of governance. To deeply and thoroughly teach students management methodology, modern achievements of science and practice in the field of management. With the help and consultations of scientists-pedagogues and practitioners, to give the opportunity to get to know and master the systems characteristic of different levels of governance, the peculiarities and technologies of management and administration, analysis, strategic and calendar planning.

Learning Outcomes/Competences (general and sectoral)

Knowledge and Understanding - has a deep and systematic knowledge of the field of public service. Can use the acquired knowledge to generate new, original ideas and proposals, has a good understanding of the problems and challenges of the field, the optimal ways to solve them.

Ability to apply knowledge in practice – Can correctly orient in an unfamiliar and unusual environment. Can act in a multidisciplinary environment; can search for new, original ways to solve complex problems. Can analyse system characteristics through independent research. Has the ability to identify the main issues (components) in order to achieve the set goals, to establish appropriate time frames and to draw up schedules for the execution of work; Has knowledge of strategic and current planning principles and their application in practical activities. Has knowledge of research and scientific achievements in the field of public administration and the ability to analyze them; ability to use modern information technologies in practical activities; skills to act promptly in an unusual environment; willingness to participate in law-making activities for the complex solution of the problems faced by the organization

Ability to make conclusions – able to analyze current events and processes in the system and develop appropriate conclusions, able to innovatively synthesize and analyze information based on recent data, able to develop and examine projects of necessary solutions; able to apply the principles of innovative management in practice; able to check the progress of execution of decisions and make changes and/or corrections if necessary, able to formulate justified conclusions based on critical analysis of complex and incomplete information (including the latest research);

Communication skills – able to freely share opinions with colleagues, the public, professionals and interested parties, in an argumentative and purposeful manner, able to communicate with the academic or professional community in Georgian and foreign languages, widely use the standards of academic honesty and the achievements of information and communication technologies; able to prepare business documents and decisions in a concise, comprehensible manner and in compliance with grammatical rules, able to prepare a detailed written report; able to communicate in native and foreign language; able to communicate in any space (inside and outside the organization, in scientific circles and the general public; able to make a public speech;

Ability to learn – able to learn independently, master, purposefully and consistently implement the principles of lifelong learning, able to plan his/her own agenda skillfully. Has the ability to choose the place and direction of further education; to establish the principles and methods of adequately acquiring knowledge; to make the principles of "continuous learning" a lifestyle; to continue studying to obtain a higher scientific degree.

Values – able to assess his/her own and others' attitudes towards public values and contribute to the establishment of values characteristic of democratic coexistence, able to adhere to democratic principles; respecting the human being as the highest value; able to work continuously to achieve competence and professionalism; able to protect the accepted norms of professional values, ethics and morality;

Methods of Achieving Learning Outcomes (teaching-learning)

- Lecture Seminar (group work) Practical Laboratory Practice
 Course work/Project Master's Thesis Consultation Independent work

In the learning process, depending on the specifics of a particular study course program, the following activities of the teaching-learning methods are used, which are outlined in the relevant study course programs (syllabi):

Discussion/debate;

Collaborative work;

Case study;

Brain storming;

Role-playing and situational games;

Demonstration method;

Inductive method;

Deductive method;

Method of analysis;

Synthesis method

Student's Knowledge Assessment System

The student's knowledge is assessed on a 100-point scale.

Positive grades are:

- (A)-Excellent - 91-100 points;
- (B)-Very Good – 81-90 points;
- (C)-Good – 71-80 points;
- (D)-Satisfactory – 61-70 points;
- (E)-Sufficient – 51-60 points.

Negative grades are:

- (FX) - Failed to pass – 41-50 points, which means that the student needs more work to pass and is allowed to take an additional exam once with independent work;
- (F) - Failed - 40 points or less, which means that the work done by the student is insufficient and he/she will have to study the subject again.

The syllabi contain the appropriate forms and methods for assessing the student's knowledge. Description of appropriate methods, criteria and scales of assessment forms.

The rules for evaluating the research component are given on the university's website.

Fields of employment

Official structures and other public institutions;
Local self-government bodies and institutions;
Management positions in organizations of any form of ownership;
Public and non-governmental organizations.

Opportunities for continuing education

Doctoral educational programs

Human and material resources needed to implement the program

The program is provided with appropriate human and material resources. Additional information is attached to the educational program.

Number of attached syllabi: 24