

**Faculty of Public administration and
political sciences**

Branch

**STUDY PROGRAM OF
UNDERGRADUATE & POSTGRADUATE
STUDIES**

(‘Bachelor of Arts’ and ‘Master of Arts’)

Tetovo, March 2007

Public Administration Faculty as one of the first faculties in this area in the Republic of Macedonia and in the region is a leader of education of the next generation high level public servants. Our students during three years of studies will improve their communication and research skills in the area of management, economy and quantitative methods. Graduates will be prepared to contribute in the creation of policy and human resources management in public and private sector and also in non- governmental institutions.

Since our establishment in 2001, Public Administration Faculty is actively involved in international academic cooperation with universities in the Republic of Macedonia , USA and Europe, Institute of Public Administration ENA (Paris), Spaer School (Germany), University in Pittsburgh, Indiana University, Apalasian University in USA. This cooperation includes exchange of academic and research staff and participation in research programmes, organisation of scientific and professional meetings, conferences, seminars etc.

Our programmes link theory with practice as one of the most important conditions of acquiring skills, knowledge and abilities necessary for successful career in Public Administration. Pursuant to that our main priority is cooperation with state institutions and non- governmental institutions on a central and local level and the same is realized through practical work that enables linkage of theoretical knowledge in teaching with practice. We constantly re-examine our study programs in accordance with changeable needs on the labour market in Republic of Macedonia and the region. In the academic year 2005-2006 Public Administration Faculty introduced Social work and social policy.

By this proposal Public Administration Faculty submits the program for the branch:

POLITICAL SCIENCES (FIRST AND SECOND CYCLE)

The study program includes undergraduate studies of five theoretical semesters and sixth theoretical-practical semester from the first cycle (3 year study) which enable students to have practice in the last quarter from the sixth semester. After completion of the first cycle students will acquire the “Bachelor of Arts” title.

Postgraduate studies last four semesters (two years) and after successful completion of the same students will acquire title “Master of Arts“.

Description of the program

Public Administration Faculty	
Institution/Title issuing body	SEE University
Academic Institution	SEE University
Location of Instruction	SEE University Campus (Tetovo)
Program accredited by :	Accreditation Board
Final scholarly degree	BA and MA
Programme	Political Sciences
Completion date/revision	March 2007
Student Group	2008/2009 Academic Year Generation
9. Programme objectives- branch:	
9.a Political sciences undergraduate studies	
Programme objectives of the Political sciences branch are:	
<ul style="list-style-type: none">▪ To prepare students to build career in the political area and in public/state institutions in the country and abroad in diplomatic-consular offices, non-governmental and private sector, linking theory with practice to enable students to acquire basic knowledge of social-political, economic and technological changes which change the way of communication between state and international organization in the contemporary world.▪ Increasing of communicational and research abilities and acquiring new expertise in the area of political analysis, political management, political marketing, political economy and application of quantitative methods in political sciences.▪ To offer modules that will include basic knowledge for drawing near of profession that are connected or are not connected with the sphere of political sciences.▪ To create skilled staff who will manage with state institutions and skilled, professional and competent staff who will participate in the integration processes of our country in Euro Atlantic processes.▪ Acquiring research abilities and experience for application of different quantitative tools in the public policy.▪ To produce new generation of political scientists who will answer on the challenges of contemporary society.▪ Competent staff to communicate in scientific circles as a basis for development in the area.;▪ Analysis of different studies in the area of public policy, economy, culture and other areas through synthesis of theoretical and practical work which is condition for establishment of new values.▪ Application of modern communication, new technologies in institutions and active involvement in establishing of public-political and cultural thought.▪ Promotion of the idea for human rights and free civil society.	

- Production of competent staff who will be successful in democratic free conditions, in labor economy and who can be included in the international labor market;
- Development of concept of critical thinking of students with special accent to the comparative approach of political sciences, addressing to the history, social-economic component of political sciences.
- Enabling students to be actively involved in instruction and to execute independent researches in those areas of political sciences which haven't been studied before;
- Offering opportunities for development of personal abilities, communication, researches and other significant abilities necessary for employment in state institutions and employment in other segments of society.

10. Learning outcomes:

Teaching enable students to develop and present knowledge, qualities and other characteristics in the spheres which are given below:

Acquired knowledge and comprehension in	Lectures/Instruction, or teaching methods and assessment strategies used for acquiring and presenting the outcomes
J. Acquired knowledge and comprehension in	Lectures/Instruction
1. In the area of political sciences, public policy, Human resources management, economy and public institutions etc.	<p>Basic methods for performing of instruction are: Traditional and interactive instructions, seminars led by tutors, independent research, practical work (internship) in institutions from public sector on a central and local level in the country and abroad and in the non-governmental sector too.</p> <p>Assessment Within the frames of the course programmes assessment is realized through the following breakdown:</p> <ul style="list-style-type: none"> • Attendance and participation at lectures and tutorials; • Consultations; • Tutorials successfully completed; • Practice successfully completed; • Seminar papers; • Mid term exams, quizzes and final exam; • Field Work; • Realized projects; • Received certificates etc.
2. Training and competence for management and maximal usage of resources in acquiring new knowledge.	
3. Planning new policies from different areas which are important for the state and society.	
4. Preparation for active engagement in leading scientific-research projects.	
5. With acquired scientific and professional knowledge they are ready to be employed in specialized institutions from different areas in public and state sector, private sector and civil society.	
6. English language (obligatory) on a higher level.	

Skills and other features

<p>B. Ability for intellectual skills transfer</p> <p>Upon successful completion of the program students will be able to:</p>	<p><i>Lectures/ Instruction</i></p>
<p>1. Apply knowledge acquired during the studies, analyze complex questions in the area of political studies, using three languages of instruction (Albanian, Macedonian and English language).</p>	<p><i>These skills are mainly developed through discourse and argumentations on seminars, presentations and debates of exams etc.</i></p>
<p>2. Acknowledge and determine problems and questions according to their importance.</p>	<p>General skills are developed through different debates, seminar works and presentations of subjects and through practical work (internship) in state institutions in the country and abroad.</p>
<p>3. Collect and synthesize data from professional literature in Albanian, Macedonian and English (international sources).</p>	<p>Evaluation Written exams, evaluation of presentations of subjects, seminar works and practical work.</p>
<p>4. Recognize possible alternatives for special problems and make practical choice.</p>	
<p>5. Maintain teaching processes in a constructive way.</p>	

<p>V. Application of specific skills:</p>	<p><i>Lectures/Instruction</i></p>
<p>Application and problem solving. <i>Upon successful completion of program students will be able to:</i></p> <ol style="list-style-type: none"> a. Recognize problems in the area of political sciences; b. Perform general and specific analysis in the area of public policy c. Elaborate from scientific and practical aspect, differences and needs of the society. 	<p><i>Ability for problem solving is generally developed through preparation and participation in :</i></p> <p>Seminars, problem analysis from practice and through practical work where students are facing multidimensionality of problems of political systems. This method enables linking theory with practice which is necessary condition for successful carrier in that profession.</p> <p>Assessment is executed through activities, quizzes, mid term exams, presentations and seminar works as thesis work and public presentation of the same after the completion of practical work.</p>

<p>Resources, research and assessment <i>Upon successful completion of the program students will be able to:</i></p> <ol style="list-style-type: none"> Work individually and in groups in researching of most appropriate forms of fulfillment of needs of society which are in relation with political appearances. Elaborate from technical and practical aspect, differences and needs of the community. Actively to be involved in building policy from different areas. To be informed and to contribute in scientific and professional elaborates for man and community that need to participate actively in the sociological process. 	<p>Lectures/Instruction Practical tutorials, individual and group course presentations, especially in obligatory courses of comparative public policy where special attention is paid to research and different (EU, USA, Scandinavian countries and Macedonia).</p> <p>Assessment It is executed on the basis of evaluation and problem analysis from practice, individual and group presentations, seminar works etc.</p>
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D. Main skills:	
<p>Main skills and literacy</p> <p>Upon successful completion of the program, students will be able to :</p> <ol style="list-style-type: none"> Use oral/written Albanian, Macedonian and English language connected with political sciences. They are engaged in efficient and constructive way in proving discussion of complex questions and theory of political sciences in Albanian, Macedonian and English language. They give clear and coherent presentation of theme or task properly using the collected literature. Read complex material that is or is not connected with the area of political sciences. Use terminology needed for political sciences in Albanian, Macedonian and English language. 	<p>Lectures/Instruction</p> <p>Seminar contributions, presentations of lessons, discussions, debate of subjects. During first year, regular speaking of Albanian/Macedonian and language skills in the terminology of political sciences.</p> <p>Assessment Evaluation of seminar works, subject presentations, realized practical work and oral and written exams.</p>
<p>11. Study programme structure, admission requirements, levels , modules, credits, and awards</p> <p>Teaching will be offered both in full-time and part-time mode. Study programs which last three years (six semesters) for undergraduate studies i.e. 180 ECTS and two years (four semesters) for</p>	

post- graduate studies i.e. 120 ECTS credits. Students follow teaching from obligatory and elective courses. Subjects enclose credits that correspond with 25-30 classes from duration of instructions. Every year students should acquire 60 credits for about 1500-1800 lessons in year. More detailed information about policy of credits can be found in the University catalogue. Subjects are divided on semester units. Students should finish all subjects according to the obligatory study program given below. Attendance in courses is obligatory and is primary condition in order to pass the subject successfully. Every subject should be finished and all requests given in the syllabus should be met. In the last, sixth semester, students will be acquainted with practical work and skills through practical work, which is condition for graduation on undergraduate studies.

For successful completion of postgraduate studies (Master) students should prepare master thesis in the fourth semester which should be publicly defended in front of commission determined by the Faculty Academic-Scientific Council.

Study programs

Branch

Political Studies

First Cycle

I. Political Sciences

<i>Semester I</i>	<i>Credit</i>	<i>Winter/ Summer</i>	<i>Theoretical hrs</i>	<i>Practical/Tutorial hrs</i>	<i>Study load hrs</i>	<i>Class size</i>
English Language	6	W	0	45	180	20-30
European Studies	6	W	30	15	180	200
Introduction to Political Sciences	6	W	30	15	180	200/20-30
Introduction to Sociology	6	W	30	15	180	200/20-30
IT Skills	3	W	0	22	88	20-30
Academic writing Albanian /Macedonian language	3	W	11	12	92	200/20-30
Total	30		101	124	900	

<i>Semester II</i>	<i>Credit</i>	<i>Winter/ Summer</i>	<i>Theoretical hrs</i>	<i>Practical/Tutorial hrs</i>	<i>Study load hrs</i>	<i>Class size</i>
English Language	6	S	0	45	180	20-30
History of Political Doctrines	6	S	30	15	180	200/20-30
Introduction to Law	6	S	30	15	180	200/20-30
Institutions and policies of EU	6	S	30	15	180	200/20-30
Free elective course	6	S	30	15	180	200/20-30
Total	30	S	120	105	900	

Free elective courses:

History of civilization
 Political management
 Introduction in Economy

<i>Semester III</i>	<i>Credit</i>	<i>Winter/ Summer</i>	<i>Theoretical hrs</i>	<i>Practical/Tutorial hrs</i>	<i>Study load hrs</i>	<i>Class size</i>
English language/ English language political terminology	6	W	0	45	180	20-30
Contemporary Political Philosophy	6	W	30	15	180	200/20-30

Research methods for Political Occurrences	6	W	30	15	180	200/20-30
Constitutional Law	6	W	30	15	180	200/20-30
Elective course	6	W	30	15	180	200/20-30
Total	30	W	120	105	900	

Elective courses:

Introduction to ethics;
Human rights
State and public administration;

<i>Semester IV</i>	<i>Credit</i>	<i>Winter/ Summer</i>	<i>Theoretical hrs</i>	<i>Practical/Tutorial hrs</i>	<i>Study load hrs</i>	<i>Class size</i>
Introduction to International Relations	6	S	30	15	180	20-30
Political Parties and Elective Models	6	S	30	15	180	200/20-30
Introduction to international Policy	6	S	30	15	180	200/20-30
Statistics	6	S	15	30	180	200/20-30
Elective course	6	S	30	15	180	200/20-30
Total	30	S	135	90	900	

Elective courses:

Public political thought;
Public and private informing systems;
Economic policy;
English for specific purposes

<i>Semester V</i>	<i>Credit</i>	<i>Winter/ Summer</i>	<i>Theoretical hrs</i>	<i>Practical/Tutorial hrs</i>	<i>Study load hrs</i>	<i>Class size</i>
Administrative Law	6	W	30	15	180	20-30
Public Policies	6	W	30	15	180	200/20-30
International Economic law	6	W	30	15	180	200/20-30
Public Finances	6	W	30	15	180	200/20-30
Free elective	6	W	30	15	180	200/20-30
Total	30	W	150	75	900	

Elective courses:

Political marketing and media;
Conflict solution and negotiations;
Criminology and penology;

<i>Semester VI</i>	<i>Credit</i>	<i>Winter/ Summer</i>	<i>Theoretical hrs</i>	<i>Practical/Tutorial hrs</i>	<i>Study load hrs</i>	<i>Class size</i>
Political System in RM	6	S	30	15	180	20-30
Local self –government questions; comparative approach	6	S	30	15	180	200/20-30
Theories and practices of International Management	6	S	30	15	180	200/20-30
Practical work	6	S	0	45	180	200/20-30
Elective course	6	S	30	15	180	200/20-30
Total	30	S	120	105	900	

Elective courses:

Political anthropology;

Political culture; Security systems;

*Faculty keep its right for amendments and additions of the free electives list depending of needs, requests of students and staffing for subjects

Study programs

Branch

Political Studies

First Cycle

SEMESTERS

European studies

Aims and course content

Course European studies is basic course which is being studied in all faculties of SEE University. It is one semester course and is thought in the first semester. This course curriculum covers basic knowledge related to :

- Europe
- European history
- Culture, civilization and European values
- European identity
- European institutions etc.

Introduction to political sciences

Aims and course content

To provide students with knowledge and information about the basic categories, concepts and definitions which will help them understand, learn and make critically approach to contemporary policy and contemporary society. To improve their political culture and consciousness with given texts from classical and contemporary authors and political analysts. To improve their knowledge and capacity for studying of European ethic policy. To help students to improve their writing, thinking and expression related to policy. Instruction will offer students several responses of the basic questions like: What is policy and why it is so important for our lives and society? How was man developed as a political person? What are characteristics of modern democratic society? What are characteristics of Macedonian society as political society? What is policy? Is it integral part of man? Why and how we study policy?

Introduction to Sociology

Aims and course content

The aim of this course is to prepare students with solid knowledge related to the most important sociological appearances and to train them to have critical attitude toward mentioned appearances and study of persons who at the beginning of the development of this science.

Subject Introduction in sociology will offer students basic knowledge related to subject and methods of sociology, foundations of sociology, classics of civic sociology, basic Marxist ideas directed to sociology, study of contemporary sociology, culture, religion, political institutions, family, sociological differences, stratification etc.

SEMESTER II

History of Political Doctrines

Aims and course content

Introduction of students with political doctrines that belong in the political sciences corpus. Antic political and legal theories. Ideas and theories of citizenship. Ideas and theories of religious movements. Critical thought in the period of absolutism. Ideas and theories of workers', socialistic and people's movements. Totalitarian theories. Theories of geopolitics, pandemism, reformism, nationalism, and theories of elites. Theories of political reconstruction. New line of theoretical flows, theory of mass society. Theory of state, theory of dependence, theory of world system, theory of global cooperation, theory for end of the world.

Introduction

to

Law

Aims and course content

Introduction to Law is a basic legal science that gives basic knowledge for the state and law, the basic aim is to explain the state and law, their characteristics and their mutual connection and dependence with other sociological appearances.

After completion of teaching students should know basic and introductory aspects of state and private reality. Introduction to law as sociological scientific discipline, subjects and methods of Introduction to Law, creation of state, theories of creation of state and law, forms of organization of political system, characteristics of state, forms of rule, state organization legal states and rule of law, law, notion, essence, principles and functions, legal values, legal deeds, contemporary legal systems.

Institutions and Policy of the European Union

Aims and course content

Basic aim of this subject is acquiring of basic knowledge for European institutions such :

- Council of Europe
- Council of Ministers
- European Commission
- European Parliament
- European court of Justice

Within this subject are basic explanations and politics of EU such as:

- Common agriculture policy
- Common transport policy
- Common fishery policy
- Common telecommunication policy
- Common monetary policy

History of Civilization

Aims and course content

This course expresses roots of many aspects from life related to civilization of many states. Through history of civilizations we are informed about historical and cultural phenomena of humanity from the kingdoms leaders to the presidents. Special attention is paid on historical changes from civilizational aspect, human society, civilization, culture, policy, economy, laws, rights etc.

I History of early civilization

a) History of Greek civilization

b) History of Roman civilization

II History of civilization from the Middle ages

a. History of people's civilization

b. Humanism and renaissance

III History of modern civilization

a. Scientific revolution and presentation of bourgeois

b. Changes of human civilization in Europe before and after French revolution

c. Introduction to human society during the First and Second World War.

Role of science and contemporary technology for fast advancement of human civilization.

Political Management

Aims and course content

The aim of subject is students to acquire knowledge from management and to gain knowledges, abilities and skills from the area of public policy.

This course encompasses themes from management and policy as a science, art and profession, production of information, usage of qualitative and quantitative methods, preparation of pre-election campaigns, political communication and work with media.

Introduction to Economy

Aims and course content

With this subject students acquire knowledge from the area of economy. This subject is focused on fundamental economic problems as shortage of resources and presentation of necessary economic notions. This subject will also help students to explain and analyze problems related to economic categories, to identify contributions from development of economic relations. This subject will help students to:

- Explain fundamental economic problems
- Explain relations between shortage of resources, values, usage and fortune
- Differentiate capitalism and socialism/communism
- Explain invisible hand of Adam Smith
- Explain the motive of profit of companies
- Understand cohesive connection between micro and macro economy
- Understand concepts of economical development . technological development and development of human capital
- Explain money and their functions
- Understand monetary policy
- Introduce role and function of Central Bank
- Understand international economic relations

SEMESTER III

English Language/Political Terminology

Aims and course content

This course equips students to understand better political terminology and public policies as a whole. This subject is designed to enable knowledge in the area of public administration , biro racy , public policy, public management where financial aspects will also be included , budgeting, planning and control of contemporary public policies. This course also enables students improvement of their skills where they will have possibility to be efficiently integrated in public , private and non-governmental sector. The aim of this course is :

- To improve understanding of complex structure of public sector political processes
- To introduce students with different roles and experiences of people who participate actively in the policy of public sector
- To create effective possibility; skill for active and effective team work

- To raise the consciousness and incentive for ethic and moral questions

Contemporary political philosophy

Aims and course content

This course enables formation of academic intellectual status of student with rich political profile, systematic, chronological knowledge of political and philosophic doctrine.

This subject encompasses main and basic notions of political philosophy. The relation between political philosophy and science of philosophy. History of ideas of political philosophy, basic theories and doctrines of political philosophy. As a special segment will be political philosophy in the era of globalization.

Research Methods of Political Occurrences

Aims and course content

This course offers the possibility for students to be introduced with scientific and research methods in sociological spheres and political occurrences. Students will learn about the theoretical and practical aspect, methods of scientific researches and their knowledge for science and individuals within society.

The course content entails: theoretical and empirical researches, proportions of methodic and theory of cognition, scientific knowledge and their structure, role and function of scientific research projects; monitoring; questionnaire; classification; interpretation of collected photographic material etc.

Constitutional Law

Aims and course content

Through this course students will acquire basic knowledge related to some basic areas of this field. At the same time students will be introduced with mechanisms for change of Constitution and its application in practice.

Sovereignty, legitimacy and sharing of power, comparative aspect of constitutions and differences between public and private law, constitutional law. Organization of power and relation central-local power. Study area will be comparative aspect of the organization of power in England, France, USA, Belgium etc. As a specific part of the program will be studying of the constitutional system in R.M.

Introduction to ethics

Aims and course content

To introduce students with main categories and basic values and to help the understand relation between ethic theory, ethic principles and professional work, to incite and develop moral self- consciousness and professional responsibility, to develop skills in using ethic principles of social work and policy. What is ethic? (Concept of ethic and moral). Basic ethical categories: true or false, good or bad, moral values, specifics of human personality, ethical evolution of human procedures (theological ethics and deontology), ethic and psychological egoism, self-consciousness and moral self-consciousness, freedom, responsibility, ethic in policy, moral in policy, ethical justice in good society, universal declaration for human rights.

Human Rights

Aims and course content

The aim of the course is inducement of critical analysys in students and setting of basic scientific-theoretical and positive-legal basis of human rights and liberties, basic and general knowledge of sociology and civil culture.

This course also encompasses human rights notion, historical aspect of human rights and liberties , historical aspect of human rights and liberties. This course will also clarify civil concept for human rights and liberties, civil political rights, economic and social cultures and liberties, international legal system, institutions and human rights protection.

Aiming to clarify this problematic in the society which we are participating contemporary constitutional systems and human rights of citizens in Republic of Macedonia , protection of minority rights will be studied etc.

State and Public Administration

Aims and course content

Public administration represents area of interest in science. With the course in Introduction to public administration students will acquire knowledge of basic concepts of public administration . Special focus will be given on evaluation of public administration and reforms in this area in our country. Students will have possibility to be introduced in this area and critically analyze development of public administration. This area is constantly changing and special emphasise will be given on new theories and classical theories of public administration.

Research subject consists of : notions and basic knowledge of principles and institutions of public administration, role and knowledge of public administration in the society organization, genesis and historical development, organizational structure of public administration, functioning of public administration institutions, civil servants and service for protection and realization of human rights etc.

SEMESTER IV

Introduction to International Relations

Aims and course content

International Relations are a vast area and are dealing with analysis of different governments, governments' decisions and their influence. These decisions are the result of state and other state actors: international organizations, multinational companies, individuals. They also have influence on the development of these in relation to history and geography. This subject encompasses parts of international security which is a sub-segment of international relations.

Political Parties and Election models

Aims and course content

The course political parties and election models have an aim to acquaint students with general theoretical and organizational knowledge of political parties and election models which are used in the world and in Republic of Macedonia. The content of the subject encompasses following themes: general knowledge of creation of political parties, political systems, organization of political parties, election models, financing of political parties etc.

Introduction in international policy

Aims and course content

The aim of this course is to explain theoretical and empirical basis which emerge in international policy at the beginning of 21 century. This course encompasses historical development and history in the ideas in development of international policy and as a discipline presents important theoretical schools as a basis for analytical and methodological research.

Statistics

Aims and course content

Main purpose of this subject is to enable students to acquaint basic knowledge of basic statistic methods and their application aiming to be able to follow professional literature, to be able to state results and conclusions from the executed researches consciously. Main research areas of this subject are: determination of discipline, connection of data, statistic analysis, statistic application of methods from the humanitarian sciences, demonstration of statistic data and relation between statistic and other sciences.

Public Political Opinion

Aims and course content

Public is consisted of all persons that have interest in one social event or question, and public opinion is closely connected with „ everyone, people, masses which is synonym of voice of people' (*vox populi*), and is taken as a synonym for what surveys are showing, about moral, about some kinds of expendable treasures, about policy or for any other thing . Public opinion is very often mixed with information or opinion which is made with assets for mass communication. Robert Ezra Park said that without public opinion there we can not discuss democracy. Studying of public opinion – which is understood as taking positive or negative attitude about happenings in the society –is very important for installment of authentic democracy and open society.

Public and Private Information System

Aims and course content

The aim of this course is to enable students to think critically in relation with positive and negative aspects of public information system. To have critical behavior toward information process, to have sociological approach toward information systems and to have systematic access in relation to different kinds of communication models. The phenomena of communication, man and communication, modes and communication tools, communication assets, symbols based on international communication, media and society, news production, international communication, legal framework of public information systems in Republic of Macedonia.

Economic Policy

Aims and course content

The aim of the course is to introduce students to the functioning of the economic system in the state and to introduce them to the basis of economic policy in the country. This course encompasses the nature of economy and specifics of scientific method, applied in economic sciences. Basic aims of microeconomics and macroeconomics, aggregate offer and demand, measure of gross social production, basis of economic growth and development. Economic cycles, consumption, savings and investments, money (fiscal and monetary politics) in the country and in world scales.

SEMESTER V

Administrative Law

Aims and course content

This course program equips students with basic knowledge and achievements in relation with administrative law in three components such as:

- First, Administrative Law as branch of legal sciences and its relation with other sciences;
- Second, Administrative Law as a branch of legal system (positive law) of Republic of Macedonia –especially positive laws;
- Third, Administrative Law, national and positive according to the international aspects including administrative law cases.

Special focus will be given to positive legislation in the area of administrative law and in the work of students in:

- Organization of state and public administration;
- Government and public services;
- Administrative acts in administration;
- Control of the administrative organs by the Parliament, Public barrister, non-governmental organizations etc.

Public Policy

Aims and course content

The aim of the course is students to acquire basic knowledge about characteristics of public policy , way of their development and implementation, different analytical approaches in the phases of creation and implementation of public policy, techniques of preparation and report and recommendation of certain public policy. Through study of the content of this subject, students will gain knowledge and skills that can be practically applied in their future work practice as analysts. The content of the course is determined on structuring of relative questions for political analysis, models of interpretation of implementation of concrete policy, general methods and techniques for political analysis, matrix for sublimation from the analysis of public policy and approaches and techniques in the evaluation of certain politics.

International Economic Law

Aims and course content

The course International economic law has an aim acquiring new knowledge in relation to the way of organization of subject in international law, encompassing conditions for establishment and their realization. Students through this subject will learn about basic rules in the system of payment in international market and their training for execution of certain duty in international market. Students will acquire skills and contemporary methods about the character of international market as a legal base for free process of the labor for goods and services.

SEMESTER VI

Political System in RM

Aims and course content

Political system

To stimulate students' interest about broadening, deepening and acquiring knowledge about democracy, policy, government, human rights and institutional forms of political system as necessary base for future professional activities. Several notional, categorical determinations of political system. Organization of government and political system. Local self-government in political system. International relations. Political parties, bureaucracy, technocracy and political system. Information communication system and political system. Political culture and political system. Political system and public opinion. Political system in Republic of Macedonia.

Local self-government questions; comparative approach

Aims and course content

This course is focused on study of organization and functioning of local government and connection between bodies of central self-government. This course will help students learn about bodies of local self-government.

History of local self-government, methodology of basic characteristic of local self-government, connection of local self-government and democracy and decentralization. Main characteristics of local self-government, local self-government system in the United Kingdom, France, Germany and USA and functioning of local self-government in the countries in transition. Local self-government according to the Ohrid Framework Agreement and challenges of the process of changes in law in the context of harmonization with Ohrid Framework Agreement.

Theories and Practices of International Management

Aims and course content

The aim of this course is acquiring theoretical knowledge of contemporary phenomena: management of societies or territories from international organizations. This subject encompasses practices of temporary management of certain societies and territories. In other words, analytical frame of this course is consisted of the following questions: what is international management, historical development, comparative analysis of practice of management of UN and analysis of UNTAET and UNMIK.

Political Anthropology

Aims and course content

Political anthropology as a specialization within social anthropology appeared in the late 1940ies after the fall of holistic anthropology and with the rise of the number of professional anthropologists. This discipline which till the middle of 1960ies from the aspect of methodology, vocabulary and focus of interest is a consequence of political science, political sociology and political psychology is focused on kinds of pre-industrial political systems, evolution of state, role of religion in policy, political succession, individuality and political arena, relation women–government, people-government, anthropology in world system, policy in industrial society etc. Political anthropology which is inductive and comparative beginning from the early society culture till political concepts of legitimization pursues to understand mental and social context of political processes.

Political Culture

Aims and course content

The term political culture includes norms, values and symbols which help in legitimization of the system of political power. Within this syntagma political tradition of a nation is understood, characteristics that give meaning to the political institutions, unofficial rules that color political life, aims of dominant political ideology. Political culture is described with many other characteristics starting with prejudices, political methods, political spirit, and everything that is called as legal or non legal.

Although it is a new term, whose modern usage data from the period of Second World War, it is a very important one within the frames of policy mostly for facing the citizens' faith against scandals, apocalypse, falls and political disasters, understanding of real and foisted political cultures.

Security Systems

Aims and course content

The aim of this course is to help students in acquiring knowledge in the area of security, organization and design of security system, for personal and public security, for national, regional and international security. Pre-conditions: basic knowledge in the area of political sciences, defense and political system. Conceptual determination of security system, security system in Republic of Macedonia, security system of international community (OON, NATO, EU, OBSE); changes and challenges of security policy, security systems in the countries of Southeastern Europe, democratic and parliamentary control over security systems.

SECOND CYCLE

POLITICAL SCIENCES

GENERAL DESCRIPTION

The 2nd Cycle Program in Public Administration at SEEU addresses the skills to be learned, the knowledge to be acquired, and the competences to be achieved in order to prepare students to make substantive contributions to society through careers as managers, advisors, and policy analysts in government and non-profit organizations.

LEARNING OUTCOMES

The basic skills to be learned through all programs include behavioral (intellectual and transferable) and technical (practical and knowledge-understanding). According to the chosen degree program, the learning outcomes to be acquired by the student in this program can be grouped in three major groups:

Skills:

Computer skills; language ability; persuasiveness; conflict resolution skills; academic writing; presentation skills; basic mathematical skills; teamwork; flexibility and self-learning

Knowledge:

Social science methodology; Legislative system; legal system; institutional structure; political system and political parties; economic system; EU law and institutions; state and local government; management; organizational theory;

Competencies:

Scientific research; professional communication; public speaking; decision-making; problem solving; public ethics; critical thinking-ability to critically assessing and communicating information that is useful to solve practical problems; policy-making; public relations; ability to identify current challenges; budgeting; strategic planning; tax system; financial management; quantitative analysis;

PROGRAMME DESCRIPTION

The 2nd Cycle Program for Political sciences will be composed of 120 ECTS credits and be taught full-time over the course of four (4) semesters (30 credits each). The program is composed of core courses four required department wide core courses; participation in an extended internship with an approved public, private, or non-profit organization; and a research based master thesis, research activities of the student.

POLITICAL SCIENCES- SECOND CYCLE

<i>Semester I</i>	<i>Credit</i>	<i>Winter/ Summer</i>	<i>Theoretical hrs</i>	<i>Practical/Tut orial hrs</i>	<i>Study load hrs</i>	<i>Class size</i>
Research Methods in Political Sciences	6	W	30	15	180	20-30
Social Psychology	6	W	30	15	180	200/20-30
Political Sociology	6	W	30	15	180	200/20-30
Decision Making and Implementation of Policies	6	W	30	15	180	200/20-30
Elective course	6	W	30	15	180	200/20-30
Total	30	W	150	75	900	

Elective courses:

Communicology ;

Arbitrage and peaceful solution of disputes;

Social changes and globalization;

<i>Semester II</i>	<i>Credit</i>	<i>Winter/ Summer</i>	<i>Theoretical hrs</i>	<i>Practical/Tutorial hrs</i>	<i>Study load hrs</i>	<i>Class size</i>
International Policy and Security	6	S	30	15	180	20-30
Strategic Management	6	S	30	15	180	200/20-30
Comparative Political Systems	6	S	30	15	180	200/20-30
International Political Relations	6	S	30	15	180	200/20-30
Elective course	6	S	30	15	180	200/20-30
Total	30	S	150	75	900	

Elective courses:

Euro Atlantic institutions for security

Social policy

Contemporary administrative systems

<i>Semester III</i>	<i>Credit</i>	<i>Winter/ Summer</i>	<i>Theoretical hrs</i>	<i>Practical/Tutorial hrs</i>	<i>Study load hrs</i>	<i>Class size</i>
International Public Law	6	W	30	15	180	20-30
Sustainable Development Policy	6	W	30	15	180	200/20-30
EU Policies	6	W	30	15	180	200/20-30
Human Rights and Stable	6	W	30	15	180	200/20-

Democracy						30
Elective course	6	W	30	15	180	200/20-30
Total	30	W	150	75	900	

Elective courses:

International communication;

Criminology;

Application of information technologies in political sciences;

<i>Semester IV</i>	<i>Credit</i>	<i>Winter/ Summer</i>	<i>Theoretical hrs</i>	<i>Practical/Tutorial hrs</i>	<i>Study load hrs</i>	<i>Class size</i>
Analysys of International Policy	5	S	22.5	15	150	20-30
History of Diplomacy	5	S	22.5	15	150	200/20-30
Master Thesis	20	S	0	150	600	200/20-30
Total	30	S	45	180	900	

SECOND CYCLE

COURSE DESCRIPTIONS

SEMESTER I

Research Methods in Political Sciences

Aim and study course

This course provides the possibility students to be introduced with advanced scientific research methods in political sciences. Students will learn about theoretical and practical aspect, scientific research methods and their knowledge about science and individuals in the society.

The content of the subject is consisted of: theoretical and empirical researches, proportion of methodics and theory of cognition , scientific knowledge and their structure, role and function of scientific research projects, monitoring, questionnaire, interpretation of collected photographic material etc.

Social Psychology

Aim and study course

This course offers revision in the area of social psychology. Social psychology is science of the way of our behaviour, thinking and whether our feelings have influence of real and imaginary presence of other people. This subject encompasses psychological theories and research ideas which are used in every aspect of our daily routine.

Discussion theme includes perception of personality, agreement, attitudes formation, evaluation and change, prejudices, aggressiveness, social learning, group dynamics, social psychology and society and legal and organizational application.

Political Sociology

Aim and study course

Students through this course will be introduced with theoretical specifics and methodology of sociological learning of policies. Students will acquire knowledge of complex relations and influence between politics and society.

Political sociology as a social discipline encompasses basic definitions of political sociology, theories and theoretical models of political sociology, elective politics, and groups of interest, social elites, political socialism, cultural politics and political ideologies. This subject is consisted of components which are

related to democracy, free elections, party systems and politics.

Decision making and implementation of policy

Aims and study course

Through this course students will acquire knowledge about the decision making process, factors that have influence for certain decision making in the political sphere, acquiring skills for efficient decision making on different levels and in different political environments, acquiring of comprehensions about criteria in which certain policy can be adopted and ways and subjects which adopt this policy.

These comprehensions will help students to be involved in different decision making processes and to make decisions and to be easily involved in this process of adoption of decisions.

Communicology

Aims and study course

Communicology is a science that study content, shape and ways of human interpersonal and mass communication, aims and effects of symbolic interaction with which people understand between themselves, cooperate and strive for interpersonal duties and structures and functions of social communicational systems. This course encompasses areas of research of mass communication and journalism and research of interpersonal communication. In the literature we found **communicology** under many names with common or different contents – science for communications, science for human communications, theory of information, theory of mass media, sociology of communications etc.

Arbitrage and Peaceful Solution of Disputes

Aims and study course

Basic aims of this course are to introduce students with broadly accepted way of solution of disputes, especially between businesses subjects in international plan and international trade. Students will be introduced with basic parameters of arbitrage law and special accent will be given on the procedure for compilation of arbitrages and rules that regulate its work. The subject includes legal rules, autonomies and arbitrage rules and rules that are part of international conventions and bilateral agreements as one of alternative ways for solution of disputes.

Social Changes and Globalization

Aims and study course

Globalization as a phenomena will enable students to be introduced and to identify cultural civilization changes that represent globalization of the world, new paradigms of world processes and globalization and internationalization of new milenium. The content enables better introduction with approaches and methods for management of radical changes. In this direction dimensions of radical changes will be elaborated, management with changes, globalization process, structures and organizacional changes and cooperation ,

competition, perspectives, national competitiveness, international competitiveness, macroeconomic perspectives, trade, effects from trade liberalization, regulatory norms of transparency and their effect.

SEMESTER II

International Policy and Security

Aims and study course

Through this course students will be introduced to the subject and disciplines of international relations, diplomacy and foreign political analysis. Theoretical, social-political and historical factors that have influence on international policy and their influence on foreign policy of our country. Strategic basis for design of comparative security system as a pillar of a state. Security systems of UN, NATO, EU, OSCE, COUNCIL OF EUROPE etc.

Security system of international community and other forms of security. Students will acquire global culture of security in the country and abroad and they will be able to be independent.

Strategic Management

Aims and study course

Through the course in strategic management the comprising strategic planning in public and non-profitable civil sector and planning of human resources will be studied as a whole. Creation of philosophy of the mission of institution and the environment where strategic planning is practiced. Analysis of strategy in policy. Furthermore skills and methods of strategic positioning and implementation of strategy, control and evaluation of results for application of certain strategy in policy. Strategic ability and strategic engagement of individuals and groups in contemporary society will be specially elaborated. Evaluation of strategy and expected results.

Comparative political systems

Aims and study course

Studying more systematic and in details organization and functioning of traditional democratic constitutional and political systems students will acquire fond of knowledge that will enable them to critically analyze and evaluate the character and functioning of Macedonian constitutional and political system. Theoretical problems for studying of contemporary constitutional and political systems. Classification of constitutional and political systems. Basic kinds of political systems. Parliamentary

system in: England, Sweden, Germany. Presidential system in USA. Mixed (parliamentary presidential) system-France. Constitutional and political system of R. Macedonia, newest processes in contemporary political systems.

International political systems

Aims and study course

International political relations encompasses analysis of political systems and their relations in international constellations. This subject also encompasses theoretical and practical analysis of the development, problems and consequences which emerge in international community. This subject encompasses parts of international political security which represents sub segment of international relations.

Euro Atlantic Security Institutions

Aims and study course

The aim of the course is to help students in acquiring knowledge about new relations of acting in Euro Atlantic institutions, their competencies and complementarities in cooperative security. Preconditions: basic knowledge in the area of international relations, international organizations, security systems and political system. Content of the course: notional determination of security institutions, security institutions of OON, United Nations and regional security organizations, policies and security institutional framework of NATO, policies and security institutional framework of EU, common security policy of EU, justice and internal affairs of European Union, Instruments and mechanisms of OSCE, and Cooperative security and Euro Atlantic security institutions.

Social Policy

Aims and study course

Within the course frames the theoretical aspects of socially political models, empiric experience-state and social policy and competent local legislation (positive law) are developed. Theory of affirmation of state as a promoter (protector) of social policy, permanent actors in social policy, employment policy, policy of personal income (salary), social insurance and educational regulation.

Contemporary Administrative Systems

Aims and study course

In the subject contemporary administrative systems students will gain knowledge about basic characteristics of Public Administration in different states. Basic aim is to research kinds as forms of acting of Public Administration institutions in different societies in order students to acquire new knowledge. Introduction in Public Administration students will acquire knowledge of basic concepts of Public Administration. Through this subject students will be introduced with knowledge of Public Administration in different states through introduction with different organizational administrative systems of the states. Also students will be enabled to understand organizational structure and functioning of institutions

executive-administrative and on other forms and public administration institutions. This knowledge of students is crucial especially in relation with globalization and importance of integration.

Research subject is consisted of: notions and basic knowledge of principles and public administration institutions, structures and functioning of Public Administration in different states, New Public Management, globalization and steps that are taken by Republic of Macedonia for accession in European Union.

SEMESTER III

International Public Law

Aims and study course

The aim of the course is students to acquire knowledge of international relations of subjects in international public law, i.e. states and international organizations. To acquire knowledge of codification of international legal norms and rules, about procedures for international agreements and their application in international legal traffic. Notional determination of international law, its separation and regional expansibility. Also attention is paid on human rights as a reflect subject in international law with special emphasize on its right and minority rights.

Policy of Sustainable Development

Aims and study course

The aim of the course is students to be introduced with basic concepts of continual economic, political and social development that will be learned on basic postulates of contemporary society.

This course is based on studying of key questions in reducing the poverty, successful management of economic-energetic resources and capacities, improving of legal regulation and effective management of the environment. As one of the basic component of continual and stable economic and political development educational sector, public sector and contributions in private sector are going to be analyzed. From the international viewpoint in the focus of this subject conventions signed with UN, IMF, World Bank are going to be analyzed and also potential for creation of profitable foreign trade in RM.

EU Policies

Aims and study course

Within the course frames the basic explanations about policies of EU are include:

- Common agricultural policy
- Common transport policy
- Common fishery policy
- Common telecommunicational policy
- Common monetary policy

Human Rights and Stable Democracy

Aims and study course

This course encompasses basic knowledge from the human rights area and liberties from the antique to contemporary society, where the role of man in the development of political thought and its valorization in law are going to be elaborated.

Historical development of ideas of rights and liberties will be elaborated. Civil concept of human rights and liberties and analysis of their implementation and realization through democracy as basic form of political system.

Also there is going to be analysis of the notion democracy from Aristotle till the contemporary political thought. Typology of democracy on the basis of human rights and liberties. Stable democracy as political system based on majority and equal rights for minorities in society, peaceful transfer of power from one to the other garniture , institutional functioning of the government organs and guarantee for enabling of public mass dissatisfactions..

International communication

Aims and study course

The aim of the course is to introduce students with basic notions from the area of international communication and basic contributions from the same in the area of international political and legal relations.

This course encompasses the genesis of international communication and basic part for solution of international disputes. The subject is focused on skills and capabilities, contributions and sometimes consequences of international communication (international organization, satellite communication, internet etc) and special importance will be given to public relations with special character in international communications.

Criminology

Aims and study course

Structure of the course is designed to introduce students in basic theories, fundamental facts and problems that are connected with science for criminology. At the same time the subject secures systematic basis for criminology as a science, criminal behavior and relation with the legal system in Republic of Macedonia.

Application of Information Technology in Political Sciences

Aims and study course

The aim of this course is to prepare students with knowledge that will enable them to understand means and methodology for solution of problems and embedding of WORLD WIDE WEB effective site. But here we will discuss about special instruments such as HTML, and special attention will be paid on the technique for solution of problems and taking information independently of the language that we are using. Teaching units will encompass syntax and basic concepts, laboratory clinics will be focused on the implementation of the same.

SEMESTER IV

Analysis of International Policies

Aims and study course

Foreign-political analysis is a sub discipline of political analysis and it is a subject i.e. foreign policy. This course represents one of the key areas of professional knowledge and professional training. History and contemporary usage of foreign-political analysis. General politics, foreign policy. Public/ applied policy. Conceptual determination of points of global, foreign, regional, governmental and non-governmental policy and subject of analysis, strategies and tactics, apparatus and organization, capacity. Analytical methods: historical comparative, contextual, legal policy, experimental and prognostic. Methods of stimulation.

History of Diplomacy

Aims and study course

The course in History of Diplomacy has an aim to study development of diplomacy and from the past till the contemporary actual diplomatic and political relations. Within these above mentioned questions necessary are previous knowledge of international relations, international law and especially role of forces. Special attention will be paid to on the significant characteristics and specifics in certain periods and phases and especially changes in relations in the countries in Europe and international world relations. This subject in the program contents teaching material which is separated in periods, phases and thematic units.