

## Public Management Bachelor Programme

<b>Module</b>	<b>02 – Organisation and Human Resources Management II</b>		
Semester	2nd semester (summer semester)		
Courses	a) Organisation II (L) <span style="border: 1px solid black; padding: 0 2px;">DE</span> b) Human Resources Management II (L) <span style="border: 1px solid black; padding: 0 2px;">DE</span>		
Workload	4 SPW	5 credits	150 workload hours (45 attendance hours, 105 self study hours)
Admission prerequisites	–		
Module coordinator	Prof. Dr. Petra Hiller		

### Learning outcomes

- a) Students will learn to see organisation as a complex process, where the conditions for success can only be controlled to a limited extent. They will be able to analyse new public management reform attempts as a challenge for organisational development and use specific organisational development techniques effectively.
- b) Students will be familiar with fundamental concepts in personnel development. They will be able to apply selected methods to specific problems and analyse possible effects.

### 2. Recommended prior knowledge and skills

Organisation and Human Resources Management I (module 01)

### 3. Contents

- a)
  - Introduction to organisational development
  - Organisational development objectives
  - Organisation and environment
  - Planned and unplanned change
  - Phase models of organisational development
  - Change management / organisational development tools and techniques
  - Organisational culture
- b)
  - Theories of motivation and work design
  - Concepts of teamwork in administration
  - Group performance, group dynamics, team development
  - Co-determination in the civil service
  - Personnel selection
  - Employee appraisal
  - Personnel management

### 4. Modes of teaching and learning, workload

Lecture with active feedback from students (45 hrs); preparation and revision of lectures (60 hrs); exam preparation (40 hrs).

### 5. Type of examination

Written exam (120 minutes)

### 6. Literature

ALTHOFF, Klaus; THIELEPAPE, Michael: *Psychologie in der Verwaltung*, 6. Auflage, Hamburg 2000; BEA, Franz Xaver; GÖBEL, Elisabeth: *Organisation*, 4. Auflage, Stuttgart 2010; SCHREYÖGG, Georg; KOCH, Jochen: *Grundlagen des Managements*, 2. Auflage, Wiesbaden 2010; SCHULER, Heinz (Hrsg.): *Lehrbuch der Personalpsychologie*, 2. Auflage, Göttingen 2001; STOCK-HOMBURG, Ruth: *Personalmanagement*, 2. Auflage, Wiesbaden 2010; VAHS, Dietmar: *Organisation*, 8. Auflage, Stuttgart 2012.