

Subject card

Subject name and code	Administration control and control proceedings - lecture, PG_00138424						
Field of study	Law						
Date of commencement of studies	October 2024	Academic year of realisation of subject			2028/2029		
Education level	uniform Master's studies	Subject group			Optional subject group		
Mode of study	part-time studies	Mode of delivery			at the university		
Year of study	5	Language of instruction			Polish		
Semester of study	9	ECTS credits			3.0		
Learning profile	academic	Assessment form			exam		
Conducting unit	Faculty of Law and Administration -> Rector						
Name and surname of lecturer (lecturers)	Subject supervisor		dr hab. Radosław Giętkowski				
	Teachers						
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	15.0	0.0	0.0	0.0	0.0	15
	E-learning hours included: 0.0						
Learning activity and number of study hours	Learning activity	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	Number of study hours	15		0.0		60.0	75
Subject objectives	The aim of the course is to familiarize students with the essence of control in public administration and its basic types.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[PRAWOJ5_WG06] He/she has systematic knowledge about the man as the subject establishing social structures and principles of their operation and about the man as the individual operating in these structures	has a structured knowledge of the human being as an individual functioning in the public administration entities which they control and which are controlled	[SW4] test/exam - oral or written
	[PRAWOJ5_UK08] The graduate has wide skills to prepare written works connected with the work of a lawyer in Polish and foreign language	has an in-depth knowledge of how to prepare various letters in Polish and a foreign language related to administrative control	[SU7] entries and opinions in the internship diary [SU8] observation of student's independent or team work
	[PRAWOJ5_UW06] The graduate is able to assess the usefulness of typical procedures and good practice in the implementation of tasks connected with various spheres connected with law and related fields	is able to assess the suitability of typical procedures and good practices for carrying out complex administrative control tasks	[SU1] oral statement/conversation/discussion [SU4] test/exam - oral or written
	[PRAWOJ5_UK09] He/she demonstrates wide skills in preparing speeches in the field of law in Polish and foreign language	has the in-depth ability to prepare oral presentations, in Polish and in a foreign language, on administrative control issues	[SU1] oral statement/conversation/discussion
	[PRAWOJ5_WG05] The graduate demonstrates systematic knowledge about the types of legal relations and the governing regularities	has a structured knowledge of the types of legal relationships involved in administrative control	[SW4] test/exam - oral or written
	[PRAWOJ5_UW01] He/she has advanced skills in observation and interpretation of social phenomena, analyzes their connections with various areas, activity of legal science and the related disciplines	possesses in-depth skills of observation and interpretation of controllable phenomena in public administration, analyses their links with various areas, branches of law and related sciences	[SU1] oral statement/conversation/discussion [SU4] test/exam - oral or written [SU7] entries and opinions in the internship diary
	[PRAWOJ5_UW03] The graduate demonstrates deepened skills of using complex theoretical points of view to analyze, interpret and plan strategies of legal activities; solves concrete problems connected with the creation, application and interpretation of legal regulations, anticipates the course of their solution and predicts the effects of planned activities	is able to use complex theoretical approaches in order to analyze, interpret and design strategies for actions related to administration control; is able to generate solutions to specific problems related to administration control and forecast the course of their solution and predict the effects of planned actions	[SU1] oral statement/conversation/discussion [SU4] test/exam - oral or written [SU7] entries and opinions in the internship diary
	[PRAWOJ5_UW05] He/she can observe and analyze moral, ethical and legal dilemmas in professional work	is able to perceive, analyze and has the ability to diagnose moral and legal dilemmas related to the administrative control	[SU1] oral statement/conversation/discussion [SU4] test/exam - oral or written
	[PRAWOJ5_KK01] The graduate is deeply aware of the level of his/her knowledge and skills, and also understands the need of lifelong learning	understands the need to update knowledge on the legal norms governing administrative control and the practical problems associated with it	[SK1] oral statement/conversation/discussion [SK7] entries and opinions in the internship diary
	[PRAWOJ5_UU12] He/she acquires knowledge efficiently and develops his/her professional skills using various sources (in native and foreign language) and modern technologies	is able to acquire knowledge and develop his/her professional skills in the field of administrative control efficiently, using a variety of sources (native and foreign languages) and modern technologies	[SU7] entries and opinions in the internship diary [SU8] observation of student's independent or team work
	[PRAWOJ5_WG02] He/she knows wide terminology and concepts in the scope of law and connected disciplines	is familiar with the terminology and concepts of the law and related fields as they relate to the control of administration	[SW3] text preparation/written work
	[PRAWOJ5_KR07] The graduate is ready to take up professional challenges, takes up efforts and is persistent in the implementation of individual and group activities in the creation, application or interpretation of legal regulations and related sciences	is ready to take on professional challenges, makes an effort and is persistent in carrying out individual and team activities in the field of administrative control	[SK7] entries and opinions in the internship diary

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[PRAWOJ5_WK10] He/she understands and knows the basic concepts and principles of industrial property protection and copyright law, as well as understands the need for proper protection of intellectual property and managing its resources	not applicable	[SW4] test/exam - oral or written
[PRAWOJ5_UW02] The graduate utilizes theoretical knowledge in legal science and the connected academic disciplines to analyze and interpret complex legal issues	is able to use theoretical knowledge of law to analyse and interpret complex legal problems related to administrative control	[SU1] oral statement/conversation/discussion [SU4] test/exam - oral or written
[PRAWOJ5_UO11] He/she can work well in a team and can coordinate the team's work when solving legal problems, interpreting legal acts, and preparing written or oral opinions on a matter.	is able to cooperate in a team and is able to coordinate the work of the team in solving legal problems related to administrative control and in preparing a written or oral position on a case	[SU8] observation of student's independent or team work
[PRAWOJ5_KR05] He/she prepares responsibly to his/her work; can determine priorities in work and plan work appropriately	is able to prepare, prioritise and plan control activities responsibly	[SK7] entries and opinions in the internship diary
[PRAWOJ5_KO04] The graduate is ready to prepare own projects connected with the creation, application and interpretation of legal regulations, including projects co-financed by the European Union's funds	is willing to undertake the preparation of his/her own administrative control projects	[SK1] oral statement/conversation/discussion [SK7] entries and opinions in the internship diary
[PRAWOJ5_KO03] He/she is prepared for active participation in groups, organizations and institutions connected with law, is also able to communicate with specialists and non-specialists in the field of law	is prepared to participate actively in administrative review bodies; at the same time, is able to communicate on matters relating to administrative review with both legal and non-legal specialists	[SK1] oral statement/conversation/discussion [SK7] entries and opinions in the internship diary
[PRAWOJ5_WG01] The graduate demonstrates deepened and systematic knowledge about the character of legal science, its place in the system of sciences and mutual relations.	has an in-depth knowledge of the location in the legal system of the norms regulating administrative control and of their relationship with non-legal sciences	[SW4] test/exam - oral or written
[PRAWOJ5_KR06] He/she behaves in ethical and professional way, follows the principles of ethics	is convinced of the importance of behaving in an ethical and professional manner, acts in accordance with the principles of ethics	[SK1] oral statement/conversation/discussion
[PRAWOJ5_UW04] He/she efficiently observes and analyzes moral, ethical and legal dilemmas in professional work	efficiently uses legal and professional principles and standards related to administrative control	[SU1] oral statement/conversation/discussion [SU4] test/exam - oral or written
[PRAWOJ5_WG07] The graduate knows methods and tools, including techniques of data and information acquisition, as well as research methods appropriate for the field of study and the related disciplines	is familiar with methods and tools, including data and information extraction techniques and research methods, specific to the legal sciences as they relate to the control of administration	[SW4] test/exam - oral or written
[PRAWOJ5_WG08] He/she has deepened knowledge of sources of Polish law, its changes and processes of law formation	has an in-depth knowledge of the sources of law relating to the control of administration	[SW4] test/exam - oral or written
[PRAWOJ5_KK02] He/she is aware of the necessity to widen professional competences and qualifications, to improve skills, is able to indicate the direction of own development and education independently in widened and deepened way	is aware of the need to broaden his/her professional competences and qualifications related to administrative control	[SK1] oral statement/conversation/discussion [SK7] entries and opinions in the internship diary
[PRAWOJ5_WK12] He/she has knowledge of occupational health and safety in public administration institutions	has knowledge of the principles of health and safety control in public administration institutions	[SW4] test/exam - oral or written

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	[PRAWOJ5_WK13] He/she has advanced knowledge of the functioning of professional self-governments in legal professions, is familiar with the principles of judges' and prosecutors' professions, and has knowledge of the organization of the judiciary in Poland.	not applicable	[SW4] test/exam - oral or written
	[PRAWOJ5_WK11] The graduate has deepened knowledge of the principles of creating and developing basic forms of individual entrepreneurship.	not applicable	[SW4] test/exam - oral or written
	[PRAWOJ5_WG09] He/she demonstrates deepened and systematic knowledge about the processes of changes of political systems and of individual authorities, as well as the consequences of these changes	has an in-depth and structured knowledge of the processes of change in the public administration control system, as well as an understanding of the consequences of these changes	[SW4] test/exam - oral or written
	[PRAWOJ5_UW07] He/she has the skills in understanding and analyzing social phenomena and utilizing this analysis in his/her professional work.	has a well-developed ability to understand and analyse phenomena related to administrative control and to use this analysis in his/her professional work	[SU1] oral statement/conversation/discussion [SU7] entries and opinions in the internship diary
	[PRAWOJ5_WG04] He/she knows the system of Polish law, mutual connections within the system and connections of Polish law with the European Union law and international law	know the types of sources of law, including Union and international law, governing the control of public administration, and the relationship between them	[SW4] test/exam - oral or written
	[PRAWOJ5_WG03] He/she demonstrates deepened knowledge about the political system in Poland, about individual authorities with particular consideration of legislative authority and the judiciary,	has an in-depth knowledge of the public authorities that exercise control over public administration	[SW3] text preparation/written work
Subject contents	1. General issues of administrative control 1.1 The concept and nature of control 1.2 Types and criteria of control 1.3 Control procedures 1.4 Determinants of good control 1.5 Legal system of control of public administration 2 External control over administration 2.1 Parliamentary control 2.2 Audit of the Supreme Audit Office 2.3 Ombudsman scrutiny 2.4 Control of courts and tribunals 2.5 Prosecutorial control 2.6 Social control 3 Intra-administrative scrutiny 3.1 Control in government administration 3.1.1 Types of control 3.1.2 Principles and procedure of control 3.2 Control in local government administration 4 Internal control in organisational units of public administration		
Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	6-8 short essay questions	51.0%	100.0%
Recommended reading	Basic literature	J. Jagielski, Kontrola administracji publicznej, Warszawa [latest edition] A. Sylwestrzak, Kontrola administracji publicznej w III RP, Gdańsk 2004	

	Supplementary literature	<p>J.P. Tarno i in., Sądowa kontrola administracji. Podręcznik akademicki, Warszawa 2006</p> <p>B. Dolnicki, J.P. Tarno (red.), Samorząd terytorialny w Polsce a sądowa kontrola administracji, Warszawa 2012</p> <p>E. Jarzęcka-Siwik, B. Skwarka, Najwyższa Izba Kontroli. Komentarz do ustawy o Najwyższej Izbie Kontroli, Warszawa 2011</p> <p>M. Możdżeń-Marcinkowski, Introduction to Polish Administrative Law, ed. 2, Warszawa 2012, chapter 9</p> <p>J. Homplewicz, Kontrola administracji. Problematyka teoretyczna, Kraków 1976</p>
Example issues/ example questions/ tasks being completed	eResources addresses	
Work placement	Not applicable	

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