

Subject card

Subject name and code	Museums management, PG_00145428						
Field of study	Museology and Preservation of Cultural Heritage						
Date of commencement of studies	October 2025		Academic year of realisation of subject		2027/2028		
Education level	Bachelor's studies		Subject group		Obligatory subject group in the field of study		
Mode of study	full-time studies		Mode of delivery		at the university		
Year of study	3		Language of instruction		Polish		
Semester of study	6		ECTS credits		3.0		
Learning profile	academic		Assessment form		credit		
Conducting unit	Institute of Art History -> Faculty of History -> Rector						
Name and surname of lecturer (lecturers)	Subject supervisor		dr Katarzyna Płonka-Balus				
	Teachers						
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	30.0	0.0	0.0	0.0	0.0	30
	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	30		2.0		45.0	77
Subject objectives	The aim of the classes is to acquaint students with the organization and day-to-day functioning of a museum institution in the context of its broadly understood mission as expressed in its statute, organizational regulations and management practices such as issues of creating a program and strategy for museum operations, the process of developing a collection, the inventory of scientific studies in the form of traditional catalogs and database systems, etc . The main emphasis is on the discussion of the governing rules of conduct						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[ODKML3_K01] Critically evaluates his knowledge, demonstrates a willingness to constantly expand it and to consult experts when he has difficulty solving a problem on his own	K_K01 : Critically assesses the knowledge possessed in the field of museology, demonstrates a willingness to constantly expand it and to consult experts in case of difficulties in solving a problem independently	[SK1] oral statement/conversation/discussion [SK2] presentation/project/paper/report [SK3] text preparation/written work
	[ODKML3_W09] Knows and understands the basic principles of creation and development of various forms of entrepreneurship	K_W09 : Knows and understands the basic principles of museum creation and development	[SW1] oral statement/conversation/discussion [SW2] presentation/project/paper/report [SW3] text preparation/written work
	[ODKML3_U03] Can critically analyze and evaluate the artistic value of works of art	K_U03 : Can critically evaluate and analyze the artistic value of a museum exhibit	[SU1] oral statement/conversation/discussion [SU2] presentation/project/paper/report [SU3] text preparation/written work
	[ODKML3_U05] Is able to acquire information (using bibliographies, archival aids, databases, various resources available on the Internet, etc.) and critically analyze, classify, categorize and synthesize it in order to solve a problem formulated by him or others	K_U05: Can acquire information (using bibliography, archival aids, databases, various resources available on the Internet, etc.) and critically analyze, classify, categorize and synthesize it in order to solve a problem formulated by himself or others related to the activities of the museum	[SU1] oral statement/conversation/discussion [SU2] presentation/project/paper/report [SU3] text preparation/written work
	[ODKML3_W07] Has advanced, structured detailed knowledge of the protection and maintenance of cultural heritage	K_W07 : Has advanced, structured detailed knowledge of museum management	[SW1] oral statement/conversation/discussion [SW2] presentation/project/paper/report [SW3] text preparation/written work
	[ODKML3_W01] Has advanced knowledge of the place and importance of the humanities in the system of sciences, knows to an advanced degree their terminology, subject and methodological specificity	K_W01: Has advanced knowledge of the place and importance of museological sciences in the system of sciences, knows to an advanced degree their terminology, subject and methodological specificity	[SW1] oral statement/conversation/discussion [SW2] presentation/project/paper/report [SW3] text preparation/written work
	[ODKML3_U11] Can effectively plan and organize his work, independently acquiring and consolidating knowledge in an orderly and systematic manner	K_U011: He can effectively plan and organize his work in the museum, independently acquiring and consolidating knowledge in an orderly and systematic manner	[SU1] oral statement/conversation/discussion [SU2] presentation/project/paper/report [SU3] text preparation/written work
	[ODKML3_U12] Is able to plan teamwork and interact with others in teamwork (including interdisciplinary)	K_U012: Can plan the work of a museum team and interact with others in teamwork (including interdisciplinary work)	[SU1] oral statement/conversation/discussion [SU2] presentation/project/paper/report [SU3] text preparation/written work
	[ODKML3_W08] Knows and understands the basic economic, legal, ethical and other conditions of various professional activities, including the basic concepts and principles of industrial property protection and copyright law	K_W08 Knows and understands the basic economic, legal, ethical and other conditions of different types of museum activities, including the basic concepts and principles of industrial property protection and copyright law.	[SW1] oral statement/conversation/discussion [SW2] presentation/project/paper/report [SW3] text preparation/written work
	[ODKML3_K03] Is ready to think and act in an entrepreneurial manner	K_K03 : Is ready to think and act within the museum in an entrepreneurial manner	[SK1] oral statement/conversation/discussion [SK2] presentation/project/paper/report [SK3] text preparation/written work
	[ODKML3_K02] Is ready to take action to protect and promote the cultural heritage of the region, Poland and Europe	K_K02 : Is ready to take action within the museum for the protection and promotion of the cultural heritage of the region, Poland and Europe	[SK1] oral statement/conversation/discussion [SK2] presentation/project/paper/report [SK3] text preparation/written work
	[ODKML3_K05] Understands the ethical issues related to the responsibility for the quality of knowledge transferred	K_K05: Understands the ethical issues related to the responsibility for the quality of knowledge transferred within the framework of the museum activity	[SK1] oral statement/conversation/discussion [SK2] presentation/project/paper/report [SK3] text preparation/written work
	[ODKML3_K06] Believes in the importance of professional behaviour, reflection on ethical issues and following professional ethics		

Subject contents	1/ Organization and management of museums in historical aspect 2/ Principles and cases of creating museum collections 3/ Rules governing statutory museum activities : - Procedures for the entry of an object into the museum collection - Procedure for acquisition and accession - Procedure for controlling the location and movement of collections - Recording and cataloguing of collections - Rules governing the movement of musealia. Procedures : object exit, taking and giving on loan - Documentation planning procedure ; digitization - Museum as a scientific unit		
Prerequisites and co-requisites	no		
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	making a presentation	51.0%	35.0%
	written work	0.0%	35.0%
	attendance	75.0%	10.0%
	activity	51.0%	20.0%
Recommended reading	Basic literature	<i>Ekonomia muzeum</i>, red. Folga-Januszewska D., Gutowski B., Warszawa 2011 Kiciński Andrzej, <i>Muzea : zagadnienia rozwoju i projektowania : polska perspektywa</i>, Warszawa, 2011. Matt Gerald, <i>Muzeum jako przedsiębiorstwo : łatwo i przystępnie o zarządzaniu instytucją kultury</i>, Warszawa, 2006. Matassa Freda, <i>Zarządzanie zbiorami muzeum : podręcznik</i>, red. Nauk. Dorota Folga -Januszewska, Warszawa, Muzeum Pałac w Wilanowie, Kraków, 2012 <i>Standardy Spectrum 5,0</i> dostęp online https://nimos.pl/baza-wiedzy/zarządzanie-zbiorami/spectrum/procedury-spectrum Sprawozdania KOBIDZ (Krajowy Ośrodek Badań i Dokumentacji Zabytków) z lata: 2010, 2011, 2012 ; <i>Muzeum sztuki. Antologia</i>, red. Maria Popczyk, Universitas, Kraków 2005	

	Supplementary literature	Clair Jean, <i>Kryzys muzeów</i>, Gdańsk 2009. Pomian Krzysztof , <i>Zbieracze i osobliwości</i>, Warszawa 1996. Tańczuk R., <i>Ars colligendi. Kolekcjonowanie jako forma aktywności kulturalnej</i>, Wrocław 2011. Żygulski jun. Zdzisław, <i>Muzea na świecie. Wstęp do muzealnictwa</i>, Warszawa * Folga-Januszewska D., <i>1000 muzeów w Polsce. Przewodnik</i>, Warszawa 2011 Waltoś Stanisław, <i>Kodeks etyki ICOM dla muzeów</i>, Warszawa, 2009 * Zalasińska Katarzyna, <i>Muzea publiczne: studium administracyjno-prawne</i>, Warszawa, 2013 * <i>Muzeum w świetle reflektorów : wystawa - naukowe laboratorium czy artystyczna kreacja? : materiały z międzynarodowej konferencji zorganizowanej 12-14 października 2012 w Muzeum Historyczne m. Krakowa</i>, red. Agnieszka Kowalska , Kraków 2012
	eResources addresses	
Example issues/ example questions/ tasks being completed	Procedures for the entry of an object into the museum collection - Acquisition and accessioning procedure - Procedure for controlling the location and movement of collections - Recording and cataloguing of collections - Rules governing the movement of museum artifacts. Procedures : object exit, taking and giving on loan - Documentation planning procedure ; digitization - Museum as a scientific unit	
Work placement	Not applicable	

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