
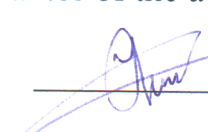


**NATIONAL UNIVERSITY OF LIFE AND ENVIRONMENTAL SCIENCES
OF UKRAINE**

Department of production and investment management



“ENDORSED”
by the department`s meeting of
production and investment management
Record №9 dated on “27” April 2022
Head of the Department

Dielini M.M.

”REWIEVED”
Guarantor of the academic program
”Management”

Lutsiak V.V.

**Work program of the academic discipline
SOCIAL MANAGEMENT**

Specialty: 073 «Management»
Academic program: Management
Faculty of agrarian management
Developer: Orekhivskyi V.G., Ph.D.,
Associate Professor, department of production and investment management

Kyiv – 2022

1. Course description: Social Management

| Field of knowledge, specialty, academic program, academic degree | | |
|---|-----------------------|-----------------|
| Academic degree | <i>Bachelor</i> | |
| Specialty | <i>073 Management</i> | |
| Academic program | <i>Management</i> | |
| Characteristics of the academic discipline | | |
| Kind | Selective | |
| Total number of hours | 150 | |
| The number of ECTS credits | 5 | |
| The number of content modules | 2 | |
| Course project (work) (if available) | | |
| Form of control | <i>Exam</i> | |
| Indicators of academic discipline for full-time and part-time forms of study | | |
| | Full-time study | Part-time study |
| Year of preparation | 4 | |
| Semester | 7 | |
| Lectures | <i>15 h.</i> | <i>h.</i> |
| Practical classes | <i>30 h.</i> | <i>h.</i> |
| Laboratory classes | | <i>h.</i> |
| Independent study | <i>75 h.</i> | <i>h.</i> |
| Individual classes | | <i>h.</i> |
| The number of weekly classroom hours for full-time study | <i>3 h.</i> | |

2. The purpose and objectives of the Discipline

The purpose of the discipline is to provide students with fundamental and systematic knowledge of social management as a complex social phenomenon and a key factor in streamlining modern social life.

Getting acquainted with the essence of social management is a meaningful step of the educational program "project management". The thematic content of the discipline includes theoretical and methodological foundations of social management, in particular, finding out ways and means of sociological analysis of various management phenomena and processes that unfold at different levels of social organization of public life. Creative tasks, individual and group work form learning skills in the paradigm of modern education.

The task of studying the discipline is theoretical and practical training of students on:

- 1) obtaining thorough knowledge of the objective laws of the functioning of the social management system, as well as skills of their practical use;
- 2) acquisition of professional skills to apply the methodological tools of the theory of social management for the analysis of organizational and managerial phenomena and processes in social organizations;
- 3) mastering the content of basic terms, concepts and categories of social management;
- 4) understanding the objective nature of the laws and patterns of social management, the objective conditionality of its principles and functions;
- 5) mastering a set of methods, forms and mechanisms for managing social processes and phenomena at the micro and macro levels of modern society;
- 6) expanding the professional horizon of opportunities, nature and ways to measure the effectiveness of social management at different levels of organization of social life of society.

As a result of studying the discipline the student should **know**:

- Theoretical foundations of sociology, modern sociological research projects, sociological approach to the analysis of social phenomena

Upon completion of the discipline the student should **be able to**:

- Work with sociological data, read professional sociological publications and formulate ideas. Also, gain skills application of data collection and analysis methods; group work and public discussion.

Acquisition of competencies:

General competencies:

GQ 1. Ability to exercise one's rights and responsibilities as a member of society, to realize the values of civil (democratic) society and the need for its sustainable development, the rule of law, human and civil rights and freedoms in Ukraine.

GQ 2. Ability to preserve and increase moral, cultural, scientific values and increase the achievements of society based on understanding the history and

patterns of development of the subject area, its place in the general system of knowledge about nature and society and in the development of society, technology, use different types and forms of physical activity for active recreation and a healthy lifestyle.

GQ 4. Ability to apply knowledge in practical situations.

GQ 9. Ability to learn and master modern knowledge.

GQ 10. Ability to conduct research at the appropriate level.

GQ 15. Ability to act on ethical considerations (motives).

Special (professional, subject) competencies:

SQ 6. Ability to act socially responsibly and consciously.

SQ 7. Ability to choose and use modern management tools.

SQ 14. Understand the principles of psychology and use them in professional activity.

4. Topics of seminars

| N ^o s / n | Name topics | Number hours |
|-------------------------|-------------|-----------------|
| 1 | | |
| 2 | | |
| ... | | |

5. Topics of practical classes

| N ^o s / n | Name topics | Number hours |
|-------------------------|--|-----------------|
| 1 | Scientific status and subject of social management . | 3 |
| 2 | Historical stages development social management | 4 |
| 3 | Scientific paradigms and concepts social management | 4 |
| 4 | The social nature of social management | 4 |
| 5 | Social management system . | 3 |
| 6 | Laws and principles social management | 3 |
| 7 | Structure and functions social management | 3 |
| 8 | Information software social management | 3 |
| 9 | Management decision social management | 3 |
| 10 | Technologies social management | 3 |
| 11 | Criteria efficiency social management | 3 |

6. Topics of laboratory classes

| N ^o s / n | Name topics | Number hours |
|-------------------------|-------------|-----------------|
| 1 | | |
| 2 | | |
| ... | | |

7. Test questions, sets of tests to determine the level of knowledge acquisition by students (example)

- 1) Define the concept of sustainable development of a society
- 2) Describe the prerequisites for the formation of social projects
- 3) Explain the relationship between social governance and social management
- 4) Define the subject of social management as a discipline
- 5) What general scientific methods being used by social management in the study of social processes in society?
- 6) What special methods are used in the study of social processes and events in a society?

- 7) What is the essence of cognitive, applied, explanatory and informational functions of social projects?
- 8) Provide classification of social investments
- 9) The concept of decentralization of resources as an element of social project
- 10) Describe the main types of social systems
- 11) What are the constituent elements to form a managerial relationship?
- 12) What role do the principles of social projecting play in the management of social relations?
- 13) Explain the goals and objectives of education reform in Ukraine or in the country of your origin
- 14) Provide your own definition of social guarantees
- 15) What are the principles of economic methods in social projects?
- 16) Which ways to influence the managed object are provided by social methods?
- 17) Explain the content of socio-psychological means of managerial influence used in social project
- 18) What are the forms of organizational and administrative methods of social design?
- 19) Discover the basic technologies of self-government of territorial communities
- 20) What are the mechanisms of social project?
- 21) Which scientific methods can be used in social projecting to achieve the goals of the organization?
- 22) Explain the content of the functions of social design
- 23) What is the structure of a social project?
- 24) How are organizational relationships being formed?
- 25) Describe the structure of social resources of society
- 26) Compare the main features of social resources with other types of resources of society
- 27) What are the reasons of a growing role of social resources in modern conditions?
- 28) Describe the essence of the basic concepts of motivation and motivation of employees
- 29) Identify ways to implement an effective system of motivation in Ukraine (or in your country)
- 30) Explain the role of social information in the management of society
- 31) Optimization of information flows in social projecting
- 32) Explain the role of social monitoring in the information support of the social project
- 33) Analysis of marketing environment of social organizations
- 34) Describe the sources of financial resources of social organizations
- 35) What is social engineering?
- 36) What is the essence of social technology?
- 37) Explain the content of the basic conditions for the technology improvement of social processes
- 38) What is the effectiveness of social technologies?
- 39) Define the basic rules of self-management and their content
- 40) Moral and ethical norms of the social manager in professional activities

- 41) Explain the essential qualities of a leader in a social organization
- 42) Give a detailed description of the main instruments of social policy
- 43) Discover the essence of social protection
- 44) What are the social tools to regulate employment?
- 45) Describe the main ways to improve health care in Ukraine (or country of your origin)
- 46) Modernization of the education system: own propositions and forecasts (on the example of Ukraine or country of your origin)
- 47) Give the classification of social investments
- 48) The concept of decentralization of resources as an element of social management
- 49) Explain the meaning of the concept of "laws of social management".
- 50) Describe the main types of social systems.
- 51) What is the essence of the basic laws of social management?
- 52) What constituent elements form a managerial relationship?
- 53) What role do the principles of social management play in the management of social relations?
- 54) Give a meaningful description of the principles of social management
- 55) State the goals and objectives of medical reform in Ukraine
- 56) What are the principles of economic methods in social management?
- 57) What ways of influencing the managed object are provided by social methods?
- 58) Explain the content of socio-psychological means of managerial influence used in social management?
- 59) In what form are organizational and administrative methods in social management?
- 60) Discover the main features of self-government as one of the methods of social management
- 61) What are the mechanisms of social management?
- 62) What scientific methods are used by social management to achieve the goals of the organization?
- 63) Explain the content of social management functions.
- 64) What is the structure of social management?
- 65) On what basis are formal organizations formed?
- 66) How does an informal organizational structure emerge?
- 67) How are organizational relationships formed?
- 68) Describe the structure of social resources of society.
- 69) Compare the main features of social resources with other types of resources of society?
- 70) What caused the growing role of social resources in modern conditions?
- 71) Describe the essence of the basic concepts of motivation and motivation of employees.
- 72) Identify ways to implement an effective system of motivation in Ukraine
- 73) Discover the role of social information in the management of society?
- 74) How is the optimization of information flows in the social management system achieved?

- 75) Explain the role of social monitoring in the information support of social management
- 76) Analyze the marketing environment of social organizations
- 77) Describe the sources of financial resources of social organizations
- 78) What is social engineering?
- 79) What is the essence of social technologies?
- 80) Explain the content of the basic conditions for the technologicalization of social processes.
- 81) What is the effectiveness of social technologies?
- 82) Defining the basic rules of self-management and their content.
- 83) Moral and ethical norms of a social manager in professional activity
- 84) Explain the content of the qualities of a leader of a social organization
- 85) Give a detailed description of the main instruments of social policy
- 86) Discover the essence of social protection.
- 87) What are the means of regulating employment?
- 88) Describe the main ways to improve health care in Ukraine
- 89) The role of the state on the example of combating the spread of coronavirus COVID -19 in Ukraine
- 90) What does the modernization of the education system in Ukraine include?

8. Teaching methods

Combination of lectures and practical classes according to the schedule. Presentations and graphic data for better mastering of educational materials are developed. In particular, the use of materials from universities in the United States and Western Europe, obtained through training programs (FEP, Erasmus+ and others). Conducting business games and case studies. Providing information from own practical experience, analysis of current legislation of Ukraine on the regulation of social relations in society. Additionally, independent processing of individual tasks.

Throughout of the semester students develop a social project, as a practical case. It includes logical steps, from business and social idea and with the final presentation of a business model.

9. Forms of control

Criteria for assessing the implementation of educational tasks is one of the main ways to test the knowledge, skills and abilities of students. When evaluating tasks, the completeness and correctness of their performance should be taken as a basis. The following skills and abilities of students should be taken into account:

- differentiate, integrate and unify the acquired knowledge;
- to present the material logically and consistently;
- use additional literature.

There are two intermediate forms of monitoring student performance, after completing the topics of content modules 1 and 2. Final test (exam) at the end of the semester.

10. Distribution of points received by students

Assessment of student knowledge is on a 100-point scale, to be translated into national system in accordance with Table 1 "Regulations on examinations and tests in NULES of Ukraine" (Order dd. 27.12.2019 № 1371)

| Students ratio, points | National evaluation | |
|------------------------|---------------------|--------------|
| | Exams | Tests |
| 90-100 | Excellent | Accepted |
| 74-89 | Good | |
| 60-73 | Satisfactory | |
| 0-59 | Non-satisfactory | Not accepted |

To determine the rating of the student (listener) for mastering the discipline $R_{\text{дис}}$ (up to 100 points), the ratio obtained for attestation (up to 30 points) to be added to the rating of the student for educational work $R_{\text{НР}}$ (up to 70 points): $R_{\text{дис}} = R_{\text{НР}} + R_{\text{АТ}}$

Students who have successfully completed the discipline, fulfilling all the requirements of the working curriculum, are awarded ECTS credits for the discipline. ECTS credits are recorded in the journal of rating assessment of student knowledge.

11. Methodical support

Educational and methodical complexes of studying disciplines (work programs, illustrative materials, presentations, lecture courses).

12. Literature:

Basic:

1. Болонський процес: тенденції, проблеми, перспективи. Укл. В.П. Бех, Ю.Л. Маліновський; за ред. В.П. Андрущенко. К. : НПУ ім. М.П. Драгоманова, 2004. –221 с.
2. Борецька Н.П. Соціальний захист населення на сучасному етапі: стан і проблеми: моногр. Донецьк: Янтра, 2002. 352 с
3. Галицький В.М., Привалов Ю.О., Чепурко Г.І. Поведінкові стратегії на ринку праці України. За ред. Ю. Саєнко. К.: ПЦ «Фоліант», 2011. 227 с.
4. Ганслі Т. Соціальна політика та соціальне забезпечення за ринкової економіки. К. : Основи, 2006. 237 с.
5. Кредісов А.І., Панченко Є.Г., Кредісова В.А. Менеджмент для керівників. К.: Т-во «Знання»; КОО, 2009. 556 с
6. Лукашевич М.П., Туленков М.В. Менеджмент соціальної роботи: теорія і практика : навч. посіб. К. : Каравела, 2007. 296 с
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8. Лукашевич М.П. Інноваційні соціальні технології професійного самовизначення особистості: навч. посіб. К. : ПІК ДСЗУ, 2005. 141 с.

9. Руженський М.М. Соціальний менеджмент : навчальний посібник. К.: ІПК ДСЗУ, 2011. 255 с.
10. Скуратівський В.А., Палій О.М. Основи соціальної політики: навч. посіб. К. : МАУП, 2002. 200 с.
11. Сурмін Ю.П., Бедзюра І.П. Соціологія управління : підруч. К. : Освіта України, 2012. 686 с.
12. Туленков М.В. Організаційна взаємодія в системах соціального управління (соціологічний аналіз): моногр. К.: ІПК ДСЗУ, 2015. 222 с.
13. Туленков Н.В. Введение в теорию и практику менеджмента: учебное пособие. К.: МАУП, 2008. 136 с.
14. Туленков М.В. Сучасні теорії менеджменту: навч. посібник. К. : Каравела, 2007. 303 с.
15. Шевчук П.І. Соціальна політика. Львів: Світ, 2003. 400 с.
16. Яременко О.О. Соціальна політика: теоретико-методологічні основи дослідження процесів формування та ефективність реалізації : Монографія. Статті. Виступи. Інтерв'ю. К. : Ін-т екон. та прогнозу НАН України ; УІСД ім. Олександра Яременка, 2006. 480 с.

Додаткова:

1. Бурега В.В. Социально-адекватный менеджмент: В поисках новой парадигмы : монография. К.: Академия, 2001. 272 с.
2. Гаркавенко С.С. Маркетинг: підруч. [для студ. екон. спеціал. вищ. навч. закладів]. К. : Лібра, 2002. 708 с.
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4. Лукашевич М.П., Туленков М.В. Менеджмент соціальної роботи: теорія і практика: навч. посібник. К.: Каравела, 2007. 296 с.
5. Мескон М. Основы менеджмента: пер. с англ. / М.Мескон, М.Альберт, Ф.Хедоури. М.: Дело, 1992. 702 с.
6. Сурмін Ю.П., Туленков М.В. Теория социальных технологий: учеб. Пособие. К.: МАУП, 2009. 608 с.
7. Социальный менеджмент: учебник для вузов под ред. С.Д. Ильенковой. М.: ЮНИТИ, 1998. 271 с.
8. Социология управления: учебник под ред. В. И. Башмакова, В. Н. Князева, Р.В.Ленькова. 2-е изд. М.: Юрайт, 2016. 360с.
9. Сурмін Ю.П., Туленков Н.В. Теория социальных технологий: учеб. Пособие. К. : МАУП, 2004. 608 с.
10. Тощенко Ж.Т. Социология управления: учебник и практикум. М.: Изд-во Юрайт, 2015. 304 с.
11. Туленков М.В. Концептуальні засади організації сучасного менеджменту: Монографія. Київ-Ніжин: ТОВ «Видавництво «Аспект-Поліграф»», 2006. 312 с.
12. Туленков М.В. Рациональність управління в транзитивному суспільстві : моногр. К.: ІПК ДСЗУ, 2007. 300 с.
13. Туленков М.В., Лукашевич М.П. Соціологія управління. Соціологія. Загальний курс: підручник. К.: Каравела, 2011. С. 247–261.
14. Туленков М.В. Теоретико-методологічні основи організаційної взаємодії в соціальному управлінні: Монографія. Київ: Каравела, 2009. - 512 с.

15. Туленков М.В. Теорія і практика організаційної взаємодії : підручник. К.: ІПК ДСЗУ, 2011. 468 с.
16. Шавкун І.Г. Філософія менеджменту. Запоріжжя: Тандем-Артстудія, 2007. 288 с.

13. Інформаційні ресурси (за наявності):

1. Бібліотека соціологічного факультету Київського національного університету імені Тараса Шевченка <http://www.soc.univ.kiev.ua/>
2. Національна бібліотека України імені В.І. Вернадського <http://www.nbuv.gov.ua/>
3. Ресурсний центр з соціології, Харківський національний університет ім. В.Н.Каразіна <http://www.sociology.kharkov.ua/> (електронна бібліотека, тексти публікацій, корисні посилання)