

**PJSC "Higher Education Institution" INTERREGIONAL ACADEMY OF  
PERSONNEL MANAGEMENT"**

**Danube branch**



**SYLLABUS**

*of the academic discipline (selective)*

***SOCIOLOGY OF MANAGEMENT***

Specialty                      **D3 Management**

Educational level:        **First (bachelor's) level**

Educational program:    **Management**

## General information about the academic discipline

Name of the discipline	<b>Sociology of Management</b>
Code and name of specialty	<b>D3 Management</b>
Level of higher education	First (bachelor's) level
Discipline status	Selective
Number of credits and hours	<b>3 credits / 90 hours.</b> Lectures: 20 Seminars/practical classes: 14 Students' independent work : 56
Terms of study of the discipline	3 semester
Language of instruction	Ukrainian
Type of final control	Pass/fail (credit)

## General information about the teacher. Contact information.

<b>Bayramova Olena Viktorovna</b>	
Academic degree	PhD in Philosophy
Position	Associate Professor
Areas of scientific research	Philosophical dimension of modern management and economics; methodology of scientific knowledge; Problems of Formation of Cultural Identity and Communicative Competence in the Context of Globalization
Links to the registers of identifiers for scientists	Google Scholar <a href="https://scholar.google.com.ua/citations?user=adMYwMgAAAAJ&amp;hl=uk">https://scholar.google.com.ua/citations?user=adMYwMgAAAAJ&amp;hl=uk</a> ORCID <a href="https://orcid.org/0000-0002-2836-7037">https://orcid.org/0000-0002-2836-7037</a>
Contact information:	
E-mail:	menedzmentuk@gmail.com
Contact phone number	+380677445957
Instructor's portfolio on the website	<a href="https://izmail.maup.com.ua/assets/files/bajramova-portfolio-a.pdf">https://izmail.maup.com.ua/assets/files/bajramova-portfolio-a.pdf</a>

### **Discipline's description.**

The discipline "Sociology of Management" is a fundamental course that reveals the social nature of business and managerial activity. The course forms in future managers a "sociological imagination" — the ability to see living people, social groups and complex interpersonal relationships by economic indicators social conflicts. Particular attention is paid to applied aspects: mastering the methods of collecting social information (questionnaires, interviews), which are necessary for diagnosing staff moods and studying consumer needs.

**The subject of the discipline** is the regularities of the formation and functioning of social systems in management, the social behavior of individuals and groups in organizations, as well as methods of diagnosing and regulating social processes in the business environment.

**The aim of the discipline** is to form a system of theoretical knowledge about society as an environment for business functioning, as well as to acquire practical skills in using sociological tools to analyze the internal climate of the organization and make socially grounded management decisions.

**The objectives of the discipline** are:

- mastering the basic concepts of the social structure of society, stratification and mobility;
- understanding of the place and role of the individual in the system of social and labor relations;
- study of the mechanisms of group dynamics, leadership and team formation;
- mastering the methods of diagnosis and prevention of social conflicts in the organization;
- acquisition of practical skills in developing a program of sociological research and drawing up questionnaires.

As a result of studying the selective educational component "Sociology of Management", applicants must:

**Know:**

- the specifics of the sociological approach to the analysis of managerial problems;
- types of social structures and types of social stratification of modern society;
- stages of socialization of the individual and types of social roles in the team;
- components of corporate culture and factors influencing the socio-psychological climate;
- causes and stages of development of social conflicts;
- methodology and stages of applied sociological research.

**Be able to:**

- analyze the social structure of the team and identify informal leaders;
- to diagnose the state of corporate culture and the level of staff loyalty;
- to identify pre-conflict situations and choose adequate strategies for their resolution;
- to develop tools for sociological research (questionnaires, interview forms) for marketing or management purposes;
- interpret the results of surveys and use them to improve the management system.

**Prerequisites for the discipline.** Effective study of the discipline is based on the knowledge gained during the courses of the 1st and 2nd semesters. The fundamental basis is the discipline "Philosophy", which forms a worldview understanding of the nature of man and society, as well as "History and culture of Ukraine", which provides a context for the development of national society. An important basis is the course "Theory of Organizations", which introduces the structure of the enterprise, which allows sociology to fill this structure with the content of human relations.

**Post-requisites for the discipline.** Knowledge of group behavior is critical for the study of the disciplines "HR Management" (5th semester) and "Leadership and Communications" (6th semester). The skills of conducting questionnaires and analysis of public opinion are directly used in the course "Marketing" (4th semester) for market research. Also, understanding the social nature of disputes is the basis for the elective course "Psychology conflict".

### Content of the academic discipline

№	Topic name	Teaching Methods/Assessment Methods
<b>Content module 1. Society, personality and organization</b>		<b>Teaching methods:</b> Methods of organization and implementation of educational and cognitive activities: – verbal teaching methods: explanations, narration, instruction on independent work, lecture: informational, problem, as well as visualization lectures, detailed conversation in the form of questions and answers, work with literature, speeches with abstract reports; – visual teaching methods: multimedia presentations; – individual research work.
Topic 1	Sociology as a science of society	
Topic 2	Social structure and stratification	
Topic 3	Personality in the system of social relations	
Topic 4	Sociology of organizations	
Topic 5	Sociology of Work and Career	<b>Content module 2. Social Technologies and Processes in Management</b> Methods of stimulation and motivation of educational and cognitive activities: discussion, polemics, exchange of opinions, situational tasks, creation of non-standard situations, situational role-playing games, use of experience from managerial practice. <b>Assessment methods</b> Assessment is carried out according to the cumulative system and includes: - current control: oral questioning, express testing, solving situational problems and defense of individual tasks; - modular control: written modular control work (MCR) after the completion of content blocks; - final control (written work with theoretical and practical tasks).
Topic 6	Corporate culture and socio-psychological climate of the team	
Topic 7	Group dynamics and leadership	
Topic 8	Social conflicts: nature, diagnosis and ways to regulate	
Topic 9	Interaction between business and society	
Topic 10	Methods and organization of sociological research	
Module Assessment Task		
Final assessment: pass/fail (credit)		

### Technical Equipment and Software.

Multimedia equipment (projector, computer) is used to visualize the educational material during lectures and seminars. Practical tasks and in-depth study of individual topics are provided by access to the Internet through free Wi-Fi coverage.

### Forms and methods of assessment.

The system of assessment of applicants' knowledge includes current and final (semester) control.

*Current assessment* is carried out systematically during practical and seminar classes in order to check the level of assimilation of theoretical foundations, the formation of diagnostic and forecasting skills.

*Forms of student participation in the educational process that are subject to ongoing control.*

Students' participation in the educational process is realized through oral presentations, presentations of analytical research, reports on the results of case studies, as well as active involvement in professional discussions and brainstorming. The written component of the work includes the performance of control and test tasks, the preparation of analytical notes, abstracts and notes based on the materials of lectures and independent study.

**Methods of ongoing assessment include:** The methodological tools of control combine oral forms (surveys, interviews) and written types of work (reports, calculation tasks, building models). The assessment is also based on observing the activity of applicants in solving problem situations, checking the results of the presentation of individual projects, and conducting testing with open and closed types of tasks.

### Grading system and requirements.

Table of distribution of points received by students\*

Topics	Ongoing knowledge assessment						Final control		Total points
	Seminar 1 (Topic 1,2)	Seminar 2 (Topic 3,4)	Seminar 3 (Topic 5,6)	Seminar 4 (Topic 7,8)	Seminar 5 (Topic 9)	Seminar 6 (Topic 10)	Module assessment task	Pass /Fail	
Work in a seminar class	6	6	6	6	6	6	20	20*	100
Independent work	4	4	4	4	4	4			

\*The table contains information about the maximum points for each type of academic work of a higher education applicant.

### Assessment Criteria and Procedure

Assessment of students' educational achievements is carried out in accordance with the current Regulations on Assessment in a Higher Education Institution.

**Modular Assessment.** Modular Assessment (MA) is carried out at the final lesson of each content block in the form of written testing.

When evaluating the unit test, the volume and correctness of the tasks are taken into account:

- grade "excellent" (A) is given for the correct completion of all tasks (or more than 90% of all tasks);
- grade "good" (B) is given for completing 80% of all tasks;
- grade "good" (C) is given for completing 70% of all tasks;
- the grade "satisfactory" (D) is given for the correct completion of 60% of the proposed tasks;
- the grade "satisfactory" (E) is given if more than 50% of the proposed tasks are correctly completed;
- An "unsatisfactory" (FX) rating is given if less than 50% of the tasks are completed.

- Failure to appear for the unit test - 0 points.
- The above scores are converted into rating points as follows:
- "A" - 18-20 points;
  - "B" - 16-17 points;
  - "C" - 14-15 points;
  - "D" - 12-13 points.
  - "E" - 10-11 points;
  - "FX" - less than 10 points.

The final semester assessment in the discipline "Sociology of Management" is a mandatory form of assessment of students' learning outcomes. It is carried out within the terms determined by the curriculum and covers the amount of material determined by the course program.

The final assessment is carried out in the form of a test. A student who has completed all the necessary work is admitted to the semester assessment.

The final grade is given based on the student's learning outcomes during the semester. The student's assessment consists of points accumulated from the results of the current assessment and incentive points.

Students who have completed all the required tasks and received a score of 60 points or higher receive a grade corresponding to the grade received, without additional testing.

For students who have completed all the necessary tasks, but received a score below 60 points, as well as for those who want to improve their score (result), the teacher conducts the final work in the form of a test during the last scheduled lesson in the discipline in the academic semester.

#### *Evaluation of Additional (Individual) Educational Activities*

Additional (individual) types of educational activities include the participation of applicants in the work of scientific conferences, scientific circles of applicants and problem groups, preparation of publications, participation in All-Ukrainian Olympiads and competitions and International competitions, etc., in excess of the scope of tasks that are established by the relevant work program of the academic discipline.

By the decision of the department, students who participated in research work and performed certain types of additional (individual) types of educational activities can be awarded incentive (bonus) points for a certain educational component.

#### **Assessment of independent work (Maximum — 4 points)**

The total number of points received by a student for independent work is one of the components of academic success in the discipline. Independent work on each topic, according to the course program, is evaluated in the range from 0 to 4 points using standardized and generalized criteria for assessing knowledge.

### Scale for evaluating the performance of independent work (individual tasks)

Maximum possible assessment of independent work (individual tasks)	Execution level			
	Excellent	Good	Satisfactory	Unsatisfactory
4	4	3	2	0-1

Forms of assessment include: current assessment of practical work; current assessment of knowledge acquisition based on oral answers, reports, presentations and other forms of participation during practical (seminar) classes; individual or group projects that require the development of practical skills and competencies (optional format); solving situational problems; preparation of resumes on independently studied topics; testing; preparation of draft articles, conference abstracts and other publications; other forms that ensure a comprehensive assimilation of the curriculum and contribute to the gradual development of skills for effective independent professional (practical, scientific and theoretical) activities at a high level.

To assess the learning outcomes of a higher education applicant during the semester, a 100-point, national and ECTS assessment scale is used

### Summary assessment scale: national and ECTS

Total points for all types of learning activities	ECTS assessment	National scale assessment	
		for exam, course project (work), internship	For pass/fail (credit)
90 – 100	A	excellent	pass
82 – 89	B	good	
75 – 81	C	satisfactorily	
68 – 74	D		
60 – 67	E		
35 – 59	FX	unsatisfactory with the possibility of reassembly	fail unsatisfactory with the possibility of retaking
0 – 34	F	unsatisfactory with mandatory re-study of the discipline	fail with mandatory re-study of the discipline

### Discipline's Policy

Successful mastering of the educational component "Sociology of Management" requires high self-discipline and a responsible attitude to the educational process from students. Prerequisites are regular attendance of lectures and practical classes, active participation in classroom work, as well as timely and high-quality performance of all types of independent and control tasks provided for by the program. In case of missing classes or obtaining unsatisfactory results, the student is obliged to liquidate academic debt by working out the relevant topics.

An integral part of education is strict adherence to the norms of academic ethics and culture of behavior. The educational process is based on the principles of academic integrity, which involves the exclusive independent performance of all written works, reports and presentations. Any borrowings of thoughts or texts of other authors should be accompanied by correct references to primary sources. Within the course of the course, any manifestations

of academic dishonesty are unacceptable, including plagiarism, self-plagiarism, fabrication and falsification of data, cheating, deception, bribery or biased evaluation.

### **Recommended sources of information**

#### **Basic literature:**

1. Kisil Z. R. Osnovy upravleniya [Fundamentals of Management]. manual / Z.R. Kisil. Lviv: Lviv State University of Internal Affairs, 2021. 232 p.
2. Pokataev P. S. Fundamentals of Public Administration and Administration. manual / P.S. Pokataev, M.A. Latynin, S.V. Stepanenko, G.P. Pasemko, O.M. Taran. Kharkiv: Oberig LLC, 2024. 240 p.
3. Sociological support of managerial activity: study. Manual. / KPI. Igor Sikorsky; compiled by A.A. Melnychenko, A.M. Ishchenko, O.A. Akimova. Kyiv: KPI. Igor Sikorsky, 2022. 116 p.
4. Sociology: Theories of the Middle Level: Textbook. Ed. Y. F. Pachkovsky [N. V. Kovalisko, T. D. Lapan, N. Y. Chernysh et al.]. Kyiv: "Caravela", 2020. 356 p.
5. Tokar M. Sociology of Civil Society: Institutional Dimension: Textbook / M. Tokar, F. Shandor. Uzhhorod National University; Caf. Sociology and Social Work. Uzhhorod: RIK-U, 2024. 228 p.
6. Chernykh G. Sociology of the Information Society: Teaching. manual / G. Chernykh. Kyiv: KNU. T. Shevchenko, 2024. 162 p.

#### **Additional literature:**

1. Goblik V. V. Applied Sociology: Logistics and Research Methods: Teaching. manual / V. Goblik, T. Shcherban. Mukachevo: RVV MSU Publ., 2021. 108 p.
2. Zuev V. Logical and methodological foundations of the implementation of social technologies / V. Zuev, I. Kravchenko, V. Penyuk. *Bulletin of Lviv University. Series of Philosophical and Political Studies*. 2023. Issue 51. Pp. 47-54. DOI <https://doi.org/10.30970/PPS.2023.51.6>
3. Ivanytska N. B. Social sphere of industrial enterprises of Ukraine: essence, problems and ways of their solution / N.B. Ivanytska, S.M. Ivanytska. *Bulletin of the Lviv Polytechnic National University. Series "Problems of Economics and Management"*. 2023. Vol. 7, No. 1. Pp. 120-129. URL: <https://science.lpnu.ua/sites/default/files/journal-paper/2023/apr/30060/vse4-122-131.pdf>
4. Melnychuk L. M. Modern Theory and Practice of Social Entrepreneurship in Ukraine / L.M. Melnychuk, M.V. Kravchenko. *Public Administration and Social Work*. 2024. №2. Pp. 58-64. URL: <https://journal.ldubgd.edu.ua/index.php/soc/article/view/2912/2793>.
5. Chornodid I. S. (2024). Innovative strategies of human resource management in the context of digitalization / I.S. Chornodid, N.M. Vasylets, O.O. Fedotov. *Problems of Modern Transformations. Series: Economics and Management*. 2024. №13. DOI: <https://doi.org/10.54929/2786-5738-2024-13-04-09>.
6. Karimovich, S.A. Management Activities as a Social System: A Philosophical Analysis. *Asian Journal of Applied Science and Technology (AJAST)*. Volume 8, Issue 4. P. 206-210. DOI: <https://doi.org/10.38177/ajast.2024.8418>.

7. Ravichandran, N., Venkataramanaiah, S. Managing Social Organizations: Experiences and Challenges / N. Ravichandran (Coordinator), S. Venkataramanaiah (Coordinator), Uday Gajiwala, Rahul Pandey, Shridhar Venkat, I. V. Subba Rao, K. R. S. Murthy, S. Manikutty and G. Raghuram. *Vikalpa: The Journal for Decision Makers*. 2024. №49(1). P. 83–109. URL: <https://www.divyajyotitrust.org/report/ravichandran-et-al-2024-managing-social-organizations-experiences-and-challenges.pdf>
8. Shpektorenko, I., Khozhylo, I., & Khozhylo, M. Social Management: Structure, Fundamentals of Methodology of Practical Activity. *Aspects of public administration*. 2024. Vol. 12, No. 2. Pp. 92-97. DOI: <https://doi.org/10.15421/152429>.

**Information resources:**

1. National Library of Ukraine named after V.I. Vernadsky. URL: <http://www.nbuv.gov.ua/>.
2. Collection of scientific papers "Social Technologies: Actual Problems of Theory and Practice". URL: <http://soctechjournal.kpu.zp.ua/>
3. Institute of Sociology of the National Academy of Sciences of Ukraine. URL: <https://isoc.com.ua/>
4. Sociological group "Rating". URL: <https://ratinggroup.ua/>.
5. Ukrainian Center for Economic and Political Research. O. Razumkov. URL: <https://razumkov.org.ua/>
6. Ukrainian Center for Economic and Political Research. O. Razumkov. URL: <https://razumkov.org.ua/>.
7. Socioinform. Center for Sociological Research. URL: <https://socioinform.com/>.