

MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE
KHMELNYTSKYI NATIONAL UNIVERSITY

APPROVED

by the Academic Council of
Khmelnyskyi National University
Record № 4 as of 30.08.21

Chairman of the Academic Board
M. SKYBA



EDUCATIONAL AND PROFESSIONAL PROGRAM

Type of the educational program

«MANAGEMENT OF ORGANISATIONS»

Name of the educational program

HIGHER EDUCATION LEVEL second (Master's)

MAJOR 073 «Management»
Code and name

FIELD OF STUDY 07 «Management and administration»
Name code and name

QUALIFICATION Master of Management
Name

The educational program is brought
into force

as of 01 09 2021

Order № 106 as of 31.08 2021

Rector S. Matiukh
Signature Initials, surname

Khmelnyskyi 2021

SUBMITTED

By the department of Management, Administration and Hotel and Restaurant Business


Protocol № 1 of 30.08. 2021

Head of the Department


Signature M. Yokhna
Initials, surname


PROJECT GROUP


Guarantor (Head of the project group)


Signature O. Savchenko, PhD in Economics, Associate Professor
Initials, surname, academic degree and rank





Members of the project group:


Signature N. Gavlovska, Doctor of Economic Sciences, Professor
Initials, surname, academic degree and rank


Signature E. Rudnichenko, Doctor of Economic Sciences, Professor
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Signature T. Tomalia, PhD in Economics, Associate Professor
Initials, surname, academic degree and rank

APPROVED:

<p>Academic Board of the Faculty of Economics and Management</p> <p>Record № <u>1</u> of <u>30.08.</u> 20<u>21</u></p> <p>Head of the Academic Board  Signature <u>M. Bondarenko</u> Initials, surname</p>	<p>Educational and Methodological Department</p> <p>Head  Signature <u>L. Lyubokhynets</u> Initials, surname</p> <p>Academic Department</p> <p>Head  Signature <u>O. Samolyuk</u> Initials, surname</p> <p>Department for Ensuring the Quality of Higher Education</p> <p>Head  Signature <u>H. Krasnyukova</u> Initials, surname</p>
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Educational Program Profile for the Major

073 «Management»

Code and name of the major

1. General Information	
Full name of the institution of higher education and structural unit	Khmelnytskyi National University Faculty of Economics and Management Department of Management, Administration and Hotel and Restaurant Business
Higher education level	Master's
Name of the academic qualification	Master of Management
Official name of the educational program	Educational and professional program «Management of organisations»
Degree type and volume of the educational program	Degree type – single major Volume of the educational and professional program – 90 ECTS credits, length of the study – 1 year and 5 months
Accreditation	Accreditation Commission of Ukraine, Ukraine, 2018, certificate validity period (UD Series, №23007759 №13 dated January 8, 2019) - until July 1, 2024
Cycle/ level	National Qualification Framework – level 7; FQ-EHEA – second cycle; EQF LLL – level 7
Prerequisites	Complete Bachelor's degree
Language(s) of instruction	English
Validity term of the educational program	1 year 4 months
Permanent web page of the educational program	https://www.khnu.km.ua/
2. Aim of the Educational Program	
To train professionals able to identify and solve complex tasks and problems in the field of management or course of study involving research conduction and/or innovations advancement and are characterised by the uncertainty of conditions and requirements.	
3. Educational Program Characteristics	
Subject area (field of study, major, specialisation (if available))	07 Management and administration 073 Management
The target of the Educational Program	Educational and professional program
The main focus of the educational program and specialisation	Specialised education in the field of management and administration in the "Management" major. Keywords: management, administration, organisation, management decisions, communications, leadership, innovations
Peculiarities of the educational program	The program provides an opportunity to receive a thorough professional education (formation of professional competencies manifested in the concepts, methods, tools and techniques of modern management and the ability to make effective decisions in managing organisations) combined with unique opportunities to manage innovative projects at the meso and micro levels (at enterprises of Khmelnytskyi region) and recognition of the results of non-formal education
4. Professional Suitability of Graduates and Their Further Study	
Professional suitability	After graduating from the educational program, a graduate of the master's level is able to perform the professional work of a specialist and in accordance with the National

	<p>Classification of Ukraine: Classifier of Professions (DK 003: 2010) to hold a primary position in the following categories:</p> <ul style="list-style-type: none"> - 1210 Heads of enterprises, institutions and organisations - 1222 Heads of production and other major departments - 1224 Heads of production units in wholesale and retail trade - 1227 Heads of production units in commercial service - 1231 Heads of financial, accounting, economic, legal and administrative departments and other heads - 1232 Heads of personnel and social and labour relations - 1238 Project and program managers - 1312 Managers of small enterprises without management apparatus in the industry - 1314 Managers of small enterprises without management staff in wholesale and retail trade - 1317 Managers of small enterprises without management staff in commercial services - 1318 Managers of small enterprises without management staff in consumer services - 1452 Managers (managers) in wholesale trade and mediation in trade - 1453 Managers (managers) in retail trade of household and non-food goods and their repair - 1454 Managers (managers) in the retail trade of food products - 1471 Managers (managers) in the field of real estate transactions for others - 1473 Managers (managers) in the field of information - 1474 Managers (managers) in the field of research and development - 2310 Teachers of universities and higher educational institutions - 2414 Professionals on the financial and economic security of enterprises, institutions and organisations - 2419 Professionals in the field of civil service, marketing, economic efficiency, rationalisation of production, intellectual property and innovation - 2441 Professionals in economics
Further Study	Possibility to continue studies under the program of the third (educational-scientific) higher education level. Acquisition of additional qualifications in the system of postgraduate education.
5. Teaching and Assessment	
Teaching and learning	Lectures. Workshops and practical classes in a group. Problem-solving classes. Laboratory classes. Internship / practice. Online / e-learning. Independent work
Evaluation	<p>Types of control: current, thematic, periodic, modular, final, self-control, etc.</p> <p>Forms of control: oral and written examination, test control, defence of the practice, term papers, individual works, reports on seminars, essays, tests, exams, final certification - qualifying work.</p> <p>Assessment of students' academic achievements is carried out on a four-point scale - ("excellent", "good", "satisfactory", "unsatisfactory") and verbal - ("credited", "not credited")</p>
6. Program competencies	
Integral competence (IC)	Ability to solve complex problems and problems in the field of management or the study process, involving research and/or innovations under uncertain conditions and requirements.
General competencies (GC)	<p>GC1. Ability to conduct research at the appropriate level</p> <p>GC2. Ability to communicate with representatives of other professional groups of different levels (with experts from other fields of knowledge / economic activities)</p> <p>GC3. Skills in the use of information and communication technologies</p> <p>GC4. Ability to motivate people and move towards a common goal</p> <p>GC5. Ability to act on the basis of ethical considerations (motives)</p> <p>GC6. Ability to generate new ideas (creativity)</p> <p>GC7. Ability to abstract thinking, analysis and synthesis</p>
Special (professional, subject matter) competencies (PC)	<p>PC1. Ability to select and use management concepts, methods and tools, including in accordance with defined objectives and international standards</p> <p>PC2. Ability to set values, visions, mission, goals and criteria by which the</p>

	<p>organisation determines further directions of development, develop and implement appropriate strategies and plans</p> <p>PC3. Ability for self-development, lifelong learning and effective self-management</p> <p>PC4. Ability to effectively use and develop the organisation's resources</p> <p>PC5. Ability to create and organise effective communications in the management process</p> <p>PC6. Ability to form leadership qualities and demonstrate them in the process of managing people</p> <p>PC7. Ability to develop projects, manage them, show initiative and entrepreneurship</p> <p>PC8. Ability to use psychological techniques to work with staff</p> <p>PC9. Ability to analyse and structure the problems of the organisation, make effective management decisions and ensure their implementation</p> <p>PC10. Ability to manage the organisation and its development</p> <p><i>Professional competencies defined by the educational program:</i></p> <p>PC11. Ability to justify the best ways to implement regional projects based on the efficient use of resources and stimulate creativity and motivation of project teams</p> <p>PC12. Ability to justify innovative approaches to the formation and implementation of projects aimed at developing the competitive potential of the organisation at the macro and meso levels</p>
7. Outcomes (LO)	
<p>LO1. Critically comprehend, select and use the necessary scientific, methodological and analytical tools for managing business processes in unpredictable conditions</p> <p>LO2. Identify problems in the organisation and justify methods of solving them</p> <p>LO3. Design effective management systems and business structures</p> <p>LO4. Substantiate and manage projects, generate business ideas</p> <p>LO5. Plan activities business structures in strategic and tactical sections</p> <p>LO6. Have the skills to make, justify and ensure the implementation of management decisions in unpredictable conditions, taking into account the requirements of applicable law, ethical considerations and social responsibility</p> <p>LO7. Organise and implement effective communication within the team, with representatives of various professional groups and in the international context</p> <p>LO8. Use specialised software and information systems to solve management problems</p> <p>LO9. Be able to communicate in professional and scientific circles in state and foreign languages</p> <p>LO10. Demonstrate leadership skills and ability to work in a team, interact with people, influence their behaviour to solve professional problems</p> <p>LO11. Provide personal, professional development and time management</p> <p>LO12. Be able to delegate authority and management of the organisation (unit)</p> <p>LO13. Be able to plan and implement the information, methodological, material, financial and personnel support of the organisation (unit)</p> <p><i>Program learning outcomes determined by the educational program:</i></p> <p>LO14. Be able to organise the processes of interaction of the main actors within the implementation of innovative projects at the micro, meso and macro-level</p> <p>LO15. Ensure optimisation of resource management of the organisation with an emphasis on innovation and creativity</p>	
8. Resources for the Educational Program Implementation	
Staff	<p>Composition of the project group: two professors, doctors of sciences; one associate professor, PhDs of sciences, works at the main place of work and qualifies according to the speciality</p> <p>Speciality support group - 11 people (doctors of sciences, professors - 6 people (54.5%) and PhDs of sciences, associate professors - 5 people (45.45%))</p>

	All scientific and pedagogical workers have a scientific and professional activity that fulfils at least four points of licensing requirements. In order to organise communication with real production, specialists in organisational management are involved in the teaching of some disciplines.
Logistic support	The provision of rooms for training sessions and control activities for the actual contingent of students is 6.4 m ² (for training in two shifts), which corresponds to the recommended indicators of the estimated area of educational institutions. The number of lecture halls classrooms for practical, laboratory classes, educational activities is sufficient for educational activities. Lecture halls are equipped with multimedia equipment.
Information and educational and methodical support	Availability: - Ukrainian and foreign professional periodicals of the relevant speciality profile in the library (including in electronic form) - the official website of KhNU, which contains basic information about the organisation of the educational process - modular learning environment MOODLE - electronic library of the university - educational program, curriculum, work programs and syllabi from all disciplines of the curriculum -programs in all types of practical training and final certification - methodical instructions for laboratory and practical work, course and diploma.
9. Academic mobility	
National credit mobility	Based on bilateral agreements between KhNU and higher education institutions of Ukraine.
International credit mobility	University of Lodz (Poland) https://www.uni.lodz.pl/ Lublin University of Technology (Poland) http://www.pollub.pl/ University of Silesia in Katowice (Poland) https://us.edu.pl/ University of Technology in Bydgoszcz (Poland) https://www.utp.edu.pl/ Cuiavian University in Wloclawek (Poland) https://ksw.wloclawek.pl/ Kielce University of Technology (Poland) https://tu.kielce.pl/ University of Security in Poznan (Poland) https://www.wsb.net.pl/ University of Social Sciences in Krakow (Poland) https://krakow.san.edu.pl/ Adam Mickiewicz University (Poland) https://amu.edu.pl/ Pedagogical University of Krakow (Krakow, Poland) https://www.up.krakow.pl/ Rzeszow University of Technology (Rzeszow, Poland) https://w.prz.edu.pl/ Vytautas Magnus University, Kaunas (Lithuania) https://zua.vdu.lt/
Training foreign students	Training of foreign higher education seekers is carried out on general terms. The language of instruction is Ukrainian and/or English.

II. Components of the Educational Program and Their Logical Order

2.1. Components of the Educational Program

CEP code number	Components of the Educational Program (CEP) (courses, course projects (works), practical training, qualification work)	ECTS credits	Final control	Semester
Compulsory Components of the Educational Program				
General Preparation Components (GPC)				
GPC.01	Foreign language (for specific purposes)	4	pass/fail test	1
GPC.02	Methodology and organisation of scientific and applied research	4	pass/fail test	1
GPC.03	Ukrainian as a foreign language	4	pass/fail test	1
Professional Training Components (PTC)				
PTC.01	Management of organisations	4	examination	1
PTC.01.1	Management of organisations	1	course project	1
PTC.02	Change management and strategy development	5	examination	1
PTC.03	Creative management	5	examination	1
PTC.04	Financial management	4	examination	2
PTC.05	Innovation project management	5	examination	1
PTC.06	Undergraduate (pre-diploma) practice	12	pass/fail test	3
PTC.07	Qualifying Work (Diploma thesis)	18	course project (qualifying paper)	3
Total for compulsory components		66		
ELECTIVE COMPONENTS OF THE EDUCATIONAL PROGRAM				
	Elective courses of the 2nd semester**	24	pass/fail test	2
Total for the elective components		24		
Total for the educational program		90		

Note:

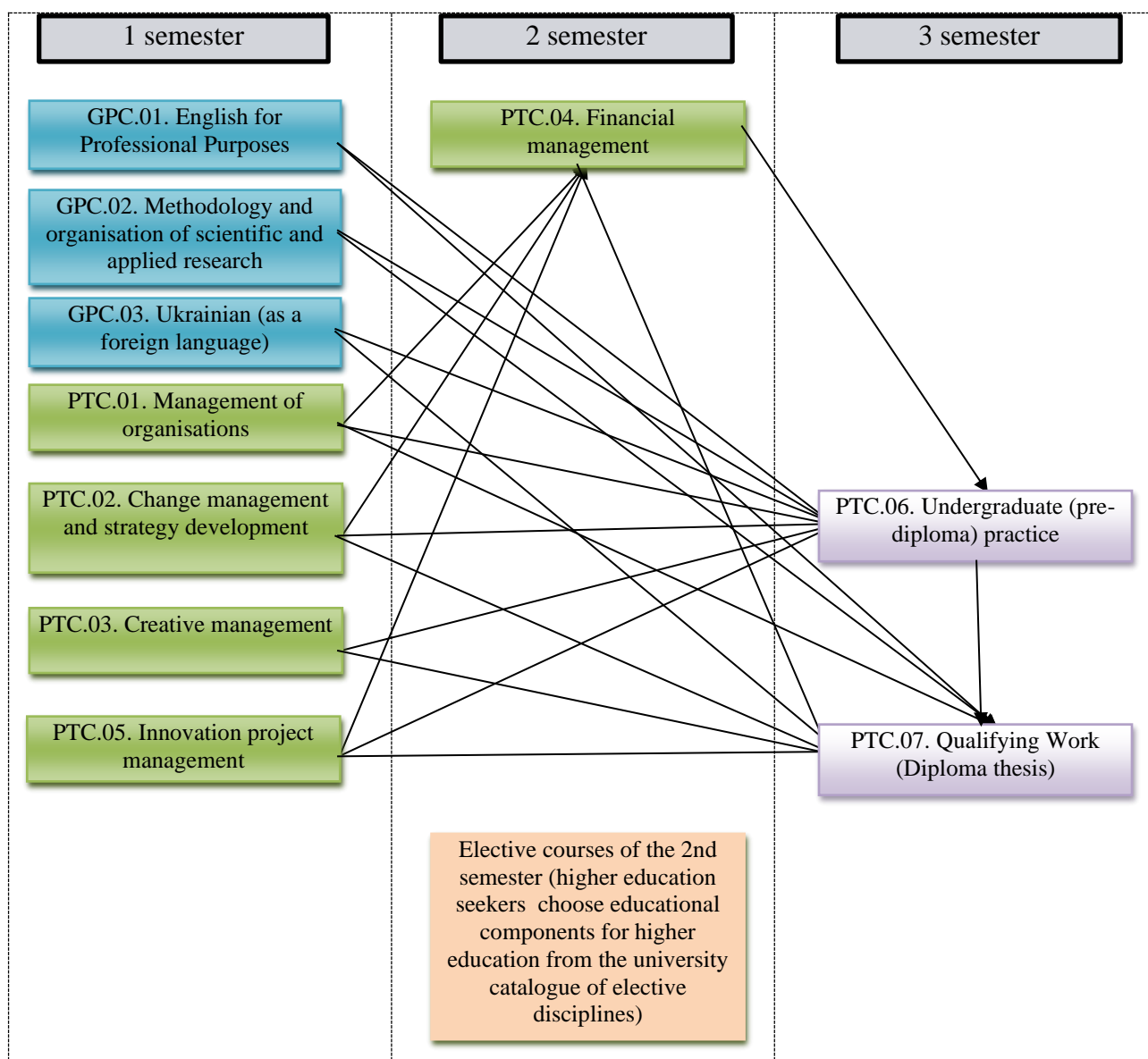
* Higher education seekers form the list of educational components from the university catalogue of free choice disciplines

** the number of tests depends on the number of selected elective courses in the semester within the established ECTS credits

2.2. Structural and logical outline of the educational program

The structural and logical outline determines the scientific and methodological structuring of the process of implementing the educational program. The structural and logical outline is presented in the form of a graph.

Structural and logical outline of the educational program



III. Forms of student attestation

Forms of attestation of higher education seekers	Attestation is carried out in the form of public defence of qualifying work
Requirements for qualification work	Qualification work should involve solving a complex problem or problem in management, a task or problem in the field of management that requires research and / or innovation and is characterised by complexity and uncertainty of conditions, using theories and methods of economics. Qualification work should not contain academic plagiarism, falsification, fabrication. The higher education seeker is personally responsible for adhering to the basic tenets of academic integrity. Qualification work must be published on the official website of the higher education institution or its subdivision or in the repository of the higher education institution.

IV. Requirements to the internal system for ensuring the quality of higher education

The internal system for ensuring the quality of the educational process and higher education at the University meets the requirements of European standards and recommendations for quality in higher education (ESG), Article 16 of the Law of Ukraine "On Higher Education" (with changes). The internal system for ensuring the quality of the educational process and higher education operates at five organisational levels in accordance with the developed regulations about the internal system for ensuring the quality of the educational process and higher education at the University which are posted on the University's website under the heading "Public information" (Access mode: <http://khnu.km.ua/root/files/01/06/03/024.pdf>).

The internal system for ensuring the quality provides the implementation of the following procedures and measures:

- 1) definition of principles and procedures for ensuring the quality of higher education;
- 2) monitoring and periodic review of educational programs;
- 3) annual evaluation of higher education seekers, research and teaching staff of the University and regular publication of the results of such evaluations on the official website of the University, on information stands and in any other way;
- 4) providing advanced training of pedagogical, scientific and scientific-pedagogical workers;
- 5) ensuring the availability of the necessary resources for the organisation of the educational process, including the materials for independent work of students;
- 6) ensuring the availability of information systems for effective management of educational process;
- 7) ensuring publicity of information about educational programs, degrees of higher education and qualification;
- 8) ensuring the observance of academic integrity by university staff and higher education seekers, including the establishment and operation of an effective system for preventing and detecting academic plagiarism;
- 9) other procedures and measures.

The internal system for ensuring the quality on University request is evaluated by the National Agency for Quality Assurance in Higher Education or its independent accredited institutions for evaluation and quality assurance of higher education for compliance with the requirements for the quality assurance system of higher education approved by the National Agency for Quality Assurance in Higher Education.

V. Matrix of compliance of program competencies with the components of the educational program

	GPC01	GPC02	GPC03	PTC01	PTC02	PTC03	PTC04	PTC05	PTC06	PTC07
IC		+		+	+	+	+	+	+	+
GC01		+		+					+	+
GC02	+		+	+		+			+	
GC03		+		+		+			+	+
GC04					+	+				
GC05						+				+
GC06		+		+		+			+	+
GC07		+		+	+	+	+	+	+	+
PC01				+	+		+		+	+
PC02				+	+			+	+	+
PC03			+	+		+			+	+
PC04				+		+	+	+	+	+
PC05			+	+		+				+
PC06				+		+			+	
PC07							+	+		+
PC08						+			+	
PC09				+	+		+	+	+	+
PC10				+	+		+	+		+
PC11						+	+	+	+	+
PC12					+	+	+	+		+

VI. Matrix of providing learning outcomes (LO) with the relevant components of the educational program

	GPC 01	GPC 02	GPC 03	PTC0 1	PTC0 2	PTC0 3	PTC0 4	PTC0 5	PTC0 6	PTC0 7
LO01		+		+	+	+	+	+	+	+
LO02		+		+	+	+	+	+	+	+
LO03		+		+		+			+	+
LO04					+	+	+	+	+	+
LO05					+	+	+	+	+	+
LO06		+		+	+	+	+	+	+	+
LO07	+		+	+		+			+	
LO08		+		+		+			+	+
LO09	+		+						+	
LO10				+		+			+	+
LO11				+		+			+	+
LO12				+	+	+	+	+	+	
LO13		+		+	+	+	+	+	+	+
LO14					+			+	+	+
LO15						+	+	+	+	+

Sources

1. Law of Ukraine "On Education" [Electronic resource]. - Access mode: <http://zakon3.rada.gov.ua/laws/show/2145-19>
2. Law "On Higher Education" [Electronic resource]. - Access mode: <http://zakon4.rada.gov.ua/laws/show/1556-18>
3. Levels of the National Qualifications Framework [Electronic resource]. - Access mode: <https://mon.gov.ua/ua/osvita/nacionalna-ramka-kvalifikacij/rivni-nacionalnoyi-ramki-kvalifikacij>
4. The Standard of Higher Education of Ukraine for the Specialty 073 «Management» for the second (master's) higher education level, approved by the Decree of the Ministry of Education and Science of July 10, 2019, № 959.
5. Instructional Guidelines for the Development of Standards of Higher Education. Decree of the Ministry of Education and Science of 01.06.2017 № 600 (with amendments by the Decree of the Ministry of Education and Science of 21.12.2017 № 1648).
6. Letter of the Ministry of Education and Science dated 05.06.2018 № 1 / 9-377 "Regarding the Clarification of Educational Programs Design".
7. Licensing conditions for educational activities. Resolution of the Cabinet of Ministers of December 30, 2015, № 1187 (with amendments by the resolution of the Cabinet of Ministers of May 10, 2018, № 347).
8. Letter of the Ministry of Education and Science dated 28.04.2017 № 1 / 9-239 "Sample of Educational and Professional Program for the First and Second Levels of Higher Education".
9. National Classifier of Ukraine: "Classifier of Professions" DK 003: 2010 ", approved by the Decree of State Committee of Ukraine of Technical Regulation and Consumer Policy dated 28.07.2010 <https://zakon.rada.gov.ua/rada/show/va327609-10#Text>
10. Law of Ukraine "On the legal status of foreigners and stateless persons" [Electronic resource]. - Access mode: <https://zakon.rada.gov.ua/laws/show/3773-17#Text>
11. Law of Ukraine "On Foreign Ukrainians" [Electronic resource]. - <https://zakon.rada.gov.ua/laws/show/1582-15#Text>
12. Decree of the Ministry of Education and Science of Ukraine of November 1, 2013 №1541 "Some issues of organisation of recruitment and training (internship) of foreigners and stateless persons" [Electronic resource]. - Access mode: <https://zakon.rada.gov.ua/laws/show/z2004-13#Text>