

	UČNI NAČRT PREDMETA/COURSE SYLLABUS
Predmet	Menedžment kadrovskih virov
Course title	Human Resource Management

Študijski program in stopnja Study programme and level	Študijska smer Study field	Letnik Academic year	Semester Semester
Vzgoja in menedžment v zdravstvu/2. stopnja	Ni smeri študija	2. letnik	I.
<i>Education and Management in Health Care / 2nd Cycle</i>	No study field	2 st year	I st

Vrsta predmeta/Course type

modularni / module

Univerzitetna koda predmeta/University course code

VMZ 2 M 3 UN I

Predavanja Lectures	Seminar Seminar	Sem. vaje Tutorial	Lab. vaje Laboratory work	Teren. vaje Field work	Samost. delo Individ. work	ECTS
30		30			180	8

Nosilec predmeta/Lecturer:

doc. dr. Danijela Brečko
(Učni načrt pripravila: prof. dr. Jasmina Starc)

Jeziki/
Languages:

Predavanja/Lectures: slovenski/Slovenian

Vaje/Tutorial: slovenski/Slovenian

Pogoji za vključitev v delo oz. za
opravljanje študijskih obveznosti:

Prerequisites:

Vpis v drugi letnik študijskega programa.

The prerequisite for inclusion is enrolment in the second year of study.

Vsebina:

Content (Syllabus outline):

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| <ul style="list-style-type: none"> <i>Koncepti upravljanja s kadrovskimi viri: temeljne definicije, teoretični koncepti upravljanja s kadrovskimi viri. Evolucija kadrovskega menedžmenta. Organizacija dejavnosti upravljanja s kadrovskimi viri.</i> <i>Kadrovske viri kot temeljni vir uspeha in razvoja organizacije: razmerje med</i> | <ul style="list-style-type: none"> <i>Concepts of human resource management: basic definitions, theoretical concepts of human resource management. The evolution of human resource management. Organising the activities of HRM.</i> <i>Human resources as a fundamental source of success and development of</i> |
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<p>procesnim, inovacijskim, relacijskim, socialnim in človeškim kapitalom. Učeča se organizacija in organizacija znanja. Sodobni menedžment kompetenc.</p> <ul style="list-style-type: none"> • <i>Procesi ustvarjanja in uporabe kadrovskih virov:</i> projektiranje in analiza delovnih mest, planiranje razvoja kadrovskih virov. Benchmarking v upravljanju kadrovskih virov. Pridobivanje in izbor kadrov. Izobraževanje in usposabljanje. Oblikovanje dela in kakovost delovnega življenja. Upravljanje kariere zaposlenih. Upravljanje kompetenc zaposlenih. Razvoj ključnih zaposlenih. Vključevanje zaposlenih v odločanje. • <i>Informacijsko-dokumentacijski sistem za razvoj in uporabo kadrovskih virov:</i> cilji in osnovna struktura informacijskega sistema. Informacijski modeli. • <i>Mednarodni menedžment kadrovskih virov:</i> delovanje v globalnem okolju. Model strateškega mednarodnega menedžmenta kadrovskih virov. Razvoj mednarodnih menedžerjev. Reintegracija povratnikov. Upravljanje karier v mednarodnem podjetju. 	<p><i>organisations:</i> the relationship between procedural, innovation, relational, social and human capital. Learning organisation and organisation of knowledge. Modern management of competencies.</p> <ul style="list-style-type: none"> • <i>The processes of creation and use of human resources:</i> design and analysis of jobs, planning the development of human resources. Benchmarking in the management of human resources. Acquisition and selection of human resources. Education and training. Designing work and quality of working life. Managing the career of employees. Managing competencies of employees. The development of key employees. Involving employees in the decision-making. • <i>Information and documentation system for the development and use of human resources:</i> the objectives and the basic structure of the information system. Information models. <i>International management of human resources:</i> operating in the global environment. Model of strategic international human resource management. The development of international managers. Reintegration of the returnees. Managing careers in the international company.
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Temeljna literatura in viri/Readings:

<p>Temeljna literatura</p> <ul style="list-style-type: none"> • Brewster, C. Mayrhofer, W., Morley, M. (2011, cop. 2014). Human resource management in Europe: evidence or convergence? London, New York: Routledge. • Mihalič, R. (2006). Management človeškega kapitala. Škofja Loka: Mihalič in partner. • Svetlik, I. in Ilič, B. (2004). Razpoke v zgodbi o uspehu: primerjalna analiza upravljanja človeških virov v Sloveniji. Ljubljana: Založba Sophia. • Svetlik, I. in Zupan, N. (ur.) (2009). Menedžment človeških virov. Ljubljana: FDV. • Vujić, V. (2004). Menadžment ljudskog kapitala. Opatija: Fakultet za turistički i hotelirski menadžment.

Cilji in kompetence:

Učna enota prispeva predvsem k razvoju naslednjih splošnih in specifičnih kompetenc:

- celovito kritično mišljenje, sposobnost analize, sinteze in predvidevanja na področju zdravstvenih, poslovnih, upravnih, organizacijskih in drugih družbenih ved,
- sposobnost kreativne uporabe znanja v poslovnem/kliničnem okolju,
- avtonomnost pri odločanju in odgovornost za sprejete odločitve,
- zavezanost profesionalni etiki,
- usposobljenost za razvijanje kulture nediskriminatornosti in spoštovanje medkulturnih razlik,
- ozaveščenost o nujnosti lastnega izpopolnjevanja, dopolnjevanja, poglobljanja in posodabljanja znanja,
- sposobnost za reševanje konkretnih delovnih problemov z uporabo znanstvenih metod in postopkov,
- razumevanje vrednot in vrednostnih sistemov ter profesionalno-etičnih načel,
- poznavanje teoretičnih osnov in obvladovanje veščin za delo z ljudmi: poslovno komuniciranje, vodenje, vzpodbujanje k ustvarjalnosti, krepitev in ohranjanje lastne osebnostne stabilnosti ter konstruktivno reševanje konfliktnih situacij,
- poznavanje in razumevanje teoretičnih osnov in principov svetovalnega dela.

Objectives and competences:

The learning unit mainly contributes to the development of the following general and specific competences:

- comprehensive critical thinking, the ability for analysis, synthesis and anticipating solutions in the field of health, business, management, organisational and other sciences,
- the ability for creative knowledge implementation in the healthcare environment,
- autonomy in decision making and responsibility for the decisions made,
- commitment to the professional ethics,
- being qualified for developing the culture of indiscrimination and intercultural differences,
- awareness of the necessity of one's own training, supplementation, deepening and upgrading skills,
- awareness of the necessity of one's own development, as well as complementing, deepening and updating knowledge,
- the ability to solve practical problems using scientific methods of work and procedures,
- understanding values and value systems as well as professional-ethical principles,
- knowledge of the theoretical bases and managing skills to work with people: business communication, leadership, promotion of creativeness, strengthening and maintaining one's own personality stability and constructive resolution of conflict situations,
- knowledge and understanding of the theoretical bases and principles of work.

Predvideni študijski rezultati:**Študent/študentka:**

- se seznanijo z različnimi koncepti upravljanja s kadrovskimi viri,
- pridobi teoretično znanje s področja kadrovskih virov, kar je temeljni vir uspeha in razvoja organizacij,

Intended learning outcomes:**Knowledge and understanding:****Students:**

- get an insight into the various concepts of human resource management,
- acquire theoretical knowledge in the field of human resources, which is the

<ul style="list-style-type: none"> • poglobi in razširi znanje s področja različnih metod in tehnik uporabe kadrovskih virov v organizaciji, • se seznanj z informacijsko-dokumentacijskim sistemom za razvoj in uporabo kadrovskih virov v organizaciji, • pridobi teoretično znanje s področja mednarodnega menedžmenta kadrovskih virov, • si razvija občutljivost za odnose med ljudmi pri delu, fleksibilnost in sposobnost za skupinsko delo, samoiniciativnost, prevzemanje odgovornosti, sposobnost razmišljanja in lastnega mnenja, • pridobi ustrezno znanje za uspešno in učinkovito vodenje ljudi v skladu z vizijo, poslanstvom in cilji organizacije v okviru svojih pristojnosti. 	<p>underlying source of success and development of organisations,</p> <ul style="list-style-type: none"> • deepen and broaden the knowledge of different methods and techniques of the use of human resources in the organisation, • learn about the information-document system for the development and use of human resources in the organisation, • obtain theoretical knowledge in the field of international management of human resources, • develop susceptibility for the relationship between people at work, flexibility and ability for teamwork, self-initiative, taking responsibility, the ability of thinking and creating one's own opinion, • obtain the appropriate skills for efficient and effective leading of people, in accordance with the vision, mission and objectives of the organisation within the framework of their own competencies.
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Metode poučevanja in učenja:

Learning and teaching methods:

<ul style="list-style-type: none"> • <i>predavanja</i> z aktivno udeležbo študentov, • <i>vaje</i> v povezavi s prakso (refleksija izkušenj, projektno delo, timsko delo, metode kritičnega mišljenja, diskusija, sporočanje povratne informacije, socialne igre), • <i>eksperimentalne vaje</i>, ki temeljijo na izkušnjskem, sodelovalnem in problemskem učenju (samostojno učenje, diskusija, razlaga, opazovanje, timsko delo, študija primera, sodelovalno učenje), • <i>individualne in skupinske konzultacije</i>. 	<ul style="list-style-type: none"> • <i>lectures</i> with the active participation of students (explanation, discussion, questions, examples, problem solving); • <i>tutorial</i> in connection with practice (reflection of experience, project work, teamwork, critical thinking methods, discussion, feedback, social games); • <i>experimental work</i> based on the empirical, and collaborative problem-learning (self-study, discussion, interpretation, observation, teamwork, case studies, role playing, cooperative learning, portfolio, self-evaluation); • <i>individual and group consultations</i> (discussion, a further explanation, consider specific issues).
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Načini ocenjevanja:

Delež (v %)

Weight (in %)

Assessment:

<ul style="list-style-type: none"> • 100 % udeležba na predavanjih in vajah: priprava, predstavitev in zagovor raziskovalne naloge – 100 % ocene; 	<p>100%</p>	<ul style="list-style-type: none"> • 100% participation in lectures and tutorial: preparation, presentation and defence of the research paper – 100% of the final grade;
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<ul style="list-style-type: none"> • če študent ni 100 % udeležen na predavanjih in vajah: <ul style="list-style-type: none"> - izpit – 60 % ocene, - priprava, predstavitev in zagovor raziskovalne naloge – 40 % ocene. <p>Ocenjevalna lestvica: ECTS.</p>	<p>60 %</p> <p>40 %</p>	<ul style="list-style-type: none"> • if students do not have the 100% participation in lectures and tutorial: <ul style="list-style-type: none"> - exam – 60% - preparation, presentation and defence of the research paper – 40% <p>Grading scheme: ECTS.</p>
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