

PUBLIC PERSONNEL REGIME

1	Course Title:	PUBLIC PERSONNEL REGIME
2	Course Code:	YRLZ203
3	Type of Course:	Compulsory
4	Level of Course:	Short Cycle
5	Year of Study:	2
6	Semester:	3
7	ECTS Credits Allocated:	4.00
8	Theoretical (hour/week):	3.00
9	Practice (hour/week):	0.00
10	Laboratory (hour/week):	0
11	Prerequisites:	None
12	Language:	Turkish
13	Mode of Delivery:	Face to face
14	Course Coordinator:	Öğr. Gör. AHMET YILMAZ AKBULUT
15	Course Lecturers:	Meslek Yüksekokulları Yönetim Kurullarının görevlendirdiği öğretim elemanları
16	Contact information of the Course Coordinator:	Öğr. Gör. A. Yılmaz AKBULUT Bursa Uludağ Üniversitesi Sosyal Bilimler Meslek Yüksek Okulu Ali Osman Sönmez Kampüsü Yeni Yalova Yolu Osmangazi / BURSA Tel: 0224 26155 40 – 41 Mail: yilmazakbulut@uludag.edu.tr
17	Website:	
18	Objective of the Course:	Introduce the basic concepts related to the management of public sector personnel, civil servants work with you until the entrance to retire the whole process (of exam, the nomination, appointment, promotion and retirement) and civil servants to explain the obligations, prohibitions and is intended to provide information about their rights within the framework of relevant legislation.
19	Contribution of the Course to Professional Development:	To gain the ability to apply the theoretical knowledge learned in the courses in public institutions and enterprises suitable for the student's program.
20	Learning Outcomes:	
	1	With the law on civil servants during their tenure in future to implement the provisions of relevant legislation.
	2	Public officials, public officials sınıflandırılması, appointments and to get information about the principles of modern personnel management.
	3	Prohibits the obligation of public servants with the need to avoid and to apply to have information about.
	4	Rights of civil servants, evaluation, wages rise and explain the properties of the regime and its applications.
	5	Disciplinary action, disciplinary actions, criminal prosecution, and explain the concepts of fiscal responsibility.
	6	Status of civil servant status and identify them in cutbacks.
	7	Retired civil servants to leave, pension and types of operations, to get information about social security applies.
	8	Authority in injection molding operations, law and related institutions to behave according to the regulations.
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21	Course Content:	
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Week	Theoretical	Practice
1	The history of the Turkish public personnel administration, and public officials A-Ottoman Empire of Public Personnel B-Republican Era of Public Personnel	
2	That Dominate the Modern Principles of Public Personnel Management A- Neutrality Policy B- Career Policy C- merit principle D- The principle of Classification E- pay principle of fair and adequate F- Service Training Policy G- To apply the principle of expert people	
3	Public Officials A- The concept of a public servant B- Grouping of public officials C- Grouped according to the law of public officials	
4	State officer, definitions and classifications A- The constitutional principles at the entrance public officer B- General and specific conditions at the entrance looking for public officer switching decision C- Determine the need for civil servants by the administration, at the entrance exams to join officer, the nomination period D- Assignment public officer E- Service training	
5	Prohibitions and obligations of civil servants that they are connected	
6	Rights of civil servants	
7	Evaluation of civil servants (Registration and purification Operations) Salary regime and promotion of civil servants	
8	Evaluation of civil servants (Registration and purification Operations) Salary regime and promotion of civil servants	
9	Disciplinary action against civil servants	
10	Disciplinary actions and criminal prosecution	
11	Financial responsibility of civil servants	
12	Cutbacks in clerical status	
13	Termination of Officer	
14	Retired civil servants to leave and social security	
22	Textbooks, References and/or Other Materials:	1- Nihat KAYAR, Public Personnel Management, Ekin Publishing House, 2025. 2- Çınar Can EVREN - İsmail UÇAR (2019), Kamu Görevlileri Hukuku, Seçkin Yayınları, Ankara. Other Sources Devlet Memurları Kanunu (DMK)
23	Assesment	

TERM LEARNING ACTIVITIES	NUMBER	WEIGHT
Midterm Exam	1	40.00
Quiz	0	0.00
Home work-project	0	0.00
Final Exam	1	60.00
Total	2	100.00
Contribution of Term (Year) Learning Activities to Success Grade		40.00
Contribution of Final Exam to Success Grade		60.00
Total		100.00
Measurement and Evaluation Techniques Used in the Course	In order to evaluate students' success in the course, a letter grade is obtained by making 1 midterm exam affecting 40% of the success grade and 1 final exam affecting 60% of the success grade.	

24 ECTS / WORK LOAD TABLE

Activites	Number	Duration (hour)	Total Work Load (hour)
Theoretical	14	3.00	42.00
Practicals/Labs	0	0.00	0.00
Self study and preperation	14	5.00	70.00
Homeworks	0	0.00	0.00
Projects	0	0.00	0.00
Field Studies	0	0.00	0.00
Midterm exams	1	1.00	1.00
Others	0	0.00	0.00
Final Exams	1	1.00	1.00
Total Work Load			114.00
Total work load/ 30 hr			3.80
ECTS Credit of the Course			4.00

25	CONTRIBUTION OF LEARNING OUTCOMES TO PROGRAMME QUALIFICATIONS															
	PQ1	PQ2	PQ3	PQ4	PQ5	PQ6	PQ7	PQ8	PQ9	PQ10	PQ11	PQ12	PQ13	PQ14	PQ15	PQ16
ÖK1	5	3	5	5	3	1	1	1	4	1	1	5	0	0	0	0
ÖK2	4	4	1	4	1	1	2	1	1	2	1	5	0	0	0	0
ÖK3	5	4	2	5	1	2	1	2	2	1	2	5	0	0	0	0
ÖK4	5	4	2	5	1	2	1	1	1	2	1	5	0	0	0	0
ÖK5	5	4	4	5	2	1	2	1	3	1	2	5	0	0	0	0
ÖK6	5	3	3	5	1	2	1	1	1	2	1	5	0	0	0	0
ÖK7	5	3	3	5	2	1	2	1	2	2	1	5	0	0	0	0
ÖK8	5	5	5	5	2	1	2	1	4	1	2	5	0	0	0	0

LO: Learning Objectives PQ: Program Qualifications					
Contrib ution Level:	1 very low	2 low	3 Medium	4 High	5 Very High