

Kazakh National University named after al-Farabi
Faculty of Law
Educational program in the specialty "Jurisprudence 7M04217"
Syllabus
(SGUGSRK 6307) Improving Public Administration
and public service of the Republic of Kazakhstan
Fall semester, 2020 - 2021 academic year

Discipline's code	Discipline's title	Independent work of students (IWS)	No. of hours per week			Number of credits	Independent work of student with teacher (IWST)
			Lectures (L)	Practical training (PT)	Laboratory (Lab)		
SGUGSRK 6307	Improving Public Administration and public service of the Republic of Kazakhstan	6	1	2	-	5	7

Academic course information

Form of education	Type of course	Types of lectures	Types of practical training	Number of IWS	Form of final control
Full-time education	applied-theoretical course	Problematic, analytical lecture	Solving problems, situational tasks	6	Written exam
Lecturer	Baimakhanova D.M., Doctor of Law, Professor of the Department of Theory and History of State and Law, Constitutional and Administrative Law				
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Academic presentation of the course

Aim of course	Expected Learning Outcomes (LO) As a result of studying the discipline the undergraduate will be able to:	Indicators of LO achievement (ID) (for each LO at least 2 indicators)
To form in undergraduates the ability to reveal and understand the problems and main trends in creating an effective modern	LO1. Demonstrate the knowledge gained in the field of theoretical and methodological foundations of studying the theory and practice of public administration and civil service in the Republic of Kazakhstan	ID 1.1 Determine the basic and specific principles and methods of scientific knowledge in the development of the theory of public administration and public service of the Republic of Kazakhstan ID 1.2 Argue the historical method of understanding the development of public

<p>civil service and an actual management structure, as well as the problems of forming a compact and professional administration, concentrated on performing the most important functions of public administration in all spheres of society.</p>		<p>administration and public service in Soviet Kazakhstan and in the sovereign Republic</p>
	<p>LO2. To highlight the essence and meaning of the concept and the specifics of the formation and development of public administration in the Republic of Kazakhstan, to analyze the problems and prospects for the development of the newest republican legislation in this area</p>	<p>ID 2.1 Apply conceptual provisions of the theory of public administration as an employee of a state body ID 2.2 Interpret the provisions of the republican legislation in the field of public administration in specific areas ID 2.3 Analyze the system and methods of legal regulation of public administration in the Republic of Kazakhstan and foreign countries</p>
	<p>LO3. Demonstrate an understanding of the specifics and determine the features, concept, theory, legal foundations of the organization, the main trends in the development of civil service in the Republic of Kazakhstan until 2030</p>	<p>ID 3.1 Classify the main provisions of the theory of civil service, its latest legal foundations and development trends until 2030 ID 3.2 To compare the features of the development of legislation on civil service and the practice of its application at different stages of the formation of the institution of civil service in the Republic of Kazakhstan ID 3.3 Differentiate the importance of the principle of meritocracy and integrity for the development of civil service in the Republic of Kazakhstan and foreign countries</p>
	<p>LO4. Apply an analysis of the specifics and characteristics, the main trends in the development of the personnel service of state bodies, the problems existing in this area, and the trends in their solution analyze the procedure for entering the civil service, its passage, its termination</p>	<p>ID 4.1 Illustrate knowledge of the specifics of the activities of the authorized body for civil service affairs in the Republic of Kazakhstan and the personnel service of state bodies ID 4.2 To identify the main problems of entering the civil service, its passage and the development of an official career ID 4.3 Assess the main reasons for the termination of civil service by employees</p>
	<p>LO5. Assess the main trends in the implementation in practice of legislative provisions on the legal responsibility of civil servants and problems in this area</p>	<p>ID 5.1 Develop analytical studies of legislation on the legal responsibility of civil servants ID 5.2 Explain the grounds for legal liability of civil servants ID 5.3 Analyze the relationship between the legal responsibility of civil servants and such a phenomenon as corruption</p>

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Module 1 Theory, legal foundations, problems and trends in the development of public administration in the Republic of Kazakhstan.							
1	L1. Theoretical and methodological foundations for studying the theory and practice of public administration and public service in the Republic of Kazakhstan.	LO1	ID 1.1	1			Video lecture in MS Teams
1	PT1. Define the principles and methods of scientific knowledge in the development of the theory and practice of public administration and public service in the Republic of Kazakhstan.	LO1	ID 1.1	2	10	Analysis	Webinar in MS Teams / ZOOM
2	L2. The history of the formation of the practice of public administration and public service in Kazakhstan during the Soviet period and in a sovereign state.	LO1	ID 1.1 ID 1.2	1			Video lecture in MS Teams
2	PT2. Illustrate the formation of public administration and civil service in the Republic of Kazakhstan in the 70s - 2000s.	LO1	ID 1.1 ID 1.2	2	10	Analysis	Webinar in MS Teams / ZOOM
3	L3. The concept of public administration: theory, legal foundations, problems and development trends in the Republic of Kazakhstan.	LO2	ID 2.1 ID 2.2	1			Video lecture in MS Teams
3	PT3. Justify public administration in the RK: theoretical and legal foundations.	LO2	ID 2.1 ID 2.2	2	10	Analysis	Webinar in MS Teams / ZOOM
3	IWSP1 Consultation on the implementation of IWS1						Webinar in MS Teams
3	IWS1. Functional and organizational structure of public administration in the Republic of Kazakhstan: the main trends in the development of legislation.	LO2 LO6	ID 2.2 ID 2.3 ID 6.1 ID 6.2 ID 6.3		25	Logic task	Webinar in MS Teams / ZOOM
4	L4. System and legal regulation of public administration in the Republic of Kazakhstan.	LO2	ID 2.2 ID 2.3	1			Video lecture in MS Teams
4	PT4. Compare the elements of the public administration system in Kazakhstan.	LO2	ID 2.2 ID 2.3	2	10	Analysis	Webinar in MS Teams / ZOOM
5	L5. Public administration system in foreign countries: experience, problems, development trends.	LO2	ID 2.2 ID 2.3	1			Video lecture in MS Teams
5	PT5. Compare the main models of public administration in foreign countries	LO2	ID 2.2 ID 2.3	2	10	Analysis	Webinar in MS

							Teams / ZOOM
5	IWSP 2 Consultation on the implementation of IWS2						Webinar in MS Teams
5	IWS 2 The system of public administration in the Russian Federation: experience and influence on the development of public administration in other post-Soviet states.	LO2 LO6	ID 2.3 ID 6.1 ID 6.2 ID 6.3		25	Logic task	Webinar in MS Teams / ZOOM
5	MT 1				100		
Module 2 Theory, legal foundations, problems and trends in the development of public service in the Republic of Kazakhstan.							
6	L6. The concept of civil service: theory, legal foundations of organization in the Republic of Kazakhstan, main development trends until 2030.	LO3	ID 3.1 ID 3.3	1			Video lecture in MS Teams
6	PT6. Analyze the theoretical and legal foundations and development trends until 2030 of the civil service in the Republic of Kazakhstan.	LO3	ID 3.1 ID 3.3	2	10	Analysis	Webinar in MS Teams / ZOOM
7	L7. The main stages of the formation and development of legislation on public service in the Republic of Kazakhstan.	LO3	ID 3.2 ID 3.3	1			Video lecture in MS Teams
7	PT7. Interpret the development of civil service legislation in the Republic of Kazakhstan since 2000.	LO3	ID 3.2 ID 3.3	2	10	Analysis	Webinar in MS Teams / ZOOM
8	L8. The principles and specifics of the development of the institution of civil service in the Republic of Kazakhstan in the modern period.	LO3	ID 3.2 ID 3.3	1			Video lecture in MS Teams
8	PT8. Give an assessment of the development of the institution of civil service in the Republic of Kazakhstan in the modern period: features and prospects.	LO3	ID 3.2 ID 3.3	2	10	Analysis	Webinar in MS Teams / ZOOM
8	IWSP 3 Consultation on the implementation of IWS3						Webinar in MS Teams / ZOOM
8	IWS 3 Foreign experience of the functioning of the civil service and its impact on the development of the relevant institution in the Republic of Kazakhstan.	LO3 LO6	ID 3.3 ID 6.1 ID 6.2 ID 6.3		20	Logic task	Webinar in MS Teams / ZOOM
9	L9. The authorized body for civil service in the Republic of Kazakhstan, the system of the authorized body.	LO4	ID 4.1	1			Video lecture in MS Teams
9	PT9. Determine the further direction of	LO4	ID 4.1	2	10	Analysis	Webinar

	development of the agency for civil service affairs in the Republic of Kazakhstan.						in MS Teams / ZOOM
10	L10. Personnel service of state bodies, the main development trends in the modern period.	LO4	ID 4.1	1			Video lecture in MS Teams
10	PT10. Demonstrate the procedure for the formation of the personnel service of state bodies.	LO4	ID 4.1	2	10	Analysis	Webinar in MS Teams / ZOOM
10	IWSP 4 Consultation on the implementation of IWS4						Webinar in MS Teams / ZOOM
10	IWS 4 The main criteria for the classification of government positions: trends in the development of legislation.	LO4 LO6	ID 4.1 ID 4.2 ID 6.1 ID 6.2 ID 6.3		20	Problem task	Webinar in MS Teams / ZOOM
10	IWSP 5 MT consultation				10		Webinar in MS Teams / ZOOM
10	MT (Midterm Exam)				100		
11	L11. The concept of a public office as a structural unit of a state body: legal foundations and problems in this area.	LO4	ID 4.1	1			Video lecture in MS Teams
11	PT11. Compare the problems and prospects for the development of public office as a structural unit of a public body.	LO4	ID 4.1	2	10	Analysis	Webinar in MS Teams / ZOOM
12	L12. The procedure for entering the civil service.	LO4	ID 4.2	1			Video lecture in MS Teams
12	PT12. Analyze the formation of human resources in the civil service.	LO4	ID 4.2	2	10	Analysis	Webinar in MS Teams / ZOOM
12	IWSP 6 Consultation on the implementation of IWS5						Webinar in MS Teams / ZOOM
12	IWS 5 Problems of legal regulation of civil service in the Republic of Kazakhstan at the present stage of development of sovereign Kazakhstan.	LO4 LO6	ID 4.2 ID 4.3 ID 6.1 ID 6.2 ID 6.3		25	Problem task	Webinar in MS Teams / ZOOM
13	L13. Public service and career.	LO4	ID 4.2	1			Video lecture

							in MS Teams
13	PT13. Interpret public service and career development.	LO4	ID 4.2	2	10	Analysis	Webinar in MS Teams / ZOOM
14	L14. Termination of civil service by civil servants: problems and main trends in modern conditions.	LO4	ID 4.3	1			Video lecture in MS Teams
14	PT14. Demonstrate separation from public service and basic guarantees of employee rights.	LO4	ID 4.3	2	10	Analysis	Webinar in MS Teams / ZOOM
15	L15. Legal responsibility of civil servants: legal regulation, problems and development trends.	LO5	ID 5.1 ID 5.2 ID 5.3	1			Video lecture in MS Teams
15	PT15. Classify the types of legal liability of civil servants.	LO5	ID 5.1 ID 5.2 ID 5.3	2	10	Analysis	Webinar in MS Teams / ZOOM
15	IWSP 7 Consultation on the implementation of IWS6						Webinar in MS Teams / ZOOM
15	IWS 6 Actual problems of improvement and development trends of the civil service in the Republic of Kazakhstan until 2020.	LO3 LO4 LO6	ID 3.1 ID 4.1 ID 6.1 ID 6.2 ID 6.3		25	Analysis	Webinar in MS Teams / ZOOM
	MT2				100		
	Exam				100		

Dean

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