

UNIUNEA EUROPEANĂ



GUVERNUL ROMÂNIEI

Fondul Social European
POSDRU 2007-2013Instrumente Structurale
2007-2013MINISTERUL
EDUCAȚIEI
NAȚIONALE
CIPOSORUUNIVERSITATEA DE VEST
DIN TIMIȘOARA

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Proiect cofinanțat din Fondul Social European prin Programul Operațional Sectorial Dezvoltarea Resurselor Umane 2007- 2013

COURSE SYLLABUS

1. Information about the programme

1.1 Institution of higher education	West University of Timisoara
1.2 Faculty / Department	of Economics and Business Administration
1.3 Department of	Finance
1.4 Area of study	Finance
1.5 Level of studies	Undergraduate
1.6 Training / qualification	Finance and Banking

2. Discipline data

2.1 Course title	PUBLIC INSTITUTIONS FINANCE FB1FB3102						
2.2 Course titular	Professor Alexandru MINEA PhD						
2.3 Workshop activities titular	Professor Alexandru MINEA PhD						
2.4 Year of study	III	2.5 Semester	I	2.6 Type of assessment	E	2.7 Type of subject matter	M - Mandatory

3. Total estimated time(hours of teaching per semester)

3.1 Number of hours per week	4	3.2 curs	2	3.3 workshops	2
3.4 Total hours in the curriculum	56	3.5 curs	28	3.6 workshops	28
Distribution of time:					ore
Study based on Instructions, course materials, bibliography and notes					30
Additional documentation library, specialized electronic platforms / field					10
Training seminars / laboratories, homework, essays, portfolios and essays					15
Tutoring					10
Examinations					4
Other activities.....					-
3.7 Total hours of private study	69				
3.8 Total hours per semester	125				
3.9 Number of credits	5				

4. Prerequisites (where applicable)

4.1 of curriculum	Public finance
4.2 of skills	

5. Condiții (where applicable)

5.1 of the course	<ul style="list-style-type: none"> room equipped with video projector, laptop and screen minimum 50% attendance
5.2 to lead seminar / laboratory	<ul style="list-style-type: none"> minimum 70% attendance

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6. Specific skills acquired

Professional skills	C5 Implementation of plans and budgets in public and private entities / organizations
	C5.1 Description of plans and budgets using specific concepts and methods
	C5.2 Explaining of plans and budgets using specific concepts and methods
	ABILITIES
	C5.3 To apply plans and budgets in public and private entities / organizations
C5.4 Critical evaluation of the application of plans and budgets	
C5.5 Writing a paper on the results of implementing the plan or budget	

7. Course objectives (based on the grid of the skills acquired)

7.1 The overall objective of discipline	<ul style="list-style-type: none"> To enable participants to acquire theoretical and practical knowledge on specific notions of public economy and specific skills training in public institutions finance;
7.2 The specific objectives	<ul style="list-style-type: none"> Understand the specific legal economy and public finance problems placing students in public institutions; Provide quantitative and qualitative information in the financial management of public institutions and their budgeting; Description of states, systems, processes, phenomena finance specific public and presenting progressive and pedagogical content main financial mechanisms of public institutions; Acquiring procedures, tools and methods on its merits and determine public expenditure related resources; Explanation of how the foundation applied, approval and execution of specific revenues and expenditures of public institutions Develop the ability to put into practice the knowledge acquired in courses, debates and case studies analyzed in the seminar, to design projects for funding public institutions;

8. Contents

8.1 Course	Teaching methods	Comments
Chapter I Public institutions, part of the public sector	Interactive lecture / debate / Exposure: description, explanation, examples, demonstrations, discussions based on case	4h

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	studies	
Chapter II Public services system	Interactive lecture / debate / Exposure: description, explanation, examples, demonstrations, discussions based on case studies	2h
Chapter III Authorising officers	Interactive lecture / debate / Exposure: description, explanation, examples, demonstrations, discussions based on case studies	2h
Chapter IV Structure and foundation of public expenditure	Interactive lecture / debate / Exposure: description, explanation, examples, demonstrations, discussions based on case studies	6h
Chapter V Management of budget appropriations	Interactive lecture / debate / Exposure: description, explanation, examples, demonstrations, discussions based on case studies	6h
Chapter VI Public service management methods	Interactive lecture / debate / Exposure: description, explanation, examples, demonstrations, discussions based on case studies	4h
Chapter VII Particularities of funding public institutions	Interactive lecture / debate / Exposure: description, explanation, examples, demonstrations, discussions based on case studies	4h
Bibliography		
<ol style="list-style-type: none"> 1. Alford J. <i>Defining the Client in the Public Sector: A Social Exchange Perspective</i>, Public Administration Review 62(3): 337–346, 2002; 2. Attila G., Tâțu L., Stoian Andreea, <i>Finanțele instituțiilor publice</i>, Editura Universitară, București, 2009; 		



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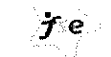
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*** Romanian legislation

8.2 Seminar / lab	Teaching methods	Comments
1. Conceptual between public institutions and entities driven by commercial principles	Explanations, examples, dialogue, case studies	4h
2. Relations between public services	Explanations, examples, dialogue, case studies	2h
3. Categories of authorizing officers	Explanations, examples, dialogue, case studies	2h
4. Financial substantiation public spending	Explanations, examples, dialogue, case studies	2h
5. Financial justification of the personnel expenditures	Explanations, examples, dialogue, case studies	4h
6. Financial justification of the expenditures on goods and services	Explanations, examples, dialogue, case studies	2h
7. Financial justification of the expenditures for capital	Explanations, examples, dialogue, case studies	2h
8. Recording and reporting of budgetary commitments	Explanations, examples, dialogue, case studies	2h
9. Public acquisition contract	Explanations, examples, dialogue, case studies	2h
10. The concession contract	Explanations, examples, dialogue, case studies	2h
11. European funding	Explanations, examples, dialogue, case studies	4h

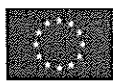
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9. Corroboration of the course contents with the epistemic expectations of the community representative, professional associations and representative employers of the programme itself.

- Through the concepts of theoretical, methodological and practical issues included addressing the subject "Public institutions finance ", students acquire a knowledge base consistent, consistent with partial competences required for possible occupations listed in grid 1 -RNCIS;
- The course curriculum exists in universities and faculties in Romania;
- Course content is consistent with the expectations / requirements of the public institutions / employers representative (s) of the public sector.

10. Evaluation

Type of activity	10.1 Evaluation criteria	10.2 Evaluation methods	10.3 Percentage of the final mark
10.4 Course	Exam answers	Written / oral exam	70%
10.5 Workshop	Ability to solve practical problems specific to public institutions, directly to the seminar	Examination during the semester	30 %
	Activity during seminar	test	
10.6 Minimum performance standards			
<ul style="list-style-type: none"> • minimum 5 grade 			

Date of submission: September 2014

Titular of the course:

Seminary titular:

Professor Alexandru MINEA PhD Professor Alexandru MINEA PhD

Date of approval in department: September 2014

Head of the Department:

Assoc. Prof. Nicoleta MOLDOVAN PhD



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