

**ANKARA YILDIRIM BEYAZIT UNIVERSITY – DEPARTMENT OF POLITICAL SCIENCE AND PUBLIC ADMINISTRATION COURSE
SYLLABUS**

Course Code	Course Title	Course Type	ECTS Credits	Prerequisite Information	Date of Preparation
PSPA 431	Turkish Public Personnel Administration	Elective	6		22.10.2025
Instructor of the Course & E-Mail Address	Assoc. Prof. Dr. Süha Oğuz ALBAYRAK/ soalbayrak@aybu.edu.tr				
Office Hours & Office Room	Tuesday, 11.00-12.00 B 352				
Course Content and Objectives	<p>The aim of this course is to introduce the student to the Public Personnel System in Turkey. In the 1960s, the Turkish public personnel regime which was regulated with centralized and statutory understanding accordance with Fordist accumulation regime. The personnel regime shaped by the Civil Servants Law No: 657, which bears a monist, statutory and corporatist identity. The task undertaken involves outlining the constitutional-legal basis and institutional features of the contemporary personnel system, as well as exploring the historical dynamics and processes that contributed to the formation of the current system. The course also touches upon the key issues pertaining to the functioning of, and problems faced by, the Turkish public personnel regime. In that regard, both domestic and international pressures pushing the personnel system towards reform, as well as the applicability of such reforms will also be discussed.</p> <p>Course Objectives:</p> <ul style="list-style-type: none"> - To learn the basic concepts, actors and reform topics of Turkish public personnel administration - To recognize the basic concepts used in Turkish public personnel management such as "civil servant", "contracted personnel", "worker", "public personnel", "public servant" and to distinguish the differences between them. - Identifying the main actors of Turkish public personnel administration. - To teach in detail the process of entering public service in Türkiye. - Demonstrate a basic understanding of the process of public policy-making and make sense of some of the administrative practices in Türkiye; - Identify new approaches to public personnel administration with a focus on 'new public management' theories. 				
Textbook(s)	<ul style="list-style-type: none"> ▪ <i>R.Paul Battaglio, (2015), Public Human Resource Management, SAGE.</i> ▪ <i>Lloyd G.,Nigro; j.Edward Kellough, (2014), The New Public Personnel Administration, WADSWORTH Cengage Learning.</i> ▪ <i>Süha Oğuz Albayrak, , (2016), Kariyer Uzmanlık Sistemi, TODAİE Yayını, Ankara.</i> ▪ <i>Onur Ender Aslan (2005), Kamu Personel Rejimi, TODAİE Yayınları, Ankara.</i> 				
Teaching Methods and Techniques	In this course, homework, class discussions and reading textbooks will used as teaching methods and techniques.				
Course Learning Outcomes	1	Teaching the basics of Turkish Public Personnel Administration			
	2	Teaching the basic concepts of Turkish Public Personnel Administration			
	3	Developing critical thinking			
	4	To learn the working system of ÖSYM as the central civil servant placement institution.			
	5	To learn the basic concepts and actors of the central civil servant examination system.			
	6	Developing analytical thinking			

Program Outcomes Contributed by the Course	Program Outcomes (PO)		
	PO 1	To learn the basic actors and theories of the Turkish public personnel system	
	PO 2	To learn new trends in public personnel administration	
	PO 3	To have the capacity to apply the basic concepts of personnel administration in daily working life.	
	PO 4	To have written and verbal communication competence, to be able to effectively convey knowledge and ideas to others and to have effective presentation skills.	
	PO 5	To be able to define the concepts of administrative and financial law and use this information in business life.	
	PO 6	To be able to explain the basic concepts and theories used in the discipline of public personnel administration.	
Contribution of the Course to Field Instruction	The students will be able to have knowledge of different theoretical approaches in the field of personnel administration.		
Topics Covered in the Course	1. Week	Course introduction	
	2. Week	History of Turkish Public Personnel Regime	
	3. Week	The constitutional and legal basis of the personnel system	
	4. Week	Quantitative structure of Public Personnel	
	5. Week	Contract Personnel Employment	
	6. Week	General rights, duties and responsibilities of civil servants	
	7. Week	Recruitment System	
	8. Week	Midterm Week	
	9. Week	Salary System	
	10. Week	Directing the public personnel system with the trade unions	
	11. Week	Promotion System and Performance Evaluation	
	12. Week	Disciplinary action	
	13. Week	Institutional structure: State Personnel Presidency and Ministry of Finance	
	14. Week	The Future of Public Personnel Administration	
	15. Week	Final Exam	
Course Evaluation Criteria	In-Term Studies	Quantity	Percentage %
	Mid-terms	1	% 40
	Quizzes		%
	Assignments		%
	Attendance		%
	Practice		%
	Project		%
	Final examination	1	% 60
	Total		100%
Disability Policy	<p>If you have a documented disability (e.g., visual, hearing, or physical impairment, etc.) that may influence your performance in this course, it is recommended to meet with the Engelsiz AYBU (https://aybu.edu.tr/engelsiz/content_list-327-yildirim-beyazit-universitesi-engelsiz-universite-birimi-yonergesi.html) to arrange for reasonable conditions (such as accommodation, etc.) to ensure an equitable opportunity to meet all the requirements of this course. You may also contact the local authority of the Faculty of Humanities and Social Sciences. You should communicate your needs to the course instructor as soon as possible to ensure that any course needs concerning exams, lecture materials, etc. are met.</p>		