

Academic Year: ( 2019 / 2020 )

Review date: 05-05-2020

Department assigned to the subject: Public State Law Department

Coordinating teacher: SERNA BILBAO, MARIA NIEVES DE LA

Type: Compulsory ECTS Credits : 6.0

Year : 2 Semester :

## REQUIREMENTS (SUBJECTS THAT ARE ASSUMED TO BE KNOWN)

It is recommended although it is not a prerequisite have been passed theory of law and constitutional law subjects.

## OBJECTIVES

1. Identify and apply legal rules and principles that order criteria position and functioning of public authorities under the constitutional order, as well as leading institutions in the composition of general interest with private interests.
2. Management of administrative law to locate, interpret and apply legal and administrative regulations.
3. Institutional knowledge of the discipline and its specific terminology.
4. Capacity for abstraction of general legal and administrative concepts from the study and its projection in practical cases and to apply them in solving the latter

## DESCRIPTION OF CONTENTS: PROGRAMME

- Lesson 1. Administrative Law
- Lesson 2. The Rule of Law of Public Administration
- Lesson 3. The organization of Public Administration (I)
- Lesson 4. The organization of Public Administration (II)
- Lesson 5. The activity of public administration
- Lesson 6. The administrative procedures (I)
- Lesson 7. The administrative procedures (II)
- Lesson 8. The administrative decisions (I)
- Lesson 9. The administrative decisions (II)
- Lesson 10. Public procurements
- Lesson 11. The control of administrative action
- Lesson 12. Administrative sanctions
- Lesson 13. Liability of governmental agencies
- Lesson 14. Human resources of public administration: the civil service

## LEARNING ACTIVITIES AND METHODOLOGY

The learning process is based on a practice-oriented education. Therefore, regular lectures will be supplemented with in-class analysis and discussion of cases and materials, which will facilitate the understanding and application of the legal concepts. Therefore, the teaching activities are divided into "lecture type" sessions (for the whole group) and case-oriented sessions or discussion groups (in small rooms). The activities carried out in small groups are subject to the *on-going* or continuing evaluation during the course.

1. In the lecturing sessions, the professor will present the main concepts and ideas, pertaining to each of the units or lessons in which the syllabus is divided.
2. Case-oriented sessions will provide a practical approach to the different topics, through the analysis and discussion of real cases or selected reading materials. In the small groups, the curricular activities might also include "multiple choice" tests or other types of exams, covering a part of the course program. Those activities will be duly announced by the professor in the "Aula Global" electronic website.

## ASSESSMENT SYSTEM

The final grade of the course will be the result of adding up two partial grades: on the one hand, the grade obtained in the activities carried out in the small groups ("continuing evaluation" system). This partial grade will represent 40% of the final grade. On the other hand, the grade obtained in the final exam, which will amount to 60% of the final, overall grade.

The professor may require to get a minimum score in the final exam in order to receive an overall grade in the course (this should be indicated on the ¿Aula Global¿ webpage at the beginning of the term). In this case, the final grade will be obtained according to the Law School Faculty Board Resolution of December 16th 2014, available on <http://e-archivo.uc3m.es/handle/10016/21141#preview>.

Missed activities or assignments will be graded with ¿0¿. The final grade of the course might be adjusted by the professor (in one point as a maximum), according to the attendance and participation of the student in the different course activities.

The students who do not complete the final examination, either in the regular or in the extraordinary call, will receive a ¿missed¿ or ¿absent¿ grade in their transcripts.

<b>% end-of-term-examination:</b>	60
<b>% of continuous assessment (assignments, laboratory, practicals...):</b>	40

## BASIC BIBLIOGRAPHY

- Luciano Parejo Alfonso Lecciones de Derecho Administrativo, Tirant lo Blanch, 2015