

Academic Year: ( 2020 / 2021 )

Review date: 19-07-2020

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 : 2

## 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

Training activities, methodology to use and tutoring regime

The continuous evaluation system is based on a practice-oriented teaching that aims to reinforce the learning of theory through direct experience in cases that should facilitate the understanding and management of its content.

Academic activities are divided into Master Lessons (large group) and Practice Sessions (small groups).

1. Master classes (Large Groups), in which the general lines of the subject matter of the corresponding topic will be exposed. These sessions will be taught remotely through the platform indicated by the teacher.
2. Practical Sessions (Small Groups), in which specific activities are developed through which a practical vision of the content of the topics will be offered. The activities to be carried out will consist of solving practical exercises, as well as, where appropriate, other control activities such as reading the bibliography or relevant sentences and surprise tests or questions to check the level of knowledge on the topics. These activities will be duly announced in Aula Global. The sessions will be taught in person except in exceptional cases for the groups that the teaching load establishes.

The tutorials will be held at the time and under the conditions determined by the teacher in Aula Global.

If new extraordinary measures are adopted that require distance teaching, it will continue to be taught under the same conditions initially foreseen (with the same programming, methodology, activities, etc.), although all practical sessions will be taught online .

## ASSESSMENT SYSTEM

The global evaluation of the subject in the ordinary call will be carried out based on the weighting of the marks obtained in the continuous evaluation activities, which is equivalent to 40% of the final grade. The final exam grade is equivalent to the remaining 60%.

Activities not carried out during the continuous evaluation will be rated with a 0. The final grade obtained may be adjusted by the teacher (up to a maximum of one point) depending on participation and class interventions.

Each teacher may require a minimum grade in the final exam in their group to carry out the global assessment, provided that it is expressly indicated at the beginning of the term, through Aula Global or any other means. In this case, the final grade will be the one to apply according to the agreement of the Board of the Faculty of Social and Legal Sciences of December 16, 2014, available at the link <https://e-archivo.uc3m.es/handle/10016/21141>

The evaluation in the extraordinary call, if the student followed continuous evaluation, he will have the right to be taken into account the grade of the same (whenever it benefits him), and if he did not follow it, he will have the right to take a final exam with a value of 100 % of the total grade of the subject.

Students who do not take the final exam, either in the ordinary or extraordinary call, will appear as not presented.

In the event that extraordinary measures are adopted that require distance teaching, the evaluation system will be maintained in the same terms, although the teacher may adapt the activities of the continuous evaluation initially scheduled. In this situation, the teacher will determine the conditions for taking the final exam at a distance, which, as far as possible, will remain the same as originally planned.

- Percentage weight of the Final Exam 60%
- Percentage weight of the rest of the evaluation 40%

<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