

**COURSE DATA****Data Subject**

Code	36715
Name	Fundamentos de derecho administrativo
Cycle	Grade
ECTS Credits	6.0
Academic year	2023 - 2024

Study (s)

Degree	Center	Acad. year	Period
1335 - Degree in Political and Public Administration Sciences	Faculty of Law	2	First term
1931 - D.D. in Sociology-Political and Public Adminis. Sciences	Faculty of Social Sciences	2	First term

Subject-matter

Degree	Subject-matter	Character
1335 - Degree in Political and Public Administration Sciences	11 - Fundamentos de derecho administrativo	Obligatory
1931 - D.D. in Sociology-Political and Public Adminis. Sciences	2 - Asignaturas obligatorias de segundo curso	Obligatory

Coordination

Name	Department
BOIX PALOP, ANDRES	45 - Administrative and Procedural Law

SUMMARY

The course Fundamentals of Administrative Law aims to show the particular legal position of public administrations in our legal system, as well as the legal position of citizens in their relations with public administrations. Students will also study the different ways in which public administrations act, as well as the possibilities for challenging administrative activity, especially the system of administrative appeals and the jurisdictional control of this activity, and the system of common administrative procedure. Students will acquire the practical skills linked to administrative action, the legal-public terminology specific to the subject, as well as legal-public technique in general.



PREVIOUS KNOWLEDGE

Relationship to other subjects of the same degree

There are no specified enrollment restrictions with other subjects of the curriculum.

Other requirements

No enrolment restrictions have been specified for other subjects in the syllabus.

No specific requirements are necessary to take this subject. However, it is recommended to have a comprehensive reading ability and a correct oral and written expression in Spanish and Valencian.

OUTCOMES

1335 - Degree in Political and Public Administration Sciences

- Students must have the ability to gather and interpret relevant data (usually in their field of study) to make judgements that take relevant social, scientific or ethical issues into consideration.
- Students must be able to communicate information, ideas, problems and solutions to both expert and lay audiences.
- Students must have developed the learning skills needed to undertake further study with a high degree of autonomy.
- Análisis de información para evaluar problemas políticos o de gestión pública y elaborar propuestas de mejora
- Pensamiento crítico.
- Trabajo en equipo.
- Conocer y saber analizar la estructura y funcionamiento de las Administraciones públicas.
- Saber analizar la estructura y funcionamiento de los sistemas y procesos políticos, sus elementos, así como su dimensión histórica, con especial atención al sistema político español y al de la Unión Europea.
- Saber analizar las principales técnicas de gestión en la Administración Pública y diseñar estrategias de mejora organizativa y aseguramiento de la calidad de los servicios públicos ante los retos del nuevo entorno digital.

LEARNING OUTCOMES

Students must know and understand the particular legal position of public administrations in our legal system.

- Students must know and use the legal-public terminology specific to the subject, as well as technical-legal terminology in general.
- Students must know and understand the legal position of citizens in their relations with public administrations (in particular, their rights and obligations, with special attention to issues such as their participation in the management of public affairs).



- Know the possibilities of challenging administrative activity, especially the system of administrative appeals and the jurisdictional control of the aforementioned activity.
- Know the different modalities of action of public administrations.
- Acquire practical skills linked to administrative action: basic documents addressed to the Administration, among others.
- Know the characteristics of the common administrative procedure.

DESCRIPTION OF CONTENTS

1. Constitutional presuppositions of administrative law

2. Legal position of the administration

3. Activity of the administration. Typology.

4. The administrative act. Validity, effectiveness and review in administrative and contentious-administrative proceedings.

5. Administrative procedure

6. The citizen before the Administration. Rights and duties

**WORKLOAD**

ACTIVITY	Hours	% To be attended
Theoretical and practical classes	60,00	100
Attendance at events and external activities	5,00	0
Development of group work	10,00	0
Development of individual work	10,00	0
Study and independent work	25,00	0
Readings supplementary material	5,00	0
Preparing lectures	10,00	0
Preparation of practical classes and problem	25,00	0
TOTAL	150,00	

TEACHING METHODOLOGY

Lectures, case studies, exercises and problem solving, cooperative learning.

Comprehensive reading of texts and study materials.

Expression of knowledge at oral or written level.

Outlines, concept maps, summaries, both individual and group. Individual and/or group presentations.

Attendance at tutorials.

EVALUATION

The mark for the overall test will account for 70% of the final mark and the part corresponding to the complementary and applied activities will account for 30%.

- Continuous assessment activities will not be recoverable when, due to their nature, it is not possible to design a test that assesses the acquisition of learning outcomes in the second sitting. The condition of non-recoverable activity will have to be reflected in the annex to the teaching guide or communicated to the students as soon as it is proposed during the course.

- The continuous assessment of each student will be based on regular attendance and active participation in the face-to-face activities proposed, such as attendance at seminars or visits to institutions; and, where appropriate, the delivery of work, reports and/or oral presentations on the activity carried out, or the practical work or participation in workshops, the preparation and/or delivery of work, reports and/or oral presentations on such activities, individually or collectively, all taking into consideration the degree of involvement and effort of the student in the teaching-learning process and the skills and attitudes shown during the development of such activities.



REFERENCES

Basic

- - BARRERO RODRÍGUEZ et alii: Lecciones de Derecho administrativo, vols. I, II et III, Tecnos.
 - - BERMEJO VERA et alii: Derecho administrativo básico. Parte General y Parte Especial, Thomson-Civitas
 - COSCULLUELA MONTANER: Manual de Derecho Administrativo, Civitas.
 - - ESTEVE PARDO: Lecciones de Derecho administrativo, Marcial Pons.
 - - FERNÁNDEZ FARRERES: Sistema de Derecho administrativo, vols. I et II, Civitas.
 - - GAMERO CASADO y FERNÁNDEZ RAMOS: Manual básico de Derecho administrativo, Tecnos.
 - - GARCÍA DE ENTERRÍA y FERNÁNDEZ RODRÍGUEZ: Curso de Derecho Administrativo, vols. I et II, Civitas.
 - MARTÍN MATEO y DIEZ SÁNCHEZ: Manual de Derecho Administrativo, Aranzadi-Thomson.
 - - PAREJO ALFONSO: Lecciones de Derecho Administrativo, Tirant lo Blanch.
 - - PONCE SOLÉ: Manual de Fonaments del Dret Administratiu i de la Gestió Pública. Tirant lo Blanch
 - - REBOLLO PUIG et alii: Derecho administrativo, vols. I et II.
 - - SÁNCHEZ MORÓN: Derecho Administrativo. Parte General, Tecnos.
 - - SANTAMARÍA PASTOR: Principios de Derecho Administrativo, vols. I et II.
 - - TRAYTER JIMÉNEZ: Derecho administrativo, Parte General. Atelier
- (Todas las referencias han de entenderse hechas a la última edición de los correspondientes manuales)

Additional

- - MUNOZ MACHADO: Tratado de Derecho administrativo y Derecho público general, BOE, XIV vols.