

MUNICIPAL ORGANIZATION AND ADMINISTRATIVE MANAGEMENT

MSc Degree in Municipal Management

Code: 21701

Main Scientific Area: Public administration and finance

Lecturer: Pedro Manuel Miranda Nunes

Language of Instruction: Portuguese

Regime: S1

Contact Hours: 30h Total Workload: 110h

ECTS: 5,0

Objectives

Prepare the Students of Masters in Autarchic Management course to work on the central government and its decentralized services, in regional and local municipal administration, public enterprises and institutes, municipal and inter-municipal and, more generally, in all public services.

Intervention capacity in various sectors, political and administrative, including the operation of public organizations, in particular the field of technical and legal language of organizational relationships and inter-organizational (public and private-public).

Knowing the dynamics of public organizations and be empowered with skills of theoretical and practical bases to analyze, evaluate and understand public administration, whether in problems today, both in the challenges it faces, including administrative reform.

Learning Outcomes

Apply knowledge and comprehension skill acquired in order to demonstrate a professional approach to work in the vocational area;

Ability to solve problems within the area of training and building and grounds of the arguments themselves;

Ability to collect, select and interpret relevant information, particularly in the area of training, to enable solutions to the reasoning and judgments, including the analysis of social, scientific and ethical aspects;

Possession of skills to communicate information, ideas, problems and solutions to both public consisting of experts and non experts; and, possession of learning skills that enable a life-long learning with a high degree of autonomy.

Course Contents

Session I: Introduction to the Study of Public Administration

Session II: Concept of Administrative Organization

Session III: Administrative Organization under the Current Transformations of Public Administration: Moves Pre

and Post-bureaucratic: the Public Administration Reform

Session IV: The relationship between politicians and bureaucrats

Session V: Reform of Public Administration and State Reform

Session VI: Reform in the Public Employment

Session VII: Public Management and Private Management

Session VIII: The New Public Management movement and the post NGP.

Recommended Bibliography

AMARAL, Diogo Freitas, 2006, Curso de Direito Administrativo, Vol. I. 3ª Edição, Coimbra. (com a colaboração de

Luís Fábica, Carla Amado Gomes e J. Pereira da Silva).

Bibliografia referenciada em cada uma das sessões disponibilizadas.

Learning and Teaching Methods

Two of the main objectives of UC are understood and clarify the main perspectives, concepts, processes, practices of Municipal Public Administration activity.

The use of examples, real cases or case studies throughout the different sessions will help students to consolidate their knowledge and develop their critical skills on the different topics. With a more practical approach of content search will comply with the final two goals of UC: the application of knowledge to specific situations and skills development, conceptualization and argumentation.

Assessment Methods

- Realization of an individual written work (rules of elaboration to be defined in the first session with the students), with weight in the final grade of 60%.

- Defense and oral presentation of the aforementioned work, with a weight of 40% in the final grade.

There is no minimum grade in any of the previous components, and the final grade will result from the average of the 2 elements.

To obtain approval for the UC, the final grade must be equal to or greater than 9.5 (ten) values.

Failing to pass the continuous assessment, the student undergoes a written exam with a weight of 100% according to the ESG exam calendar.