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 the 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 being empowered with skills of theoretical and practical bases to analyze, evaluate, and understand public administration, whether in problems today or in the challenges it faces, including administrative reform.

Learning Outcomes

Apply knowledge and comprehension skills 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 life-long learning with a high degree of autonomy.

Course Contents

I Part (Synchronous): Aimed at standardizing concepts regarding the satisfaction of collective needs as a primary task of public administration; the various meanings of the expression public administration (organic meaning and material meaning, to understand public management models); Public Administration, private administration and State functions; the concept of administrative organization and public organization; concept and types of public legal persons (with emphasis on local authorities); public services; the universe of local government administration

(Municipalities, Parishes, intermunicipal entities, and local companies); the Legal dimension of Concentration/Deconcentration and Centralization/Decentralization; decentralization as a multidimensional process (Political, administrative and fiscal) and of various types and/or motivations for decentralization.

II Part (Synchronous): Intended for reading and acquiring knowledge within the scope of Public Administration Reform and State Reform (concept and scope of reform, resistance encountered, solutions and models that were developed); New Public Management and post-movements (different currents of New Public Management and Governance).

III Part (asynchronous): Intended for reading and acquiring knowledge within the scope of institutional, territorial, and public management reforms, forms of intrastate governance; the various levels of government in OECD countries; the phenomenon of waves of territorial reform; analytical approaches to territorial reforms (Classification of reform approaches); local organizational regimes (territorial reform solutions of fragmentation/consolidation/centralization/decentralization); problems of the territorial organization (single function, types, and ideal size); families of countries in Europe with regard to their territory and choices (the Pro-consolidation proponents, the Pro-democracy proponents and the Traditionalists); the “decision tree” to describe the process of formulating and projecting reforms; conflicts in territorial reforms; Typologies (systems) of local governance and/or types of Subnational Governance.

Recommended Bibliography

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

Luís Fábrica, 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 to understand and clarify the main perspectives, concepts, processes, and practices of Municipal Public Administration activity.

The use of examples, real cases, or case studies throughout the different sessions will help students consolidate their knowledge and develop their critical skills on the different topics. A more practical approach to contentsearch 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.