IDENTIFYING DATA
Political and administrative institutions in a comparative perspective

Subject	Political and administrative institutions in a comparative perspective			
Code	P04G091V01911			
Study programme	(*)Grao en Dirección e Xestión Pública			
Descriptors	ECTS Credits	Choose	Year	Quadmester
	6	Optional	4th	2nd
Teaching language	Galician			
Department				
Coordinator	Martinez Arribas, Fernando			
Lecturers	Cancela Outeda, Celso Canoura Leira, Victoria Cordal Rodríguez, Constantino Martinez Arribas, Fernando			
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Web	http://http://csc.uvigo.es/index.php/profesorado/57-celso-cancela-outeda/64-celso-cancela-outeda.html			
General description	This matter pretends that the *student loan attention to the different contexts (international, European, state, etc.) to the hour to comprise the operation of the political and administrative institutions and realise proposals of reform or administrative improvement.			

Competencies

Code	
A3	Students have the ability to gather and interpret relevant data (usually within their area of study) to make judgments that include a reflection on relevant social, scientific or ethical issues.
A4	Students can transmit information, ideas, problems and solutions to a specialized and non-specialized audience.
A5	Students develop those skills of necessary learning to undertake back studies with a high degree of autonomy.
B5	Ability to interpret data obtained from observation with regard to their meaning and establish links with the appropriate theories in the field of public management and administration.
B6	Perseverance skills for performing tasks and missions and confidence in one's own work.
B8	Receptivity to (internal and external) change and ability to adapt to new environments and circumstances (adaptability) and learning skills.
B12	Commitment to responsibility and honesty in public and private work performance.
C43	To understand the influence of the political system on the administrative systems of OECD countries.
D1	Capacity of analysis and synthesis for building and defending arguments Know how
D2	Ability to organize, plan and use time efficiently, and self-control skills in situations of pressure.
D3	Use of foreign languages for the activities of the different courses.
D8	Capacity to cooperate teamwork and open to different points of view and opinions

Learning outcomes

Expected results from this subject	Training and Learning Results
That the students have capacity to gather and interpret notable data (usually inside his area of study) to issue trials that include a reflection on notable subjects of social character, scientific the ethical	A3
That the students can transmit information, ideas, problems and solutions to a so much specialised public how in the skilled	A4
That the students have developed those skills of necessary learning to undertake back studies with one high degree of autonomy	A5

Be able to interpret data derived of observations in relation with his significance and relate them with appropriate theories in him field of direction and public management	B5
Capacity of perseverancia in realisation of tasks and committed and confidence in him own work	B6
Receptivity in front of him change (internal and external) and capacity of adaptation to new surroundings the circumstances (adaptability) and of learning	B8
Commitment with responsibility and honesty in him exert labour public and personal	B12
Capacity of analysis and synthesis for preparation and defence of arguments	D1
Capacity of organisation, planning and utilisation of him time and of self-supervision in front of situations of pressure	D2
Use of foreign tongues in activities of different subjects	D3
Capacity for him cooperative work in team/group and opened the different points of view and opinions	D8
Capacity for him creative critical reasoning and self-criticism	D8
Political institutions-Administrative in Perspective Compared. Comprise influence of him political system in the administrative systems of states OECD	C43

Contents

Topic	
1. The comparative method.	a) General Presentation about the methodological context b) Characteristic c) Methods of comparison
2. Historical development of the political systems-administrative	a) Historical Models/Tradtions of the public administration b) Administrative Models. General characteristics 1. French or Napoleonic Traditon 2. Germanic Traditon 3. Anglo-Saxon Tradition
3. The political-administrative System of France	a) Historical Background b) Political Institutions c) The territorial Organisation and the Levels of Administration d) Other systemic Elements (political actors, media, political culture, etc.)
4. The political-administrative System of Italy	a) Historical Background b) Political Institutions c) The territorial Organisation and the Levels of Administration d) Other systemic Elements (political actors, media, political culture, etc.)
5. The political-administrative System of Portugal	a) Historical Background b) Political Institutions c) The territorial Organisation and the Levels of Administration d) Other systemic Elements (political actors, media, political culture, etc.)
6. The political-administrative System of Germany	a) Historical Background b) Political Institutions c) The territorial Organisation and the Levels of Administration d) Other systemic Elements (political actors, media, political culture, etc.)
7. The political-administrative System of Sweden	a) Historical Background b) Political Institutions c) The territorial Organisation and the Levels of Administration d) Other systemic Elements (political actors, media, political culture, etc.)
8. The political-administrative System of United Kingdom	a) Historical Background b) Political Institutions c) The territorial Organisation and the Levels of Administration d) Other systemic Elements (political actors, media, political culture, etc.)
9. The political-administrative System of the United States	a) Historical Background b) Political Institutions c) The territorial Organisation and the Levels of Administration d) Other systemic Elements (political actors, media, political culture, etc.)
10. The political-administrative System of the European Union	a) Introduction to the EU´s Institutions b) The public employees: the European Civil Service c) Other elements

Planning

	Class hours	Hours outside the classroom	Total hours
Lecturing	25	0	25
Mentored work	20	25	45
Presentation	12	25	37
Case studies	2	25	27
Objective questions exam	1	15	16

*The information in the planning table is for guidance only and does not take into account the heterogeneity of the students.

Methodologies

	Description
Lecturing	Exhibition by part of the professor of the contents on the matter object of study, theoretical bases and/or guidelines of a work, exercise or project to develop by the student
Mentored work	Activities focused to the work on a specific subject, that allow deepen or complement the contents of the matter
Presentation	Exhibition by part of the students in front of the educational and/or a group of students of a work or study of case

Personalized assistance

Methodologies	Description
Lecturing	Us time of tutoring and during the educational activities the student will be able to attend to realise the queries that estimate timely. METHODOLOGY And EVALUATION OF BLENDED LEARNING: 1. Read with attention and in the case of doubt contact with the Coordinator of the Degree in Direction and Public Management, 2. The basic questions referred to the methodology of learning and to the evaluation of the even are collected in the Step 7 "Evaluation". 3. In the section "Other comments and second announcement", posed the structure of learning, the virtual supports and the assessment of each one of them.
Mentored work	Us time of tutoring and during the educational activities the student will be able to attend to realise the queries that estimate timely. METHODOLOGY And EVALUATION OF BLENDED LEARNING: 1. Read with attention and in the case of doubt contact with the Coordinator of the Degree in Direction and Public Management, 2. The basic questions referred to the methodology of learning and to the evaluation of the even are collected in the Step 7 "Evaluation". 3. In the section "Other comments and second announcement", posed the structure of learning, the virtual supports and the assessment of each one of them.
Presentation	Us time of tutoring and during the educational activities the student will be able to attend to realise the queries that estimate timely. METHODOLOGY And EVALUATION OF BLENDED LEARNING: 1. Read with attention and in the case of doubt contact with the Coordinator of the Degree in Direction and Public Management, 2. The basic questions referred to the methodology of learning and to the evaluation of the even are collected in the Step 7 "Evaluation". 3. In the section "Other comments and second announcement", posed the structure of learning, the virtual supports and the assessment of each one of them.

Tests	Description
Case studies	Us time of tutoring and during the educational activities the student will be able to attend to realise the queries that estimate timely. METHODOLOGY And EVALUATION OF BLENDED LEARNING: 1. Read with attention and in the case of doubt contact with the Coordinator of the Degree in Direction and Public Management, 2. The basic questions referred to the methodology of learning and to the evaluation of the even are collected in the Step 7 "Evaluation". 3. In the section "Other comments and second announcement", posed the structure of learning, the virtual supports and the assessment of each one of them.
Objective questions exam	Proof with questions of of multiple or true answer/false

Assessment

	Description	Qualification	Training and Learning Results			
Lecturing	It evaluates the active participation by part of the student, by means of the approach of questions and opinions	0	A3 A4 A5	B5 B8 B12	C43	D1
Mentored work	It evaluates the assistance and active participation of the student in the tasks realised in classroom or on line	10	A3 A4 A5	B5 B6		D2
Case studies	Preparation of studies of case on a political system-administrative to determine. Production of a poster on determinate contents of the matter and recording of video-presentation	40	A3 A4 A5	B5 B12	C43	D1 D2 D3 D8
Objective questions exam	Answering of varied test type test with answer multiple	50	A5		C43	D2 D3

Other comments on the Evaluation

BLENDING LEARNING:

Face-to-face sessions and forum use of doubts and tutorial attention 10%

Preparation of cases studies on a political-administrative system. Make a poster (s) about certain conteins of the subject and video recording. 40%

Test 50%

Sources of information
Basic Bibliography
M. Donald Hancock, Christopher J. Carman, **Politics in Europe**, 6ª, SAGE, 2015
Sabine Kuhlmann-Hellmut Wollman, **Introduction to Comparative Public Administration Administrative Systems and Reforms in Europe**, 1º, Edward Elgar, 2014
Complementary Bibliography
ALCÁNTARA, M., **Sistemas políticos de la Unión Europea**, Tirant lo Blanch, 2000
BALLART, X.-RAMIÓ, C., **Ciencia de la Administración**, Tirant lo blanch, 2000
BAENA DEL ALCÁZAR, M., **Curso de Ciencia de la Administración**, Tecnos, 2000
OLMEDA, J. A. y PARRADO, S., **Ciencia de la Administración. Los sistemas administrativos**, UNED, 2000
PARRADO DÍEZ, S., **Sistemas Administrativos Comparados**, Tecnos-UPF, 2002
Parrado, S.-Colino, C.-Olmeda, J. A., **Gobiernos y administraciones públicas en perspectiva comparada**, Tirant lo blanch, 2013
Sánchez Medero, G-Sánchez Medero, R., **Sistemas políticos en Europa**, 2 ª, Tirant lo blanch, 2014
Nohlen, Dieter, **Ciencia política comparada**, Ediciones Universidad de Granada, 2013
Eric Edwin Otenyo, Nancy S. Lind, **Comparative Public Administration: The Essential Readings**, Elsevier, 2006
Mark Kesselman, Joel Krieger, William A. Joseph, **Introduction to Comparative Politics**, 6ª, Wadsworth, 2013
Gallagher ⬜ Laver ⬜ Mair, **Representative Government in Modern Europe**, 5ª, McGraw Hill, 2011
Tim Bale, **European Politics: A Comparative Introduction (Comparative Government and Politics)**, 3ª, Palgrave MacMillan, 2013
Comparative European Politics, Palgrave Macmillan,

Recommendations

Other comments

The contents and the thematic of the matter essential require the handle of bibliography in English, French and Portuguese.

BLENDING LEARNING

The face-to-face modality and blending learning of the Degree in Direction and Public Management, share a same plan of studies, whose matters (of 1º to 4º course) help to develop a learning of competitions based in the continuous evaluation.

Contingency plan

Description

Given the uncertain and unpredictable evolution of the health alert caused by COVID-19, the University of Vigo establishes extraordinary planning that will be activated when the administrations and the institution itself determine according to criteria of safety, health and responsibility, and guaranteeing teaching in a non face-to-face or partially face-to-face. These already planned measures guarantee, at the required time, the development of teaching in a more agile and effective way by being known in advance (or well in advance) by the students and teachers through the standardized and institutionalized tool of the teaching guides.

=== ADAPTATION OF THE METHODOLOGIES ===

In case of activation of extraordinary planning, the methodologies provided in this teaching guide will be maintained, except those that are incompatible or very difficult to carry out in this situation.

=== ADAPTATION OF THE EVALUATION ===

In case of activation of the extraordinary planning, the evaluation criteria will be maintained, although the assessment of methodologies that could not be used.