



UNIVERSIDAD
DE BURGOS

COURSE DESCRIPTIONS

Bachelor's Degree in Political Sciences and Public Management

➤ 1st year

5427 INTRODUCTION TO POLITICAL SCIENCE

FIRST PART: POLITICS, THE STATE AND POLITICAL REGIMES

Topic 1. Introduction: Politics, social conflict and power.

Topic 2. State, Government, Nation.

Topic 3. Non-Democratic political regimes.

Topic 4. Democracies.

SECOND PART: ACTORS, INSTITUTIONS AND POLITICAL PROCESSES IN DEMOCRACIES

Topic 5. Institutions, forms of government and the Judiciary.

Topic 6. Political parties and party systems.

Topic 7. Elections and electoral systems.

Topic 8. Political participation, social movements and interest groups.

Topic 9. Political socialization and ideologies.

Topic 10. Political culture.

Topic 11. Political communication and public opinion.

5428 SPANISH POLITICAL SYSTEM

First part: Historical and social bases for the Spanish political system

Topic 1. Dimensions of social conflict (I): Social class.

Topic 2. Dimensions of social conflict (II): Religion and morals.

Topic 3. Dimensions of social conflict (III): Nationalisms.

Topic 4. The Spanish 1978 Constitution.

Second part: Institutions, actors and processes of the Spanish political system



Topic 5. Political institutions and their function: the Crown, Government and Parliament.

Topic 6. Elections and party system.

Topic 7. Territorial distribution of power: the State of Autonomies.

Topic 8. Political culture.

Topic 9. Rule of law in Spain and quality of democracy.

Topic 10. Public policies.

5429 THE SPANISH CONSTITUTION AND THE SOURCES OF LAW

Constitutional Law as scientific discipline

TOPIC 1.- Introduction to Constitutional Law as a scientific discipline.

Historical and theoretical basis of the constitutional State.

TOPIC 2.- The State as form of political organization.

TOPIC 3.- Theory of Constitution and constituting power.

The Spanish Constitution and the Sources of Law

TOPIC 5.- General considerations.

TOPIC 6.- The Constitution as source of Law.

TOPIC 7.- The Law.

TOPIC 8.- Executive provisions with force of Law.

TOPIC 9.- The Regulations.

TOPIC 10.- Legal systems of Autonomous Communities and their Relations with the State system.

TOPIC 11.- European Community legal system and its relationship with the Spanish legal system.

5430 CONTEMPORARY HISTORY

The 19th Century: from Revolutions to Imperialism.

The First World War.

The Interwar period.

Spain: from Restoration to Civil War.

The Second World War.

Post-war World and organization of peace.

The Cold War.

The Soviet Union and communist countries.

Western Europe: from reconstruction to opposition.

Decolonization and the rise of the Third World.

Arab countries and Israel.

International relationships and the end of the Cold War.

Spain: from Franco's regime to the Transition.

New scenarios after the fall of the Berlin Wall.

Perspectives and concerns in light of the current panorama.



5431 MICROECONOMICS

FIRST PART: INTRODUCTION

Topic 1: Fundamentals

- 1.1 Markets and the State in a mixed economy.
- 1.2. Branches of Economy and Economic Science.

Topic 2: The Competitive Model

- 2.1. Property rights and incentives.
- 2.2. Set of opportunities.

Topic 3: Demand, supply and prices

- 3.1. Demand. Construction and displacements.
- 3.2. Supply. Construction and displacements.

SECOND PART: CONSUMER BEHAVIOUR DOMESTIC ECONOMIES

Topic 4: Consumer behavior. The decision to consume

- 4.1. Budgetary restriction.
- 4.2. Rent and substitution effects.
- 4.3. Usefulness and preferences.

Topic 5: The decision to save

- 5.1. Budgetary restrictions and saving.
- 5.2. Promoting saving.

Topic 6: The decision of the job offer

- 6.1. Graphic attainment of the job offer.
- 6.2. The indifference curves and the decision of the job offer.

THIRD PART: COMPANY BEHAVIOUR.

Topic 7: Production

- 7.1. Production with one single variable factor.
- 7.2. Profit maximization.
- 7.3. Production with two factors.

Topic 8: Business costs

- 8.1. Cost curves.
- 8.2. Average cost curve.
- 8.3. Minimization of costs with two factors.

Topic 9: The Company production decision

- 9.1. Basic conditions of competitive offer.
- 9.2. Entry and exit of an industry.
- 9.3. The demand of factors.

FOURTH PART: THE STATE AND ECONOMIC EFFICIENCY

Topic 10: The public sector

- 10.1. The economic role of the State.
- 10.2. The dimension of the State.



10.3. Public mistakes.

Topic 11: Competitive balance

11.1. Competitive balance and economic efficiency.

11.2. Reconsideration of the basic model.

FIFTH PART: NON-COMPETITIVE MARKETS

Topic 12: Imperfect competition I. Monopoly

12.1. Monopoly level of production.

12.2. Entry barriers.

12.3. Problems caused by monopolies.

Topic 13: Imperfect competition (II) : monopoly competition and oligopoly

13.1. Imperfect competition.

13.2. Publicity.

13.3. Oligopoly.

Annex: Frontiers of the microeconomy

A.1. Asymmetric information.

A.2. Political economy.

A.3. Behavioral economy.

5432 ADMINISTRATIVE SCIENCE

Topic 1

Public Administrations as object of scientific knowledge.

Topic 2

Theory of organization and Public Administration.

Topic 3

Bureaucracy: Models and critique.

Topic 4

Basic elements of administrative structures.

Topic 5

The human element of administrations.

Topic 6

Conflict and informal structure of administration.

Topic 7

Administration and its surroundings: Vital cycles, size, age.

Topic 8



Servuction

Topic 9

Internal and external control of Public Administration. Ethics and quality in public management. Dysfunctions.

Topic 10

The new (and already vintage) public management.

Topic 11

Governance, strategic management, governability. Trends.

5433 SOCIOLOGY

Part I: Sociological Research

Sociology as Social Science.

Sociological research methods.

Part II. Society and Culture

Society.

Culture.

Part III: Genealogy of Sociology

Modern thought: Leviathan and “noble savage” metaphors.

Modernity and evolutionism.

The irruption of the Subject: Critical Theory and Psychoanalysis.

Post-modernity and Cultural Studies.

Part IV: Contemporary World

Globalization and expansion of capitalism.

Transnational migratory movements.

Social movements.

5434 INTERNATIONAL RELATIONS

I - INTRODUCTION TO INTERNATIONAL RELATIONS. GENERAL ASPECTS

1- Introduction and basic concepts in international relations.

2- International system and evolution I.

3- International system and evolution (II) .

4- Theory of international relations: realism and neorealism.

5- Theory of international relations (II): liberal currents.

6- Theory of international relations (III): reflectivism and rational choice.



II.- ACTORS IN INTERNATIONAL RELATIONS

- 7.- State actors in international relations: the great powers. The case of the united states I.
- 8.- State actors in international relations: the great powers. The case of the united states (II) .
- 9.- State actors in international relations: the medium powers. The Spanish case.
- 10.- State actors in international relations: emerging powers.
- 11.- Non-state actors in international relations.

III.- FACTORS IN INTERNATIONAL RELATIONS

- 12.- Factors in international relations: structural and geographical factors.
- 13.- Factors in international relations: political and ideological factors.
- 14.- Factors in international relations: legal factors.

5435 INSTITUTIONS AND TERRITORIAL ORGANIZATION OF THE STATE

ORGANIZATION AND FUNCTION OF THE STATE ORGANS

TOPIC 1 THE CROWN

- 1.- The Crown as an Organ of the State.
- 2.- The Functions of the Crown: Symbolic, Moderating and Arbitral.
- 3.- Personal Status of the Monarch.
- 4.- Rules regulating Succession, Regency and Tutelage.

TOPIC 2 THE PARLIAMENT (I): COMPOSITION AND STRUCTURE

- 1.- Structure of the Parliament: Bicameralism System.
- 2.- The Election of the Representatives: Phases of the Electoral Process.
- 3.- Composition of Congress and Senate.
- 4.- Autonomy of the Houses. Special Reference to the Parliamentary Regulations: Legal Nature.
- 5.- Legal Statute of Parliamentarians.
- 6.- Organization and function of Houses.

TOPIC 3 PARLIAMENT (II): FUNCTIONS

- 1.- Legislative function. Ordinary legislative process. Special legislative processes.
- 2.- The function of control. Means to demand political responsibility: Vote of no confidence. The issue of confidence. Means for parliamentary control: Questions, seeking explanations and investigation commissions.
- 3.- Finance function: Approval of the national budget.

TOPIC 4 GOVERNMENT

- 1.- Government composition and structure: Constitutional position of the President.
- 2.- Ministers and other members of Government: their status.
- 3.- Process of forming Government and dismissal of members.



4.- Government functions. The function of political leadership. Executive function.
Regulatory power.

5.- Public Administration: Constitutional principles ruling its organization and function.

TOPIC 5 JUDICIARY

1. Constitutional configuration of the Judiciary.
2. Constitutional principles ruling the Judiciary and the Jurisdictional function.
3. Legal Statute of judges and magistrates.
4. Structure and organization of judicial power.
5. Governing the Judiciary. General Council of the Judiciary: Nature, composition and competencies.
6. Public Prosecutor Office: Nature, organic structure and functions.

TOPIC 6 THE CONSTITUTIONAL TRIBUNAL

- 1.- Composition: System for appointment and statute of their members.
- 2.- Organization and function.
- 3.- Powers or procedures:
 - a) Control of the constitutional nature of the laws: The appeal due to unconstitutionality. The issue of unconstitutionality.
 - b) Prior control of international treaties.
 - c) Individual appeal for protection.
 - d) Conflict of authority between the State and the Autonomous Communities.
 - e) Conflicts of attribution.
 - f) Conflict in defense of local autonomy.

TERRITORIAL ORGANIZATION OF THE STATE

TOPIC 7 TERRITORIAL ORGANIZATION OF THE STATE (I)

- 1.- Introduction: the Autonomous State in the Spanish Constitution.
- 2.- The autonomy of nationalities and regions: Principles ruling the articulation of the Autonomic State.
- 3.- Institutional organization of Autonomous Communities.
- 4.- Local Autonomy. Constitutional bases of local administration.
Organization and functions of municipalities and provinces.

TOPIC 8 TERRITORIAL ORGANIZATION OF THE STATE (II)

- 1.- Separation of powers between the State and the Autonomous Communities.
- 2.- Powers exclusively of the State.
- 3.- Legislative and executive powers of Autonomous Communities.
- 4.- Powers shared between the State and the Autonomous Communities.

5436 MACROECONOMY

First Part

Topic 1: Introduction



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- 1.1. GDP and its components.
- 1.2. Real GDP and Nominal GDP.
- 1.3. GDP deflator.

Topic 2: National accounting

- 2.1. Income indicators.
- 2.2. Measuring the cost of living.
- 2.3. Correction of economic variables.

Second Part

Topic 3. Income and expenditure

- 3.1. Components of demand.
- 3.2. The Public sector.

Topic 4: Money, interest and income

- 4.1. Investment.
- 4.2 The IS curve.
- 4.3. The LM curve.

Topic 5: Monetary policy and fiscal policy

- 5.1. Displacement effect.
- 5.2. Classic case and the liquidity trap.
- 5.3. Combination of economic policies.

Topic 6: Money supply

- 6.1. Monetary multiplier.
- 6.2. Monetary base.
- 6.3. The reserves-deposits relationship.

Topic 7: Aggregated supply and demand

- 7.1. Construction of aggregated demand.
- 7.2. The classical model.

Topic 8: Aggregated supply, salaries, prices and employment

- 8.1. The Keynesian model.
- 8.2. The Synthesis model.

Third Part

Topic 9: Macroeconomy of an open economy. Fixed exchange rates

- 9.1. Balance of payments and exchange rate systems.
- 9.2. The effects of interdependency and repercussion.
- 9.3. Financing of deficits and devaluation.
- 9.4. Mundell-Fleming model.

Topic 10: Macroeconomy of an open economy. Flexible exchange rates

- 10.1. Exchange rates and production of balance.
- 10.2. Mundell-Fleming model.

Topic 11: Inflation and unemployment

- 11.1. Causes of Inflation.
- 11.2. Typology and causes of unemployment.



Topic 12: Growth

12.1. Theories on economic growth.

12.2. Economic growth and the environment.

➤ **2nd year**

5437 THOUGHT AND POLITICAL AND SOCIAL MOVEMENTS

UNIT 0

INTRODUCTION TO THOUGHT AND TO SOCIAL AND POLITICAL MOVEMENTS

1. Concept and characteristics of social movements.
2. From classical models to new social movements in Latin America and Europe.

UNIT 1

POLITICAL THOUGHT IN CLASSICAL GREECE

Plato's Theory of the city.

UNIT 2

PATRISTIC AND SCHOLASTIC POLITICAL THOUGHTS

1. The City of God in Augustinus.
2. Tyranny in Saint Thomas.

UNIT 3

AUTONOMY OF POLITICS IN THE MODERN AGE

The Italian Renaissance and Nicholas Machiavelli.

UNIT 4

FROM ABSOLUTISM TO LIBERTARIANISM

1. T. Hobbes' absolutism.
2. J. Locke's libertarianism.

UNIT 5

EGALITARIANISM AND ITS PROJECTIONS

1. Rousseau and the general will.
2. His projection in J. Rawls' theory of justice.
3. R. Nozick minimum State model.

UNIT 6

THE ILLUSTRATION AND REVOLUTIONARY THOUGHT

Revolution, democracy and freedom.

UNIT 7

LIBERALISM AND ITS ORIGINS



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Conservative and radical liberalism.

UNIT 8

STATE AND NATION

Nationalism, identity and ideology.

UNIT 9

REVOLUTION AND TOTALITARISM

Marxism, Communism, Fascism and Nazism.

UNIT 10

CONTEMPORARY POLITICAL AND SOCIAL MOVEMENTS.

5438 RESEARCH METHODS IN POLITICAL SCIENCE

PART I. FUNDAMENTAL CONCEPTS AND METHODOLOGICAL TOOLS FOR RESEARCH IN POLITICAL SCIENCE

TOPIC 1. The research process and construction of theory research design.

TOPIC 2: From abstract to concrete: Operationalization and measurement.

TOPIC 3. Research strategies and data collection.

TOPIC 4. Contrasting hypotheses.

PART II: QUANTITATIVE AND QUALITATIVE RESEARCH TECHNIQUES IN POLITICAL SCIENCE

TOPIC 5. Research through surveys. Questionnaire.

TOPIC 6. Content analysis and discourse analysis.

TOPIC 7. In-depth interview and focus groups.

PART III. EXPERIMENTAL TECHNIQUES IN POLITICAL SCIENCE

TOPIC 8. Experimentation in Political Science.

5439 PUBLIC ECONOMY

Function of the Public Sector in the Economy.

Topic 1. Economy and Public Sector

1.1 The economic role of the State.

1.2 Thinking like a public-sector economist.

1.3 The public sector in the budget.

1.4 Main measuring indexes in the public sector.

1.5 Economic objectives of the public sector.

Topic 2. Welfare Economy

2.1 Welfare economy and efficiency as understood by Pareto.

2.2 Analysis of economic efficiency (Paretian optimality and economic efficiency).



Function of Welfare.

Topic 3. Public Intervention and Efficiency

- 3.1 Monopoly regulation.
- 3.2 The issue of external effects.
- 3.3 Provision of goods.

Topic 4: Public Intervention and Equity

- 4.1 Basic concepts in income Distribution.
- 4.2 Measuring income distribution. Indicators of inequality.
- 4.3 Theoretical justification of redistributive process.
- 4.4 Main income redistribution policies.

Topic 5: Adoption of Public Decisions.

- 5.1 Introduction.
- 5.2 The problem of revelation of preferences.
- 5.2 The problem of aggregation of preferences.

Topic 6. The budget

- 6.1 The concept of “budget”.
- 6.2 Budgetary cycle.
- 6.3 Classic budgetary principles.
- 6.4 Crisis of classic budgetary principles.
- 6.5 Laws of budgetary stability: Change of orientation.

Topic 7: Public expenditure

- 7.1 Theories on the growth of public expenditure.
- 7.2 An explanation of the growth of the public sector in Spain.
- 7.3 The right to health and public health systems.
- 7.4 The study of Education.
- 7.5 Social Security schemes.

Topic 8: Government revenue.

- 8.1 Classification of Government revenue.
- 8.2 Basic elements of a tax.
- 8.3 Classification of taxes. Main tax figures.
- 8.4 Legal progressivity and real progressivity.
- 8.5 Tax principles.
- 8.6 Extraordinary income.



5440 ADMINISTRATIVE LAW (I)

TOPIC I. PUBLIC ADMINISTRATION AND ADMINISTRATIVE LAW

- a) Historic emergence of administrative institutions and the current public administration.
- b) Objective and subjective characterization of the administration.
- c) Definition of Administrative Law.
- d) Constitutional bases of Administrative Law.

TOPIC II. ADMINISTRATION AND LEGAL SYSTEM

- a) The Rule of Law.
- b) Typology of Sources in Administrative Law.
- c) Principle of Legality of Administration.
- d) Legal binding and administrative discretionality.

TOPIC III. ADMINISTRATIVE POWERS

- a) The concept of administrative power.
- b) Means to control power.
- c) Prerogatives and charges of the Administration.
- d) Subjections of the Administration.

Compulsory readings:

AAVV, Lessons and materials for the study of Administrative Law.

Complementary readings:

GAMERO CASADO, E., Derecho Administrativo para el ECTS, Iustel, 2008

TOPIC IV. REGULATION IN THE SYSTEM OF SOURCES OF SPANISH LAW

- a) Concept and basis for reglementary power.
- b) Material and formal limits of regulation.
- c) Relationship between the regulation and the Law: Supremacy and reservation of Law
- d) Control of the illegal regulations.

Compulsory readings:

MUÑOZ MACHADO, S., Lecciones y materiales para el estudio del Derecho Administrativo.

Complementary readings:

GAMERO CASADO, E., Derecho Administrativo para el ECTS, Iustel, 2008.

TOPIC V. AUTONOMY AND THE SYSTEM OF SOURCES

- a) Types of regulations of Autonomous Communities.
- b) Types of regulations of local entities.
- c) Relations and articulating principles.

Compulsory readings:

- BELLO PAREDES, S.A., Las Ordenanzas locales en el vigente Derecho español: alcance y articulación con la normativa estatal y autonómica, INAP, 2002.

Complementary readings:

- GAMERO CASADO, E., Derecho Administrativo para el ECTS, Iustel, 2008.

TOPIC VI. LEGAL CONCEPTS OF ORGANIZATION



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- a) Centralization and decentralization.
- b) Concentration and deconcentration.
- c) Delegation and entrusting management.
- d) Administrative competence.

Compulsory readings:

- PARADA VÁZQUEZ, R., Derecho Administrativo II, Marcial Pons, 2010.

TOPIC VII. ADMINISTRATIVE ACTS

- a) Concept of administrative Act.
- b) Classes of administrative Acts.
- c) Discretionary Administrative Acts.
- d) Political or governmental Acts.

Compulsory reading:

-AAVV, Lecciones y materiales para el estudio del Derecho Administrativo. Vol. II, pages 153-180

Complementary readings:

-GAMERO CASADO, E., Derecho Administrativo para el ECTS, Iustel, 2008.

TOPIC VIII. ADMINISTRATIVE PROCEEDING

- a) Legal regulation and informing principles.
- b) Subjects in the proceeding: The Interested party and the Administration.
- c) The different phases of the proceeding.
- d) Administrative silence.
- e) Termination of proceeding and execution of administrative Acts.

Compulsory readings:

- AAVV., Lecciones y materiales para el estudio del Derecho administrativo. Vol II, pages 113-142

Complementary reading:

-GAMERO CASADO, E., Derecho Administrativo para el ECTS, Iustel, 2008.

TOPIC IX. VALIDITY AND INVALIDITY OF ADMINISTRATIVE ACTS

- a) Typology of illegality of acts: Nullity and nullability.
- b) Sua Sponte review of administrative acts.
- c) Declaration of acts against public interest.

Compulsory reading:

- AAVV, Lecciones y materiales para el estudio del Derecho Administrativo.

Complementary reading:

- GAMERO CASADO, E., Derecho Administrativo para el ECTS, Iustel, 2008.

TOPIC X. ADMINISTRATIVE APPEALS

- a) Appeal requesting reversal of Court decision.
- b) Appeal.
- c) Prior social and civil claims.

Compulsory reading:

- AAVV, Lecciones y materiales para el estudio del Derecho Administrativo.

Complementary readings:

-GAMERO CASADO, E., Derecho Administrativo para el ECTS, Iustel, 2008.



5441 ADMINISTRATIVE MANAGEMENT

PART I: ORGANIZATIONS MANAGEMENT 101

Topic 1- COMPANY ORGANIZATION

- 1.1 Introduction.
- 1.2 Relevance of the organization.
- 1.3 Characterization of the organization.
- 1.4 Theory of the organization.
- 1.5 Theory of the organization and company organization.

Topic 2- CLASSIC THEORY OF ORGANIZATION

- 1.1 Introduction.
- 2.2 Classification of schools of thought.
- 2.3 Organization as closed rational systems.
- 2.4 Organizations as closed natural systems.

TOPIC 3. CONTEMPORARY THEORY OF ORGANIZATIONS

- 3.1. Introduction.
- 3.2. Organizations as open rational systems.
- 3.3. Organizations as open natural systems.
- 3.4. Schools of thought and company organization.

PART II: ELEMENTS OF COMPANY MANAGEMENT

Topic 4. BASIC PROCESS OF DESIGN AND INTEGRATION

- 4.1 Introduction.
- 4.2 The concept of adjustment in organization design.
- 4.3 Processing of information: Needs and capacities.
- 4.4 Parameters of organizational design.
- 4.5 Stages of the organization design process.
- 4.6 Basic design principles.

Topic 5. CONTEXT OF ORGANIZATION DESIGN

- 5.1 Contingency factors.
- 5.2 Age as contingent variable.
- 5.3 Size of organization.
- 5.4 Technology and organization.

Topic 6. ORGANIZATION SETTING

- 6.1 Introduction.
- 6.2 Concept of setting.
- 6.3 Environment forces influencing the company.
- 6.4 Types of environment.
- 6.5 Influence of environment in organization structure.
- 6.6 Environment-structure relations: Design variables.



Topic 7. BASIC ORGANIZATION FORMS AND GENERIC STRUCTURES

- 7.1 Simple structure.
- 7.2 Functional structure.
- 7.3 Divisional structure.
- 7.4 Matrix structure.
- 7.5 Machine bureaucracy.
- 7.6 Professional bureaucracy.
- 7.7 Adhocracy.
- 7.8 New models.

PART III. STUDY OF MANAGEMENT ROLES: Managers and Administration

- 3.1 Who the managers are and what they do.
- 3.2 Managing functions and Mintzberg Papers.
- 3.3 Management skills.
- 3.4 Management universality.

5442 RESEARCH TECHNIQUES IN POLITICAL SCIENCE (I)

BLOCK I. BASIS RESEARCH RESOURCES AND INFORMATION PROCESSING IN POLITICAL SCIENCE

Topic 1. Research in Political Science

Specific aims:

- Apply the logic of scientific research to the objects studied by Political Science.
- Recognize the main epistemological and theoretical lines of the discipline.
- In depth knowledge of designs, strategies, analytic units and measurement levels in political research.

Topic 2. Scientific information resources on political reality

Specific Aims:

- Get to know the main types of data that are object of analysis in political research.
- In depth study in operative design of empirical indicators of reality.
- Recognize the peculiarities of quantitative information through the most frequent data schemes.
- Know how to create and handle databases, especially with the help of IT support.

BLOCK II. BASIC ANALYSIS OF QUANTITATIVE DATA IN POLITICAL SCIENCE.

Topic 3. Single-variable data scanning and analysis

Specific objectives:

- To learn elementary univariate analysis strategies; in particular, through the use of descriptive statistics.
- To recognize and to apply different graphical representations of analytical results with a variable.
- Introduction to the work of statistical analysis using computer software.

Topic 4. Statistical inference and its explanatory logic

Specific objectives:

- To understand inferential logic as an explanatory resource of reality; in particular through statistical data.



-Recognize and apply the elementary strategies of inferential statistics to the phenomena of the study of political nature.

Topic 5. Scanning and analyzing data with two variables

Specific objectives:

- To understand elementary bivariate analysis strategies; in particular through descriptive statistics.
- To recognize and to apply different graphical representations of analytical results with two variables.
- To propose and to design strategies to analyze the statistical relationship between two variables and to apply hypothesis testing in that regard.
- Deepening the work of statistical analysis using computer software.

Block III. INTERPRETATION AND PRESENTATION OF RESULTS

Topic 6. Research reports and results dissemination

Specific objectives:

- Recognize the parts of a research report and acquire the skills for its use

Writing and presentation

- Gain deeper knowledge of resources for the presentation and the interpretation of data and graphic analysis.
- To understand the resources the public presentations of the results of the research process and to apply them.

5443 COMPARATIVE POLITICS

BLOCK I. BASIC RESOURCES OF RESEARCH AND INFORMATION PROCESSING IN POLITICAL SCIENCE

Topic 1. Research in Political Science

Specific objectives:

- Apply the logic of scientific research to the objects of study of Political Science.
- Recognize the main epistemological and theoretical lines of the discipline.
- Deepen the knowledge of designs, strategies, analytical units and levels of measurement in political research.

Topic 2. Resources of scientific information on the political reality

Specific objectives:

- Know the main types of data that are analytical objects in politico-logical research.
- Deepen the operational design of empirical indicators of reality.
- Recognize the peculiarities of quantitative information through basic data patterns.
- Know how to build and to manage databases, particularly with the support of information technology.

BLOCK II. BASIC ANALYSIS OF QUANTITATIVE DATA IN POLITICAL SCIENCE



Topic 3. Exploration and analysis of data with a single variable.

Specific objectives:

- Understand elementary univariable analysis strategies, particularly through the use of descriptive statistics.
- Recognize and apply different graphic representations of analytical results involving a variable.
- Enter the work of statistical analysis using computer software.

Topic 4. The statistical inference and its explanatory logic

Specific objectives:

- Understand the inferential logic as an explanatory resource of reality, in particular through statistical data.
- Recognize and apply the elementary statistical inferential strategies to the phenomena of study of a political nature.

Topic 5. Exploration and analysis of data with two variables.

Specific objectives:

- Understand the strategies of elementary bivariate analysis, particularly through the use of descriptive statistics.
- Recognize and apply different graphic representations of analytical results with two variables.
- Propose and design strategies to analyze the statistical relationship between two variables and apply contrast hypothesis in this regard.
- Deepen the work of statistical analysis through computer software.

BLOCK III. INTERPRETATION AND PRESENTATION OF RESULTS

Topic 6. Research report and dissemination of results

Specific objectives:

- Recognize the parts of a research report and acquire competences for its writing and presentation.
- Deepen the knowledge of resources for the presentation and interpretation of data and graphical analysis.
- Know and apply resources for the public presentation of the results of the investigative process.

5444 INTERNATIONAL PUBLIC LAW

I.-INTERNATIONAL SOCIETY AND ITS LEGAL SYSTEM

Lesson 1.-The international legal system

- 1.-Interrelationship between social configuration and international Law.
 - 2.-The concept of public international Law.
 - 3.-Characters of public international Law.
 - 4.-The structure of public international Law.
- A) Procedures for the creation of international standards and obligations.



- B) General international Law and particular international Law.
- C) Dispositive norms and imperative norms. *Ius cogens*.
- D) Standards and obligations. Obligations *erga omnes*.
- E) Procedures for the application of Public International Law.

II.-THE SOURCES OF PUBLIC INTERNATIONAL LAW

Lesson 2.-The normative system of public international law

- 1.-Concept and determination of the sources of Public International Law.
- 2.-Normative interactions.
- 3.-Internormative relations.
- 4.-The codification and progressive development of Public International Law.

Lesson 3.-Customary international Law and the general principles of Law

- 1.-Customary international Law.
 - A) Concept.
 - B) Elements.
 - C) Classes, scope of application and test of customary Law.
 - D) The role of customary Law in the normative structure of international law.
- 2.-The general principles of the Law.
 - A) Concept.
 - B) Content.
 - C) Functions.

Lesson 4.-International treaties (I)

- 1.-Concept and kinds of international treaties.
- 2.-The codification of Treaty Law.
- 3.-The capability to conclude treaties.
- 4.-The role of treaties in the normative structure of Public International Law.

Lesson 5.-International treaties (II)

- 1.-The celebration of international treaties.
 - A) The classic technique.
 - B) The manifestation of consent. Solemn forms and simplified forms.
 - C) New forms of treaty-making and new ways of providing consent.
- 2.-The celebration of Treaties in Spanish law.
 - A) State representation in the signing of treaties.
 - B) The intervention of the Government and the Spanish lower chamber (*Cortes Generales*) in the signing of treaties. The categorization of the Treaty.
 - C) The scope of the definitions of articles 93 and 94.1 of the Constitution.
 - D) The participation of the Autonomous Communities in the signing of treaties.
- 3.-The control of the constitutionality of Treaties under Spanish Law.

Lesson 6.-International treaties (III)



1.-Reservations to international treaties.

- A) Concept and function.
- B) Formulation, acceptance, objection, and withdrawal.
- C) Effects.
- D) Spanish law regarding reservations.

2.-Entry into force and provisional application of the Treaties. Reference to the provisional application of treaties in Spanish law.

3.-Effects of the treaties.

- A) As regards the subjects. Effects between the parties and with respect to the third party.
- B) In space.
- C) In time. Non-retroactivity. Successive treaties.
- D) Effects of treaties concluded by an international organization with respect to its Member States.

Lesson 7.-International treaties (IV)

1.-The interpretation of the treaties.

- A) Forms of interpretation.
- B) The rules of interpretation.

2.- Nullity, termination and suspension of the application of a treaty.

- A) General rules.
- B) Nullity. Causes and consequences.
- C) Termination. Causes and consequences.
- D) Suspension of the application of a treaty. Causes and consequences.
- E) Procedural rules on nullity termination and suspension of the application of a treaty.
- F) Procedure for the peaceful settlement of disputes.

3.-Amendment and modification of a treaty.

4.-Deposit and registration of a treaty.

Lesson 8.-The normative action of the international organizations. Auxiliary resources

1.-The normative action of international organizations.

- A) The normative competence of international organizations.
- B) The obligatory nature of the decisions of international organizations.
- C) The role of the resolutions of international organizations in the process of creating international legal standards.

2.-Auxiliary resources for the determination of the rules of Law.

- A) International jurisprudence.
- B) The scientific doctrine.

3.-Unilateral acts of the States.

4.-The criterion of fairness.

Lesson 9.-Relations between international law and domestic law.

1.-Pluralistic conceptions and monist conceptions.



- 2.-Automatic reception and special reception.
- 3.-The Spanish Order and Public International Law.
 - A) Incorporation of international norms in the Spanish legal order.
 - a) General international law.
 - b) Conventional international law.
 - B) Position of international norms in the domestic system of sources of Law.
 - a) General international law.
 - b) Conventional international law.
 - C) The provision of article 93 of the Constitution. Reference to the right of the Union European.
 - D) The internal application of international norms.
- 4.-Application of domestic law by international bodies.

III.-THE SUBJECTS OF INTERNATIONAL LAW

Lesson 10.-International Subjectivity

- 1.-Concept and criteria for the attribution of international subjectivity.
- 2.-Legal effects of international subjectivity.
- 3.-Classes of subjects of international law.
- 4.-The state as a subject of international law.
- 5.-The question of recognition.
 - A) State recognition.
 - B) Government recognition.
- 6.-The succession of States.
- 7.-International organizations as subjects of international law.
- 8.-The international subjectivity of other non-State actors.

IV.-INTERNATIONAL RESPONSIBILITY

Lesson 11.-The international responsibility of the State (I)

- 1.-Concept, function and nature of international responsibility.
2. International liability for an internationally wrongful act.
 - A) Concept of an internationally wrongful act.
 - B) Elements.
 - C) The temporal factor.
 - D) Participation by one state in the illegal behavior of another.
- 3.-International responsibility for the detrimental consequences of acts not prohibited under international law.

Lesson 12.-The international responsibility of the State (II)

- 1.-The new legal relationship emerging from the illegal act.
- 2.-The right to claim for the international responsibility of another State.
- 3.-Compensation.
 - A) concept, nature and content.
 - B) The obligation to compensate and its modalities.

4. Serious violations of obligations contracted under general international law of a binding nature.
- 5.-Causes of exoneration and modification of international liability.

Lesson 13.-Diplomatic protection

- 1.-Concept and legal nature.
- 2.-Requirements for the activation of diplomatic protection.
- 3.-Modes of exercise of diplomatic protection.
- 4.-The waiver of diplomatic protection and the lack of protection.
- 5.-Functional protection.

Lesson 14.-International responsibility of subjects other than the state

- 1.-General Ideas.
- 2.-International responsibility of the individual for *delicta iuris gentium*.
 - A. Presumptions.
 - B. Conduct that gives rise to responsibility.
 - C. Procedures to demand responsibility.
3. International responsibility and international organizations.
- 4.-Other circumstances.

Lesson 15.-Decentralized and institutionalized procedures for the application of the norms

- 1.-Concept and classes of the so-called means of forced application.
- 2.-Countermeasures.
- 3.-The institutional reaction.
- 4.-International control.
- 5.-Follow-up techniques.
- 6.-Recent Practice.

5445 POLITICAL PARTIES

FIRST PART. PARTY SYSTEMS

- Topic 1. The origin of political parties.
- Topic 2. Types and functions of the parties.
- Topic 3. Parties and ideologies.
- Topic 4. Parties under non-democratic regimes.
- Topic 5. Classification of party systems.
- Topic 6. Stability and change in party systems.

PART TWO: PARTY STRUCTURE AND ACTIVITY

- Topic 7. Militancy in parties: sympathizers, members, activists.
- Topic 8. The internal organization of the parties. Funding.
- Topic 9. Elections, selection of leaders and candidates.
- Topic 10. Election campaigns.

Topic 11. The political parties in crisis.

5446 INTRODUCTION TO PUBLIC ACCOUNTING

INTRODUCTION TO PUBLIC ACCOUNTING

TOPIC 1 ACCOUNTING INFORMATION.

- > 1.1. Accounting as an information system.
- > 1.2. Definition of accounting.
- > 1.3. Users of accounting information.
- > 1.4. Accounting information requirements.

TOPIC 2 ASSETS

- > 2.1. Concept of assets and inventory.
- > 2.2. Balance sheet assets and liabilities.
- > 2.3. Definition of asset items.
- > 2.4. Analysis of assets and liabilities.
- > 2.5. The accounts.
- > 2.6. Technicalities of the accounts.

TOPIC 3 REGISTRATION OF ACCOUNTING EVENTS

- > 3.1. The Accounting method.
- > 3.2. The double-entry method.
- > 3.3. Accounting function of income statement balance using the double-entry method.
- > 3.4. Basic accounting reasoning of accounting events.
- > 3.5. Notes in the journal and in the accounts ledger.
- > 3.6. Income and expenditure statements.
- > 3.7. Accounting function of income and expenditure accounts.

TOPIC 4. THE ACCOUNTING PROCESS (I)

- > 4.1. Stages of the accounting process.
- > 4.2. Accounting books in Spain.
- > 4.3. Service companies and commercial companies.

TOPIC 5. THE ACCOUNTING PROCESS (II)

- > 5.1. Periodifications.
- > 5.2. Valuation corrections.
- > 5.3. Reclassification of balances.
- > 5.4. Profit tax.

TOPIC 6. STOCK



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- > 6.1. Concept.
- > 6.2. Items that constitute stock.
- > 6.3. Accounting for items in stock.
- > 6.4. Valuation.
- > 6.5. Corrected valuations.

TOPIC 7. SHOPPING AND SALES

- > 7.1. Concept and class of income and expenditure.
- > 7.2. Shopping.
- > 7.3. Sales.
- > 7.4. Accounting problems with transport costs.

TOPIC 8. INCOME AND EXPENDITURE

- > 8.1. External services.
- > 8.2. Tax.
- > 8.3. Personnel expenditure.
- > 8.4. Other management expenditure.
- > 8.5. Work done for the company.
- > 8.6. Grants, donations and value change adjustments.
- > 8.7. Other management income.
- > 8.8. Other expenditure.
- > 8.9. Other income.

TOPIC 9. THE ANNUAL ACCOUNTS

- > 9.1. Balance.
- > 9.2. Profit and loss statement.
- > 9.3. Statement of changes in net equity.
- > 9.4. Cash Flow Statement.
- > 9.5. Treasury.

TOPIC 10. GENERAL ACCOUNTING PLAN

➤ **3rd year**

5447 POLITICAL SYSTEMS IN THE WORLD

Africa and the Arab world

Topic 1. Islamization, revolution and democratization in the Arab world

Bibliography:



Kepel, Gilles (2000) *La Yihad. Expansión y declive del islamismo*; Madrid: Península; chaps. 1 and 2.

Ayubi, Nazil (1996) *El Islam político. Teorías, tradición y rupturas*, Barcelona: Bellaterra, chaps. 6 and 7.

Topic 2. The African state. Weaknesses and consequences.

Bibliography:

Benavides de la Vega, Lourdes (ed.) (2009): *La integración regional y el desarrollo en África*. Madrid: Catarata.

Herbst, Jeffrey (2014): *States and Power in Africa. Comparative Lessons in Authority and Control*. Princeton: Princeton University Press.

Sodupe, Kepa, Mbuyi Kabunda y Leire Moure (2009): *África Subsahariana*.

Perspectivas sobre el Subcontinente en un Mundo Global. Zarautz: University of the Basque Country.

The American continent

Topic 3. The States of South America

Bibliography:

Alcántara, Manuel (1999): *Sistemas políticos de América Latina, Vol. I*. Madrid: Tecnos.

Tulchin, Joseph S. and Ralph H. Espach (2004): *América Latina en el nuevo sistema internacional*. Barcelona: Bellaterra.

Topic 4. United States, Mexico and Canada.

Bibliography:

Casado, Yolanda (2011), "El sistema político de los Estados Unidos de América", in Pilar Chávarri and Irene Delgado, *Sistemas Políticos Contemporáneos*, Madrid, UNED.

Casar, María Amparo (2010): *Sistema Político mexicano*. Oxford: Oxford University Press.

Mitjans, Esther and Josep M. Castellà (2001): *Canadá : introducción al sistema político y jurídico*. Barcelona: University of Barcelona.

Asia

Topic 5. India. Democracy and economic development

Jenkins, Rob (1999): *Democratic Politics and Economic Reform in India*. Cambridge: Cambridge University Press.

Kaviraj, Sudipita (1997): *Politics in India*. Oxford: Oxford University Press.

Nayar, Baldev Raj (2007): *Globalization and Politics in India*. Nueva Delhi: Oxford University Press.

Nussbaum, Martha C. (2007): *The Clash Within. Democracy, Religious Violence, and India's Future*. Cambridge: Harvard University Press.

Topic 6. China. Economy and democracy?

Bibliography:

Andreu García, José Miguel and Rita Dulci (2009): *China, India y el futuro en un contexto democrático global*. Madrid: Centro de Estudios Ramón Areces.

Kissinger, Henry (2012): China. Barcelona: Debate.

Luttwak, Edward N. (2011): China: poder y fragilidad. Barcelona: La Vanguardia.

Europe

Topic 7. The States of the European Union

Bibliography:

Sánchez Medero, Gema and Rubén Sánchez Medero (2013): Sistemas Políticos en Europa.

Valencia: Tirant Lo Blanch.

Topic 8. The Russian Federation

Bibliography:

Erect Cano, David (2013): "El sistema político de la Federación rusa", in Sánchez Medero, Gema and Rubén Sánchez Medero. Political systems in Europe. Valencia: Tirant Lo Blanch. Taibo, Carlos (2006): Russia en la era de Putin. Madrid: Cataract.

5448 RESEARCH TECHNIQUES IN POLITICAL SCIENCE (II)

First part. Dissemination of the empirical analysis of political events

Topic 1. The research article in Political Science

Specific objectives:

- Know the parts that constitute a research article in Political Science.
- Discussing good practice for knowledge dissemination: replicability.
- Describe the process of publishing an article in a scientific journal.

Topic 2. The relationship between two continuous variables

Specific objectives:

- Review of the concepts of bivariate correlation and simple linear regression.
- Meaning of the direction and intensity of the relationship.
- Concept of hypothesis testing and its relation with political analysis.

Part Two: Regression models for political analysis

Topic 3. Multiple linear regression.

Specific objectives:

- Multiple linear regression model for continuous dependent variable.
- Model assumptions and consequences of their violation.
- Specification of interaction in regression models.

Topic 4. Regression model extensions: What should be avoided in research designs?

Specific objectives:

- Biases in research designs: multicollinearity, endogeneity, subspecification, over-specification and non-linearity.

Topic 5. Logistic regression analysis



Specific objectives:

- The logistic regression model for dichotomous dependent variables.
- Quantification of the magnitude of the effect from the logistic regression.

Third Part. Role of quantitative methods in political science.

Topic 6. The use of statistics in political science: correlation does not imply causality.

Specific objectives:

- Description and exploration versus explanation: The search for causality and its conditions in political science.
- Analysis of the relationship between a theoretical model and its testing with empirical evidence.

5449 PUBLIC POLICIES

PART ONE: PUBLIC PROBLEMS

- Topic 1. Introduction to the analysis of public policies.
- Topic 2. The definition of political problems. Public debate.
- Topic 3. The political agenda.

PART TWO: PUBLIC DECISIONS AND THEIR IMPACTS

- Topic 4. The political decision.
- Topic 5. The implementation
- Topic 6. The assessment

PART THREE: FACTORS OF CHANGE AND THE STABILITY OF PUBLIC POLICIES

- Topic 7. The political actors.
- Topic 8. Institutions and legacies of the past.
- Topic 9. Ideas in political action.
- Topic 10. The political process and public policies.
- Topic 11. Change and dissemination in politics.

5450 ADMINISTRATIVE LAW (II)

I.-THE CONTENTIOUS-ADMINISTRATIVE JURISDICTION

Topic 1.-Genesis and evolution of the contentious-administrative in Spain

- 1.1.-The establishment of the system of "special Administrative Justice " by the Constitution of Bayonne of 1808. 1.2.-The abandonment of the system of "special justice and its replacement by the system of "civil justice". 1.3.-The new Copernican turn around and the return to the return to the "special Administrative Justice" system. 1.4.- The new purging of the contentious-Administrative system: return to the "civil justice " system. 1.5.- Towards an eclectic contentious-

administrative system eradicating the dichotomy the "Special Administrative justice-civil justice system". 1.6.-The Law of the Contentious-Administrative jurisdiction of 27 December 1956: establishment of the "Specialized judicial " system, still in force today. Particular reference to the present-day organs of the Contentious-administrative jurisdiction.

1.7.-Law 29/1998, of 13 July, regulating the contentious-administrative jurisdiction: recent changes.

Topic 2.-Most outstanding features of the current system

2.1.-Positive aspects that characterize the current Contentious-Administrative jurisdiction. 2.2.-Improved aspects of the current Contentious-Administrative model.

Topic 3.-Extension and limits of the contentious-administrative jurisdiction

3.1.-Subjective criteria for the demarcation of Contentious-Administrative competency. 3.2.- Objective criteria for the demarcation of the Contentious-Administrative competence. 3.3.- Matters excluded from the scope of the Contentious-administrative jurisdiction.

Topic 4.-The parties and the contentious-administrative procedure

4.1.-Capability to be a party and procedural capacity. 4.2.-Representation and defense or choice of representative. 4.3.-Legitimation. 4.4.-The ordinary contentious-administrative procedure. 4.5.- The abbreviated contentious-administrative procedure.

II.-MODALITIES OF ADMINISTRATIVE ACTION

Topic 5.-The limitation of administrative activity

5.1.- Changes in the limitation of administrative activity. 5.2.-Principles and limits of all administrative activity. 5.3.-Demonstrations or techniques of police power.

Topic 6.-The sanctioning authority of the Administration

6.1.-Evolution, concept and foundation of the sanctioning powers. 6.2.-Principles of the sanctioning powers and of sanctioning procedures. 6.3.-The sanctioning procedure. 6.4.-The problem of local sanctioning powers.

Topic 7.- Grant-disbursal activities

7.1.-Modalities of the grant awards and their regulated nature. 7.2.- The Subsidy. 7.3.- Subsidy award procedure. 7.4.-Subsidies and Community law.

Topic 8.-The service delivery activity of the Public Administration

8.1.-Concept of public service. 8.2.-Modes of public service management: Special consideration of the administrative concession. 8.3.-The Privatization of reserved activities or the public service crisis. 8.4.-Quasi-public services or regulated private activities. 8.5.-Brief reference to public sector market interventions.

III.-THE LIABILITY OF THE PUBLIC ADMINISTRATIONS.

Topic 9.-An approach to the liability of the public administrations



- 9.1.-Origin and historical evolution of the liability of Public administrations in positive Spanish law.
- 9.2.-Foundation of the liability of the public administrations.

Topic 10.-The Liability of the public administrations at present

- 10.1.-Core characteristics of the current system of administrative liability.
- 10.2.-The liability of the judiciary and of the legislative.
- 10.3.-Defining elements of the system of administrative liability: especially compensation and its consequent assessment.
- 10.4.-The action of liability.

5451 PUBLIC LAWS AND FREEDOMS

General theory of Fundamental rights

- Topic 1.-Approximation to fundamental rights.
- Topic 2. -Fundamental rights in the Spanish Constitution.
- Topic 3. -Entitlement and exercise.
- Topic 4. -the protection of fundamental rights.

Equality and prohibition of discrimination.

- Topic 5. -Equality and prohibition of discrimination.

Rights of Freedom.

- Topic 6. -Classic rights of freedom.
- Topic 7. Freedom of communication.
- Topic 8. Collectively exercised freedoms.

The rights of the personality

- Topic 9. -The protection of intimacy, honor and private life.

Right to effective legal protection

- Topic 10. -The procedural guarantees of the art. 24 Spanish Constitution.

The rights of political participation

- Topic 11. -Political participation.

Educational rights

- Topic 12. -The right to education and freedom of teaching.



5452 POLITICAL THEORY

TOPIC 1

Political science and political theory

- The place of political theory in Political Science: origin and evolution.
- Normative Political Science.
- Empirical Political Science.
- Bridges between normative Political Science and empirical Political Science: the "Strategic power games ".

TOPIC 2

Normative political theories

- Utilitarianism (Bentham and J.S. Mill).
- Liberalism (Rawls).
- Communitarianism (Kymlicka).
- Marxist theory.

TOPIC 3

Empirical political theories

- Behaviorism and Neo-behaviorism.
- Old and Neo-Institutionalism: Historical Neo-Institutionalism, Sociological Neo-institutionalism, Rational Choice Neo-institutionalism.
- Theories of collective action and rational choice.

TOPIC 4

Political theory approaches to "contemporary problems".

- Feminist Political Theory.
- Postmodernist theory.
- Discourse theory.
- Globalization and multiculturalism.
- Transitional justice and policies towards the Historical Memory.

5453 INTERNATIONAL ORGANIZATIONS: EUROPEAN UNION

INTRODUCTION

LESSON 1. International organizations: general issues.

LESSON 2. The law of international organizations and their international competencies.



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PART I.-INTERNATIONAL ORGANIZATIONS OF UNIVERSAL SCOPE.

LESSON 3. The united nations organization (I): essential questions.

LESSON 4. The united nations organization (II): the maintenance of international peace and security.

LESSON 5. Specialized united nations agencies.

LESSON 6. Other international organizations of a universal nature.

PART II.-INTERNATIONAL ORGANIZATIONS AT A EUROPEAN REGIONAL LEVEL

LESSON 7. The European Union (I): general questions.

LESSON 8. The European Union (II): the executive institutions.

LESSON 9. The European Union (III): courts and decision-making.

LESSON 10. The European Union (IV): the right of the Union.

LESSON 11. The European Union (V): its functions.

LESSON 12. General purpose organizations.

LESSON 13. Organizations for economic and military cooperation.

PART III.-INTERNATIONAL ORGANIZATIONS IN OTHER GLOBAL REGIONS

LESSON 14. International organizations in America.

LESSON 15. International organizations in the arab-islamic world and in Africa.

LESSON 16. International organizations in Asia and Oceania.

5454 PUBLIC TERRITORIAL ADMINISTRATIONS

TERRITORIAL ORGANIZATION OF THE STATE

Topic 1.-Legal position of the Public Administration in the Constitutional framework

1. Its configuration under the principle of the separation of powers.
2. Public administration and constitutional order.
3. Primary political entities and instrumental entities.

Topic 2.-Organizational authority and its principles

1. Legal discipline of the administrative organization.
2. Theory of the administrative body.
3. Constitutional and legal principles in the area of organization.
4. In particular, competence.

Topic 3.-Relations between Public Administrations

1. Conceptual precisions: collaboration and cooperation.
2. Coordination.
3. Conflicts of competence.

GENERAL ADMINISTRATION OF THE STATE

Topic 4. Central Administration of the State

1. General characterization.



2. The Government.
3. Political collaborators of the government.

Topic 5. The peripheral and external administration of the State

1. Government delegates in the Autonomous Communities.
2. Government subdelegations in the provinces.
3. The insular directors of the General Administration State.
4. Foreign policy of the state.

ADMINISTRATION OF THE AUTONOMOUS REGIONS

Topic 6. The autonomous principle in the construction of the State. The autonomic process

1. Autonomy and Unity.
2. The process of regional autonomy.
3. The statutes of Autonomy.

Topic 7. The distribution of competencies State-Autonomous Communities

1. Typology of Competencies.
2. Table of competential, legislative and executive distribution.
3. Articulation of State and regional competencies in the main sectors of public activity.

Topic 8. The community of Castile y Leon.

1. Statutory evolution.
2. Institutions of the Autonomous community.
3. The Autonomous administration.

LOCAL ADMINISTRATIONS

Topic 9. Local administration.

1. Legal regulation and typology of local administrative entities.
2. The municipality.
 - a) General traits.
 - b) Elements: population, territory and organization.
 - c) Competencies.
 - d) Special regimes: Open Council.
3. The Province.
 - a) General traits.
 - b) Typology.
 - c) Elements.
 - d) Competences.
4. The island.
5. Other local entities.

INSTRUMENTAL OR SPECIALIZED PERSONIFICATIONS

Topic 10. Instrumental figures.

1. Institutional administration.
2. Corporate Administration.
3. Independent Administrations.

4. Consultative and controlling administrations.

5455 PUBLIC ACCOUNTING

TOPIC 1: INTRODUCTION

1. Boundaries of the public sector.
2. The budget.
3. The General Public Accounting Plan (*Plan General de la Contabilidad Pública*).

TOPIC 2: THE EXPENDITURE BUDGET

1. Current budget accounting scheme.
 - 1.1. Credit Management operations.
 - 1.2. Implementation of Budgetary Operations.
 - 1.3. Closure operations.
2. Joint operations and expenditure budget accounting documents.
3. Accounting scheme of closed budgets.
4. Concept and classification of the expenses and payment obligations of the public administrations in the documents of the General Inspectorate for Economic Affairs (*Inspección General de Asuntos Económicos*) (IGAE).

TOPIC 3: THE INCOME BUDGET.

1. Current budget accounting scheme.
2. Accounting scheme of closed budgets.
3. Concept and classification of revenue and collection rights of the public. administrations in the documents of the IGAE.

TOPIC 4: EXPENDITURE LINKED TO FINANCING

1. Impact of the implementation of expenditures linked to financing.
 - 1.1. The financing coefficient.
 - 1.2. Funding deviations.
2. Incidence of financial deviations in the main accounting magnitudes.
 - 2.1. Incidence of financial deviations in the budget balance.
 - 2.2. Incidence of the deviations of financing in the calculation of the Treasury balance.

TOPIC 5: NON-BUDGETARY OPERATIONS

1. VAT accounting.
2. Accounting for resource administration on behalf of other public bodies.
3. Other non-budgetary operations.

TOPIC 6: GENERAL PUBLIC ACCOUNTING PLAN ADAPTED TO THE LOCAL ADMINISTRATION



5456 MANAGEMENT OF HUMAN RESOURCES

TOPIC 1. INTRODUCTION TO HUMAN RESOURCES MANAGEMENT

- HR in the firm.
- The management of HR.
- New trends in HR management.

TOPIC 2. BASIC PROCESSES IN HUMAN RESOURCES MANAGEMENT

- Analysis and design of employment positions.
- Planning of HR.

TOPIC 3. SELECTION, INCORPORATION AND SEPARATION

- Recruitment.
- Selection, process and decision.
- Voluntary and involuntary termination.

TOPIC 4. COMPREHENSIVE COMPENSATION IN LIEU OF WORK

- Definition, components and types of remuneration.
- Management of compensation.
- New trends in compensation.

TOPIC 5. EVALUATION AND MANAGEMENT OF PERFORMANCE

- Concept and objectives of performance evaluation.
- Process and problems of performance evaluation.
- Management and performance improvement.
- Evaluation interview.

TOPIC 6. TRAINING

- Concept and objectives of the training.
- The plan or training program of the company.
- New directions in training.

TOPIC 7. SAFETY AND HYGIENE AT WORK: PREVENTION OF OCCUPATIONAL RISKS

- Concepts and definitions.
- Risk prevention policy.
- Rights and obligations of the worker and the employer.
- Risk prevention services.

➤ 4th year

5457 MATERIAL AND PERSONAL MEANS OF PUBLIC ADMINISTRATIONS

First section. General part of the law on public assets.

Lesson 1. General categories of public assets.

1. Assets in the public domain.
2. Inspiring principles of the legal framework of



public property: inalienability, imprescriptibility and unseizability.

3. The Dynamics of public property: expropriation and changes in status; Recategorization of public land.

4. Property assets.

Lesson 2. General legal framework for the use of public property.

1. The use of public property and classes of uses.

2. Public property for general use: common usage, special usage, and private usage.

3. Use by the administration: the reserve of public property.

4. The use of public property in the context of a public service.

5. The exploitation and the use of property assets.

Lesson 3. Measures for the protection of public property.

1. Inventories of assets and rights.

2. Registration with the land registry.

3. Power of investigation.

4. Boundary marking authority.

5. Powers of recovery, repossession and eviction.

6. Imposition of servitudes on adjoining lands.

7. Unseizability.

Lesson 4. Special categories of public property

1. National heritage.

2. Communal property.

Second section. Special part: Specific legal framework of certain public assets.

Lesson 5. Water

1. Public property relating to hydraulic assets.

2. The public administration of the Water.

3. Hydrological planning.

4. Uses and exploitations of the hydraulic assets in the public domain.

5. The protection of hydraulic assets in the public domain and water quality.

Lesson 6. Coasts

1. Definition of public property relating to maritime-terrestrial assets.

2. Protective measures: easements and restrictions on the coastline.

3. The use of public project relating to maritime-terrestrial assets and the lawful administrative entitlements.

Lesson 7. Hill land

1. The legal concept of hill land.

2. Classifications or legal categories of hill lands.

3. Legal instruments for its protection: the catalogue of hill land.



4. Public forestlands.
5. Legal framework for use and exploitation.

Lesson 8. Mines

1. Publicly owned mines: classification in sections of the mining resources.
2. Exploitation by third-parties: enabling administrative entitlements to develop mining activities.
3. Use by the public administrations: publicly owned reserves.
4. Environmental protection of mining activities.

Lesson 9. Public infrastructure

1. Highways and roads.
2. Drover's pathways.
3. Ports.
4. Aeronautical infrastructures.
5. Railway infrastructure.

Section three. Law of public service

Lesson 10. Basic legal framework for employment in the public sector

1. The status of public sector workers and the work of public employment.
2. The common regulation of public employment and classes of employees.
3. Access to public service.
4. Careers, posts and termination of public sector employment.
5. Rights and duties of public sector workers.
6. Responsibility and disciplinary rules.

5458 GENERAL JURIDICAL REGIME FOR INCOME AND EXPENDITURE OF PUBLIC ENTITIES

LESSON 1: THE CONCEPT OF FINANCIAL LAW

- I. Financial activity: Meaning and possibilities of study.
- II. Financial Law: concept, content and scientific independence.
- III. The relationship of financial law with other legal disciplines.

LESSON 2: FINANCIAL POWER

- I. Financial power: Meaning and structure.
 1. The financial power of the State.
 2. The financial power of the Autonomous Communities.
 - 2.1. General legal framework for the Autonomous Communities.
 - 2.2. Special structures for the Autonomous Communities.
 3. The financial power of local corporations.



4. The financial power of the European Union.

II. Financial administration: Meaning and structure. Special reference to the State Agency of the Tax Administration.

LESSON 3: THE CONSTITUTIONAL PRINCIPLES OF FINANCIAL LAW

I. The constitutional principles of Financial Law: general Aspects and Classification.

II. The substantive legal principles of Financial Law.

1. Principles relating to tax revenues.

1.1. The principle of economic capacity.

1.2. The principles of generality and equality.

1.3. The principle of progressiveness.

1.4. The principle of non-confiscatability.

2. Principles relating to public expenditure.

2.1. The principle of the equitable allocation of public resources.

2.2. The principles of efficiency and economy.

III. The legal-formal principles of financial law.

1. The principle of reserve of the law.

2. The principle of preference law.

LESSON 4: THE SOURCES OF FINANCIAL LAW

I. The sources of Financial Law: general aspects.

II. Norms of legal scope.

1. The Constitution.

2. Organic Laws and ordinary Laws.

3. Acts of the Government with force of Law: Decrees Laws and legislative decrees.

4. Laws of the Autonomous Communities.

III. Administrative provisions.

1. Royal Decrees.

2. Orders.

3. Circulars and instructions.

4. The regulations of the Autonomous Communities and local authorities.

IV. Unwritten sources.

1. Custom and general principles of Law.

2. Jurisprudence and scientific doctrine.

V. International conventions.

VI. The law of the European Union and the Spanish system of sources of Law.

LESSON 5: APPLYING THE STANDARDS OF FINANCIAL LAW

I. Application of the standards of Financial Law.

1. The effectiveness of financial standards over time: their entry into force and the cessation of their validity.



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- 1.1. The entry into force of financial standards.
 - 1.2. The cessation of the validity of financial standards.
 2. The effectiveness of financial standards in space.
- II. Interpretation of the standards of Financial Law.
- III. Integration and analogy in Financial Law.
- IV. The conflict in the application of the tax standard. Abuse of the Law.

LESSON 6: CONCEPT AND CLASSES OF TAXES.

- I. Taxes in general.
 1. Concept.
 2. Classes of taxes.
- II. Taxes.
 1. Concept
 2. Classes of Taxes
- III. Special contributions
 1. Concept and legal framework.
 2. Special contribution Classes
- IV. Rates.
 1. Concept and legal framework.
 2. Classes of Fees.
- V. Public prices.
 1. Concept and legal regime.
 2. Critical assessment of their regulation.

LESSON 7. TAXATION STRUCTURE

- I. The conceptual frameworks explaining the legal Institute of taxation: the relationship between tax law and the tax function.
- II. The object of taxation: meaning and accepted meanings.
- III. The constituent elements of the structure of the positive standards that regulate taxation.

LESSON 8: THE COMMENCEMENT OF TAXES

- I. The Taxable Event.
 1. Concept and Meaning.
 2. The structure of the taxable event.
 - 2.1. Objective aspect.
 - 2.2. Subjective aspect.
 - 2.3. Temporal aspect.
- II. Tax exemptions and assumptions of non-restraint.
 1. The concept of exemption: its difference with non-restraint and other related concepts. Classes of exemption.

LESSON 9: THE QUANTIFICATION OF TAXES

- I. Quantification of tax liability: initial considerations.



- II. The basis of the taxation.
 - 1. Concept.
 - 2. Types of Bases.
 - 3. Tax base assessment methods.
- III. Type of assessment.
 - 1. Concept.
 - 2. Kinds of assessment types.
- IV. The tax band and tax liability.

LESSON 10: THE TAXPAYER

- I. Taxpayers: the active subject.
- II. The taxpayer: classification.
- III. Principal or Originating Obligors.
 - 1. Passive subjects.
 - 2. Contributors and taxable subjects.
 - 3. Substitute returns for taxpayers and retainers.
- IV. Derived liabilities: person liable and successors.
 - 1. General arrangements and modalities of liability.
 - 1.1. Subsidiary liability.
 - 1.2. Joint and several liability.
 - 2. Successors.
- V. Other taxable subjects. Remission.
- VI. Capacity and representation in the field of taxation.
- VII. Tax residence.

LESSON 11: SETTLEMENT OF TAX.

- I. Settlement of tax: substantive aspects.
- II. The payment of the tax debt. Allocation and appropriation of payments.
- III. Other forms of settlement: forfeit, compensation, and cancellation.
 - 1. Prescription.
 - 2. Compensation.
 - 3. Cancellation.
- IV. The guarantees of tax credit.
 - 1. Concept and classes.
 - 2. Personal guarantees.
 - 3. Real guarantees.
 - 3.1. Right of precedence.
 - 3.2. Right of the tax authority to exact unpaid tax from the purchaser.
 - 3.3. Right of retention.
 - 3.4. Precautionary measures.



LESSON 12: THE APPLICATION OF TAXES

- I. Formal tax law, procedural tax law and tax management.
- II. Instruments to facilitate the application of taxes.
 1. Tax in favor of the taxable subjects.
 - 1.1. Tax consultations.
 - 1.1.1. General aspects of its legal framework.
 - 1.1.2. Legitimation and procedure.
 - 1.1.3. Effects of the reply to the query.
 - 1.2. Publications and referral of communications.
 - 1.3. Pre-assessment agreements and information on the assessment of fixed assets.
 2. Tax in favor of the tax administration.
 - 2.1. Collaborative agreements.
 - 2.2. The duty to inform the tax administration.
- III. General aspects of the procedures for the application of taxes.
 1. The tax-related test.
 2. The obligation to settle. Special reference to the Tax Settlement Act.
 3. Tax Notifications.

LESSON 13: THE MANAGEMENT OF TAXES

- I. Tax management: concept.
- II. Forms of initiation of tax management: general aspects.
- III. Tax management procedures in detail.
 1. The tax return procedure initiated by means of a payment, request, or data communication.
 2. The procedure initiated by declaration.
 3. The data-verification procedure.
 4. The value verification procedure.
 5. The limited verification procedure.

LESSON 14: TAX INSPECTION

- I. Tax inspection: general ideas.
- II. Verification and investigation proceedings: the inspection procedure.
 1. Phases of the inspection procedure.
 2. Inspection records.
 - 2.1. Concept and content.
 - 2.2. Classes of inspection records.
 - 2.3. Processing of the records.
- III. Other actions of the tax inspection.

LESSON 15: TAX COLLECTION

- I. The collection of taxes.
 1. General considerations.
 2. Deferment and fractioning of payment.



- II. The collection of taxes within a voluntary period.
- III. Untimely voluntary compliance: assumptions and effects.
- IV. The collection of taxes in the executive period.
 - 1. The executive period.
 - 2. The urgency procedure.
 - 2.1. Notion and characteristics.
 - 2.2. Assumptions.
 - 2.3. Phases of the fast-track procedure.
 - 2.4. Suspension of the fast-track procedure.
- V. Tax collection procedure against people liable to tax and their heirs.
 - 1. Tax collection procedure against people liable to tax.
 - 2. Tax collection procedure against heirs.

LESSON 16: ILLICIT TAXATION.

- I. Illicit taxation: General Ideas and classification.
- II. Tax offences.
 - 1. Legal definition and elements of the offence.
 - 1.1. The action.
 - 1.2. The legal definition.
 - 1.3. Unlawfulness.
 - 1.4. Guilt.
 - 1.5. Exonerating circumstances in relation to responsibility.
 - 2. Tax offenders.
 - 3. Types of offences.
 - 4. Unlawful conduct.
 - 5. Annulment of liability arising from the unlawful conduct.
- III. Tax penalties.
 - 1. Types of penalties.
 - 2. Quantification of pecuniary penalties: penalty bands.
 - 3. Settlement of sanctions.
 - 4. Tax sanctioning procedure.
- IV. Offences against the Treasury.
 - 1. Tax fraud offense.
 - 2. Accounting offense.
 - 3. Offence of fraud against the assets of the European Community.
 - 4. Social Security fraud.
 - 5. Undue appropriation of subsidies or grants from public administrations.

LESSON 17: ADMINISTRATIVE REVIEW OF TAX NOTIFICATIONS.

- I. Procedural Tax Law: review of administrative tax notifications.
- II. Trade review: Special review procedures.
 - 1. Full declaration of nullity.
 - 2. Declaration of harmfulness of annulable acts.



3. Reversal.
4. Rectification of Errors.
5. Return of undue income.

III. Pre-appeal review.

1. Appeal for reversal.
2. Economic-Administrative claims.
 - 2.1. Legal nature, subjects and object.
 - 2.2. Economic-Administrative procedure: General rules and procedures in the first or the only instance.
 - 2.3. Fast-track procedure before single-person organs.
 - 2.4. Ordinary appeal to a higher authority.
 - 2.5. Extraordinary appeal to a higher authority for the unification of criteria.
 - 2.6. Extraordinary appeal to a higher authority for the unification of doctrine.
 - 2.7. Extraordinary appeal for review.

5459 LABOR RELATIONS IN PUBLIC ADMINISTRATION

I. INTRODUCTION TO THE LABOUR RELATIONS SYSTEM IN SPAIN

- TOPIC 1.** Labor law. Emergence and interpretation.
- TOPIC 2.** The sources of labour law and their application.
- TOPIC 3.** The employment contract. Subjects and commencement.
- TOPIC 4.** The modalities of recruitment.
- TOPIC 5.** Working conditions.
- TOPIC 6.** Contract modifications and contract termination.
- TOPIC 7.** The collective rights of workers.

II. PUBLIC ADMINISTRATION LABOUR RELATIONS IN SPAIN

- TOPIC 8.** Industrial relations in the field of the public administrations.
1. Public administrations and their various employees.
 2. Non-existence of a unitary status of the public employee
 3. The uniqueness of labor relations in the administrations.
- TOPIC 9.** Access to public employment
1. General principles and requirements for access.
 2. Selection entities and selective systems.
 3. Selection procedure.
 4. Selection of interim and blue-collar staff. Operation.
- TOPIC 10.** Social responsibility and public ethics and the public employment relationship.
1. The interests of (and in) organizations.
Convergence between private enterprise and the public administration



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2. Ethics and social responsibility of (and in) the public administration. Projection on Employment.
3. The Code of conduct of the public Labor employees. Meaning and scope

TOPIC 11. Administrative situations, relocation, suspension, and unpaid leave of public employees

1. Administrative situations.
2. Intra-administrative, inter-administrative and internal relocation and relocation due to gender violence.
3. Absence.
4. Suspension from functions.

TOPIC 12. Individual rights of public employees

1. Functional rights.
2. Economic rights.
3. Fundamental rights.

TOPIC 13. Labor recruitment in the public administration

1. Fixed employment contract and indefinite employment contract.
2. Temporary hiring in the public administration.
3. Public administration and ETTs.
4. The termination of the personnel contract to the service of the Public administration.

TOPIC 14. Remuneration and work calendar of blue-collar public administration employees

1. Setting the remuneration. Peculiarities.
2. Work calendar: day, holidays, and special permission.

TOPIC 15. The collective rights of public servants (I)

1. Recognition of trade union rights in the public service.
2. The right to freedom of association.
3. The right of participation and representation.
3. The right to strike.
4. Collective conflicts and extrajudicial settlement of disputes.

TOPIC 16. Collective rights of public sector employees (II)

1. Collective Bargaining:
 - a) Legal settings.
 - b) Peculiarities and principles of negotiation.
 - c) Legitimation and Structure.
 - d) Negotiable materials.
- e) Pacts and agreements.



7540 THE COMPARATIVE WELFARE STATE

- TOPIC 1.** The origins of the welfare state.
TOPIC 2. The expansion of the welfare state. Models of welfare.
TOPIC 3. Employment, unemployment, and poverty.
TOPIC 4. Health protection.
TOPIC 5. Education.
TOPIC 6. Pensions.
TOPIC 7. Support for families and dependency.
TOPIC 8. Public opinion and welfare policies.
TOPIC 9. The future of social protection.

5461 EUROPEAN UNION LAW

I. RIGHTS IN THE EU AND THE JUDICIAL SYSTEM

1. The justice system of the European Union.
2. Fundamental rights in the European Union.
3. Citizenship of the Union and its status.
4. The Common Foreign and Security Policy.
5. The Area of Freedom, Security and Justice.

II. EU COMPETENCE SYSTEM AND EUROPEAN POLICIES. The competences of the European Union: their categorization.

2. European policies.

5464 JUSTICE ADMINISTRATION IN SPAIN AND EUROPE

TOPIC 1

Justice in a Democratic State under the Rule of Law.

1. Introduction.
2. Justice and division of powers.
3. Articulation of justice: jurisdiction, action and process.

TOPIC 2

Jurisdictional authority and function

1. Introduction.
2. Jurisdictional authority:
 - a) Concept;
 - B. Characters: unity, exclusivity and independence.
3. Jurisdictional function:
 - a) object and purpose;



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- b) extension and limits;
 - c) Jurisdiction and administration: conflicts over attribution of jurisdiction.
4. Substitutes for jurisdiction:
- a); unilateral declaration
 - b) unilateral appointment;
 - c) heterocomposition.

TOPIC 3

Ordinary jurisdiction

1. Introduction.
2. Organization of courts and tribunals: jurisdictional orders.
3. Civil court order.
4. Criminal court order.
5. Contentious-administrative jurisdictional order.
6. Social jurisdictional order.

TOPIC 4

Special jurisdiction

1. Introduction.
2. Military jurisdiction: conflicts of jurisdiction.
3. Other jurisdictional bodies:
 - a) Constitutional Court;
 - b) Court of Auditors.
4. European and International Courts:
 - a) Court of Justice of the European Union;
 - b) European Court of Human Rights;
 - c) International Criminal Court.

TOPIC 5

Government and the functioning of justice.

1. Introduction.
2. The General Council of the Judiciary:
 - a) composition and organization;
 - b) Attributions.
3. Legislative Chambers.
4. Functioning of the jurisdictional bodies.
5. Material responsibility of the State for the functioning of the justice system.

TOPIC 6

Employees of the Justice System.

1. Introduction.
2. Judges and Magistrates:



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- a) Legal status;
- b) abstention and objection;
- c) Responsibility.

3. Judicial Office:

- a) Organization;
- b) The lawyer of the administration of justice: Legal status, functions and organization of legal departments;
- c) General divisions of justice system employees; Special divisions of justice system employees.

TOPIC 7

Ancillary Employees in the Justice System.

1. Introduction.

2. Justice Ministry:

- a) Nature, principles and organization;
- b) Legal status of its members;
- c) Functions.

3. Attorneys at Law:

- a) Access to the profession;
- b) Rights and duties;
- c) Functions.

4. Prosecutors:

- a) Access to the profession;
- b) Rights and duties;
- c) Functions.

5. State Attorneys at Law in the Autonomous Communities and in local corporations.

6. Judicial police.

TOPIC 8

The right to bring legal action as effective legal protection.

1. Introduction.

2. Action: Concept and historical evolution.

3. The fundamental right to effective legal protection:

- a) Holders;
- b) Content;
- c) Protection.

4. Action and claim: classes.

TOPIC 9

The proceedings as a right to due process.

1. Introduction.

2. The process: concept, legal nature and historical evolution.



3. The fundamental right to due process:
 - a) origin;
 - b) Content;
 - c) Protection.
4. Terminology and Definitions:
 - a) procedure and proceedings;
 - b) Trial and prosecution

TOPIC 10

Procedural acts

1. Introduction.
2. Concept and characteristics.
3. Requirements:
 - a) Place;
 - b) Time;
 - c) Form.
4. Procedural acts relating to:
 - a) the Judge/Court;
 - b) the Justice System Lawyer;
 - c) the parties.
5. Acts of communication:
 - a) with other jurisdictional bodies: assistance and cooperation;
 - b) with other public organs;
 - c) with individuals.

5465 LEGAL REGIME OF PUBLIC EXPENDITURE AND BUDGETING

1. The law and procedural aspects of public expenditure.
2. The state budget. Concept and content.
3. The budgetary legal principles.
4. The budgetary cycle.
5. Control of financial activity.
6. The public treasury.
7. The subsidy.
8. The budget of the autonomous treasury.
9. The budget of the local treasury.
10. The general budget of the European Union.



5466 ELECTORAL LAW AND THE POLITICAL PARTIES

I. ELECTORAL LAW. GENERAL PART

TOPIC 1. INTRODUCTION

1. Historical background of electoral law in Spain.
2. Approximation to the concept of electoral law.
3. The sources of electoral law.

TOPIC 2. THE PERSONAL ASPECTS OF THE ELECTION

1. The right of active suffrage.
2. The right of passive suffrage.

TOPIC 3. THE MATERIAL ELEMENTS OF THE ELECTION

1. The electoral constituency.
2. The electoral formula.
3. Electoral administration.

TOPIC 4. THE ELECTORAL PROCESS

1. The phases of the electoral procedure.
2. Guarantees and contentious-electoral appeals.

II. ELECTORAL LAW. SPECIAL PART.

TOPIC 5 SPECIAL PROVISIONS FOR THE DIFFERENT ELECTORAL PROCESSES

1. The elections to the 'Cortes Generales' (Spanish lower legislative chamber).
2. Elections to the legislative assemblies of the Autonomous Communities.
3. Local elections.
4. Elections to the European Parliament.

III. RIGHT OF POLITICAL PARTIES

TOPIC 6 THE CONSTITUTIONAL CONFIGURATION OF POLITICAL PARTIES

1. The regulation of political parties.
2. The financing of political parties.

5467 MANAGEMENT OF SOCIAL SECURITY

I- INTRODUCTION TO SOCIAL SECURITY LAW

TOPIC 1. SOCIAL SECURITY IN SPAIN. HISTORICAL BACKGROUND AND CONCEPT

1. Background of the Social Security system in Spain.



2. Concept and characteristics of the Social Security system.

TOPIC 2. THE SOURCES OF SOCIAL SECURITY LAW

1. The Spanish Constitution of 1978 as a source of Social Security law.
2. International and community standards.
3. Standards with the rank of law.
4. Regulation.
5. The collective agreement.
6. Other sources.

TOPIC 3. SUBJECTIVE SCOPE OF PROTECTION AND STRUCTURE OF SOCIAL SECURITY

1. The scope of application of Social security.
2. The structure of Social security: the levels of protection.
3. The structure of Social security: Social security schemes.
 - 3.1. The general system of Social security.
 - 3.2. Special Social Security schemes.
 - 3.3. Special systems.

TOPIC 4. SOCIAL SECURITY MANAGEMENT AND FINANCING

1. The administration of Social Security: management entities and common services.
2. Collaboration in management.
 - 2.1. Companies.
 - 2.2. Mutual insurance schemes for occupational accidents and professional illnesses of the Social Security.
 - 2.3. Economic and financial system of Social Security.

TOPIC 5. THE PROTECTIVE EFFECTS OF THE SOCIAL SECURITY SYSTEM

1. Introduction.
2. Occupational hazards: The occupational accident and occupational illnesses.
3. Common risks.
4. Other risks.
5. Social Security benefits. Concept, common rules, and guarantees.

II. THE GENERAL FRAMEWORK OF SOCIAL SECURITY

TOPIC 6. FIELD OF APPLICATION AND ACTS OF INCORPORATION

1. Subjective scope of the general framework.
2. Acts of incorporation.
 - 2.1. Registration of companies.
 - 2.2. Affiliation, inscription and withdrawal.

TOPIC 7. SOCIAL SECURITY PAYMENTS

1. Social Security payees and social security liability.



2. Determination of payments. Commencement, duration, and termination of the obligation to make payments.
3. The collection of payments.

TOPIC 8. HEALTH CARE

1. Beneficiaries of the service.
2. Content.
3. Dynamics of the law. Commencement, duration, and termination.

TOPIC 9. TEMPORARY DISABILITY, MATERNITY, PATERNITY, RISK DURING PREGNANCY AND BREASTFEEDING

1. Temporary disability.
 - 1.1. Beneficiaries.
 - 1.2. Content.
 - 1.3. Application of the Law. Commencement, duration, and termination.
2. Maternity benefits.
 - 2.1. Beneficiaries.
 - 2.2. Content.
 - 2.3. Application of the law. Commencement, duration, and extinction.
3. Paternity benefits.
4. Risk-related benefits for pregnancy and breastfeeding.
 - 4.1. Beneficiaries.
 - 4.2. Content.
 - 4.3. Application of the law. Commencement, duration, and termination.

TOPIC 10. PERMANENT DISABILITY

1. Permanent disability.
 - 1.1 Grades of disability.
 - 1.2. Beneficiaries.
 - 1.3 Content.
 - 1.4. Benefit Dynamics.
2. Non-disabling permanent injuries.

TOPIC 11. RETIREMENT

1. Ordinary retirement.
 - 1.1. Beneficiaries.
 - 1.2. Content.
 - 1.3. Application of retirement benefits.
2. "Special retirements".

TOPIC 12. COVERAGE FOR DEATH AND SURVIVAL

1. General issues relating to the protection for death and survival.

2. Surviving spouse's pension.
3. Orphan's pension.
4. Benefits in favor of family members.
5. Assistance due to the death.

TOPIC 13. UNEMPLOYMENT PROTECTION: CONCEPTS AND CLASSES

1. Concepts and classes of unemployment.
2. The contributory bands of unemployment benefits.
 - 2.1. Beneficiaries.
 - 2.2. Application of benefits.
3. The level of assistance of unemployment protection.
 - 3.1. Beneficiaries.
 - 3.2. Application of the Law.

III-SPECIAL SOCIAL SECURITY SCHEMES

TOPIC 14. SPECIAL SOCIAL SECURITY SCHEMES

1. Emergence and evolution.
2. Overview of special social security schemes.
3. Public servants.
4. Other special schemes.

IV. NON-CONTRIBUTORY BENEFITS OF SOCIAL SECURITY. OTHER INSTITUTIONS FOR SOCIAL PROTECTION

TOPIC 15. NON-CONTRIBUTORY SOCIAL SECURITY

1. Concept and classes of non-contributory benefits.
 - 1.1. The non-contributory disability benefit.
 - 1.2. The non-contributory retirement benefit.
2. Family benefits.

TOPIC 16. OTHER INSTITUTIONS PROVIDING SOCIAL PROTECTION

1. Complementary protection: social assistance and social services.
2. Voluntary improvements to Social security.
3. Pension plans and funds.
4. Social welfare and mutual provident societies.

5468 ELECTIONS AND ELECTORAL BEHAVIOUR

1. Introduction: voting analysis

Rational models of voting. Psychological explanations. The sociological approach. Electoral participation.

2. Social structure



The model of social cleavage. Class, religion, ethnicity and national identity as Explanatory factors of the vote. Demographic factors. The new clivages.

3. Ideology and partisan identification

Party identification in Europe and the United States. The ideological location. Polarization and mobilization. Ideology and social structure. Values and ideology.

4. Economic vote and votes by topics

Votes by topics. Management of governments and voting. Retrospective assessments and expectations.

5. Leadership

The personalization of politics. Popularity and approval of leaders. Governments vs. Opposition.

6. Election campaigns

Are election campaigns relevant? The impact of the mass communications media.

7. Electoral prospects

Election polls. Forecasting models.

5470 SPANISH AND WORLD ECONOMICS

- 1.-The development of the spanish economy.
2. Macroeconomic policies.
- 3.-Growth factors.
- 4.-Productive activities.
- 5.-The institutional framework.
- 6.-The external sector.
- 7.-The world economy.

5471 INTERNATIONAL COOPERATION FOR DEVELOPMENT

1. Introduction: the promotion of development in international law and international relations.
2. The United Nations system and the promotion of development: general aspects.
3. The United Nations system and the promotion of development: the millennium goals and objectives of sustainable development.
4. Promoting international development and trade: the bretton woods institutions and the wto.
5. Union european development cooperation funding.



6. Spanish development cooperation funding.
7. Development cooperation funding from other European states.
8. Development cooperation funding from the United States of America.
9. Cooperation for the development of emerging blocs: challenges and opportunities for international development frameworks.
10. Practice of international cooperation for development.

5472 SUSTAINABLE DEVELOPMENT

First part. Dissemination of empirical analysis of political events

Topic 1. The research article in political science

Specific objectives:

- To understand the parts that compose a research article in political science.
- To discuss good practices in the dissemination of knowledge: replicability.
- To describe the process of publishing an article in a scientific journal.

Topic 2. The relationship between two continuous variables

Specific objectives:

- Review of the concepts of bivariate correlation and simple linear regression.
- Meaning of the direction and intensity of the relationship,
- Concept of hypothesis testing and its relation with political analysis.

Part Two: Regression models for political analysis

Topic 3. Multiple linear regression

Specific objectives:

- Multiple linear regression model for a continuous dependent variable.
- Model assumptions and consequences of their violation.
- Specification of interaction in regression models.

Topic 4. Regression model extensions: What to avoid in research design?

Specific objectives:

- Bias in research designs: multicollinearity, endogeneity, subspecification, over-specification and non-linearity

Topic 5. Logistic regression analysis

Specific objectives:

- The logistic regression model for a dichotomous dependent variable.
- Quantification of the magnitude of the effect from the logistic regression.

Third part. Role of quantitative methods in political science



Topic 6. The use of statistics in political science: correlation does not imply causality

Specific objectives:

- Description and exploration versus explanation: the search for causality and its conditions in political science.
- Analyze the relationship between a theoretical model and its contrast with the empirical evidence.

5474 SOCIAL PSYCHOLOGY APPLIED TO THE FIRM

Definition and Methodology

Applied Social Psychology: Historical and conceptual framework

- Basic and historical concepts of applied social psychology.
- Areas of intervention and analysis.

Methodology of Applied Social Psychology

- Basic principles of the studies and methods used in Applied Social Psychology.

Social Psychology applied to the firm

Social Psychology of organizations

- The individual and the group in the organization.
- Basic psychological principles of intervention in the organization.

Social Psychology of work

- Psychosocial approach in the analysis of work in organizations and companies.

Economic and Consumer psychology

- Concepts and variables of analysis in the Economic and consumer psychology.

Conflict and conflict management from the psychosocial perspective.

- Conflict and its definition.
- Methods of conflict resolution.
- Conflict management.

Human resources management

- Human resources, what are they and what do they do?
- Psychosocial aspects of human resources in the 20th c.



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