



Module Syllabus

Module Title:	Local Administration Law	Module No: 420464	
Pre-requisite:	Administration Law (2)	Co-requisite:	
Module level: Fourth year		Module Type: specialization elective requirement	
Credit Hours: 3 Credit Hours	Lecture Time	Daytime Study	Evening Study
Programme of Study: Daytime & Evening Study			

Instructor Name	Academic rank	Office Phone	Office Number	E-mail

Module coordinator	Academic rank	Office Phone	Office Number	E-mail
Dr. Usama Nueimat	Assistant professor	397		O_nimat@philadelphia.edu.jo

Office Hours	Special Educational Guidance	Tutorial Guidance	Research

Module Description:

This course addresses the topic of local administration, its elements, pillars and the manner of forming councils and local authorities, and the relation of the latter to the central authority, and its role in administering public and regional public facilities, and their public and private duties in serving the local community, and its development socially, culturally, economically and administratively.

Module Aims: this module aims to:

1. provide students with the basic as well as advanced knowledge in topics relevant to local administration, constituents, elements and formation
2. enable students to develop their cognitive and practical skills in the field of local administration along with dealing with related issues
3. develop students abilities in writing and preparing legal research papers related to issues of local administration

Learning Outcomes *(Knowledge & understanding, intellectual skills, practical skills & transferable skills)*

At the end of this module, a student will be able to:

A/1 express the principles and concepts related to local administration, particularly that which relates to public utilities and the formation of local boards

A/2 display advanced knowledge in the rules and basis used in issues of local administration and its practical applications

A/4 become familiar with topics related to local administration, including administration, the government, distribution of power and mandating specializations

A/6 become familiar with the methods and paradigms of academic research and the use of the sources of legal knowledge and modern techniques

D/5 interact and deal with issues relevant to local administration

Practical Training (Depends on module Practice

General discussions of issues related to local administration like local boards, in addition to pointing out the development in this field on a national level
an outside lecturer, (workshop in the multipurpose room)
Field visit
Research paper

Teaching Methods

Methods	Number of Lectures	Scores' distribution
Lectures	40	80%
Multipurpose room and field visits	2	---
Student's involvement in seminars, tutorials, and group discussions	4	5%
Quizzes and Assignments	2	5%
Paper research & Essays (maximum of 3000words)	---	10%
Total	48	100%

Modes of Assessment

Modes		Score	Date
Exams	First exam (written)	15%	
	Second exam (written)	15%	
	Final exam (written)	50%	
Multipurpose room and field visits			
How much is the student involved in seminars, tutorials and discussions		5%	
Quizzes and assignments		5%	
Paper research essays		10%	
Total		100%	

Module Outline

This module consists of (48) hours allocated into (16) weeks, (3) hours a week, divided as follows:

Week	Subject	Date
1st	The Meaning of Local Administration and its foundations. Origins and foundations of the Local Administration. Democracy and Local Administration	Feb, 22-26, 2004
2nd	The General theory of the methods of administrative regulation and its significance, administrative Centralism: Meaning and examples	Feb, 29-March, 4, 2004
3rd	Political centralism, administrative centralism, generalizing administrative centralism	March, 7-11, 2004
4th	Administrative non-centralism: its definition, elements and examples	March, 14-18, 2004
5th	Local administrative regulation in the contemporary world, England and the United States of America	March, 21-25, 2004
6th	The local administration regulation in France: Origins, levels, and the Central Government's Control	March, 28-April, 1, 2004
7th	The local administration regulation in Jordan: Development, the features of the Jordanian political system, origins of the local administrative regulation in Jordan	April, 4-8, 2004
8th	Examples of administrative centralism in Jordan. Examples of administrative non-centralism in Jordan	April, 11-15, 2004
9th	The formation of local boards in Jordan, methods used in choosing members, studying the arising amendments on the Jordanian Municipal Law	April, 18-22, 2004
10th	Types of centralism control in the Jordanian Law System: Legislative, Judicial, administrative, Public View and Financial.	April 25-29, 2004
11th	Similarities and differences between the Local Administrative Regulation Systems of England, France and Jordan	May 2-7, 2004
12th	The idea of merging the local boards in Jordan, advantages of merging municipalities	May 10-14, 2004
13th	Disadvantages of merging municipal councils, stages of merging them	May 16-20, 2004
14th	Anticipated impacts of merging municipal councils in Jordan	May 23-27, 2004
15th	Discussion of students' research papers	May 30-June 3, 2004
16th	Final Exam	June 6-15, 2004

Reading List

A- Recommended Text Book

Book Title	Author	Edition	Publisher	Publishing Year
Local Administration	Ali Khattar Shatnawi		Wael Publishers	2002

B -Additional Reference *(Student will be expected to give the same attention to these references as given to the textbook)*

Book Title	Author	Edition	Publisher	Publishing Year
Domestic Judgment	Muhammad N.Abdulrazzaq		Almaarif Publishers	Alexandria, 1975
Public Administration in Jordan	Nader Abu Sheikha		Majdalawi Publishers	Amman, 1985
Municipal Council Chief	Abdul Qader Alshaikhali		Alfikir Publishers	Amman, 1983

C -Legal Journals & Magazines

The Jordanian Law Society Journal
Official Newspaper

D -Useful Websites

Attendance Policy (See Article 8 of the University regulation Guideline)

Attendance will be taken by the instructor at the beginning of each class. **On-time** and **regular** attendance is necessary for you to successfully achieve a good mark. Habitual tardiness is considered to be rude and disruptive behavior. An absence is recorded for any reason the student fails to attend class. However, an accumulation of 15% absentia of the total module's hours result in that student will be withdrawn from the module by the module's instructor.

Module policy requests

The instructor is the last person to enter the lecture room and the first to leave, therefore, students will not be permitted to attend the class once the lecture has started.

Cellular phones or beepers must be turned off or put on silent during the lecture. If for any reason a student receives a call in the lecture, he/she should leave the classroom out of courtesy for fellow students. However, students should keep in mind that he/she will not be allowed into the classroom

Expected Workload

On average, the student is expected to spend at least (3) hours per week of self-studying for this module. The student will be expected to spend 1 hour for reading the lecture's topic before the lecture's due time and half an hour for revision of the lecture.

From time to time, I will give you a quiz which will be counted towards the total average of the module, and the aim of these quizzes is to see how prepared you are for a given lecture.

My role is to help you to understand the module's material, so please don't hesitate to ask if you are unclear about anything.

Important Dates & Holidays

DATE	SUBJECT	NOTE
Oct 4	The start of Ramadan	Ramadan is holiday for Evening Study students
Nov 3-5	Festival of Eid al-Fitr	Public Holiday
Nov 14	Commemoration of the late King Hussein's birthday	Public Holiday
Dec 25	Christmas Holiday	Public Holiday
Jan 1	New Year	Public Holiday
Jan 9-12	Festival of Eid Al-Adha	Public Holiday
Jan 30	Birthday of HM King Abdullah II	Public Holiday
Jan 31	Islamic New Year (Hijra New year)	Public Holiday

Good Luck!!