

# URBAN PUBLIC ADMINISTRATION

## 2023/24. 1. SEMESTER

BASIC INFORMATIONS			
SUBJECT'S NAME	urban public administration		
CODE OF SUBJECT	YAWURPAMNF		
DEPARTMENT	Óbuda University Ybl Miklós Faculty of Architecture and Civil Engineering, Department of Architecture		
SZAK, TAGOZAT	architect MSc	english course, erasmus course	
LECTURER	Dr. Putnoki Zsuzsanna	email: putnoki.zsuzsanna@ybl.uni-obuda.hu	office hours by arrangement
PRECONDITION	-		
LECTURERS/WEEK	2 x 45' /week		
ASSESMENT	Final grade (exam)		
ECTS CREDITS	3		
DESCRIPTION	The subject is to introduce the tasks of municipalities and the state in the administration of the municipalities. Structure, functioning of the municipalities, role of officials and representative body. Urban management and infrastructure. Budget management, property management and real estate management. Local taxes. Municipal developments. Procurement process. Tasks of county and municipal authorities in the development of land and settlements. Public interest and private interests.		
RECOMMENDED LITERATURE	<ul style="list-style-type: none"> <li>• Zoltán Horváth: Handbook on the European Union (14th edition), HVGORAC, Budapest, 2011.; ISBN 978-963-258-146-0</li> <li>• Limits to Growth/ The Limits to Growth: The 30-Year Update; Donella H. Meadows, Dennis L. Meadows, Jorgen Randers., 1972/2012. ISBN 0-87663-165-0.</li> <li>• European Union official website: europa.eu</li> </ul>		
RECOMMENDED TOOLS	All tools or itemes, outside helps are not allowed in exam. If the semester will be organize by non contact form you need informatics tools and internet, becuse we will use the University's e-learning system.		

WEEK	LECTURE	LECTURER	FORM OF PRACTICE
1	Introduction of public administration. Basic properties and roles of public administration. System of national's legislation worldwide, regional (EU) and the hungarian example	Dr. Putnoki Zsuzsanna	lecture
2	International and regional legislation. Differents, opportunites. Types of international organizatons and forms. Authorities in international/reginal/national level. Environmental legislation basics in international level	Dr. Putnoki Zsuzsanna	lecture
3	Basics of EU. History and enlargements. Treaties. Custom union and four freedom..	Dr. Putnoki Zsuzsanna	lecture
4	Basics of EU II. Legislation system in EU. Primary and secondary legislation. How EU works	Dr. Putnoki Zsuzsanna	lecture
5	Basics of EU III. EU's bodies. Institutions I.	Dr. Putnoki Zsuzsanna	lecture
6	Basics of EU IV. Institutions II.	Dr. Putnoki Zsuzsanna	lecture
7	Introduction of environmental legislation and public administration. UN, EU	Dr. Putnoki Zsuzsanna	lecture
8	Sustanability. Limits to Growth.	Dr. Putnoki Zsuzsanna	lecture
9	Climate Change. International level.	Dr. Putnoki Zsuzsanna	lecture
10	Climate Change II. regional (EU) level.	Dr. Putnoki Zsuzsanna	lecture

11	Waste. Definition, problems. Waste and hazardous waste policy in EU.	Dr. Putnoki Zsuzsanna	lecture
12	Hazardous materials, chemicals. Definition, problems. SEVESO rules.	Dr. Putnoki Zsuzsanna	lecture
13	Water. Definition, problems, EU's water policy.	Dr. Putnoki Zsuzsanna	lecture
14	Pre-exam.	Dr. Putnoki Zsuzsanna	pre-exam

REQUIREMENTS FOR THE COMPLETION OF THE SEMESTER		
MID-SEMESTER TASKS AND TESTS		
Requirement	Description	Value (point, %, grade)
<b>PARTICIPATION AT LESSONS</b>	see section (§) 46 ETVSZ	-
<b>IN CASE OF ABSENCE FROM LESSONS AND EXAMINATIONS</b>	Absence is considered to be justified with a medical certificate presented.	-
<b>Short description of the TASKS</b>	The students have some basic knowledge of law and administration in international level, special filed in urban and natural environment. They able to use their knowledge in administrative process which is important in urban and building law.	
<b>Pre-exam / exam</b>	At the end of the semester, final written test as pre exam with offered mark. If you failed the test you can take an exam.	10 point / 100%
<b>TOTAL</b>		10 points / 100%

SEMESTER CLOSING REQUIREMENTS					
<b>CONDITIONS FOR OBTAINING A SIGNATURE</b>	Part of the final test or signature retake exam.				
<b>SEMESTER GRADE</b>	0-5 Point	6 Point	7 Point	8 Point	9-10 Point
	1 - FAIL	2 - PASS	3 - SATISFACTORY	4 - GOOD	5 - EXCELLENT
<b>SIGNATURE RETAKE EXAM</b>	First week of the exam period				
<b>CONDITIONS FOR ADMISSION TO THE EXAM</b>	The use of mobile phones is prohibited during the examinations. The students who have already done the test, will have the signature. During the exam period, the student has to register for the exam in the Neptun. The test is a 15-minute written test with 5 question and a total value of 10 points.				
<b>EXAM GRADE</b>	0-5 Point	6 Point	7 Point	8 Point	9-10 Point
	1 - FAIL	2 - PASS	3 - SATISFACTORY	4 - GOOD	5 - EXCELLENT