|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **UNIVERSITY OF NIŠ** | | | | | | |
| **Course Unit Descriptor** | | **Faculty** | | | **Faculty of Law** | |
| **GENERAL INFORMATION** | | | | | | |
| Study program | | | | **Master Academic Law Study Program (LLM Degree)** | | |
| Study Module (if applicable) | | | | General | | |
| Course title | | | | **Civil Servant Law** | | |
| Level of study | | | | ☐ Bachelor x Master’s ☐ Doctoral | | |
| Type of course | | | | ☐ Obligatory x Elective | | |
| Semester | | | | ☐ Autumn x Spring | | |
| Year of study | | | | 1st year of master studies | | |
| Number of ECTS allocated | | | | 7 | | |
| Name of lecturer/lecturers | | | | Prof. dr Goran Obradović | | |
| Teaching mode | | | | xLectures xGroup tutorials x Individual tutorials  ☐Laboratory work ☐ Project work x Seminar  ☐Distance learning ☐ Blended learning x Other | | |
| PURPOSE AND OVERVIEW (max. 5 sentences) | | | | | | |
| *This course aims to introduce students to Civil Servant Law as a specific legal discipline in order to acquire knowledge on the legal status of civil servants, the scope of their professional activities, and the element of public administration, by examining relevant legal norms pertaining to the civil servant system, human resources management in the administration and staff selection, civil service ethics and personal service authorities. Students will gain knowledge on valid civil service pragmatics, by examining a general legislative act (Civil Servants Act), subject-specific ones (Police Act, Military Forces Act, etc), as well as bylaws including provisions on civil servants’ position. Students will be trained to correctly understand and apply the institutes of civil service law, and to comprehend it as an essential element of the organization and activities of public authorities, especially their legal and professional work.* | | | | | | |
| **SYLLABUS (brief outline and summary of topics, max. 10 sentences)** | | | | | | |
| *Introductory issues, Term and sources of Civil Servant Law; Term civil servant; Term and contents of a civil servant system and civil servant relationship. Principles of civil servants’ action. Rights and duties of civil servants. Types of working positions of civil servants. Filling the vacancies. Evaluation and promotion of civil servants. Transfer of civil servants due to work needs. Professional development and training. Responsibility of civil servants. Termination of employment. Rights of civil servants in case of change in the regulation of state bodies. Deciding on rights and obligations of civil servants. Organization of human resources system. Supervision of implementation of the Civil Servant Law.* | | | | | | |
| **LANGUAGE OF INSTRUCTION** | | | | | | |
| xSerbian (complete course) ☐ English (complete course) ☐ Other \_\_\_\_\_\_\_\_\_\_\_\_\_ (complete course)  ☐Serbian with English mentoring ☐Serbian with other mentoring \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | |
| **ASSESSMENT METHODS AND CRITERIA** | | | | | | |
| **Pre exam duties** | **Points** | | **Final exam** | | | **points** |
| **Activity during lectures** | **20** | | **Written examination** | | | **/** |
| **Practical teaching** | **10** | | **Oral examination** | | | **50** |
| **Teaching colloquia** | **20** | | **OVERALL SUM** | | | **100** |
| **\*Final examination mark is formed in accordance with the Institutional documents** | | | | | | |