

	University Name	:	HASANUDDINUNIVERSITY		
	Faculty Name	:	FACULTY OF LAW		
	Department Name	:	ADMINISTRATIVE LAW		
	Study Program Name	:	UNDERGRADUATE LEGAL STUDY		
SEMESTER LEARNING PLAN (SLP)					
COURSE NAME	COURSE CODE	CSU	STATUS	DEPARTMENT	SM
EMPLOYMENT LAW	332B1412	2	COMPULSORY (FACULTY)	ADMINISTRATIVE LAW	V
AUTHORIZATION	LECTURER		Vice Dean of Academic and Development		
	Signature Prof. Dr. Syamsul Bachri, SH, MS		Signature Prof. Dr. Ahmadi Miru, SH, MH		
Expected Learning Outcomes (ELOs)					
A.1.	Having integrity and legal professional ethics based on values of Pancasila.				
G.1.	Ability to think critically, logically and systematically				
G.3.	Ability to work individually and collectively				
S.3.	Ability to provide legal advice and solutions				
K.4.	Demonstrates mastery of theoretical concepts of substantive laws				
LEARNING GOALS					

After mastering norms concerning the scope, position, and sources of Employment Law, the principles of administration and policy of the State Civil Apparatus (SCA), definition, type, status, position, function, task and role of SCA, SCA occupations, Institutional of SCA, management of SCA, management of Government Employees And Employment Agreements (PPPK), SCA rights and obligations, Civil Servant disciplinary violations, Civil Servant discipline enforcement, dismissal of Civil Servants, and employment disputes, students are therefore able to apply the norms in the settlement of employment cases(SCA).

Short Description of the Course

This course discusses the scope, position, and sources of Employment Law, the principles of administration and policy of the State Civil Apparatus (SCA), definition, type, status, position, function, task and role of SCA, SCA occupations, Institutional of SCA, management of SCA, management of Government Employees And Employment Agreements (PPPK), SCA rights and obligations, disciplinary violations of Civil Servants, Civil Servants discipline enforcement, dismissal of Civil Servants, and employment disputes.

REFERENCES:

1. Rozali Abdullah, SH, Hukum Kepegawaian
2. Sastra Djatmika, SH., Drs. Marsono, Hukum Kepegawaian di Indonesia
3. D.A. Sumantri, Sekitar Catatan Hukum Administrasi Kepegawaian
4. Moh. Mahfud MD, SH., Hukum Kepegawaian Indonesia
5. H. Nainggolan, Pembinaan Pegawai Negeri Sipil
6. S.F. Marbun, Moh. Mahfud MD, Pokok-Pokok Hukum Administrasi Negara
7. E.U. Utrech, SH., Pengantar Hukum Administrasi Negara Indonesia
8. Philipus M. Hadjon, dkk, Pengantar Hukum Administrasi Indonesia
9. Ahmad Gufron, SH; Drs. Sudarsono, SH., Hukum Kepegawaian di Indonesia
10. Sudibyo Triatmojo, SH., Hukum Kepegawaian Mengenai Hak dan Kewajiban Pegawai Negeri Sipil
11. Martin Albrow, Birokrasi
12. S.H. Sarundajang, Birokrasi Dalam Otonomi Daerah: Upaya Mengatasi Kegagalannya
13. Miftah Thoha, BIROKRASI Pemerintah Indonesia di Era Reformasi
14. Dadang Juliantara (ed), 2005, Peningkatan Kapasitas Pemerintah Daerah dalam Pelayanan Publik
15. Agung Kurniawan, Tranformasi Pelayanan Publik
16. Lijan poltak Sinambela, Reformasi Pelayanan Publik, Teori, Kebijakan, dan Implementasi
17. Anonim, Peningkatan Kualitas Pelayanan Publik yanbg Bebas Korupsi, Kolusi dan Nepotisme.

18. Ikrar Mohammad Saleh, dkk (ed), Proceeding Seminar Konsep Pelayanan Publik Standar, "Reformasi Pelayanan Publik untuk mendorong Kegiatan Ekonomi dalam rangka pembangunan Sulawesi Melalui Partisipasi Multistakeholder (Buku I- IV)
19. Peraturan Perundang-undangan tentang Pelayanan Publik/ Standar Pelayanan Minimal
20. Peraturan Perundang-undangan tentang Kepegawaian

Meeting Number	Expected Final Ability / Learning Goal	LEARNING MATERIAL	LEARNING METHODS	Time Allocation (Minutes)	Indicator/Assessment Criteria	Weight (%)
1	Introduction of the course Students consent to Course Contract. Furthermore, students are able to understand the history of employment law terms and understand the definition of Employment Law	<ul style="list-style-type: none"> - Introduction of the course - Course Contract - History of employment law terms - Definition of Employment Law 	<ul style="list-style-type: none"> - Brainstorming - Interactive Lecture 	2x50	<ul style="list-style-type: none"> - Ability to elaborate identity, definition and purpose of the course - Ability to understand the history of employment law terms and definition of Employment Law - Discipline and politeness - Literature Update 	3
2	Students are able to elaborate the scope, roles and sources of Employment Law in Indonesia	<ul style="list-style-type: none"> - Scope of Employment Law - Roles of Employment Law in Indonesian Law - Sources of Employment Law 	<ul style="list-style-type: none"> - Interactive Lecture 	2x50	<ul style="list-style-type: none"> - Ability to ask questions and express opinions - Ability to elaborate the material - Discipline and politeness 	3
3	Students are able to elaborate principles, values and code of ethics of State Civil Apparatus (SCA) management and enforcement	<ul style="list-style-type: none"> - Principles of policy enforcement, SCA management and enforcement - Basic Principles of SCA profession - Basic values of SCA profession - Code of ethics and Code of 	<ul style="list-style-type: none"> - Interactive Lecture - Individual Assignment 	2x50	<ul style="list-style-type: none"> - Ability to elaborate the material - Discipline and politeness - Submitting assignments on time - Accuracy of the assignment's content and material 	4

		Conduct as the basis of SCA profession				
4	Students are able to elaborate general requirements of SCA	<ul style="list-style-type: none"> - Definition of SCA - Type, status, and position of SCA - Function, duties, and roles of SCA 	<ul style="list-style-type: none"> - Interactive Lecture - <i>Small Group Discussion</i> 	2x50	<ul style="list-style-type: none"> - Ability to express opinions - Discipline and politeness - Accuracy to elaborate the results of assignment and discussion - Activeness in group 	5
5	Students are able to differentiate various type of position in SCA	Position of SCA: <ul style="list-style-type: none"> - Administrative position - Functional position - Leadership position 	<ul style="list-style-type: none"> - Interactive Lecture - <i>Active Learning (Think Pair Share/TPS)</i> 	2x50	<ul style="list-style-type: none"> - Accuracy to differentiate type of position in SCA - Accuracy of giving examples of SCA position - Discipline and politeness - Activeness in discussion (TPS) - Ability to express opinions 	5
6	Students are able to differentiate authorities, duties, and functions of SCA	Institutional of SCA (authorities, duties, and function): <ul style="list-style-type: none"> - President - Ministry - Commission of State Civil Apparatus (KASN) - Institution of State Administration (LAN) - State Employment Board (BKN) 	<ul style="list-style-type: none"> - Interactive Lecture 	2x50	<ul style="list-style-type: none"> - Ability to ask and express opinions - Ability to differentiate the authorities of Institutional of SCA - Discipline and politeness 	3
7-8	Students are able to analyze the aspects of Civil Servants management.	Management of Civil Servants: <ul style="list-style-type: none"> - Preparation and determination of needs - Procurement - Grade and position - Career development - Career pattern - Promotion - Mutation 	<ul style="list-style-type: none"> - Interactive Lecture 	2x50	<ul style="list-style-type: none"> - Ability to analyze the aspects of Civil Servants management. - Ability to express opinions - Discipline and politeness - Activeness 	8

		<ul style="list-style-type: none"> - Performance assessment - Payroll and benefits - Appreciation - Discipline - Dismissal - Guaranteed pension and old age pension - Protection 				
9	Mid Test		- Written Examination	2x50	<ul style="list-style-type: none"> - Accuracy of answering questions - Honesty during the test 	20
10-11	Students are able to analyze the aspect in management of Government Employees And Employment Agreements (PPPK)	<p>Management of Government Employees And Employment Agreements (PPPK):</p> <ul style="list-style-type: none"> - Setting needs - Procurement - Performance assessment - Payroll and benefits - Development of competence - Awards - Discipline - Termination of employment agreement - Protection 	- Interactive Lecture	2x50	<ul style="list-style-type: none"> - Ability to analyze the aspects of the management of Government Employees And Employment Agreements (PPPK) - Ability to express opinions - Discipline and politeness - Activeness 	8
12	Students are able to analyze authorities and responsibilities of SCA, violations of civil servants discipline, and legal consequences	<ul style="list-style-type: none"> - Authorities of SCA - Responsibilities of SCA - Violations of Civil Servants discipline (PP No. 53/2010) - Law enforcement discipline of Civil Servants 	<ul style="list-style-type: none"> - Interactive Lecture - <i>Active Learning (Think Pair and Share)</i> 	2x50	<ul style="list-style-type: none"> - Ability to differentiate types of position in SCA - Ability to give examples of types of position in SCA - Discipline and politeness - Activeness in discussion (TPS) - Ability to express opinions 	5

13	Students are able to apply norm of civil servant dismissal in the settlement of civil servant dismissal cases	<ul style="list-style-type: none"> - Types of civil servants dismissal - Procedures for dismissal of civil servants - The rights of dismissed civil servants 	<ul style="list-style-type: none"> - Interactive Lecture - <i>Active Learning (Case Study)</i> 	2x50	<ul style="list-style-type: none"> - Accuracy of analyzing the Civil Servant dismissal - Accuracy in problem solving/cases based on norms (types of civil servant dismissal) - Accuracy to solve case based on norms (types of civil servant dismissal) - Ability to express opinions - Discipline and politeness - Activeness 	8
14-15	Students are able to apply the norm in the settlement of Employment disputes	<ul style="list-style-type: none"> - Definition of employment disputes - Settlement of employment disputes: <ul style="list-style-type: none"> • Objection • Administrative appeals • Legal efforts 	<ul style="list-style-type: none"> - Interactive Lecture - <i>Active Learning (Case Study)</i> 	2x50	<ul style="list-style-type: none"> - Accuracy of employment disputes analysis - Accuracy in solving case based on norms - Ability to express opinions - Discipline and politeness - Activeness 	8
16	Final Test		<ul style="list-style-type: none"> - Written Examination 	2x50	<ul style="list-style-type: none"> - Accuracy of answering questions - Honesty during the test 	20