



**Universitas Negeri Surabaya
Faculty of Social and Legal Sciences,
Bachelor of Laws Study Program**

Document
Code

SEMESTER LEARNING PLAN

Courses	CODE	Course Family	Credit Weight			SEMESTER	Compilation Date																																																		
Capita Selecta State Administrative Law	7420102129	Study Program Elective Courses	T=2	P=0	ECTS=3.18	6	July 17, 2024																																																		
AUTHORIZATION	SP Developer		Course Cluster Coordinator			Study Program Coordinator																																																			
	Muh. Ali Masnun, S.H., M.H.		Muh. Ali Masnun, S.H., M.H.			Vita Mahardhika, S.H., M.H.																																																			
Learning model	Case Studies																																																								
Program Learning Outcomes (PLO)	PLO study program that is charged to the course																																																								
	PLO-20	Act as a citizen who is proud and loves the country by obeying the law and being disciplined in social and state life;																																																							
	Program Objectives (PO)																																																								
	PO - 1	Students are able to master the substance of the Capita Selecta State Administrative Law course																																																							
	PLO-PO Matrix																																																								
		<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding: 5px;">P.O</td> <td style="padding: 5px;">PLO-20</td> </tr> <tr> <td style="padding: 5px;">PO-1</td> <td style="padding: 5px;"></td> </tr> </table>						P.O	PLO-20	PO-1																																															
P.O	PLO-20																																																								
PO-1																																																									
	PO Matrix at the end of each learning stage (Sub-PO)																																																								
	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td rowspan="2" style="padding: 5px;">P.O</td> <td colspan="16" style="text-align: center;">Week</td> </tr> <tr> <td style="padding: 5px;">1</td> <td style="padding: 5px;">2</td> <td style="padding: 5px;">3</td> <td style="padding: 5px;">4</td> <td style="padding: 5px;">5</td> <td style="padding: 5px;">6</td> <td style="padding: 5px;">7</td> <td style="padding: 5px;">8</td> <td style="padding: 5px;">9</td> <td style="padding: 5px;">10</td> <td style="padding: 5px;">11</td> <td style="padding: 5px;">12</td> <td style="padding: 5px;">13</td> <td style="padding: 5px;">14</td> <td style="padding: 5px;">15</td> <td style="padding: 5px;">16</td> </tr> <tr> <td style="padding: 5px;">PO-1</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>						P.O	Week																1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	PO-1																	
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	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16																																									
PO-1																																																									
Short Course Description	Capita selecta HAN is a course that contains a collection of selected state administration materials that are considered important along with their principles.																																																								
References	Main :																																																								
	<ol style="list-style-type: none"> 1. (J.C.T. Simorangkir, Kamus Hukum, Sinar Grafika, Jakarta, 2002). 2. (Ridwan HR, Hukum Administrasi Negara, Rajawali Press, Jakarta, 2018). 																																																								
	Supporters:																																																								
Supporting lecturer	Muh. Ali Masnun, S.H., M.H. Intan Lovisonnya, SH.,MH.																																																								
Week-	Final abilities of each learning stage (Sub-PO)	Evaluation		Help Learning, Learning methods, Student Assignments, [Estimated time]		Learning materials [References]	Assessment Weight (%)																																																		
		Indicator	Criteria & Form	Offline (offline)	Online (online)																																																				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)																																																		

1	Students are able to understand the transition from the concept of state administration to public administration	1. The concept of state administration 2. Public administration concept 3. Comparison of state and public administration	Criteria: good if everything is correct, sufficient if 50% correct, poor if less than 50% correct Form of Assessment : Participatory Activities	Direct Discussion 2 X 50		Material: 1. Concept of state administration 2. Public administration concept 3. Comparison of state and public administration Library: (Ridwan HR, State Administrative Law, Rajawali Press, Jakarta, 2018).	5%
2	Students are able to understand the transition from the concept of state administration to public administration	1. The concept of state administration 2. Public administration concept 3. Comparison of state and public administration	Criteria: good if everything is correct, sufficient if 50% correct, poor if less than 50% correct Form of Assessment : Participatory Activities	Direct Discussion 2 X 50		Material: 1. Concept of state administration 2. Public administration concept 3. Comparison of state and public administration Library: (Ridwan HR, State Administrative Law, Rajawali Press, Jakarta, 2018).	5%
3	Students are able to identify and inventory state administration challenges	mention the challenges of state administration	Criteria: good if everything is correct, sufficient if 50% correct, poor if less than 50% correct Form of Assessment : Participatory Activities	Direct Discussion 2 X 50		Material: mentioning the challenges of state administration Reference: (Ridwan HR, State Administrative Law, Rajawali Press, Jakarta, 2018).	5%
4	Students are able to identify and inventory state administration challenges	mention the challenges of state administration	Criteria: good if everything is correct, sufficient if 50% correct, poor if less than 50% correct Form of Assessment : Participatory Activities	Direct Discussion 2 X 50		Material: mentioning the challenges of state administration Reference: (Ridwan HR, State Administrative Law, Rajawali Press, Jakarta, 2018).	5%
5	Students are able to identify and inventory state administration challenges	mention the challenges of state administration	Criteria: good if everything is correct, sufficient if 50% correct, poor if less than 50% correct Form of Assessment : Participatory Activities	Direct Discussion 2 X 50		Material: mentioning the challenges of state administration Reference: (Ridwan HR, State Administrative Law, Rajawali Press, Jakarta, 2018).	5%
6	Challenges to the hand of State Administrative Law	Mention the challenges of state administrative law	Criteria: good if everything is correct, sufficient if 50% correct, poor if less than 50% correct Form of Assessment : Participatory Activities	LiveDiscussionCase study 2 X 50		Material: Mentioning the challenges of state administrative law. Reference: (Ridwan HR, State Administrative Law, Rajawali Press, Jakarta, 2018).	5%

7	Challenges to the hand of State Administrative Law	Mention the challenges of state administrative law	<p>Criteria: good if everything is correct, sufficient if 50% correct, poor if less than 50% correct</p> <p>Form of Assessment : Participatory Activities</p>	LiveDiscussionCase study 2 X 50		<p>Material: Mentioning the challenges of state administrative law. Reference: (Ridwan HR, State Administrative Law, Rajawali Press, Jakarta, 2018).</p>	5%
8	Able to answer UTS questions	Midterm exam	<p>Criteria: good if everything is correct, sufficient if 50% correct, poor if less than 50% correct</p> <p>Form of Assessment : Participatory Activities, Tests</p>	2 X 50		<p>Material: Mid-Semester Exam Literature: (Ridwan HR, State Administrative Law, Rajawali Press, Jakarta, 2018).</p>	15%
9	Challenges to State Administrative Law	Understand the challenges of State Administrative Law	<p>Criteria: good if everything is correct, sufficient if 50% correct, poor if less than 50% correct</p> <p>Form of Assessment : Participatory Activities</p>	lecture 2 X 50		<p>Material: Understanding the challenges of State Administrative Law Library: (Ridwan HR, State Administrative Law, Rajawali Press, Jakarta, 2018).</p>	5%
10	Challenges to State Administrative Law	Understand the challenges of State Administrative Law	<p>Criteria: good if everything is correct, sufficient if 50% correct, poor if less than 50% correct</p> <p>Form of Assessment : Participatory Activities</p>	lecture 2 X 50		<p>Material: Understanding the challenges of State Administrative Law Library: (Ridwan HR, State Administrative Law, Rajawali Press, Jakarta, 2018).</p> <hr/> <p>Material: Understanding the challenges of State Administrative Law Library: (Ridwan HR, State Administrative Law, Rajawali Press, Jakarta, 2018).</p>	5%
11	Challenges to State Administrative Law	Understand the challenges of State Administrative Law	<p>Criteria: good if everything is correct, sufficient if 50% correct, poor if less than 50% correct</p> <p>Form of Assessment : Participatory Activities</p>	lecture 2 X 50		<p>Material: Understanding the challenges of State Administrative Law Library: (Ridwan HR, State Administrative Law, Rajawali Press, Jakarta, 2018).</p>	5%
12	Challenges to State Administrative Law	Understand the challenges of State Administrative Law	<p>Criteria: good if everything is correct, sufficient if 50% correct, poor if less than 50% correct</p> <p>Form of Assessment : Participatory Activities</p>	lecture 2 X 50		<p>Material: Understanding the challenges of State Administrative Law Library: (Ridwan HR, State Administrative Law, Rajawali Press, Jakarta, 2018).</p>	5%

13	Challenges to State Administrative Law	Understand examples of State Administrative Law cases	Criteria: good if everything is correct, sufficient if 50% correct, poor if less than 50% correct Form of Assessment : Participatory Activities	2 X 50		Material: Understanding the challenges of State Administrative Law Library: (Ridwan HR, State Administrative Law, Rajawali Press, Jakarta, 2018).	5%
14	Challenges to State Administrative Law	Understand examples of State Administrative Law cases	Criteria: good if everything is correct, sufficient if 50% correct, poor if less than 50% correct Form of Assessment : Participatory Activities	2 X 50		Material: Understanding the challenges of State Administrative Law Library: (Ridwan HR, State Administrative Law, Rajawali Press, Jakarta, 2018).	5%
15	Challenges to State Administrative Law	Understand examples of State Administration cases	Criteria: good if everything is correct, sufficient if 50% correct, poor if less than 50% correct Form of Assessment : Participatory Activities	lecture 2 X 50		Material: Understanding the challenges of State Administrative Law Library: (Ridwan HR, State Administrative Law, Rajawali Press, Jakarta, 2018).	5%
16	Able to answer UAS questions	Final exams	Criteria: good if everything is correct, sufficient if 50% correct, poor if less than 50% correct Form of Assessment : Test	2 X 50		Material: Final Semester Exam Literature: (Ridwan HR, State Administrative Law, Rajawali Press, Jakarta, 2018).	15%

Evaluation Percentage Recap: Case Study

No	Evaluation	Percentage
1.	Participatory Activities	77.5%
2.	Test	22.5%
		100%

Notes

- Learning Outcomes of Study Program Graduates (PLO - Study Program)** are the abilities possessed by each Study Program graduate which are the internalization of attitudes, mastery of knowledge and skills according to the level of their study program obtained through the learning process.
- The PLO imposed on courses** are several learning outcomes of study program graduates (CPL-Study Program) which are used for the formation/development of a course consisting of aspects of attitude, general skills, special skills and knowledge.
- Program Objectives (PO)** are abilities that are specifically described from the PLO assigned to a course, and are specific to the study material or learning materials for that course.
- Subject Sub-PO (Sub-PO)** is a capability that is specifically described from the PO that can be measured or observed and is the final ability that is planned at each learning stage, and is specific to the learning material of the course.
- Indicators for assessing** ability in the process and student learning outcomes are specific and measurable statements that identify the ability or performance of student learning outcomes accompanied by evidence.
- Assessment Criteria** are benchmarks used as a measure or measure of learning achievement in assessments based on predetermined indicators. Assessment criteria are guidelines for assessors so that assessments are consistent and unbiased. Criteria can be quantitative or qualitative.
- Forms of assessment:** test and non-test.
- Forms of learning:** Lecture, Response, Tutorial, Seminar or equivalent, Practicum, Studio Practice, Workshop Practice, Field Practice, Research, Community Service and/or other equivalent forms of learning.
- Learning Methods:** Small Group Discussion, Role-Play & Simulation, Discovery Learning, Self-Directed Learning, Cooperative Learning, Collaborative Learning, Contextual Learning, Project Based Learning, and other equivalent methods.
- Learning materials** are details or descriptions of study materials which can be presented in the form of several main points and sub-topics.
- The assessment weight** is the percentage of assessment of each sub-PO achievement whose size is proportional to the level of difficulty of achieving that sub-PO, and the total is 100%.
- TM=Face to face, PT=Structured assignments, BM=Independent study.

