



**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																																																			
TUN Judicial Procedure Law	7420104279	Compulsory Study Program Subjects	T=4	P=0	ECTS=6.36	5	July 17, 2024																																																			
AUTHORIZATION		SP Developer	Course Cluster Coordinator			Study Program Coordinator																																																				
		Dr. Hananto Widodo, 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 master the substance of the TUN Judicial Procedure Law course																																																								
	PLO-PO Matrix																																																									
	<table border="1" style="margin: 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: 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																							
P.O	Week																																																									
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16																																										
PO-1																																																										
Short Course Description	This course is a continuation of the State Administrative Law course which studies the process of procedural procedures at the PTUN. Administrative Court Law is a formal law that maintains HAN as its material law. Lectures are carried out with lectures, case study analysis, presentations and discussions.																																																									
References	Main :																																																									
	<ol style="list-style-type: none"> 1. John Alder, General Principles of Constitutional and Administrative Law, Fourth Edition , New York: Palgrave Macmillan, 2002. 2. HR, Ridwan, Hukum Administrasi Negara , Jakarta : PT. RajaGrafindo Persada, 2006. 3. Nur Basuk Minarno, Penyalahgunaan Wewenang dalam Pengelolaan Keuangan Daerah tang Berimplikasi Tindak Pidana Korupsi , Laksbang Mediatama, Yogyakarta, 2008. 4. R. Wiyono, Hukum Acara Peradilan Tata Usaha Negara , Sinar Grafika, Jakarta, 2008. 5. Philipus M. Hadjon, Hukum Administrasi dan Tindak Pidana Korupsi , Yogyakarta, Gadjah Mada University Press, 2011. 																																																									
	Supporters:																																																									
Supporting lecturer	Dr. Sulaksono, S.H., M.H. Dr. Hananto Widodo, S.H., M.H. 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	Understand the background, aims and objectives of establishing PTUN	<ol style="list-style-type: none"> 1.Explain the background to the formation of PTUN 2.Explain the aims and objectives of establishing PTUN 	<p>Criteria: good, enough, less</p> <p>Form of Assessment : Participatory Activities</p>	Lecture, Question and Answer 2 X 50		<p>Material: Understanding the background, aims and objectives of establishing PTUN Library: R. Wiyono, <i>Procedural Law for State Administrative Courts</i>, Sinar Graphics, Jakarta, 2008.</p>	5%
2	Demonstrates Absolute PTUN Competence	<ol style="list-style-type: none"> 1.Categorizing PTUN dispute subjects 2.Categorizing dispute objects 3.Concluding the absolute competency limits of the PTUN 	<p>Criteria: GOOD, ENOUGH, POOR</p> <p>Form of Assessment : Participatory Activities</p>	Lecture, Question and Answer assignment 2 X 50		<p>Material: Demonstrating the Absolute Competence of PTUN Library: R. Wiyono, <i>State Administrative Court Procedure Law</i>, Sinar Graphics, Jakarta, 2008.</p>	5%
3	Demonstrates Absolute PTUN Competence	<ol style="list-style-type: none"> 1.Categorizing PTUN dispute subjects 2.Categorizing dispute objects 3.Concluding the absolute competency limits of the PTUN 	<p>Criteria: OK, enough, not enough</p> <p>Form of Assessment : Participatory Activities</p>	Lecture, Question and Answer assignment 2 X 50		<p>Material: Demonstrating the Absolute Competence of PTUN Library: R. Wiyono, <i>State Administrative Court Procedure Law</i>, Sinar Graphics, Jakarta, 2008.</p>	5%
4	Addressing the Relative Competency of PTUN	<ol style="list-style-type: none"> 1.Formulate the filing of a lawsuit 2.Demonstrate inspection at the first level 	<p>Criteria: OK, enough, not enough</p> <p>Form of Assessment : Participatory Activities</p>	Lectures, presentations, Q&A 2 X 50		<p>Material: Addressing the Relative Competence of PTUN Library: R. Wiyono, <i>Procedural Law for State Administrative Courts</i>, Sinar Graphics, Jakarta, 2008.</p>	5%
5	Addressing the Relative Competency of PTUN	<ol style="list-style-type: none"> 1.Formulate the filing of a lawsuit 2.Demonstrate inspection at the first level 	<p>Criteria: goodmediumbad</p> <p>Form of Assessment : Participatory Activities</p>	Lectures, presentations, Q&A 2 X 50		<p>Material: Addressing the Relative Competence of PTUN Library: R. Wiyono, <i>Procedural Law for State Administrative Courts</i>, Sinar Graphics, Jakarta, 2008.</p>	5%
6	Drafting a Lawsuit and Answering a Lawsuit	<ol style="list-style-type: none"> 1.Categorize the format and content of the lawsuit 2.Categorize the format and content of the lawsuit response 	<p>Criteria: OK, enough, not enough</p> <p>Form of Assessment : Participatory Activities</p>	Lecture, Question and Answer 2 X 50		<p>Material: Addressing the Relative Competence of PTUN Library: R. Wiyono, <i>Procedural Law for State Administrative Courts</i>, Sinar Graphics, Jakarta, 2008.</p>	5%

7	Drafting a Lawsuit and Answering a Lawsuit	<ol style="list-style-type: none"> 1. Categorize the format and content of the lawsuit 2. Categorize the format and content of the lawsuit response 	<p>Criteria: OK, enough, not enough</p> <p>Form of Assessment : Participatory Activities</p>	Lecture, Question and Answer 2 X 50		<p>Material: Designing a Lawsuit and Answers to a Lawsuit</p> <p>Reference: R. Wiyono, <i>Procedural Law for State Administrative Courts</i>, Sinar Graphics, Jakarta, 2008.</p>	5%
8	carrying out the U.S.S	working on the U.S.S	<p>Criteria: good and bad</p> <p>Form of Assessment : Test</p>	open book 2 X 50		<p>Material: Mid-Semester Exam</p> <p>References: R. Wiyono, <i>State Administrative Court Procedure Law</i>, Sinar Graphics, Jakarta, 2008.</p>	15%
9	Designing Replicas and Duplicates	<ol style="list-style-type: none"> 1. Categorize the format and content of replicas 2. Categorize the format and content of duplicates 	<p>Criteria: GoodMediocreBad</p> <p>Form of Assessment : Participatory Activities</p>	Lecture, Question and Answer 2 X 50		<p>Material: Designing Replicas and Duplicates</p> <p>References: R. Wiyono, <i>Procedural Law for State Administrative Courts</i>, Sinar Graphics, Jakarta, 2008.</p>	5%
10	Designing the Evidence process at PTUN	<ol style="list-style-type: none"> 1. Shows the relationship between evidence 2. Design technical and proof strategies 	<p>Criteria: GoodMediocreBad</p> <p>Form of Assessment : Participatory Activities</p>	Lecture, Question and Answer 2 X 50		<p>Material: Designing the Evidence process in PTUN</p> <p>Library: R. Wiyono, <i>Procedural Law for State Administrative Courts</i>, Sinar Graphics, Jakarta, 2008.</p>	5%
11	Designing the Evidence process at PTUN	<ol style="list-style-type: none"> 1. Shows the relationship between evidence 2. Design technical and proof strategies 	<p>Criteria: good, enough, less</p> <p>Form of Assessment : Participatory Activities</p>	Lecture, Question and Answer 2 X 50		<p>Material: Designing the Evidence process in PTUN</p> <p>Library: R. Wiyono, <i>Procedural Law for State Administrative Courts</i>, Sinar Graphics, Jakarta, 2008.</p>	5%
12	Drafting Conclusions and Decisions as well as determinations at the PTUN	<ol style="list-style-type: none"> 1. Categorize the format and content of the conclusion 2. Categorize the types and characteristics of decisions and/or determinations 	<p>Criteria: GoodMediocreBad</p> <p>Form of Assessment : Participatory Activities</p>	Lecture, Question and Answer 2 X 50		<p>Material: Designing Conclusions and Decisions as well as determinations in PTUN</p> <p>Library: R. Wiyono, <i>Procedural Law for State Administrative Courts</i>, Sinar Graphics, Jakarta, 2008.</p>	5%

13	Drafting Conclusions and Decisions as well as determinations at the PTUN	1. Categorize the format and content of the conclusion 2. Categorize the types and characteristics of decisions and/or determinations	Criteria: OK, enough, not enough Form of Assessment : Participatory Activities	Lecture, Question and Answer 2 X 50		Material: Designing Conclusions and Decisions as well as determinations in PTUN Library: R. Wiyono, <i>Procedural Law for State Administrative Courts</i> , Sinar Graphics, Jakarta, 2008.	5%
14	Comparing Legal Efforts and Implementation of Decisions and/or Determinations in PTUN	1. Choose between resistance, appeal, cassation, judicial review 2. Sequencing the implementation of PTUN Decisions and/or Determinations	Criteria: GoodMediocreBad Form of Assessment : Participatory Activities	Lecture, Question and Answer 2 X 50		Material: comparing legal efforts and implementation of decisions and/or determinations in PTUN Library: R. Wiyono, <i>Procedural Law for State Administrative Courts</i> , Sinar Graphics, Jakarta, 2008.	5%
15	Comparing Legal Efforts and Implementation of Decisions and/or Determinations in PTUN	1. Choose between resistance, appeal, cassation, judicial review 2. Sequencing the implementation of PTUN Decisions and/or Determinations	Criteria: GoodMediocreBad Form of Assessment : Participatory Activities	Lecture, Question and Answer 2 X 50		Material: comparing legal efforts and implementation of decisions and/or determinations in PTUN Library: R. Wiyono, <i>Procedural Law for State Administrative Courts</i> , Sinar Graphics, Jakarta, 2008.	5%
16	Comparing Legal Efforts and Implementation of Decisions and/or Determinations in PTUN	1. Choose between resistance, appeal, cassation, judicial review 2. Sequencing the implementation of PTUN Decisions and/or Determinations	Criteria: GoodMediocreBad Form of Assessment : Participatory Activities	Lecture, Question and Answer 2 X 50		Material: comparing legal efforts and implementation of decisions and/or determinations in PTUN Library: R. Wiyono, <i>Procedural Law for State Administrative Courts</i> , Sinar Graphics, Jakarta, 2008.	15%

Evaluation Percentage Recap: Case Study

No	Evaluation	Percentage
1.	Participatory Activities	85%
2.	Test	15%
		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 (GPL-Study Program) which are used for the formation/development of a course consisting of aspects of attitude, general skills, special skills and knowledge.

3. **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.
4. **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.
5. **Indicators for assessing** abilities in the process and student learning outcomes are specific and measurable statements that identify the abilities or performance of student learning outcomes accompanied by evidence.
6. **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.
7. **Forms of assessment:** test and non-test.
8. **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.
9. **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.
10. **Learning materials** are details or descriptions of study materials which can be presented in the form of several main points and sub-topics.
11. **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%.
12. TM=Face to face, PT=Structured assignments, BM=Independent study.