

Intro to Public Administration
PSC 206
Fall 2014

Tuesday & Thursday—11:00 - 12:15 pm

Instructor: Brandon R. Davis
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COURSE DESCRIPTION

This course explores the study of the administrative principles and practices in the areas of organization, personnel management, budgeting, government regulation, and democratic controls.

COURSE OBJECTIVES

At the end of this course, students will be able to:

- 1 Identify the context, nature, and structure of public administration.
- 2 Identify the structure of public administration.
- 3 Evaluate the efficacy of various decision making theories in public administration.
- 4 Identify ways of participating and contributing to the policy process.
- 5 Evaluate methods of interacting with a diverse and changing workforce and citizenry.
- 6 Assess the utility of organizational theories in a public administration context.
- 7 Demonstrate the use of analytical skills in conducting research and class assignments.

REQUIRED TEXT

Shafritz, Russell, & Borick. 2013. Introducing Public administration, 8th edition. Washington DC: CQ Press. ISBN 9780205855896

COURSE PERFORMANCE REQUIREMENTS

Grading Scale

A+	97-100	B+	87-89	C+	77-79	D+	67-69	F	≤59
A	93-96	B	83-86	C	73-76	D	63-66		
A-	90-92	B-	80-82	C-	70-72	D-	60-62		

Exams – 75%

There will be three in-class exams, consisting of multiple choice, true/false, and short-answer questions. Each exam is worth 25% of the final grade.

Current Topic Paper – 20%

Each student is required to write a 3-page paper about a current topic in public administration. While the topic is open, students should use the book as a guide. Examples of topics include, civil service, the size of government, The role of government, and or potential policies. The paper should consist of a (1) brief introduction of the topic, (2) why this topic is salient, and (3) at least 2 ways this issue can be implemented by the administrative apparatus.

Class Participation – 5%

Class participation includes attendance and participation in class discussion discussions. **Anyone missing more than four unexcused classes after the first exam will receive no points for class participation. Those missing four unexcused classes will only receive one point.**

Extra Points – TBD

Extra point assignments **may** be given this semester. These assignments consist of short research reports provided by the professor. The tests may also contain extra point questions.

CAVEATS

Late Assignments

Late assignments will not be accepted and makeup exams will not be given unless proof is provided of an extenuating circumstance (e.g., medical emergency).

Special Instructions

The instructor reserves the right to give additional quizzes, if appropriate, to determine the learning curve of the class. Students who walk out of class before it is over without informing the professor will be marked absent.

The contents of the syllabus may change. If this occurs, the changes will be made to the syllabus in BlackBoard.

UNIVERSITY POLICIES

EMERGENCY CONTACT INFORMATION

UA's primary communication tool for sending out information is through its web site at www.ua.edu. In the event of an emergency, students should consult this site for further directions. Additional course information will be posted using Blackboard Learn.

SEVERE WEATHER CONDITIONS

The guiding principle at The University of Alabama is to promote the personal safety of our students, faculty and staff during severe weather events. It is impossible to develop policies which anticipate every weather-related emergency. These guidelines are intended to provide additional assistance for responding to severe weather on campus.

UA is a residential campus with many students living on or near campus. In general classes will remain in session until the National Weather Service issues safety warnings for the city of Tuscaloosa. Clearly, some students and faculty commute from adjacent counties. These counties may experience weather related problems not encountered in Tuscaloosa. Individuals should follow the advice of the National Weather Service for that area taking the necessary precautions to ensure personal safety. Whenever the National Weather Service and the Emergency Management Agency issue a warning, people in the path of the storm (tornado or severe thunderstorm) should take immediate life saving actions.

When West Alabama is under a severe weather advisory, conditions can change rapidly. It is imperative to get to where you can receive information from the [National Weather Service](#) and to follow the instructions provided. Personal safety should dictate the actions that faculty, staff and students take.

The Office of University Relations will disseminate the latest information regarding conditions on campus in the following ways:

- Weather advisory posted on the UA homepage
- Weather advisory sent out through UA Alerts to faculty, staff and students
- Weather advisory broadcast over WVUA at 90.7 FM
- Weather advisory broadcast over Alabama Public Radio (WUAL) at 91.5 FM
- Weather advisory broadcast over WVUA-TV/WUOA-TV, and on the website at <http://wvuatv.com/content/weather>. WVUA-TV Home Team Weather provides a free service you can subscribe to which allows you to receive weather warnings for Tuscaloosa via e-mail or cell phone. Check <http://wvuatv.com/content/free-email-weather-alerts> for more details and to sign up for weather alerts.

In the case of a tornado warning (tornado has been sighted or detected by radar; sirens activated), all university activities are automatically suspended, including all classes and laboratories. If you are in a building, please move immediately to the lowest level and toward the center of the building away from windows (interior classrooms, offices, or corridors) and remain there until the tornado warning has expired. Classes in session when the tornado warning is issued can resume immediately after the warning has expired at the discretion of the instructor. Classes that have not yet begun will resume 30 minutes after the tornado warning has expired provided at least half of the class period remains.

DISABILITY STATEMENT

If you are registered with the Office of Disability Services, please make an appointment with me as soon as possible to discuss any course accommodations that may be necessary.

If you have a disability, but have not contacted the Office of Disability Services, please call (205) 348-4285 (Voice) or (205) 348-3081 (TTY) or visit 133-B Martha Parham Hall East to register for services. Students who may need course adaptations because of a disability are welcome to make an appointment to see me during office hours. Students with disabilities must be registered with the Office of Disability Services, 133-B Martha Parham Hall East, before receiving academic adjustments.

POLICY on ACADEMIC MISCONDUCT

All students in attendance at The University of Alabama are expected to be honorable and to observe standards of conduct appropriate to a community of scholars. The University of Alabama expects from

its students a higher standard of conduct than the minimum required to avoid discipline. At the beginning of each semester and on examinations and projects, the professor, department, or division may require that each student sign the following Academic Honor Pledge: “I promise or affirm that I will not at any time be involved with cheating, plagiarism, fabrication, or misrepresentation while enrolled as a student at The University of Alabama. I have read the Academic Honor Code, which explains disciplinary procedure resulting from the aforementioned. I understand that violation of this code will result in penalties as severe as indefinite suspension from the University.” See the [Code of Student Conduct](#) for more information.

Course Calendar

Dates	Topics	Readings
1-7	Introduction and Overview of Syllabus	
1-13 & 1-15	Defining Public Administration	Chapter 1
1-20 & 1-22	Political and Cultural Environment	Chapter 2
1-27 & 1-29	Continuous Reinventing of Government	Chapter 3
2-3 & 2-5	Intergovernmental Relations	Chapter 4
2-10 & 2-12	Honor, Ethics, and Accountability	Chapter 5
2-19	Chapters 1 through 5	Exam I
2-24 & 2-26	The Evolution of Management and Organizational Theory	Chapter 6
3-3 & 3-5	Organizational Behavior	Chapter 7
3-10 & 3-12	Managerialism and Performance Management	Chapter 8
3-24 & 3-26	Strategic Management in the Public Sector	Chapter 9
3-31	Chapters 6 through 9	Exam II
4-2	Leadership	Chapter 10
4-7 & 4-9	Personnel Management and Labor Relations	Chapter 11
4-14 & 4-16	Social Equity	Chapter 12
4-21	Public Financial Management	Chapter 13
4-23	Program Audit and Evaluation Current Topic Paper due on 4-23	Chapter 14
4-30 8:00am	Chapters 10 through 14	Final Exam III

- **Spring Break: March 13th-20th**
- **Final Exam: 8:00am, April 30th**