

INTRODUCTION TO PUBLIC ADMINISTRATION
POLI - SCI: 3300
SPRING 2006
UNIVERSITY OF UTAH

INSTRUCTOR:

STEVE NELSON

EMAIL:

SLNLAW@YAHOO.COM

COURSE DAY/TIME:

TUESDAY 6:00-8:30

COURSE LOCATION:

OSH 235

OFFICE HOURS IN OSH 214:

MONDAY, 12:00-1:00 AND FRIDAY, 5:00-6:00 P.M., OR BY APPOINTMENT

TEXTS

JAY M. SHAFRITZ AND E.W. RUSSELL, INTRODUCING PUBLIC ADMINISTRATION (4TH ED.)
(2005)

ADDITIONAL READINGS AVAILABLE ON ELECTRONIC RESERVE

COURSE OVERVIEW

INTRODUCTION TO PUBLIC ADMINISTRATION PROVIDES STUDENTS WITH A GENERAL OVERVIEW OF THE FIELD OF PUBLIC ADMINISTRATION. THE COURSE INTRODUCES IMPORTANT FOUNDATIONS, CONCEPTS, THEORIES, AND FRAMEWORKS TO HELP STUDENTS UNDERSTAND THE FUNDAMENTALS OF THE FIELD OF PUBLIC ADMINISTRATION, AND ALLOWS STUDENTS TO IDENTIFY ADMINISTRATIVE SITUATIONS IN CONTEMPORARY SOCIETY.

GRADING

COURSE GRADES WILL BE CALCULATED BASED ON STUDENT PERFORMANCE IN THE FOLLOWING AREAS:

MIDTERM (MULTIPLE CHOICE/MATCHING/SHORT ANSWER): 20%

FINAL EXAM (ESSAY TEST): 20%

RESEARCH PAPER: 30%

RESEARCH PAPER PRESENTATION: 5%

PAPER RELATING TO 2006 UTAH LEGISLATIVE SESSION: 15%

CLASS PARTICIPATION: 10%

PLAGIARISM

PLAGIARISM, IN ANY FORM, IS **ABSOLUTELY UNACCEPTABLE** IN THIS CLASS. THIS IS ESPECIALLY TRUE BECAUSE OF THE RELATIVE WIDE-SPREAD ACCESSIBILITY OF MATERIALS WHICH ARE PARTICULAR TO THE SUBJECT MATTER OF THIS COURSE. IN SHORT, UNLESS YOU ARE

SPECIFICALLY INFORMED OTHERWISE BY THE INSTRUCTOR, ALL CLASS ASSIGNMENTS (REGARDLESS OF FORM) SHOULD BE COMPLETED INDIVIDUALLY (NO GROUP WORK).

A GENERAL RULE TO REMEMBER IS THAT IF YOU ARE QUOTING THE WORDS OF ANOTHER, REGARDLESS OF THE LENGTH OF THE QUOTE, YOU MUST PROVIDE A FULL AND ACCURATE CITATION TO THE SOURCE FROM WHICH YOU ARE QUOTING. ANY STUDENT WHO COMMITS PLAGIARISM WILL AUTOMATICALLY FAIL THE COURSE, AND WILL BE SUBJECT TO UNIVERSITY DISCIPLINARY PROCEDURES.

LATE PAPERS/ASSIGNMENTS

ALL ASSIGNMENTS ARE DUE AT THE BEGINNING OF THE CLASS PERIOD ON THE DUE DATE INDICATED ON THE ASSIGNMENT. ALTHOUGH LATE PAPERS/ASSIGNMENTS WILL BE ACCEPTED, THERE WILL BE A DEDUCTION OF ONE-THIRD OF A FULL GRADE EVERY DAY THE PAPER/ASSIGNMENT IS LATE (*i.e.*, IF A ONE-DAY LATE PAPER/ASSIGNMENT WOULD HAVE RECEIVED A GRADE OF "A", IT WILL BE PENALIZED TO A GRADE OF "A-"). ANY LATE PAPERS CAN BE LEFT IN THE INSTRUCTOR'S BOX IN THE POLITICAL SCIENCE DEPARTMENT, OSH 252.

ADA NOTICE

THE UNIVERSITY OF UTAH SEEKS TO PROVIDE EQUAL ACCESS TO ITS PROGRAMS, SERVICES AND ACTIVITIES FOR PEOPLE WITH DISABILITIES. IF YOU WILL NEED ACCOMMODATIONS IN THE CLASS, REASONABLE PRIOR NOTICE NEEDS TO BE GIVEN TO THE CENTER FOR DISABILITY SERVICES, 162 OLPIN UNION BUILDING, 581-5020 (V/TDD). CDS WILL WORK WITH YOU AND THE INSTRUCTOR TO MAKE ARRANGEMENTS FOR ACCOMMODATIONS.

ALL WRITTEN INFORMATION IN THIS COURSE CAN BE MADE AVAILABLE IN ALTERNATIVE FORMAT WITH PRIOR NOTIFICATION TO THE CENTER FOR DISABILITY SERVICES.

WEEKLY ASSIGNMENTS

WEEK 1: JANUARY 10

DISCUSSION TOPICS:

1. COURSE INTRODUCTION
2. SYLLABUS REVIEW

WEEK 2: JANUARY 17

DISCUSSION TOPICS:

1. DEFINING PUBLIC ADMINISTRATION
2. RECURRING THEMES IN PUBLIC ADMINISTRATION
3. HISTORY OF PUBLIC ADMINISTRATION AS A FIELD OF STUDY

READING ASSIGNMENTS:

1. SCHAFRITZ AND RUSSELL, CHAPTER 1

WEEK 3: JANUARY 24

DISCUSSION TOPIC:

INTELLECTUAL ORIGINS OF PUBLIC ADMINISTRATION

READING ASSIGNMENTS: TBA

WEEK 4: JANUARY 31

DISCUSSION TOPIC:

LAW AND PUBLIC ADMINISTRATION

READING ASSIGNMENTS:

1. SCHAFRITZ AND RUSSELL, CHAPTER 3 AND 4?

WEEK 5: FEBRUARY 7

DISCUSSION TOPICS:

1. POLITICS AND PUBLIC ADMINISTRATION
2. PUBLIC POLICY AND PUBLIC ADMINISTRATION

READING ASSIGNMENTS:

1. SCHAFRITZ AND RUSSELL, CHAPTER 2

WEEK 6: FEBRUARY 14

DISCUSSION TOPIC:

MANAGEMENT AND PUBLIC ADMINISTRATION

READING ASSIGNMENTS:

1. SCHAFRITZ AND RUSSELL, CHAPTER 6 AND 8?

GUEST SPEAKER: TBA

WEEK 7: FEBRUARY 21

DISCUSSION TOPIC:

2006 UTAH LEGISLATIVE SESSION AND PUBLIC ADMINISTRATION ASSIGNMENT

EXAM #1

WEEK 8: FEBRUARY 28

DISCUSSION TOPIC:

ETHICS AND PUBLIC ADMINISTRATION

READING ASSIGNMENT:

SCHAFFRITZ AND RUSSELL, CHAPTER 5

GUEST SPEAKER: TBA

WEEK 9: MARCH 7

DISCUSSION TOPIC:

PUBLIC ADMINISTRATION AND THE 2006 UTAH LEGISLATIVE SESSION ELECTION

CLASS PRESENTATIONS OF 2006 UTAH LEGISLATIVE SESSION AND PA ASSIGNMENT

WEEK 10: MARCH 21

DISCUSSION TOPIC:

ORGANIZATIONAL BEHAVIOR

READING ASSIGNMENT:

SCHAFFRITZ AND RUSSELL, CHAPTER 7

WEEK 11: MARCH 28

DISCUSSION TOPICS:

1. STRATEGIC MANAGEMENT
2. LEADERSHIP
3. TEAMWORK

READING ASSIGNMENTS:

SCHAFRITZ AND RUSSELL, CHAPTERS 9 AND 10

GUEST SPEAKER: TBA

WEEK 12: APRIL 4

DISCUSSION TOPIC:

PUBLIC EMPLOYMENT

READING ASSIGNMENT:

SCHAFRITZ AND RUSSELL, CHAPTER 11

GUEST SPEAKER: TBA

WEEK 13: APRIL 11

DISCUSSION TOPIC:

SOCIAL EQUITY AND PUBLIC ADMINISTRATION

READING ASSIGNMENT:

SCHAFRITZ AND RUSSELL, CHAPTER 12

GUEST SPEAKER: TBA

WEEK 14: APRIL 18

PAPERS DUE AND PAPER PRESENTATIONS

WEEK 15: APRIL 25

FINAL EXAMINATION: DATE AND TIME TBA

FINAL NOTE

PLEASE TAKE NOTE THAT ANY AND ALL ASPECTS OF THIS SYLLABUS ARE SUBJECT TO INSTRUCTOR MODIFICATION AT **ANY** TIME