

SYLLABUS

PAD 200—INTRODUCTION TO PUBLIC ADMINISTRATION

REQUIRED TEXT:

Gordon, George and Milkakovich, Michael. 1995 Public Administration in America 5th Edition (New York: St. Martin's Press).

INTRODUCTION:

One of the significant features of modern times is the phenomenal growth in the activities undertaken by the governments of most countries. Some of the reasons for this growth include: proliferation of technology resulting in acceleration of knowledge acquisition; increases in human needs and demand for more goods and services; changes in societal values about the role of government and regulation of private activities. Today, the activities of the government affect every citizen in many ways. As a result, it has become important to understand the philosophy, process and practice of public administration. This course aims at initiating the student to the field of public administration and introducing him/her to some of the key concepts of the field.

COURSE OBJECTIVE:

- ◆ To provide the student a synopsis of the field of public administration.
- ◆ To enable the student to understand some of the theories which influence the practice of public administration.
- ◆ To encourage the student to appreciate issues relevant to the bureaucracy.

EVALUATION CRITERIA:

There will be various assignments and two (2) exams. Each exam carries 35%; the assignments carry 30%. Exams and assignments cannot be made up unless you notify me prior to the time of the exam, of your inability to take it, and you must have a reasonable excuse. Exam dates will be announced later.

COURSE SEQUENCE

WEEK	TOPICS
1 & 2	Approaching the study of Public Administration (Chap 1.)
3 & 4	The context of Public Administration
5 & 6	Bureaucratic Politics & Bureaucratic Power
7 & 8	Federalism and Intergovernmental Relations/Organizational Theory
9 & 10	Bureaucratic Decision-Making/Chief Executives and Bureaucratic Leadership

11 & 12	Core functions of Public Management: *Public Personnel Administration
13 & 14	*Government Budgeting/Policy Management
15 & 16	Government Regulations and Administrative Law
17	Revisions & Final Exam