

PSCI 341
Fall 2019
LWH 3056
M/W 11:30 am – 12:45pm
3 credit hours

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Public Administration **College of Arts and Sciences Syllabus**

Introduction to the role of public bureaucracies in the political system. A general overview of major concepts, processes and problem areas in the field of public administration.

Required Texts

There are two required texts for this course. (Purchase older editions at your own risk.)

- Donald F. Kettl, *The Politics of the Administrative Process* (7th edition) (Washington, DC: CQ Press, 2018)
- Pamela Herd and Donald P. Moynihan, *Administrative Burden: Policymaking by Other Means* (Russell Sage Foundation, 2018)

Course Learning Objectives

This course requires substantial reading and writing, as well as class discussions. Students are expected not only to learn the substantive material, but also to apply the theories they learn across multiple arenas. By the end of the semester, students should be able to understand theories of public administration, write on a topic relating to public bureaucracies, and generate their own informed perspectives on many of the important questions we are considering.

Academic Integrity Policy

By enrolling in this course, you are bound by the NEIU Student Code of Conduct: <http://www.neiu.edu/university-life/student-rights-and-responsibilities/student-code-conduct>. You will be informed by your instructor of any additional policy specific to your course regarding plagiarism, class disruptions, etc.

ADA Statement

Northeastern Illinois University (NEIU) complies with the Americans with Disabilities Act (ADA) in making reasonable accommodations for qualified students with disabilities. To request accommodations, students with special needs should make arrangements with the Student Disability Services (SDS) office, located on the main campus in room D104. Contact SDS via (773) 442-4595 or <http://www.neiu.edu/university-life/student-disability-services>.

Campus Safety

Web links to Campus Safety: Emergency Procedures and Safety Information can be found on NEIUport on the MyNEIU tab or as follows:

http://homepages.neiu.edu/~neutemp/Emergency_Procedures/MainCampus/.

Course Requirements

- 1) Complete all readings on schedule. If you miss a class, email me for the next reading assignment, as the schedule may change. Bring the assigned readings with you to class.
- 2) Attend on time and actively participate in class discussions. Those who arrive more than 5 minutes late, or who leave in the middle of class, will be marked for half of an absence. Each student is allowed only **three** unexcused absences. Your participation grade will be reduced by one-third of a letter for each unexcused absence over three. Not being active during discussions will also result in lowering your participation grade. During week 6 of the semester I will update you as to your current participation grade, so that you will have an opportunity for improvement.
- 3) Keep up with the news. We will frequently discuss current events as they relate to the concepts we are discussing in class. This way, we will be able to connect what can be abstract ideas to real-world outcomes. Read a newspaper, visit cnn.com, or do anything that helps makes you an informed citizen.
- 4) Take the midterm and final exams. They will consist of essay questions and will be given in-class. I will likely give you sample questions ahead of the test. Make-up exams will only be given in the event of an emergency, verified with proper documentation.
- 5) Complete all required writing assignments. **Late papers will be penalized one-third of a letter grade for each day they are late** (barring serious emergencies, which must be documented). For the purposes of this course, “late” is defined as submitted through D2L after the class starting time on the due date of the assignment. I will not accept submissions via email or in hard copy. Do not wait to the last moment to submit assignments. (Note that I reserve the right to reject your submission if it does not meet the assignment criteria.)

All written assignments must be typed in a 12 point font, double spaced, with one-inch margins, and have page numbers. Papers not meeting these criteria will be penalized.

Writing Assignment #1: You will write 4 short papers based on one of the case studies at the end of each chapter of the Kettl book. Read the case study and answer the questions at the end. You may not write more than one per chapter and you may not write more than one per class. Papers may only be submitted on the day we are discussing that chapter. You may not submit more than 4 in total. (Cite your sources appropriately.)

Once you have received a grade on your paper, I will give you the option of revising it, if you wish. All revisions are due within one week of when I return the paper to you.

Writing Assignment #2: This assignment will require you to watch episodes of a TV show relating to some of the themes we are discussing this semester: season 3 of “The Wire.” The purpose is for you to demonstrate a deeper understanding of the material we are discussing as part of a hopefully enjoyable task. At a later date I will provide you with further instructions. Essentially, you will provide a brief summary of the show as it relates to the topic of public administration. Next, you will describe three theories of administration you will connect to the episodes you watched. Finally, you will answer questions designed to link the theories you choose to the show.

Please note: “The Wire” is a show with adult themes, strong language, and graphic violence. **If you feel uncomfortable in any way whatsoever** with this assignment please let me know and I will arrange an alternative assignment of equal difficulty. Do not hesitate to ask for the alternative if you desire.

Your paper must be between 8-10 pages and include appropriate references (either footnotes or parenthetical style is acceptable) as well as a bibliography. Your paper must be submitted no later than **November 25th**. You will also have the opportunity, if you wish, to revise your paper after it is returned to you. If you choose to submit a revision you must do so no later than **December 9th**.

Grading

Work conducted towards the end of the semester will be more heavily weighted in my mind when dispensing final grades; in other words, *improvement counts*.

Attendance/Participation: 10%
Case study papers: 20%
“The Wire” analysis paper: 25%
Midterm Exam: 20%
Final: 25%

90-100 A
80-89 B
70-79 C
60-69 D
Below 60 F

Incompletes will only be given for valid, documented emergencies.

NOTE ON PLAGIARISM: Any student found plagiarizing work will receive a grade of **zero** for that assignment and an **F** for the course. You will also be reported to the University for violating the academic integrity policy. Plagiarism includes, but is not limited to: direct copying of material that is not your own, copying the material even while providing a citation, or copying ideas without proper attribution. **It is your responsibility to avoid plagiarism; if you are uncertain about what constitutes plagiarism, please ask!**

Schedule of Classes and Exams

August 26th: Introduction – What is Public Administration?

August 28th: Class canceled – professor attending American Political Science Association

September 2nd: No classes – Labor Day

September 4th and 9th: Accountability and the Politics/Administration Dichotomy

Kettl, chapter 1

September 11th and 16th: What Does Government Do?

Kettl, chapters 2 and 3

September 18th, 23rd, and 25th: Organizational Theory and Organizational Problems

Kettl, chapters 4 and 6

September 30th and October 2nd: The Executive Branch
(September 30th – Online session)

Kettl, chapters 5 and 14

October 7th and 9th: The Civil Service and Human Capital
(October 9th – Online session)

Kettl, chapters 8 and 9

October 14th: Class canceled

October 16th: Implementation

Kettl, chapter 12

October 21st: Class canceled

October 23rd and 28th: Regulation and the Courts

Kettl, chapter 13

October 30th: Midterm Exam

November 4th and 6th: Administrative Burdens and Policymaking

Herd and Moynihan, chapter 1

November 11th: Voting Rights

Herd and Moynihan, chapter 2

November 13th: Abortion Restrictions

Herd and Moynihan, chapter 3

November 18th and 20th: Federalism - The Affordable Care Act and Medicaid

Herd and Moynihan, chapters 4 and 7

November 25th: Medicare

Herd and Moynihan, chapter 5

November 27th: SNAP

Herd and Moynihan, chapter 6

December 2nd: The EITC and Business Interests

Herd and Moynihan, chapter 8

December 4th and 9th: Social Security

Herd and Moynihan, chapter 9

FINAL EXAM: TBA