This is an online course. Every Monday of the next ten weeks you can expect to see your assignments posted in the “assignment” section of Blackboard (BB) at 8:00am. It is imperative that you check Blackboard each week for pertinent announcements regarding upcoming quizzes, discussion thread assignments, and reading. I will send reminder emails re: important info about deadlines but it is the student’s responsibility to regularly check your ULV email and BB to remain “in the know.”

Please do NOT hesitate to contact me via cell for a question. I prefer to immediately address concerns. I am a fulltime faculty member at another institution, so if you desire an immediate response via email, I will be more accessible at my work email listed above. I will check ULV email regularly but am not able to do so as frequently as my “day mail.” To appropriately address your questions/concerns, please be sure to leave your name and number if leaving a voice message or text.

Course Designation

<table>
<thead>
<tr>
<th>Program:</th>
<th>Public Administration</th>
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<tbody>
<tr>
<td>Course Title:</td>
<td>PADM 332 Public Administration</td>
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<tr>
<td>Hours:</td>
<td>Four (4)</td>
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<tr>
<td>Credit:</td>
<td>Undergraduate</td>
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Course Description

This course is an introduction to the field and discipline of Public Administration, and provides a general survey of federal, state, county and local administrative agencies and programs. Specific attention is placed upon the experience of public administration, the technical fields included in the discipline, and the personal and interpersonal skills needed to function as a public administrator.
The Mission of the University. Through its academic and co-curricular programs, the University provides rich educational opportunities that relate to both the academic and personal development of its students. For its undergraduates the University offers a challenging general education program, as well as a strong knowledge base in a particular discipline. Graduate programs at ULV are offered in selected professional disciplines. These programs are aimed at the practicing professional, and seek to integrate theory and practice.

Philosophically, the University emphasizes four major concerns that affirm a positive and rewarding life for its students.

A Values Orientation The University affirms a philosophy of life that actively supports the health of the planet and its people. The University, therefore, encourages students to become reflective about personal, professional, and societal values in the light of this affirmation.

Community and Diversity The University promotes the goal of community within a context of diversity. The University, therefore, encourages students to understand and appreciate the diversity of cultures, which exists locally, nationally, and internationally. It also seeks to promote appreciation of biodiversity by helping students understand the impact/dependence of human beings on their environment.

Lifelong Learning The University commits itself to an approach to education that is lifelong in nature. Therefore, it teaches students how to learn, how to think critically, how to do responsible research, and how to access and integrate information in order to prepare them for career growth and flexibility and continued personal growth.

Community Service The University believes that service is a primary goal of the educated person. The University therefore encourages its students to experience the responsibilities and rewards of serving the human and ecological c

Learning Objectives

Course Goals

The purpose of this course is to provide the students with an understanding of:
The key foundational concepts of the study of public administration.

The environment of public administration as well as inter and intra-governmental relationships.

The multiple functions of public administration.

The management of major activities and roles.

The value questions, ethical issues, and moral ambiguities of public choice.

The conflicts inherent in the practice of public administration.

**Course Outline**

This course will include, but is not limited to, the following subject areas:

The structures and dominant functions of public administration.

Wicked and Tame Problems.

Foundational theories.

Politics/Administration Dichotomy

Administrative Responsibility

Accountability

Legitimacy

Efficiency and Effectiveness

Representative nature of Public Administration

Equity/Fairness

**Student Activities: Learning Modalities**

This course may include, but is not limited to, any of the following activities:

- Discussion Forums
- Blogs
- Preparation and research for assignments
- Read and be able to discuss text
- Pass written assessment evaluations (quizzes and final exam).
**Student Outcomes: Evidence of Learning**

The student demonstrates a thorough understanding of the structures and dominant functions of public administration.

The student demonstrates the ability to communicate material and information in a logical and succinct fashion.

The student demonstrates a high degree of understanding of the reading material as well as the information presented in Blackboard.

The student demonstrates the ability to blend actual experience with the theories and concepts presented in class readings, and the written assignments.

The student demonstrates the ability to question and critique, in a reasonable and responsible manner, the ideas and/or points of view espoused by authors, fellow classmates, and the instructor.

**Assessment Plan**

Based on performance in:
- Written work
- Critical analysis of issues
- Exams/quizzes
- Organizational skills and visual presentation
- Virtual participation

<table>
<thead>
<tr>
<th>Course Assignments</th>
<th>points</th>
<th>percentage of grade</th>
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<tbody>
<tr>
<td>4 Quizzes (25 pts each)</td>
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<tr>
<td>Final Exam</td>
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<tr>
<td>Discussion Board/blog (15pts each)</td>
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<tr>
<td>Theory Assignment</td>
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**Required Text for the Course**

Additional Suggested Readings, Supplementary Readings


