Course Description

Political Science 550 is a survey of the major literature in the field of public administration and serves to introduce M.A. and Ph.D. students to specialized coursework in the subfields of public administration. It blends classic and contemporary literature. Political Science 550 is required for students offering public administration as a graduate area before enrolling in more advanced subject-matter seminars.

The course provides a practical and theoretical foundation on which to prepare for preliminary examinations. It introduces you to the (sub)field of public administration and the literature it encompasses by assessing case studies with a blend of classic and contemporary readings. By incorporating this historical perspective, students develop not only an appreciation of the breath and diversity of the subfield at present but a sense of the origins and context of current research.

*All students are expected to read all of the assignments and complete written assignments on time and to be active participants in each class. Students who do not actively participate in discussions can expect to be called on by the instructor. Students also submit weekly case study reviews as well as two take-home exams.*

**Question:** Every week each student will be responsible for answering one of the case study questions and submitting an answer prior to class. A rubric will be provided.

**Journal:** Students will maintain a journal which 1) abstracts each case study’s major points and explicitly connects at least one issue from the Rainey and two from the Stillman article to the case study for the week. A draft of the journal will be due at Midterm and the final product will be due with the Final take home exam. A rubric will be provided.

**Exams:** The take-home midterm will require you to answer one “prelim” style question and the final will require you to answer two.

**Course Grade**

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<tr>
<th>Component</th>
<th>Percentage</th>
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<tr>
<td>Participation</td>
<td>30</td>
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<tr>
<td>Journal</td>
<td>40</td>
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<tr>
<td>Midterm</td>
<td>10</td>
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<tr>
<td>Final</td>
<td>20</td>
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<tr>
<td>Total</td>
<td>100%</td>
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Class Policies

Attendance Policy: I expect you to attend every class session. Missing a class, leaving early, or arriving late will result in loss of credit. Students absent from a second class unexcused will have their letter grade reduced by half a letter and half a letter for each subsequent absence. If attending all of the classes, or arriving on time and staying for the entire class will be a problem for you, then take a different class.

Grade of Incomplete: There will be no incompletes given in this class except in cases of emergency or where university policy applies to the contrary.

Academic Misconduct: Any student engaging in academic misconduct will receive an F in the course and will be reported to the Dean. I will also recommend your expulsion from the graduate program. I borrow from Dr. McClurg in suggesting you use the following common sense criteria to evaluate if you are engaging in misconduct:
- Working together with another student without approval from the instructor
- Representing someone else’s work or ideas as your own
- Using unauthorized resources on exams or papers
- Submitting work from another course without permission

Plagiarism and other forms of academic dishonesty will not be tolerated. Substantiated cases of plagiarism will result in a grade of “F” for the course. Students are responsible for knowing the basic principles of academic honesty. Ignorance is not a defense. The instructor is pleased to discuss these principles with anyone beforehand if they are unsure of their meaning and intent.

Emergency Procedures: Southern Illinois University Carbondale is committed to providing a safe and healthy environment for study and work. Because some health and safety circumstances are beyond our control, we ask that you become familiar with the SIUC Emergency Response Plan and Building Emergency Response Team (BERT) program. Emergency response information is available on posters in buildings on campus, available on the BERT'S website at www.bert.siu.edu, Department of Public Safety's website www.dps.siu.edu (disaster drop down) and in the Emergency Response Guidelines pamphlet. Know how to respond to each type of emergency. Instructors will provide guidance and direction to students in the classroom in the event of an emergency affecting your location. It is important that you follow these instructions and stay with your instructor during an evacuation or sheltering emergency. The Building Emergency Response Team will provide assistance to your instructor in evacuating the building or sheltering within the facility.

Ban on Wireless Devices: Cell Phone and Communication Device Use Prohibited. Taking calls or texting is not allowed during class. So, students should be sure that all cell phones, pagers, IPODS, and other electronic devices have been turned off during class. Laptop computers are to be used for note taking purposes.

Required Texts (2)


### Course Topics

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<thead>
<tr>
<th>Week</th>
<th>Topic</th>
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<tr>
<td>1</td>
<td>Preliminaries</td>
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<td>2</td>
<td>Scope of Public Administration</td>
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<td>3</td>
<td>Bureaucracy</td>
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<td>4</td>
<td>Administrative Power</td>
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<td>5</td>
<td>Informal Groups</td>
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<td>6</td>
<td>Bureaucratic Subsystems</td>
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<td>7</td>
<td>Incremental Decision Making</td>
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<td></td>
<td>Midterm Exam</td>
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<td>8</td>
<td>Spring Break</td>
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<td>9</td>
<td>Professional Centrality</td>
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<td>10</td>
<td>Collaborative Management</td>
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<td>11</td>
<td>Public Service Culture</td>
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<td>12</td>
<td>Public Budgeting</td>
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<td>13</td>
<td>Administrative Reorganization</td>
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<td>14</td>
<td>Politics and Administration</td>
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<td>15</td>
<td>Administrative Responsibility</td>
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<td>16</td>
<td>Ethics and Administration</td>
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<td>Final Exam</td>
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**Course Schedule:** Individual assignments will be made on a weekly basis and posted on the class website—assigned readings are subject to change at the discretion of the instructor.
IMPORTANT DATES *
Semester Class Begins. ....................................................01/19/2016
Last day to add a class (without instructor permission): ..........01/24/2016
Last day to withdraw completely and receive a 100% refund: ......01/31/2016
Last day to drop a course using SalukiNet: ................................04/03/2016
Last day to file diploma application (for name to appear in Commencement program): ...........................................................02/12/2016
Final examinations: ..........................................................05/09-05/13/2016

Note: For outreach, internet, and short course drop/add dates, visit Registrar’s Academic webpage http://registrar.siu.edu/

SPRING SEMESTER HOLIDAYS
Martin Luther King, Jr.’s Birthday Holiday 01/18/2016
Spring Break 03/12—03/20/2016

WITHDRAWAL POLICY ~ Undergraduate only
Students who officially register for a session may not withdraw merely by the stopping of attendance. An official withdrawal form needs to be initiated by the student and processed by the University. For the proper procedures to follow when dropping courses and when withdrawing from the University, please visit http://registrar.siu.edu/catalog/undergraduatecatalog.html

INCOMPLETE POLICY~ Undergraduate only
An INC is assigned when, for reasons beyond their control, students engaged in passing work are unable to complete all class assignments. An INC must be changed to a completed grade within one semester following the term in which the course was taken, or graduation, whichever occurs first. Should the student fail to complete the course within the time period designated, that is, by no later than the end of the semester following the term in which the course was taken, or graduation, whichever occurs first, the incomplete will be converted to a grade of F and the grade will be computed in the student's grade point average. For more information please visit: http://registrar.siu.edu/grades/incomplete.html

REPEAT POLICY
An undergraduate student may, for the purpose of raising a grade, enroll in a course for credit no more than two times (two total enrollments) unless otherwise noted in the course description. For students receiving a letter grade of A,B,C,D, or F, the course repetition must occur at Southern Illinois University Carbondale. Only the most recent (last) grade will be calculated in the overall GPA and count toward hours earned. See full policy at http://registrar.siu.edu/catalog/undergraduatecatalog.html

GRADUATE POLICIES
Graduate policies often vary from Undergraduate policies. To view the applicable policies for graduate students, please visit http://gradschool.siu.edu/about-us/grad-catalog/index.html

DISABILITY POLICY
Disability Support Services provides the required academic and programmatic support services to students with permanent and temporary disabilities. DSS provides centralized coordination and referral services. To utilize DSS services, students must come to the DSS to open cases. The process involves interviews, reviews of student-supplied documentation, and completion of Disability Accommodation Agreements. http://disabilityservices.siu.edu/

PLAGIARISM
Student Conduct Code http://srr.siu.edu/student_conduct_code/

MORRIS LIBRARY HOURS
http://www.lib.siu.edu/about

SAFETY AWARENESS FACTS AND EDUCATION
Title IX makes it clear that violence and harassment based on sex and gender is a Civil Rights offense subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, etc. If you or someone you know has been harassed or assaulted, you can find the appropriate resources here: http://safe.siu.edu

SALUKI CARES
The purpose of Saluki Cares is to develop, facilitate and coordinate a university-wide program of care and support for students in any type of distress—physical, emotional, financial, or personal. By working closely with faculty, staff, students and their families, SIU will continue to display a culture of care and demonstrate to our students and their families that they are an important part of the community. For Information on Saluki Cares: (618) 453-5714, or siucares@siu.edu, http://salukicares.siu.edu/index.html

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INCLUSIVE EXCELLENCE
SIU contains people from all walks of life, from many different cultures and sub-cultures, and representing all strata of society, nationalities, ethnicities, lifestyles, and affiliations. Learning from and working with people who differ is an important part of education as well as an essential preparation for any career. For more information please visit: http://www.inclusiveexcellence.siu.edu/

LEARNING AND SUPPORT SERVICES
Help is within reach. Learning support services offers free tutoring on campus and math labs. To find more information please visit the Center for Learning and Support Services website: Tutoring: http://tutoring.siu.edu/
Math Labs http://math.siu.edu/courses/course-help.php

WRITING CENTER
The Writing Center offers free tutoring services to all SIU students and faculty. To find a Center or Schedule an appointment please visit http://write.siu.edu/

AFFIRMATIVE ACTION & EQUAL OPPORTUNITY
Our office's main focus is to ensure that the university complies with federal and state equity policies and handles reporting and investigating of discrimination cases. For more information visit: http://diversity.siu.edu/

Additional Resources Available:
SALUKINET: https://salukinet.siu.edu/cp/home/displaylogin
ADVISEMENT: http://advisement.siu.edu/
PROVOST & VICE CHANCELLOR: http://pvaa.siu.edu/
SIU ONLINE: http://online.siu.edu/

Spring 2016 R.O'Rourke