COURSE DESCRIPTION
This workshop provides an overview of the literature on the effect that various institutions have on the administrative apparatus of government. We will examine in great detail the influence that outside actors have on the organizational structure of the bureaucracy and on the outputs and outcomes of bureaucratic agencies. As such, this course will examine a broad array of works from political science and public administration. Students will be expected to read all the material each week, prepare short, evaluative papers of the readings each week, actively participate in class discussions, pass a thorough exam in the class, and write a research paper that can add new knowledge to the field.

This course assumes students have some prior knowledge of American politics, equivalent to the two semesters of American Government required of all undergraduates in Texas universities. Students also are expected to have a basic understanding of the dominant approaches to the study of politics, especially rational choice and neo-institutionalism. If you are unfamiliar with these topics, you should read as much as you can find on them in the first two weeks of the semester.

REQUIRED TEXTS


I also recommend a textbook on American government. Any text will do. I suggest you find one at a used book store. Cheap and old will be fine for our purposes.
Your grade in this course will be comprised of three elements: short weekly papers, a comprehensive exam, and a research paper. Your grade will consist of the following:

Weekly papers  30%
Research Paper  30%
Final Exam  40%

Weekly Papers. You are responsible for writing a weekly paper of at least three single-spaced pages, but no more than five pages. Each weekly paper should include a summary of the readings, as well as a thorough analysis of the readings. For quantitative studies, the summary must identify the dependent variable and theoretically relevant independent variables, as well as provide a synopsis of the theory. Unexcused absences will result in a zero being assigned for the paper due that week. Excused absences will be worked out on a case-by-case basis, but students should make strenuous efforts to contact me as quickly as possible to discuss the situation.

A note about writing: clear, concise, well-written papers are mandatory. I will grade especially harshly any poorly written paper. Proper citation style is mandatory.

Class Discussion. This course will take the form of a workshop, which requires that you participate in a round-table discussion under the professor’s guidance. With the exception of some introductory material presented in the first week, the professor will not be lecturing on the material. It is therefore mandatory that you come to class, and that you come well prepared to discuss in detail the material in the readings. Each week, one or two students will be assigned responsibility for taking the lead in generating discussion on the material, but it will be up to each student to add to all discussions.

Research Paper. You are expected to write a research paper, due the final day of class, in which they propose a quantitative study of some aspect of the material discussed in the course. The paper should take the form of a research design, which must include an introduction, literature review, theory and hypothesis sections, and a section on the appropriate methodology, sources of data (must be existing – no proposals to gather new data allowed for this project) and anticipated results from the study. You are not required to actually conduct the quantitative analysis. But in all other respects, the paper is expected to be of publishable quality. On the last class day, you are expected to make a brief presentation of their proposed theory.

Final Exam. You will be required to take an in-class, closed-book, all-essay comprehensive exam in class. The exam will require that you know all the relevant material in the course, that you can summarize each of the assigned readings, and that you can link the readings in theoretically relevant ways based on historical development and similarities/dissimilarities in the theories presented and tested in the readings.
POLICY ON CHEATING AND PLAGIARISM

Notice of this policy shall be given in all public administration classes each semester, and written copies shall be available in the public administration office.

Definitions
The UNT Code of Student Conduct and Discipline defines cheating and plagiarism “as the use of unauthorized books, notes, or otherwise securing help in a test; copying other’s tests, assignments, reports, or term papers; representing the work of another as one’s own; collaborating without authority with another student during an examination or in preparing academic work; or otherwise practicing scholastic dishonesty.”

Penalties
Normally, the minimum penalty for cheating or plagiarism is a grade of “F” in the course. In the case of graduate departmental exams, the minimum penalty shall be failure of all fields of the exam. Determination of cheating or plagiarism shall be made by the instructor in the course, or by the departmental faculty in the case of departmental exams.

Cases of cheating or plagiarism on graduate departmental exams, papers, theses, or dissertations shall automatically be referred to the departmental Curriculum and Degree Programs Committee. Cases of cheating or plagiarism in ordinary course work may, at the discretion of the instructor, be referred to the Curriculum and Degree Programs Committee in the case of either graduate or undergraduate students. This committee, acting as an agent of the Department, shall impose further penalties, or recommend further penalties to the Dean of Students, if they determine that the case warrants it. In all cases, the Dean of Students shall be informed in writing of the case.

Appeals
Students may appeal and decision under this policy by following the procedure laid down in the UNT Code of Student Conduct and Discipline.

POLICY ON DISABILITY ACCOMMODATION

The Department of Public Administration, in cooperation with the Office of Disability Accommodation, complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. Please present your written accommodation request during regular office hours before the 12th class day of regular semesters (4th class day of summer sessions).

POLICY ON LAPTOPS AND CELL PHONES IN THE CLASSROOM

The classroom setting at an institution of higher learning is intended to serve as a venue that permits the transfer of knowledge and facilitates the sharing of ideas. As such, it is imperative that any distractions from these stated objectives be avoided and kept to a minimum. Potential disruptions include modern electronic devices such as laptop computers and cell phones.

Students are allowed to take notes on personal laptop computers to enhance the learning process, but they should not activate their internet browsers during class or use computers for non-academic purposes (as this diverts attention from the lecture/discussion for both the student using it and others nearby). Students should also avoid using cell phones to search the Internet or text while class is in session.

Exceptions to this policy will be at the discretion of the faculty only and may occur if searching the Internet is necessary to find additional information or facts related to the subject being covered on that particular day.

POLICY ON STUDENT BEHAVIOR IN THE CLASSROOM

Student behavior that interferes with an instructor’s ability to conduct a class or other students’ opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Center for Student Rights and Responsibilities to consider whether the student’s conduct violated the Code of Student Conduct. The university’s expectations for student conduct apply to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at www.unt.edu/csrr.
# COURSE OUTLINE

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>References</th>
</tr>
</thead>
</table>
| 1 Jan. 22 | Introduction                                                                         | Public and private goods  
                                    Aggregation of preferences                                                                                                                                   |
March 12  

***** SPRING BREAK *****

March 19  

Delegation of Policy Control


March 26  

Rulemaking I


April 2  

The Empirical Study of Rulemaking II


April 9  

Presidential Control of the Bureaucracy


"Other Principals" and the Bureaucracy

Latest Research


Final Exam

Turn in Papers and Paper Presentations