**PADM 5010 Fall 2020**  
**Public Administration and Society**  
Class hours: Th 6:00 - 8:50 pm @ UU 314B  
**Professor: Hee Soun Jang, Ph.D.**  
Phone: 940-369-7844 / Email: HeeSoun.Jang@unt.edu /  
Zoom meeting: [https://unt.zoom.us/j/4857410232](https://unt.zoom.us/j/4857410232) (Meeting ID: 485 741 0232)  
Office hours: Wednesdays zoom meeting 11:00 am – noon and email appointment  
**Teaching Assistant: Jintak Kim**  
Office: Chilton Hall 114 E / Email: Jintak.Kim@unt.edu/  
Zoom meeting: [https://unt.zoom.us/j/2379530918](https://unt.zoom.us/j/2379530918) (Meeting ID: 237 953 0918)  
Office hours: Th 1:00 - 2:00 pm or by appointment

**Course Description**  
The course introduces students to the concepts and practices of public administration primarily from the standpoint of institutional framework and intellectual development of American administrative practices. Case studies, experiential exercises, and other projects are used to help expose students to administrative practices. The course will be conducted as a seminar, though there will be some lecturing by the professor. Class participation is important; each student should come to class prepared to participate in discussions.

**Learning Objectives**  
- To understand major concepts, theories, and issues significant to public administration.  
- To appreciate the multiple perspectives, values, and ethical challenges of administration.  
- To develop analytic skills necessary to understand the legal, political, administrative, and behavioral contexts of public administration.  
- To obtain prerequisite knowledge for more in-depth course work in public administration.  
- To impart and develop analytical thinking skills through practice.

**Text Books**  
- On-line Articles are available in Canvas
Assessment and Grading (Grading system can be changed if we have to change class modality)

The grading for the semester is based on the following criteria:

<table>
<thead>
<tr>
<th>Discussions Postings</th>
<th>5* 20 Points</th>
<th>100</th>
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<tbody>
<tr>
<td>City Government Research Project</td>
<td>300</td>
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<tr>
<td>o Submission of choice of city and policy/program</td>
<td>60</td>
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<tr>
<td>o General review of city</td>
<td>70</td>
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<tr>
<td>o Analysis of policy/program</td>
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<tr>
<td>o Final presentation and paper</td>
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<tr>
<td>Exams: Midterm and Final</td>
<td>2*200</td>
<td>400</td>
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<td>Total points</td>
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Grading scales
- A = 800-720
- B = 719-640
- C = 639-560
- D = 559-480
- F = 479 and below

Exams (200*2=400)

We have midterm and final. Each exam will contain new material, but the final exam will be cumulative. The examination will be based on lectures, texts, class activities, discussions in class. Exam will be closed book, requiring essays and short answers—predominantly essays. Exams cannot be made up unless you notify the professor before the time of an exam that you cannot take the exam. A missed exam may be excused with the proper documentation of illness or personal tragedy if student notify Dr. Jang in advance.

City Government Research Project (300)

This research project allows students to understand what goes on in real world public administration. Since government projects are constantly evolving and changing, I feel strongly that students in public administration should be exposed to reality.

Student is asked to select one city government in DFW metropolitan area for preparing analytical research about political, economic, and social structures and its one most urgent issue. And each team is asked to prepare a presentation to the class on one of the real, urgent and important issues confronting your chosen city and offer policy alternative to improve (or resolve) the issue that are analyzed.

Key components of research project will be prepared and submitted as following schedule:
- City project 1: Choice of city and policy/program (due 9/18 6:00 pm) 60 points
- City project 2: General review of city (due 10/16 6:00 pm) 70 points
- City project 3: Analysis of policy/program (due 11/13 6:00 pm) 70 points
- Presentation (11/19) and Final paper turn-in (12/10 6:00 pm) 100 points

The final paper should be prepared in a format and style appropriate for delivery to the agency or jurisdiction administrator, including a transmittal a title page identifying the names of all team members, an abstract highlighting the research findings and recommendations, and a clearly organized and professionally written report. Each student
will make a presentation to the class on the findings of research which will serve as the basis for collective discussion of the broader issues within class.

- Written report must be 7-8 pages in length, not including title page, an abstract and references.
- All articles and books used in report should be fully referenced on a separate reference page. As proper citation is a key part of any research assignment, it is imperative that you utilize proper citing and quoting techniques in this paper. In this class, you can use any formal citation format of APA style (American Psychological Association). Please see citation basics offered by UNT library.
- Final paper must be prepared in MS Word format and turned in electronically to the Canvas folder by 12/10. Late papers will not be accepted.

Discussion Postings / Peer response to the postings (20*5=100)
We have 5 scheduled discussion postings (weeks 1, 3, 5, 9 and 10). Upon completion of the assigned exercises you are expected to offer at least one feedback to postings of peers. Your contributions to the discussion forums will be graded for quality not quantity, timeliness of your contributions, and a detailed feedback.

Late work
Late work will be only accepted within a week and 10% points will be deducted for late work. After one week, you will receive a zero. You may still submit the assignment in order to receive feedback from the instructor, which is needed in order to do well on the final paper. Once you make a late submission it is your responsibility to inform instructor and TA for late grading. No late submission will be accepted for final paper due to grade reporting timeline.

Student Perceptions of Teaching (SPOT)
Students are strongly encouraged to complete the Student Perception of Teaching (SPOT) survey. This short survey will be made available on-line at the end of the semester.

CANVAS
Canvas will be used to supplement work in this course (https://unt.instructure.com/login/ldap). Checking Canvas frequently is advised in order to stay abreast of any and all announcements, and changes. On occasion, the professor will send emails to the entire class via UNT student assigned email accounts.

Academic Dishonesty: 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 professor 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 professor, 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.

Special Needs
The Department of Public Administration, in cooperation with the Office of Disability Access, 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.

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.

COVID-19 Impact on Attendance
While attendance is expected as outlined above, it is important for all of us to be mindful of the health and safety of everyone in our community, especially given concerns about COVID-19. Please contact me if you are unable to attend class because you are ill, or unable to attend class due to a related issue regarding COVID-19. It is important that you communicate with me prior to being absent so I may make a decision about accommodating your request to be excused from class.

If you are experiencing any symptoms of COVID-19 please seek medical attention from the Student Health and Wellness Center (940-565-2333 or askSHWC@unt.edu) or your health care provider PRIOR to coming to campus. UNT also requires you to contact the UNT COVID Hotline at 844-366-5892 or COVID@unt.edu for guidance on actions to take due to symptoms, pending or positive test results, or potential exposure. While attendance is an
important part of succeeding in this class, your own health, and those of others in the community, is more important.

Class Materials for Remote Instruction
The UNT fall schedule requires this course to have fully remote instruction beginning November 28th. Additional remote instruction may be necessary if community health conditions change or you need to self-isolate or quarantine due to COVID-19. Students will need access to a [webcam and microphone – faculty member to include what other basic equipment is needed] to participate in fully remote portions of the class. Additional required classroom materials for remote learning include: [list specific software, supplies, equipment or system requirements needed for the course]. Information on how to be successful in a remote learning environment can be found at https://online.unt.edu/learn.

Statement on Face Covering
Face coverings are required in all UNT facilities. Students are expected to wear face coverings during this class. If you are unable to wear a face covering due to a disability, please contact the Office of Disability Access to request an accommodation. UNT face covering requirements are subject to change due to community health guidelines. Any changes will be communicated via the instructor.

- Faculty may opt to wear a face shield instead of a face covering while teaching, if they can maintain 6 feet of distance from others in the classroom.
- In certain learning environments, face coverings may be removed temporarily if they impede learning such as in music or language learning classes
- Individuals may not be able to wear a face covering due to a disability. Please see the Office of Disability Access guidance on face coverings

Class Recordings
Online Materials Synchronous (live) sessions and lectures will be recorded for students enrolled in this class section to refer to throughout the semester. Class recordings are the intellectual property of the university or instructor and are reserved for use only by students in this class and only for educational purposes. Students may not post or otherwise share the recordings outside the class, or outside the Canvas Learning Management System, in any form. Failing to follow this restriction is a violation of the UNT Code of Student Conduct and could lead to disciplinary action.

Tips for Success

Read syllabus carefully and understand the course structure

Understand key components: This course is made up of the following component: 1) class lectures, 2) discussions, 3) exams, and 4) city project assignments leading up to a final paper. The course is based on problem-based learning as demonstrated through practicing skills, i.e., working toward mastery.

Know due dates of each course requirements and plan accordingly: Each week you will work through a CANVAS weekly modules. Modules will open on Monday and remain open for the entire course. CANVAS modules, assignment links, course calendar and syllabus clearly indicate due dates. Make sure plan your submission accordingly. You will access the modules through the weekly icons on the left tool bar. You will have both textbook readings and read the materials online.
Take advantage of weekly online live meeting: I offer online zoom live meetings on Wednesdays (not a part of grade)

- [https://unt.zoom.us/j/4857410232](https://unt.zoom.us/j/4857410232) (Meeting ID: 485 741 0232) on Wednesdays from 11:00 am-noon. The first meeting will be on 9/2 at 11:00 am
- Dr. Jang will answer the questions about assignments and exams and offer opportunities to the students discuss ideas, challenges, and solutions.
- Participation of online meeting is not required activity of class nor affects your grade.
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<tr>
<th>Week (Dates)</th>
<th>Topics</th>
<th>Readings</th>
<th>Assignments and Due Dates</th>
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| Week 1 8/27 | Course Introduction and Syllabus Review |  | Discussion posting 1 (due: 8/28 6:00 pm)  
Discussion posting 1: (due: 8/28 6:00 pm)  
Peer response (due: 8/30, 6:00 pm) |
| Week 2 9/3 | Understanding Public Administration  
• Shafritz et. al. Chapters 1 and 2. |  | |
| Week 3 9/10 | Intellectual Foundation of Public Administration  
• Woodrow Wilson, 1887. “The study of public administration” Political Science Quarterly. (Canvas)  
• Hall and Battaglio. 2020. Crisis of the Union: Public Management and Leadership in an Era of Discontent. Public Administration Review. 80 (4). | Discussion posting 2 (due: 9/11 6:00 pm)  
Peer response (due: 9:13, 6:00 pm) |
| Week 4 9/17 | Bureaucracy and Democracy  
• Weber. “Characteristics of bureaucracy.” (Canvas)  
• Gazely et. al. 2020. Does Coproduction of Public Services Support Government’s Social Equity Goals? Public Administration Review. 80 (3). | City project 1:  
Choice of city and policy/program (due 9/18 6:00 pm) |
| Week 5 9/24 | Science of Public Administration  
• Shafritz et. al. Chapters 6.  
• Robert Ben. 1996. “The Public Management: Should it strive to be art, science or engineering?” Journal of Public Administration Research and Theory. 6 (1). 91-123. | Discussion posting 3 (due: 9/25, 6:00 pm)  
Peer response (due: 9:27, 6:00 pm) |
<table>
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<tr>
<th>Week 6</th>
<th>Public Sector Ethics and Accountability</th>
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| 10/1  |  • Shafritz et. al. Chapters 5.  

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<th>Week 7</th>
<th>Midterm</th>
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<th>Week 8</th>
<th>New Public Management</th>
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| 10/15 |  • Shafritz et. al. Chapters 8.  

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<th>Week 9</th>
<th>New Public Management</th>
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| 10/22 |  • Shafritz et. al. Chapters 8  

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<tr>
<th>Week 10</th>
<th>New Public Service</th>
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| 10/29  |  • Shafritz et. al. Chapters 12  
|       |  • Denhardt & Dehardt Ch. 1-6, and 8.  

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<th>Week 11</th>
<th>Public Service by Contract</th>
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<td>Week 12</td>
<td>Governance Without Government</td>
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| 11/12 | • Romzek & Johnston. “Contracting Accountability in State Medicaid Reform: Rhetoric, Theories and Reality.”  

City project 3: Analysis of policy/program (due 11/13 6:00 pm)  

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<tr>
<th>Week 13</th>
<th>Project workshop and presentations</th>
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<tbody>
<tr>
<td>11/19</td>
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<th>Week 14</th>
<th>Thanksgiving break: Have a happy and safe holiday!</th>
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<td>11/26</td>
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<th>Week 15</th>
<th>Final exam</th>
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<tr>
<th>Week 6</th>
<th>Final city project paper turn-in</th>
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| 12/10 | Due 12/10 6:00 pm  
(No late submission will be accepted)