

Note:

Course content may be changed, term to term, without notice. The information below is provided as a guide for course selection and is not binding in any form, and should not be used to purchase course materials.

COURSE SYLLABUS

GOVT 475

ADVANCED PUBLIC ADMINISTRATION

COURSE DESCRIPTION

This course is a synthesis course for government majors. The course will apply and integrate broad concepts including the application of economic theory, management theory, administrative law, and political theory in the resolution of public sector management cases.

RATIONALE

This course serves as an advanced study into the discipline of public administration. This course explores the various theories and practices that have led to, and continue to dominate the profession and study of public administration. The purpose of this course is to prepare the undergraduate student with the knowledge, skills, and abilities to make public policy and/or public management decisions in an ever changing and diverse work environment.

I. PREREQUISITE

For information regarding prerequisites for this course, please refer to the [Academic Course Catalog](#).

II. REQUIRED RESOURCE PURCHASE

Click on the following link to view the required resource(s) for the term in which you are registered: <http://bookstore.mbsdirect.net/liberty.htm>

III. ADDITIONAL MATERIALS FOR LEARNING

- A. Computer with basic audio/video output equipment
- B. Internet access (broadband recommended)
- C. Microsoft Office

IV. MEASURABLE LEARNING OUTCOMES

Upon successful completion of this course, the student will be able to:

- A. Describe cross-boundary and networked relationships that characterize the practice of public administration.
- B. Apply theories that can inform leadership and management in organizations.
- C. Critically assess the policy implementation experience and provide input for future policy development.
- D. Explain institutional and legal environment of government.
- E. Distinguish between the different approaches to decision making, including the importance of ethics in satisfying the values of public administration.
- F. Interpret the composition and demographics of changing society and workforce, including issues in cultural awareness.

V. COURSE REQUIREMENTS AND ASSIGNMENTS

- A. Textbook readings and presentations
- B. Course Requirements Checklist

After reading the Syllabus and [Student Expectations](#), the student will complete the related checklist found in Module/Week 1.

- C. Discussion Board Forums (8)

Responding to a classmate's post requires both the addition of new ideas and analysis. A particular point made by the classmate must be addressed and built upon by the student's analysis in order **to move the conversation forward**. Thus, the response post is a rigorous assignment that requires the student to build upon threads to develop deeper and more thorough discussion of the ideas introduced in the threads. As such, reply posts that merely affirm, restate, or unprofessionally quarrel with the previous post(s) and fail to make a valuable, substantive contribution to the discussion will receive appropriate point deductions.

- D. Case Studies (6)

The student will write a critique of 6 Case Studies. Each Case Study critique must be between 3–5 pages and must discuss the major facts of the case. The student should explain whether or not he/she believes the right decision(s) was/were made and support his/her assertion(s) with citations.

- E. Research Paper

The student is required to write a 5-page policy Research Paper (excluding the title page). All references used must be cited. A bibliography and outline will be submitted prior to the final submission.

F. Quizzes (2)

Two quizzes will be required to complete the course. Each quiz will be 1 hour, open-book/open-notes with 25 true/false and multiple choice questions to extract the student's knowledge about the content of the course.

G. Exams (2)

There will be 2 exams for this course—a Midterm and a Final. Both the Midterm and Final Exams will be in essay format, and the student will respond to a broad-based question about public administration. In essence, the student will be asked to demonstrate critical thinking about controversial issues in public administration and take a position on which course of action would be the best approach for public administrators.

VI. COURSE GRADING AND POLICIES

A. Points

Course Requirements Checklist	10
Discussion Board Forums (8 at 25 pts ea)	200
Case Studies (6 at 50 pts ea)	300
Research Paper:	
Bibliography	10
Outline	15
Final Submission	75
Quizzes (2 at 100 pts ea)	200
Exams (2 at 100 pts ea)	200
Total	1010

B. Scale

A = 900–1010 B = 800–899 C = 700–799 D = 600–699 F = 0–599

C. Late Assignment Policy

If the student is unable to complete an assignment on time, then he or she must contact the instructor immediately by email.

Assignments that are submitted after the due date without prior approval from the instructor will receive the following deductions:

1. Late assignments submitted within one week of the due date will receive a 10% deduction.
2. Assignments submitted more than one week late will receive a 20% deduction.
3. Assignments submitted two weeks late or after the final date of the course will not be accepted.

Special circumstances (e.g. death in the family, personal health issues) will be reviewed by the instructor on a case-by-case basis.

D. Disability Assistance

Students with a documented disability may contact Liberty University Online's Office of Disability Academic Support (ODAS) at LUOODAS@liberty.edu to make arrangements for academic accommodations. Further information can be found at www.liberty.edu/disabilitysupport.

COURSE SCHEDULE

GOVT 475

Textbooks: Shafritz & Borick, *Cases in Public Policy and Administration* (2011).
Shafritz & Hyde, *Classics of Public Administration* (2017).

MODULE/ WEEK	READING & STUDY	ASSIGNMENTS	POINTS
1	Shafritz & Borick: chs. 1–2 Shafritz & Hyde: Part I 1 presentation Scripture Readings Handout on Covenant Handout on Leadership	Course Requirements Checklist Class Introductions DB Forum 1	10 0 25
2	Shafritz & Borick: chs. 5–6 Shafritz & Hyde: Part II 1 presentation Scripture Readings	DB Forum 2 Case Study 1 Quiz 1	25 50 100
3	Shafritz & Borick: chs. 3–4 Shafritz & Hyde: Parts II–III 1 presentation 1 article Scripture Readings	DB Forum 3 Case Study 2 Research Paper: Bibliography	25 50 10
4	Shafritz & Borick: chs. 25–26 Shafritz & Hyde: Part III 1 presentation Scripture Readings	DB Forum 4 Case Study 3 Midterm Exam	25 50 100
5	Shafritz & Borick: chs. 9–10 Shafritz & Hyde: Part III 2 presentations Scripture Readings	DB Forum 5 Case Study 4 Research Paper: Outline	25 50 15
6	Shafritz & Borick: chs. 11–14 Shafritz & Hyde: Part IV 2 presentations Scripture Readings	DB Forum 6 Case Study 5 Quiz 2	25 50 100
7	Shafritz & Borick: chs. 15–16, 27–28 Shafritz & Hyde: Part IV 2 presentations Scripture Readings	DB Forum 7 Case Study 6 Research Paper: Final Submission	25 50 75
8	Shafritz & Borick: chs. 19–22 Shafritz & Hyde: Part V 2 presentations Scripture Readings	DB Forum 8 Final Exam	25 100
TOTAL			1010

DB = Discussion Board

NOTE: Each course module/week (except Module/Week 1) begins on Tuesday morning at 12:00 a.m. (ET) and ends on Monday night at 11:59 p.m. (ET). The final module/week ends at 11:59 p.m. (ET) on **Friday**.