



MASTER COURSE OUTLINE

Prepared By:

Date: August 2017

COURSE TITLE

Public Administration

GENERAL COURSE INFORMATION

Dept.: HSEM

Course Num: 180

(Formerly:)

CIP Code: 43.0301

Intent Code: 21

Program Code: 966

Credits: 3

Total Contact Hrs Per Qtr.: 33

Lecture Hrs: 33

Lab Hrs: 0

Other Hrs: 0

Distribution Designation: None

COURSE DESCRIPTION (as it will appear in the catalog)

This course provides an overview in the structure and issues of public service. Course participants will examine the context of public administration: the political system, the role of federalism, bureaucratic politics and power, and the various theories of administration that guide public managers today. Course components include public administration, personnel, budgeting, decision-making, organizational behavior, leadership, and policy implementation. Lessons will be drawn from the most current applications of public administration today, such as Hurricane Katrina efforts and Homeland Security.

PREREQUISITES

HSEM 102 Introduction to Emergency Management

TEXTBOOK GUIDELINES

Chosen by instructor

COURSE LEARNING OUTCOMES

Upon successful completion of the course, students should be able to demonstrate the following knowledge or skills:

1. Explore historical developments in public administration and relate them to current trends and practices in America.
2. Explain the basic concepts, theories and principles in the field of public administration.
3. Analyze the political, legal and social environment of public administration.
4. Identify and apply competing models of public administration to emergency management.
5. Recognize the importance of the administration, and/or management, of public affairs.
6. Examine policy and the decision making process in public administration.
7. Analyze how the changing global society and multicultural environment impacts the management of the public sector.
8. Examine and apply the budget process and planning.
9. Discuss the function and operation of human resource personnel.
10. Examine the impact and influence of government regulation and administrative law over public affairs.

INSTITUTIONAL OUTCOMES

None

COURSE CONTENT OUTLINE

- A. Introduction of Public Administration
- B. Public Administration, Democracy, and Bureaucratic Power
- C. Federalism and Intergovernmental Relations
- D. Organizational Theory
- E. Decision Making in Administration
- F. Chief Executives and Challenges of Administrative Leadership
- G. Public Personnel Administration and Human Resource Development
- H. Budgeting
- I. Public Policy and Implementation
- J. Government Regulation and Administrative Law
- K. Public Administration in a Time of Conflict and Change

DEPARTMENTAL GUIDELINES *(optional)*

PO5 should be assessed: Students will be able to solve problems by gathering, interpreting, combining and/or applying information from multiple sources.

DIVISION CHAIR APPROVAL

DATE