

FACULTY SENATE
CURRICULUM COMMITTEE

Approval Form



Department Administrative Studies Division

Title Seminar in Public Administration

Sponsor(s) Dr. Eva Aronfreed No. of Credits 3

COURSE XXX SPECIALIZATION _____ CONCENTRATION _____ CERTIFICATION _____

Approved by the department - Yes Graduate ()

Not recommended by the department Undergraduate (X)

Information copies forwarded: Academic Dean; Chairperson, Curriculum Committee

Thomas A. Michael - April 4, 1977
Signature: Department Chairperson

DIVISION

Consultation on proposal has been held

Comments:

Wendy Broomall
Signature: Academic Dean and/or Divisional Committee

76-77-49

CURRICULUM COMMITTEE

Proposal received 4/2/77

Open Hearing held 4/27/77

Returned to the department for the following reason(s):
change cat. descr. add prog. - Done

revision pg. 3-17-1
O.K

Approved by the Curriculum Committee

Presented to Executive Committee of the Faculty Senate as information 4/26/77

Notifications forwarded: Vice President for Academic Affairs 5/6/77

Shirley G. O'Day
Signature: Chairperson, Curriculum Committee

Academic Dean

I have reviewed the final documents as approved and concur with same. Budget, faculty, library allocations and Academic Support Services are adequate for immediate implementation.

I have reviewed the final documents as approved and concur with same. Budget, faculty, library allocations and Academic Support Services for the current academic year are inadequate for immediate implementation or implementation in the next fiscal year. The earliest that the proposal might be implemented would be

HEGIS Taxonomy Number: _____

Signature: Academic Dean

Copies Forwarded: Chairperson, Curriculum Committee, Department Chairperson,
Registrar

REGISTRAR

Approved course description received

Signature: Registrar

Vice President for Academic Affairs

Official copy and approval sheet filed

Signature: Vice President for Academic Affairs

- Note
- 1) Course proposal format is attached
 - 2) A copy of this approval form should accompany each proposal
 - 3) A copy of a proposed catalogue description of the course must accompany the proposal as a separate page.

COURSE PROPOSAL

I. Identification of the Proposal

- A. Name - Seminar in Public Administration
- B. Sponsor - Dr. Eva Aronfreed, Professor, Administrative Studies Division

II. Statement from the Department Chairman

This course is proposed as an undergraduate offering to expand the Public Administration courses in the Division.

This course will not place any unusual demands on library resources since library holdings are being expanded in Public Administration.

III. Outline of the Proposal

A. Essence of the Proposal

1. Course Title: Seminar in Public Administration
2. Semester hours of credit granted: 3 credits
3. Course level and prerequisites: 2102.491 level undergraduate. Prerequisite: minimum 12 semester hours in Public Administration courses.
4. Current curricula pattern in which it falls: required for those specializing in Public Administration.
5. Enrollment: 15 per section.

B. Details of the Proposal

1. Uniqueness of the course - This course is an important part of Public Administration studies; it provides an opportunity for the students to pursue a research topic under the guidance of faculty and with the constructive criticism of their peers. This course will help provide the research skills desirable for student's future careers in public administration, teaching, or working towards a graduate degree.
2. Objectives of the Course: Students will:
 - a. Become familiar with the research techniques and resources appropriate to their fields of specialization within Public Administration.
 - b. Develop skills in the interpretations and evaluation of the significance of the many factors involved in Public Administration analyses.
 - c. Develop and enhance competence in research, organization, analysis and interpretative communication in Public Administration research.
 - d. Provide a synthesis of theory and practical experiences that are consistent with learning experiences and standards recommended in Guidelines and Standards by the National Association of Schools of Public Affairs and Administration.

3. Scope of the Course:

Introduction:

The history and philosophy of Public Administration not only as an academic discipline but also as a professional specialization.

Tools and Techniques of Public Administration:

Government documents
Professional journals
Other library materials
Computer-assisted research
Administrative techniques

Individual research projects with faculty guidance

Presentation and Critical Review of Research Projects

4. General Statement of Teaching Methods

This course will be designed to foster a high level of student research competence. A combination of lecture and discussion will be employed initially to present the basic objectives, techniques, and resource materials for research. Students will then pursue a research topic appropriate to their primary interest and choice of specialization tracks.

5. Methods of evaluation:

The student will demonstrate progress by:

- a. Actively engaging in class discussions.
- b. Demonstrating an understanding of principles of research.
- c. Exhibiting skills and comprehension of research techniques, data interpretations and practical applications of public administration theories.

The course will be evaluated by:

- a. Continuing interaction of students and instructor
- b. Written, end-of-semester evaluations from students

Catalogue Description

2102.491 Seminar in Public Administration

This course provides the student specializing in public administration with an opportunity to research in depth a topic in this field, utilizing research techniques, employing primary and secondary sources, leading to the writing of a critical and analytical paper.

C. Rationale

Familiarity with the principles, techniques and source materials of research in public administration will be an essential part of the background expected of students of any public administration program. This course challenges a student to follow his or her own interests in the field, using appropriate research techniques and presenting a coherent, carefully organized paper to the seminar. This also provides experience in critical review of public administration and practice.

Consultation

Consultation has been made with various Administrative Studies faculty who are involved with aspects of public administration. They are Dr. Ross and Dr. Barrett, as well as Dr. Broomall and Dr. Pritchard.