



上海财经大学

Shanghai University of Finance & Economics

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## Shanghai University of Finance & Economics

### 2021 Summer Program

### PAP 230 Principles of Public Administration

### Course Outline

**Term:** 14 June – 9 July, 2021

**Class Hours:** 18:00-19:50 (Monday through Friday)

**Course Code:** PAP 230

**Instructor:**Dr. Job Chen

**Home Institution:**Clemson University

**Office Hours:**TBA

**Email:** zhuoc@clemson.edu

**Credit:** 4

**Class Hours:** This course will have 52 class hours, including 32 lecture hours, professor 8 office hours, 8-hour TA discussion sessions, 4-hour review sessions.

**Course Description:** This course provides an introduction to the structure and function of the public organization and its impact on society. Throughout this course, students will be exposed to knowledge of public administration, personnel issues, budgetary activities, legal dynamics, as well as historical development of the field. Assessment will be a combination of term paper and examinations.

**Required Textbooks:** Public Administration and Public Affairs, 12th Edition by Nickolas Henry, Routledge.

**Grading & Evaluation:** Grades will be distributed as

A : 94 - 100      A- : 90 – 93

B : 83 - 89      B- : 80 – 82

C : 73 - 79      C- : 70 – 72

D : 63 - 69      D- : 60 – 62

F : Fail



Assignments and Essays (30%) – Use the theories and knowledge points (at least 5) learned from this class to explain a topic (TBD). The paper has to be no less than 8 pages not including title and reference, and APA formatted. Grades are given based on thoughtful analyses and application of the relevant theories (40%), evidence-based argument and critical thinking (40%), and overall writing and grammar (20%).

Midterm exam (35%) – will be multiple choice questions given at the end of week 2 to cover all materials previously studied.

Final exam (35%) – will be multiple choice questions given at the end of week 4 to cover all materials previously studied.

### **Course Schedule:**

#### **Week 1**

Session 1: Course Introduction  
Session 2: Big Democracy, Big Bureaucracy  
Session 3: Public Administration's Century in a Quandary  
Session 4: The Threads of Organizations: Theories

#### **Week 2**

Session 1: The Fabric of Organizations: Forces I  
Session 2: The Fabric of Organizations: Forces II  
Session 3: The Fibers of Organizations: People  
Session 4: Clarifying the Complexity: The Public's Information Resource  
Midterm

#### **Week 3**

Session 1: Public Productivity: Corruption's Consequence  
Session 2: The Public Trough: Financing and Budgeting Governments I  
Session 3: Financing and Budgeting Governments II  
Session 4: Managing Human Capital in the Public Sector

#### **Week 4**

Session 1: Understanding and Improving Public Policy  
Session 2: Intersectional Administration  
Session 3: Intergovernmental Administration  
Session 4: Toward a Bureaucratic Ethic  
Final Exam