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 <u>not</u> be used to purchase course materials.

COURSE SYLLABUS

PADM 360
INTRODUCTION TO PUBLIC ADMINISTRATION

COURSE DESCRIPTION

An introduction to the history and theory of public administration. These ideas will be applied within a variety of public institutional contexts.

RATIONALE

A basic understanding of public administration is expected of a graduate in the field of government regardless of what his or her field of concentration is within the discipline. This course provides that basic need.

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.   Blackboard recommended browsers

D.   Microsoft Office

IV.   MEASURABLE LEARNING OUTCOMES

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

A.   Evaluate the field of public administration.

B.   Analyze the field of public administration with respect to biblical principles.

C.   Explain the vital nature of the field of public administration.

D.   Synthesize information from informed reading, research and analysis, and discussion in the field of public administration.

E.   Blackboard [recommended browsers](#)

F.   Turabian Style Guide
https://www.liberty.edu/academics/casas/academicsuccess/index.cfm?PID=11954

V.   COURSE REQUIREMENTS AND ASSIGNMENTS

A.   Textbook readings and lecture presentation/notes

B.   Course Requirements Checklist

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

C.   Discussion Board Forums (6)

Discussion boards are collaborative learning experiences. Therefore, the student is required to create a thread in response to the provided prompt for each forum. Each thread must be at least 400 words, with a scriptural or biblical worldview application. Each thread must also include citations from 2 scholarly references and must demonstrate course-related knowledge. In addition to the thread, the student is required to reply to 2 other classmates' threads. Each reply must be at least 200 words and must include at least 1 scholarly reference citation.

D.   Case Studies (3)

The student will complete 3 Case Studies. Each Case Study must include citations from 2 scholarly references, a scriptural or biblical worldview application, and be at least 500 words in length.

E.   Research Paper

The student will write an 8–10-page research-based paper on a chosen topic from the field of public administration. The paper must utilize at least 5 scholarly sources in addition to the course textbooks and the Bible.

F.   Exams (2)

There will be two open book/open notes exams. The midterm exam will include 50 multiple-choice questions; students will have 1 hour to complete it. It will cover the reading assignments for the first half of the course. The final exam will include a mixture of multiple-choice, true-false, and short essay questions. It will focus on the assigned readings for Modules 5-8, but will include at least one essay question that applies to the entire course. Students will have 2 hours to complete the exam.

VI. **COURSE GRADING AND POLICIES**

A. Points

Course Requirements Checklist	10
Discussion Board Forums (6 at 50 pts ea)	300
Case Studies (3 at 75 pts ea)	225
Research Paper	175
Midterm Exam	100
Final Exam	200
Total	**1010**

B. Scale

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

C. 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

PADM 360

Textbook: Milakovich and Gordon, *Public Administration in America,* 11th ed. (2013).

MODULE/ WEEK	READING & STUDY	ASSIGNMENTS	POINTS
1	Milakovich and Gordon, ch. 1 2 presentations	Course Requirements Checklist Class Introductions Case Study 1	10 0 75
2	Milakovich and Gordon, chs. 2-3 1 presentation 1 lecture note	DB Forum 1 Case Study 2	50 75
3	Milakovich and Gordon, ch. 4 1 presentation 1 lecture note	DB Forum 2	50
4	Milakovich and Gordon, chs. 5-6 1 presentation 1 lecture note	DB Forum 3 Midterm Exam	50 100
5	Milakovich and Gordon, chs. 7-8 1 presentation 1 lecture note	DB Forum 4	50
6	Milakovich and Gordon, chs. 9-10 1 presentation 1 lecture note	DB Forum 5 Case Study 3	50 75
7	Milakovich and Gordon, ch. 11 1 presentation 1 lecture note	DB Forum 6 Research Paper – Final Draft	50 175
8	Milakovich and Gordon, ch. 12 1 presentation 1 lecture note	Final Exam	200
		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**.