

<b>Course</b>	<b>Capstone Course</b> <b>PADM 6000 - Integrated Studies in Public Administration</b>
<b>Term</b>	Spring 1, 2010 , Jan 4 – Mar 5
<b>Instructor</b>	Name: Albert R Hart Phone: 501-982-9858/ 501-920-9858 Email: <a href="mailto:alberthart@comcast.net">alberthart@comcast.net</a>
<b>Catalog Description</b>	The student is expected to synthesize and integrate the learning experiences acquired in public administration and to evaluate the research and current topics relative to this major. Techniques used to accomplish these goals may vary.
<b>Prerequisites</b>	Completion of all other required courses in public administration.
<b>Course Level Learning Outcomes</b>	Students will be able to: <ul style="list-style-type: none"> <li>• Comprehend and be able to demonstrate the process or result of building up the separate elements, ideas, concepts, principles and practices in public administration</li> <li>• Define a problem, collect, analyze, and apply material to discover the solution</li> <li>• Analyze and synthesize a connected and coherent insight in public administration through readings and other scholastic endeavors</li> <li>• Integrate and synthesize knowledge gained in the classroom with that in the workplace</li> </ul> <p>Comprehend how current processes are formed and the laws which govern their operational functions</p>
<b>Materials</b>	<i>Public Administration: Cases In Managerial Role Playing</i> , Robert P Watson, copyright 2002 by Addison Wesley Longman Inc. ISBN 0-321-08552-3
<b>Grading</b>	Written analysis and oral presentation of assigned case studies-30 points Critical Thinking Paper and class presentation- 30 points Class Participation: Quality and Quantity- 20 points Final Exam- 20 points  <b>Grading Scale</b> 93-100 A 90-92 A- 87-89 B+ 83-86 B 80-82 B- 70-79 C 0-69 F

	<p><b>Course Requirements</b> The GRADUATE catalog provides these guidelines and grading options:</p> <p>A/A– Superior graduate work  B+/B/B– Satisfactory graduate work  C Work that is barely adequate as graduate-level performance  CR Work that is performed as satisfactory graduate work (B– or better). A grade of "CR" is reserved for courses designated by a department, involving internships, a thesis, practicums, or specified courses.  F Work that is unsatisfactory  I Incomplete work  ZF An incomplete which was not completed within one year of the end of the course. ZF is treated the same as an F or NC for all cases involving G.P.A., academic warning, probation, and dismissal.  IP In progress  NR Not reported  W Withdrawn from the course</p>
<p><b>Activities</b></p>	<p>The culminating class of the student’s degree program is designed to challenge and test the depth and breadth of the knowledge the student has acquired over their entire Public Administration curriculum. In addition to in-depth discussion of assigned case studies students are expected to keep informed of significant current issues impacting government at all levels, federal, state and local. Each class will spend some time discussing these issues with a view toward learning and understanding the many challenges of government service.  Student presentations will use Power Point soft ware and Role-playing for political simulation will be used during this Capstone course.</p>
<p><b>Policy Statements: University Polices</b></p>	<p>University policies are provided in the current course catalog and course schedules. They are also available on the university website. This class is governed by the university’s published policies. The following policies are of particular interest:</p> <p>A student may submit their term paper to the On-Line Writing Center in St. Louis by email and have a coach make suggestions/corrections. It is up to the student to allow sufficient time for this process to be utilized and still turn in the term paper on the assigned date. Go to <a href="http://www.webster.edu/acadaffairs/asp/wc/online.html">http://www.webster.edu/acadaffairs/asp/wc/online.html</a></p> <p><b>Academic Honesty</b>  The university is committed to high standards of academic honesty. Students will be held responsible for violations of these standards. Please refer to the university's academic honesty policies for a definition of academic dishonesty and potential disciplinary actions associated with it.</p>

**Drops and Withdrawals**

Please beware that, should you choose to drop or withdraw from this course, the date on which you notify the university of your decision will determine the amount of tuition refund you receive. Please refer to the university policies on drops and withdrawals (published elsewhere) to find out what the deadlines are for dropping a course with a full refund and for withdrawing from a course with a partial refund.

**Special Services**

If you have registered as a student with a documented disability and are entitled to classroom or testing accommodations, please inform the instructor at the beginning of the course of the accommodations you will require in this class so that these can be provided.

**Disturbances**

Since every student is entitled to full participation in class without interruption, all students are expected to be in class and prepared to begin on time. All pagers, wireless phones, or other electronic devices must be turned off, or switched to vibrate, when you enter the classroom.

Disruption of class, whether by latecomers, noisy devices, or inconsiderate behavior is not acceptable. Students are expected to treat the instructor and other students with dignity and respect, especially in cases where a diversity of opinion arises. Students who engage in disruptive behavior are subject to disciplinary action, including removal from the course.

**Student Assignments Retained**

From time to time, student assignments or projects will be retained by The Department for the purpose of academic assessment. In every case, should the assignment or project be shared outside the academic Department, the student's name and all identifying information about that student will be redacted from the assignment or project.

**Contact Hours for this Course**

It is essential that all classes meet for the full instructional time as scheduled. A class cannot be shortened in length. If a class session is cancelled for any reason, it must be rescheduled.

<p><b>Course Policies</b></p>	<ul style="list-style-type: none"> <li>• This syllabus may be revised at the discretion of the instructor without the prior notification or consent of the student. The schedule below presents an approximate expectation of course progress. The instructor reserves the right to change the overall course grade weighting. Any changes will be announced in class.</li> <li>• In line with the university's policy on academic honesty, please be advised that instances of academic dishonesty will result in a zero for the assignment and will be reported to the Dean of the School of Business and Technology for further disciplinary action.</li> </ul>
<p><b>Week 1:</b></p>	<p>At this first meeting time will be spent discussing student and instructor expectations for the duration of the course. A review of previous course material will be offered with emphasis on the key learning outcomes stressed over the Public Administration program.</p> <p>Students are expected to be prepared to discuss their learning experiences from previous PA courses and the application of knowledge in their work life.</p>
<p><b>Week 2:</b></p>	<p>Read part 1 and cases 1-4</p> <p>Complete the role-play for each assigned case study with a minimum of three pages per case. Answer all discussion questions for each case in writing as directed.</p>
<p><b>Week 3:</b></p>	<p>Read Part 2 and cases 5-8</p> <p>Complete the role-play assignment for each case assigned with a minimum of 3 pages per case. Answer all discussion questions for each case in writing as directed.</p>
<p><b>Week 4:</b></p>	<p>Read part 3 and cases 9-12</p> <p>Complete the role-play assignment for each assigned case with a minimum of three pages per case. Answer all discussion questions for each case as directed.</p>
<p><b>Week 5:</b></p>	<p>Read Part 4 and cases 13-16</p> <p>Complete the role-play assignment for each assigned case with a minimum of 3 pages per case. Answer all discussion questions in writing as directed.</p>

<b>Week 6:</b>	<p>Read part 5 and cases 17-20</p> <p>Complete the role-play assignment for each assigned case with a minimum of three pages per case. Answer all discussion questions in writing as directed.</p>
<b>Week 7:</b>	<p>Read part 6 and cases 21-24.</p> <p>Complete the role-play assignment for each assigned case with a minimum of three pages per case. Answer all discussion questions in writing as directed.</p>
<b>Week 8:</b>	<p>All Critical Thinking Papers and your Power Point Presentation are due. Papers will be a minimum of 12 pages and presentations will be a minimum of 15 minutes. Class will be devoted to student presentations and analysis of their work.</p>
<b>Week 9:</b>	<p>Final Exam and course Recap.</p> <p><b>NOTE:</b> Class schedule may be modified by instructor for <i>Directed Study</i> students.</p>
<b>Additional Information</b>	<p>Critical Thinking Paper. Student may chose topic but it must be approved by instructor. It must be related to a significant issue facing government at any level, federal, state or local. The assignment will require a detailed analysis of the issue, interviews with key participants and an independent analysis on the part of the student to develop their own set of recommendations. Emphasis is on decision making and problem solving. The paper will be a minimum of 12 type written pages.</p>
<b>Approved by</b>	<p>Michael Hostetler, Faculty Coordinator, 7 Dec 2009</p>