

**MPA – Tribal Cohort – Context of Public Administration
Fall 2012 Schedule**

DATE	TOPIC/ACTIVITIES	READINGS	DUE
Friday, 9/21 6 – 9pm	Orientation, Intros, Covenant		Heffernen Seminar Paper
Saturday 9/22 9am – 5pm	Communication Inventory Seminar using Critical Thinking Guide	Readings: Heffernen, <i>Where The Salmon Run</i> Paul and Elder, “The Miniature Guide to Critical Thinking”	
Friday 9/28 1 – 5pm	What is Public Administration (PA) and Policy? Seminar – Group Activity and Report(1)	<u>Readings</u> Shafritz, Chapter 1 Henry, “Paradigms of Public Administration” Behn, “The Big Questions of Public Management” Kirlin, “Big Questions for a Significant Public Administration”	Integrative Essay
Saturday 9/29 9am – 5pm	PA Today, Roles of Governments and Non-Profits <ul style="list-style-type: none"> Lecture and Seminar Democracy Lecture and Seminar Film- Century of Self, Parts I and II 	Shafritz, Chapters 2 and 3 Denhardt, “The New Public Service: Serving Rather than Steering” Schneider, “Behavioral Assumptions of Policy Tools”	Seminar Paper
Sunday 9/30 9am – 1:30pm	Lecture- Writing a Case analysis Pass Out a Case Analysis to be read individually and then in groups Reviewing homework assignments	Shafritz, Chapter 4 Eikenberry, “The Marketization of the Nonprofit Sector: Civil Society at Risk?” How to write a Case Study ADD (individually and then in teams for final weekend)	Seminar paper
Friday 10/12 1 -5pm	Guest lecturer –	Wilkins & Stark, <i>American Indian Politics & the American Political System</i> , ALL including preface, notes on terminology, timeline, and appendices	Case Analysis Century of Self Seminar Paper
Saturday 10/13 9am – 5pm	Lecture – class exercise	Articles of Confederation, Article IX Federalist Papers Ten West, “Administrative Rulemaking: An Old and Emerging Literature	Seminar paper
Sunday 10/14 9am – 1:30pm	Lecture – class exercise	Brooks, “Can Nonprofit Management Help Answer Public Management’s Big Questions” Seabright. <i>The Company of Strangers</i>	Draft memo White Paper outline
Friday, 11/02 1 -5pm	Macroeconomics	Box, “New Public Management and Substantive Democracy” in relation to economic theory and practice Harmon, <i>Rich Indians</i> Dasgupta, <i>Economics</i>	Seminar Paper Draft white paper
Saturday 11/03 9am – 4pm	Economics guest lecturer Microeconomics Student presentations	Keating, <i>Microeconomics for Public Managers</i> , Part I and II	Seminar Paper Student presentations
Sunday,	Student presentations	“O’Leary, <i>Ethics of Dissent</i>	Student

DATE	TOPIC/ACTIVITIES	READINGS	DUE
11/0411/04 9am – 1pm	Ethics	Shafritz, Chapter 5	presentations
Week of 12/10 – 12/14	Evaluations		

FALL 2012 ASSIGNMENTS

Assignment #1: Challenges Facing Indian Country in the 21st Century

Due: Prior to Week 1, posted on moodle by 6pm on 9/27. No more than 2 pages.

You are entering your first year of graduate school, and you have chosen public administration as your particular course of study. As a fledging public administrator, share with your cohort and faculty what challenges you consider to be the most important to you, and or your tribe concerning matters of tribal self governance. (If you are not a member or citizen of a tribal nation, you may focus your attention to the community, demographic, government or non-profit organization which you envision yourself working with. Please focus your responses on matters related to successful management of that entity.. Your papers may be useful to your fellow classmates for purposes of team building, and to let others know what is of particular interest to you. They may also assist faculty as we move forward this quarter to identify content areas related to your final written assignments and presentations at the end of the quarter.

Assignment #2: Century of Self; Internet Project

We will watch Century of Self, parts I and II during the first weekend. After the first weekend, and prior to our next scheduled weekend, you will finish watching parts III and IV on your time away from campus. Your written assignment, to be posted to moodle prior to our second weekend, will focus on the movie, and will address questions which will be handed out before you leave Evergreen on Sunday, September 30th. This internet assignment and future internet research assignments will be counted as class time. They are intended to fulfill mandatory in-class time required by the college. Our intention as faculty is to allow those of you who live outside of Olympia and are driving considerable distance, to get back to your families earlier on Sundays. We will be making slight adjustments to the Sunday schedule as we get into the quarter. But, as a rule the final Sunday of each quarter will almost certainly require that we put in a full day to allow sufficient time for presentations, etc.

Seminar Papers. No more than 3 pages

Due: Prior to the class and posted on moodle. No more than 3 pages. Faculty will discuss seminar paper assignments with you during orientation weekend.

You will analyze the assigned reading(s) which may be an article, several chapters or an entire book and by different authors. Do not merely summarize the main elements of the assigned readings and text because the seminar papers are not a book report. Do not analyze them separately, but rather discuss the general themes tying them together.

The objective of these papers is to analyze the main ideas, assertions/arguments, and the assumptions presented by the author(s) and corresponding theory. How well is each assertion/argument supported? What are the author(s) assumptions based on? Why does this reading matter in building your perspectives of public administration, or, in the alternative, why you consider the reading to be of no utility whatsoever. Bear in mind, your seminar papers should not be an editorial rant of your personal opinions.

Case Analysis

Due 10/12, Posted on moodle prior to class. No more than 4 pages.

The case approach is widely used in the study of administration. Each case will highlight the topic presented through a “real world” case for you to analyze and interpret. Your case analysis papers must 1)Identify the background and facts surrounding the case, 2)Succinctly state the problem, 3) Identify the critical issue or issues contributing to the problem, 4)Specify various actions taken in the case, 5)Evaluate the effectiveness of each major action discussed against the critical issues presented, and 6)Decide the best course(s) of action. Include section headings to help structure your thinking. Link the case to the readings for the week. Select one of the cases presented in this week’s reading (Wilken’s & Stark, American Indians and the American Political System). Additional details on how to do case analysis will be presented in class before the assignment is due.

Action Memo

Due 10/14, Posted on moodle prior to class. Bring hard copy to class. No more than 2 pages, preferably one page.

Clear writing requires clear thinking. A memorandum is a precision tool that is a short written document addressed to a specific person or group for the purpose of inducing some kind of action. Write an action memo based upon a problem at your current or previous work site that states: 1) the problem in one or two sentences, 2)a summary of your recommended action(s) in one or two sentences, 3)why it’s important to address this now in one or two sentences, 4)the arguments to support your recommended actions, and 5)the alternative actions considered with brief advantages and disadvantages. Additional details on how to prepare an action memo will be presented in class before the assignment is due.

White Paper (group assignment) Note: The schedule below is subject to change.

- Outline due 10/14,
- 1st Draft due 10/19, 10 – 12 pages
- 2nd Draft due 10/26, 10 – 12 pages
- Final due on 11/02 10 – 12 pages plus a cover page, table of contents, and a 250 word executive summary

Form groups of no more than 3 students. Your group will identify a problem with a public policy. Write a white paper that: discusses the background of the policy, identifies the problem, defines, the problem, proposes a recommendation to address the problem, notes the pros and cons of your recommendation, identifies the stakeholders/target audience to adopt the change, and outlines an action plan to implant your recommendation. Finally, include a literature review section to support your recommendation. Sources for the literature review may come from government documents, books, journals, newspapers, or websites. Examples will be provided and this assignment will be discussed further in class.

Presentation and Final Paper (group assignment)

Your presentation should focus on the crucial aspects of your white paper to help persuade the audience to adopt your recommendation. A presentation should not exceed 20 minutes - 15 minutes plus 5 minutes for questions and answers. All group members have to verbally participate in the presentation. Members of the audience will receive written feedback forms to give to you at the end of your presentation.

A visual aid is required for the presentation and should follow these guidelines: The presentation may not more than 10 slides. Any photographs or graphs/charts should have an explanation about what is being displayed. All photographs should be cited with their source. Things to think about: contrast, background color (dark colors require a dark room), limiting red and green (colorblindness), font size readability, universal design access. If using a handout, it may not be more than 1 page, single sided, double spaced, no more than 3 colors, 12 font or larger and must have a graphic. If using a video, it may not be more than 5 minutes long and should be of good quality.

Books Fall 2012 (Required)

Dasgupta, P. (2007) *Economics: A Very Short Introduction*. Oxford University Press ISBN: 978-0192853455

Harmon, A. (2010) *Rich Indians: Native People and the Problem of Wealth in American History*. The University of North Carolina Press Chapel Hill. ISBN 978-0-8078

Heffernan, T. (2012) *Where the Salmon Run: The Life and Legacy of Billy Frank Jr.* University of Washington Press. Library of Congress Control Number 2012934508

Keating, B. & Keating, M. (2008) *Microeconomics for Public Managers*. Wiley-Blackwell. ISBN: 978-1405125444 – **used all year**

Paul & Elder (2009) *The Miniature Guide to Critical Thinking: Concepts and Tools: The Foundation of Critical Thinking*. www.criticalthinking.org **used all year**

Seabright, P. (2010) *The Company of Strangers: A Natural History of Economic Life*, revised edition. Princeton University Press. ISBN: 978-0691146461.

Shafritz, Russell, Borick (2010). *Introducing Public Administration*. 8th edition. Longman Publishers. ISBN: 9780205855896

Wilkins, D. & Stark, H. (2010) *American Indian Politics and the American Political System*. 3rd Edition. Rowman & Littlefield Publishers. ISBN: 978-1442203884

Articles Fall 2012 (required reading to be posted on moodle):

Behn, R. (1995) The Big Questions of Public Management. *Public Administration Review*, Vol. 55, No. 4 (Jul.-Aug.) pp.313-324.

Box, Marshall, Reed, B., Reed, C. (2001) New Public Management and Substantive Democracy. *Public Administration Review*, Vol. 61, No. 5 (Sept.-Oct.), pp 608-619.

Brooks, A. (2002) Can Nonprofit Management Help Answer Public Management's "Big Questions?" *Public Administration Review*, Vol. 62, No. 3 (May/Jun), pp. 259-266.

Denhardt, R. & Denhardt, J. (2000) The New Public Service: Serving Rather Than Steering. *Public Administration Review*, Vol. 60, No. 6, (Nov.-Dec.), pp. 549-559.

Eikenberry, A. & A. & Kluver, J. (2004) The Marketization of the Nonprofit Sector: Civil Society at Risk? *Public Administration Review*, Vol. 64, No. 2 (Mar.-Apr.) pp. 132-140..

Feldman, Khademian, Ingram, & Schneider (2006) Ways of Knowing and Inclusive Management Practices. *Public Administration Review*, Vol. 66, (Dec.) pp. 89-99.

Henry, N. (1975) Paradigms of Public Administration. *Public Administration Review*, Vol. 35, No. 4, pp. 378-385.

Kirlin, J. (2001) Big Questions for a Significant Public Administration. *Public Administration Review*, Vol. 61, No. 2, (Mar.-Apr.) pp. 140-143.

Schneider, A. & Ingram, H. (1990) Behavioral Assumptions of Policy Tools. *The Journal of Politics*, Vol. 52, No. 2 (May), pp. 510-529.

West, W. (2005). Administrative Rulemaking: An Old and Emerging Literature. *Public Administration Review*, Vol. 65, No. 6 (Nov.-Dec.), pp. 655-668.

Recommended Resources:

Meyers, J. (2008). *Plain Language in Government Writing*. Management Concepts Publishing. ISBN: 978-1567262247

Perrin, R. (2011). *Pocket Guide to APA Style*. 4th edition. Wadsworth Publishing. ISBN: 978-0495912637

APA Style <http://www.apastyle.org/learn/index.aspx>

Purdue Writing & Grammar Guide <http://owl.english.purdue.edu/>