

SYLLABUS

Course Title - Public Administration

Course code –

ECTS credits – 5

Auditorium hours - 34

Prerequestives – Basics of management, English language, Research methodology

Professor/ Instructor - Tigran Mnatsakanyan

Instructors E-mail - vicmt@inbox.ru

Class website - liveeducation.livejournal.com

COURSE DESCRIPTION

The course involves a deep examination of the main components of public administration system, which are state, local self-government, public organizations and media. Any interaction between these components is based on interests, which may clash if not prevented by a coordination system. The course also includes such managerial issues of public administration as engineering structures, producing and selling public services, organizing efficient HR management, financing. The research of theoretical basics is also involved: what public administration is, who may participate in it, why public administration is possible only together with civil society, which countries are practicing modern public administration and many other questions are to be discussed during the course. The course is useful for the students who are interested in management or who are going to execute further research or to be involved in public administration as employee or statesman.

COURSE OBJECTIVES

1. To introduce students to the modern perception and history of public administration and civil society
2. To introduce students to the functions of state government and role of local self-government in public administration system
3. To introduce students to the mechanisms of participation of public organizations and media in policy making
4. To introduce students to the systems of public service in various countries
5. To introduce students to the issues of efficiency of public administration
6. To provide students with practical tools of public administration

COURSE TOPICS/UNITS

The course will cover the following topics:

1. The Term of Public Administration: Differences between State and Public Administration
2. The Evolution of Public Administration
3. Civil Society and Public Administration
4. The Components of Public Administration System
5. State as the Central Element of Public Administration
6. The Branches and Functions of Government
7. The Principles of Local Self-Government and Interaction with the State
8. The Systems of Public Service: Civil Service, Local Service, Special Services
9. Public Servant as the Main Operator of Public Administration
10. The Evaluation of Public Administration Efficiency

11. The Influence of Public Organizations and the Matching of Various Interests in Policy Making
12. The Role of Media in the Modern System of Public Administration
13. The Financial Tools of Public Administration: Taxing and Budgeting
14. The Paradigm of Public Administration in 21st Century

TEXTBOOK(S) AND REFERENCES

1. Textbook (required): *PUBLIC ADMINISTRATION: AN INTRODUCTION* by Marc Holzer and Richard W. Schweser, 2011
2. Textbook (recommended): *HANDBOOK OF PUBLIC ADMINISTRATION* by B. Guy Peters and Jon Pierre, 2003
3. *PUBLIC ADMINISTRATION: AN ACTION ORIENTATION* by Robert B. Denhardt, Janet V. Denhardt and Tara A. Blanc, 2013
4. *PUBLIC ADMINISTRATION: CONCEPTS AND CASES* by Richard J. Stillman II, 2010
5. *BEYOND POLICY ANALYSIS: PUBLIC ISSUE MANAGEMENT IN TURBULENT TIMES* by Leslie A. Pal, 2009
6. *FRONTIERS OF GOVERNANCE: THE OECD AND GLOBAL PUBLIC MANAGEMENT REFORM* by Leslie A. Pal, 2012

GRADING PLAN

Coursework will be weighted as follows:

- a. Component 1 (class activity), weight (%) 10
- b. Component 2 (paper), weight 20
- c. Component 3 (interim exam), weight 0
- d. Component 4 (attendance), weight 10
- e. Component 5 (final exam), weight 60