Department	International College of Liberal Arts		
Semester	Fall 2025	Year Offered (Odd/Even/Every Year)	Every Year
Course Number	PSCI240		
Course Title	Introduction to Public Administration		
Prerequisites	PSCI100 Introduction to Political Science AND ECON101 Microeconomics		
Course Instructor	LARATTA Rosario	Year Available (Grade Level)	1
Subject Area	Political Science	Number of Credits	3
Class Style	Lecture	Language of instruction	English

(NOTE 1) Depending on the class size and the capacity of the facility, we may not be able to accommodate all students who wish to register for the course

Course Description	This introductory course in public administration provides a comprehensive understanding of the structures and functions inherent in public administration. Divided into two distinct parts, the course aims to delve into the intricacies of public services and their evolving interplay with both for-profit and non-profit sectors. Following this exploration, students will explore the most recent global trends in public administration innovation.
Class plan based on course evaluation from previous academic year	Feedback from students' course evaluations in the previous academic year was overwhelmingly positive, with no specific suggestions for changes noted.
Course related to the instructor's practical experience (Summary of experience)	N/A
Learning Goals	By the course's conclusion, students will: 1) Grasp the inner workings of public administration and its impact on society. 2) Understand the dynamics between public administration and non-profit/profit sectors. 3) Comprehend public budgeting processes. 4) Analyze the design and implementation of development policies. 5) Explore global trends in public administration innovation.

iCLA Diploma Policy	DP1／DP2／DP3／DP4

iCLA Diploma Policy

(DP1) To Value Knowledge – Having high oral and written communication skills to be able to both comprehend and transfer knowledge

(DP2) To Be Able to Adapt to a Changing World – Having critical, creative, problem-solving, intercultural skills, global and independent mindset to adopt to a changing world

(DP3) To Believe in Collaboration – Having a disposition to work effectively and inclusively in teams

(DP4) To Act from a Sense of Personal and Social Responsibility – Having good ethical and moral values to make positive impacts in the world

Active Learning Methods	Problem-Based Learning／Flipped Classroom／Discussion, Debate／Group Work／Presentation
More details/supplemental information on Active Learning Methods	Students, typically in pairs, will collaborate on investigating a global trend in public administration innovation, engaging in teamwork. Furthermore, active participation in discussions and debates during all classes is expected from students.
Use of ICT	For this course, students will utilize PCs, videos, and Internet searches as the primary IT tools during class sessions.

Contents of class preparation and review	To succeed in this course, students must: i) Take comprehensive notes during class sessions. ii) Regularly review their notes and assigned course materials provided by the teacher every week. iii) Actively participate in class discussions and debates, engaging with course content and contributing to the learning environment.	Hours expected to be spent preparing for class (hours per week)	4 hours	Hours expected to be spent on class review (hours per week)	1 hours

Feedback Methods	Students can communicate with the instructor via email for all course-related correspondence. Additionally, students have the option to schedule private discussions with the instructor face-to-face during specified office hours (refer to the office hours timetable provided by the administration office). Prior appointment with the instructor via email is necessary for all private meetings. Additionally after midterm test and other quiz scheduled for this course, the advisor will have individual meeting with students to make them aware of their progress.

Grading Criteria		
Grading Methods	Grading Weights	Grading Content
Midterm Test & Reflection Report	30%	
Discussions & Debates	20%	
Group Work	50%	

Required Textbook(s)	Textbook: Shafritz and Russell – Introducing Public Administration. Publisher: Routledge; 9th Edition.
Other Reading Materials/URL	Students should also expect to read selected OECD reports on Global Trends in Public Administration Innovation and related case studies.
Plagiarism Policy	Students must write their essays and assignments in their own words. Whenever students take an idea or a passage from another author, they must acknowledge their debt both by using quotation marks where appropriate and by proper referencing such as footnotes or citations. Plagiarism is a major academic offense, which depending on the gravity can cause you to fail a course or you are suspended from the university. Plagiarism Checking: All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to iCLA for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. The use of ChatGPT or any other artificial intelligence or paraphrasing software is strictly forbidden in WRITTEN TESTS for this class.

Other Additional Notes (Outline crucial policies and info not mentioned above)	Upon receiving the case study from the teacher, students must promptly contact their assigned partner and commence preparation for the group work. Failure to do so will adversely affect the grade for this course.

(NOTE 2) Class schedule is subject to change

Class Schedule	
Class Number	Content
Class 1	Orientation & Detailed explanation of the Syllabus
Class 2	From Government to Governance
Class 3	Public Services
Class 4	Interconnection between Governments, Non-profits, and For-profits
Class 5	Structure of Government and role of public administration
Class 6	Elected Officials versus Bureaucrats (Power, Accountability, Ethical Orientations)
Class 7	Weberian Theory of Bureaucracy
Class 8	Traditional Public Administration
Class 9	New Public Management

Class 10	New Public Governance
Class 11	Comparing Countries 4 / 5
Class 12	Checkpoint on progress
Class 13	Public Administration Innovations
Class 14	Participatory Budgeting
Class 15	Deliberative Polling
Class 16	Citizens' Juries
Class 17	Planning Cells
Class 18	New Town Meetings
Class 19	Communal Councils
Class 20	Government Innovation Lab

Class 21	Citizen-centric employment-service system
Class 22	Carrot Rewards 5 / 5
Class 23	Finding Places
Class 24	Zita Mozzie Seeker
Class 25	Sharing Economy for Government Spaces
Class 26	Recyclable as Transportation Fare
Class 27	Clear my Record
Class 28	Better Rules
Class 29	Machine Learning of Land-Mapping
Class 30	Final Discussion