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| Course Details |
| Code | **Academic Year** | **Semester** |
| POL 502 |  |  |
| Title | **T** | **A** | **L** | **ECTS** |
| Introduction to Public Administration | 3 | 0 | 0 | 5 |
|  |
| Language | German or English |
| Level | **Undergraduate** | **X** | **Graduate** |  | **Postgraduate** |  |
| Department / Program | Political Science and International Relations / Bachelor |
| Forms of Teaching and Learning | The course will be carried on in lecture form. |
| Course Type | **Compulsory** |  | **Elective** | X |
| Objectives | In addition to imparting basic administrative science knowledge in the subject areas mentioned below, particular emphasis is placed on understanding systematic comparisons in administrative research and on the necessary dialogue between theory and empirical research as the basis for progress in knowledge. In addition, important organizational and policy-analytical approaches are in the focus of the considerations, because the link between factors of administrative reality (structures, processes, actors) and their effects on policy design and implementation are related to empirical administrative research, as taught in the lecture should be the focus. The administrative system of Turkey is also dealt with. |
| Content | The lecture gives an overview of basic questions, theoretical concepts, problems and solutions of empirical administrative science. The main topics are• the historical development of the subject "administrative science"• Conceptual basis of "administration" and the historical development of the "administrative state",• administrative structure, administrative tasks, administrative organization,• analytical frameworks and theoretical approaches of empirical administrative research,• civil service personnel,• administrative reforms and their guiding principles,• administrative culture, traditions and styles,• administration, democracy and society and• new developments and current research projects, Turkey-related deepening. |
| Prerequisites | - |
| Coordinator | - |
| Lecturer(s) | - |
| Assistant(s) | - |
| Work Placement | - |
| Recommended or Required Reading |
| Books / Lecture Notes | Henry, N. (2015). Public administration and public affairs. Routledge.Nigro, F. A., & Nigro, L. G. (1970). Modern public administration. New York: Harper & Row.Heady, F. (2001). Public Administration, A Comparative Perspective. CRC Press.Frederickson, H. G. (1980). New public administration. University, Ala.: University of Alabama Press.Frederickson, H. G., Smith, K. B., Larimer, C., & Licari, M. J. (2018). The public administration theory primer. Routledge.Tauberger, A. (2008). Controlling für die öffentliche Verwaltung. Oldenbourg Verlag.Bogumil, J., & Jann, W. (2009). Verwaltung und Verwaltungswissenschaft in Deutschland. Wiesbaden: VS Verlag für Sozialwissenschaften. |
| Other Sources | - |
| Additional Course Material |
| Documents | - |
| Assignments | - |
| Exams | - |
| Course Composition |
| Mathematics und Basic Sciences |  | % |
| Engineering |  | % |
| Engineering Design |  | % |
| Social Sciences |  | % |
| Educational Sciences |  | % |
| Natural Sciences |  | % |
| Health Sciences |  | % |
| Expert Knowledge |  | 100% |
| Assessment |
| Activity | **Count** | **Percentage (%)** |
| Midterm Exam | 1 | 40 |
| Quiz |  |  |
| Assignments |  |  |
| Attendance |  |  |
| Recitations |  |  |
| Projects |  |  |
| Final Exam | 1 | 60 |
| Total | **100** |
| ECTS Points and Work Load |
| Activity | **Count** | **Duration** | **Work Load (Hours)** |
| Lectures | 15 | 3 | 45 |
| Self-Study |  |  |  |
| Assignments |  |  |  |
| Presentation / Seminar Preparation |  |  |  |
| Midterm Exam | 1 | 1,5 | 50 |
| Recitations |  |  |  |
| Laboratory |  |  |  |
| Projects |  |  |  |
| Final Exam | 1 | 2 | 55 |
| Total Work Load | **150** |
| ECTS Points (Total Work Load / Hour)  | **5** |
| Learning Outcomes |
| 1 | Student comprehends the conceptual framework of public administration and defines its elements. |
| 2 | Student distinguishes similarities and differences between public and private sectors. |
| 3 | Student analyzes comparatively public institutions and their operations in terms of organizational structure and characteristics. |
| Weekly Content |
| 1 | Introduction: origins and location |
| 2 | Fundamentals of empirical administrative science |
| 3 | Administrative structure, tasks and organization |
| 4 | Deepening |
| 5 | Deepening |
| 6 | Analytical framework and theoretical approaches to empirical administrative research |
| 7 | Public service personnel |
| 8 | Administrative reforms and their guiding principles |
| 9 | Exercise essay |
| 10 | Deepening |
| 11 | Deepening |
| 12 | Administrative culture, traditions and styles |
| 13 | Administration, democracy and society |
| 14 | New developments: Europeanization, internationalization |
| 15 | Closing session, preliminary discussion |
| Contribution of Learning Outcomes to Program Objectives (1-5) |
|  | **P1** | **P2** | **P3** | **P4** | **P5** | **P6** | **P7** |
| 1 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| 2 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| 3 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| Contribution Level | 1: Low 2: Low-intermediate 3: Intermediate 4: High 5: Very High |
| *https://obs.tau.edu.tr/oibs/bologna/progLearnOutcomes.aspx?lang=tr&curSunit=5767* |
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