

**PRELIMINARY COURSE SYLLABUS  
REMOTE INSTRUCTION**

**790:341 PUBLIC ADMINISTRATION: AMERICAN BUREAUCRACY**

James R. White  
[james.white@rutgers.edu](mailto:james.white@rutgers.edu)  
732-406-7037  
Office Hours: By Appointment

**COURSE DESCRIPTION**

This is an introductory course, designed to examine the role of administration in government. In doing so, it will examine the unique challenges involved in administering public organization, particularly at the local level. Discussions will include both the positive and negative aspects of bureaucracy at the Federal, State, and local level.

**COURSE EXPECTATIONS**

1. Review of the weekly lectures which will highlight certain aspects of the textbook.
2. Students are expected to actively participate. Participation accounts for 15% of the final grade.
3. Submission of all assignments in a timely manner.

**COURSE OBJECTIVES**

1. To better understand the extent to which public bureaucracies affect our daily life.
2. Become acquainted with the process of public administration.
3. Examine the relationship between politics and public administration.

**GRADING CRITERIA**

1. Final Paper 30%  
The paper must be of sufficient length to properly discuss, in depth, the topic being presented. I would estimate approximately 5-6 pages.
2. First Position Paper 15%  
You will choose a topic and take a position, supporting it with relevant documentation. This paper should be 2-3 pages.
3. Class Participation 15%  
You should follow along with the weekly reading assignments from the textbook. You can email me with questions or comments.
4. Local Issue Analysis 20%  
This will entail attending a Council, Planning Board, Zoning Board, or Board of Education meeting in a NJ community. You are REQUIRED to publicly speak at that meeting regarding something that is on that agenda. A very short paper will describe your experience.

5. Quiz 10%  
The questions will all be taken from the lectures that you watch during the semester.
6. Presidential Debates 10%  
You must watch at least one Presidential Debate and write your thoughts and impressions.

### **EXTRA CREDIT**

You can receive extra credit for watching multiple debates including the VP debate.

### **REQUIRED TEXTBOOK**

Robert B. Denhardt, Janet V. Denhardt, and Tara A. Blanc. Public Administration, An Action Orientation. Seventh Edition. Wadsworth, Cengage Learning.  
ISBN 13:978-1-133-93921-4

### **SUGGESTED READINGS**

Profiles in Courage for our Times, by Caroline Kennedy

The Death of Common Sense, by Philip K. Howard