



GEORGIA
MILITARY
COLLEGE

A LIBERAL ARTS JUNIOR COLLEGE

Course Syllabus

Introduction to American Government
Fall 2014

Instructor Information

Name:

Daniel Rhodes Simpson, MPA
Adjunct Instructor of Political
Science

Office:

Zell Miller Hall, Room G10
Hours by appointment

Contact Information:

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Course Information

Prerequisites: None
Quarter Hours: Five
Online Portal: <http://gmc.mrooms3.net>
Course Webpage: <http://pls215.danielrsimpson.net>

Class Meetings:

Independent Study

Course Description

A survey of the field of public administration. Students will evaluate and discuss the various theories of public administration, evaluate program and policy effectiveness, analyze the budgeting and managing processes, and discuss the interactions between the bureaucracy and the other institutions of government.

Student Learning Outcomes

The student should be able to:

1. Discuss major political concepts and theories regarding Public Administration
2. Analyze and evaluate contemporary program and policy effectiveness
3. Discuss the managing and budgeting process
4. Examine contemporary problems faced by government.

Course Content

- (1) Defining Public Administration
- (2) Types of Organizations
- (3) Management and Organizational Theories
- (4) Policy Analysis
- (5) Budgeting

Course Resources

- Rosenbloom, David H., Robert S, Kravchuck, and Richard M. Clerkin. Public Administration: Understanding Management, Politics, and Law in the Public Sector. 7th ed. Boston: McGraw-Hill, 2009. ISBN: 9780073403892
- [Georgia Military College E-Library](#) resources
- Other articles, reviews, or resources as assigned.

Student Expectations

- Complete all assignments in a timely manner; this may include reading and pre-class learning activities.
- Contact the instructor if you will be absent to ensure you are aware of any missed class material and are adequately prepared for the next class period.
- Maintain responsibility for meeting due dates listed on course outline. Course instructor will not provide e-mail reminders for the completion of course-related work.
- Read all emails from the instructor carefully.
- Be professional when using e-mail to communicate with the course instructor or your peers. This includes using proper titles and following the standard rules of spelling and grammar.

Course Assessments

Methodologies of Instruction and Learning Assessment:

The primary methodology of class presentation will be lecture, supplemented with class discussion, assigned and supplemental readings, and other resources. Completion of the readings will be necessary for successful completion of the course work. Student participation is highly encouraged. The following schedule defines the weights for course assessments.

Grade Distribution:

- Quizzes and Homework 25 %
- Midterm Exam 25 %
- Term Paper 25 %
- Final Exam 25 %

Grade Scale:

- A: 90 – 100
- B: 80 – 89
- C: 70 – 79
- D: 65 – 69
- F: 64 and below

Grade Review:

Any grade review must be initiated with the faculty member, division chair, or assistant dean within thirty days of the end of the grading period in which the grade was reported.

Papers:

All assignments must be completed following the guidelines of the Turabian Manual, which is also referred to as the Chicago Manual of Style. Information on this style may be found at <http://www.docstyles.com/cmscrib.htm>. Detailed instructions for each assignment will be posted at <http://pls101.danielrsimpson.net>.

Administrative Procedures***Academic Integrity:***

Since the primary goal of education is to increase one's own knowledge, academic dishonesty will not be tolerated. Possible consequences of academic misconduct may extend a zero for the graded work, or with the concurrence of the Academic VP or Assistant Dean, removal from the course with a grade of "F" and possible suspension or exclusion from the college. Academic dishonesty includes the following examples, as well as similar conduct aimed at making false representation with respect to academic performance:

- Cheating on an examination;
- Collaborating with others on work to be presented, contrary to the stated rules of the course;
- Plagiarizing, including the submission of others' ideas or papers (whether purchased, borrowed, or otherwise obtained) as one's own. When direct quotations are used in themes, essays, term papers, tests, book reviews, and other similar work, they must be indicated; and when the ideas of another are incorporated in any paper, they must be acknowledged, according to a style of documentation appropriate to the discipline;
 - All work submitted must have been completed by the student, for this specific course and section. Resubmitting papers or assignments from other classes or sections will be considered self-plagiarism and will be subject to the same penalties as other academic integrity violations.
- See [GMC Student Handbook](#) pages 18-23 for full Student Academic Honesty Policy Statement and appeal information.

Accommodations:

Any student who feels he/she may need an accommodation or assistance based on the impact of a disability should contact the Student Disability Coordinator to complete the process of becoming verified and receive instructor notification letters. Once the notification letter is presented with timely notice to the faculty member, then accommodations can be received until the end of the course. The Student Disability Officer for this campus is Ms. Simerly and is located at ZMH 116 or can be reached by calling 478-387-4879.

Drop/Add Procedures:

Completion of the drop/add process and the withdrawal process is the responsibility of the student.

Instructor Authority:

The instructor has the authority to remove any student from class for disruptive behavior or failure to abide by the policies set forth in this syllabus.

Make up and Late Work Policy:

No assignments will be accepted late or make-up exams given except in extraordinary cases or excused absences. Work that is accepted late may be subject to a severe point deduction. An excused absence is one where the instructor was notified and approved prior to the absence, and/or the student provides documentation concerning the absence. Examples of excused absences include a doctor's excuse, participation in official college activities, verified illness, responding to a court order or summons, and responding to military orders.

Turnitin.com:

Georgia Military College uses the services of Turnitin to prevent and detect plagiarism from both internet and other sources. Students agree that by taking this course, all assignments are subject to submission for review to Turnitin.com. Assignments submitted will be included as source documents in Turnitin.com's restricted access database for use in detecting plagiarism in other such documents. No other use is authorized and reports only contain the information that it was submitted through Georgia Military College.

Important Dates

September 17	Classes and Drop/Add Begin
September 19	Drop/Add Ends
October 9	Midterm
October 13	Columbus Day - No Classes
November 11	Veteran's Day – No Classes
	Student Survey of Instruction Opens
November 18	Student Survey of Instruction Closes
November 20	Last Day of Classes and Exams
November 24	Grades due at noon

Ethics

GMC emphasizes character and ethical behavior in all aspects of the curriculum. During the quarter, ethical issues and dilemmas will be discussed as they pertain to PLS 101. Since the primary goal of education is to increase one's own knowledge, academic dishonesty will not be tolerated at GMC. Students and faculty are expected to abide by the GMC Honor Code.

Honor Code:

I will neither lie, cheat, steal, nor tolerate those who do.

Tentative Schedule		
Week of	Text Readings	Other Readings
Sep 17	Introduction	Syllabus
Sep 22	Chapters 1-2	
Sep 29	Chapters 3-4	
Oct 6	Chapters 5-6	
Oct 13		Midterm Exam
Oct 20	Chapters 7-8	
Oct 27	Chapters 9-10	
Nov 3	Chapters 11-12	Term Paper Due
Nov 10	Chapter 13	
Nov 17		Final Exam

Subject to change at the discretion of the instructor. All reading quizzes and papers must be submitted through Moodle and are due at 11:59 PM. Papers are due on the date listed. Quizzes are due one week after chapter is discussed in class. Exams will be given in class. Changes in course schedule may result in changes in due dates.

