Course Title: 
Comparative Administration

Course Number: 
PSC 5193-490

Course Description:
After coverage of basic tenants of public administration theory, this course will analyze the political, legal, economic and cultural influences of administrative life and public policies in the U.S. as compared to other advanced industrial democracies. Similarities and contrasts in the bureaucratic functions and structures will be examined and attention given to organization around the chief executive, both centrally and in departments and ministries.

Class Dates, Location and Hours:

Dates: November 18- December 16, 2013 (4 weeks)
Location: This is a three-credit hour online course (makeup of cancelled Ramstein AB class of September 24-29)
Last day to enroll or drop without penalty: October 20, 2013

Site Director:
Kendra Burnside. Assistant: Janee LeFrere. Phone: DSN 480-6807, Civilian 06371-47-6807; Fax: 06371-479839; E-mail: apramstein@ou.edu

Professor Contact Information:
Course Professor: Glen S. Krutz, Ph.D.
Mailing Address: The University of Oklahoma
Carl Albert Center
Monnet Hall, Room 101
Norman, OK 73019-4031
Telephone Number: 405-325-5407
Fax Number: 405-325-6419
E-mail Address: gkrutz@ou.edu (preferred)
Professor availability: E-mails anytime—response promised within 24 hours.

Textbook(s) and Instructional Materials:
Student materials are available at the OU Follett Bookstore located at 1185 Asp Avenue; Norman, OK. Orders can be placed online at www.oklahoma.bkstr.com. Faxed orders may be placed 24 hours a day at (405) 325-7770. Representatives are available by phone at (405) 325-3511 or (800) 522-0772 (toll-free) or E-mail at 0831mgr@fheg.follett.com from 8 a.m. to 6 p.m. Monday through Thursday; 8 a.m. to 5 p.m. on Friday; and 10 a.m. to 4p.m. on Saturday (CST). Summer hours: 9 a.m. to 5 p.m. Monday through Friday (CST). (Text prices are available online.)


5. Other materials (lecture notes and case studies) posted on the OU Desire to Learn (D2L) system: Access D2L at [http://learn.ou.edu](http://learn.ou.edu); enter your OU NetID (4+4) and password, and select course to access material. Please contact your local Site Director if you require assistance.

Note: Follett is the Advanced Programs contractual textbook provider. Should text changes become necessary after publication of the course syllabus, Advanced Programs will facilitate text returns/refunds only for texts purchased through Follett.

**Course Objectives:**

After taking this course, provided they have read thoroughly and participated adequately, students will be able to:

- understand the meaning and basic approaches of comparative analysis.
- utilize this understanding to discover similarities and differences between administrative systems in different countries and regions.
- appreciate the importance of political-administrative culture.
- understand the unique approach of the U.S. in administrative life compared to other nation-states.
- understand the impact of institutional design on public policy outputs.
- grapple with the underlying influences of bureaucratic life on persons who work in administrative agencies and, alternatively, the ways in which administrative agencies spawn innovation.

**Assignments, Grading and Due Dates:**

**Note:** All written assignments are to be turned in at the digital dropbox of the course D2L website.

**Readings:**

Students are asked to read all four books. This is something that will take several hours over several days to accomplish. Doing so will prepare you to engage class material and to perform well on the various assignments. The Peters book is the core textbook, while the other books are “niche” books that explore specific aspects of comparative administration in more detail. That means that it would be wise to begin with Peters, which is written densely like all textbooks. The upside to the denseness of the book is that students will get a good once-over of the entire subject area of comparative administration from Peters. With this grounding, they will be ready to explore more ambitious topics. Next, move to Adolino and Blake’s book on comparative public policy. The last two books engage the question of whether bureaucratic life and bureaucracies is/are bad (Hummell) or good (Goodsell). Hummel’s book might be called an administrative psycho-analysis, while Goodsell comes off somewhat as the cheerleader of public administrative life. While their anecdotes relate most directly to the U.S. context, Hummel’s work and Goodsell’s approach provide a richness that can be extended to the comparative sphere. All of the books, as students will see when they read them, will provide much food for thought.

**Participation (reformulated for the ONLINE environment)**

To simulate the discussion we would have had in class in K-Town, students will undertake discussion on one topic per week at the discussion board when it is convenient for the students time-wise. Each student is expected at a minimum to post one comment and post one response to someone else’s comment for each weekly topic. Further, by the end of the class, students are expected to have read all of the comments and responses posted. We have much to learn from one another. A discussion topic will appear on November 18th when the class goes live and on each subsequent Tuesday (November 26th, December 3rd and 10th).
Current Event Analysis (new in the ONLINE make-up version of the class. Purpose: to replace the nightly current events discussion we would have had in class)

Each student individually will pick a current event covered in the media that relates to comparative public administration or comparative public policy. A two-page, double-spaced 12 pt. font write-up is required. Students need not get their topics approved; though feel free to ask questions if you have them. Students should spend roughly half of the paper summarizing the current event and the other half analyzing it based on some aspect of comparative PA or policy from the readings. Students will be asked to post their papers at the discussion board in order to share the topics that we would have discussion more interactively on-site in K-Town.

Questions Papers (3 of them) on the Readings (previously known as the “Pre-course assignment”):

Students should write 3 papers, each of which will run 4 double-spaced pages (1 inch margins, 12 pt font) for each of the following questions:

1. **PA:** What is comparative public administration? How does politics factor into it? In what ways has comparative PA changed over time? Finally, name and discuss 2 notable challenges to public administration going forward.

2. **Policy:** Why are health care policy, social policy, education policy and environmental policy characteristic for a twentieth century welfare state government? Position the six countries studied in the Adolino and Blake book on a continuum from most developed to least developed welfare state, and substantiate for each why you placed them in that position.

3. **Nature:** What is wrong with government bureaucracy and what is right with it? Be sure to present both Hummel’s thesis and Goodsell’s argument in answering this question. Also, discuss potential reforms that might help improve government.

Case Study Analysis (previously known as “Small group exercise”; reformulated as an individual assignment for the online class):

To apply what they will have learned in the class, students will individually examine two in-depth case studies of comparative administration (which may be found under “Content”). Students will grapple with and answer several questions related to the case studies. Students should find the case studies and the analysis enjoyable. The write up should be 2 double-spaced pages in length.

Final exam:

The examination will test students’ descriptive knowledge about class topics and require a good deal of analysis as well. The three sections of the exam are: (1) short answers, (2) arguments, and (3) essays. Students will find it helpful to peruse the instructors’ lecture notes (found under “Content”) as well as using the readings to answer the questions.

Comparative Analysis (previously known as the “Post-course assignment”):

After the exam, students will (individually) research and write a short term paper (6-7 double-spaced pages with 12 pt font and 1 inch margins).

Students will be employing the comparative method to analyze one of two options:

- **(a)** picking a specific policy area and an administrative program in that area, and then comparing how two different countries from the Adolino and Blake book go about their program.

- **(b)** picking two countries and comparing how the two differ in terms of executive-legislative power vis-à-vis the government bureaucracy.
Grading:
This is a letter-graded course: A, B, C, D, or F. A=90% or above; B=80-90%; C=70-80%; D=60-70%; F=below 60%

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Due Date</th>
<th>Portion of Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Read all 4 books</td>
<td>Prior to class</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>Participation</td>
<td>Throughout class</td>
<td>10%</td>
</tr>
<tr>
<td>Current event analysis</td>
<td>November 25</td>
<td>10%</td>
</tr>
<tr>
<td>Questions Papers (3)</td>
<td>December 2</td>
<td>30%</td>
</tr>
<tr>
<td>Case study analysis</td>
<td>December 8</td>
<td>10%</td>
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<tr>
<td>Final exam</td>
<td>December 11</td>
<td>25%</td>
</tr>
<tr>
<td>Comparative analysis</td>
<td>December 16</td>
<td>15%</td>
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</tbody>
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Notice: Failure to meet assignment due dates could result in a grade of I (Incomplete) and may adversely impact Tuition Assistance and/or Financial Aid.
POLICIES AND NOTICES

Attendance/Grade Policy

**Note:** Attendance/absences do not apply to online courses. However, participation in all course activities is extremely important to student success in online courses.

Excused absences are given for professor mandated activities or legally required activities such as emergencies or military assignments. It is the policy of the University to excuse absences of students that result from religious observances and to provide without penalty for the rescheduling of examinations and additional required class work that may fall on religious holidays. Unavoidable personal emergencies, including (but not limited to) serious illness; delays in getting to class because of accidents, etc.; deaths and funerals, and hazardous road conditions will be excused.

If you are obtaining financial assistance (TA, STAP, FA, VA, Scholarship, etc.) to pay all or part of your tuition cost, you must follow your funding agency/institution’s policy regarding “I” (Incomplete) grades unless the timeline is longer than what the University policy allows then you must adhere to the University policy. Students who receive Financial Aid must resolve/complete any “I” (Incomplete) grades by the end of the term or he/she may be placed on “financial aid probation.” If the “I” grade is not resolved/completed by the end of the following term, the student’s Financial Aid may be suspended make the student ineligible for further Financial Aid.

Students are responsible for meeting the guidelines of Tuition Assistance and Veterans Assistance. See the education counselor at your local education center for a complete description of your TA or VA requirements.

**Academic Honesty**

Honesty is a fundamental precept in all academic activities and … [you] have a special obligation to observe the highest standards of honesty. Academic misconduct in any form is inimical to the purposes and functions of the University and is therefore unacceptable and is rigorously proscribed. Academic misconduct includes:

- cheating (using unauthorized materials, information, or study aids in any academic exercise), plagiarism, falsification of records, unauthorized possession of examinations, intimidation, and any and all other actions that may improperly affect the evaluation of a student’s academic performance or achievement;
- assisting others in any such act; or attempting to engage in such acts.

All acts of academic misconduct will be reported and adjudicated as prescribed by the student code of the University of Oklahoma. All students should review the Student’s Guide to Academic Integrity

**Accommodation Statement**

The University of Oklahoma is committed to making its activities as accessible as possible. For accommodations on the basis of disability, please contact your local OU Site Director.

**Course Policies**

Advanced Programs policy is to order books in paperback if available. Courses, dates, and professors are subject to change. Please check with your OU Site Director. Students should retain a copy of any assignments that are mailed to the professor for the course.

**Copyright**

Any and all course materials, syllabus, lessons, lectures, etc. are the property of professor teaching the course and the Board of Regents of the University of Oklahoma and are protected under applicable copyright.

For more information about Advanced Programs, visit our website at: [http://www.goou.ou.edu/](http://www.goou.ou.edu/)
INSTRUCTOR VITA

Glen S. Krutz, Ph.D.

Education

- 1999  Ph.D., Texas A&M University
- 1993  M.P.A., University of Nevada, Reno
- 1990  B.A., University of Nevada, Reno

Current Positions

- Advanced Programs Professor since 2003
- Professor of Political Science, University of Oklahoma, since 2009
- Associate Director, Carl Albert Congressional Research Center, since 2005
- Associate Professor of Political Science, University of Oklahoma, 2005-2009
- Assistant Professor of Political Science, University of Oklahoma, 2002-2005
- Assistant Professor of Political Science, Arizona State University, 1999-2002
- Director, ASU-in-Washington Program, Arizona State University, 2000-2002

Frequently Taught Advanced Programs Courses

- PSC 5193 Comparative Administration
- PSC 5123 The Making of American Foreign Policy

Major Areas of Teaching and Research Interest

- Agenda-setting in public policy
- Legislative institutions
- Inter-branch relations
- Institutional change

Representative Publications and Presentations


Representative Honors and Awards Received

- Teacher of the Year Award, Department of Political Science, Arizona State University, 2002.
- Dirksen Congressional Center Research Award, 1999.
- Who’s Who in America, various years.

Major Professional Affiliations

- American Political Science Association (sections: Public Policy; Legislative Studies; Presidency Research)
- American Society for Public Administration (sections: The Association on Budgeting and Financial Management; Section on Environmental and Natural Resources Administration)
- Midwest Political Science Association
- Southern Political Science Association