Public Administration 507.500
Applied Methods for Public Administration
Stephen F. Austin State University
Spring 2020 (1.15.20 – 5.08.20)

Professor: Lee W. Payne
Email: paynelee@sfasu.edu
Office: Liberal Arts North 138
Department: Government

Office Hours:
T/Th: 8:30-9:30 & 12:30-1:30
W-Online: 12:00-1:00
Telephone: (936) 468-2183

Course Description

This course introduces applied quantitative and qualitative methods appropriate for public and nonprofit administration. Undergraduate level statistical knowledge will be addressed. Knowledge of measurement, research design, descriptive statistics, probability, inferential statistics, the analysis of nominal and ordinal data, regression analysis, and special topics in using data for management are gained with applications in a public administration context.

Course Grading Policy

Grades for this course will come from two sources: exam (50%) and homework assignments and discussions (50%).

Final Exam: The final exam will require you to interpret data used in public administration research and replicate and analyze statistical research.

Homework Assignments: You will have a number of quantitative method homework assignments throughout the semester. To complete these assignments you will need to download IBM SPSS Statistics Standard GradPack. These assignments will require you to access data, specify variable levels of measurement, identify measures of central tendency and dispersion, identify normal probability distributions, test statistical inferences, test hypotheses, test the difference between groups of variables, conduct regression and multiple regression analyses, understand the assumptions of linear regression, interpret regression output and data management, and if time allows, time series analysis. I will not accept late homework!

Discussions: The discussions will require you to engage in discussions over the assigned readings and respond to your classmate’s posts. As this is an online class, discussions are as close to a seminar class environment as we can get. The discussions will allow me to determine how well you understand the material.

Attendance: Attendance will not be taken.
**Required Books & Software**


IBM SPSS Statistics Standard GradPack 26:
https://estore.onthehub.com/WebStore/OfferingDetails.aspx?o=bd56569b-2d5f-e911-8115-000d3af41938&pmv=00000000-0000-0000-0000-000000000000

**Policy on Academic Dishonesty**

Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

*Definition of Academic Dishonesty:* Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one's paper without giving the author due credit.

Please read the complete policy at [http://www.sfasu.edu/policies/academic_integrity.asp](http://www.sfasu.edu/policies/academic_integrity.asp)

**Program Learning Outcomes**

- Development of essential communication skills for knowledgeable leadership in the public sector. These skills include written, oral, nonverbal, face-to-face, focus group, and public presentation communications.
- Development of research skills and digital fluency to address current public administration research questions, practices, and theoretical understandings. These skills and fluency provide foundations for original research and the critique and synthesis of existing knowledge.
**Additional Points**

- This is an online course, so you will be required to engage in self-study and self-reminders as to when assignments are due and what is required of you. We will maintain regular contact throughout the semester through D2L email. A due date timeline is posted on the homepage, and I will post announcements when necessary.
- Late assignments are not accepted. Make-up exams will only be allowed under exceptional circumstances. Having another exam or paper due that week is not an exceptional circumstance. Grades are non-negotiable.

**Withheld Grades Semester Grades Policy:** Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

**Students with Disabilities:** To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations.

For additional information, go to [http://www.sfasu.edu/disabilityservices/](http://www.sfasu.edu/disabilityservices/).