

POLS 3340-01 | Spring 2020
The Administrative Process

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Humanities Division

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Class Hours

Monday:

Tuesday:

10:50 to 12:05pm-Weir 109

Wednesday:

Thursday:

10:50 to 12:05pm-Weir 109

Friday:

Office Hours

Monday:

11:00 to 12:30pm

Tuesday:

12:05 to 1:00pm

Wednesday

11:00 to 12:30pm

Thursday:

12:05 to 1:00pm

Friday:

By Appointment

I. Course Description

This course offers an overview of the political science literature associated with bureaucratic politics or public administration. While that might sound like the equivalent of watching paint dry, the topic is both theoretically rich and salient. The bureaus are where the loose verbiage of legislation becomes narrow and precise rules and regulations. Given the contemporary regulatory environment, this topic encompasses an enormous range of policies that affect our everyday lives.

We will begin with the theoretical foundations of this literature and cover a range of abstract perspectives that help us understand the purpose and structure of bureaucratic organizations. From there, we will move to the rule-making process and constituent relationships with the executive, legislature, judiciary and external interest groups. We will then cover a range of contemporary policy issues and the field of emergency management.

Our learning objectives are four-fold this semester:

- 1) Gain a reference knowledge of the bureaucratic politics literature
- 2) Develop analytical skills that allow us to apply abstract theories to concrete problems
- 3) Develop the research skills necessary to frame a current policy-debate or controversy
- 4) Learn how to cogently communicate this knowledge through video content

You can and will get frustrated with the material this semester. However if you stick with it, you will begin to understand how these abstract thoughts are connected to real world collective action problems that must be resolved in functioning societies. That type of knowledge has real value.

II. Required Text and Readings

A single textbook is not assigned for this course. Instead, the assigned material will cover a broad range of topics that are associated with separate readings from newspapers, journals, and academic books. These readings will be made available to students in Adobe PDF format through the Canvas system, which provides a web-based resource for the course that will act as the current calendar of readings/lectures:

Schreiner Canvas System

<https://schreiner.instructure.com/>

Please make note of the help button on the lower left-hand menu. It will be useful for issues specific to the Canvas system. For other Schreiner technical issues, such as user accounts, email and passwords, you can utilize:

Schreiner Help Desk

(830) 792-7344

helpdesk@schreiner.edu

III. Calendar of Topics

Tuesday	01/14/20	<u>Lecture / Discussion</u> Introduction to the Course
Thursday	01/16/20	<u>Lecture / Discussion</u> Classical Theories of Organization Frank J. Goodnow 1900. "Politics and Administration." Fredrick W. Taylor 1912. "Scientific Management."
Tuesday	01/21/20	<u>Lecture / Discussion</u> Classical Theories of Organization Max Weber 1922. "Bureaucracy." Mary Parker Follett 1926. "The Giving of Orders." Drop-Add deadline (1/22)
Thursday	01/23/20	<u>Lecture / Discussion</u> Classical Theories of Organization Gary J. Miller 2005. "The Political Evolution of Principal-Agent Models." Rachael Bade, Mike DeBonis, Tom Hamburger, and Robert Castsa, "Bolton's willingness to testify in Trump's impeachment trial ramps up pressure on Senate Republicans" Washington Post, 6 January 2020.

Tuesday	01/28/20	<u>Lecture / Discussion</u> Collective Action Problems Garrett Hardin 1968. "The Tragedy of the Commons." Bob Abbey and Jim Caswell, "The stealth plan to erode public control of public lands" Politico, 12 December 2019.
Thursday	01/30/20	<u>Lecture / Discussion</u> Collective Action Problems Robert Axelrod 1984. <i>The Evolution of Cooperation</i> . Chs 1,6 & 7
Tuesday	02/04/20	<u>Lecture / Discussion</u> Organizations James Q. Wilson 1989. <i>Bureaucracy: What Government Agencies Do and Why They Do It</i> . Chs 2 & 6
Thursday	02/06/20	<u>Lecture / Discussion</u> Organizations Anthony Downs 1964. <i>Inside Bureaucracy</i> .
Tuesday	02/11/20	<u>Lecture / Discussion</u> Organizations Albert O. Hirschman 1970. <i>Exit, Voice, and Loyalty: Responses to Decline in Firms, Organizations and States</i> . Chs 2, 3 & 8
Thursday	02/13/20	<u>Lecture / Discussion</u> Organizations Irving L. Janis 1972. "Groupthink" Christopher Ingraham, "People who second-guess themselves make worse decisions, study finds" Washington Post, 7 January 2020. <i>Four week grades due (02/13)</i>
Tuesday	02/18/20	<u>Lecture / Discussion</u> Organizations Jerry Useem "Why it pays to be a jerk," <i>The Atlantic</i> , 1 June 2015.
Thursday	02/20/20	Midterm Exam

Tuesday	02/25/20	<u>Lecture / Discussion</u> Rule Making Todd Garvey "A Brief Overview of Rulemaking and Judicial Review" <i>Congressional Research Service</i> , 27 March 2017.
Thursday	02/27/20	<u>Lecture / Discussion</u> Rule Making The Federal Register (Readings TBA)
Tuesday	03/03/20	<u>Lecture / Discussion</u> Executive Influence David E. Lewis 2009. "Revisiting the Administrative Presidency: Policy, Patronage, and Agency Competence." <i>Presidential Studies Quarterly</i> , 39.
Thursday	03/05/20	<u>Lecture / Discussion</u> Executive Influence James Q. Wilson 1989. <i>Bureaucracy: What Government Agencies Do and Why They Do It</i> . Ch 14 Drop deadline (03/05)
Tuesday	03/10/20	<u>Lecture / Discussion</u> Congressional Oversight Mathew D. McCubbins and Thomas Schwartz 1984. "Oversight Overlooked: Police Patrols versus Fire Alarms." <i>American Journal of Political Science</i> , 28.
Thursday	03/12/20	<u>Lecture / Discussion</u> Congressional Oversight Current congressional hearings – Reading TBA Midterm grades due (03/12)
Tuesday	03/17/20	Spring Break
Thursday	03/19/20	Spring Break

Tuesday	03/24/20	<u>Lecture / Discussion</u> Judicial Review Thomas A. Orenzen and Sharmistha Das "The decline of deference: Is the Supreme Court pruning back the Chevron doctrine" <i>ABA Trends</i> , 1 September 2015. Justin S. Daniel "Scrutinizing deference to administrative agencies" <i>The Regulatory Review</i> , 27 November, 2017.
Thursday	03/26/20	<u>Lecture / Discussion</u> Judicial Review Tess Berenson "How Neil Gorsuch could dramatically reshape government" <i>Time</i> , 19 March 2017.
Tuesday	03/31/20	<u>Lecture / Discussion</u> Organized Interests Hugh Hecl 1978. "Issue Networks and the Executive Establishment."
Thursday	04/02/20	<u>Lecture / Discussion</u> Organized Interests E.E. Schattschneider 1975. <i>The Semisovereign People</i> , Chs 1 & 2
Tuesday	04/07/20	<u>Lecture / Discussion</u> Contemporary Issues – Net Neutrality Angele A. Gilroy "The Net Neutrality Debate: Access to Broadband Networks" <i>Congressional Research Service</i> , 20 December 2017.
Thursday	04/09/20	<u>Lecture / Discussion</u> Contemporary Issues – Robo Calls Simon van Zulen-Wood "How robo-callers outwitted the government and completely wrecked the do not call list" <i>Washington Post Magazine</i> , 11 January 2018.
Tuesday	04/14/20	<u>Lecture / Discussion</u> Contemporary Issues – Smart Phones Jean M. Twenge "Have smart phones destroyed a generation?" <i>The Atlantic</i> , 1 September 2017. Melinda Gates "I spent my career in technology. I wasn't prepared for its effect on my kids" <i>Washington Post</i> , 24 August 2017.

Thursday	04/16/20	<i>Student Achievement Showcase</i>
Tuesday	04/21/20	<u>Lecture / Discussion</u> Emergency Management Ronald W. Perry and Michael K. Lindell 2006. <i>Emergency Planning</i> . Ch 3
Thursday	04/23/20	<u>Lecture / Discussion</u> Emergency Management Gregory A. Bigley 2001. "The Incident Command System: High-Reliability Organizing for Complex and Volatile Task Environments." <i>Academy of Management Journal</i> , 44.
Tuesday	04/28/20	<u>Lecture / Discussion</u> Emergency Management Andrew Reeves 2011. "Unilateral Powers, Electoral Incentives, and Presidential Disaster Declarations." <i>Journal of Politics</i> , 73.
Friday	05/01/20	Final Exam 10:30 to 12:30pm

IV. Course Requirements / Grading

Roughly half of the final course grade will be associated with a midterm and final examination. These exams will take an essay form and will require you to apply theoretical frameworks and knowledge of institutional rules to a political scenario.

In addition to these two examinations, we will be conducting two course projects. The first is a written assignment that will require you to apply the principal-agent model to a contemporary organization. The second is the construction of an analytical video project that utilizes one of our abstract theories to explicate a contemporary public policy problem.

Attendance will be recorded for each class session. An excused absence will be allowed per university guidelines. Typically, universities allow for a number of acceptable reasons to miss a class session, such as illness, family emergencies, religious holidays, and participation in athletic or academic events. In these cases, you will be granted an excused absence that will not count against your grade. The prerequisite for an excused absence, however, is prior notification. That means you must send an email to me before the missed class period (send to mhendshot@schreiner.edu) Attendance will begin with the first class session.

Occasionally, a student will be traveling for academic or athletic events during a regularly scheduled examination period. Please contact me the week before the examination, so that we can arrange an alternative time or format.

Students with a documented medical excuse that conflicts with a course assignment should likewise contact me to establish an alternative time for submission / completion.

All others that miss an assignment or exam deadline potentially are subject to a late penalty. Typically, I will assess a 5% penalty for each school day that it is delayed.

The breakdown of the course grade will be the following:

	Requirement	Weight
1.	Attendance / Participation	5%
2	Principal-Agent Explication	20%
3.	Midterm Exam	25%
4.	Video Project	25%
5.	Final Exam	25%
		100%

Numerical	Letter
100-90	A
89-80	B
79-70	C
69-60	D
59-0	F

V. Policies and Guidelines

Academic Integrity and Student Conduct Policies

Activity in this course is subject to the *Schreiner University Academic Code of Conduct* and the *Student Code of Conduct*, both of which are located within the *Student Handbook*:

<http://www.schreiner.edu/student-life/student-handbook.aspx>

Schreiner University Academic Code of Conduct

These rules govern the standards and penalties for violations of academic integrity, such as cheating, plagiarism, fabrication, collusion and other questionable practices. Broadly speaking, an incident of *academic dishonesty* occurs when a student presents another's work (in whole or part) as his or her own. More specifically, *plagiarism* is the act of stealing or using the ideas or written text of another and representing them as one's own.

These types of behaviors can occur within exam answers, research papers, and other course assignments.

You should know that plagiarism and any other forms of cheating will not be tolerated and it will be handled according to the appropriate provision within these university regulations. Student papers are subject to review by a plagiarism checking service (e.g., turnitin.com). Violations will be pursued and may result in an F grade for this course and possible expulsion from the University.

Student Code of Conduct

The *Student Handbook* also addresses more general matters of personal conduct, such as violations of criminal law, fraud, alcohol/drug use, student hazing, and sexual misconduct or violence (see also, Title IX below). Although these particular items are less likely to be encountered within a classroom setting, an issue could present itself. To the extent that this set of policies become relevant, we will abide by the intent and purpose of Schreiner University's *Student Code of Conduct*.

Title IX: Sexual Discrimination/Harassment/Misconduct/Assault

Schreiner University is committed to maintaining a learning environment that is free from

inappropriate conduct based on gender. As required by *Title IX*, the University does not discriminate on the basis of sex in its education programs and activities, and it encourages any student or employee who thinks that he or she has been subjected to sex discrimination, sexual harassment (including sexual violence) or sexual misconduct by another student, member of the faculty or staff, or campus visitor or contractor, to immediately report the incident to any of the individuals or offices listed below:

<https://schreiner.edu/campus-life/title-ix/>

Dr. Travis Frampton (*Title IX Coordinator*)
Provost & VP for Academic Affairs
830-792-7351
provost@schreiner.edu

Wendy L. Blaettner (*Deputy Coordinator*)
Director of Human Resource Services
(830) 792-7375
wblaettner@schreiner.edu

Dr. William Davis (*Deputy Coordinator*)
Dean of the Faculty
830-792-7415
wdavis@schreiner.edu

Dr. Charles Hueber (*Deputy Coordinator*)
Dean of Students
(830) 792-7278
cmhueber@schreiner.edu

Schreiner University takes acts of sexual violence and sexual harassment seriously. In an effort to comply with the *Violence Against Women Act* and the Office for Civil Rights federal guidelines, all students are required to complete training on sexual violence prevention. Along these lines, you are already aware of these policies and understand that you are expected to abide by them.

For those who have confidentiality concerns regarding a Title IX report, you should know that faculty and staff are *Mandatory Reporters* under this act. If you discuss a potential violation with a professor, then she *must* report it.

You do have a couple of other options for consultation. First, you may take advantage of Schreiner University Counseling Services, which has stronger confidentiality protections. You may also utilize the Campus Conduct Hotline as an anonymous means of reporting questionable conduct:

Kim Woods
Director of Counseling Services
Mountaineer Fitness Center | CMB 6220
(830) 792-7279 | kjwoods@schreiner.edu
<https://schreiner.edu/campus-life/campus-services/health-services/>

Campus Conduct Hotline
(866) 943-5787

Given this course is in the discipline of political science we will throughout the semester be discussing issues and policies that are discomfoting or controversial in some manner. We will make every attempt to take an academic orientation toward these topics, but students and faculty can and do make errors that can be insulting or off putting to others. Feel free to contact me in a confidential manner and we will address any such issue.

Matters of Accommodation

Schreiner University supports the Americans with Disabilities Act (ADA) and welcomes requests for reasonable accommodation. The University in compliance with Title VI and VII of the Civil Rights Act of 1964, Executive Order 11246 as amended, Title IX of the

Education Amendments of 1972, Americans with Disabilities Act of 1990, and other federal laws and regulations, does not discriminate on the basis of race, color, national origin, sex, age, religion, disability or status as a veteran in any of its policies practices or procedures. This includes but is not limited to admissions, employment, financial aid and educational services.

Every effort will be made to make accommodations for those who fall under the *Americans with Disabilities Act of 1990* and the *Rehabilitation Act of 1973*. Students desiring academic adjustments/auxiliary aids should contact:

Dr. Jude Gallik

Director of Learning Support Services/Section 504 Coordinator

(830) 792-7258 | jgallik@schreiner.edu

In terms of accommodations and this particular course, please contact me directly and we will handle it in a discrete manner according to University guidelines.

Unanticipated Events, Incomplete Grades & Withdrawals

On some occasions, a student will come down with an extended illness, or get called up for military duty, etc. These situations will be dealt with on a case by case basis and are often resolved through withdrawal from the course or through an incomplete grade agreement between the student, academic advisor and professor. I am extremely reluctant to go forward with an incomplete grade in any course. In the event that a substantive cause is present to do so, we will proceed through the guidelines found in the *Student Handbook*.

Withdrawal from this course will be governed by the University's procedure and applicable deadlines. Students contemplating withdrawing from the university during the term, or not returning after a break, should contact the Registrar. In addition to discussing reasons for withdrawing, it is very important that the withdrawal policy be followed, so that severe financial problems can be avoided. Please refer to the *Schreiner University Catalog* for more information about withdrawals.