



SYLLABUS

Course Title	Senior Seminar in Public Administration
Course Number	PAD 496
Number of Credits	3
Course Dates	1/18/21 - 3/13/21
Instructor	Adam Morfeld
Email Address	adam.morfeld@doane.edu
Office Hours/Availability	Feel free to email or text any time of the day. Calls only from 8:00 a.m. to 8:00 p.m. though please!
Phone Number	402-613-0724 and happy to receive texts
Textbook Information: (e.g. title, edition, publisher, ISBN)	Profiles in Courage, John F. Kennedy, ISBN: 9780060530624, Harper
Additional Course Materials	
Course Description	With the guidance of a faculty member, students will develop a research or experiential project which will demonstrate the knowledge and skills expected upon completion of the major. Satisfactory completion of this project, including a written and oral presentation,

	will demonstrate a solid understanding of the major as well as the confidence and skills to work with existing and emerging aspects of the professional field, to do independent research and effectively problem solve and communicate.
Program Outcomes	<p>a. Use analytical and creative thinking skills to gather and analyze information, to identify and solve problems, to determine potential outcome alternatives, and to make appropriate decisions</p> <p>b. Know and understand the policy- making process, the users of policy analysis, the resources for such analysis, and the environment in which such processes and activities occur</p> <p>c. Know and understand legislation and regulations that define the responsibilities of public agencies, employees, and all citizens</p> <p>d. Develop the ability to establish procedures that apply ethics, efficiency and effectiveness in serving the public</p> <p>e. Understand the value of diversity</p> <p>f. Understand the responsibilities of professional administrators in a democratic society and have an awareness of the responsibilities for leadership and responsiveness to both the immediate public interest and to the long- term public good</p>
Technology Requirements	https://www.doane.edu/faq/minimum-computer-requirements

Course Schedule

Week or Module	Topic	Content	Assessments Matched to Learning Outcomes	Due Date & Time

Class meeting times and location will be determined the first week of class.				

Grading Assessments

Type of Assessment	Points	Total possible points
Portfolio and experiential learning experience	100	100

Grade Scale

A+ = 97-100% A = 94-96% A- = 90-93% B+ = 87-89% B = 84-86% B- = 80-83%
 C+ = 77-79% C = 74-76% C- = 70-73% D+ = 67-69% D = 64-66% D- = 60-63%

F= 59% or below

Participation Policy	<p>A student is expected to be prompt and regularly attend on-ground classes in their entirety. Regular engagement is expected for on-line courses. Participation in class discussions is an integral part of your grade.</p> <p>(Faculty to insert any additional class participation; see resource page for ideas.)</p>
Study Time	<p>Expectation of the amount of time the course requires students to spend preparing and completing assignments. Typically, students could expect to spend approximately 12 hours a week preparing for and actively participating in this 8-week 3 credit hour course. This actual time for study varies depending on students' backgrounds.</p>
Late Work	<p>(Include expectations regarding late work; please see attachment for examples.)</p>
Submitting Assignments	<p>(Include expectations regarding students' submission of assignments, for example, in class or in Canvas.)</p>
Communication Policy including Assignment Feedback	<p>(State your policy on timeliness of communicating with students and length of time needed before assignments will be graded, e.g. 48 hours.)</p>
Academic Integrity Policy	<p>Doane University expects and requires all its students to act with honesty and integrity and respect the rights of others in carrying out all academic assignments. Academic dishonesty, the act of knowingly and willingly attempting or assisting others to gain academic success by dishonest means, is defined in four categories:</p> <ol style="list-style-type: none">1. Cheating - "Intentionally using or attempting to use unauthorized information or study aids in an academic exercise."2. Fabrication - "Intentional and unauthorized falsification of invention or any information or citation in an academic exercise."3. Facilitating Academic Dishonesty - "Intentionally or knowingly helping or attempting to help another to commit an act of dishonesty," and/or coercing others to do the same.4. Plagiarism - "Intentionally or knowingly representing the words or ideas of another as one's own in any academic exercise," in both oral

	<p>and written projects.</p> <p><i>Gehring, D., Nuss, E.M., & Pavela, G. (1986). Issues and perspectives on academic integrity. Columbus, OH: National Association of Student Personnel Administrators</i></p> <p>For more information on the sanctions for academic dishonesty, please visit the website:</p> <p>http://catalog.doane.edu/content.php?catoid=18&navoid=1448#Academic_Dishonesty</p>
Academic Support	<p>Please contact academicsupport@doane.edu</p> <p>https://www.doane.edu/graduate-and-adult/academic-support</p>
Disability Services	<p>https://www.doane.edu/disability-services</p> <p>Doane University supports reasonable accommodations to allow participation by individuals with disabilities. Any request for accommodation must be initiated by the student as soon as possible. Each student receiving accommodations is responsible for his or her educational and personal needs while enrolled at Doane University.</p>
Military Services	<p>https://www.doane.edu/graduate-and-adult/military</p>
Anti-Harassment Policy	<p>http://catalog.doane.edu/content.php?catoid=5&navoid=452</p>
Grade Appeal Process	<p>http://catalog.doane.edu/content.php?catoid=5&navoid=238</p>
Credit Hour Definition	<p>Doane University follows the federal guideline defining a credit hour as one hour (50 minutes) of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks (one semester), or the equivalent amount of work over a different time period (e.g., an 8-week term). This definition applies to courses regardless of delivery format, and thus includes in-person, online, and hybrid courses (combination of in-person and online). It also applies to internship, laboratory, performance, practicum, research, student teaching, and studio courses, among other contexts.</p>

Syllabus Changes	Circumstances may occur which require adjustments to the syllabus. Changes will be made public at the earliest possible time.
Syllabus Addendum	www.doane.edu/syllabus