

Subject Description Form

Subject Code	APSS323																	
Subject Title	Government and Public Administration																	
Credit Value	3																	
Level	3																	
Pre-requisite/ Co-requisite/ Exclusion	Nil																	
Assessment Methods	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;">100% Continuous Assessment</th> <th style="width: 30%;">Individual Assessment</th> <th style="width: 30%;">Group Assessment</th> </tr> </thead> <tbody> <tr> <td>1. Seminar Presentation</td> <td style="text-align: center;">10%</td> <td style="text-align: center;">20%</td> </tr> <tr> <td>2. Seminar attendance and participation</td> <td style="text-align: center;">10%</td> <td style="text-align: center;">--</td> </tr> <tr> <td>3. In-class quizzes</td> <td style="text-align: center;">30%</td> <td style="text-align: center;">--</td> </tr> <tr> <td>4. Written Assignment</td> <td style="text-align: center;">30%</td> <td style="text-align: center;">--</td> </tr> </tbody> </table> <ul style="list-style-type: none"> The grade is calculated according to the percentage assigned; The completion and submission of all component assignments are required for passing the subject. 			100% Continuous Assessment	Individual Assessment	Group Assessment	1. Seminar Presentation	10%	20%	2. Seminar attendance and participation	10%	--	3. In-class quizzes	30%	--	4. Written Assignment	30%	--
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Objectives	<p>The subject aims to introduce students to major concepts and issues involved in the study of government and public administration. This foundation course should give students some basic exposures to public administration in Hong Kong and enable them to understand and explore some of the critical issues it faces. It should also prepare students for more in-depth study of the public sector.</p>																	
Intended Learning Outcomes	<p>Upon completion of the subject, students will be able to gain:</p> <ol style="list-style-type: none"> a. basic understanding of roles, functions, and arrangements of government and the arguments for and against various alternatives of them; b. knowledge for identifying framework to understand management and administration in the public sector; c. an ability to understand and analyze some critical issues in government and public administration; and d. insights from case studies of government and public administration in Hong Kong. 																	

Subject Synopsis/ Indicative Syllabus	<p>This course is to introduce students to a macro perspective of administration of government and the public sector. It provides an overview of major concepts and issues involved in the study of government and public administration.</p> <ol style="list-style-type: none"> 1. Part A. Basic Concepts <ul style="list-style-type: none"> - Overview, key concepts and approaches - Contexts and environment of government and public administration 2. Part B. The Fundamentals <ul style="list-style-type: none"> - Need for and limits to government action - Instruments and processes of public administration - The classical public administration model - Checks and balances, and accountability 3. Part C. New Trends and The Enduring Values <ul style="list-style-type: none"> - New public management - Performance management: an assessment - Ethics, sense of vocation and public administration - Critical issues in public administration - Case studies 																																								
Teaching/Learning Methodology	<p>Concepts and theories of government and public administration will be given in lectures designed for student-center and problem-based learning. This will include case studies of current issues and government experiences to illustrate how major theories and approaches could be used for critical analyses. Students are expected to demonstrate their knowledge and communication ability in case studies on government administration and engage in debates of their own readings on government and administrative processes.</p>																																								
Assessment Methods in Alignment with Intended Learning Outcomes	<table border="1" data-bbox="440 1200 1428 1756"> <thead> <tr> <th rowspan="2">Specific assessment methods/tasks</th> <th rowspan="2">% weighting</th> <th colspan="4">Intended subject learning outcomes to be assessed (Please tick as appropriate)</th> </tr> <tr> <th>a</th> <th>b</th> <th>c</th> <th>d</th> </tr> </thead> <tbody> <tr> <td>1. Seminar Presentation</td> <td>30%</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> </tr> <tr> <td>2. Seminar attendance and participation</td> <td>10%</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> </tr> <tr> <td>3. In-class quizzes</td> <td>30%</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> </tr> <tr> <td>4. Written Assignment</td> <td>30%</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> </tr> <tr> <td>Total</td> <td>100 %</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Explanation of the appropriateness of the assessment methods in assessing the intended learning outcomes:</p> <p>Seminar Attendance and Participation:</p> <p>Students are expected to discuss in groups on their critical views on selected government administrative issues to demonstrate how much they have understood the processes and mechanisms of government and public administration. They are expected to use case materials to illustrate how they could apply the theories and</p>	Specific assessment methods/tasks	% weighting	Intended subject learning outcomes to be assessed (Please tick as appropriate)				a	b	c	d	1. Seminar Presentation	30%	✓	✓	✓	✓	2. Seminar attendance and participation	10%	✓	✓	✓	✓	3. In-class quizzes	30%	✓	✓	✓	✓	4. Written Assignment	30%	✓	✓	✓	✓	Total	100 %				
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	<p>concepts they have learned in lectures with a PowerPoint presentation while generating genuine debates and discussions. This exercise will show how well they have learned and how effective they are as communicators.</p> <p>Written Assignment:</p> <p>Students will write an individual assignment based on their case studies. In this exercise, students can demonstrate their information literacy and communication skills, particularly in terms of organization, coherence and clarity.</p> <p>Examination:</p> <p>Students will sit for a final examination which will allow them to review and examine more systematically the important theories, approaches and cases they have learned from the subject.</p>	
Student Study Effort Required	Class contact:	
	<ul style="list-style-type: none"> ▪ Lecture 	30 Hrs.
	<ul style="list-style-type: none"> ▪ Seminar 	9 Hrs.
	Other student study effort:	
	<ul style="list-style-type: none"> ▪ Self-directed Studies 	41 Hrs.
	<ul style="list-style-type: none"> ▪ Assignment Preparation 	30 Hrs.
	Total student study effort	110 Hrs.
Reading List and References	<p><u>Essential</u></p> <p>Ball, A., & Osborne, S.P. (Ed.) (2011). <i>Social accounting and public management: accountability for the common good</i>. New York: Routledge.</p> <p>Hughes, O. E. (2003). <i>Public management and administration: an introduction</i>. (3rd Ed.). New York: Palgrave.</p> <p>Lam W. M. et al. eds. (2007) <i>Contemporary Hong Kong Politics: Governance in the Post-1997 Era</i>. Hong Kong: HKU Press.</p> <p>Raadschelders, J. C.N. (2003) <i>Government: a public administration perspective</i>. Armonk, N.Y.: M.E. Sharpe.</p> <p>Scott I. (2010) <i>The Public Sector in Hong Kong</i>. Hong Kong: HKU Press.</p> <p>Shafritz, J.M., Russell, E.W., & Borick, C.P. (2009). <i>Introducing public administration</i>. (6th edition). New York: Pearson Longman</p> <p>Weimer, D. L., & Vining, A. R. (2017). <i>Policy analysis: Concepts and practice</i>. Routledge.</p> <p><u>Supplementary</u></p>	

- Boyne, G., & Ashworth, R. (Ed.) (2011). *Organizing government*. London: Sage.
- Ball, A. R., & Peters, P.G. (2005). *Modern politics & government*. (7th Ed.). New York: Palgrave.
- Burke, J. P. (1986). *Bureaucratic responsibility*. Baltimore: John Hopkins.
- Flynn, N. (2007). *Public sector management*. (5th Ed.). Los Angeles: Sage.
- Fuller, D.B. (Ed.) (2010) *Innovation policy and the limits of laissez-faire: Hong Kong's policy in comparative perspective*. Basingstoke: Palgrave Macmillan.
- Heady, F. (2001). *Public administration: a comparative perspective*, 6th Edition. New York: Marcel Dekker.
- Hummel, R.P. (2008) *The bureaucratic experience: the post-modern challenge*. Armonk, NY: M.E. Sharpe.
- Millers, H.T., & Fox, C. (2007) *Postmodern public administration*. Armonk, NY: M.E. Sharpe.
- Nelissen, Nico, et al. (eds.) (1999). *Renewing government: innovative and inspiring visions*. Utrecht, [the Netherlands]: International Books.
- Osborne, S. P. (ed.) (2000). *Public-private partnerships: theory and practice in international perspective*. New York: Routledge.
- Shafritz, J.M., & Hyde, A.C. (Ed.) (2007). *Classics of public administration*. (6th Ed.). Boston: Thomson Wadsworth.
- Stivers, C. (ed.) (2001). *Democracy, bureaucracy, and the study of administration*. Boulder, Colorado: Westview Press.
- Streets, J. (2010). *Accountability in public policy partnerships*. New York: Palgrave Macmillan.