

Readings	Assignments	Research	Quotes	Instructor	Links
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University of North Florida
Master of Public Administration program
Course syllabus
PAD 6436 Ethics: Theory and Practice for Public Administrators
Fall 2017

Instructor: George Candler
Day/Time: Thursday, 6:00 - 8:45
Location: Building 2, Room 2007
Office: Building 51, Room 2402
Office hours: Tues/Thurs, 3:00-5:30 pm, or when door
open, or other times/places by appointment
Office phone: 904-620-1388
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Course Objective:

Greetings, and welcome to PAD 6436 Ethics: Theory and Practice for Public Administrators. The course catalog describes this course as follows:

The course examines the theory and practice of administrative ethics with a focus on current ethical problems for public administrators.

Consistent with the mission of the UNF MPA program, the objectives of this course include to enhance your ability:

- to lead and manage in public governance;
- to analyze, synthesize, think critically, solve problems and make decisions;
- to articulate and apply a public service perspective;
- to communicate and interact productively with a diverse and changing workforce and citizenry; and
- to understand local governance in a global context.

Course structure:

There will be three complimentary means of instruction: readings, a web page, and class lecture sessions. The web page will both broadly discuss the week's material, and link you to other information relevant to the weekly subjects.

Readings will include those listed on the syllabus. You will have noted that the class is scheduled for one, nearly three hour lecture each week. Don't fret: I will not drone through this whole period. We will try to divide the lectures into two, just over one hour periods with a 5-10 minute break between each.

Required text:

- Cooper, Terry (2012). *The Responsible Administrator*. Jossey-Bass, ISBN: 978-0-470-87394-6. The 2006 version can be used, as well.
- Thompson, William and James Leidlein (2009). *Ethics in City Hall*. Jones and Bartlett, ISBN-13: 978-0-7637-5532.

To contain further student expenditure, we will also make use of (free) electronic materials available on line, through two media. First, EBSCO Host Research Databases, available on the [Carpenter Library](#) system. To see if you can access these, try to click on the following. For off-campus access to this, you may need to [log in](#), or reconfigure your browser:

- Fording, Richard, Penny Miller and Dana Patton (2003). "Reform or resistance? Local Government Responses to State-Mandated Ethics Reform in Kentucky." *Publius: The Journal of Federalism* 33(2), pp. 1-15. [JSTOR link](#).
- Ventriss, Curtis (2012). "Democratic Citizenship and Public Ethics." *Public Integrity* 14(3): 283-97. [EBSCO link](#).
- Jordan, Sara (2014). "Solidarity, Political Theory, and the Place of Social benefits in Administrative Ethics." *Administrative Theory & Praxis*, 36(3): 414-20. [EBSCO link](#).

Second, there is a lot of useful stuff available just through normal web links. Try, for instance,

- [American Society for Public Administration](#)

Assignments, grading

There will be a number of assignments, listed on the 'Assignments' link above, with details as well regarding grading expectations. The usual 90+ = As, 80-90 = Bs, etc. grade distribution will apply, unless I need to curve up to get a normal graduate class grade distribution.

Class Policies:

Obligations - You can expect me to be prepared, to explain the course material clearly, and to work to ensure that this course proceeds as smoothly and coherently as possible. In addition to generous office hours and ready email access, I will make myself available to help you outside of class or office hour times if necessary. For your part, pay attention to course requirements, learn, and to paraphrase former colleague James Hayes-Bohanon, remember that this is [not 17th grade](#).



Late assignments/make-up exams - Late assignments and missed exams will incur a significant penalty, and will be accepted only if I am contacted prior to the due date. If similar circumstances lead you to request an incomplete, I've historically been liberal with these, but [see campus policy regarding incompletes](#). It will be *your obligation* to submit unfinished coursework.

Course communications - [students have an obligation to activate and monitor their UNF email account](#). This account will be used for out-of-class communication. It is your obligation to get assignments to me, and to keep copies of all assignments submitted in the event that they don't get to me. When emailing, adopt a professional format.

Disability -- Students with disabilities who seek reasonable accommodations in the classroom or other aspects of performing their coursework must first register with the UNF Disability Resource Center (DRC) located in Building 57, Room 1500. DRC staff members work with students to obtain required documentation of disability and to identify appropriate accommodations as required by applicable disability laws, including the Americans with Disabilities Act (ADA). After receiving all necessary documentation, the DRC staff determines whether a student qualifies for services with the DRC and if so, the accommodations the student requires will be provided. DRC staff then prepares a letter for the student to provide faculty advising them of approved accommodations. For further information, contact the DRC by phone (904) 620-2769, e-mail drce exams@unf.edu, or visit the DRC website www.unf.edu/drc. Military and veteran students may need both physical and academic accommodations and may contact the DRC to find further information. Military and veteran students who return from combat exposure may be utilizing the post 9/11 GI bill to continue postsecondary education goals. Contact Military and Veterans Resource Center by phone (904) 620-2655 or e-mail mvrc@unf.edu.

Academic misconduct - This is a 'seminar' class: free-flowing dialogue is encouraged. While this is meant to be informal; be polite, respectful and professional. Do not disrupt the class, whether through ringing cell phones, cell phone or other side conversations, web surfing, rude outbursts, strongly presented opinions disengaged from class readings or other respected sources, or similar behavior. inconsistent with a graduate professional program.

Each student is responsible for understanding the University's Academic Integrity Code. This can be found in the [Academic Integrity](#) section of the online UNF Catalog, in the [Student Handbook](#) (page S8) or [Graduate Student Handbook](#), and separately in the university's [Academic Misconduct Policy](#). Procedures described in this document will be followed in dealing with any cases of academic dishonesty.

The most consistent problem I find with academic misconduct concerns plagiarism. In an attempt to further clarify something everyone should know by the time they reach graduate school, an online plagiarism tutorial can be found [here](#). Three especially common forms of plagiarism:

1. Copying something written by someone else, and pasting (or transcribing) it into your work, without both putting the words in quotation marks, and citing the source.
2. Copying something written by someone else, and pasting (or transcribing) it into your work, without putting the words in quotation marks, *even if you cite the source*. By doing this, you are implying that *you* wrote those words, based on information included in the source you cite. This is not the case: you copied the words of others.
3. Copying something written by someone else, and pasting (or transcribing) it into your work after making a few minor changes. This is called [paraphrasing](#) and, again, you did not write it.

I do make an effort to catch students who cheat, and have been successful in this in the past. Students caught plagiarizing coursework have generally been awarded a grade of F for the class.