TEXAS STATE UNIVERSITY
COURSE ADDITION FORM

1. Effective Semester: Fall 2016

2. College: Liberal Arts

3. Department/School/Program: Department of Political Science / MPA Program

4. Prefix/Subject Number

<table>
<thead>
<tr>
<th>Prefix/Subject</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>PA</td>
<td>5 3 3 0</td>
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5. Course Title:

<table>
<thead>
<tr>
<th>Proposed Long</th>
<th>Public Personnel Administration</th>
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<tbody>
<tr>
<td>Abbreviated</td>
<td>(18 characters only including spaces)</td>
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| PUBLIC PERSONNEL |

6. Course Description (complete sentences in 50 words or less):

This course introduces students to public personnel functions from a managerial perspective. Examples of topics covered include: recruitment and selection, performance evaluation, discipline, collective bargaining, classification, and compensation. Constructive leadership of government personnel that encourages a more competent, motivated, and representative administrative workforce is emphasized.

7. Prerequisites (Including Minimum Grade Required):

| None |

8. Co-Requisites (Including Concurrent Enrollment Allowed):

| None |

9. Restrictions: None
10. Course Data

CIP Code (10 digits - no spaces or periods)

<table>
<thead>
<tr>
<th>Instruction Type</th>
<th>Lecture Contact Hours</th>
<th>Lab Contact Hours</th>
<th>Credit Hours</th>
<th>Repeatable for Credit?</th>
<th>Maximum Credit Hours Allowed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-Lecture</td>
<td>3</td>
<td>0</td>
<td>3</td>
<td>Yes</td>
<td>3</td>
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<tr>
<td>2-Lab</td>
<td></td>
<td></td>
<td></td>
<td>No</td>
<td>X</td>
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<tr>
<td>3-Practicum/Internship/Student Teaching</td>
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<td>4-Seminar</td>
<td>X</td>
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<td>5-Independent Study</td>
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<td>6-Private Lesson</td>
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<tr>
<td>8-Thesis</td>
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<td>9-Dissertation</td>
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<tr>
<td>0-Individualized</td>
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<tr>
<td>C-Clinical</td>
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</table>

Writing Intensive? | Topics Course?

Yes | X | Yes | No
No | X | No | 1

Valid Grade Mode (choose only one)
(See PPS 4.07 for definitions.)

<table>
<thead>
<tr>
<th>Course Equivalency(s) (Prefix and Number)</th>
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<tbody>
<tr>
<td>POSI 5315</td>
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</tbody>
</table>

11. Justification for the course action:

Degree: Master of Public Administration
Major: Public Administration
Minor: None
Certificate: None

Explain why the new course is needed in the curriculum and how this course may or may not affect the above degree/major/minor/certificate program. If necessary please submit the appropriate Program Addition or Change Form along with this Course Addition Form.

PA 5330 will replace POSI 5315 as part of the Master of Public Administration program prefix change. This prefix change has been triggered by the lack of available course numbers under the current prefix, POSI. It will also allow students to more easily distinguish between the three graduate level programs housed within the Political Science Department which now share the same POSI prefix.
12. Course Goals and Objectives:
   - Must be specific and unique to each course.
   - Must be stated in measurable terms.
   - Must have distinct differences between a graduate level course and an undergraduate course (in case of stacked courses).
   - Please refer to Bloom's Taxonomy of Measurable Verbs.

Students will explain the development of public personnel policies in the United States.

Students will identify fundamental values guiding public sector resource management policies and practices.

Students will describe the most significant changes and challenges facing public sector human resource management.

13. Description of Instructional Methodologies:
   - Examples include lecture, discussions, group projects, role playing, simulations, modeling, field-based activities, writing, cooperative learning, inquiry, experimentation, product design, creative activities, case studies, seminars, internship activities, coaching, etc.

This course is a seminar class that focuses on class participation and lectures. Instructional methods include lecture, discussions, and cooperative learning.

14. Assessment of Student Learning:
   - Examples include tests, projects, presentations, performances, creative works, papers, etc.
   - Above examples of assessment must include percentages of total grade assigned.
   - Must have distinct differences between a graduate level course and an undergraduate course (in case of stacked courses).

   1. Statement of Work 25%
   2. Project Paper 30%
   3. Presentation 15%
   4. Final Exam 30%
15. Course Outline:
- Provide a weekly outline as appropriate for an example semester in which the course will be taught.
- Must distinguish the course clearly from similar offerings in the same or other programs.
- Must indicate specific topics.

<table>
<thead>
<tr>
<th>Week 1: Course Introduction</th>
<th>Week 9: performance evaluation &amp; productivity improvement</th>
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<tbody>
<tr>
<td>Syllabus Review</td>
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<tr>
<th>Week 2: Specialized Project Research</th>
<th>Week 10: sexual harassment</th>
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<tbody>
<tr>
<td>Week 3: civil service, personnel systems &amp; ethics</td>
<td>Week 11: occupational health &amp; safety, aids, substance abuse, and employee assistance programs (eap's)</td>
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<tr>
<td>Week 4: recruitment, selection, promotion &amp; termination</td>
<td>Week 12: education training &amp; staff development</td>
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<td>Week 5: equal employment opportunity, affirmative action</td>
<td>Week 13: organizational justice 7 accountability assignments</td>
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<tr>
<td>Week 6: job analysis, classification &amp; compensation</td>
<td>Week 14: Presentations</td>
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<tr>
<td>Week 7: employee benefits</td>
<td>Week 15: Final Exam Review</td>
</tr>
<tr>
<td>Week 8: labor management relations, alternative dispute resolution, grievances and motivation of employees</td>
<td>Week 16 (Finals Week): Final Exam</td>
</tr>
</tbody>
</table>

16. Suggested Textbook(s) and Other Learning Resources:
- Must list the required and recommended (if any) resources (e.g., relevant textbooks, course packets, websites), with complete bibliographical data (author, title, date and other publication data) in a standard academic format (e.g., CBE, APA, MLA, Chicago, etc.)


17. Bibliography:
- Must include literature other than required textbooks and other learning resources.
- Must demonstrate familiarity with current research. Ordinarily, the bibliography should include scholarship published during the last five years.
- Must conform to a standard academic format (e.g., CBE, APA, MLA, Chicago, etc.) Each bibliography will use only one format.


Page 6 of Course Addition Form:
Prefix/Subject and Number: PA 5330

18. Approvals:

Department Chair/Program Director/School Director

Chair of College Curriculum Committee

Dean of College

Dean of The Graduate College (if applicable)

Chair of University Curriculum Committee (if applicable)

Date

3-6-15

Date

MAR 09 2015

Date

7/6/2015

Date