

Week 2: Introduction to Public Administration and History

What Is Public Administration?

The process through which the government provides goods and services, makes and enforces rules, manages resources, and resolves problems in an efficient and fair manner while staying accountable to the public for both the methods and the results.

Government: the legal entity and mechanism that is utilized to keep society in order and to deliver commodities and services.

Politics: The use of political authority by governments to distribute expenses and advantages among members of society.

The term 'administer' is derived from the Latin word *administere*, which means to care for or manage people or affairs. Administration is described as "a group activity that needs collaboration and coordination in order to achieve desired goals or objectives."

Luther Gullick said - "Administration has to do with getting things done, with the accomplishment of defined objectives"

Percy Mc Queen said - Public administration is related to the operations of government whether local or central.

Thus, public administration refers to the component of administration that deals with the government's administrative activities.

Week 4: Public Values, Public Administration, and Politics

Rosenbloom contends that the primary difficulty of present public administration theory is that it arises from three divergent approaches to the question of "what is public administration". Each stresses distinct ideals, encourages various organizational structures, and sees individuals in very different ways.

Managerial approach:

- It emphasizes the values of efficiency, effectiveness, and economy, which are strengthened by Taylor's and others' work.
- Encourages organization in the manner of Weber's ideal type.
- Promotes a cold, emotionless perspective of people

Political approach:

It emphasizes the importance of representation, responsiveness, and responsibility. Grew from the perception that public administration was far from free of politics.

- The political method, rather than emphasizing clear boundaries of functional specialization, hierarchy, and recruitment based on neutral administrative ability, highlights the benefits of political plurality within public administration.
- Individuals are not depersonalized since they are seen as part of a larger group. Individuals represent the interests of a group.

Legal approach:

- It emphasizes procedural due process, individual substantive rights, and equity.
- Movement toward judicialization of governmental administration.
- Preferred structure is one that optimizes the utilization of the adversary technique.
- Considers the individual to be a one-of-a-kind person with a one-of-a-kind set of circumstances.

Week 5: Organizational Theory and Contemporary Ethical Issues in the Workplace

Why Do Public Organizations Exist

In Politics, Economics, and Welfare, Robert Dahl and Charles Lindblom present a reasonable rationale for why public organizations exist.

Dahl and Lindblom propose two ways for states to regulate their political economies:

- Political hierarchies
- Economic Markets

Because markets have limited capacity to cope with some sorts of issues, government intervention is essential..

- Public goods and free riders: Once given, certain services benefit everyone, and people have an incentive to act as free riders, letting others pay.
- Individual incompetence: Because people lack the necessary knowledge or information to make sound judgments, government regulation is essential.
- Externalities or spillovers: Some expenses are passed on to persons who do not participate in market trade.

Public and Private Goods Typology

Face a number of times before deciding if one of two things:

- Subtractability (rivalry): When what one person eats cannot be eaten by another.
- Excludability: A certain individual has sole legal and physical authority over the good.

Private products face competition and exclusion.

Marketable public goods/toll products are nonrivalrous and excludable.

Distinction between public and private administration

- Private administration is more business-like than public administration.
- Private administration is non-political, but public administration is.
- Red tape characterizes public administration, but private administration is devoid of it.

Week 8: Public Budgeting and Citizen Participation

It is difficult to establish meaningful public engagement in the budget process. To aid in overcoming these limits, governments should engage civil society as crucial partners in building up processes that combine both the government's and people's opinions on how to develop and implement public involvement. It has been demonstrated that involvement may assist governments in better responding to the demands of the public and in facilitating more effective and efficient use of public resources.

Key aspects learnt from this chapter:

- Citizen participation is relevant at each stage of the budget process – resource allocation, budget execution and budget evaluation
- The attitude of government is a major predictor of whether meaningful participation will be undertaken
- The success of participation depends in part on administrative capacity to disseminate information and hold meetings

Participation is vital in developing nations as a method of enhancing bureaucratic effectiveness and accountability, as well as social fairness. Participation must meet two fundamental criteria: it must be broadly representative of the people and must include meaningful debate that impacts public decision-making.

Reviewing involvement in Poverty Reduction Strategy Paper procedures reveals that these conditions were not satisfied in the majority of situations. However, citizen participation in budgeting has been more successful.

Week 11: Collaborative Governance and Network Management in Democracy

Many scholars argued that network governance research arose from academic interests in corporatism, state theory, policy network, co-implementation, and co-delivery of services, when a variety of interest groups or stakeholders in the political and policy system defuse conflict among themselves and instead create broad consensus on policies, thereby contributing to the co-delivery of public services.

Network properties

- size
- age
- relationship
- structure
- density
- centrality
- diversity

as a result of the design of the network

- roles
- procedures
- processes of interaction

Week 13: Leadership in the Public Sector

Public Sector values and ethics:

- NPM movement- resulted in significant transformation in public sector values
- Values: enduring beliefs that influence our attitudes, actions and the choices we make
- Ethics- sub-set of public service values. Values and ethics are occasionally used interchangeably
- Some tension between the ideas of efficiency and responsiveness
- Efficiency: doing something quickly and in a way that is practical and makes the government flow properly
- Responsiveness: public service responding to reaction from citizens, key groups, etc
- This slows down ability to make decisions
- Most of Canadian corruption is in the form of illegitimate expense claims
- In the context of values: we want to ensure people engage ethically and morally, continually stress the importance of values

Week 14: Public Administration Ethics and Technological Change

Summary for the chapter

With the globalization process's shift to the information society, information communication technologies have become life-determining. Individuals nowadays spend the majority of their time on computers, cellphones, tablets, virtual environments, or other digital tools. The goods of the digital era have forced people to conduct their job on screens, communicate, and circulate in virtual settings. Workplace problems, relationships, and even family life are handled via email, Twitter, Facebook, Instagram, Youtube, or other social networks. The rising effect of digital advances in every industry has also resulted in fundamental changes in the operation and understanding of public administration.

The system of public administration; actions under its jurisdiction are carried out by public authorities, with the primary goal of public benefit. Those who benefit from government services expect public servants to operate honestly, transparently, and morally, and to handle public resources fairly. Without a question, ethical principles play a critical role in the effective and efficient administration of public services. Although ethics is defined as individual and society moral ideals, it is often used to refer to operating in accordance with professional standards and values. In this paradigm, ethical principles and norms guarantee that public workers who provide services to residents operate impartially, objectively, and honestly.