

San José State University
PADM 281 Public Administration Internships
Spring 2020

Course and Contact Information

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MPAPLO3: Analyze, synthesize, think critically, solve problems and make decisions.

MPAPLO4: Articulate and apply a public service perspective.

MPAPLO5: Communicate and interact productively with a diverse and changing workforce and citizenry.

Course Learning Outcomes

Upon successful completion of this course, students will be able to:

- 1. CLO1:** Acquire the practical skills and knowledge required to be active participants in government and public administration.
- 2. CLO2:** Learn to think critically about the role of city, county, and state government institutions and organizations in the policy process.
- 3. CLO3.** Learn about the mechanics of professional networking and develop a deeper understanding of how networks help achieve professional goals.
- 4. CLO4.** Learn about planning a career in the public or nonprofit sector and develop practical skills that translate into success in the professional workplace.

Mapping PADM 281 Course Learning Outcomes to MPA PLOs	Program Learning Outcomes	Assessment Methods
CLO1: Acquire the practical skills and knowledge required to be active participants in government and public administration.	PLO 1, 2, 3, 4	Internship hours, research paper
CLO2: Learn to think critically about the role of city, county, and state government institutions and organizations in the policy process.	PLO 1, 2, 3	Internship hours, research paper
CLO3: Learn about the mechanics of professional networking and develop a deeper understanding of how networks help achieve professional goals.	PLO 1, 5	Internship hours, business cards paper
CLO4: Learn about planning a career in the public or nonprofit sector and develop practical skills that translate into success in the professional workplace.	PLO 1, 3, 5	Internship hours, research paper

Required Text

Several readings (mostly journal articles and chapters from relevant books on public administration, nonprofits, or city and county governance) will be posted on the course Canvas site as the semester progresses. These readings will be required and discussed during our class meetings.

Terry Christensen and Tom Hogen-Esch, *Local Politics*, 2nd edition. This is only recommended for interns in city or county government.

Larry Gerston and Terry Christensen, *California Government and Politics*, any recent edition—I will recommend appropriate chapters for particular placements (the book is not a required).

Also, be sure to read the Mercury News www.mercurynews.com on a regular basis (at least 3-4 times a week). The Political Science Department's main office (Clark 471) also has a print copy of the Mercury News available to read on most weekdays. Sanjoseinside.com is another great resource on San Jose city politics as is a relatively new site covering San Jose politics, "San Jose Spotlight," which can be found at <https://sanjosespotlight.com>. It's really good, check it out.

Library Liaison

The library liaison for Political Science is available to answer questions and provide one-on-one help using the library for research. His name and contact info is: Paul Kauppila, Librarian (Political Science Liaison). He can be reached by telephone (408) 808-2042 or by email Paul.Kauppila@sjsu.edu.

Final Evaluation

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Public Administration 281: Public Admin. Internship Fall 2019 Course Schedule

This schedule is subject to change with fair notice via class or Canvas announcement.

Week	Date	Topics, Readings, Assignments, Deadlines
1	1/23	Class Meeting #1: Introduction to course (Please note class will begin at 7:15pm in HGH 116) Read: Course Syllabus
2	1/30	Internship Field Work
3	2/6	Internship Fieldwork
4	2/13	Internship Fieldwork Assignment Due: Description of Internship Placement paper (submit on Canvas) Assignment Due: Completed Internship Contract (submit scanned pdf copy on Canvas)
5	2/20	Class meeting #2 Summary of Internship Work; Understanding Context in Politics and Public Administration Read: Research Questions and Participant Observation (Posted on Canvas) Note: Students will be assigned a journal article related to your internship area. Read for 3/12 meeting and be prepared to discuss.
6	2/27	Internship Fieldwork Assignment Due 2/27 11:59pm on Canvas. Summary of internship activity (January and February)

Week	Date	Topics, Readings, Assignments, Deadlines
10	3/27	Internship Fieldwork Assignment Due 3/27 11:59pm on Canvas: Summary of Internship Activity (March)
	4/2	Spring Break Week (Try to catch up on internship hours if you are behind)

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