

San José State University

Course and Contact Information

Instructor:	Fred Keeley
Office Location:	Clark Hall, or On-line
Telephone:	831 227 7906
Email:	FrederickKeeley2016@gmail.com
Office Hours:	Thursday Mornings 10:00 – 11:00 a.m. via Zoom
Class Days/Time:	Monday/6:00 p.m. to 8:45 p.m.
Classroom:	Spring 2021 this course is on-line via Canvas/Zoom
Prerequisites:	Micro economics, spreadsheet competency

Course Description

This course will provide general, specific, academic and practical guidance regarding public budgeting, with specific focus on the State of California annual budget. The purpose of public administration is the efficient and effective management of the resources placed in the public trust. A critical element in public administration is

Course Goals

To educate public administration students about public policy formulation and public program development and

Students will also be required to actively participate in class discussions, and to be prepared to be requested to participate on any class reading material and previous class lectures and discussions.

Students will also have written assignments, a mid-

participate. Using the Chat feature on Zoom is permitted, and even encouraged to some extent. Students will be expected to remain “in class” for the duration of each class period. Breaks will be provided during class.

University Policies

Per University Policy S16-9 (<http://www.sjsu.edu/senate/docs/S16-9.pdf>), relevant information to all courses, such as academic integrity, accommodations, dropping and adding, consent for recording of class, etc. is available on Office of Graduate and Undergraduate Programs' [Syllabus Information web page](http://www.sjsu.edu/gup/syllabusinfo/) at <http://www.sjsu.edu/gup/syllabusinfo/>” Make sure to review these university policies and resources with students.

Academic Integrity

Students are assumed to know the University's Academic Integrity Policy that is available at:

Mr. Keeley, in addition to teaching at SJSU, is on faculty at the Panetta Public Policy Institute at CSU Monterey Bay (the Panetta Public Policy Institute was founded by former CIA director and Secretary of Defense Leon Panetta).