**Course Syllabus**

**Fall 2020-2021**

**Dr. Barrak Algharabali  
PA 310 - Research Methods in Public Administration**

**Lecture Time and Location:**

**PA 307/01A** : M & W TIME 03:30 – 04:45

**Contact Information:**

**Location** : Department of Public Administration floor 3, Office B3/1030

**Email** : [Balgharabali@cba.edu.kw](mailto:Balgharabali@cba.edu.kw) (best way to reach me)

**Office Hours** : Sundays & Tuesdays from 11 am to 12 am or by appointment

**MyU Account** :@Balgharabally (find the course under my account)

**Social Media** : @Balgharabally

**Teaching Assistant:** TBA

**Course Description:**

This course provides introduction to quantitative and qualitative research methods that are employed in public administration. The goal of this course is to acquaint students with basic methodological concepts and research tools in public administration. The course emphasizes practical application of research methods. A variety of examples will be provided to help in gaining better understanding of research methods. This course develops student’s practical skills in designing, collecting, and analyzing, using descriptive techniques and presenting data to address research questions. The course introduces students to statistical procedures and computer skills used in the field of public administration, management, and public policy to evaluate and manage programs and services. The course also develops the student’s skills to assess the quality of research by others. The course offers an introduction to some of the key practices and principles associated with conducting research. This course will describe the research design process and challenges students to be better users of information so that they can make better decisions.

**Course Learning Outcomes:**

After the completion of this course students should be able to:

1. Understand the concepts behind the construction and analysis of research, and the process of research design and analysis.
2. Learn the nature of quantitative and qualitative data analysis.
3. Analyze and communicate research findings, and when needed, improve upon faulty research and analysis.
4. Grasp the skill of producing a research design.

# CLO Mapping to CBA Skill Based Competency Goals[[1]](#footnote-1)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| CLO | Analytical | Communication | Information Technology | Business Ethics |
| 1 |  |  |  |  |
| 2 | R | A | A |  |
| 3 | R | A | A |  |
| 4 | R | A |  |  |

# Type of Emphases:

* **(I)ntroduce:** Students will be introduced to the skill and their grasp of it assessed in the course.
* **(A)pply:** The course will not cover the skill. Students should have a high-level grasp of the skill and are required to apply it in the course.
* **(R)einforce:** Students should have an introductory-level grasp of the skill and the course will improve their mastery to a higher level.

**Required Material:**

**Textbook** : 1. Warren S. Eller, Brian J. Gerber, and Scott E. Robinson. Public Administration: Research Methods. Routledge, Taylor & Francis Group. New York and London. 2013.

\*This course addresses NASPAA competency 3: To analyze, synthesize, think critically, solve problems, and make decisions.

**Course Requirements and Policies:**

The schedule of topics that we will cover throughout the course is attached below. Teaching/learning methods used in this course include lectures, class discussions, discussing real-life examples and contemporary issues, and other assignments. You must be prepared for each class by reading the required material. You may be assigned to a group to discuss any specific topic or case that we will cover in class. Class participation is essential for the learning outcome because it will foster a better understanding for the concepts and topics that we will cover throughout the course.

**Course Policies:**

1. Readings should be completed prior to class.

2. Class participation is an important part of the learning process and therefore students are expected to attend class. Your class participation grade will be based on the quality of your contribution to class discussions, your ability to listen and constructively respond to points made by others, and your participation during in-class exercises.

The course requirements are as follows:

* **Three Exams:** there will be one midterm and a final exam. Exams will be based on the material that we will cover during the semester. The FINAL EXAM IS COMPREHENSIVE. **The instructor retains the right to change the dates of any exam.**
* **Assignments:** there will be various assignments throughout the semester. The assignments will help you understand the material and tie the concepts.
* **Class Participation:** in class participation and case discussions will help make a more interesting and successful class. It is necessary that each student to be committed to the “4 Ps” of student involvement for the course to be more successful: *preparation, presence, promptness, and participation*. Appropriate class etiquette is part of effective participation. Brining in “current examples and events” is an easy way to participate in class. Active students in class might receive a bonus at the end of the semester.
* **Class Attendance:** Class attendance is required, and students are expected to attend class regularly. Missing classes will affect your grade. A student who incurs an excessive number of absences may be withdrawn from a class at the discretion of the professor and in accordance to the class attendance policy of the university. If a situation arises that would cause you to miss class, please notify the professor in advance through any available mean of communication. It is the student’s responsibility to make arrangements regarding any missed materials or assignments.

**Grading:**

The scores in this course will be the weighted average of the following items:

|  |  |
| --- | --- |
| **Weight** | **Description** |
| 10% | Attendance |
| 10% | Assignments |
| 20% | Exam 1 |
| 20% | Exam 2 |
| 40 % | Final Exam |
| 100% | TOTAL |

**Cheating and Plagiarism:** Every student in this course must abide by the Kuwait University Policy on Cheating and Plagiarism (published in the Student Guide, Chapter 3, Section 2). A copy of the student guide can be accessed online on:

<http://www.kuniv.edu/cs/groups/ku/documents/ku_content/kuw055940.pdf>

Please carefully note all sources and assistance when you turn in your work. Under no circumstances should you take credit for work that is not yours. You should neither receive nor give any unauthorized assistance on any deliverable. If you have any questions about what constitutes “unauthorized assistance” please email me before the deliverable is submitted.

**Grade Distribution:**

|  |  |
| --- | --- |
| **Grade** | **Range** |
| A | ≥ 95 |
| A- | ≥ 90 and < 95 |
| B+ | ≥ 87 and < 90 |
| B | ≥ 83 and < 87 |
| B- | ≥ 80 and < 83 |
| C+ | ≥ 77 and < 80 |
| C | ≥ 73 and < 77 |
| C- | ≥ 70 and < 73 |
| D+ | ≥ 65 and < 70 |
| D | ≥ 60 and < 65 |
| F | < 60 |

**Course Outline:**

|  |  |
| --- | --- |
| **Title** | **Page No.** |
| **Chapter 1:** Introduction: What is Research? | **1-17** |
| **Chapter 2**: Evidence-Based Practice For Public Affairs | **18-33** |
| **Chapter 3:** The Research Process: An Introduction to Key Concepts | **34-55** |
| **Chapter 4:** Conducting Preliminary Research , Getting Started with a literature Review and Getting Background Information | **55-70** |
| **Chapter 5:** Research Design, Issues of Validity and inference | **71-94** |
| **Chapter 6:** Measurement in Research | **96-114** |
| **Chapter 7:** Population Sampling | **115-131** |
| **Chapter 13:** Descriptive Statistics | **236-255** |
| **Chapter 15:** Testing Hypothesis | **272-288** |
| **Chapter 17:** Simple Linear Regression | **307-331** |
| **Chapter 21:** Presenting Research | **387-402** |

# CBA Competency Goals

1. **Analytical Competency:** A CBA graduate will be able to use analytical skills to solve business problems and make a well-supported business decision.

**Student Learning Objectives:**

* 1. Use appropriate analytical techniques to solve a given business problem.
  2. Critically evaluate multiple solutions to a business problem.
  3. Make well-supported business decisions.

1. **Communication Competency:** A CBA graduate will be able to communicate effectively in a wide variety of business settings.

**Student Learning Objectives:**

* 1. Deliver clear, concise, and audience-centered presentations.
  2. Write clear, concise, and audience-centered business documents.

1. **Information Technology Competency:** A CBA graduate will be able to utilize Information Technology for the completion of business tasks.

**Student Learning Objectives:**

* 1. Use data-processing tools to analyze or solve business problems.

1. **Ethical Competency:** A CBA graduate will be able to recognize ethical issues present in business environment, analyze the tradeoffs between different ethical perspectives, and make a well-supported ethical decision.

**Student Learning Objectives:**

* 1. Identify the ethical dimensions of a business decision.
  2. Recognize and analyze the tradeoffs created by application of competing ethical perspectives.
  3. Formulate and defend a well-supported recommendation for the resolution of an ethical issue.

1. **General Business Knowledge:** A CBA graduate will be able to demonstrate a basic understanding of the main business disciplines’ concepts and theories.

**Student Learning Objectives:**

* 1. Acquire a fundamental understanding of knowledge from the main business disciplines (e.g. finance, accounting, marketing, and management information systems, among others).

1. CBA Competency Goals can be found at the end of this document. [↑](#footnote-ref-1)