

**Pub Ad 523**  
**Fall, 2016**  
**Office Hours: Mon 2-4pm**

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## **Administration of State and Local Government Course Syllabus**

### **I. PURPOSE**

The purpose of this course is to present students with an overview of the importance of public administration at the state and local levels of government in the United States. All state and local governments in the United States constitutional system, develop and administer policies and programs both to carry out their own responsibilities to their citizens as well as to fulfill responsibilities to governments at other levels and to collaborate with similar jurisdictions when required or it is advantageous to do so. In addition, the federal government has both certain duties to and responsibilities for state and local government that inform, direct, and monitor state and local administrations; also, it receives demands and inputs from them. Accordingly, the course will take an Intergovernmental Relations approach that highlights the network of government entities and their dependencies and interdependencies. The course will look at the key operation and important issues in administering governments at the state and local levels and the similarities and differences of their environment, institutions, organizations, and process.

### **II. READINGS AND MATERIALS**

#### **Course text**

Kevin B. Smith, Alan Greenblatt, Michele Mariani Vaughn, **Governing States and Localities**, 4<sup>th</sup> Edition, Washington DC: CQ press, 2014

#### **Supplementary Materials**

In addition to the text for the course, there will be supplementary readings and reviews of other materials and websites for assignments. A Supplementary Reading List is attached along with an Additional Materials List of podcasts assigned for listening and a list of the recommended professional websites. Live links to full text journal articles and to the other materials are provided below on the referenced lists in this syllabus and on the web page for the course.

#### **Journal Access**

The principal journals used in the course for supplementary reading and outside assignments are the State and Local Government Review (SLGR) published by Sage Publishing and the Public Administration Review published by Basil Blackwell. The full text of all print articles in these journals can be accessed online at the UNM Libraries. To log onto the library and connect to the journal, first the user enters a unum net id (the first part of the unum email address) and then the password for the account. After login the user will connect directly to the journal.

### III. ASSIGNMENTS AND REQUIREMENTS

#### Participation (Attendance, Reading, & Current Events)

Two ten minute presentations are required on a date to be assigned. Each will summarize an assigned reading for that session and will present a current event related to that session's topic and the state and local government system in the U.S. or in the state of NM. It is encouraged that the current event assignment be drawn from the recommended professional websites listed below as well as reputable print and on-line periodicals.

#### Issue Brief Proposal and Presentation

A two page (1,300 words) maximum explanation of an administrative issue to be studied including its state, local, or intergovernmental focus, levels of government involved, and the policy options for consideration. It should examine the financial, budgetary, organizational or other relevant ways for evaluating policy outcomes around the issue. The significant economic, institutional, and structural numeric facts should support selection of and frame the issue. A presentation of the proposal will be made to the class as indicated on the course schedule.

#### Issue Brief and Presentation

A ten page (6,500 words) maximum paper on the issue selected that recommends a policy option based on an evaluation of the alternatives for the issue chosen. Starting with the important numeric and structural facts the paper will explain the policy issue faced by a particular level of government or a particular government. Papers may center on a theme or theoretical policy consideration for example security, leadership, regionalism, or governance. The paper will explain how policy options were evaluated and selected to be recommended. A presentation of the brief will be made to the class as indicated on the course schedule.

#### Assignment Values

Assignment	Points
Participation (Attendance, Reading & Current Events)	10
Issue Brief Proposal	10
Issue Brief Proposal Presentation	10
Issue Brief	35
Issue Brief Presentation	35

#### GRADING

A	90
A-	85
B+	80
B	75
B-	70
C	60

#### IV. COURSE SCHEDULE

Session	Date	Topic	Reading (See List)	Activity
1.	8-22	Intergovernmental Relations (IGR) and State and Local Government Administration	Text Ch.1	Course Introduction
2.	8-29	IGR and the U.S. Constitution: Federalism and State and Local Government	Text Ch. 2 SLGR 18 PAR 2	Current Event Assignments
3.	9-5	IGR and State Constitutions: State Constitutional Relations	Text Ch. 3	Reading and Current Events
4.	9-12	Budget and Finance	Text Ch. 4, PAR 3 SLGR 3,9,11 PM Pod 1 Report 1	Reading and Current Events
5.	9-19	State and Local Politics: Elections, Parties, Voting, Interest Groups, NM	Ch. 5 & 6 PAR 3 SLGR 6	Reading and Current Events
6.	9-26	The Branches: Legislatures and Courts	Text Ch. 7, 8&9 SLGR 4	Reading and Current Events Project Discussion
7.	10-3	The Branches: The Executive	Text 7 SLGR 17 Periodicals 1	Reading and Current Events Project Discussion Issue Brief Proposals Assign
8.	10-10	State or Local Government Meeting or Hearing (		Field Experience
9.	10-17	State Bureaucracy	Text Ch. 10 SLGR 10	Reading and Current Events Project Discussion Issue Brief Proposals Due
10.	10-24	Local Government Structure, Organization, and Size Regionalization and Consolidation and the The Great Recession	Text Ch. 11-12 SLGR 7, 14, 20 SLGR Podcast	Reading and Current Events Presentation Schedule
11.	10-31	Policy Research Area: Education, Safety, and Health	Text Ch. 13-15 SLGR 5, 12,16 PM Podcast 2&3	Issue Brief Development
12.	11-7	Policy Research Area: Sustainability and the Environment	Text Ch. 16 PAR 1 SLGR 1, 13	Issue Brief Development
13.	11-14	Policy Research Area: Use of Technology	SLGR 2&8 Periodicals 2	Issue Brief Development
14.	11-21	Policy Research		Issue Brief Presentations
15.	11-28	Policy Research		Issue Brief Presentations
16.	12-5	Policy Research		Issue Brief Presentations Field Reports Due
17.	12-12	Finals Week		Issue Brief Due

## V. SUPPLEMENTARY READING LIST

### [State and Local Government Review \(SLGR\)](#)

1. June 2012; 44 (2) *State and Local Government Review*, Governance Matters Section - ALL
2. Bruce J. Perlman, **Social Media Sites at the State and Local Levels: Operational Success and Governance Failure**, *State and Local Government Review* April 2012 44: 67-75
3. Thom Reilly and Mark B. Reed, **Budget Shortfalls, Employee Compensation, and Collective Bargaining in Local Governments**, *State and Local Government Review*, December 2011 43: 215-223
4. Kimberly L. Nelson, Gerald T. Gabris, and Trenton J. Davis, **What Makes Municipal Councils Effective?: An Empirical Analysis of How Council Members Perceive Their Group Interactions and Processes**, *State and Local Government Review* December 2011 43: 196-204, first published on November 2, 2011
5. Gregory C. Hill and Daniel P. Hawes, **Managing Undocumented Students: Do Undocumented Students Hinder Student Performance?** *State and Local Government Review* December 2011 43: 183-195, first published on September 5, 2011
6. David F. Garrison, **District of Columbia's Elected Advisory Neighborhood Commissions: An Unlikely Experiment in Governance at the Grassroots**, *State and Local Government Review* August 2011 43: 159-166
7. Bruce J. Perlman, **Governance Challenges and Options for State and Local Governments**, *State and Local Government Review* December 2010 42: 246-257
8. Stephen Kwamena Aikins and Dale Krane, **Are Public Officials Obstacles to Citizen-Centered E-Government? An Examination of Municipal Administrators' Motivations and Actions**, *State and Local Government Review* August 2010 42: 87-103, first published on July 27, 2010
9. Eric A. Scorsone and Christina Plerhoples, **Fiscal Stress and Cutback Management Amongst State and Local Governments: What Have We Learned and What Remains to Be Learned?** *State and Local Government Review* August 2010 42: 176-187
10. April 2010; 42 (1) *State and Local Government Review*, Governance Matters Section – All
11. Fall 2009; 41 (3) *State and Local Government Review*, Governance Matters Section - All
12. Etienne Charbonneau, Norma M. Riccucci, Gregg G. Van Ryzin, and Marc Holzer, **The Self-Reported Use of Social Equity Indicators in Urban Police Departments in the United States and Canada**, *State and Local Government Review* Spring 2009 41: 95-107
13. Spring 2009; 41 (1) *State and Local Government Review*, Governance Matters Section – All
14. James F. Wolf and Tara Kolar Bryan, **Identifying the Capacities of Regional Councils of Government**, *State and Local Government Review* Winter 2009 41: 61-68

15. Susan Gooden, Dale Jones, Kasey J. Martin, and Marcus Boyd, **Social Equity in Local Emergency Management Planning**, *State and Local Government Review Winter 2009 41: 1-12*, doi:10.1177/0160323X0904100101
16. Rachel VanSickle-Ward, **The Politics of Precision: Specificity in State Mental Health Policy**, *State and Local Government Review April 2010 42: 3-21*
17. Andrew Douglas McNitt, **Tenure in Office of Big City Mayors**, *State and Local Government Review April 2010 42: 36-47*
18. **Interview with Deil Wright**, *State and Local Government Review*, 2004 36 (2)
19. J. Wesley Leckrone and Justin Gollob, **Telegrams to Washington: Using Memorials to Congress as a Measure of State Attention to the Federal Policy Agenda**, *State and Local Government Review*, December 2010; 42:3 235-245
20. **The Challenges and Possibilities for Regional Collaboration among Small Jurisdictions** Neil Kraus, *State and Local Government Review*, April 2012; vol. 44, 1: pp. 45-54.

#### Public Administration Review (PAR)

1. Stephen R. Rosenthal, **New Directions for Evaluating Intergovernmental Programs**, *Public Administration Review*, Vol. 44, No. 6 (Nov. - Dec., 1984), pp. 469-476
2. Deil S. Wright, **Federalism, Intergovernmental Relations, and Intergovernmental Management: Historical Reflections and Conceptual Comparisons**, *Public Administration Review*, Vol. 50, No. 2 (Mar. - Apr., 1990), pp. 168-178
3. Herman L. Boschken, **Public Control of Land Use: Are Existing Administrative Structures Appropriate?** *Public Administration Review*, Vol. 37, No. 5 (Sep. - Oct., 1977), pp. 495-504

#### **Reports**

1. [Christopher W. Hoene & Michael A. Pagano](#), "Research Brief on America's Cities," *City Fiscal Conditions in 2011*, September 2011, National League of Cities

#### **Periodicals**

1. [David Segal](#), *NY Times*, "A Georgia Town takes the People's Business Private," June 23, 2012
2. [Michael Cooper and Jo Craven McGinty](#), *NY Times*, "A Meter So Expensive it Creates Parking Spots," March 15, 2012

## **VI. ADDITIONAL MATERIALS**

### **Podcasts**

1. [Planet Money \(PM\) - Promises, Promises](#)
2. [Planet Money \(PM\) - Episode 381: Why It's Illegal To Braid Hair Without A License](#)
3. [Planet Money \(PM\) - Episode 379: Does Medicaid Actually Help People?](#)

### **Recommended Professional Websites**

[International City and County Managers Association](#)

[National Association of Counties](#)

[National League of Cities](#)

[National Governors Association](#)

[National Council of State Legislatures](#)

[New Mexico Municipal League](#)

[New Mexico Association of Counties](#)

[New Mexico Department of Finance and Administration, Local Government Division](#)

[U.S. Department of Housing and Urban Development](#)

## **VII ADDITIONAL NOTES**

In an effort to meet obligations under Title IX, UNM faculty, Teaching Assistants, and Graduate Assistants are considered “responsible employees” by the Department of Education (see pg. 15 - <http://www2.ed.gov/about/offices/list/ocr/docs/qa-201404-title-ix.pdf>). This designation requires that any report of gender discrimination which includes sexual harassment, sexual misconduct and sexual violence made to a faculty member, TA, or GA must be reported to the Title IX Coordinator at the Office of Equal Opportunity ([oeo.unm.edu](http://oeo.unm.edu)). For more information on the campus policy regarding sexual misconduct, see: <https://policy.unm.edu/university-policies/2000/2740.html>