

**ANKARA YILDIRIM BEYAZIT UNIVERSITY – DEPARTMENT OF POLITICAL SCIENCE AND PUBLIC ADMINISTRATION COURSE SYLLABUS**

Course Code	Course Title	Course Type	ECTS Credits	Prerequisite Information	Date of Preparation
PSPA 203	Administrative Science	Compulsory	6		22.10.2025
<b>Instructor of the Course &amp; E-Mail Address</b>	Assoc. Prof. Dr. Süha Oğuz ALBAYRAK/ soalbayrak@aybu.edu.tr				
<b>Office Hours &amp; Office Room</b>	Tuesday, 11.00-12.00 B 352				
<b>Course Content and Objectives</b>	<p>This course is designed to introduce you to the exciting field of public administration theories. To appreciate the objectives and contributions of management and organizational theories, one must develop familiarity with how organizational theory – and its various constituent theories and paradigms – evolved over time and implications to public administration. Class discussions will focus on core theoretical aspects and how they link to Public Administration and administrative science.</p> <p><b>Course Objectives:</b></p> <ul style="list-style-type: none"> <li>- Understand the nature and scope of public administration both as a field of study and as professional practice, including related career paths;</li> <li>- Define and explain key concepts used in the field of public administration including state, civil society, government, political regimes, institutions, policy, bureaucracy, governance, good governance, rule of law, public value and services;</li> <li>- Acquaint with the three branches of government: namely, the legislative, executive and judiciary by focusing on their structure, functions and influence on public policy making;</li> <li>- Demonstrate a basic understanding of the process of public policy-making and make sense of some of the administrative practices in Türkiye;</li> <li>- Identify new approaches to public administration with a focus on ‘new public management’ theories.</li> </ul>				
<b>Textbook(s)</b>	<ul style="list-style-type: none"> <li>▪ <i>Introducing Public Administration</i>, Shafritz, J., Russell, E. W., Borick, C., &amp; Hyde, A., Ninth Edition, 2017.</li> <li>▪ <i>Public Administration; Understanding Management, Politics and Law in the Public Sector</i>, Roosenbloom, D. H., Kravchuk, R.S., Clerkin R.M. Eighth Edition, 2015.</li> <li>▪ <i>Organization Theory and Public Management</i>, Jonathan R. Tompkins, 2005.</li> </ul>				
<b>Teaching Methods and Techniques</b>	In this course, homework, class discussions and reading textbooks will used as teaching methods and techniques.				
<b>Course Learning Outcomes</b>	1	Teaching the basics of Political Science and Public Administration			
	2	Teaching the basic concepts of Administrative Science			
	3	Developing critical thinking			
	4	To show the relationship between the Social Sciences			
	5	Developing analytical thinking			
<b>Program Outcomes Contributed by the Course</b>	<b>Program Outcomes (PO)</b>				
	PO 1	Possesses knowledge of various advanced theoretical approaches in the fields of administrative science supported by current textbooks, related videos etc.			
	PO 2	To get to know the leading theorists of administrative science			

	PO 3	To have the capacity to apply the basic concepts of management science in daily working life.	
	PO 4	To have written and verbal communication competence, to be able to effectively convey knowledge and ideas to others and to have effective presentation skills.	
	PO 5	To be able to define the concepts of administrative and financial law and use this information in business life.	
	PO 6	To be able to explain the basic concepts and theories used in the discipline of public administration.	
<b>Contribution of the Course to Field Instruction</b>	The students will be able to have knowledge of different theoretical approaches in the field of administrative science.		
<b>Topics Covered in the Course</b>	1. Week	Course introduction	
	2. Week	Defining Public Administration	
	3. Week	The Practice and Discipline of Public Administration	
	4. Week	Max Weber's Theory of Bureaucracy	
	5. Week	Scientific Management Theory and Frederick W. Taylor	
	6. Week	Administrative Management Theory	
	7. Week	Public Administration and Public Policy in Türkiye	
	8. Week	Midterm Week	
	9. Week	Pre-human relations theory and human relations theory	
	10. Week	Public Personnel Administration	
	11. Week	New Public Administration and New Public Management	
	12. Week	New Public Service	
	13. Week	Public Administration and The Public	
	14. Week	Postmodernism in Public Administration	
	15. Week	Final Exam	
<b>Course Evaluation Criteria</b>	<b>In-Term Studies</b>	<b>Quantity</b>	<b>Percentage %</b>
	Mid-terms	1	% 40
	Quizzes		%
	Assignments		%
	Attendance		%
	Practice		%
	Project		%
	Final examination	1	% 60
	<b>Total</b>		<b>100%</b>
<b>Disability Policy</b>	<p>If you have a documented disability (e.g., visual, hearing, or physical impairment, etc.) that may influence your performance in this course, it is recommended to meet with the Engelsiz AYBU (<a href="https://aybu.edu.tr/engelsiz/content_list-327-yildirim-beyazit-universitesi-engelsiz-universite-birimi-yonergesi.html">https://aybu.edu.tr/engelsiz/content_list-327-yildirim-beyazit-universitesi-engelsiz-universite-birimi-yonergesi.html</a>) to arrange for reasonable conditions (such as accommodation, etc.) to ensure an equitable opportunity to meet all the requirements of this course. You may also contact the local authority of the Faculty of Humanities and Social Sciences. You should communicate your needs to the course instructor as soon as possible to ensure that any course needs concerning exams, lecture materials, etc. are met.</p>		