



Course Specification

Course Code PPA 1102 Course Name Principles of Public Administration

Police Administration, College of Politics and Governance, Suan Sunandha Rajabhat University

Semester 1, Academic Year 2021

Section 1 General Information

1. Course Code and Course Title

Course Code	PPA 1102
Course Name (Thai)	หลักรัฐประศาสนศาสตร์
Course Name (English)	Principles of Public Administration

2. Number of Credits 3 (3-0-6)

3. Program and Course Category

3.1 Program	Bachelor of Arts Majoring in Police Administration
3.2 Course Category	Core Course, Professional Subject

4. Course Coordinator and Lecturer

4.1 Course Coordinator	Buabuttri Siriwat (Ronnaritivichai), Assistant Professor Dr.
4.2 Course Lecturer	Buabuttri Siriwat (Ronnaritivichai), Assistant Professor Dr.

5. Contact Details 3569, 6th Fl, Building 35, Faculty of Humanities and Social Sciences, Suan Sunandha Rajabhat University

E- Mail: buabuttri.ro@ssru.ac.th

6. Semester/ Year of Study

6.1 Semester, Year of Study 1/2020, 1st Year

6.2 Maximum Intake Approximately 100 Students

7. Pre-requisite None

8. Co-requisites None

9. Place of Lecture Faculty of Humanities and Social Sciences, Suan Sunandha Rajabhat University

10. Date created/ last updated 25 April 2021

Section 2 Goals and Objectives**1. Course objectives**

- 1) To have a thorough understanding about the principles of public administration.
- 2) To promote public service awareness, public service skills, responsibilities, morality and ethics necessary for future career in public service and public administration.

2. Course development objectives

To keep the content up to date.

Section 3 Course Characteristic and Course Process**1. Course Description**

To study meanings, background, scope and theories of public administration. To study the paradigms of public administration, the distinction between public and private autonomy, politic and administration dichotomy, bureaucracy, public policy, organisation behavior, and human resources theories within the realm of public administration.

2. Teaching Hours per Semester: 3 (3-0-6)

Lecture	Additional Hours (hours)	Field Study/ Internship (hours)	Self- study (hours)

45 hours/ semester	Depend on individual requirement	None	6 hours/ week
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3. Individual Consultant Session

3.1 Face to face consultation at 3569, 6th Fl., Building 35, Faculty of Humanities and Social Sciences

3.2 Phone consultation: 080 032 2221

3.3 E- Mail consultation: buabuttri.ro@ssru.ac.th

3.4 Social Media consultation: None

3.5 Internet/ Webboard: http://www.elfhs.ssru.ac.th/buabuttri_si/

Section 4 Development of Students' Learning Outcome

1. Ethics and morality

1.1 Ethics and morality needed for personal development

- (1) Student has an ability to complete assigned task, and value group achievement
- (2) Student has an ability to adapt and use knowledge acquired in daily settings
- (3) Student respects code of ethics and professional conduct

1.2 Teaching Methods

- (1) Integration of organisational culture, encouraging class discipline, punctuality, and class participation.
- (2) Promote hands on teamwork, accountability, responsibility, and leadership skills in students.
- (3) Integration of ethical and moral issues.

1.3 Evaluation Methods

- (1) Evaluation from assignments and punctuality.
- (2) Evaluation from class participations and class activities.
- (3) Evaluation from perceivable malpractice or any misconduct.

2. Knowledge

2.1 Knowledge Development

- (1) Has a good knowledge and understanding of basic theories in English used for Public Administration.
- (2) Has a good knowledge and an ability to adapt to industry changes

2.2 Teaching Methods

Class lecturing, class participation using two- way communication. Encourage class discussion and public speaking. Encourage teamwork as well as individual achievement. Encourage self- learning through Internet search engines and research- based learning.

2.3 Evaluation Methods

- (1) Mid- term and final exams
- (2) Assignments and presentations
- (3) Class discussions
- (4) Class participation

3. Cognitive skills

3.1 Cognitive skills for student's development

- (1) Promote systematic thinking
- (2) Ability to search, interpret, and analyse conflicts and problems, as well as ability to propose appropriate solutions.
- (3) Ability to apply theoretical knowledge in field work
- (4) Ability to integrate new knowledge with existing knowledge or with other related disciplines
- (5) Improve academic advancement and build foundation techniques for research preparation

3.2 Teaching Methods

- (1) Hands on experience, brainstorm, exercise, class discussion, and coursebook.
- (2) Question and answer sessions
- (3) The Internet

3.3 Evaluation Methods

- (1) Examinations
- (2) Class participation
- (3) Assignments, presentation, and other assigned projects

(4) Class attendance

4. Interpersonal Skills and Responsibilities

4.1 Interpersonal skills and responsibilities

- (1) Able to communicate with multiple groups using Thai and English
- (2) Express individual confidence and accountability
- (3) Demonstrate high individual and communal responsibility

4.2 Teaching Methods

(1) Assign class activities, group activities in order to develop students' communication and interpersonal skills

(2) Teach from hands on experience using case studies

4.3 Evaluation Methods

- (1) Class participation
- (2) Assigned group projects
- (3) Behavioural observation

5. Numerical Analysis, Communication and Information Technology Skills

5.1 Numerical Analysis, Communication and Information Technology Skills needed for Student's Development

- (1) Ability to use ICT effectively
- (2) Ability to communicate using ICT effectively
- (3) Able to analyse text using linguistic skills acquired from the course

5.2 Teaching Methods

- (1) Internet research
- (2) Computer based assignments

5.3 Evaluation Methods

- (1) Assessment from choice of ICT and effectiveness of delivery method
- (2) Assessment of assigned projects

Remarks

Symbol ● refers to 'major responsibilities'

Symbol ○ refers to 'minor responsibilities'

Left blank refers to 'not responsible'

These symbols are shown in curriculum mapping.

Section 5 Teaching Plan and Evaluation Method**1. Teaching Plan**

Week	Topic/ Details	Hours	Learning Methods/ Materials	Lecturer
1	Origins and Identity of Public Administration	3	- ONLINE class discussion - PPA 1102 Coursebook - Slides	Buabuttri Ronnaritivichai, PhD
2	Traditional Public Administration	3	- ONLINE class discussion - PPA 1102 Coursebook - Slides	Buabuttri Ronnaritivichai, PhD
3	Modern Public Administration	3	- ONLINE class discussion - PPA 1102 Coursebook - Slides	Buabuttri Ronnaritivichai, PhD
4	New Public Service	3	- ONLINE class discussion - PPA 1102 Coursebook - Slides	Buabuttri Ronnaritivichai, PhD
5	New Public Governance	3	- ONLINE class discussion - PPA 1102 Coursebook - Slides	Buabuttri Ronnaritivichai, PhD
6	NPG in Action	3	- ONLINE class discussion - PPA 1102 Coursebook - Slides	Buabuttri Ronnaritivichai, PhD
7	Midterm Examination	1	-	Buabuttri Ronnaritivichai, PhD
8	Good Governance and Public Administration during COVID-19 Crisis	3	- ONLINE class discussion - PPA 1102 Coursebook	Buabuttri Ronnaritivichai, PhD

Week	Topic/ Details	Hours	Learning Methods/ Materials	Lecturer
			- Slides	
9	Group Presentation	3	-	Buabuttri Ronnaritivichai, PhD
10	Globalisation and Global Governance	3	- ONLINE class discussion - PPA 1102 Coursebook - Slides	Buabuttri Ronnaritivichai, PhD
11	Climate Governance	3	- ONLINE class discussion - PPA 1102 Coursebook - Slides	Buabuttri Ronnaritivichai, PhD
12	The Megatrends related to Digital Disruption	3	- ONLINE class discussion - PPA 1102 Coursebook - Slides	Buabuttri Ronnaritivichai, PhD
13	Digital Inclusion in an Ageing Society	3	- ONLINE class discussion - PPA 1102 Coursebook - Slides	Buabuttri Ronnaritivichai, PhD
14	On Gender	3	- ONLINE class discussion - PPA 1102 Coursebook - Slides	Buabuttri Ronnaritivichai, PhD
15	Class Presentation	3	- ONLINE class discussion - PPA 1102 Coursebook - Slides	Buabuttri Ronnaritivichai, PhD
16	Review	1	- ONLINE class discussion - PPA 1102 Coursebook - Slides	Buabuttri Ronnaritivichai, PhD
17	Final Exam	1	-	Buabuttri Ronnaritivichai, PhD

2. Learning Outcome and Evaluation Plan

Learning Outcomes	Evaluation Method	Week	Proportion by percentage
2.2 and 3.3	- Mid- term examination	8	25%
	- Final examination	16	25%
1.3, 2.3, 3.3, 4.3, and 5.3	- Individual assignment	Throughout the semester	15%

	- Group assignment		15%
1.3, 2.3, 3.3, 4.3, and 5.3	- Class participation - Class attendance	Throughout the semester	10% 10%

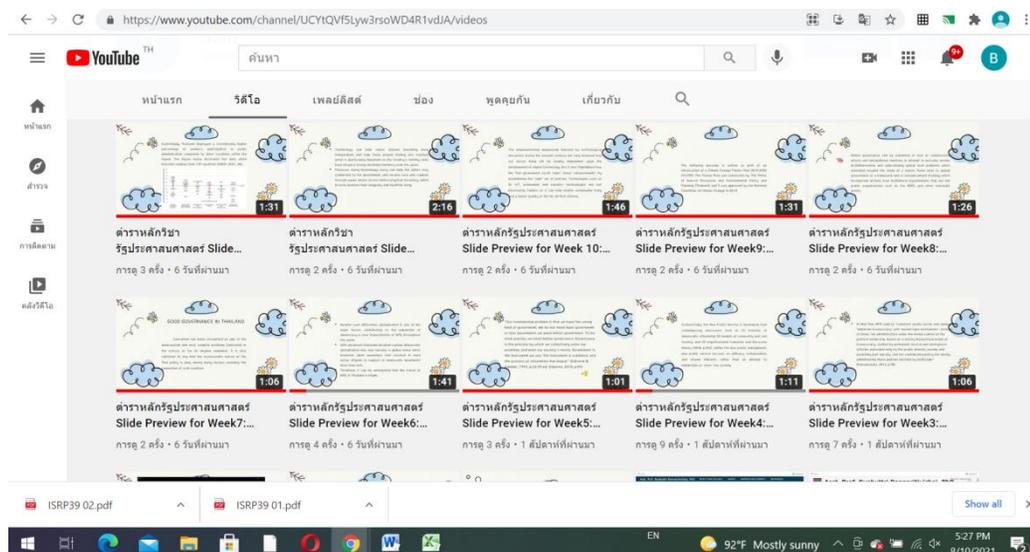
Section 6 Learning Resources

1. Main Textbook

PPA 1102 Coursebook: Principles of Public Administration

2. Important Document

Elfhs.ssu.ac.th/buabuttri_si, <https://www.youtube.com/channel/UCYtQVf5Lyw3rsoWD4R1vdJA/videos>



3. Recommended Information

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Section 7 Evaluation and Improvement

1. Course Evaluation by Student

1. Evaluation through university evaluation forms
2. Assessing level of knowledge prior and after course completion

3. Open session feedback in the final week

2. Other Evaluations

Teacher performs self- evaluation; assessing students' comment and make adjustment in preparation for the next semester.

3. Teaching Improvement

1. Peer lecturer observation
2. Attending seminar and training for teaching development

4. Review of Students' Improvement

1. Reviewing students' grades
2. Introducing a committee for assessing students' knowledge, students' work, lecturing and teaching materials, as well as grading system.

5. Adjustment for course effectiveness

1. Review students evaluation to look for future improvement
2. Course syllabus constant readjustment for up to date information

Curriculum Mapping

According to Program Specification (TQF HE2)

Course Name	Ethics and Morality			Knowledge		Cognitive Skills					Interpersonal and Responsibilities			Numerical Analysis, Communication and Information Technology Skills		
	1	2	3	1	2	1	2	3	4	5	1	2	3	1	2	3
PPA 3109 English for Public Administrator 1	○	★	★	★	○	★	○	★	★	○	○	★	★	★	★	○