**М.1.Б.01.1 Theory and Practice of Public Administration**

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| **1. Course number, title, and ECTS** | М.1.Б.01.1, Theory and Practice of Public Administration, 6 ECTSFirst year, General CourseLectures – 24Seminars & Practical Classes – 48Contact Hours – 72Self-study Hours – 156 |
| **2. Course instructors during Self-Evaluation year and site visit year** | Mrs. Nataliya Dmitrieva, Associate Professor, PhD in SocilologyMr. Alexander Kalgin, PhD, lecturer.Mr. Andrey Klimenko, Professor, PhD in EconomicsMr. Nikolay Klishch, Associate Professor, PhD in EconomicsMrs. Darya Parfent’eva, lecturerMr. Nikolay Sobolev, lecturer.Mr. Daniel Tsygankov, Associate Professor, PhD in Socilology Mr. Andrey Yakovlev, Professor, PhD in Economics |
| **3. Prerequisites for the course** | М.1.Б.00.1. Economics (bridging course), 4 ECTSM.1.Б.00.2. Public Administration (bridging course), 4 ECTS |
| **4. Course objectives in relation to total curriculum** | The course has the following main objectives:* to introduce students with the best practice of public administration;
* to demonstrate students the system of the main legal acts and methodological documents, governing public sector and civil service;
* to train students to use new technologies of state governance and regulation in the Russian Federation;
* to give students the key competencies for the application of different methods of governance and regulation;
* to prepare students for use and evaluation modern public administration and regulation techniques;
* to teach students to estimate the efficiency, effectiveness and performance of governance.
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| **5. Learning outcomes** | By the end of the course, students should be able to:* know and use the terminology of public administration and municipal management theory;
* have an idea about the main problem areas of public administration and municipal management;
* realize the basic management technologies, used by the executive power authorities;
* have the skills to work with the regulations, academic texts on public administration theory, the information published by the executive bodies;
* apply skills of project preparation, and analytical reports writing at public sector;
* possess research skills in public administration and municipal management;
* analyze the information necessary to make management decisions, as well as analyze the problems in the field of public administration and preparing proposals to solve them;
* be aware of the modern trends in public administration development and municipal management techniques;
* be able to critically assess the prospects for different modern methods of public administration.
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| **6. Course description** | This course is aimed at the generation of knowledge and the development of practical skills in modern public administration and municipal management techniques. The basic topics of the course are the performance management technologies in the public sector and the principles of government regulation.The course is focused on administrative processes and rules, organization, planning, regulation, contracting, evaluation and project management activities in public sector and at the civil service. |
| **7. Learning and teaching methods** | During the course the following techniques are used:* Lectures
* Seminars
* Case studies
* Group work and group discussions
* Project presentation
* Essay
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| **8. Major topics covered** | The main topics of this course are the following:1. Government and state regulation1.1. Administrative reforms, and the future of public administration1.2. Theoretical bases of state regulation1.3. The forms and methods of state regulation1.4. Distribution and division of supervision authorities and powers of executive bodies2. Regulation of public and private economies2.1. Government support for the public and private economies3. Regulatory impact assessment3.1. Theory and legal framework of regulatory impact assessment3.2. Case studies of the regulatory policy, and the practice of regulatory impact assessment in Russia at federal and regional level4. Planning as a tool of regulation4.1. "Soft regulation" and management by results4.2. Regulation of the investment climate |
| **9. Prescribed books and readings** | The key literature and readings of this course are the following:1. A Guide to Regulation: second edition. – Office of Regulation Review, Australia. – 2008.
2. EU the Standard Cost Model for estimating administrative costs. Эл. документ: <http://ec.europa.eu/smart-regulation/guidelines/tool_53_en.htm>
3. European Commission Impact Assessment Guidelines (2009), Brussel. <http://ec.europa.eu/governance/impact/commission_guidelines/commission_guidelines_en.htm>
4. Hellman J.S., Jones G., and Kaufman D. Seize the state, seize the day: state capture and influence in transition economies // Journal of Comparative Economics, Volume 31, Issue 4, December 2003, Pages 751-773
5. Independent Quality Assurance of Regulatory Impact Statement: Guidance for agencies. – New Zealand Government. – 2010. – стр.9 – 13.
6. Kettl, D. The Global Public Management Revolution: A Report on the Transformation of Governance, Washington, 2000;
7. OECD (2012), Measuring Regulatory Performance: A Practitioner's Guide to Perception Surveys, OECD Publishing. <http://dx.doi.org/10.1787/9789264167179-en>
8. Renda, Andrea: Law and Economics in the RIA World: Improving the use of economic analysis in public policy and legislation? Cambridge: Intersentia Ltd, 2011.
9. Risk and Regulatory Policy. Improving the Governance of Risk. OECD 2010.
10. S. Jacobs. Current trends in regulatory impact analysis: the challenges of mainstreaming RIA into Policy-making. - The International Trade Center, Washington DC. – 2006.
11. Sunstein, C. and R. Thaler (2008), Nudge: Improving Decisions about Health, Wealth and Happiness, Yale. University Press, New Haven, Connecticut
12. Абучакра Раби, Хури Мишель. Эффективное правительство для нового века: Реформирование государственного управления в современном мире. Москва. Олимп-пресс. 2017. Глава 4, с 77 – 94.
13. Государственное регулирование рыночной экономики: Учебник. - Изд. 3-е, доп. и перераб. / Под. ред. В.И. Кушлина. – М.: Изд-во РАГС, 2010.
14. Д.Норт и др. (2012) В тени насилия: уроки для обществ с ограниченным доступом к политической и экономической деятельности / Доклад XIII Апрельской международной научной конференции по проблемам развития экономики и общества, Москва, 3–5 апр. 2012 г. <https://www.hse.ru/data/2012/04/01/1265143365/North.pdf>
15. Клименко А. Минченко О. Государственное регулирование экономики: вопросы теории и лучшая практика. Вопросы государственного и муниципального управления. 2016. № 3, с. 7-30
16. Клищ, Н.Н. Показатели результативности на государственной службе // «Государственная служба» №3 (47), май-июнь, 2007.
17. Клищ, Н.Н., Решетникова, Д.С., Романов, С.В. Опыт разработки системы показателей результативности деятельности гражданских служащих в Минфине России // Научно-исследовательский финансовый институт. Финансовый журнал, № 6 (28), 2015.
18. Кучуков Р.А. Государственное регулирование национальной экономики в современной России: Учебник. – М.: Экономика, 2012.
19. Кушлин В.И. Государственное регулирование экономики: Учебник. – М.: ГУ-ВШЭ, 2013.
20. Мадер Л. Европейский опыт оценки законов – от нормативного идеализма к законодательству, опирающемуся на эмпирические доказательства / Приоритетные национальные проекты и задачи совершенствования российского законодательства // под редакцией С.В. Кабышева, Г.В. Минха, О.В. Афанасьевой. – М., 2007. – С. 132-151.
21. Макроэкономическое регулирование: роль государства и корпораций: Учебное пособие. – М.: КноРус, 2010.
22. Мельников В.В. Государственное регулирование национальной экономики: Учебное пособие. – М.: Омега-Л, 2012.
23. Методы государственного регулирования экономики: Учебное пособие. – М.: Инфра-М, 2009.
24. Никитин А.С. Инвестиционный рейтинг как инструмент стимулирования эффективности управления развитием регионов России // Экономическая политика. 2016. Т. 11. № 6. С. 192–221 <http://ecpolicy.ru/images/stories/2016_6/nikitin.pdf>
25. Познер Р.А. Экономический анализ права. в 2-х томах.
26. Тамбовцев. В.Л. Теории государственного регулирования экономики. Учебное пособие. М. 2016
27. <https://wp.hse.ru/data/2014/06/03/1323738486/WP1_2014_02_f_.pdf>
28. Шаститко А.Е, Плаксин С.М. Эффекты штрафных санкций: от теории к практике
29. Шаститко А.Е. Экономические эффекты ошибок в правоприменении и правоустановлении. М.: Дело, 2013
30. Яковлев А.А., Соболев А.С., Казун А.П. Может ли российский бизнес ограничить «силовое давление» со стороны государства? WP1/2014/01. – М.: Изд. дом Высшей школы экономики, 2014. – 31 с. <https://wp.hse.ru/data/2014/01/13/1340784149/WP1_2014_01_f.pdf>
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| **10. Way of examining** | The assessment criteria and grade system are the following:

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| *Mark’s components* | *Weight in the final mark* |
| Current control in seminars | 0.5 |
| Essay and presentation | 0.3 |
| Written exam | 0.2 |

M=0,3\*Mcurrent+0,3\*Messay+0,2\*Mexam, where:M – final mark;Mcurrent – mark for the current work (homework, participation in group work, business games, presentations);Messay – mark for the essay and presentation;Mexam – mark for the written exam. |