

National Research University Higher School of Economics, Faculty of Social Sciences, School of Public Administration

Research Seminar (HIC): Public Administration in Moscow and Russia

(2017/2018 Academic Year: 2nd year Bachelor Program)

Code: 38.03.04

Course instructors: Dr. Tim Jaekel; Alexander Kalgin, PhD, Valeriya Utkina

Teaching languages: English

Keywords: Public administration, readings skills, academic writing skills, presentations skills, English, research methods

Position of the course: Modern government agencies and public servants use human resources, performance information, and financial resources in a way that is intended to improve the well-being of citizens in their community. Administrative professionals act in an environment of various constraints, and steadily changing demands and expectations from citizens, elected officials and legislatures. The course makes students familiar with basic terms and concepts of international public administration. The course empowers students with academic working techniques and soft skills to master their studies of public administration.

Contents

Part 1 introduces academic skills: ability to make self-presentation, academic presentation, rules of academic communication and reading skills. Students practice these new skills by analyzing an academic text and preparing and conducting a presentation in a poster session. Students get acquainted with knowledge hubs, such as the web of knowledge and web of science. Students will practice abstracting of relevant scientific articles.

Part 2 introduces students to qualitative research methods and effective collaborative academic writing. During exercises on local government service provision students practice their academic writing and reviewing skills and learn to give constructive feedback. Students learn to work with reference management software.

Part 3 makes students familiar with basic terms and concepts of international public administration: public goods, public policy, goal ambiguity, complexity, and multiplicity in public organizations, differences between public and private management; Max Weber's model of bureaucracy. Students practice academic reading skills. Students apply their qualitative research methods and practice academic writing skills: students write an essay about a Russian government agency of their choice by answering 12 standardized questions and assessing strengths and areas for improvement.

Initial competences

- Insights into theories of civil service
- Experience in sociological research of local public administration issues from prior fieldwork expeditions
- Insights into practice of public administration in Russia
- Presentation skills, reading and written skills in English

Final competences

1. Insights into general public administration and management theory
2. Being able to write an academic essay in English
3. Being able to extract, recall and use information from scientific journal articles and books
4. Being able to conduct desktop research on theory and practice of public administration in Russia
5. Being able to present own research results to an audience

Teaching methods

Lecture, group work, individual work

Learning materials and price

Electronic copies of scientific articles and book chapters via LMS.

Evaluation method

Continuous assessment

Examination methods

Written assignment, presentations

Extra information on examination methods

Students work individually on papers during part 2, Students work on essays and presentations in parts 1 and 3.

Part	total weight	Activity	Individual weights (%)	Weights (within part)
1	0.3	Written assignment	24	0.8
		Presentation	6	0.2
2	0.35	Written assignment	35	1
3	0.35	Written assignment	21	0.6
		Presentation	14	0.4

Calculation of the examination mark

20% presentations

80% written papers