CATALOG YEAR __08-09___

**(Please use separate form for each add/change)**

COLLEGE/SCHOOL/SECTION: __Arts And Sciences_____
Current Catalog Page(s) Affected: pp. __305-311_____

**Course:** Add:_X__ Delete: _____ Change: PADM 5410 Title

**Managing Information in the Public Sector**

(check all that apply) SCH __3_ Description ___x__ Prerequisite _____

If new, provide Course Prefix, Number, Title, SCH Value, Description, prerequisite, lecture/lab (hours if applicable) and **student learning outcomes**. If in current catalog, provide change and attach page with changes in red and provide a brief justification.

**Course Description:**
Focuses on the way information is managed and how it should be managed in public sector organizations. Examines how innovation in information technology impact decision-making and implementation. Explores such current issues of e-government, e-voting, privacy, acquisition, security and GIS applications in the public sector. Course focuses on special issues in the management of information.

**Prerequisite**: None [Course is an elective]

**Justification**: The course deals with an important issue facing public administration professionals at all levels of government in the 21st century digital world-the management of information. A recent study by the Tomas Rivera Policy Institute (2002) titled "Latinos and Information Technology: The Promise and the Challenge" addresses the "digital divide" extant in the Latino community. This class addresses some of the issues that are lacking within the larger Laredo community by providing public sector professionals with the knowledge, skills, and abilities to operate in the digital world.

**Learning Objectives:**
The format of the course-graduate seminar-prepares students for professional positions within the field of Public Administration. Graduate seminars are student lead discussions facilitated by the instructor. Classroom discussions provide students a safe environment to hone their verbal communication, reasoning, and leadership skills. Students are required to come to class prepared to lead and discuss the assigned readings.

1. Describe and discuss the importance of information as an organizational resource;
2. Demonstrate an understanding of how information should be managed in public organizations;

3. Evaluate some of the ways that the information revolution is transforming the administrative and public policy dimensions of government;
4. Explain some of the broader political, social, economic, and ethical issues related to information management in the delivery of public services and in the enhancement of democracy;
5. Develop an understanding of some of the major technologies that support the management of information;
6. Acquire the language and ability to communicate effectively with information systems professionals.

**Program:** Add: _____ Change: _____ Attach new/changed Program of Study description and 4-year plan. If in current catalog, provide change and attach page with changes in red.

**Minor:** Add: _____ Delete: _____ Change: _____ Attach new/changed minor. If in current catalog, provide change and attach page with changes in red.

**Faculty:** Add: _____ Delete: _____ Change: _____ Attach new/changed faculty entry.
If in current catalog, provide change and attach page with changes in red.

**College Introductory Pages:** Add information: _____ Change information: _____ Attach new/changed information. If in current catalog, provide change and attach page with changes in red.

**Other:** Add information: _____ Change information: _____ Attach new/changed information. If in current catalog, provide change and attach page with changes in red.

| Approvals: | Signature | Date |
|---|---|---|
| Chair<br>Department Curriculum Committee | Mehnaaz Momen | |
| Chair | Mohamed Ben-Ruwin | |
| Department | | |
| Chair | James A Norris | |
| College Curriculum Committee | Rex H. Ball | |
| Dean | | |

Mehnaaz Momen — Digitally signed by Mehnaaz Momen. DN: cn=Mehnaaz Momen, o=TAMIU, ou=Social Sciences, email=mmomen@tamiu.edu, c=US. Date: 2008.10.24 13:44:14 -05'00'

Mohamed Ben-Ruwin — Digitally signed by Mohamed Ben-Ruwin. DN: cn=Mohamed Ben-Ruwin, o=TAMIU, ou=Social Sciences, email=mbenruwin@tamiu.edu, c=US. Date: 2008.10.24 15:54:08 -05'00'

James A Norris — Digitally signed by James A Norris. DN: cn=James A Norris, o=Texas A&M International University, ou=Dept of Social Sciences, email=jnorris@tamiu.edu, c=US. Date: 2008.10.29 08:52:44 -05'00'

Rex H. Ball — Digitally signed by Rex H. Ball. DN: cn=Rex H. Ball, o=Texas AM International Univeristy, ou=COAS, email=rex.ball@tamiu.edu, c=US. Date: 2008.11.06 09:11:48 -06'00'

## PADM 5410: Managing Information in the Public Sector

### (Course Dates)

| | |
|---|---|
| Dr. Lynne L. Manganaro | Class Location: |
| Office Phone: 326-2617 (w/ voice mail) | Time: |
| E-mail: lynne.manganaro@tamiu.edu | Office Hours: |
| | Office: LBVSC, Room 324C |

### Required Texts:

*Managing Information in the Public Sector.* 2007. Jay D. White. M.E. Sharpe.
*GIS in Public Policy: Using Geographic Information for More Effective Government.* 2000. R.W. Greene. ERSI.
Additional readings will be provided by the instructor via Angel.

### Course Description:

Focuses on the way information is managed and how it should be managed in public sector organizations. Examines how innovation in information technology impact decision-making and implementation. Explores such current issues of e-government, e-voting, privacy, acquisition, security and GIS applications in the public sector. Course focuses on special issues in the management of information.

### Course Objectives:

The format of the course-graduate seminar-prepares students for professional positions within the field of Public Administration. Graduate seminars are student lead discussions facilitated by the instructor. Classroom discussions provide students a safe environment to hone their verbal communication, reasoning, and leadership skills. Students are required to come to class prepared to lead and discuss the assigned readings.

7. Describe and discuss the importance of information as an organizational resource;
8. Demonstrate an understanding of how information should be managed in public organizations;
9. Evaluate some of the ways that the information revolution is transforming the administrative and public policy dimensions of government;
10. Explain some of the broader political, social, economic, and ethical issues related to information management in the delivery of public services and in the enhancement of democracy;
11. Develop an understanding of some of the major technologies that support the management of information;
12. Acquire the language and ability to communicate effectively with information systems professionals.

### Attendance

This is a graduate level seminar. Success in this course is dependent on being prepared to discuss the assigned topic and participating in class discussions. Consequently, all students are expected to attend classes punctually and participate in class discussions. If a student misses a class for any reason, notify the professor before that class if possible. Students are responsible for getting missed lecture notes from other students in the class and **NOT FROM THE PROFESSOR.** However, missed lectures can be cause for scheduling an office appointment with the professor. Extended absences require special arrangements with the professor.

**Tardiness** is viewed as an inability to manage one's time appropriately as well as a sign of disrespect towards the instructor and members of the class.

### Student Responsibility for Dropping a Course:

It is the student's responsibility to drop the course before the drop-date. The faculty is not responsible for dropping students who suspend class attendance.

### Office Hours:

Your professor will keep regular office hours and appointments can also be made.

### Students with Disabilities:

Texas A&M International University seeks to promote reasonable accommodations for all qualified persons with disabilities. This University will adhere to all applicable federal, state, and local level laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal education opportunity. It is the student's responsibility to register with the Director of Student Counseling and to contact the faculty member in a timely fashion to arrange for suitable accommodations.

### Classroom Behavior:

The College of Arts and Humanities encourages classroom discussion and academic debate as an essential intellectual activity. It is essential that students learn to express and defend their beliefs, but it is also essential that they learn to listen and respond respectfully to others whose beliefs they may not share. The College will always

tolerate diverse, unorthodox, and unpopular points of view, but it will not tolerate condescending or insulting remarks. When students verbally abuse or ridicule and intimidate others whose views they do not agree with, they subvert the free exchange of ideas that should characterize a university classroom. If their actions are deemed by the professor to be disruptive, they will be subject to appropriate disciplinary action, which may include being involuntarily withdrawn from the class. **Disruptions also include the use of cellular phones and pagers.**

### Copyright Restrictions:

The copyright Act of 1976 grants to copyright owners the exclusive right to reproduce their works and distribute copies of their work. Works that receive copyright protection include published works such as a textbook. Copying a textbook without permission from the owner of the copyright may constitute a copyright infringement. Civil and criminal penalties may be assessed for copyright infringement. Civil penalties include damages up to $100,000; criminal penalties include a fine up to $250,000 and imprisonment.

### Plagiarism and Cheating:

Plagiarism is the presentation of someone else's work as one's own work. Recently the internet has complicated the issue. Taking from the internet and presenting it as one's own work is still plagiarism. Copying another student's paper or a portion of the paper is called "copying." Neither plagiarism nor copying will be tolerated. Should a faculty member discover that a student committed plagiarism, the student will receive a grade of "F" in that course and the matter will be referred to the Executive Director of Student Life for possible disciplinary action. When in doubt-cite!

### Note:

Students are reminded that computer software is in use by the University enabling papers to be electronically reviewed. Use of this software makes it possible to determine if plagiarism has occurred. It is recommended that any questions regarding appropriate attribution of intellectual property be directed to the Writing Center, faculty advisor, or the professor giving the assignment.

### Incompletes:

Incompletes are discouraged and are assigned only under extenuating circumstances. In fairness to those students who complete the course as scheduled, under no circumstances will an incomplete ("I") be changed to an "A" unless the student has experienced a death in the immediate family or has a written medical excuse from a physician. Current COAS policy stipulates at least 70% of course must be completed prior to requesting an incomplete. See page 64 of the catalogue for additional information.

| | |
|---|---|
| **From:** | Momen, Mehnaaz |
| **Sent:** | Thursday, November 06, 2008 11:59 AM |
| **To:** | Trevino, Mary T.; Ben-Ruwin, Mohamed A.; Norris, James A.; Ball, Rex H. |
| **Cc:** | Manganaro, Lynne L. |
| **Subject:** | RE: PADM Course Add |

This should be a 3 SCH course, please change the course number to PADM 5310.

Mehnaaz Momen
Associate Professor
Department of Social Sciences
Texas A & M International University

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Mehnaaz Momen
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Department of Social Sciences
LBVSC 321
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**From:** Trevino, Mary T.
**Sent:** Thursday, November 06, 2008 11:17 AM
**o:** Momen, Mehnaaz; Ben-Ruwin, Mohamed A.; Norris, James A.; Ball, Rex H.
**Subject:** PADM Course Add
**Importance:** High

The attached document indicates PADM 5410 – Managing Information in the Public Sector is to be added. Based on the numbering scheme, this would be a 4-hour course (second digit). Under SCH, a 3 is entered.

Should this be PADM 5410      4 SCH
Or
PADM 5310      3 SCH?

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**From:** Medrano, Juliana
**Sent:** Thursday, November 06, 2008 9:48 AM
**To:** Trevino, Mary T.
**Subject:** Signed forms

Attached please find items Dr. Ball requested to be submitted to you .

Thank you,
Julie