

Argosy University
COURSE SYLLABUS

PA6514

Project Management in the Public Arena

Faculty Information

Faculty Name:

Campus:

Contact Information:

Office Hours:

Short Faculty Bio:

Course description:

This course provides students the tools necessary to analyze, evaluate, and recommend solutions to public policy issues. It also helps students develop the skills to communicate, convince, and motivate relevant parties to unite in the accomplishment of a policy objective. Student employ specific project management software to design and track project implementation.

Course Pre-requisites: PA6010, PA6012, PA6014, PA6016, PA6510, PA6512

Required Textbook/Readings:

IMPORTANT: You are required to purchase the textbook for this course. Please go to MBS to purchase a print version.

Wirick, D. (2009). *Public-Sector project management: Meeting the challenges and achieving results*. Wiley Higher Education.

Course length: 7.5 Weeks

Contact Hours: 45 Hours

Credit Value: 3.0

Program Outcomes:

1. **Communication:**

- a. Communicate the roles and limitations of government at any level (federal, state, local) in specific circumstances. (*direct measures*)
- b. Deliver oral, visual, or written presentations to educate or promote projects to diverse audiences. (*direct measures*)





2. **Analytical problem solving:** Gather information, discern gaps, develop, and evaluate possible solutions and alternatives regarding political, social, and financial costs and benefits of public sector initiatives. (*direct measures*)
3. **Leadership and motivation:**
 - a. Generate shared goals and lead internal and external stakeholders toward those goals. (*indirect measures*)
 - b. Motivate employees and other stakeholders to perform consistent with the mission of the relevant work unit. (*indirect measures*)
4. **Tactical Management:** Execute duties and responsibilities such as: evaluate and supervise employees, reinforce organizational mission, and manage unit budgets. (*indirect measures*)
5. **Interpersonal Effectiveness:**
 - a. Establish, build, and sustain effective working relationships with relevant parties to achieve organizational goals. (*direct measures*)
 - b. Exemplify and teach ethical values and behavior (*direct measures*)





Course Objectives:

1. Identify an organizational improvement opportunity and design a project plan and tracking system that accomplishes it. (**Program Outcomes 2, 4**)
2. Evaluate a project plan using quantitative analysis as well as interpretation of qualitative data and recommend a course of action from the possible alternatives. (**Program Outcomes 2, 3, 4**)
3. Analyze the probability of success of a project and identify critical points at which cost-effective intervention is appropriate if the project under-performs (**Program Outcomes 2, 4**)
4. Draw from all available data and present pertinent data to update stakeholders of the status of an existing project, to gain necessary commitment to continue, or to abandon the project. (**Program Outcomes 1, 2, 3, 4, 5**)

Activities/Assignments/Assessments Table

| Unit | Topics | Academic Resources/Learning Assessment System Assignments(LASA)/Weekly Assignments |
|------|--|--|
| 1 | Project Management and the Public Sector <ul style="list-style-type: none"> • The Challenges of Public Sector Project Management • The Benefits of Public | <ul style="list-style-type: none"> • Reading Resources <ul style="list-style-type: none"> ○ Wirick: Public-Sector Project Management: Meeting the Challenges and Achieving Results – Chapters 1 & 2 • Discussion/Participation Topic <ul style="list-style-type: none"> ○ Describe a project that is relevant for your current position or the position you would like to have. Provide a one page summary. • Lecturette |

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| | Sector Project Management |  PA6514 M1.doc |
| 2 | The Basics of Public Sector Project Management <ul style="list-style-type: none"> The Framework of Successful Public Sector Project Management The Process of Successful Public Sector Project Management | <ul style="list-style-type: none"> Reading Resources <ul style="list-style-type: none"> Wirick: <u>Public-Sector Project Management: Meeting the Challenges and Achieving Results</u> – Chapters 3 & 4. Discussion/Participation Topic <ul style="list-style-type: none"> Discuss the benefit cost analysis for the project selected in Module 1 where are the benefits, what are the costs, how do you know? Lecturette  PA6514 M2.doc |
| 3 | Project Management Principles <ul style="list-style-type: none"> Influencing project scope and timeline. | <ul style="list-style-type: none"> Reading Resources <ul style="list-style-type: none"> Wirick: <u>Public-Sector Project Management: Meeting the Challenges and Achieving Results</u> - Chapter 5 & 6. LASA 1 (20%) <ul style="list-style-type: none"> Outline in which students identify their organizational improvement project in their selected public service sector. The outline the project scope, benefits and costs, key success factors, and timeline. Lecturette  PA6514 M3.doc |
| 4 | Managing Project Cost <ul style="list-style-type: none"> Managing and Influencing Project Costs and Expenditures | <ul style="list-style-type: none"> Reading Resources <ul style="list-style-type: none"> Wirick: Public-Sector Project Management: Meeting the Challenges and Achieving Results - Chapter 7. Lecturette  PA6514 M4.doc |
| 5 | Quality Control <ul style="list-style-type: none"> Basics of Project Quality Management Quality Project Management Best Practices: | <ul style="list-style-type: none"> Reading Resources <ul style="list-style-type: none"> Wirick: Public-Sector Project Management: Meeting the Challenges and Achieving Results - Chapter 8. LASA 2 (20%) <ul style="list-style-type: none"> Identify the financial and quality success metric for your project. Analyze the metrics from a practical and |

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| | <ul style="list-style-type: none"> Identifying and Implementing Quality Projects | <p>political standpoint.</p> <ul style="list-style-type: none"> Lecturette  <p>PA6514 M5.doc</p> |
| 6 | <p>Human Resource Management and Communications</p> <ul style="list-style-type: none"> Managing Human Resources Effectively Communicating in a Public Sector Environment | <ul style="list-style-type: none"> Reading Resources <ul style="list-style-type: none"> Wirick: Public-Sector Project Management: Meeting the Challenges and Achieving Results - Chapters 9 & 10. Managing Project Human Resources. Discussion/Participation Topic <ul style="list-style-type: none"> Do we have the right people, can we get the right people, how do we know? Can we change the people or must we change the people? Lecturette  <p>PA6514 M6.doc</p> |
| 7 | <p>Risk Management and Procurement</p> <ul style="list-style-type: none"> Managing Project Risks Managing Procurement and Working with Vendors | <ul style="list-style-type: none"> Reading Resources <ul style="list-style-type: none"> Wirick: Public-Sector Project Management: Meeting the Challenges and Achieving Results - Chapters 11 & 12. LASA 3 (30%) <ul style="list-style-type: none"> Submit the detailed improvement plan that provides the detail for Modules 3 and 5 and adds an analysis of human resource needs and availability and a risk assessment identifying critical risk and cost effective points of intervention. Present the most critical data in a compelling format to influence the decision makers. Lecturette  <p>PA6514 M7.doc</p> |
| 8 | <p>Complexity and Uncertainty in Public Sector Projects</p> | <ul style="list-style-type: none"> Reading Resources <ul style="list-style-type: none"> Wirick: Public-Sector Project Management: Meeting the Challenges and Achieving Results - Chapter 13. Discussion/Participation Topic <ul style="list-style-type: none"> If it is all so easy, why do so many fail? Lecturette  <p>PA6514 M8.doc</p> |

Grading Criteria

Grading Scale

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|-----------|--------------|
| A | 100 – 93 % |
| A- | 92 – 90 % |
| B+ | 89 – 88 % |
| B | 87 – 83 % |
| B- | 82 – 80 % |
| C+ | 79 – 78 % |
| C | 77 – 73 % |
| C- | 72 – 70 % |
| F | 69 and below |

Grading requirements

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|----------------------|-------------|
| <i>Participation</i> | <i>25%</i> |
| <i>LASA 1</i> | <i>20%</i> |
| <i>LASA 2</i> | <i>20%</i> |
| <i>LASA 3</i> | <i>35%</i> |
| | <i>100%</i> |

Library

All resources in Argosy University's online collection are available through the Internet. The campus librarian will provide students with links, user IDs, and passwords.

Library Resources: Argosy University's core online collection features nearly 21,000 full-text journals and 23,000 electronic books and other content covering all academic subject areas including Business & Economics, Career & General Education, Computers, Engineering & Applied Science, Humanities, Science, Medicine & Allied Health, and Social & Behavior Sciences. Many titles are directly accessible through the Online Public Access Catalog at <http://library.argosy.edu>. Detailed descriptions of online resources are located at <http://library.argosy.edu/libweb/resources/>

In addition to online resources, Argosy University's onsite collections contain a wealth of subject-specific research materials searchable in the Online Public Access Catalog. Catalog searching is easily limited to individual campus collections. Alternatively, students can search combined collections of all Argosy University Libraries. Students are encouraged to seek research and reference assistance from campus librarians.

Information Literacy: Argosy University's Information Literacy Tutorial was developed to teach students fundamental and transferable research skills. The tutorial consists of five modules where students learn to select sources appropriate for academic-level research, search periodical indexes and search engines, and evaluate and cite information. In the tutorial, students study concepts and practice them through interactions. At the conclusion of each module, they can test their comprehension and receive immediate feedback. Each module takes less than 20 minutes to complete. Please view the tutorial at <http://library.argosy.edu/infolit/>

Academic Policies

Academic Dishonesty/Plagiarism: In an effort to foster a spirit of honesty and integrity during the learning process, Argosy University requires that the submission of all course assignments represent the original work produced by that student. All sources must be documented through normal scholarly references/citations and all work must be submitted using the current edition of the *Publication Manual of the American Psychological Association*. Students are encouraged to purchase this manual and become familiar with its content as well as consult the Argosy University catalog for further information regarding academic dishonesty and plagiarism.

Scholarly writing: The faculty at Argosy University is dedicated to providing a learning environment that supports scholarly and ethical writing, free from academic dishonesty and plagiarism. This includes the proper and appropriate referencing of all sources. You may be asked to submit your course assignments through “Turnitin,” (www.turnitin.com), an online resource established to help educators develop writing/research skills and detect potential cases of academic dishonesty. Turnitin compares submitted papers to billions of pages of content and provides a comparison report to your instructor. This comparison detects papers that share common information and duplicative language.

Americans with Disabilities Act Policy

It is the policy of Argosy University to make reasonable accommodations for qualified students with disabilities, in accordance with the Americans with Disabilities Act (ADA). If a student with disabilities needs accommodations, the student must notify the Director of Student Services. Procedures for documenting student disability and the development of reasonable accommodations will be provided to the student upon request.

Students will be notified by the Director of Student Services when each request for accommodation is approved or denied in writing via a designated form. To receive accommodation in class, it is the student’s responsibility to present the form (at his or her discretion) to the instructor. In an effort to protect student privacy, the Department of Student Services will not discuss the accommodation needs of any student with instructors. Faculty may not make accommodations for individuals who have not been approved in this manner.

The Argosy University Statement Regarding Diversity

Argosy University prepares students to serve populations with diverse social, ethnic, economic, and educational experiences. Both the academic and training curricula are designed to provide an environment in which students can develop the skills and attitudes essential to working with people from a wide range of backgrounds