San Francisco State University
Public Administration Program

Annual Report
Academic Year 2001-2002

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Summary Data

Table 1: Overall Summary Data

Item	Number
Number of completed **Applications** (for accredited degree program *only*) received for current academic year	91
No. of New **Admissions** (regular & probationary) to program for current academic year	59
Number of Full-Time and Part-Time **New Enrollments** for current academic year	
Full-time	1
Part-time	45
Number of **program degrees granted** last academic year	16
Number of **Core Faculty**	10

Table 2: Itemized Core Faculty

Name	*% of teaching load allocated to courses in the program*	Dept. (of their tenure)
Lilly Berry	Part of interdisciplinary faculty	Psychology
Richard DeLeon	0%	Political Science
Richard LeGates	33%	Urban Studies
Debbie LeVeen	100%	Urban Studies
Kathy Naff	100%	Public Administration
Jack Osman	33%	Economics
Ayse Pamuk	20%	Urban Studies
Frank Scott	100	Public Administration
Marjorie Seashore	17%	Sociology
Genie Stowers	100	Public Administration

Table 3: Budgetary Data

Budget for the accredited degree program (not the school or dept.)	
Total for program, including salaries	$8,096 * (Does not include Faculty and Lecturer salaries, as they are handled at the College level, not the Program / Department)
Salaries of instructional faculty and staff *only*	

Standard 1.0 Eligibility for Peer Review
 There are no changes in the eligibility for peer review for the Public Administration Program at San Francisco State University.

Standard 2.0 Program Mission
 The mission of the Public Administration Program is to train students in the governance, policy, and administration of the public and nonprofit sectors through intellectual and practical interdisciplinary education. Through excellence and innovation in teaching, the ultimate goal of the Program is to prepare students to work in and manage the organization of tomorrow.

 The Public Administration Program follows and supports the mission of the University in:

- Attracting, retaining, and graduating a highly diverse student body of public administration students;
- Providing a disciplinary and interdisciplinary professional education in public administration that is academically rigorous and intellectually challenging;
- Providing a public administration curriculum that reflects all dimensions of human diversity, and that encourages critical thinking and social and cultural awareness;
- Fostering a collegial and cooperative intellectual environment for students and faculty that includes recognition and appreciation of differing viewpoints and promotes academic freedom within the Program community; and
- Serving the communities with which public administration students and faculty are engaged.

 Following our orderly process, our Strategic Plan was updated to take into account the achievement of certain core goals and objectives, to update our strengths, weaknesses, opportunities and threats and to update underlying data; the narrative was also updated to reflect these changes. Student learning goals were also updated. The most important of the goals achieved was our accreditation and creation of the Pi Alpha Alpha chapter. Accordingly, the implementation plan included in the Strategic Plan was also updated. The current, updated Strategic Plan is available online at http://bss.sfsu.edu/~mpa/program/programadmin.htm. The process established to update our Plan includes updating of underlying data and subsequent updating of goals and objectives utilizing student and faculty input. We are working on a process to better incorporate our community and professional advisory boards into this process, as well.

 The Public Administration Program utilized our evaluations of our accomplishments and achievement of the Program mission in several ways. First, it led to the elimination of several Program objectives. The first (see below) was eliminated as the idea of a School of Public and International Affairs was dropped entirely by faculty in the College. The last two objectives were dropped from the list of Program objectives since they had been achieved.

1. **Goal 5, Objective 1**: *Develop SPIA as a viable, collaborative unit*
2. **Goal 6, Objective 2:** *Attain status as an accredited program by the National Association of Schools of Public Administration and Affairs*
3. **Goal 6, Objective 4:** *Develop Pi Alpha Alpha Chapter (the public administration honorary society)*

Most importantly, however, our consideration of our Program goals and objectives—and how well we are achieving them—has resulted in a curriculum revision and a year-long debate on the effectiveness (and alternatives to) our culminating experience requirements.   As of this writing, the curriculum revision has been completed but the faculty (with student input) are still debating the culminating experience requirements; we hope to make final decisions at our May meeting.

To make these revisions, we sought input from our students through virtual means and surveys within our classrooms; we also sought input from our community and alumni advisory boards.

Standard 3.0 Program Jurisdiction
There have been no significant changes in the program jurisdiction, organizational arrangements, program administration or scope of influence during this past year.   However, we are currently in early discussions with the Department of Political Science about the possibility of a merger between our two units that might possibly benefit both. To date, the discussions have been positive and both units are pursuing the possibility.   However, it is still uncertain at this time whether or not this will occur.

Standard 4.0 Curriculum
The Public Administration Program spent significant time this year working on curriculum revisions.   To date, the following changes have been made:

- Developed a comprehensive course numbering system to install some rationality into our course numbering
- Integrated these new (and older) courses into our elective emphases
    - PA 762: Leadership in the Public Sector, 3
    - PA 764: Contemporary Issues in Public Sector Ethics, 3
    - PA 769: Digital Government, 3
    - PA 780: Policy and Organizational Analysis, 3
    - PA 784: Program Evaluation, 3
- Integrated two new Museum Studies courses into our curriculum as well:
    - MS 830: Museum Governance, 3
    - MS 860: Fund-Raising in Museums, 3
- Eliminated some outdated courses from several elective emphases
- Agreed to revise our PA 775: Developing Non-Profit Resources course to drop fund-raising and to incorporate public-private partnerships

- Revised the public policy emphasis to require one course in a substantive area of public policy as well as two courses in policy analysis, program evaluation, and other methodology courses
- Finally won approval to offer a Public Administration course (PA 700) at the SFSU Downtown Center in Fall 2002; we had worked for some years to try to get our courses offered there so are very pleased with this small initial victory.
- Created a new undergraduate General Education Segment III Cluster (Integrating Curriculum) on "Understanding Public Policy".   While this does not directly affect our graduate program, it is our strong belief that enhancing undergraduate offerings in public administration and public policy will ultimately strengthen our graduate program.
- Won approval for the inclusion of our new undergraduate course PA 400: The Public Policy Process as part of the General Education Segment II curriculum. Like the new Segment III cluster, we believe that strong undergraduate offerings in public administration and public policy will create interest in these areas and will enhance interest and admissions in the Public Administration Program.

In addition, the faculty spent much time, with support from students, alumni and community advisors, working on the issue of our culminating experience requirements. We considered several options, including a group-based action project (which was rejected based upon student input).   We are now considering a capstone course that would allow our students a more integrating experience, allow them to revisit the issue of their portfolio.   Under the current proposal, the course would be oriented around case study analyses; the culminating experience itself would be a written take home comprehensive examination asking students to take the analysis of one of the case studies to the next stage—what would they do as a manager.   We hope that the issue of the culminating experience will be resolved at our next meeting.

Table 4 presents the number and kind of courses offered during the Fall 2001 and Spring 2002 semesters; the others are presented for purposes of comparison.

Table 4: Summary of Courses Offered

	Fall 1999	Spring 2000	Fall 2000	Spring 2001	Fall 2001	Spring 2002
Undergraduate Courses	1	1	2	2	1	1
Graduate Core Courses	5	4	5	4	5	4
Graduate Electives	4	4	5	4	5	5
Weekend Courses	-	1	3	0	1	2
Online-Mixed Mode Courses	2	1	1	1	0	2
Off-Campus Courses	-	-	-	-	-	-

Standard 5.0 Faculty

We are very pleased to announce that Dr. Kathy Naff has been granted tenure and promotion to Associate Professor, effective August 1, 2002. Professor Naff has an exceptional record, which was recognized with this early tenure and promotion decision.

Assistant Professor Frank Scott has resigned from the Public Administration Program at San Francisco State University to take another position. The Program has been granted permission to search for his replacement during the 2002-2003 Academic Year.

On May 2nd, we received word that we were granted authorization to search for a position in Public Administration and Public Policy, jointly with Political Science; the position is 60% Public Administration. Therefore, we will be conducting two searches during the 2002-2003 Academic Year-- one replacement and one new position.

In addition, these other changes occurred:

- Assistant Professor Ayse Pamuk of the Urban Studies Program faculty was added to the Public Administration Program core faculty. Professor Pamuk is an urban planner by discipline who specializes in urban housing issues. She teaches two prerequisite classes for the Public Administration Program, URBS 492 and 493 as well as PA 780: Public Policy Analysis.
- Professor Jack Osman is on the third year of his FERP (Faculty Early Retirement Program). During this time, he has continued to teach our core course, PA 720: Microeconomic Applications.
- Professor Rich DeLeon began the FERP; during his FERP, he will continue to teach our prerequisite course PLSI / URBS 493 as well as other methods courses and is serving on culminating experience courses.
- We are very pleased that the California Faculty Association has completed bargaining on the faculty contract and that faculty have been granted salary increases on April 1, 2002, and July 1, 2002.

Finally, Professor Dick LeGates participated this year in the CSU Public Administration in China Program; he went to China twice and lectured on urban planning and environmental management during Spring semester.

Standard 6.0 Admission of Students

The level of admissions for the Public Administration Program this year continued to grow after a slight dip last year; we had 91 applications for admission and admitted 59. The number of public administration students attending the Program in Fall 2001 was 87; for Spring 2002, that number had increased to 91. This makes the Program the third largest graduate program in the College of Behavioral and Social Sciences behind Psychology and History.

One factor that could affected Spring 2002 admissions and could very well affect Fall 2002 admissions is the institution of new Graduate Division admissions deadlines that apply to all programs on campus.   Previously, we had been allowed some flexibility to account for the different types of programs. For the Public Administration Program, that meant we had later deadlines for both Fall and Spring admissions.   We have now been required to have much later deadlines; we are still awaiting the impact of these decisions.

Standard 7.0 Student Services
The faculty voted this year to change the structure of the student scholarships, the Cho Fellowship.   Instead of applying for the fellowship, the faculty will select two Fellows from among the most highly qualified Fall admits.   Criteria will include academic achievement as well as community involvement and potential for making a difference in the public service.

Standard 8.0 Support Services and Facilities
As noted above, the faculty were granted two raises this year through a new contract; two percent was added on April 1, 2002 and another two percent will be added on July 1, 2002. Our supplies and services budget was decreased slightly from last year due to a budget cutback; all units in the University were required to give back funds this year.

Table 5: Budgetary Resources

Budget Source	AY 1997-98	AY 1998-99	AY 1999-00	AY 2000-01	AY 2001-02	*% Change, 1999/2000-2001/02*
General Fund	$1,685	$1,769	$1,769	$3,096	$1,370	73.8%
Summer Session	3,302	2,155	1,194	1,874	-	56.9%
Concurrent Enrollment	1,355	1,556	4,188	7,739	$6,726	+84.7%
Allocation from Generating Off-Campus FTES			1,568		-	One Time Grant
Faculty Instructional Support Grant	-	-	1,238		-	One Time Grant
*Office Furniture (Special Grant through College End of Year funds for new office)	5,000		-		-	One Time Grant
*Graduate Assistant (Special Request to College)	800	-	-		-	One Time Grant
*Assessment Grant (VP AA)	-	2,026	-		-	One Time Grant
TOTAL	$7,142	$7,506	$9,957	$12,709	$8,096	+13.4%

Note: These funds do not include other travel funds, rent, utilities (including telephone), or faculty/staff salaries.

Standard 9.0 Off-Campus Programs and Distance Education
During the Fall 2002, we will be pleased to offer one course at the SFSU Downtown Center.   We continue to offer online courses but have mostly stayed with mixed mode courses, which our students greatly prefer.