

Minutes of the Meeting of the Committee on Academic Policy  
March 28, 1979

Present: Professors V. Zimmerman, Col, Baer, Cowan.  
Professor Magid left with the Chairman a proxy vote.  
Dean Poland was present in an ex officio capacity.

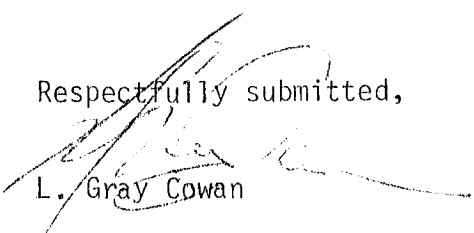
The Committee considered the program revisions for the DPA as submitted by Professor Balk, the Chairman of the Department of Public Administration.

The Dean explained that the proposals were, for the most part, a codification of the rules and practices carried on by the Department over the past three years.

After substantial discussion, the Committee voted unanimously to approve the proposals as submitted by Professor Balk.

The Committee also wished to record its view that team teaching of courses by members of the two Departments in the school should be encouraged by the Chairmen as fully as possible. The Committee expressed the view that a later session of the Committee might be devoted to further discussion of this topic with the Chairmen.

Respectfully submitted,



L. Gray Cowan

Approved by the P.A. Dept. (3/2/79)  
Formal Acceptance by the University Pending

## THE DOCTORATE IN PUBLIC ADMINISTRATION (DPA)

Requirements and Guidelines  
(TARGET EFFECTIVE DATE: Spring 1979)

The following discussion on requirements and guidelines for the doctorate in public administration (DPA) is intended for the use of students considering entry into the DPA program, and as a reference for those already in the program. The text draws heavily on SUNYA regulations, and incorporates policies of the Department of Public Administration. Since either the University or Departmental policies may change it is always advisable for students to consult the Departmental Director of Doctoral Studies on particular points of policy before making final decisions on matters contained in this document.

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2. The document is intended to confirm a mutual understanding between the student and the faculty with respect to how the student's individual needs will be met in conformity with the requirements and guidelines established for the DPA program (described below). Any instance in which the waiver of a requirement by petition to the faculty has been granted or will be sought should be specifically indicated in the tentative degree program.

3. Department approval of the tentative degree program (and changes therein) will be based on the recommendation of a committee including the student's advisor as chairman and one faculty member from each of the student's fields. They will constitute the student's advisory committee during his course of study and preparation for the comprehensive examinations. (Another committee will be formed to provide guidance in the dissertation stage.)

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1. It is a requirement of the University and the Department (as well as a standard adopted by the National Association of Schools of Public Affairs and Administration) that "each student in a doctoral program must engage in full-time study beyond the master's degree or the equivalent for at least one continuous academic year after admission to the doctoral program. A year of full-time study is a requirement designed to assure for each doctoral student

a sustained period of intensive intellectual growth free from completing demands and distractions of outside obligations" (SUNYA Graduate Bulletin).

2. Specifically, the student must complete satisfactorily at least 24 requested course credits over two consecutive regular terms (usually 12 credits or 3 courses per term), starting in the fall term and continuing in the spring term, or in the spring and continuing in the fall (summer sessions do not figure here). An exception may be made for students holding full assistantships: they may substitute two consecutive academic years (4 regular terms) in the position of full assistant and the satisfactory completion of 32 requested credits over the four terms (minimum of 2 courses per term). Finally, consistent with the rationale of the residence requirement, each student "will be free of all formal employment or comparable responsibilities during the period of full-time study, except for those activities which may be associated with an assistantship, fellowship, traineeship, or internship" (SUNYA Graduate Bulletin).

3. The Department wishes to encourage the pursuit of the DPA by people in mid-career. The University requirement against combining full-time study with any outside "formal employment" may be waived by the Department upon a petition demonstrating "that the scholarly objectives of the year of full-time study will not be compromised by any employment proposed." Petitions should show "(a) that the proposed employment is necessary or desirable, (b) that it will not interfere with the student's program and schedule of study and research, nor with the scholarly demands they may make upon him, (c) that he will be reasonably available to his department advisory committee, or advisor for consultation and advice, and (d) that he will be available to the University, School and Department for related student activities and responsibilities" (SUNYA Graduate Bulletin).

4. "The required full-time study in residence must be completed within four calendar years from the date of initial registration in the program when initial registration occurs in the fall, or within three and one-half years when initial registration occurs in the spring" (SUNYA Graduate Bulletin).

#### Time Limitations

1. The University has set a time limit for completion of doctoral programs: "all requirements for the degree must be completed within eight calendar years from the date of initial registration in the program" (SUNYA Graduate Bulletin). Extensions of this "statute of limitations" period can be granted only under the most exceptional circumstances.

2. The University has also set a time limit for completion of the requirement of two continuous terms of full-time study in residence. This requirement must be met within four calendar years of initial registration in the program" or within three and one-half years if initial registration is for the spring term. (See above under Full-Time Study in Residence.)

### Continuous Registration

1. In accordance with University regulations, "all students enrolled in doctoral programs must maintain continuous registration for each fall and spring semester until they have completed all program requirements, minimum registration consists of 3 credits of approved work" (SUNYA Graduate Bulletin). Students who have been admitted to candidacy will meet this requirement by registering continuously for the dissertation course through the term at the end of which the degree is awarded.

2. Students must receive an "official leave of absence" for each semester (fall and spring) in which they are not registered. If the leave of absence is not requested and received, the student "is subject to termination unless good cause is shown by the student after notification of such pending action" on termination (SUNYA Graduate Bulletin). Requests for leave of absence should be made to the Graduate Studies Office.

### Number of Courses/Credits

1. University regulations specify that "each doctoral program, including the dissertation, requires a minimum of three years of full-time study beyond the undergraduate degree (baccalaureate), or the equivalent over a longer period of time." The minimum three year period includes "(1) at least two years of full-time graduate study or the equivalent, and (2) at least one additional year devoted to the research and writing of an acceptable dissertation" (SUNYA Graduate Bulletin).

2. Two years of full-time graduate study translates nominally to 16 courses (4 per term) which, under University regulations, must carry a minimum of 60 total credits. The regulations also provide, however, that the minimum course/credit requirements for a particular doctoral program "may exceed the University requirements and the student is held to the minimum applicable in the particular program to which he has been admitted" (SUNYA Graduate Bulletin).

3. At admission to the DPA program, the student will ordinarily have already completed work for a master's degree or the equivalent.\* The relevant concern, therefore, is the number of courses which the student will take beyond the master's degree after enrollment in the DPA program. Here a minimum requirement is suggested by the University regulation prescribing "full-time study beyond the master's degree or the equivalent for at least one continuous academic year after admission to a doctoral program" (SUNYA Graduate Bulletin; see above under Full-Time Study in Residence).

4. Note on transferability of courses/credits. University regulations provide that no more than 30 credits of the total taken beyond the undergraduate degree (baccalaureate) for admission to candidacy for the DPA may be transferred from other universities and counted against the minimum requirement of 60 credits.

\*Students are, however, encouraged to apply for the doctoral program before completion of the MPA.

### Field Structure

1. The program provides two possible choices of field structure. The first is very broad and is suggested for those who anticipate a career as a practitioner in Public Administration. The second provides more depth and is suggested for those who desire an academic career.

2. In the first alternative (the professional track) the student prepares for one written examination in each of the three fields and one oral covering all three fields. It is expected that the student will have a reasonable overview of each field and will be able to demonstrate a working knowledge of each.

3. In the second alternative (the academic track) the student prepares for one written examination in each of the two fields and an oral covering both fields. One field is considered a major and the other a minor. In the major field the student must demonstrate a comprehensive understanding of the literature in the field. In the minor field the student must demonstrate a reasonable overview and working knowledge.

4. If the academic track is chosen, both fields must be chosen from the five Departmental fields which are: (1) Administrative Behavior; (2) Comparative and Development Administration; (3) Program Analysis and Evaluation; (4) Public Finance; (5) Public Management.

5. If the professional track is selected, one of the three fields may be chosen from other fields such as (1) Political Institutions and Public Policy, (2) Political Economy, or (3) a special field proposed by the individual student and approved by the Department.

### Core Knowledge

All students in the DPA program are required to have a basic proficiency at the doctoral level in the 4 general areas listed below. Proficiency in these areas can be demonstrated by (a) passing a written examination in a directly related doctoral field (shown below), (b) taking the designated doctoral course in the area (shown below) or a substitution approved by the faculty in the tentative degree program, or (c) taking a special examination covering the subject matter of the designated doctoral course in the area.

Area	Doctoral Field	Designated Course
Political Institutions and Public Administration	Public Management	PAD 707 (prerequisites: PAD 500 & 502)
Economics and Public Finance	Public Finance	PAD 640
Organizational Theory and Behavior	Administrative Behavior	PAD 738 (prerequisites: PAD 520 & 521)



individual psychological aspects of motivation, needs, decision-making and stress. The second revolves around small group, or social psychological, concerns such as interaction with others, leadership, and conflict. Finally, at the level of the large organization, the major approach is sociological in that interest lies predominantly in the norms which guide and shape behavior.

#### Comparative and Development Administration

This field deals with the theories, institutions and practices of public administration systems from a comparative and developmental perspective. It covers the characteristics of western and non-western public bureaucracies, and administrative practices and their role in contemporary societies.

The comparative aspect of this concentration reviews the emergence and development of public administration as a discipline, and the attempts by scholars in the field to formulate cross-cultural generalization and build explanatory theories regarding administrative institutions, functions and behavior. The development aspect reviews theories of change for the purposes of development highlighting the characteristics of bureaucracies in developing countries, and how these bureaucracies can be improved to carry the important functions associated with development. A third component of the field deals with the administrative needs of legislatures in comparative and developmental perspectives and the functions legislatures play in contemporary societies.

#### Political Institutions and Public Policy

This field engages the doctoral student in systematic analysis and critical evaluation of the institutions which participate in the making and unmaking of public policy and the political interactions among institutions which contribute to the outcomes of the public policy process in the United States. An institution is political (whatever else it may be) when one purpose or effect of its interactions with other institutions is the exercise of influence over the course of public policy at any stage in the process. Studies in this field are centrally concerned with the (actual and potential) determinants and effects of the goals, resources, strategies, and tactics with which institutions exercise and respond to such influence (authority, power).

#### Program Analysis and Evaluation

The scope of this field includes research and analytic work in the administrative process from the analysis of program alternatives, the choice of a course of action, the program design, the implementation of the program, and the evaluation of program performance. This includes the conduct of analysis both for the purposes of policy and those of administration.

The various analytic methods within the field include statistical, or scientific decision theory, the theory of games, cost-effectiveness and cost-benefit analysis, control theory and cybernetics, systems analysis, the use of modeling and simulation, operations research, forecasting, and the evaluation of numerical and verbal evidence. Students offering this field are expected to be familiar with these methods, to have special competence in several of them and in the design of research, including the ability to work with descriptive and inferential statistics and to use a digital computer.

### Public Finance

The purpose of this field is two-fold. First, it examines the budgetary process, techniques of budget development and execution, and the role of fiscal management in the overall administrative process. Secondly, it examines, within the governmental, political, and legal environment of public administration, the overall economic impact of government fiscal policies. This includes the concepts of economic efficiency, estimating the distributional incidence and allocational impact of taxation and expenditure, and the establishment of sound policies of intergovernmental fiscal relation.

Course offerings include specific examination of Federal and State-local governments emphasizing research skills and quantitative analysis, as well as more generalized offerings. Students electing this concentration are prepared to assume positions at any level of government in either the execution of budget policy or in the evaluation of alternative uses of public funds.

### Public Management

This field embraces both those activities which are essential to the direction, maintenance and control of organized effort in the public sector and those describable broadly as policy and program development, implementation, and evaluation. Particular emphasis should be laid upon the constraints and influences, both internal and external upon managerial action in the public sector and upon post-World War II developments of managerial concepts and technologies. Included are the functions usually identified as "overhead" or "administrative" services such as budgeting, financial administration, personnel administration, supply procurement and control, auditing and other information and control systems, and organization and management system design and analysis. Within these areas students may choose to concentrate their effort on several but should be generally familiar with contemporary practices and institutions and the common elements relating to the use of any and all of them by public executives as means for mobilizing, supervising and controlling the human and material resources of public organizations. In addition, public management is deemed to include those activities and processes pertinent to the attainment of program objectives such as planning, policy innovation, organizational planning and design, scheduling, monitoring and measuring work performance and the evaluation of program efficiency and effectiveness.



GRADUATE SCHOOL OF PUBLIC AFFAIRS  
Public Administration Department

M E M O R A N D U M

TO: G. Cowan, Chairman Committee on Academic Policy  
FROM: Walter L. Balk, Chair *WLB*  
DATE: March 22, 1979  
SUBJECT: DPA Program Revisions

Attached is a document approved by the Public Administration Faculty. The major changes involve DPA program tracks and requisite courses.

We will appreciate early consideration for approval by your committee.

I am sending a copy of the attached to Dr. McFarland of Graduate Studies for an informal review.

The department wishes to adopt the proposed revision as official policy as soon as possible.

WLB/sh

cc: R. McFarland  
O. Poland

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Quantitative and Empirical Approaches to Administration	Program Analysis and Evaluation	PAD 727 (prerequisites: PAD 520 & 521)
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### Course Requirements

DPA students in the professional track are required to take at least three graduate courses including at least one doctoral field seminar in each of their three Departmental fields.

DPA students in the academic track are required to take at least six graduate courses including at least two doctoral field seminars in their major Departmental field; two of these six courses must contain a significant component which builds the students' research skills in the major field. DPA students in the academic track are also required to take at least three graduate courses including at least one doctoral field seminar in their minor field.

### Comprehensive Examinations

The student may take all the written examinations in the same semester or divide them between two consecutive semesters (normally the last two semesters of his course work). The individual oral examination covering all fields is taken after all written examinations have been passed, and preferably before the end of the term in which the passage of the written examinations has been completed.

Format and procedures for written examinations vary from field to field. The student is encouraged to discuss this topic with appropriate faculty as soon as a field is selected.

### Dissertation

Requirements and guidelines for the preparation of the dissertation are contained in a separate document to be issued by the Department.

### Brief Descriptions of Fields

#### Administrative Behavior

The field of Administrative Behavior is concerned with the study of the actions and attitudes of people in public organizations. This includes the effect of the organization upon the members' perceptions, feelings, and actions; as well as how behavior patterns affect the achievement of organizational purposes.

There are three broad approaches to administrative behavior, each associated with a discipline in the social sciences. The first emphasizes

individual psychological aspects of motivation, needs, decision-making and stress. The second revolves around small group, or social psychological, concerns such as interaction with others, leadership, and conflict. Finally, at the level of the large organization, the major approach is sociological in that interest lies predominantly in the norms which guide and shape behavior.

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GRADUATE SCHOOL OF PUBLIC AFFAIRS  
The University at Albany

MINUTES OF THE GSPA ACADEMIC POLICY COMMITTEE  
OF JULY 18, 1978

PRESENT: J. Gunnell T. Kelly, J. Plant, L. Powell, C. Tarlton

CONVENED: 1:30 P.M.

Linda Powell presented a proposal from the Political Science Department to change the listing of POS 499 Senior Seminar from "three" to "three to six" credits in order to accommodate the Political Science Honors Program Seminar this fall. Lester Hawkins and Virgil Zimmermann submitted proxies in favor of this proposal and those present unanimously voted in its favor.

ADJOURNED: 1:40 P.M.

CS

*Hean Poland*

GRADUATE SCHOOL OF PUBLIC AFFAIRS  
The University at Albany

M E M O R A N D U M

TO: Members of the Academic Policy Committee  
FROM: Lynda Powell  
DATE: May 12, 1978

I have scheduled our last Academic Policy Committee meeting of the year on Wednesday, May 17 at 1:00 P.M. in Room 1200. Attached are the items for consideration.

LP/a  
Attach/

Proposal No. \_\_\_\_\_

<input checked="" type="checkbox"/> New Course	Revision of:	<input type="checkbox"/> Number	<input type="checkbox"/> Credits
<input type="checkbox"/> Deletion of Course		<input type="checkbox"/> Title	<input type="checkbox"/> Description
<input type="checkbox"/> Cross-Listing		<input type="checkbox"/> Prerequisites	
		Effective Semester _____	

Department: Political Science Course Number: Old New PPos 517  
 Course Title: Statistics for Political Scientists Credits: 4

Prerequisites:

Course description to appear in catalog: (Please do not exceed 50 words)

An introduction to quantitative analysis of political and social data: Methods of summarizing and describing univariate distributions including the use of tables and graphs, measures of central tendency and dispersion; methods of examining relationships between two or more variables; probability, sampling, and inference; computer usage.

Justification of Proposal:

Graduate level course comparable to PPos 416 on undergraduate level.

Course presented for S-U grading:  Yes  No

Other departments or schools which offer similar or related courses and which have certified that this proposal does not overlap with their offering:

Cross-List Department: (If appropriate): \_\_\_\_\_ Course No. \_\_\_\_\_

School or department affected by change: Graduate School of Public Affairs

Action	Approved	Disapproved	Return to Reconsider	Signature	Date
Departmental Faculty	X				2/15/78
G.S.P.A. Committee on Academic Policy					

Other Schools or Departments notified if affected:

Sent to Dean of Graduate Studies OR

Sent to Dean of Undergraduate Studies

Listed in Master File, School notified

Graduate School Of Public Affairs

MEMORANDUM

To: Department of Political Science

From: T.P. Wright, Jr., Chairman, Committee on an Honors Program

Date: April 18, 1978

Committee Members:

Theodore Wright, Chairman  
Judith Baer  
John Gunnell  
Roman Hedges

Susan Chelius  
Peter Ciborowski  
Gary Eisenman  
Michael Mastanduno

The committee met five times in February, March, and April and reached substantial agreement on the following proposals which are designed to carry out the recommendations of the Waverly committee for an Honors Program (approved by the faculty vote of March 3, 1975).

1. Purpose: To give the academically best undergraduate majors a special educational experience not presently available in our courses, senior seminars, or independent study. It would provide group intellectual stimulation over several semesters and thus, we hope, create a sense of group identity which is lacking in scattered senior seminars and, of course, in individual independent study. With a minimum of faculty lecturing, the seminars should provide students with much more opportunity in the civil exchange of ideas and in essay writing than is presently provided. It is hoped that this program will improve the morale of our best students and also help their admission to graduate and professional schools. The undergraduate committee members felt from their experience that admission of qualified seniors to 500 level graduate courses had not served these purposes well. For the faculty the program would provide a substitute for our declining graduate seminars.

2. Admission: Would be by formal application to the department on a standard form including a one-page statement of purpose, transcript of courses already taken, and name of one faculty sponsor who would write a recommendation. The possibility of a short interview with the faculty committee in charge of the program was discussed.

Applicants should have had three political science courses (including, normally POS120), or should be taking them by the time of the application and have had a 3.2 overall average. Normally, the application would be in the second semester of the sophomore year and admission at the beginning of the junior year, but for transfers from other institutions, this would have to be delayed until the second semester of the junior year since they would not have a record at SUNYA to guide the committee in its selection. A few second semester sophomores of special merit might be considered and admitted. The program would be limited to 24 students per year class, or about 10% of the majors, in order to keep the seminar size and faculty load manageable. Transfer students would be accommodated by the spaces left by seniors who have dropped out of the program.

3. Content of the Program:

- a. Each Honors candidate would take 4 seminars over 3 semesters (junior year plus first semester of senior year).
- b. Students would receive 6 hours credit for each seminar (graded A-E with pluses and minusses), therefore 24 hours for the four seminars. In a given semester, a student would take one (6 hour) seminar and three (3 hour) other courses,

or two (6 hour) seminars plus one other (3 hour) course to receive the normal 15 hours per semester.

c. The second semester of the senior year, each candidate would do an independent research project under the guidance of a faculty member of his or her choice, for six hours credit. The second semester seniors doing this might meet as a seminar in the latter part of the semester to present their results under the guidance of a faculty coordinator. Thus the program plus the pre-requisites would amount to 39 hours of credit in the major, plus 18 hours in the second field, instead of the present minimum of 30 hours plus 18.

d. The committee discussed the idea of an oral comprehensive examination either at the end of the first semester of the senior year or at the end of the second semester of the senior year but decided that we don't have enough faculty to do this. Also, it was thought that we can't afford external examiners.

e. There was no agreement on whether the internal content of the honors seminars should be specified, but it was agreed that they should not be limited to a professor's narrow research interests but should cover the conventional subject matter of a course or courses, but in more depth. The committee chairman preferred that seminars should be devoted to student discussion or critique of weekly student essays, copies of which would be distributed in advance. The Committee was agreed in specifying maximal student participation in the seminars, with the faculty member acting more as an interlocutor than as a teacher.

f. The chairman argued for 3 hour seminars (with a break in the middle), meeting once a week, but other members felt that two 1 1/2 hour seminars, meeting twice a week would be as good or better.

#### 4. Grading:

a. It was agreed that ungraded or pass/fail graded seminars are harmful to student applications to graduate or professional schools until an honors program is very well established. On the other hand, grading by the faculty member in charge of the seminar might stifle free discussion. External examiners are used in some schools to avoid this dilemma. As a lesser evil, the committee agreed that a letter grade, plus or minus, was needed for each semester and that a student who fell below a B average at the end of the junior year could be dropped from the program. This would rule out Incompletes.

b. The independent research project would be graded Pass/Fail by the faculty supervisor, but a student failing to meet the requirements or standards of the project could still pass the course and graduate without honors.

c. At the end of the program, candidates would receive departmental honors, perhaps differentiated into honors, high honors, and highest honors.

#### 5. Seminar offerings and load:

a. It was agreed that a seminar should have a minimum of 6 students to work well and a maximum of 12 or 15, beyond which all members do not get a chance to participate. If less than six were to sign up for a seminar, it would be cancelled. Students would be expected to distribute their seminar choices among the subfields of political science.

b. This would mean that about three seminars, each in a different sub-field would have to be offered each semester, but we were reminded that the changed organization from POS101 to POS 120 several years ago was passed in order to free enough faculty to institute an honors program.

c. Faculty would receive only 3 hours load credit for each seminar, but the one who supervised the research projects in a spring semester would receive additional credit. Faculty in each subfield would normally rotate seminar offerings so that an individual faculty member might teach a seminar about once every other year.

6. Transitional Arrangements:

a. If the program were to begin in Fall of 1978 it would consist for the first year of only the 24 juniors selected, since it would be too late for seniors to participate in the whole program.

b. Given the lead time necessary to process catalogue changes, the initial seminars would have to be offered under POS 498 Independent Study (1 to 6 hours).

GRADUATE SCHOOL OF PUBLIC AFFAIRS  
THE UNIVERSITY AT ALBANY

MEMORANDUM

TO: David Andersen, Peter Cocks, Lynda Powell and Charles Tarlton  
FROM: Thomas Kelly, Assistant Dean (Acting) *TJK*  
DATE: March 31, 1978  
SUBJECT: Proposed Revision in PAF Requirements

Please find attached a suggested further draft of proposed revisions of requirements for the Public Affairs major. I have adjusted the jargon and format to more closely match University usages and I have inserted descriptions for the internship and senior seminar so that our presentation to the Undergraduate Academic Council will be as clear as possible. Prior to such a submission a rationale should be drafted as an introduction to the proposal. Also, we should discuss the English Exposition course with the English Department, and we should discuss the entire proposal with Dick Collier of the Center for Undergraduate Education prior to submission. I know Dick quite well and would be happy to take care of this last point.

Please let me know your thoughts at this point.

T.G.K.

mv  
Attachment

MEMORANDUM

TO: Charles D. Tarlton  
FROM: Committee on PAF Major  
SUBJECT: Requirements for the Combined Major and Second Field in PAF

PAF Requirements:

1. Core of 38 credits (required courses).

- a. PAF 140 Introduction to Public Policy (3).  
g. Pos 120 " " American Government (3)
- b. ECO 100 A&B Principles of Economics (3, 3).
- c. The Philosophy of Public Policy (3). A course on the theory, ethics and epistemology of public policy.
- d. English Exposition (3). Expository prose taught on the basis of work done in, and run in, tandem with POS 140.
- e. Techniques of Public Policy Analysis I (3). (Adapted from POS 416). An introduction to methods of quantitative analysis relevant to public policy analysis: methods of summarizing and describing univariate distributions, measure of central tendency and dispersion, methods of examining relationships between two or more variables; elements of probability, sampling, and inference, computer usage. Pre- or co-requisites: PAF 140 and ECO 100 A&B.

Techniques of Public Policy Analysis II (3). (Adapted from POS 417). This course introduces students to a variety of data analysis techniques ranging in complexity from simple table construction and interpretation to causal analysis. Within this range are data coding, scale and index construction, multi-variate correlation and regression, and advanced topics in statistical inference. Extensive use is made of pre-packaged computer programs. Pre- or co-requisites: PAF 140 and ECO 100 A&B.

Personnel: Andersen, Hedges, Lurie, Powell.

- f. Comparative Public Policy (3). Comparison of the processes, content and impact of public policy in both developed and underdeveloped, socialist and non-socialist countries. Pre- or co-requisites: PAF 140 and ECO 100 A&B.

Personnel: Hoffmann, Baaklini, Heaphey, Cocks, Goldstein, Cowan, Astiz, Wright, Magid. (Seems to us that this is a prime candidate for a team-taught course, as long as it doesn't turn into a guest appearance lecture format.)



g. American National Priorities (3). Examines the process of policy formation in main areas of national policy. Analyzes the role of organized groups, the general public and governmental institutions in determining national priorities. Pre- or co-requisites: POS 140 and ECO 100 A&B.

Personnel: Edelman, new faculty in POS.

h. Public Policy at the Grass Roots (3). Examines the process of policy-making in communities. Emphasis will be placed on determining the impact of public policies on individuals in the community. Pre- or co-requisites: PAF 140 and ECO 100 A&B.

Personnel: Powell, Zimmerman.

2. Minor Concentration. 15-18 credits, 6 credits at 300 level or above (required).

PAF should avoid offering concentrations which are comprised of loosely connected, pots pourris of courses. Thus we divide up minor concentrations in two types:

Type 1. Coherent groupings of courses that already exist and which PAF majors can plug into directly.

Type 2. Not altogether systematic groupings of courses, gathered under an appropriate rubric, which ought to be offered as minor concentrations provided that a PAF Steering Committee (composed of all faculty teaching in PAF or some portion thereof) makes contact with faculty in the designated areas (a) to coordinate the requisite courses in some systematic way, and/or (b) to construct new courses where necessary. This will presumably involve contacting the Center for Undergraduate Education, Interdisciplinary Committees and so forth.

Type 1 Concentrations

LEGISLATIVE AFFAIRS

POS 220 American National Government	3
POS 331 American Legislatures	3
POS 431 Legislative Internship	3
POS 531 The Legislative Process	4
PAD 581 Legislative Research (new course number)	4

FOREIGN POLICY

POS 371 International Relations: Practice	3
POS 384 Formulation of American Foreign Policy	3
POS 380 Basics of International Law	3
POS 381 International Organization	3
POS 394 Imperialism and Economic Review	3
ECO 360 International Economic Relations	3

WOMEN IN PUBLIC AFFAIRS

WSS 220 Perspectives on Women	3
WSS 210 Introduction to Feminism	3
WSS 399 Topics in Women Studies	3
HIS 293 History of Women in the Americas	3
ANT 381 Ethnography of Women	3
HIS 256 Women in European History	3

URBAN POLICY

ECO 341 Urban Economics	3
ECO 456 State and Local Finance	3
ECO 532 Metropolitan Finance	3
GOG 320 Urban Planning	3
GOG 394 & 395 Mathematical Techniques in Urban and Regional Analysis	3, 3
HIS 317 A&B History of the American City	3, 3
POS 323 Urban Government	3
SOC 470 Urban Sociology	3
AAS 421 Evaluation of Governmental Programs in the Black Community	3
AAS 221 The Economic Structure of Black Community	3
SOC 472 Urban Ecology	3
AAS 333 Problems in the Black Community	3
AAS 392 Central City Institutions	3

Type 2 Concentrations

HEALTH CARE POLICY

PAD 672 Program Seminar in Health Services Administration	4
ANT 364 Anthropology of Health and Health Care	3
SOC 359 Medical Sociology	3
PHI 338 Philosophy of Medicine	3
POS 400 Problems of Urbanism (Community Medicine)	3
BIO 207 Effects of Biological Research on Man and Society	3

LABOR POLICY

ECO 370 Economics of Labor	3
ECO 443 Comparative Labor Relations	3
MGT 354 Labor Relations in American Society	3
HIS 325 The Quest for Equality in U.S. History	3
HIS 322 A&B American Social History	3, 3
MGT 455 Collective Bargaining	3

TECHNIQUES OF POLICY ANALYSIS

Concentration in Techniques of Policy Analysis. This concentration is designed for those students who wish to pursue in greater depth the techniques

employed in policy analysis. This concentration lays the analytic foundation necessary to actively practice technical policy analysis.

A problem with this concentration is that a review of the University catalogue does not reveal a coherent, non-overlapping set of courses that could build such an analytic foundation. Some material that would be necessary is not adequately covered (by viewing course descriptions) anywhere on campus and other topics are treated redundantly in several courses that one might select for the concentration. The following outlines some of the topics that should be included in such as introduction.

1. Linear Algebra especially with applications to mathematical programming  
MAT 109 Applied Matrix Algebra
2. A good grounding in probability  
MAT 105 Finite Mathematics  
Something Else?
3. Multivariate Statistics (what a melange is available)  
BUS 573 Multivariate Methods in Social Sciences  
BUS 514 Multivariate Statistics  
SOC 622 Advanced Statistics for Sociologists  
PSY 734 Multivariate Analysis with Computer Applications
4. A course in basic computer programming using a higher-level language such as BASIC or FORTRAN
5. A course in empirical economic analysis  
ECO 420 Applied Econometrics  
Does a course exist on cost-benefit analysis?
6. Quantitative Decision Analysis or grounding in some other operations research-like technique.  
PAD 620 Methods of Management Science  
MSI 330 and/or 331 Operations Research Applications I and II

#### ENVIRONMENTAL POLICY

ART 352 The Environment As Art	3
ATM 207 The Oceans	3
BIO 202 Ecology	3
BIO 340 Aquatic Ecology	3
CHM 301 Chemistry in Society	3
ECO 182 Economics and Environmental Policy	3
ECO 481 Environmental Economics	3
GEO 105 Environmental Geology	3
GOG 310 Geography of Primary Production	3
PAF 150 Man Against His Environment	3
PAF 300 A&B Environmental Legislative Workshop	3, 3
PHY 302 Urban and Environmental Physical Problems	3

PUBLIC POLICY IN UNDERDEVELOPED COUNTRIES

To be constructed in conjunction with Baaklini, et al.

3. Internship (3) (required).

PAF 498 Internship in Public Affairs

3

This course is designed to complement the selected concentration of the Public Affairs major. By participation, with specific learning objectives in an agency or organization, the student is afforded an opportunity to test--in a non-academic setting--the concepts and theoretical orientations examined in the classroom. The student will be expected to take advantage of the internship opportunity to relate his/her experience to the generalized literature in the field. Limited to students in the Public Affairs major and is normally taken in the last year of the program. Pre-requisite: Permission of the instructor.

4. Senior Seminar (3) (required).

PAF 4-- Senior Seminar in Public Affairs

3

An intensive examination of selected problems in public affairs. Students will be expected to write a substantial research paper demonstrating analytic sophistication and knowledge of the relevant scholarly literature. Specific topics are designated by arrangement with the instructor. This course is limited to students in the Public Affairs major. Pre-requisite: Permission of the instructor.

Total for the combined major and second field: 51-54 credit hours.

GRADUATE SCHOOL OF PUBLIC AFFAIRS  
The University at Albany

March 10, 1978

M E M O R A N D U M

TO: Members of the Academic Policy Committee  
FROM: Lynda Powell

Attached are the two items of business for the Academic Policy Committee meeting to be held Monday, March 13 at 3:30 1978 in Room 1200.

LP:cs  
atts.



Dean's Room

STATE UNIVERSITY OF NEW YORK AT ALBANY  
GRADUATE SCHOOL OF PUBLIC AFFAIRS  
Mohawk Tower  
1400 Washington Avenue  
Albany, New York 12222

(518) 457-1298

M E M O R A N D U M

December 8, 1977

TO: Professor Lynda Powell  
FROM: Orville F. Poland, Dean

The Center for Undergraduate Education had sent us a memorandum calling our attention to the following resolution adopted by the University Senate, April 11, 1977.

1. That each degree-granting undergraduate college or school assign to its "Committee on Academic Standing" the role of receiving, reviewing, and acting upon:

- a. any requests, submitted by students who major in the College/School, that seek exception to College/School policies.
- b. any requests submitted by students who were previously academically dismissed and who are now seeking readmission as a major within that College/School.

Could the Academic Policy Committee consider this question, including the choosing of the Committee which should be designated as our Committee on Academic Standing?

Professor Lynda Powell  
December 8, 1977  
Page (2)

Some such decision needs to be made in order to put us  
in accord with the Senate Resolution.

OFF/mpw

MEMORANDUM THE UNIVERSITY AT ALBANY, SA  
CENTER FOR UNDERGRADUATE EDUCATION

TO: Deans  
FROM: Leonard Lapinski  
DATE: February 9, 1978  
SUBJECT: Cross-Listed Courses

At the current time there exists confusion regarding cross-listed courses. Before a written guideline or policy statement is issued, I would like comments from the school or college committees involved with undergraduate curricular decisions. Please refer the following questions to your appropriate committee for consideration. Any comments you may have will also be appreciated.

All comments should be submitted to me by Wednesday, March 15, 1978.

1. If courses are cross-listed with two departments, the course may be used to satisfy the major requirements (if appropriate) of either department regardless of the rubric under which the course was offered.  
Yes  or No
2. If a course is cross-listed with two departments, (e.g., Ant 250 and Soc 250), then
  - a)  the course should consistently only be offered under one rubric, i.e., Soc 250 would always be the course listed.
  - b)  the course should be offered under both rubrics each time scheduled with the student being able to select the rubric he/she prefers (this can be accomplished even if only one class given by assigning different call numbers to each section.)  
i.e.,  
0001 Ant 250 MWF 8:00 SS245  
0002 Soc 250 MWF 8:00 SS245
  - c)  the course should be offered on a rotating basis whereby each rubric would be scheduled at least once every three years  
i.e. Fall, 1977 - Ant 250  
Fall, 1978 - Soc 250  
Fall, 1979 - Soc 250  
Fall, 1980 - Ant 250
3. If courses are cross-listed,
  - a)  yes or  no The titles should be identical.
  - b)  yes or  no The descriptions should be identical
  - c)  yes or  no The description should only appear under one rubric with the notation "Same as " appearing under the other rubric.



Deans  
February 9, 1978  
Page Two

4. What are the primary purposes of cross-listed courses?

To allow flexibility in fulfilling major and second field requirements.  
To allow proper distribution of FTE's to departments and a sense of mutual responsibility when courses are taught cooperatively.

5. Other comments:

At present, PAF 140 (POS 140) is the only undergraduate crosslisting in GSPA.

LL:js  
cc: David Martin

GRADUATE SCHOOL OF PUBLIC AFFAIRS  
THE UNIVERSITY AT ALBANY

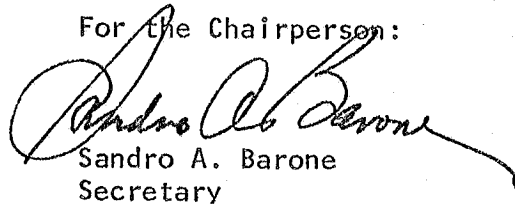
D. Poland

MEMORANDUM

TO: Members of the Academic Policy Committee (APC)  
FROM: Chairperson, APC  
DATE: December 8, 1977  
SUBJECT: Meeting

The APC Committee will hold a meeting at 11:30 a.m., Tuesday, December 13, 1977 in Room 911 to discuss the items attached, among others. Because of the importance of some of the items, it is hoped that all members can be present, including ex-officio members.

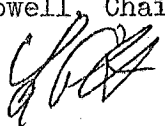
For the Chairperson:

  
Sandro A. Barone  
Secretary

mv  
Attachment

GRADUATE SCHOOL OF PUBLIC AFFAIRS  
Department of Public Administration

MEMORANDUM

TO: Academic Policy Committee, Lynda Powell, Chairperson  
FROM: Lester G. Hawkins, Acting Chairman   
DATE: December 8, 1977

At its December 8, 1977, meeting the faculty of the Department of Public Administration approved the following changes:

1. Change name of concentration from Management Science to Policy Analysis.
2. Structure of MPA Concentration in Policy Analysis

MPA Required Core

PAD 500 Theories and Processes of Public Administration  
PAD 502 Public Administration and the Political Process  
PAD 520 Methods of Research and Reporting  
PAD 600 Legal Environment of Public Administration  
PAD 640 Government and the Economy

Policy Analysis Required Courses

PAD 620 Methods of Management Science  
PAD 622 Methods of Public Policy Analysis  
PAD 627 Economic Analysis for Public Administration  
PAD 632 Organizational Behavior

Three Electives (For students wishing to use these free electives for additional work in policy analysis, the following courses are recommended):

PAD 611 Decision-Making in Government and Administration  
PAD 614 Program Planning and Evaluation  
PAD 615 Organization and Management  
PAD 623 Management Information Systems  
PAD 624 Models, Simulation, and Gaming  
PAD 626 Program Review  
PAD 643 Governmental Finances  
PAD 648 Analysis of State and Local Finances

Would the committee please take action on this proposal.

LGH:dmp

*Masjid*

GRADUATE SCHOOL OF PUBLIC AFFAIRS  
The University at Albany

M E M O R A N D U M

TO: Professor Lynda W. Powell  
Chairman, GSPA Academic Policy Committee

FROM: Carlos A. Astiz  
Chairman, Political Science Department

DATE: November 30, 1977

It has been called to my attention that we are required to have school-wide approval of the departmental rule that governs the transfer of credit for undergraduates majoring in political science. The rule reads as follows:

Normally, the Department of Political Science requires that those courses to be counted toward the major be taken at SUNYA and that most of them be classroom courses. The department reserves the right to review transfer credit used to complete the major in political science.

I would appreciate consideration by the Committee you chair.

CAA/a  
cc: S. Barone

DEAN'S OFFICE  
**RECEIVED**  
NOV 30 1977  
**RECEIVED**  
G. S. P. A.

GRADUATE SCHOOL OF PUBLIC AFFAIRS  
DEPARTMENT OF PUBLIC ADMINISTRATION

MEMORANDUM

TO: Academic Policy Committee (L. Powell, Chairperson)

FROM: L. G. Hawkins, Acting Chairman, Department of  
Public Administration

DATE: November 18, 1977

SUBJECT: Proposed Changes in Public Administration Curriculum

At its meeting on November 2, 1977, the Faculty of the Department of Public Administration voted to adopt the following changes in the PAD curriculum.

RETITLING OF TWO COURSES

<u>Course</u>	<u>New Title</u>
PAD 610	<u>Organizational Behavior</u>
PAD 632	<u>Group Dynamics in Organization</u>

ADDITION OF THREE NEW COURSES

PAD 634 Seminar on Judgment and Decision-Making Behavior  
(Rohrbaugh)

An exploration of the social psychological literature (theory and research) related to the cognitive processes of information integration and judgment. Intended to provide both a better understanding of decision-making behavior in administrative settings and in improved ability to make administrative judgments. Applicability to human resource problems is stressed.

PAD 732 Executive Skill Development (Quinn)

This course is designed to develop the personal and professional skills that are necessary to operate as an effective executive in a demanding work environment. The course consists of eight separate modules. Each module covers a particular subject and is self contained.

Because the purpose of the modules is personal skill development the learning process is highly experiential and affective. A high premium is placed on participation and on assuming responsibility for self in the learning experience. Each module is designed to explore and heighten awareness of relevant practical approaches to management and interpersonal interactions.

New Courses Continued

PAD 736 Organization Design (Balk)

This course explores various aspects of organization design and change. The emphasis is upon both technical and social elements of organizations. In keeping with the fast growing knowledge in this area, the course has both a descriptive and prescriptive emphasis.

LGH:dmp

NEW AND REVISED COURSES

PAD 736 Available

PAD 736 Organizational Design

PAD 736 Organizational Design

REVISED COURSES

PAD 736 Social Control and Social Animal Behavior (Balk)

This course is a study of social control. Literature is reviewed and discussed related to the control process of organizations. The course provides a framework for understanding and predicting behavior in organizations. It is intended to provide a general understanding of the social control process in organizations.

PAD 736 Executive Skills Development (Balk)

This course is designed to provide the personal and professional development of the executive as an effective leader in a business or organization. The course consists of several sessions which address a particular aspect of executive development.

This course is designed to provide the personal and professional development of the executive as an effective leader in a business or organization. The course consists of several sessions which address a particular aspect of executive development.

AGENDA ITEM # 2

Revisions in Urban Concentration

REQUIRED PUBLIC ADMINISTRATION CORE  
(Six courses)

PAD 500 Theories and Processes of Public Administration

PAD 502 Public Administration and the Political Process

PAD 600 Legal Environment of Public Administration

PAD 520 Methods of Research and Reporting OR PAD 683 Policy Research for  
Urban Planning

PAD 642 Budgetary Systems

PAD 640 Government and the Economy

REQUIRED URBAN CORE  
(Two courses)

POS 624 Problems of Metropolitan Areas

PAD 682 Urban Planning Policy

URBAN COURSES  
(Any two required)

ECO 532 Metropolitan Finance

PAD 683 Policy Research for Urban Planning

PAD 684 Seminar in Urban Policy Analysis

PAD 689 Readings in Urban Development (Urban Management)

POS 522 State Government

POS 523 Government of Urban Areas  
Or Other Urban Politics

ELECTIVES  
(Two)

AGENDA ITEM # 3

An MPA Concentration in Policy Analysis

MPA REQUIRED CORE

PAD 500 Theories and Processes of Public Administration

PAD 502 Public Administration and the Political Process

PAD 520 Methods of Research and Reporting

PAD 600 Legal Environment of Public Administration

PAD 640 Government and the Economy

POLICY ANALYSIS REQUIRED COURSES

PAD 620 Methods of Management Science

PAD 622 Methods of Public Policy Analysis

PAD 627 Economic Analysis for Public Administration

PAD 632 Organizational Behavior

POLICY ANALYSIS RESTRICTED ELECTIVES (Choose two of the following)

PAD 611 Decision-Making in Government and Administration

PAD 614 Program Planning and Evaluation

PAD 615 Organization and Management

PAD 623 Management Information Systems

PAD 624 Models, Simulation, and Gaming

PAD 626 Program Review

PAD 643 Governmental Finances

PAD 648 Analysis of State and Local Finances

ONE FREE ELECTIVE



Proposal No. \_\_\_\_\_

New Course      Revision of:       Number       Credits  
 Deletion of Course       Title       Description  
 Cross-Listing       Prerequisites  
 Effective Semester \_\_\_\_\_

Department: Political Science      Course Number: Old Pos 140      New Paf 140\*  
 Course Title: Introduction to Public Policy      Credits: 3      \*Pos 140 should be listed as a cross-listing for PAF 140  
 Prerequisites: \_\_\_\_\_

Course description to appear in catalog: (Please do not exceed 50 words)

The goal of this course is to provide perspectives central to analysis of public policy issues and basic to the exercise of critical judgment about particular policies. The course is intended as an introduction to the field of public affairs and public policy research.

Justification of Proposal:

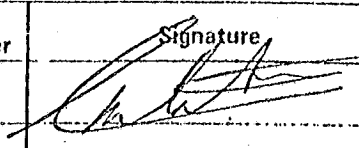
This course is part of the proposed undergraduate major in Public Affairs which is now under final review by the NYS Education Department. We have been informed by them that there will be no problem with the proposal and we should go ahead and list it in the SUNYA Undergraduate Bulletin. The course listed above is the introduction to the major. It was listed as POS 140 so it could receive a trial run prior to the approval of the major. It now seems appropriate to change the number to PAF 140 so it may be so listed when the major goes into full swing in the Fall. However, we would like to retain Pos 140 as a cross-listing with PAF 140 so students of political science could take the course as a sample of the public policy field and the public affairs major.

Course presented for S-U grading:     Yes     No

Other departments or schools which offer similar or related courses and which have certified that this proposal does not overlap with their offering:

Cross-List Department: (If appropriate): Political Science      Course No. Pos 140

School or department affected by change:

Action	Approved	Disapproved	Return to Reconsider	Signature	Date
Departmental Faculty	XX				Dec 5, 1977
S.P.A. Committee on Academic Policy					

Other Schools or Departments notified if affected:

sent to Dean of Graduate Studies OR

sent to Dean of Undergraduate Studies

listed in Master File, School notified

<input checked="" type="checkbox"/> New Course	Revision of:	<input type="checkbox"/> Number	<input type="checkbox"/> Credits
<input type="checkbox"/> Deletion of Course		<input type="checkbox"/> Title	<input type="checkbox"/> Description
<input type="checkbox"/> Cross-Listing		<input type="checkbox"/> Prerequisites	
		Effective Semester _____	

Department: Political Science Course Number: Old New ✓

Course Title: PAF 497: Independent Study Credits: 1-6

Prerequisites: Permission of the instructor and the Department Chairman

Course description to appear in catalog: (Please do not exceed 50 words)

Reading or research under the direction of appropriate faculty.

Justification of Proposal:

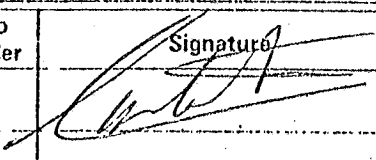
This course is part of the proposed undergraduate major in Public Affairs which is now under final review by the NYS Education Department. We have been informed by them that there will be no problem with the proposal and we should go ahead and list it in the SUNYA Undergraduate Bulletin. As with any major, an independent study course is useful to serve special needs when they arise. Request for approval at this time is for listing of the course as part of the Public Affairs major offerings in the 1978-79 Undergraduate Bulletin.

Course presented for S-U grading:  Yes  No

Other departments or schools which offer similar or related courses and which have certified that this proposal does not overlap with their offering:

Cross-List Department: (If appropriate): \_\_\_\_\_ Course No. \_\_\_\_\_

School or department affected by change:

Action	Approved	Disapproved	Return to Reconsider	Signature	Date
Departmental Faculty	XX				Dec. 5, 1977
G.S.P.A. Committee on Academic Policy					

Other Schools or Departments notified if affected:

Sent to Dean of Graduate Studies OR

Sent to Dean of Undergraduate Studies

Listed in Master File, School notified

Proposal No. \_\_\_\_\_

New Course      Revision of:       Number       Credits  
 Deletion of Course       Title       Description  
 Cross-Listing       Prerequisites  
 Effective Semester \_\_\_\_\_

Department: Political Science      Course Number: Old      New

Course Title: PAF 498 Internship in Public Affairs      Credits: 3

Prerequisites: Permission of the instructor

Course description to appear in catalog: (Please do not exceed 50 words)

This course is designed to complement the selected core concentration of the Public Affairs major. By participation, with specific learning objectives in an agency or organization, the student is afforded an opportunity to test--in a non-academic setting--the concepts and theoretical orientations examined in the classroom. The student will be expected to take advantage of the internship opportunity to relate his experience to the generalized literature in the field. Limited to students in the Public Affairs major and is normally taken in the last year of the program.

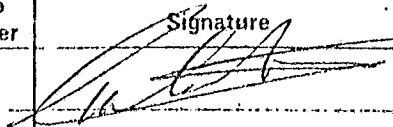
Justification of Proposal:  
 This course is part of the proposed undergraduate major in Public Affairs which is now under final review by the NYS Education Department. We have been informed by them that there will be no problem with the proposal and we should go ahead and list it in the SUNYA Undergraduate bulletin. In order to do so we will need a course number and approval. It should be noted that this course and description have already been approved by the various SUNYA curricular reviewing bodies as part of the review of the major proposal.

Course presented for S-U grading:  Yes       No

Other departments or schools which offer similar or related courses and which have certified that this proposal does not overlap with their offering:

Cross-List Department: (If appropriate): \_\_\_\_\_ Course No. \_\_\_\_\_

School or department affected by change:

Action	Approved	Disapproved	Return to Reconsider	Signature	Date
Departmental Faculty	XX				Dec. 5, 1977
G.S.P.A. Committee on Academic Policy					

Other Schools or Departments notified if affected:

Sent to Dean of Graduate Studies OR

Sent to Dean of Undergraduate Studies

Listed in Master File, School notified

Proposal No. \_\_\_\_\_

- |  |              |  |                                      |
|--|--------------|--|--------------------------------------|
| <input checked="" type="checkbox"/> New Course | Revision of: | <input type="checkbox"/> Number        | <input type="checkbox"/> Credits     |
| <input type="checkbox"/> Deletion of Course    |              | <input type="checkbox"/> Title         | <input type="checkbox"/> Description |
| <input type="checkbox"/> Cross-Listing         |              | <input type="checkbox"/> Prerequisites |                                      |
|  |              | Effective Semester _____               |                                      |

Department: Political Science Course Number: Old  New

Course Title: PAF 499 Research Paper in Public Affairs Credits: 3

Prerequisites: Permission of the instructor

Course description to appear in catalog: (Please do not exceed 50 words)

This course is designed to complement the selected core concentration of the Public Affairs major. The paper should demonstrate knowledge of the relevant scholarly literature, analytic sophistication, strong writing skill and the application of these to some significant aspect of the core topic. Limited to students in the Public Affairs major and is normally taken in the last year of the program.

Justification of Proposal:

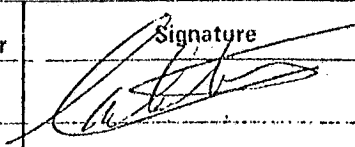
This course is part of the proposed undergraduate major in Public Affairs which is now under final review by the NYS Education Department. We have been informed by them that there will be no problem with the proposal and we should go ahead and list it in the SUNYA Undergraduate Bulletin. In order to do so we will need a course number and approval. It should be noted that this course and description have already been approved by the various SUNYA curricular reviewing bodies as part of the review of the major proposal.

Course presented for S-U grading:  Yes  No

Other departments or schools which offer similar or related courses and which have certified that this proposal does not overlap with their offering:

Cross-List Department: (If appropriate): \_\_\_\_\_ Course No. \_\_\_\_\_

School or department affected by change: \_\_\_\_\_

Action	Approved	Disapproved	Return to Reconsider	Signature	Date
Departmental Faculty	X X				Dec. 5, 1977
G.S.P.A. Committee on Academic Policy					

Other Schools or Departments notified if affected: \_\_\_\_\_

Sent to Dean of Graduate Studies OR

M E M O R A N D U M

December 8, 1977

TO: Professor Lynda Powell  
FROM: Orville F. Poland, Dean

The Center for Undergraduate Education had sent us a memorandum calling our attention to the following resolution adopted by the University Senate, April 11, 1977.

1. That each degree-granting undergraduate college or school assign to its "Committee on Academic Standing" the role of receiving, reviewing, and acting upon:

a

a. any requests, submitted by students who major in the College/School, that seek an exception to College/School policies.

b. any requests submitted by students who were previously academically dismissed and who are now seeking readmission as a major within that College/School.

Could the Academic Policy Committee consider this question, including the choosing of the Committee which should be designated as our Committee on Academic Standing?

Professor Lynda Powell  
December 8, 1977  
Page (2)

Some such decision needs to be made in order to put us  
in accord with the Senate Resolution.

OFP/mpw

STATE UNIVERSITY OF NEW YORK AT ALBANY  
Graduate School of Public Affairs

ACADEMIC POLICY COMMITTEE MEETING

February 3, 1976

PRESENT: C. Brown, J. Zimmerman, J. Plant (proxy for W. Balk and A. Baaklini), C. Swidorski and M. Rao.

EX-OFFICIO: C. Astiz, D. Axelrod, L. G. Cowan, S. Barone and R. Tastor.

The Committee approved changes in the Assistant Dean's memorandum to Mr. McFarland concerning formalizing changes in effect since 1971 to curricula and programs of the School. (Copies of the memorandum will be distributed to faculty.) These changes must be submitted so that the School bulletin in which they are already incorporated may be released to the printer.

A suggestion to discuss the possible inclusion of the program in public affairs within the master's program in political science was withdrawn when C. Astiz said he had already appointed a committee to study the proposal.

A discussion of changes in the program in public affairs followed. These changes were approved:

1. PPaf 504. Name (and description) changed from Theory of Public Policy to Introduction to Public Policy.

2. PPos 512. Political Theory and Analysis was substituted for PPos 500 Political Philosophy.

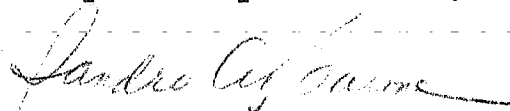
3. Tool requirement was added. PPad 622 (Methods of Public Policy Analysis) was removed from the list of required courses, PPad 520 (Methods of Research and Reporting) was substituted therefor, with, however, the proviso that evidence by examination that the student possessed acceptable statistical and research skills (or, e.g. satisfactory completion of PPos 416 Statistics for Political Scientists) would be reason for waiving PPad 520. PPad 622 then became an elective. PPad 605 (Public Information) was deleted from the program. A sub-committee was to prepare the revised language for the bulletin.

Graduate courses recommended by B. Johnpoll in political science relating to the mass media were approved. The course designated as PPaf 565 (Government and the Press) was changed to PPos 565.

Two proposals were approved: 1) that at the next meeting the committee would discuss the legislative internship proposal and school-wide methodological requirements and 2) that the committee would meet during the first week of each month during the academic year, as nearly as possible.

The meeting was adjourned at 4:35 p.m.

Respectfully submitted,



Sandro A. Barone

mv



ACADEMIC POLICY COMMITTEE  
1975-76

	<u>Home Phone #</u>	
Baaklini, Abdo	869-7497	
Balk, Walter	439-4525	
Brown, Clifford	472-9443	
Goldstein, Walter	439-2240	
Plant, Jeremy	370-2050	
Zimmerman, Joseph	439-9440	
STUDENTS:		
Apfel, Jeffrey	434-4580	
Lathan, Eugene	756-9775	
Rao, Marcia	456-7760	Office: 4573191
Swidorski, Carl	4821572	
UNDERGRADUATE:		
<del>Pollastrino, Karen</del>	<del>465-0987</del>	
Kesselman, Ilene	465-5837	
EX-OFFICIO:		
Astiz, Carlos	489-0413	
Axelrod, Donald	482-0518	
Barone, Sandro	399-9278	
Tastor, Rick	872-2421	

ACADEMIC POLICY COMMITTEE  
1975-76

Baaklini, Abdo Home Phone #

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Balk, Walter 439-4525

Brown, Clifford 472-9443

Goldstein, Walter 439-2240

Plant, Jeremy 370-2050

Zimmerman, Joseph 439-9440

STUDENTS:

Apfel, Jeffrey 434-4580

Lathan, Eugene 756-9975

Rao, Marcia 456-7760

Office: 4573191

Swidorski, Carl 4821572

UNDERGRADUATE:

~~Polistrone, Karen = 465-0987 =~~

Kesselman, Ilene 465-5837

HX-OFFICIO:

Astiz, Carlos 489-0413

Axelrod, Donald 482-0518

Barone, Sandro 399-92788

Tastor, Rick 872-2421

GRADUATE SCHOOL OF PUBLIC AFFAIRS  
State University of New York at Albany

Meeting of the GSPA  
Academic Policy Committee

PRESENT: C. Brown (Chairman)  
Ex-officio Members Present: E. G. Cowan, C. Astiz, D. Arcifro, S. A. Barone

The meeting was called to order by the chairman at 2:00 P.M.

For lack of any voting members (the University being closed because of the weather), the meeting was adjourned until Tuesday, February 3, 1976 at 11:00 A.M.

Respectfully submitted,



Sandro A. Barone

INSTITUTE OF APPLIED SOCIAL PSYCHOLOGY  
ACADEMIC POLICY CONFERENCE

**Present:** A. Buchheit, G. Brown, R. Ashby, J. Lerner, J. Eisenberg,  
W. Zimmerman (for W. Zick)

**Specialists Present:**

C. G. Brown, S. Eisenberg, R. Lerner, J. Lerner (for J. Lerner),  
E. Axelrod (for part of the meeting)

**Students:** M. Seligson, J. Brown, E. Lerner, M. Ross, R. Eisenberg

The meeting was called to order by the hostess, Professor Brown. The reading of the minutes of the last meeting was waived.

The committee decided to establish a policy of meeting on a regular basis and to submit to it in the future.

It was noted and discussed that proposed changes in the program (which had been discussed) be approved. A discussion followed. The chair was advised that the situation of the requirements for an administrative track. Recommendations that the field would rather be handled via a 100% number of take the course in this field. They also noted suggestions that would not be expected to the political environment. The chair noted that the committee had agreed to the proposal and the suggestions noted in the political environment and questions. The chair noted that the committee was in progress of the proposal.

A motion was made and seconded that the committee be authorized to meet on a regular basis and to submit to it in the future.

The committee was advised that the committee was authorized to meet on a regular basis and to submit to it in the future. The chair noted that the committee was in progress of the proposal.

The committee, during the discussion immediately preceding the roll vote, taking note of the presence of nonaffiliated, proxy, and student members clarified the voting eligibility to follow to be consistent with the by-laws:

Faculty members, one vote each

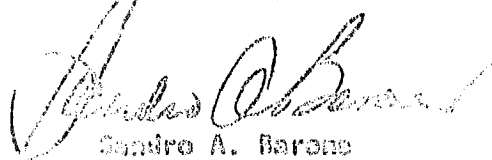
Nonaffiliated - not eligible to vote

Proxy for faculty member - one vote each

Students - 3/5 vote each

The Dean alerted the committee to a pending request for a change in the LSC program curriculum pertaining to the communications media and public affairs. There being no new business, the meeting adjourned.

Respectfully submitted,



Sandro A. Barone

GRADUATE SCHOOL OF PUBLIC AFFAIRS  
State University of New York  
at Albany

M E M O R A N D U M

November 13, 1975

TO: Members of the Academic Policy Committee  
Abdo Baaklini Jeffrey Apfel  
Walter Balk Eugene Lathan  
Walter Goldstein Marcia Rao  
Jeremy Plant Carl Swidorski  
Joseph Zimmerman Karen Pollastrino

FROM: Clifford Brown, Chairman *CB*

SUBJECT: Committee Meeting, Friday, November 14, 10 a.m. in  
Room MT 1400

There has been a request for a meeting of the Committee to discuss the proposed changes in the DPA program that you have already received. Additional agenda items will be new courses in the Public Affairs Program and other new business.

I have, therefore, called a meeting for tomorrow, November 14 at 10 a.m. in MT 1400.

CB/atn

cc: Carlos Astiz  
Donald Axelrod  
Sandro Barone  
Richard Tastor  
L. Gray Cowan

GRADUATE SCHOOL OF PUBLIC AFFAIRS  
State University of New York at Albany

M E M O R A N D U M

October 23, 1975

TO: Academic Policy Committee, Clifford Brown, Chairman  
FROM: Donald Axelrod, Chairman, Dept. of Public Administration  
SUBJECT: Changes in DPA Program

1. The Faculty of the Department of Public Administration has approved the following description of the Field Structure of the DPA Program.

The footnotes indicate the changes made in the previous description.

Field Structure of the DPA Program

The DPA student is required to prepare for three written doctoral examinations in each of three fields (plus one oral examination covering all three fields).<sup>1</sup> Two of three of these fields may be chosen from the five Departmental Fields:<sup>2</sup> Administrative Processes; Administrative Behavior; Public Finance; Program Analyses and Evaluation;<sup>3</sup> Comparative and Development Administration. One field may be chosen from Other Fields: Political Institutions and Public Policy;<sup>4</sup> Political Economy; or a special field subject to approval by the Department. < add.

2. The Department has adopted the following statement of the Administrative Experience requirement for the DPA. This is a new requirement.

Administrative Experience

The administrative requirement can be met by a DPA student who, before he is admitted to candidacy for the degree has completed three years of full-time employment acceptable to the Department as relevant administrative experience. This

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<sup>1</sup>The previous requirement of a fourth "write-off" field (in which the student was not examined) is abolished.

<sup>2</sup>The field of Governmental Institutions and Politics has hitherto been required for all (U.S.) students. This requirement is abolished.

<sup>3</sup>This field has previously been called Management Science. Only the name has been changed.

<sup>4</sup>This field has previously been called Governmental Institutions and Politics. The name has been changed and the field, as noted above has been dropped as a requirement for all DPA students.

Academic Policy Committee, Clifford Brown, Chairman

Page -2-

October 23, 1975

requirement can also be met by a combination of three years of experience gained before and after enrollment in the program. Students lacking administrative experience will be required to participate in a six-month internship which will be arranged and supervised by the Department to provide an intensive administrative learning experience in an appropriate organization.

The way in which the student intends to meet the administrative experience requirement should be incorporated in the student's tentative degree program. At the outset of their DPA studies, students should seek from the Department a determination as to whether they have met or can meet the administrative experience requirement. At the earliest practical date the student and the Department should know whether an internship must be part of the student's degree program. There is no Departmental policy governing the time when the internship should be taken, but most students undoubtedly will want to take it at a time when their course work is substantially completed. The internship itself will not count as a course and hence the student will not receive any credited hours for it.

DA/a

cc: L. Hawkins



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HJC

STATE UNIVERSITY OF NEW YORK AT ALBANY  
Graduate School of Public Affairs

MINUTES OF THE MEETING OF THE GSPA ACADEMIC POLICY COMMITTEE  
October 15, 1975

Meeting was called to order by the Dean. It was decided that voting for a chairman would be postponed, there not being enough persons present.

The Dean reported on his meeting with the Vice-President concerning resource allocation, and reviewed President Fields' thinking. It would appear, the Dean said, that arguing workloads is not to be enough. Instead (and he is preparing a memo to this effect to Department Chairmen) it seems that qualitative improvements are to be stressed and asked for.

The Dean added that in his opinion, it was quite possible that workload could soon be mandated administratively; for example, a 12-hour load, or the teaching of five graduate level courses per academic year, or six at the undergraduate level. His reason: the "grimmiest" budget hearing within the experience of those attending. The current \$600 million shortfall may be doubled next year, as a result of which the University may lose even its redeployable lines. Or it may have to decrease enrollments.

The Dean then discussed the mission of the School, the University mission statement due by May, the question of balancing faculty loads, and the possibility of reducing administrative resources.

He then introduced the idea of renumbering GSPA courses under the prefix "GPA" rather than PAD, POS and PAF. Copies of two memoranda outlining the proposal were given to each person present. In the ensuing lively discussion, the following points were made:

1. This was a "cosmetic" change and would not affect the School mission, whenever that was to be formalized and written.
2. The School should know what its direction should be before changes are made.
3. This was an "inconsequential" change and would not affect direction and mission.
4. IF it was "inconsequential", why such an effort to push it

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GRADUATE SCHOOL OF PUBLIC AFFAIRS  
The University at Albany

MEMORANDUM

TO: Chairperson, Academic Policy Committee (APC)  
Attention: Professor Lynda Powell

FROM: Assistant Dean

DATE: November 9, 1977

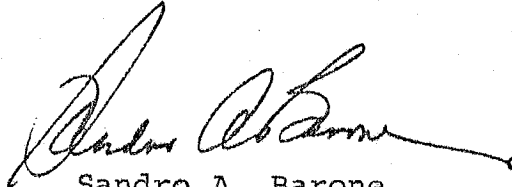
SUBJECT: Student Membership on APC

The following students have volunteered to serve  
on the APC:

Bryant Monroe - Home: 438-4253/Office: 474-4626

Allison Berg - Home: 489-0296

Mark Bertozzi - Home: 489-6693



Sandro A. Barone

mv  
cc: Committee Members  
Dean Poland

GRADUATE SCHOOL OF PUBLIC AFFAIRS  
THE UNIVERSITY AT ALBANY

MINUTES OF THE MEETING OF THE ACADEMIC POLICY COMMITTEE

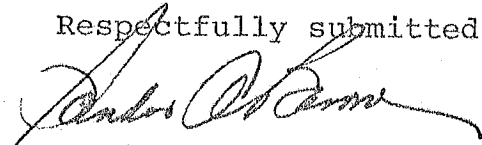
PRESENT: L. Powell (Chairperson), A. Magid, R. Nunez, J. Plant  
S. Barone (ex-officio)

PROXY: M. Bertozzi, J. Gunnell, V. Zimmermann

The meeting was called to order at 1:10 p.m., Wednesday, October 19, 1977. First item discussed was a proposed change in the structure of the Public Finance concentration designed to avoid overlapping of fields, to capitalize on current faculty resources, and to provide greater flexibility for the student. The Committee approved unanimously.

The next proposal considered by the Committee was a request by the Department of Public Administration to change the grading for PPad 680, Seminar in Legislative Administration, from S/U to lettered. The rationale was that because the course calls for extensive readings to prepare persons for the required Legislative Internship, or to give additional dimension to the Internship for those concurrently registered for it, students would take the course more seriously if lettered grades were used. In the discussion that followed, an amendment was proposed by A. Magid that the grading be left to the initiative of whoever happens to be the instructor at any given time, and that if the University did not agree to that proposal, then to change the grading from S/U to letter. The Committee approved, and adjourned.

Respectfully submitted,



Sandro A. Barone  
Secretary

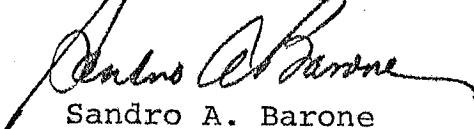
GRADUATE SCHOOL OF PUBLIC AFFAIRS  
THE UNIVERSITY AT ALBANY

MEMORANDUM

TO: Members, Academic Policy Committee (APC)  
FROM: Chairperson, APC  
DATE: October 18, 1977  
SUBJECT: Meeting

The APC Committee will hold a meeting at 1:00 p.m., Wednesday, October 19, 1977, in Room 1200, to discuss items in the attached memorandum. Please try to be present.

For the Chairperson:

  
Sandro A. Barone  
Secretary

mv  
Attachment (1)

GRADUATE SCHOOL OF PUBLIC AFFAIRS  
Department of Public Administration

MEMORANDUM

TO: Academic Policy Committee, Lynda Powell, Chairperson  
FROM: Lester G. Hawkins, Acting Chairman *LGH*  
DATE: October 6, 1977

At its September 2 meeting the faculty of the Department of Public Administration approved the following changes:

1. Proposed change in the MPA field/concentration of Legislative Administration: letter grading instead of S/U grading in the seminar in the field (PAD 680 Seminar in Legislative Administration).

PAD 680 has been restructured to include several written assignments. Letter grading is proposed to provide greater assurance that students will take these assignments (in a core course of the field) more seriously than might be the case under S/U grading.

2. Proposed change in the statement of requirements for the MPA field/concentration in Public Finance:

Seven Required Courses

PAD 500 Theories and Processes of Public Administration  
PAD 502 Public Administration and the Political Process  
PAD 520 Methods of Research and Reporting  
PAD 627 Economic Analysis for Public Administration  
PAD 640 Government and the Economy  
PAD 642 Budgetary Systems  
PAD 643 Governmental Finances

One of the following courses (restricted electives)

PAD 648 State and Local Fiscal Policy  
PAD 649 State-Local Fiscal Relations  
ECO 532 Metropolitan Finances

Four Electives

Would the committee please take action on these proposals?

LGH:dmp

GRADUATE SCHOOL OF PUBLIC AFFAIRS  
THE UNIVERSITY AT ALBANY

MINUTES OF THE MEETING OF THE ACADEMIC POLICY COMMITTEE

APRIL 14, 1977

PRESENT: V. Zimmermann (Chairman), L. Powell, W. Fiser, R. Quinn  
(by proxy), M. Bertozzi, F. Jackman, C. Ryan

NON-VOTING: O. Poland, S. Barone

GUEST: J. Riedel

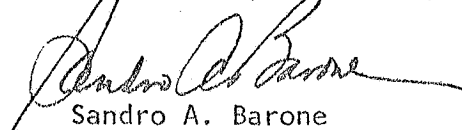
The chairman called the meeting to order at 12:00 noon.

The committee:

1. Approved a change in name to "PAD 572, Program Seminar in Urban Environmental Systems" of a course, formerly PAD 512, "Environmental Systems Administration".
2. Approved the listing of PAD 405, "Bureaucracy and Polics in American Society" as POS 405, title same.
3. Two new courses: PAD 627 "Economic Analysis for Public Administration" and PAF 501 "Institute in Public Affairs".

The meeting adjourned at 1:20 p.m.

Respectfully submitted,

  
Sandro A. Barone  
Secretary

mv  
4-20-77

GRADUATE SCHOOL OF PUBLIC AFFAIRS  
THE UNIVERSITY AT ALBANY

MINUTES OF THE ACADEMIC POLICY COMMITTEE MEETING OF MARCH 21, 1977

Present: M. Bertozzi, W. Fiser, F. Jackman, R. Quinn, V. Zimmermann

Ex-officio: S. Barone, L. G. Cowan, T. Kelly

Voting by Proxy: J. Gunnell

The meeting was called to order by the Acting Chairman, V. Zimmermann at 3:10 p.m.

The Dean gave the historical background of the undergraduate major in Public Affairs. The impetus for it, he said, came from former undergraduate majors in Environmental Studies when that program was done away with, and from members of NYPIRG. A proposal, when first presented to the Undergraduate Academic Council, was returned as not being in the prescribed form and was then rewritten. It now essentially meets the form requirements, and is to be passed on by GSPA's Academic Policy Committee.

The options are to accept unreservedly, reject totally, or accept with modifications. It would behoove the Committee to act quickly, however, so that if it approves the proposal, the program can be offered in the fall of 1977.

A general discussion followed: The main points:

Although the Public Administration Department (PAD) was generally in sympathy with the program, it felt that as a School program, it should have been a subject of prior consultation with PAD. In reply the Chairman of the Political Science Department (POS) stressed that the Public Affairs program was one of its responsibilities, and that, since POS deals extensively with undergraduates it was reasonable for POS to take primary responsibility for the proposal.

The opinion was expressed that the program needed more stress on economics, at least one further course in policy analysis and greater stress on quantitative methods, provided the faculty resources were available for such courses. It was agreed that development of these courses would be encouraged.

There was a discussion about the inclusion of English Composition (or a similar course) as part of the major rather than as a pre-requisite, and about the importance and organization of advisement, especially in the first two years (before declaration of a major by an undergraduate). It was urged that efforts be made to include all faculty members with an interest in public policy in the teaching and advisement duties in the program.

A motion was made and seconded that the proposal as outlined be approved and forwarded to the Undergraduate Academic Council. The motion was passed unanimously.

Another motion was made that a School-wide committee be formed consisting of, among others, persons who identify themselves with the study of public policy, to refine and elaborate upon the present program as resources become available with new recruitment of faculty. The motion was carried unanimously.

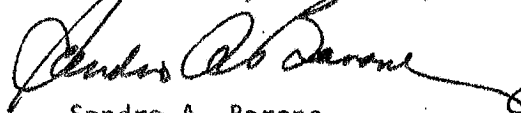
The Dean informed the Committee about diminishing graduate applications at the University as well as at GSPA, and went into some of the possible reasons for the decline, as well as some of the consequences if they were to continue. He added that the Committee might soon have to consider dropping our courses from four to three credits in order to reduce the tuition for part-time students, thereby resulting, perhaps, in increasing enrollments. Others brought up the workshop idea of Russell Sage College which in effect influenced participants to enter Russell Sage's master's program in public service. GSPA's Public Executive Project (PEP) was discussed as a possible parallel idea. The Director of PEP, it was pointed out, had tried often in the past to interest the University in granting academic credit for his management development courses, but so far, to no avail. The possibility of rapid development of off-campus courses with credit was discussed.

The Dean summarized the possible courses of action: lowering the tuition by reverting to three credit courses, exploring the possibility of conducting off-campus courses, and of using PEP as a vehicle for additional future enrollments. He asked the Committee to be thinking about these and related matters for possible future action.

The Committee then approved the dropping of PPAD 512, Environmental Systems Administration, from the inventory of courses.

The meeting was adjourned at 4:30 p.m.

Respectfully submitted,



Sandro A. Barone  
Secretary



TO: Academic Policy Committee  
FROM: Joseph M. Heikoff  
DATE: February 22, 1977  
SUBJECT: Review of New Political Science Course

During the Spring 1976 Session, a committee of Political Science faculty and students developed a proposal for an undergraduate major in Public Affairs. The general idea was approved by the Political Science faculty, the President's Office and SUNY Central Administration by a letter of intent. A more fully developed program was submitted to the Office of Undergraduate Studies and then to the Undergraduate Academic Council during the Fall 1976 Session. After further revision it is again under review by the UAC and it is expected that the program will be approved and registered in time to begin enrolling students in the Fall of 1977.

Pos 140 - Introduction to Public Policy (3)

The proposed introduction to the major is a new course approved by the the Political Science faculty which is intended as the introduction to the new major. In order to get the new course listed in the 1977-78 Undergraduate Bulletin and the Fall 1977 Schedule of Classes, it was necessary to submit the proposal for the new course immediately.

In order to avoid the delay posed by the pending vacation period, I have given my initial approval to the attached new course proposal. Attached you will also find a copy of the proposal for the new major. so that you may see the context for the new course. Please review the course proposal for POS 140.

Academic Policy Committee

J. M. Heikoff, Chairman  
Webb Fiser  
John Gunnell  
Robert Quinn  
Vigil Zimmerman

(ex officio) Carlos Astiz ✓ - S.A. Barne (Secy)  
" L. Gray Green  
" Orville Poland  
(Students) Mark Bertoni  
Frank Jordan  
Clady Ryan ✓

JMH/na  
Attach/



GRADUATE SCHOOL OF PUBLIC AFFAIRS  
The University at Albany

M E M O R A N D U M

TO: Academic Policy Committee  
FROM: Joseph M. Heikoff  
DATE: February 28, 1977

If members of the Academic Policy Committee prefer to meet for formal discussion about proposed course POS 140, please let me know. If there are objections, the proposal can be withdrawn.

The proposed undergraduate major in Public Affairs has had an interesting history. It indicates how poorly GSPA functions as a School and how little its Faculty counts in decision making. The Political Science Department proposal for the program has been in preparation for about a year and the proposed POS 140 course must have been under consideration for some time. Yet I was presented on Friday afternoon, just before vacation, with what I perceived as a demand that I take it on myself, as Chairman of the Academic Policy Committee, to approve the course for G.S.P.A. The reason given was that the approval was necessary on that day so that the course could be included in next year's catalogue.

This is the first time the Committee was informed about Political Science Department intentions. This is one more proof, if more are needed, that the Political Science and Public Administration Departments go their separate ways with practically no regard for one another. It is difficult to see why they are yoked together in G.S.P.A. I have seen little evidence during the past eight years that the two Departments have benefitted from their artificial association. The way this proposed undergraduate program and course proposal have been handled has shown the G.S.P.A. Faculty and its committee structure for the farce that it is. As I no longer wish to be identified with it, I have sent my resignation as Chairman of the Academic Policy Committee to the Dean and the Chairman of the Faculty.

JMH/a

Proposal No. \_\_\_\_\_

<input checked="" type="checkbox"/> New Course	Revision of:	<input type="checkbox"/> Number	<input type="checkbox"/> Credits
<input type="checkbox"/> Deletion of Course		<input type="checkbox"/> Title	<input type="checkbox"/> Description
<input type="checkbox"/> Cross-Listing		<input type="checkbox"/> Prerequisites	
		Effective Semester _____	

Department: Political Science      Course Number: Old      New

Course Title: Introduction to Public Policy      Credits: 3

Prerequisites: \_\_\_\_\_

Course description to appear in catalog: (Please do not exceed 50 words)

The goal of this course is to provide perspectives central to analysis of public policy issues and basic to the exercise of critical judgment about particular policies. The course is intended as an introduction to the field of public affairs and public policy research.

Justification of Proposal:

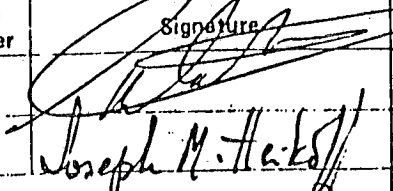
This course is contemplated as an introduction to the proposed major in Public Affairs, and as such it will provide the rationale for the proposed curriculum and an introduction to public policy research.

Course presented for S-U grading:  Yes  No

Other departments or schools which offer similar or related courses and which have certified that this proposal does not overlap with their offering:

Cross-List Department: (If appropriate): \_\_\_\_\_ Course No. \_\_\_\_\_

School or department affected by change: Graduate School of Public Affairs

Action	Approved	Disapproved	Return to Reconsider	Signature	Date
Departmental Faculty					2/18/76
G.S.P.A. Committee on Academic Policy					

Other Schools or Departments notified if affected:

Sent to Dean of Graduate Studies OR

Sent to Dean of Undergraduate Studies \_\_\_\_\_

Listed in Master File, School notified \_\_\_\_\_

Cowan

GRADUATE SCHOOL OF PUBLIC AFFAIRS  
State University of New York  
at Albany

M E M O R A N D U M

February 17, 1976

TO: Members, Committee on Academic Policy  
FROM: Clifford W. Brown, Chairman  
SUBJECT: Meeting of the Committee on Academic Policy,  
Thursday, February 19, 1976 at 1:30 p.m. in  
the Dean's Conference Room

There will be a meeting of the Committee on Academic Policy this Thursday afternoon at 1:30 pm in the Dean's Conference Room.

The purpose of the meeting will be to discuss the decision of the Department of Political Science to incorporate within it the Program in Public Affairs. The attached Departmental Committee Report identifies the proposal. This proposal was affirmed by the Department with one change. Instead of a "field committee," a departmental committee will oversee the new program.

RLT/atn  
Attachment

GRADUATE SCHOOL OF PUBLIC AFFAIRS  
State University of New York  
at Albany

M E M O R A N D U M

February 9, 1976

REPORT

TO: Political Science Department

FROM: Committee on the M.A. in Public Affairs Program

QUESTION. The issue referred to the Committee was, Shall the Political Science Department absorb the courses now offered in the Public Affairs (PAF) Program?

CONSIDERATIONS.

1. Most of the present PAF courses are being offered by members of the Political Science Department, but their enrollment is not attached to the Departmental load for purposes of allocating resources.

2. The PAF Program is currently attracting many applicants and enrollments, Political Science graduate enrollments are falling; student quality (on paper) is comparable. 1975-76 enrollment is about 20.

3. It has been argued that employment prospects are a contributing factor in the growth of MPA and MAPA program appeal, and lack of it in MAPS.

4. In 1976 (internally) and 1977 (externally) review committees will be examining programs to weed out the less economic ones. Is Political Science vulnerable?

ALTERNATIVES.

1. Attempt to absorb the objectives of the MAPA in the existing MAPS degree program.

2. Retain the existing MAPA arrangement, managed by a Committee appointed by the Dean, outside any department.

3. Absorb the MAPA as an alternate degree program (essentially unchanged) within the Political Science Department, internally managed by a Public Affairs "field committee."

4. Abolish the Public Affairs Program.

RECOMMENDATIONS.

1. Alternative #3. The MAPA should be offered by, and be under the control of the Political Science Department as an alternative degree for some students.

2. The MAPA should continue to be more interdisciplinary that the MA-PS, should be considered "professional" or "terminal" in the sense that it does not presume further graduate study, and may be specific-job oriented.

3. The "field committee" would be called Public Policy, and would draw on colleagues also serving on other field committees, and from the Public Administration Department.

4. In the table of organization, proposals for curriculum and staff changes would advance to other levels from the Political Science Department's consideration of them.

JAR/atn

October 13, 1975

TO: Dr. Donald Axelrod

FROM: Mary

The Dean would like your attendance  
at the Academic Policy Committee meeting,  
Wednesday, October 15, @ 2:00 p.m. in MT-1200.  
Please let me know whether you can attend  
or not.



October 13, 1975

TO: Dr. Carlos Astiz

FROM: Mary

The Dean would like your attendance  
at the Academic Policy Committee meeting,  
Wednesday, October 15, @ 2:00 p.m., in room  
MT-1200.


Please let me know whether you can  
attend or not.

GRADUATE SCHOOL OF PUBLIC AFFAIRS  
State University of New York  
at Albany

M E M O R A N D U M

October 10, 1975

TO: Members of the Academic Policy Committee

FROM: L. Gray Cowan, Dean 

It would seem clear from the recent faculty meeting, that the School will be taking a closer look at its overall mission during the course of the present academic year. As it was pointed out in the meeting, the School has essentially a double set of values, combining professional training with academic training. Both are of essential importance. Programs offered in GSPA tend to be mutually supportive regardless of the department or program a student may be registered in. The emphasis in the School (and, indeed, in the University as a whole) on a more direct and continuing relationship with the State and the community brings into sharper focus the need to present an integrated program at the graduate level which combines the double values that are part of the overall mission of the School.

> | Accordingly, as an initial and very small step toward displaying a greater indication of overall integration of the School's program, I am proposing that we redesignate all courses offered at the graduate level in the School with the prefix GPA, rather than PAD, POS and PAF, as at present. This would in some degree hopefully have the effect of encouraging students to take courses in any department without a feeling of confinement to a particular department simply because it was their major focus of interest. Hopefully, also, it would encourage the sharing of resources in the two departments in a period where it cannot reasonably be expected that the resources of the School in terms of faculty lines will receive any substantial increase.

> | Let me make clear that this is in no sense intended to disturb the present departmental structure. Any department or program would continue to be free to prescribe any combination of courses it so desired in fulfillment of a particular degree requirement. Major fields of concentration would continue to exist as they do at present, but minor fields might at a later point be redefined in such a way that students would feel more free to cross departmental lines in fulfillment of course work.

It is clear that a number of students in political science take courses in public administration as part of their graduate program and vice versa. This suggestion has been earlier made, as the enclosed memorandum from Professor Astiz indicates, of courses which might be cross-listed between the two Departments. Cross-listing would appear to be a somewhat awkward way of getting at the problem; a common designation of all courses at the graduate level would give a greater emphasis to the unity of offering in the School in all three fields of public administration, political science and public affairs.

If this step appears advantageous, it would be possible to undertake this redesignation for the forthcoming catalog. Since some renumbering of courses for purposes of rationalization is already being undertaken, further renumbering for the purposes of the new designation could easily be accomplished. Mr. Barone's memorandum on the subject is attached.

LGC/mpw

GRADUATE SCHOOL OF PUBLIC AFFAIRS  
State University of New York at Albany

M E M O R A N D U M

TO: Donald Axelrod, Chairman  
Department of Public Administration

FROM: Carlos A. Astiz, Chairman  
Department of Political Science

SUBJECT: Cross-listing of Courses

DATE: December 26, 1974

In accordance with our recent conversation, I am submitting the following courses for your consideration. These courses, with some content adjustment which should be reflected in new descriptions, could be cross-listed by your Department and, once cross-listed, used as "electives" by graduate students in public administration. It seems to me that a reasonable arrangement would be to accept 8 to 12 credits (two or three courses) from among those on the list toward the completion of the MPA or DPA. This action would free some of your faculty from borderline courses and permit them to improve coverage of those technical courses required by your program.

The courses could be:

POS 520	American Federalism
POS 522	State Government
POS 523	Government of Urban Areas
POS 530	The Federal Courts
POS 624	Problems of Metropolitan Areas
POS 722	New York State and Local Government
POS 749	Seminar in American Political Systems
POS 526 A & B	American Constitutional Law
POS 627	Constitutional Law: Economic Enterprise
POS 628	Administrative Law
POS 552	Comparative Communist Systems
POS 553	Politics in Developing Countries
POS 556	Political Authoritarianism in Latin America
POS 558	Problems of Contemporary Politics in South Asia
POS 771	Seminar in African Political Systems
POS 787	Seminar in Comparative Political Systems
POS 789	Seminar in Inter. Pol. Systems (multinational Corp.)

I should like to emphasize that there is a certain amount of flexibility regarding course content. Do not hesitate to make changes.

CAA/he



Assistant Dean

STATE UNIVERSITY OF NEW YORK AT ALBANY  
GRADUATE SCHOOL OF PUBLIC AFFAIRS  
Mohawk Tower  
1400 Washington Avenue  
Albany, New York 12222

(518) 457-2111

M E M O R A N D U M

TO: Dean, GSPA  
FROM: Assistant Dean, GSPA  
DATE: October 14, 1975  
SUBJECT: Renumbering of GSPA Graduate Courses

At your request, I have put together a numbering scheme for GSPA courses (graduate only) as GSPA offerings and not simply departmental or program courses. The prefix for all courses would be "GPA".

The basic building blocks are the existing fields -- Political Theory, Public Finances, Program Analysis and Evaluation, American Political System, etc., which I have combined where related (e.g., Comparative Political Systems, International Political Systems, and Comparative and International Administration). I have placed all research courses together. Some fields stand alone. In this connection, some courses would be listed more than once, e.g. POS 530, listed in both Political Theory and Public Law.

Current Public Administration courses might be given even numbers; Political Science, odd; and Public Affairs courses might have "0" as the final digit, to help identify the parent program or department.

If these suggestions -- or similar ones -- are accepted, the next step would be to fit all courses of our inventory into designated fields, and re-number within the designated blocks.



Sandro A. Barone

SAB/mm

FIELDS(S)

BLOCK OF NUMBERS

Political Theory  
American Political System  
Political Institutions and Public Policy  
PAD Core Courses  
PAF Courses

500-520, 600-620, 700-720

RESEARCH AND METHODOLOGY

521-530, etc.

INTERNSHIPS

531-540, etc.

American Political System  
Urban Development

541-550, etc.

Administrative Process  
Administrative Procedures

551-560, etc.

Comparative Political Systems  
International Political Systems  
Comparative and International Development

561-570, etc.

~~PROGRAM PLANNING AND EVALUATION~~  
PROGRAM ANALYSIS AND EVALUATION

571-580, etc.

PUBLIC FINANCES

581-590

PUBLIC LAW

591-599