

San José State University
Masters in Public Administration
PADM 218, Public Budgeting, 01, Fall, 2020

Course and Contact Information

Instructor:	Fred Keeley
Office Location:	Clark Hall
Telephone:	831 227 7906
Email:	FrederickKeeley2016@gmail.com
Office Hours:	By Appointment 60-90 Minutes Prior to Class
Class Days/Time:	Monday/6:00 p.m. to 8:45 p.m.
Classroom:	DMH 149A
Prerequisites:	Micro economics, spreadsheet competency

Course Description

This course will provide general, specific, academic and practical guidance regarding public budgeting, with specific focus on the State of California annual budget. The purpose of public administration is the efficient and effective management of the resources placed in the public trust. A critical element in public administration is the determination of the “best use” of public resources (tax and fee revenue in particular) for the overall good of the broad California community. Certainly, this is a subjective statement, since the understanding of “best use” will be value-based in competing political belief systems. There are some objective tools that allow competing “uses” to be evaluated in a relatively value-free manner. A combination of objective and subjective methods of evaluation is needed to make informed judgements on most State budget topics.

This course includes information on the techniques of policy and fiscal analysis, and the application of these techniques to public policy issues and programs in the State budget.

Course Goals

To educate public administration students about public policy formulation and public program development and implementation of the State budget.

Learning Outcomes and Objectives

Objectives:

1. Ensure that the student can apply a variety of tools to public policies and programs, to determine the content of the State budget, and the assure that they comply with the legislative intent, background, fiscal impacts, and need for amendment or termination of programs.
2. Ensure that the student understands the governmental environment in which the State budget is developed, adopted, and implemented.
3. Ensure that the student can assess elements of the State budget in the context of three concurrent Fiscal Years.

Course Learning Outcomes

1. Identify and evaluate the major principles of policy and program in the State budget.
2. Understand the terminology used in State budget development, adoption and implementation.
3. Understanding intergovernmental relationships as they impact State budget making, including constitutional limitations and California statutory and political factors.
4. Apply methods for evaluation of policy or programs in the State budget as that relates to government agencies, departments, and programs.

Required Texts/Readings

Governor's State of the State Address (2020)

California State Budget 2020-21 FY

Legislative Analyst Office – Budget Overview

Legislative Analyst Office – Crosscutting Issues

Governor's May Revise – Department of Finance, May 2020

Assembly Committee on Budget, Report on Governor's Proposed 2020-21 FY Budget

Senate Committee on Budget and Fiscal Review, Report on Governor's

Course Requirements and Assignments

This course will be moderately heavy on reading of regular and periodic State of California publications relating to public budgeting. This will be done “in real time”; in other words, the reading requirements will track the actual development of the State budget.

Students will also be required to actively participate in class discussions, small-group work, and a simulated legislative hearing regarding the proposed 2020-21 FY Budget.

Students will also have written assignments, a mid-term examination, and a final examination.

Course Credits: 3. Course Hours: Per SJSU

Final Examination or Evaluation

The final examination will be in essay form. The instructions will be provided by the instructor to the students on or before the last instruction session.

University Policy “Faculty members are required to have a culminating activity for their courses, which can include a final examination, a final research paper or project, a final creative work or performance, a final portfolio of work, or other appropriate assignment.”

Grading Information

Grading will be based on four elements:

1. Written Assignments. This component will be valued at 20% of grade, excluding mid-term and final examination.
2. Mid-Term. This component will be valued at 20% of grade.
3. Final Examination. This is valued at 15% of grade.
4. In-Class Participation (Individual and Small Group). A value of 20% of grade.
5. Simulation. This comprehensive exercise is valued at 25%.

<i>Grade</i>	<i>Points</i>	<i>Percentage</i>
<i>A plus</i>	<i>960 to 1000</i>	<i>96 to 100%</i>
<i>A</i>	<i>930 to 959</i>	<i>93 to 95%</i>
<i>A minus</i>	<i>900 to 929</i>	<i>90 to 92%</i>
<i>B plus</i>	<i>860 to 899</i>	<i>86 to 89 %</i>
<i>B</i>	<i>830 to 829</i>	<i>83 to 85%</i>
<i>B minus</i>	<i>800 to 829</i>	<i>80 to 82%</i>
<i>C plus</i>	<i>760 to 799</i>	<i>76 to 79%</i>
<i>C</i>	<i>730 to 759</i>	<i>73 to 75%</i>
<i>C minus</i>	<i>700 to 729</i>	<i>70 to 72%</i>
<i>D plus</i>	<i>660 to 699</i>	<i>66 to 69%</i>
<i>D</i>	<i>630 to 659</i>	<i>63 to 65%</i>
<i>D minus</i>	<i>600 to 629</i>	<i>60 to 62%</i>

Classroom Protocol

It is expected that when students come to class they will give the material their undivided attention. Please ensure that communication devices are on vibrate, and quietly leave the learning space if you MUST take a call during class. Do not engage in any behavior that will detract from a positive learning environment for other students.

University Policies (Required)

Per University Policy S16-9 (<http://www.sjsu.edu/senate/docs/S16-9.pdf>), relevant information to all courses, such as academic integrity, accommodations, dropping and adding, consent for recording of class, etc. is available on Office of Graduate and Undergraduate Programs' [Syllabus Information web page](http://www.sjsu.edu/gup/syllabusinfo/) at <http://www.sjsu.edu/gup/syllabusinfo/>” Make sure to review these university policies and resources with students.

Course Number / Title, Semester, Course Schedule

Course Schedule

Week (Optional)	Date	Topics, Readings, Assignments, Deadlines (If appropriate, add any extra column(s) to meet your needs.)
1	1/27	Introduction and course review. Administrative actions. Brief history.
2	2/3	Federal, State and Local government relations.
3	2/10	Budget Basics: Revenue and Expenditures
4	2/17	Budget Basics: Major Program Elements (General Fund v Fee-Based)
5	2/24	Budget Basics: Who are the players? When and How Do They Play?
6	3/2	Budget Basics: Process Through Time. Three Budgets at Once
7	3/9	Review Course to Date. Role Model Assignments
8	3/16	Mid-Term Examination
9	3/23	Simulation Discussion.
10	3/30- 4/3	Small Group Work for Simulation
11	4/6	Governor's May Revise. Role Model Paper Due
12	4/13	Small Group Work for Simulation
13	4/20	Budget Simulation Goals/Strategy Paper Due
14	4/27	Simulation Rules and Protocols
15	5/4	Simulation Small Group Work. Team Strategies Developed
16	5/11	Budget Simulation Conducted
	5/18	Final Examination

Academic Integrity

Students are assumed to know the University's Academic Integrity Policy that is available at: [http://www.sa.sjsu.edu/download/judicial affairs/Academic Integrity Policy S07-2.pdf](http://www.sa.sjsu.edu/download/judicial%20affairs/Academic%20Integrity%20Policy%20S07-2.pdf)

Accommodations

If you need course adaptations or accommodations because of a disability, or if you need to make special arrangements in case the building must be evacuated, please speak to the instructor during the first class meeting. Presidential directive 97-03 requires that students with disabilities requesting accommodations must register with the Accessible Education Center to establish a record of their disability.

About the Instructor

Fred Keeley is a 1974 graduate of San Jose State University, with an undergraduate degree in Social Sciences.

Mr. Keeley has held many appointed and elected offices in local and state government. Mr. Keeley was chief of staff to former Assembly Member and Member of Congress Sam Farr (D-Monterey).

Mr. Keeley served two terms on the Santa Cruz County Board of Supervisors. In that capacity, Mr. Keeley led the county's efforts to convert the Medi-Cal program from an inefficient fee-for-service system, to a capitated payment system that results in healthier patients, and increased provider participation.

Mr. Keeley served for ten years as the elected Treasurer of the County of Santa Cruz. In that capacity, Mr. Keeley was responsible for management of a \$900,000,000 daily investment fund for the County, school districts, special districts, and Cabrillo College. During his service in this role, Mr. Keeley produced positive returns on investments for these public agencies every month during the 2008-11 national recession.

For three terms (all allowed under California's term limit law), Mr. Keeley represented the Monterey Bay area in the California State Assembly. Serving as Speaker pro Tem, Mr. Keeley was the highest ranking member of the Speaker's leadership team. Mr. Keeley authored the Marine Life Management Act, the Marine Life Protection Act, the California Ocean Science Trust Act, and the two largest voter-approved environmental protection bonds in the nation's history. Mr. Keeley authored legislation that ended California's energy crisis in the early 2000's, and led the investigation of the state Insurance Commissioner that resulted in the Commissioner resigning this statewide office.

When Mr. Keeley finished his service in the legislature, the University of California at Santa Cruz named an annual lecture for him. The Fred Keeley Lecture on the Environment has been presented by former Interior Secretary Bruce Babbitt, former administrator of the National Oceanic and Atmosphere Administration, Jane Lubchenko, National Geographic Explorer in Residence Sylvia Earle, and others.

Mr. Keeley serves as a member of the Board of Directors of: Working Partnerships USA, the Sempervirens Fund, the Community Foundation of Santa Cruz County, and the Monterey Bay National Marine Sanctuary Foundation.

Mr. Keeley, in addition to teaching at SJSU, is on faculty at the Panetta Public Policy Institute at CSU Monterey Bay (the Panetta Public Policy Institute was founded by former CIA director and Secretary of Defense Leon Panetta).

