



PADM 260 MANAGING MULTI-PARTY DECISIONS

Marketing, Management & Public Administration Department

COURSE OUTLINE Winter 2012 (Mar-Apr)

1. Instructor Information

Instructor:	Josje ('Ya-Sha') Andmore, M.A., LL.B.
Access:	I am on line daily weekdays and occasionally on weekends.
Office Location:	CBA 232 (Centre for Business and Access, Interurban Campus)
Phone:	(250) 370-4157
Email:	andmorej@camosun.bc.ca (I prefer email, if possible)

2. Required Materials

- Susskind, Lawrence and Jeffrey Cruikshank. **Breaking the Impasse**, Basic Books, 1987. (required)
- Additional Materials - articles, links and specific simulation materials will be provided by the instructor on line or by email throughout the course and are required.

3. Course Description

This course is designed to provide students of Public and Business Administration with an opportunity to explore some of the issues associated with managing decisions which involve multiple stake holders, such as governments, business, labour, not-for-profit organizations, interest groups, and the public at large.

This is a skill based course and emphasis is placed on the techniques necessary to manage decision processes involving a number of entities, including bureaucratic and citizen representatives, as well as groups and individuals.

Depending on the make up of the class, another important theme of the course may be that public policy can be viewed partly as a result of the pursuit of *public interest* objectives by policy-makers, and partly as the result of competition for policy influence between and among various *private interests*. Policy development and implementation may be looked at from both these perspectives.

4. Method of Instruction for this Offering

This course involves two full days of face to face learning at Camosun College in Victoria. Since we develop skills in multi-party decisions in these sessions, it is mandatory that you attend in person both full days: i.e., you need to be physically present and stay all day.

After the first day, we go online for about five weeks, completing one unit per week. Each unit involves readings, online discussions and postings, some of which you complete individually and some of which involve small group work.

Near the end of the course, we hold another day long face to face session on campus during which we engage in a multi-party process that allows you to apply the learning and skills you have been building during the course. Again, since the session involves simulations, your attendance for the full final day is required (see above).

In summary, the course will consist of:

- Face to face and online lecture/discussion, to present the theoretical frameworks and to examine current issues, along with
- Two days of face-to-face in class participation, using case studies and simulations (at the start and near the end of the course), and

The course may also include videos on issues and approaches, and guest speakers, from both the public and private sectors (either in person or online).

It is expected that students will be active participants in the learning process by attending the two face to face sessions, doing the readings, 'coming prepared' for face to face and online learning events, and by contributing effectively to class deliberations.

5. Intended Learning Outcomes

Upon successful completion of the course, learners will have:

1. the ability to identify when a multi-party decision-making process/dispute is occurring;
2. an understanding of a range of approaches to conflict resolution in these circumstances;
3. an appreciation of the types of outcomes which may occur in various disputes and the circumstances in which various forms of intervention, including third party neutral mediation, may be advisable;
4. an understanding of the terminology currently used to describe these processes in order to enhance their ability to participate, evaluate and manage these kinds of disputes;
5. an understanding of the importance of issue-identification and desired outcome identification to successful conflict management;
6. an understanding of the sources of difficulty in dispute resolution;
7. examined an example of a staged process which is adaptable to a variety of disputes;
8. examined some case studies in which this staged process has been successfully applied;
9. an appreciation of the skills necessary for third party intervention and tools to evaluate the appropriateness of possible interveners; and
10. examined tools to evaluate the degree of success achieved in managing disputes.

6. Evaluation

Important Note: To succeed in the course as a whole, learners must attend both face to face, day long sessions, and must also achieve at least a passing grade in the individual assessments and in the assessments based upon team effort. Detailed instructions regarding each component of this course are provided online.

Grades in this course will be based on teamwork and individual effort, as follows:

Course Component	Value	Individual/Team Effort
Assignments	30%	<ul style="list-style-type: none"> Individual, then small group Individual effort
<ul style="list-style-type: none"> Text summary by notetaker Issue(s) Paper 	<ul style="list-style-type: none"> 15% 15% 	
Multi-Party Toolkit	20%	Individual effort
Simulation(s)	20%	Team-group
Online Participation	20%	Team-group
Course Participation	10%	Team-group
TOTALS	100%	50% Individual/50% Team

- Ten percent of the course grade is assigned for course participation and this aspect of your grade will be the subject of multi-party decisions by class members.
- In general, participation is usually based on your meaningful participation in the two face to face classes and online; a significant aspect of participation depends upon your preparedness to discuss current issues relating to government's relations with its 'publics'. This does not mean that you have to be talkative or that quiet people will be penalized. The intent behind this mark is to encourage your involvement in the course and to reward your participation.
- Each week that we are on line, you are expected to work with the course and other materials off line, so that you "arrive on line" to the group discussions prepared to discuss the readings and to describe an example of an issue relevant to the course.
- Unless previously arranged, all **late or missed assignments** not accompanied by a valid medical explanation will be graded for partial marks (usually, 10% per calendar day late will be deducted).
- Citation:** The Marketing, Management & Public Administration Department in the School of Business requires the use of American Psychological Association (APA) style for citing references on student assignments requiring scholarly research (Wikipedia is not a scholarly source). Refer to the following web link: <http://camosun.ca/libguides.com/> for further assistance and note that there is also a link to APA citation information at the link provided in the section below, School of Business Academic Honesty Guidelines.

GRADING SYSTEM

<http://camosun.ca/about/policies/education-academic/e-1-programming-&-instruction/e-1.5.pdf>

Grade	Percentage	Grade Point Equivalent	Other Grades	Comments
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A+	90+	9	*I	An "I" grade will be assigned when a student has been unable to complete the requirements of a course due to hardship or extenuating circumstances, such as illness or death in the family. Course requirements must be completed and a grade change submitted within 6 weeks of the "I" grade being assigned or the "I" grade will convert to an "F" grade.
A	85 - 89	8		
A-	80 - 84	7		
B+	77 - 79	6	*Aud	Audit
B	73 - 76	5	*NS	No Show
B-	70 - 72	4		(Students who do not attend the first class meeting of a course and who do not contact the instructor with a satisfactory explanation for their absence will be assigned an "NS" grade and their seat will be forfeited.)
C+	65 - 69	3		
C	60 - 64	2	*W	Official withdrawal has taken place
D*	50 - 59	1		(Students who do not withdraw prior to official published deadlines and fail to successfully complete the course will be assigned an "F" grade)
F*	0 - 49	0		*Courses assigned these grades cannot be used as prerequisites for admission to other courses

ACADEMIC MISCONDUCT POLICY

CAMOSUN COLLEGE STUDENT CONDUCT POLICY

There is a Student Conduct Policy. It is the student's responsibility to become familiar with the content of this policy. The policy is available in each School Administration Office, Registration, and on the College web site in the Policy Section.

<http://camosun.ca/about/policies/education-academic/e-2-student-services-&-support/e-2.5.pdf>

SCHOOL OF BUSINESS ACADEMIC HONESTY GUIDELINES

The purpose of these guidelines is to provide clear expectations of appropriate academic conduct and to establish processes for discipline in appropriate circumstances. It is the student's responsibility to become familiar with the content. <http://bus.camosun.bc.ca/studinfo/pdf/SchoolGuidelines.pdf>

DISABILITY AND LEARNING SUPPORT & SERVICES

There are services available for students with a disability to assist them throughout their programs of study. This information is available in the College Calendar, Registrar's Office or the College web site at <http://camosun.ca/services/drc/>

A variety of services is available for students to assist them in their learning. This information is available in the College Calendar, Student Services <http://camosun.ca/services/> or the College website at <http://www.camosun.ca>

7. Course Content and Schedule

Detailed information about course topics and activities is available online in the course schedule.