Syllabus

ADC5376: Local Government and Public Services
GSIR, International University of Japan, Fall 2017

Instructor: Yuki Yanai (矢内 勇生)
Email: yanai@iuj.ac.jp
Website: http://yukiyanai.com
Slack: @yanai

Overview and Class Goals

Local governments provide a wide range of services today. The actions that elected and unelected officials take at the local levels of government have far-reaching consequences for our lives. In this course, we will discuss topics concerning local governments such as decentralization, democratic accountability, the size of local governments, and the impacts of broader structural changes. We will also examine local government in Japan in order to relate theories and findings in the academic literature with local governments in the real world context.

By completing this course, you will:

- Become familiar with theoretical and empirical works on local governments.
- Understand the roles local governments play in providing public services.
- Be able to critically evaluate scholarly works on local governments.
- Be able to conduct independent research on local governments.

Prerequisites: None

Class Format

The course will be based on lectures and discussions. To engage in class discussions, students are expected to complete all the required readings before each class.

Grading

Grades will be based on:

- Class participation (20% of final grade),
- Three presentations
  - Two presentations based on the readings ($15\% \times 2 = 30\%$)
  - Group presentation (15%)
- Final project (term paper) (35%)
Final grade:

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<thead>
<tr>
<th>Letter</th>
<th>Percentage earned</th>
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<tbody>
<tr>
<td>A</td>
<td>96–100</td>
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<tr>
<td>A−</td>
<td>90–95</td>
</tr>
<tr>
<td>B+</td>
<td>80–89</td>
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<tr>
<td>B</td>
<td>70–79</td>
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<tr>
<td>B−</td>
<td>66–69</td>
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<tr>
<td>C</td>
<td>60–65</td>
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<td>F</td>
<td>Less than 60</td>
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Assignments

1. Readings
   See the Schedule section below.

2. Presentations
   (a) **Presentations about the assigned readings (one individual; one group)** Each student or group is required to deliver a 12–15 minutes presentation on a required reading material. *Summarize the assigned reading and provide at least two questions* for further discussion.
      i. Reading materials assigned for presentation are indicated as P.
      ii. Focus on the research question, theory (answer), data, and results. You do not have to discuss formal (mathematical) models or statistical analyses in detail.

   (b) **Group presentation:** Students will form a group of 3–6 people and deliver a 20–30 minutes presentation on *one of the following tasks*. Groups are formed by the instructor.
      i. Select a public service and provide comparisons across countries represented by your group members. **Examples:** waste management; snow removal; sewage; election administration.
      ii. Select one feature of local governments and compare across countries represented by your group. **Examples:** intergovernmental transfers; selection of leaders; services provided by local governments; size of local governments.

      A. Each group member must deliver a part of the presentation. If one misses the presentation, one will be required to deliver an individual presentation on a later date.
      B. You are not required to submit a written report.

3. Term paper (final project)
   (a) Each student has to complete a final project. Select any issue related to local government and/or public services and write a research paper (Max. 10 pages, double spaced).

   (b) **Due:** 10am on Tuesday, December 12.

   (c) **Sample topics:** replication of a large-N, cross-national studies; comparative study of two cities; relationship between the population size of local governments and the expenditure in a country

4. Notes:
   (a) Submit your papers by sending a Slack's Direct Message to the instructor by the deadline.

   (b) Please name you files sensibly so that I can easily manage your files. A file name should be like lgps-final-YourName.pdf.

   (c) Submit your files in PDF format. I do *not* accept MS Word files (.docx or .doc) or PowerPoint files (.ppt or .pptx), because I do not use Microsoft software.

   (d) **No late submission will be accepted.**
**Course Materials**

Course materials are distributed through Slack.

**Slack**

To facilitate communication outside class, we use Slack. The Slack group of this class is https://iuj-lgps.slack.com/.

Visit Getting Started | Slack to learn the basic usage of Slack.

You are expected to post questions regarding class to an appropriate channel in Slack; you may create a new channel if you cannot find one.

You should not only ask questions but also answer other students’ questions if possible. Your answers do not have to be complete or perfect. If you find an answer to your own question after you post the question, please post the answer to share it with your colleagues. If nobody posts an answer to a question, the instructor will provide an answer or discuss the problem in the following class.

You can join the slack team by clicking the following link:

https://iuj-lgps.slack.com/signup

To sign up, you need to use your IUJ email address ending with @iuj.ac.jp. If you would like to use another email address, please send me an email with the subject “Slack for Public Administration,” and I will send you an invitation.

Once you join the group, please use Direct Message on Slack when you need to contact me—I strongly prefer Slack messages to emails (I do not check emails frequently).

**Required Books**

None.

**Reference Books**

You do not have to buy the following books, but many of you should find them useful. You should be able to find them at the library.

Schedule

The readings with P (Presentation) or M (Mandatory) should be completed prior to the lecture for which they are listed. Because we discuss the readings with P, all students must read these readings. You should at least skim readings with R (Recommended) either before or after the lecture. Although you do not have to read them, readings with O (Optional) should enrich your understanding of the topics.

The readings with hyperlinks can be obtained on the internet through the IUJ network. The readings with * are available in the course folder:

IUJ-home/IR materials/Yanai/LocalGovernment/Readings/

This schedule is subject to change.

Week 1 (Oct. 3) 1. Introduction; 2. Significance of Local Governments


Week 2 (Oct. 10) 3. & 4. Local Elections and Representatives in Japan


R Rosenbluth and Thies (2010).


Week 3 (Oct. 17) 5. & 6. Citizens and Local Governments


Week 4 (Oct. 24) 7. & 8. Local Elections and Representatives


Week 5 (Oct. 31) 9. & 10. Legislative and Executive Branches in Local Governments

M Council of Local Authorities for International Relations. 2010. *Local Government in Japan.* CLAIR.


R Lijphart (2012), chapter 7.

Week 6 (Nov. 7) 11 & 12. Size of Local Governments

**Week 7 (Nov. 14) 13 & 14. Accountability and the Provision of Public Services**


**Week 8 (Nov. 21) 15 & 16. Group Presentation**

**Week 9 (Nov. 28) 17. & 18. Intergovernmental Relations**


**R Lijphart (2012), chapter 10.**


**Week 10** (Dec. 5) 19 & 20. Multilevel Administration


**Academic Integrity**

All students are expected to act with civility, personal integrity, respect other students’ dignity, rights and property; and help create and maintain an environment in which all can succeed through the fruits of their own efforts. An environment of academic integrity is requisite to respect for self and others and a civil community.

Academic integrity includes a commitment to not engage in or tolerate acts of falsification, misrepresentation or deception. Such acts of dishonesty include cheating or copying, plagiarizing, submitting another persons’ work as one’s own, using internet sources without citation, taking or having another student take your exam, tampering with the work of another student, facilitating other students’ acts of academic dishonesty, etc. Unfortunately, incidents of academic dishonesty, especially plagiarism, have been observed at IUJ. Plagiarism is the act, intentional or unintentional, of using other people’s words or ideas as your own. The university, GSIR, and I expect you to write your own papers and to provide full and accurate citations for any specific ideas or language—words, phrases, sentences—that you take from outside sources, including the internet.

Refer to GSIR’s Policy Statement on Plagiarism and Cheating, IUJ Professional Ethics Committee Guideline, and the Curriculum Handbook. Following the university’s policy, any act of academic dishonesty in this class will be reported to the faculty meeting and the Office of Academic Affairs (OAA) and may result receiving an F on the assignment, dismissal from class with a final grade of F, and even suspension or expulsion from the university, depending upon the severity of the violation.