

UNIVERSITY of NORTH TEXAS  
Department of Public Administration  
PADM 4450: PUBLIC POLICY ANALYSIS

Instructor: Jesseca Short	Fall 2015
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**Overview:**

This course is aimed at providing a fundamental understanding of policy-making, the impact of public policy and factors that place specific problems on the public agenda. Students will learn the role of the government, and think analytically about policy problems. They will have an understanding of key public policy concepts such as market failures, public goods, and externalities, and a better understanding of decision-making criteria such as efficiency, equity, and fairness. Lastly, we will develop familiarity with some current policy issues (e.g., health care, education, crime, etc) and the tools the government use in different policy areas like regulation, taxes, and public information.

**Required Reading:**

Weimer DL and Vining AR. (2011) *Policy Analysis*. 5<sup>th</sup> edition. Pearson Education. There will be additional readings, which will be distributed in class or posted on Blackboard.

**Course Policies to “Succeed at UNT”**

- **Show Up:** Attendance to all class sessions is required. Arriving late is discouraged.
- **Find Support:** Everyone needs help sometimes. It will be mandatory to visit the writing center once while developing the term project.
- **Be Prepared:** Complete all required reading before the start of class. You are required to complete weekly reading assignments prior to class and be prepared to discuss the materials when class meets.
- **Get Involved:** Participation in class discussion is encouraged.
- Showing respect to other students is mandatory.
- **Be Persistent:** To avoid undesirable performance ask for assistance from the professor or visit <http://learningcenter.unt.edu/> to set up appointments with volunteer tutors.
- Test make-ups will be limited to special circumstances (with prior notifications only).
- Incompletes will be given only according to University policy.
- Requests for disability accommodation will be handled per university policy.
- Plagiarism and other forms of cheating will automatically result in a failing grade.
- If you are using a computer or other technology to take notes, this is fine. It is not ok, however, to surf the web, text others, or read or send emails during class time. If you choose to ignore this, plan to retake the class at a later date as it will result in one-full level grade point deduction from your final course grade (i.e., your overall grade in the course will move from an A to a B, a B to a C, etc.).

- *I reserve the right to make changes in the course syllabus to reflect the overall objectives of the course and my personal teaching philosophy of student participation and inclusiveness. Any change will however be communicated to students.*

**\*\*\*Note\*\*\*** Please access *succeed.unt.edu*. The site will contain multiple student resource links, as well as short videos with student messages, and will be live by the start of fall classes.

### Course format and requirements

To earn your grade you may want to consider the following upon which your grade will be based.

1.	Midterm Exam	20%
2.	Final Exam	25%
3.	Policy Paper	30%
4.	In-Class Presentations/Labs	25%
5.	<b>Total</b>	<b><u>100%</u></b>

The UNT standard grading scale is used as follows: ( i.e., 90% - 100%=A; 80% - 89%=B; 70% - 79%=C; 60% -69% =D; 59% and below =F).

### Attendance

**Class attendance is not optional.** If you miss class it is **your responsibility** to find out what was covered on that night and make up the missed material.

### Late Work

Late assignments (midterm/final exam/policy paper/presentations) **will not** be accepted late. Exceptions may be made for valid circumstances if the instructor has notice prior to class time (e.g. serious illness, death in the family, other emergencies, etc.) however documentation must be provided before any accommodation will be made. Any exceptions will be made on a case-by-case basis at the discretion of the instructor.

**The professor will NOT provide notes for missed classes. If you miss class, you will be responsible for obtaining any notes or handouts from a classmate.**

## **Mid-term Exam**

On Monday, October 19, 2015 you will have a comprehensive mid-term test covering all topics that have been taught in class up to the date of the test.

## **Final class Exam**

You will have a final test at the end of the semester on Monday, December 7, 2015 from 1:30PM – 3:30PM. It will cover materials taught in the second half of the semester.

## **Policy Paper**

2 or 3 person groups work together to write one policy paper. This paper will count for 30% of the course grade. This memo should be no more than 750-1250 words (about 3-5 pages double-spaced). This assignment should describe the problem, discuss the rationale and goals of government intervention, specify evaluation criteria, identify alternatives to the proposed policy, evaluate the policy and its alternatives, and offer a policy recommendation. Discuss the type of information necessary to adequately evaluate the policy where needed. Be thorough, clear, and organized. Refer to concepts discussed in the readings.

## **In-Class Presentations/Labs**

There will be at least one in-class presentations and students will be graded based on their performance in each presentation. **There are no make-ups for these in-class presentations or labs.** If you do not participate in these presentations, you will get a grade of a zero. Further details will be supplied at a later date.

# UNIVERSITY OF NORTH TEXAS™

## Department of Public Administration

### **POLICY ON CHEATING AND PLAGIARISM**

Notice of this policy shall be given in all public administration classes each semester, and written copies shall be available in the public administration office.

#### Definitions

The UNT Code of Student Conduct and Discipline defines cheating and plagiarism “as the use of unauthorized books, notes, or otherwise securing help in a test; copying other’s tests, assignments, reports, or term papers; representing the work of another as one’s own; collaborating without authority with another student during an examination or in preparing academic work; or otherwise practicing scholastic dishonesty.”

#### Penalties

Normally, the minimum penalty for cheating or plagiarism is a grade of “F” in the course. In the case of graduate departmental exams, the minimum penalty shall be failure of all fields of the exam. Determination of cheating or plagiarism shall be made by the instructor in the course, or by the departmental faculty in the case of departmental exams.

Cases of cheating or plagiarism on graduate departmental exams, papers, theses, or dissertations shall automatically be referred to the departmental Curriculum and Degree Programs Committee. Cases of cheating or plagiarism in ordinary course work may, at the discretion of the instructor, be referred to the Curriculum and Degree Programs Committee in the case of either graduate or undergraduate students. This committee, acting as an agent of the Department, shall impose further penalties, or recommend further penalties to the Dean of Students, if they determine that the case warrants it. In all cases, the Dean of Students shall be informed in writing of the case.

#### Appeals

Students may appeal any decision under this policy by following the procedure laid down in the UNT Code of Student Conduct and Discipline.

### **POLICY ON DISABILITY ACCOMMODATION**

The Department of Public Administration, in cooperation with the Office of Disability Accommodation, complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. Please present your written accommodation request during regular office hours before the 12<sup>th</sup> class day of regular semesters (4<sup>th</sup> class day of summer sessions).

### **POLICY ON LAPTOPS AND CELL PHONES IN THE CLASSROOM**

The classroom setting at an institution of higher learning is intended to serve as a venue that permits the transfer of knowledge and facilitates the sharing of ideas. As such, it is imperative that any distractions from these stated objectives be avoided and kept to a minimum. Potential disruptions include modern electronic devices such as laptop computers and cell phones.

Students are allowed to take notes on personal laptop computers to enhance the learning process, but they should not activate their internet browsers during class or use computers for non-academic purposes (as this diverts attention from the lecture/discussion for both the student using it and others nearby). Students should also avoid using cell phones to search the Internet or text while class is in session.

Exceptions to this policy will be at the discretion of the faculty only and may occur if searching the Internet is necessary to find additional information or facts related to the subject being covered on that particular day.

### **POLICY ON STUDENT BEHAVIOR IN THE CLASSROOM**

Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Center for Student Rights and Responsibilities to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at [www.unt.edu/csrr](http://www.unt.edu/csrr).

### **STUDENT EVALUATION OF TEACHING EFFECTIVENESS (SETE)**

The Student Evaluation of Teaching Effectiveness (SETE) is a requirement for all organized classes at UNT. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. The Student Evaluation of Teaching Effectiveness (SETE) will be administered from **my.unt.edu**. Please make time to complete your SETE when it is open.

**FALL 2015**  
**IMPORTANT CLASS DATES**

**AUG 24, MONDAY**  
First class day

**SEPT 5, SATURDAY**  
Census date

**SEPT 7, MONDAY**  
Labor Day-No classes. University Closed

**SEPT 8, TUESDAY**  
Beginning this date a student who wishes to drop a course must first receive written consent of the instructor.

**OCT 2, FRIDAY**  
Last day to drop a course with a grade of W for courses that a student is not passing.  
After this date a grade of WF may be recorded.

Last day for student to receive automatic grade of W for nonattendance.

**OCT 3, SATURDAY**  
Beginning this date, instructors may drop students with grade of WF for non-attendance.

**OCT 18, SUNDAY**  
Mid-Semester

**NOV 2, MONDAY**  
Last day to drop with either W or WF.

Last day to **drop a course** with consent of instructor.

**NOV 9, MONDAY**  
Beginning this date a student *who qualifies* may request a grade of “I,” incomplete, a non-punitive grade given *only if* a student (1) is passing, (2) has justifiable reason why the work cannot be completed on schedule; **and** (3) arranges with the instructor to complete the work.

**NOV 20, FRIDAY**  
Last day for an instructor to drop a student with a grade of WF for non-attendance.

**NOV 26-29, THURSDAY-SUNDAY**  
Thanksgiving Break

**DEC 3, THURSDAY**  
Last class day

**DEC 4, FRIDAY**  
Reading Day. No classes.

**DEC 5 - 11 SATURDAY-FRIDAY**  
Final examinations

**DEC 11, FRIDAY**  
End of Term

## Tenative Course Calendar

Day	Date	Subject	Required readings
1	August 24	Welcome & Introduction to the Course <b>What is Public Policy?</b>	Chs. 2, 3, &15
2	August 31	Evaluation: Efficiency	Chs. 4 & 14
3	September 7	<i>Labor Day—No Class</i>	
4	September 14	Evaluation: Analysis on Welfare Programs	Handout
5	September 21	Evaluation: Cost-Benefit Analysis	Ch. 16
6	September 28	Problem: Market Failures	Ch. 5
7	October 5	Problem: Uncertainty and Allocation over Time	Ch. 6
8	October 12	Problem: Other Rationales for Intervention	Ch.7
9	October 19	Mid-Term Exam	
10	October 26	Taxation and Subsidies	Ch. 10
11	November 2	Market Based Solutions	Handout
12	November 9	Regulations and Public Provisions	Handout
13	November 16	Insurance and Cushions	Handout
14	November 23	Evaluation: Implementation and Political Feasibility	Chs. 8 & 11
15	November 30	Review	
16	December 7	Final Exam (MONDAY 1:30PM-3:30PM)	

**The professor reserves the right to amend/change this syllabus as necessary.**