

University of North Texas
Department of Public Administration
Summer 2017
(Five Week 1)

PADM 4450 (PSCI 4450)

PUBLIC POLICY ANALYSIS

Monday- Thursday
10:00 AM- 11:50 AM
WH318

Instructor: Simon A. Andrew, PhD

Office location: Chilton Hall 204A

Office Hours: Tuesday 12:00-1.30PM (or by Appointment)

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COURSE DESCRIPTION

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 various theoretical models and approaches when examining public policy.

To effectively accomplish the course objectives, class time will be divided between lectures and seminar discussions. Preparation for class becomes important in a discussion setting, students are required to complete the readings for each class meeting and be prepared to participate in the discussion. Attendance and punctuality are expected for each class meeting. If an absence is unavoidable, it is the student's responsibility to notify the instructor and indicate the reason for the absence.

RECOMMENDED READINGS

Dye, Thomas R. (1998) Understanding Public Policy, New Jersey: Prentice Hall

Lowi, T. J. (1972). Four Systems of Policy, Politics and Choice. Public Administration Review 32, 298-310

Polski, Margaret and Elinor Ostrom (1999). An Institutional Framework for Policy Analysis and Design. Unpublished manuscript.

Additional readings will be announced/distributed in class or blackboard.

TENTATIVE COURSE OUTLINE
(SUBJECT TO CHANGE AT INSTRUCTOR'S DISCRETION)

Week	Day / Date	Topics
Week 1	Mon. / June 5	Overview of Course Outline and Expectations
	Tues. / June 6	Lecture 1: What is Public Policy?
	Wed. / June 7	Lecture 2: Models for Policy Analysis I
	Thur. / June 8	Lecture 3: Models for Policy Analysis II
	Fri. / June 9	Seminar Discussion 1
Week 2	Mon. / June 12	Lecture 4: American Federalism
	Tues. / June 13	Lecture 5: Public Policy Process
	Wed. / June 14	Lecture 6: Policy Evaluation
	Thur. / June 15	Seminar Discussion 2
Week 3	Mon. / June 19	Mid Term Exam
	Tues. / June 20	Lecture 7: Policy Typology I –
	Wed. / June 21	Lecture 8: Policy Typology II -
	Thur. / June 22	Lecture 9: Economic Policies
Week 4	Mon. / June 26	Lecture 10: Tax Policies
	Tues. / June 27	Seminar Discussion 3
	Wed. / June 28	Lecture 11: Institutional Analysis & Development (IAD) Framework I
	Thurs. / June 29	Lecture 12: Institutional Analysis & Development (IAD) Framework II
Week 5	Mon. / July 3	Exam Review - Essay Due at Noon
	Tues. / July 4	Holiday
	Wed. / July 5	Reading Day
	Thurs. / July 6	<i>Final Exam</i> –

COURSE GRADING

Final grades for the course will be determined as indicated below:

Midterm	30 %
Final Exam	30 %
Essay (Seminar Question)	40 %

Total for final grade	100%

A standard scale will be used for grading (e.g. 90%- 100% = A; 80%- 89% = B; 70%- 79% = C; 60 %- 69% = D; 59% and below = F).

EXAMINATIONS

You will have one midterm and one final exam.

ESSAY QUESTIONS

You are required to write and submit one essay at the end of the semester (see below). Your answers should be typed, 1.5-spaced, using standard margins and 12-font in a proportional font such as Times Roman. Note that you are limited to write a total of 2,500 words or about ten (10) pages excluding the reference page—I will not read your answer beyond the 10th page. Please do not tinkering with font size and margins. All questions will be equally weighted; they will be graded on the quality of the arguments, the organization of the essay, adequate use of existing literature, grammar, and spelling.

Essay should be submitted – electronically or in class – by **3 July 2017 at 12:00 Noon** (Monday). I will not accept late submission.

When submitting your essay, make sure to include the essay questions. A general guideline on how to write an essay can be found in websites such as <http://essayinfo.com/> To get you start thinking about your essay, I suggest reading around the topic and the recommended readings. An acceptable essay must go beyond mere description of factual information, and will integrate materials from various sources and perspectives including class readings and your own assessments. In other words, don't just list descriptive or factual information on the topic. Specifically, grading will be based on the followings: Did you actually answer the question? Is the argument well-structured and convincing? Did you use appropriate evidence from the literature we covered in class and/or everyday settings and integrate it into the argument?

Seminar Discussion 1: Over the years, scholars have developed various approaches or models to understand and examine public policy. Explain the major conceptual models in the study of public policy and discuss the advantages and disadvantages of each when analyzing specific policies. Provide your answer with examples.

Seminar Discussion 2: “The policy process model focuses on how policies are made, rather than on the substance or content of policies. The model identifies a variety of activities that occur within the political system, including identification of problems and agenda setting, formulating policy proposals, legitimizing policies, implementing policies, and evaluating their effectiveness. Although political science has traditionally concerned itself with describing political institutions and processes, seldom has it systematically examined the impact of political processes on the content of public policy” (Dye 1998: 333). Describe what is meant by a policy process model and evaluate its strengths and weaknesses when studying a specific public policy. Provide your answer with examples.

Seminar Discussion 3: Describe and discuss the various types of policy typology? Provide your answer with examples.

ACADEMIC POLICIES

Attend class each week. There is no direct attendance policy, but it is helpful. The instructor will not post lecture notes so please attend and take notes. Attendance for the final exam is mandatory. Excused exam absences are rare and require prior notification and documentation explaining absence. I reserve the right to ask different questions on make-up exams.

*Read each week's assignments prior to class **and** be prepared to discuss the material.* Regular attendance and meaningful participation is often the margin of difference for those on the borderline between grades.

Assignment is due at the time identified on the course syllabus. Late assignment will not be accepted.

*Incompletes will be assigned **ONLY** in the **MOST EXCEPTIONAL** circumstances.* Please complete the course. It is in your best interest to do so.

UNIVERSITY & DEPARTMENT POLICIES

- 1) **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 departmental office.
 - a. **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."
 - b. **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.
 - c. **Procedures:** 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 Program[s] 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.
 - d. **Appeals:** Students may appeal any decision under this policy by following the procedures laid down in the UNT Code of Student Conduct and Discipline.
- 2) **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 12th class day of regular semesters (4th class day of summer sessions).

- 3) **Holy Day Observance:** A student who is absent from class for the observance of a religious holy day shall be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence with no penalty. Advanced notice of such an absence is an important professional courtesy.
- 4) Please see Blackboard for additional course policies regarding technology and other issues.
- 5) Please complete the course evaluation (SPOT) online during the last week of the course.

ACCEPTABLE STUDENT BEHAVIOR

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

CODE OF CONDUCT

I expect all students to conduct themselves with professional courtesy, which includes (but is not limited to) the following:

- Respect for fellow students, the field, the instructor and others in the community. This includes listening to others, being polite, and using appropriate (as opposed to inappropriate) language.
- Promptness. Please do not be tardy to appointments or meetings that are related to this course. If you must be late or absent for an appointment, please make a courtesy call to explain the situation.
- Turn off your cell phone during class and if you are attending a meeting, hearing or taking part in an interview for purposes related to this course. Your phone should be adjusted to a non-intrusive setting if you are on-call and must have your phone activated during class.
- Please do not send or read text or email messages, scan the Internet, play electronic games, etc., during class time.