

PUB AFRS 2110
Introduction to Public Affairs
3 Credit Hours
Autumn 2012

Tuesdays & Thursdays, 3:55pm – 5:15pm
Page Hall 60

Professor Stéphane Lavertu, PhD
250P Page Hall
Email: lavertu.1@osu.edu
Office hours: Tuesdays & Wednesdays 1:00pm-2:00pm
Or by appointment

COURSE OVERVIEW

This course is an introduction to the range of topics that constitute “public affairs.” First, it provides an introduction to the policymaking process—emphasizing theoretical frameworks which will help you understand how actors and institutions (both in and out of government) interact to produce public policies. Second, the course introduces you to the core crafts on which schools of public affairs focus: policy analysis and public management. The former entails the generation of rational advice relevant to public decisions. The latter focuses on the management of public agencies and non-profit organizations. Course learning goals and objectives are pursued via lectures, written assignments, and class discussion of case studies and current events.

LEARNING GOALS AND OBJECTIVES

There are four learning goals and objectives for this course:

- Introduce you to the field of public affairs
- Provide you with a basic overview of the structure and functioning of the public sector in the United States in its organizational and societal environment
- Provide you with experience in applying concepts and frameworks to real-world public challenges
- Improve your ability to communicate ideas through written and oral formats

BASIS FOR ASSESSMENT

Your grades will be based on the following exams and assignments:

Midterm Exam (30% of grade; Thursday, September 27, regular class time)

The in-class exam will cover the policymaking process and policy analysis.

Policy Paper (30% of grade; Thursday, Oct. 4, and Tues., Nov. 13, beginning of class)

The policy paper is meant to provide you with an opportunity to examine a policy issue that is of interest to you. You will be graded on the quality of the writing and your inclusion of required content. Specifically, the paper must include the following: 1) a clear description of the public problem or issue; 2) a discussion of the politics of the problem (the key actors and their arguments, the relevant government institutions, etc.); and 3) what government has done to address the problem.

A **1-2 page problem statement** for your paper is due on October 4 and will count for **5 percent** of your grade. The problem statement must clearly define the public problem or issue using appropriate sources. The **7-8 page final paper** is due November 13 and will determine the remaining **25 percent** of your grade associated with the paper. The abstract and paper must meet the following formatting requirements: double-spacing, 12 point font, and 1" margins. Hardcopies are due at the beginning of class.

Final Exam (30% of grade; Wednesday, December 12, 6:00pm-7:45pm)

The final exam will cover public administration in detail, and will pose some general questions that require synthesis of all class material.

Attendance (10% of grade)

Your attendance grade is a straightforward calculation of the percentage of classes you attended. Attendance is only a small portion of student grades, but performance on graded assignments and exams typically depends on the extent to which students have absorbed material covered in class.

Transformation of numerical grades to letter grades will correspond to this schedule:

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|----|---------|----|---------|-----|------|
| A | 93-100 | C+ | 77-79.9 | E < | 59.9 |
| A- | 90-92.9 | C | 73-76.9 | | |
| B+ | 87-89.9 | C- | 70-72.9 | | |
| B | 83-86.9 | D+ | 67-69.9 | | |
| B- | 80-82.9 | D | 60-66.9 | | |

REQUIRED TEXTS

The following texts are required. I will provide all other readings to you electronically.

- Donald F. Kettl. 2011. *The Politics of the Administrative Process, 5th Edition*. Washington, DL: CQ Press. (ISBN-10: 1608716880 | ISBN-13: 978-1608716883)
- Michael E. Kraft and Scott R. Furlong. 2012. *Public Policy: Politics, Analysis, and Alternatives, 4th Edition*. Washington, DC: CQ Press. (ISBN-10: 1452202745 | ISBN-13: 978-1452202747)

Students can access textbook information via the Barnes & Noble bookstore website: www.shopOhioState.com as well as from their BuckeyeLink Student Center. This information is disseminated by B&N to all area bookstores. You may buy from a store of your choice and/or shop for books (always use ISBN# for searches) on line.

SCHEDULE

***Note:** Readings must be completed by the date next to which they are listed.

PART 1: The Policymaking Process

Week 1

Thurs, 8/23: No readings due

Week 2

Tues, 8/28: "Public Policy and Politics" (KF, Ch. 1)

Thurs, 8/30: "Government Institutions and Policy Actors" (KF, Ch. 2)

Week 3

Tues, 9/4: "Understanding Public Policymaking" (KF, Ch. 3)

Thurs, 9/6: The case of the federal debt (no readings)

PART 2: Policy Analysis

Week 4

Tues, 9/11: "Policy Analysis: An Introduction" (KF, Ch. 4)

Thurs, 9/13: "Public Problems and Policy Alternatives" (KF, Ch. 5)

Week 5

Tues, 9/18: "Assessing Policy Alternatives" (KF, Ch. 6)

Thurs, 9/20: The case of lead regulation (no readings)

Week 6

Tues, 9/25: Exam Review

Thurs, 9/27: **Midterm Exam**

PART 3: Public Administration

Week 7

Tues, 10/2: "Accountability" (Kettl, Ch. 1)

Thurs, 10/4: "What is Public Administration?" (Kettl, Ch. 2)

Paper Abstracts Due

Week 8

Tues, 10/9: "What Government Does—And How It Does It" (Kettl, Ch. 3)

Thurs, 10/11: "Organizational Theory" (Kettl, Ch. 4)

Week 9

Tues, 10/16: "The Executive Branch" (Kettl, Ch. 5)

Thurs, 10/18: "Organization Problems" (Kettl, Ch. 6)

Week 10

Tues, 10/23: "Administrative Reform" (Kettl, Ch. 7)

Thurs, 10/25: "The Civil Service" (Kettl, Ch. 8)

Week 11

Tues, 10/30: "Human Capital" (Kettl, Ch. 9)

Thurs, 11/1: "Decision Making" (Kettl, Ch. 10)

Week 12

Tues, 11/6: "Budgeting" (Kettl, Ch. 11)

Thurs, 11/8: **No Class (APPAM)**

Week 13

Tues, 11/13: ***Policy Papers Due***

Thurs, 11/15: "Implementation" (Kettl, Ch. 12)

Week 14

Tues, 11/20: "Regulation and the Courts" (Kettl, Ch. 13)

Thurs, 11/22: **No Class (Thanksgiving)**

Week 15

Tues, 11/27: "Executive Power and Political Accountability" (Kettl, Ch. 14)

Thurs, 11/29: The case of local public schooling (no readings)

Week 16

Tues, 12/4: Last class

IMPORTANT INFORMATION

ACADEMIC INTEGRITY (ACADEMIC MISCONDUCT)

The Ohio State University and the Committee on Academic Misconduct (COAM) expect that all students have read and understand the University's [Code of Student Conduct](#), and that all students will complete all academic and scholarly assignments with fairness and honesty. Failure to follow the rules and guidelines established in the University's Code of Student Conduct may constitute "Academic Misconduct." Sanctions for the misconduct could include a failing grade in this course and suspension or dismissal from the University.

In the Ohio State University's [Code of Student Conduct](#), Section 3335-23-04 defines academic misconduct as: "Any activity that tends to compromise the academic integrity of the University, or subvert the educational process." Examples of academic misconduct include (but are not limited to) plagiarism, collusion (unauthorized collaboration), copying the work of another student, and possession of unauthorized materials during an examination. Ignorance of the University's [Code of Student Conduct](#) is never considered an "excuse" for academic misconduct.

If you have any questions about the above policy or what constitutes academic misconduct in this course, please contact me.

ADA Statement

Students with disabilities that have been certified by the Office for Disability Services will be appropriately accommodated and should inform the instructor as soon as possible of their needs. The Office for Disability Services is located in 150 Pomerene Hall, 1760 Neil Avenue; telephone 292-3307, TDD 292-0901; <http://www.ods.ohio-state.edu/>.