



THE OHIO STATE UNIVERSITY

JOHN GLENN COLLEGE OF PUBLIC AFFAIRS

Public Policy Analysis

Public Affairs 3000 (3 Credits)

Spring 2017

Page Hall 10

Tuesdays & Thursdays 2:20 PM – 3:40 PM

	Professor	Teaching Assistant
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Office Hours:	Tues 12:00—2:00PM	TBD

Course Description:

This course provides an introduction to the issues and methods of public policy analysis. This course provides students with a “tool kit” of practical methods for analyzing public policy issues. It develops a policy research and modeling skillset in considering complex, real-world issues involving multiple actors with diverse interests, information uncertainty, institutional complexity, and ethical controversy.

Course and Student Learning Objectives:

The purpose of this course is to introduce students to the fundamentals of public policy analysis. This course is focused on general skill development and practice by way of exposure to the variety of tools used in public policy analysis, but not on gaining a substantive understanding of particular public policies. The course addresses questions such as: What is policy analysis? How do we undertake policy analysis? How do we choose among different policy alternatives?

Students will develop skills in applied analytic modeling and data manipulation using the Excel spreadsheet package. Areas of coverage will include visual presentation and interpretation of data, needs assessment and market failure analysis, indexing, extrapolation and simple forecasting, simple risk analysis, and benefit-cost analysis. Students will also strengthen their skills in argumentation and writing for public policy analysis through the preparation of methods lab homework assignments as formatted policy briefs.

Required Texts:

Munger, M. (2000). *Analyzing policy: Choices, conflicts, and practices*. New York: W. W. Norton & Co. ISBN: 0-393-97399-9

Wheelan, C. (2011). *Introduction to public policy*. New York: W. W. Norton & Co. ISBN: 978-0-393-92665-1

Additional readings identified in the course schedule will be available through Carmen.

Higher Education Opportunity Act (HEOA) Statement:

Students can access textbook information via the Barnes & Noble bookstore website: www.shopOhioState.com as well as from their Buckeye Link 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.

Course Requirements:

The course grade will be based upon successful completion of methods lab assignments, a midterm examination, a final examination, and in-class quizzes. Grade calculation will be based on a 500 point system as follows:

Assignment	Points	Percent of Total
Methods Lab #1	25	5%
Methods Lab #2	25	5%
Methods Lab #3	25	5%
Methods Lab #4	25	5%
Methods Lab #5	25	5%
Methods Lab #6	25	5%
Midterm Examination	100	20%
Final Examination	150	30%
Quizzes	50	10%
Participation	50	10%
TOTAL	500	100 %

The grading scale will be based upon the following 500 point scale:

Points	Percentage	Grade	Points	Percentage	Grade
465	93	A			
450	90	A-	365	73	C
435	87	B+	350	70	C-
415	83	B	335	67	D+
400	80	B-	300	60	D
350	77	C+			E

Submission Protocols:

All assignments must be submitted in class and on paper at the start of class on the respective due date. The start of class is 2:20 PM. Late assignments will receive a letter grade reduction for each day they are late. Exceptions will be given on a case-by-case basis if sufficient grounds for exception are provided. Students coming to class after lecture has begun may still submit their assignments; however, the late penalty will apply. Students are encouraged to come to class and submit their methods lab assignments on time.

Course Assignments:

Methods Labs:

The methods labs are designed to give students an applied and hands-on set of assignments to cement their understanding of the methods introduced in the readings and lecture. These assignments will include spreadsheet-based tools to develop skills of analysis for public policy. Time will be provided during regularly-scheduled lecture to introduce students to the topics and methods requisite for each assignment. Students are encouraged to bring their laptops to class to follow along with the instructor when demonstrations are provided, and/or take detailed notes that will help them with the assignment at home or in a campus computing lab.

For these assignments, students may work individually or in pairs (maximum two students *only*). If a student decides to work with another student, those students **must** submit a joint methods lab report, with both of their names clearly written on the assignment/write-up. If students work in pairs, both students will receive the same grade on that assignment. All students *must* submit the first methods lab (policy analysis writing lab) individually.

Students will be required to have access to Microsoft Excel, any recent version will be acceptable. Alternatively, a good open source version of this popular software package can be retrieved for free at: <http://www.openoffice.org/>. On campus computer labs also provide access to Microsoft Office.

Examinations:

Examinations will be given in class on the date specified on the class schedule. Students will take examinations individually, and will be responsible for all class materials and readings preceding that examination. No in-class make-up sessions will be provided for examinations.

Quizzes:

To encourage successful student interaction with the lecture material, pop quizzes will be given in class throughout the course of the semester. These quizzes will provide a brief test of students' reading preparation for the scheduled reading assignment.

Participation:

Participation is not attendance. A student receiving full participation credit is a student who regularly attends class on time, regularly completes the readings prior to lecture, and engages with the lecture material in a thought-provoking manner. It is uncommon for students to receive full points for participation in Public Policy Analysis.

Extra Credit:

Throughout the semester, extra credit opportunities may present themselves. These may include opportunities to participate in research experiments, extra credit questions on methods labs, etc. Students are encouraged to pursue extra credit opportunities to improve their overall class grade.

Class Policy on Originality

Plagiarism is defined as the submission of material authored by another person but represented as the student's own work, whether that material is paraphrased or copied in verbatim or near-verbatim form. This includes the improper acknowledgment of sources in essays or papers. Culpability is not diminished when plagiarism occurs in drafts which are not the final version.

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.

Originality means that the student is the sole author of the work. Thoughts and ideas taken from other sources or from official content are permitted, but this must not constitute the bulk of the student's submission. This means that it is not acceptable for a student to simply submit work completed by another person or institution (such as an online paper purchasing site) and cite it as the source of the work. A student's work must be his/her own. Students are encouraged to see the OSU Code of Student Conduct, Section 3335-23-04 that defines academic misconduct further. Ignorance of the University's Code of Student Conduct is never considered an "excuse" for academic misconduct.

Cases of cheating or academic dishonesty will be promptly reported to the university committee on academic misconduct. They will be handled according to university policy: http://studentaffairs.osu.edu/resource_csc.asp

Other sources of information on academic misconduct (integrity) to which you can refer include:

The Committee on Academic Misconduct web page: <http://oaa.osu.edu/coam.html>

Ten Suggestions for Preserving Academic Integrity: <http://oaa.osu.edu/coamtensuggestions.html>

Eight Cardinal Rules of Academic Integrity: www.northwestern.edu/uacc/8cards.html

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

Disability:

Students requiring disability accommodation should contact the Ohio State University Office of Student Life's Disability Student Services office.

Office of Disability Services

The Ohio State University

Office of Student Life

150 Pomerene Hall

1760 Neil Avenue

Website: <http://ods.osu.edu/>

Email: ods@studentlife.osu.edu

Exam Accommodations:

odsexam@osu.edu

Phone: 614-292-3307

Fax: 614-292-4190

VRS: 614-429-1334

Students with disabilities are responsible for making their needs known and for seeking the available assistance in a timely manner. This material is available in alternative formats upon request. The Office of Disability Services provides assistance in verifying the need for accommodations and developing accommodation strategies. Disable students who have not previously contacted the Office of Disability Services are encouraged to do so.

Mental Health Statement:

As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce a student's ability to participate in daily activities. The Ohio State University offers services to assist you with addressing these and other concerns you may be experiencing. If you or someone you know is suffering from any of the aforementioned conditions, you can learn more about the broad range of confidential mental health services available on campus via the **Office of Student Life Counseling and Consultation Services (CCS)** by visiting ccs.osu.edu or calling 614-292- 5766. CCS is located on the 4th Floor of the Younkin Success Center and 10th Floor of Lincoln Tower. You can reach an on call counselor when CCS is closed at 614--292--5766 and 24 hour emergency help is also available through the 24/7 National Suicide Prevention Hotline at 1--800--273--TALK or at suicidepreventionlifeline.org

Syllabus Revision:

During the semester, your professor will regularly review student and lecture progress, and may revise the syllabus to meet class needs if necessary. This may result in change of dates for methods lab requirements, change of dates to accommodate guest speakers, due dates for assignments or other minor changes. Students will be given ample notification of any revisions.

Acknowledgements:

This course and its contents are modeled after a similar course offered by Professor Juliet Musso at the University of Southern California Sol Price School of Public Policy. Some course material is borrowed with prior written consent of Juliet Musso.

SAMPLE

Course Schedule:

Week	Date	Topic	Readings
1	10-Jan	Welcome & Syllabus	Wheelan Chapter 1
	12-Jan	Introduction to Policy Analysis, Context & Overview	Munger Chapter 1 pp. 3-29
2	17-Jan	Policy Writing I	Dunn, W. (2012). Public Policy Analysis. Boston: Pearson. Chapter 8: Developing Policy Arguments. Pp. 338-374
	19-Jan	Policy Writing II & Methods Lab 1: Policy Writing	Musso, J., Biller, R., & Myrtle, R. (2000). Tradecraft: Professional writing as problem solving. <i>Journal of Policy Analysis and Management</i> , 19(4) 635-646.
3	24-Jan	Market Failure I	Munger Chapter 3
	26-Jan	Market Failure II	Munger Chapter 4, Wheelan Chapter 3 (3.1--3.4)
4	31-Jan	Market Failure III	Wheelan Chapter 4
	2-Feb	Statistical Evidence for Policy Analysis	Wheelan Chapter 10, Wheelan Chapter 9 pp. 304-308
5	7-Feb	Statistical Evidence for Policy Analysis (continued)	
	9-Feb	Methods Lab 2: Market Failure & Statistical Evidence	
6	14-Feb	Practical Criteria: Politics	Wheelan Chapter 6, pp. 177-207, Sharkansky, I. (1997). What a political scientist can tell a policymaker about the likelihood of success or failure. In, Shafritz, J. M., & Hyde, A. C. Eds. <i>Classics of Public Administration</i> , Harcourt Brace.
	16-Feb	Practical Criteria: Policy Implementation	Sabatier, P. A. & Mazmanian, D. (1979). The conditions of effective implementation: A guide to accomplishing policy objectives. <i>Policy Analysis</i> , 5(4): 481-504.
7	8-Aug	Practical Criteria: Designing Policy Alternatives	May, P. (1981). Hints for crafting alternative policies. <i>Policy Analysis</i> , 7(29): 27-44.
	23-Feb	Evaluative Criteria & Equity	Wheelan Chapter 5, pp. 139-170
8	28-Feb	Methods Lab 3: Practical & Evaluative Criteria	Patton, Sawicki, & Clark (2013). Evaluating Alternative Policies: Forecasting Methods.
	2-Mar	Forecasting for Policy Analysis	
9	7-Mar	Midterm Exam Review	
	9-Mar	MIDTERM EXAMINATION	
	14-Mar	Spring Break	
	16-Mar		
10	21-Mar	Methods Lab 4: Forecasting for Policy Analysis	Munger Chapter 9, pp. 139-170
	23-Mar	Discounting I: Risk	
11	28-Mar	Methods Lab 5: Risk Analysis	Munger Chapter 10, pp. 322-347
	30-Mar	Discounting II: Time	
12	4-Apr	Discounting II: Time (continued)	Munger Chapter 11, pp. 352-378
	6-Apr	Cost-Benefit Analysis I	
13	11-Apr	Cost-Benefit Analysis II	
	13-Apr	Guest Lecture: Darryl Anderson	
14	18-Apr	Methods Lab 6: CBA	
	20-Apr	Final Exam Review	
Final	26-Apr	FINAL EXAMINATION (2:00-3:45PM)	