



THE OHIO STATE UNIVERSITY

JOHN GLENN COLLEGE OF PUBLIC AFFAIRS

Public Policy Analysis

Public Affairs 3000 (3 Credits)

Autumn 2021

Page Hall 20

Section 36048: T/Th 9:35a-10:55p | Section 36049: T/Th 2:20p-3:40p

	Professor	Teaching Assistant
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Office Hours:	Thursdays 12-1PM and by appt.	Thursdays 4-5PM and by appt.

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 are encouraged to purchase their textbooks online. Your professor generally sends out an announcement to all enrolled or waitlisted students at least one month prior to the start of the semester with textbook purchase recommendations. The university bookstore may or may not have the textbook for the course, and you may consider

purchasing course textbooks there at your own risk. It is recommended that you purchase the textbooks online from a competitively priced vendor as early as possible.

However, as per university requirements, the following boilerplate language is required on all syllabi:

Students can access textbook information via the Barnes & Noble bookstore website: <https://ohiostate.bncollege.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) online.

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	200	40%
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. 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. Electronic submissions via email can be permitted on a case-by-case basis if the student has a relevant accommodation need (e.g., forced quarantine).

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 policy brief, 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. Students are encouraged to bring a scientific calculator to exams. Cell phone calculators will not be permitted. Other types of calculators that are capable of sending and receiving communications or data (e.g., Bluetooth capable devices) are not acceptable.

Quizzes:

To encourage successful student interaction with the lecture material, pop quizzes may be given in class throughout the course of the semester. These quizzes will provide a brief assessment of students' reading preparation and engagement with the course material, and the professor will give them at random throughout the semester if he feels they will be helpful to the students in engaging with the material. Quizzes will be extra credit only, and can only add favorably to a student's overall course grade.

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.

Students who have a Covid-related or other medical accommodation (see Covid-accommodations below) that limits physical access to class are encouraged to work with their professor on any temporary accommodations. This course is an in-person delivery format and not a hybrid course, and accommodations for virtual delivery of lecture or other course content are considered a last resort.

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

The University strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including mental health, chronic or temporary medical conditions), please let Dr. Dormady know immediately so that he can privately discuss options. To establish reasonable accommodations, Dr. Dormady may request that you register with Student Life Disability Services. After registration, make arrangements with Dr. Dormady as soon as possible to discuss your accommodations so that they may be implemented in a timely fashion. **SLDS contact information:** slds@osu.edu; 614-292-3307; slds.osu.edu; 098 Baker Hall, 113 W. 12th Avenue.

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 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

Diversity Values Statement

The Glenn College is committed to nurturing a diverse and inclusive environment for our students, faculty, staff, and guests that celebrates the fundamental value and dignity of everyone by recognizing differences and supporting individuality. We are dedicated to creating a safe space and promoting civil discourse that acknowledges and embraces diverse perspectives on issues and challenges that affect our community.

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 might also be due to health-related issues of your instructor or university or college-level instructional changes related to a pandemic. This may result in change of dates for requirements, change of dates to accommodate guest speakers, due dates for assignments or other minor changes. Your instructor will make every effort to give as much early notification as possible of any changes.

FERPA and Privacy in CarmenZoom

Video and audio recordings of class lectures and student discussions during class may be part of the classroom activity. The video and audio recording is used for educational use/purposes and may be made available to all students presently enrolled in the course.

Covid-related Accommodations

Students seeking to request COVID-related accommodations should use the university's [request process](#), managed by **Student Life Disability Services**. If you anticipate or experience academic barriers based on your disability (including mental health, chronic, or temporary medical conditions), please let me know immediately so that we can privately discuss options. To establish reasonable accommodations, I will request that you register with Student Life Disability Services. After registration, make arrangements with me as soon as possible to discuss your accommodations so that they may be implemented in a timely fashion. SLDS contact information: slds@osu.edu; 614-292-3307; slds.osu.edu; 098 Baker Hall, 113 W. 12th Avenue.

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.

Course Schedule:

Week	Date	Topic	Readings
1	24-Aug	Welcome & Syllabus	Wheelan Chapter 1
	26-Aug	Introduction to Policy Analysis, Context & Overview	Munger Chapter 1 pp. 3-29
2	31-Aug	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.
	2-Sep	Policy Writing II: Problem Statement Workshop	
3	7-Sep	Market Failure I	Munger Chapter 3
	9-Sep	Market Failure I part II	
4	14-Sep	Market Failure II	Munger Chapter 4, Wheelan Chapter 3 (3.1--3.4)
	16-Sep	Market Failure III	Wheelan Chapter 4
5	21-Sep	Statistical Evidence for Policy Analysis	Wheelan Chapter 10, Wheelan Chapter 9 pp. 304-308
	23-Sep	Statistical Evidence for Policy Analysis (continued)	
6	28-Sep	Methods Lab 2: Market Failure & Statistical Evidence	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.
	30-Sep	Practical Criteria: Policy Implementation	
7	5-Oct	Practical Criteria: Designing Policy Alternatives	May, P. (1981). Hints for crafting alternative policies. <i>Policy Analysis</i> , 7 (29): 27-44.
	7-Oct	Evaluative Criteria & Equity	Wheelan Chapter 5, pp. 139-170
8	12-Oct	Methods Lab 3: Practical & Evaluative Criteria	
	14-Oct	Autumn Break (No Classes)	
9	19-Oct	Forecasting for Policy Analysis	Patton, Sawicki, & Clark (2013). Evaluating Alternative Policies: Forecasting Methods.
	21-Oct	Methods Lab 4: Forecasting for Policy Analysis	
10	26-Oct	Midterm Exam Review	
	28-Oct	MIDTERM EXAMINATION	Remember to bring a scientific calculator
11	2-Nov	Discounting I: Risk	Munger Chapter 9, pp. 139-170
	4-Nov	Methods Lab 5: Risk Analysis	
12	9-Nov	Guest Lecture: Evelyn Robinson (PJM)	
	11-Nov	Veteran's Day (No Classes)	
13	16-Nov	Discounting II: Time	Munger Chapter 10, pp. 322-347
	18-Nov	Discounting II: Time (continued)	
14	23-Nov	Cost-Benefit Analysis I	Munger Chapter 11, pp. 352-378
	25-Nov	Thanksgiving (No Classes)	
15	30-Nov	Cost-Benefit Analysis II	Munger Chapter 11, pp. 352-378
	2-Dec	Methods Lab 6: CBA	
16	7-Dec	Final Exam Review	
FINAL EXAM	10-Dec	FINAL EXAMINATION (Morning Section--36048) 8:00AM - 9:45AM	Remember to bring a scientific calculator
	10-Dec	FINAL EXAMINATION (Afternoon Section--36049) 4:00PM - 5:45PM	