Course Description

Provides a critical overview of the public policy process and effects on public, nonprofit, and private organizations. Students identify the steps in the public policy and analysis process, including problem identification, policy formation, and implementation, as well as evaluate techniques within various public sectors and nonprofit organization environments. Students implement successful strategies using case analysis and demonstrate understanding of the policy steps as students apply them to a public policy moving through their state, city, or county legislature or policy regulation within the public agency.

Course Textbook


Course Learning Outcomes

Upon completion of this course, students should be able to:

1. Identify the policy environment and official policy makers and unofficial participants.
2. Evaluate the major stages in the public policy process and application to public administration.
3. Compare and contrast administrative politics and policy making.
4. Analyze the methodological problems in the study of public policy making that are presented in scenarios or cases.
5. Discuss the theories of policy decision-making and decision criteria useful to public managers.
6. Discuss the relationship between public policy and budgeting.
7. Describe the future alternatives for reforming the relationships of government and the economy.
8. Describe the causes of poverty and policy implications of the debate over the meaning of poverty.
10. Evaluate the policy implications of the debates about becoming a global world.

Credits

Upon completion of this course, the students will earn three (3) hours of college credit.

Course Structure

1. **Study Guide**: Each unit contains a Study Guide that provides students with the learning outcomes, unit lesson, required reading assignments, and supplemental resources.
2. **Learning Outcomes**: Each unit contains Learning Outcomes that specify the measurable skills and knowledge students should gain upon completion of the unit.
3. **Unit Lesson**: Each unit contains a Unit Lesson, which discusses lesson material.
4. **Reading Assignments**: Each unit contains Reading Assignments from one or more chapters from the textbook and/or outside resources.
5. **Suggested Reading**: Suggested Readings are listed in Unit II, III, V, VI, VII, and VIII. Students are encouraged to read the resources listed if the opportunity arises, but they will not be tested on their knowledge of the Suggested Readings.
6. **Learning Activities (Non-Graded)**: These non-graded Learning Activities are provided to aid students in their course of study.
7. **Unit Assessments:** This course contains three Unit Assessments, one to be completed at the end of Units III, VII, and VIII. Assessments are composed of written-response questions.

8. **Unit Assignments:** Students are required to submit for grading Unit Assignments in Units I, II, IV, V, and VI. Unit V contains two Assignments. Specific information and instructions regarding these assignments are provided below. Grading rubrics are included with each assignment. Specific information about accessing these rubrics is provided below.

9. **Ask the Professor:** This communication forum provides you with an opportunity to ask your professor general or course content related questions.

10. **Student Break Room:** This communication forum allows for casual conversation with your classmates.

---

**CSU Online Library**

The CSU Online Library is available to support your courses and programs. The online library includes databases, journals, e-books, and research guides. These resources are always accessible and can be reached through the library webpage. To access the library, log into the myCSU Student Portal, and click on “CSU Online Library.” You can also access the CSU Online Library from the “My Library” button on the course menu for each course in Blackboard.

The CSU Online Library offers several reference services. E-mail (library@columbiasouthern.edu) and telephone (1.877.268.8046) assistance is available Monday – Thursday from 8 am to 5 pm and Friday from 8 am to 3 pm. The library’s chat reference service, *Ask a Librarian*, is available 24/7; look for the chat box on the online library page.

Librarians can help you develop your research plan or assist you in finding relevant, appropriate, and timely information. Reference requests can include customized keyword search strategies, links to articles, database help, and other services.

---

**Unit Assignments**

**Unit I Research Paper Topic**

The Policy Research Paper is a five-unit-long project that allows you the opportunity to examine an issue of current relevance to local or national public policy making. In Unit I, you are required to submit a topic proposal for professor approval.

As you consider topics, remember that this policy paper should contain a comprehensive assessment of the problem, the proposed (or actual) policy, and the potential (or actual) consequences of implementation of that policy. When your write your paper, you should think of yourself as a staff person who must advise a policy maker facing a problem that must be resolved in the near future. As this staff person, adopt one of the perspectives of public management as presented in this module, and frame your responses around this approach.

Possible sources:

- Association for Public Policy Analysis and Management [www.appam.org](http://www.appam.org)
- Congressional Budget Office [www.cbo.gov](http://www.cbo.gov)
- FedStats (Government Statistics) [http://fedstats.sites.usa.gov/](http://fedstats.sites.usa.gov/)
- Public Agenda [www.publicagenda.org](http://www.publicagenda.org)

Your proposal should be at least 300 words. Format your proposal using APA style. Use your own words and include citations for other sources as needed to avoid plagiarism.

Information about accessing the Blackboard Grading Rubric for this assignment is provided below.

**Unit II Essay**

Unit II focuses on ethics in public policy. For this assignment, you are asked to first, summarize an organization’s code of ethics and then, choose or design an ethical dilemma and reflect on the ethical dilemma. Once you have completed this assignment, you will have a better understanding of ethics in the context of public policy.
Part 1: Write a summary of a code of ethics, and describe how it applies to public policy/policy analysis. The code of ethics can be from your current organization or an organization of your choosing.

- The summary should be a minimum of 100 words.
- Make sure to use APA style.

Part 2:

Option 1: Choose an ethical dilemma from an article (journal, newspaper, or internet). Write a minimum of 400 words reflecting on the ethical dilemma, including:

- State the problem clearly. What are the ethical issues raised? Who will be affected by your decision?
- What moral principles will you use to decide on a particular course of action? What ethical theory or combination of theories would you use to inform possible courses of action?
- Discuss at least two possible courses of action. Include benefits and consequences of each.
- What course of action do you think is best? Why? How difficult would it be to make that decision in real life?

Option 2: Design your own dilemma. Create a dilemma (minimum of 100 words) that you might encounter personally in professional practice. This must be a dilemma about which you personally would have to decide a course of action. Write a minimum of 400 words reflecting on the ethical dilemma, including:

- State the problem clearly. What are the ethical issues raised? Who will be affected by your decision?
- What moral principles will you use to decide on a particular course of action? What ethical theory or combination of theories would you use to inform possible courses of action?
- Discuss at least two possible courses of action. Include benefits and consequences of each.
- What course of action do you think is best? Why? How difficult would it be to make that decision in real life?

Your assignment must:

- be a minimum of 500 words;
- follow APA style; and
- include a cover page containing the title of the assignment (Unit II Essay), your name, and the university name. The cover page and the reference page are not included in the required assignment page length.

Information about accessing the Blackboard Grading Rubric for this assignment is provided below.

Unit IV Essay

"The Tragedy of the Commons" is an important concept for Unit IV. Please read the article titled “The Tragedy of the Commons” by Garrett Hardin (see “Required Reading” in the Unit IV Study Guide), and prepare an essay based on the two parts below. The essay should be a minimum of 500 words.

Part 1: In Part 1 of your essay, please describe your understanding of the “Tragedy of the Commons” and how it relates to public policy analysis.

Part 2: In Part 2 of your essay, please research and discuss two real world examples that illustrate the concept of “The Tragedy of Commons.” Please use specific examples that relate directly to public policy or public administration. Your examples must not be given in Hardin’s essay. Make sure to clearly explain the analogy to Hardin’s “commons.”

Your assignment must:

- be a minimum of 500 words;
- follow APA style; and
- include a cover page containing the title of the assignment (Unit IV Essay), your name, and the university name. The cover page and the reference page are not included in the required assignment page length.

Information about accessing the Blackboard Grading Rubric for this assignment is provided below.
Unit V Essay

Unit V focuses on limits to public policy interventions. For the assignment, you are asked to prepare an essay that outlines a public policy process in your local government or state. Specifically, select a policy initiative focused on education, healthcare, or poverty, and prepare an essay that includes the following:

- Describe the causes of the policy.
- Describe the policy and the rationale being used to advance that policy.
- Explain the effect(s) of the proposed policy.
- Identify an example of an alternative or option that is (or could be considered).
- Identify and discuss the methods that will (or could) be used to measure the policy outcomes. Identify the measurement issues, if applicable.
- Discuss the possible impact the policy could have on the future of policymaking in your local government or state.

Your essay must:

- be a minimum of 500 words;
- follow APA style;
- utilize a minimum of two sources other than the textbook to support your research and assertions; and
- include a cover page containing the title of the assignment (Unit V Essay), your name, and the university name. The cover page and the reference page are not included in the required assignment page length.

Information about accessing the Blackboard Grading Rubric for this assignment is provided below.

Unit V Research Paper

Policy Research Paper

The Policy Research Paper is a five unit-long project that allows you the opportunity to examine an issue of current relevance to local or national public policy making. Policy papers typically have one main agenda: address a current issue or policy and propose/evaluate alternative policies that seek to improve the current state.

Policy papers tend to be very methodical, as a similar process is used each time to evaluate the different policies you are advocating to your client. While literature papers focus primarily on textual analysis and building one's argument, policy papers focus much more on organization, thoroughness, and execution. Basically, if your client only has 15 minutes to read your policy memo during his or her commute from the office to city hall, you want to make it easy for him or her to navigate through your paper.

The Policy Research Paper should contain a comprehensive assessment of the problem, the proposed (or actual) policy, and the potential (or actual) consequences of implementation of that policy. When you write your paper, you should think of yourself as a staff person who must advise a policy maker facing a problem that must be resolved in the near future. As this staff person, adopt one of the perspectives of public management as presented in this module, and frame your responses around this approach.

The structure of public policy papers is different from typical papers and requires certain elements and sections in addition to the traditional thesis, introduction, and conclusion.

When writing your public policy paper, make sure to include the following sections:

- **Executive Summary:** This goes at the very front of your paper and is a summary or abstract of your analysis. It is essential that you include your policy recommendation here.
- **Introduction:** Explains to your audience why the issue/policy you have chosen to investigate is important and relevant and what the current policy is. References to other research done on this issue can be included here as well.
- **Criteria:** Let the reader know what criteria you are using to evaluate your policies. Economic feasibility, political feasibility, and environmental impact are common criteria. Criteria should also be unique to your chosen policy/issue.
- **Alternatives:** These are the policies you are analyzing and evaluating in your paper. Alternative policies seek to improve on current policy and/or approach issues from different perspectives. These alternatives are evaluated on the criteria you have listed out above.
• **Projected Outcomes and Tradeoffs**: This section can be included in the evaluation of each alternative policy or set apart on its own. Much of your individual analysis and opinion falls under this section, as you are called upon to not only predict the effects and efficiency of your policies, but also assess the negatives and positives of your alternatives.

• **Recommendation and Discussion**: Here is where you finally decide among your alternatives and advocate your policy. Remember not to simply repeat what you have covered under Alternatives and Projected Outcomes and Tradeoffs, but explain why your client should follow your analysis and enact the policy you have chosen.

Your paper must:

• be a minimum of 700 words;
• follow APA style; and
• include a cover page containing the title of the assignment (Policy Research Paper), your name, and the university name. The cover page and the reference page are not included in the required assignment page length.

Information about accessing the Blackboard Grading Rubric for this assignment is provided below.

**Unit VI Paper**

**Scenario Planning**

Nobody can predict the future, but proven tools help us illuminate the path ahead so we are able to make better decisions about opportunities and threats in an uncertain future. The most comprehensive of these tools is scenario planning, a storytelling technique that allows managers to explore different plausible model worlds, each based on alternative resolution of the most important pending technological, societal, or regulatory uncertainties facing them.

For this assignment, you will investigate scenario planning further and prepare a minimum of 600 words on scenario planning in public policy analysis.

Your paper should include the following information:

• Discuss the evolution of scenario planning.
• How does scenario planning work in practice?
• Discuss the advantages and disadvantages of scenario planning.
• Compare and contrast the strengths and weaknesses of various scenario approaches.
• Include a scenario-planning example and a concise conclusion that summarizes the points made in the paper.
• Include references.

Your paper must:

• be a minimum of 600 words;
• follow APA style; and
• include a cover page containing the title of the assignment (Scenario Planning), your name, and the university name. The cover page and the reference page are not included in the required assignment page length.

Information about accessing the Blackboard Grading Rubric for this assignment is provided below.

**APA Guidelines**

The application of the APA writing style shall be practical, functional, and appropriate to each academic level, with the primary purpose being the documentation (citation) of sources. CSU requires that students use APA style for certain papers and projects. Students should always carefully read and follow assignment directions and review the associated grading rubric when available. Students can find CSU's Citation Guide by clicking here. This document includes examples and sample papers and provides information on how to contact the CSU Success Center.
Grading Rubrics

This course utilizes analytic grading rubrics as tools for your professor in assigning grades for all learning activities. Each rubric serves as a guide that communicates the expectations of the learning activity and describes the criteria for each level of achievement. In addition, a rubric is a reference tool that lists evaluation criteria and can help you organize your efforts to meet the requirements of that learning activity. It is imperative for you to familiarize yourself with these rubrics because these are the primary tools your professor uses for assessing learning activities.

Rubric categories include: (1) Assessment (Written Response) and (2) Assignment. However, it is possible that not all of the listed rubric types will be used in a single course (e.g., some courses may not have Assessments).

The Assessment (Written Response) rubric can be found embedded in a link within the directions for each Unit Assessment. However, these rubrics will only be used when written-response questions appear within the Assessment.

Each Assignment type (e.g., article critique, case study, research paper) will have its own rubric. The Assignment rubrics are built into Blackboard, allowing students to review them prior to beginning the Assignment and again once the Assignment has been scored. This rubric can be accessed via the Assignment link located within the unit where it is to be submitted. Students may also access the rubric through the course menu by selecting “Tools” and then “My Grades.”

Again, it is vitally important for you to become familiar with these rubrics because their application to your Assessments and Assignments is the method by which your instructor assigns all grades.

Communication Forums

These are non-graded discussion forums that allow you to communicate with your professor and other students. Participation in these discussion forums is encouraged, but not required. You can access these forums with the buttons in the Course Menu. Instructions for subscribing/unsubscribing to these forums are provided below.

Once you have completed Unit VIII, you MUST unsubscribe from the forum; otherwise, you will continue to receive email updates from the forum. You will not be able to unsubscribe after your course end date.

Click here for instructions on how to subscribe/unsubscribe and post to the Communication Forums.

Ask the Professor

This communication forum provides you with an opportunity to ask your professor general or course content questions. Questions may focus on Blackboard locations of online course components, textbook or course content elaboration, additional guidance on assessment requirements, or general advice from other students.

Questions that are specific in nature, such as inquiries regarding assessment/assignment grades or personal accommodation requests, are NOT to be posted on this forum. If you have questions, comments, or concerns of a non-public nature, please feel free to email your professor. Responses to your post will be addressed or emailed by the professor within 48 hours.

Before posting, please ensure that you have read all relevant course documentation, including the syllabus, assessment/assignment instructions, faculty feedback, and other important information.

Student Break Room

This communication forum allows for casual conversation with your classmates. Communication on this forum should always maintain a standard of appropriateness and respect for your fellow classmates. This forum should NOT be used to share assessment answers.
Grading

Assessments (3 @ 10%) = 30%
Unit I Research Paper Topic = 8%
Unit II Essay = 10%
Unit IV Essay = 10%
Unit V Essay = 10%
Unit V Research Paper = 18%
Unit VI Paper = 14%
Total = 100%

Course Schedule/Checklist (PLEASE PRINT)

The following pages contain a printable Course Schedule to assist you through this course. By following this schedule, you will be assured that you will complete the course within the time allotted.
By following this schedule, you will be assured that you will complete the course within the time allotted. Please keep this schedule for reference as you progress through your course.

### Unit I: Introduction to Public Policy

**Review:**
- Unit Study Guide

**Read:**
- Chapter 1: Preview: The Canadian Salmon Fishery
- Chapter 2: What is Policy Analysis?

**Submit:**
- Research Paper Topic

Notes/Goals:

### Unit II: Ethics and Public Policy

**Review:**
- Unit Study Guide
- Learning Activities (Non-Graded): See Study Guide

**Read:**
- Chapter 3: Toward Professional Ethics
- Suggested Reading: See Study Guide

**Submit:**
- Essay

Notes/Goals:

### Unit III: Efficiency, Competitive Markets, and Market Failures

**Review:**
- Unit Study Guide
- Learning Activities (Non-Graded): See Study Guide

**Read:**
- Chapter 4: Efficiency and the Idealized Competitive Model
- Chapter 5: Rationales for Public Policy: Market Failures
- Suggested Reading: See Study Guide

**Submit:**
- Assessment

Notes/Goals:
# PUA 5306, Public Policy

## Course Schedule

<table>
<thead>
<tr>
<th>Unit IV</th>
<th>Market Failure and Other Limitations in Public Policy</th>
</tr>
</thead>
</table>
| **Review:** | ✔️ Unit Study Guide  
✔️ **Learning Activities (Non-Graded):** See Study Guide |
| **Read:** | ✔️ Chapter 6: Rationales for Public Policy: Other Limitations of the Competitive Framework  
✔️ **Additional Reading Assignment(s):** See Study Guide |
| **Submit:** | ✔️ Essay |

Notes/Goals:

<table>
<thead>
<tr>
<th>Unit V</th>
<th>Rationale for Public Policy and Implementation</th>
</tr>
</thead>
</table>
| **Review:** | ✔️ Unit Study Guide  
✔️ **Learning Activities (Non-Graded):** See Study Guide |
| **Read:** | ✔️ Chapter 7: Rationales for Public Policy: Distributional and Other Goals  
✔️ Chapter 8: Limits to Public Intervention: Government Failures  
✔️ **Suggested Reading:** See Study Guide |
| **Submit:** | ✔️ Essay  
✔️ Research Paper |

Notes/Goals:

<table>
<thead>
<tr>
<th>Unit VI</th>
<th>Correcting Market Failure, Adoption, and Implementation</th>
</tr>
</thead>
</table>
| **Review:** | ✔️ Unit Study Guide  
✔️ **Learning Activities (Non-Graded):** See Study Guide |
| **Read:** | ✔️ Chapter 10: Correcting Market and Government Failure: General Policies  
✔️ Chapter 11: Adoption  
✔️ Chapter 12: Implementation  
✔️ **Suggested Reading:** See Study Guide |
| **Submit:** | ✔️ Paper |

Notes/Goals:
### Unit VII
**Organizational Boundaries and Information Gathering**

**Review:**
- Unit Study Guide
- **Learning Activities (Non-Graded):** See Study Guide

**Read:**
- Chapter 13: Government Supply: Drawing Organizational Boundaries
- Chapter 14: Gathering Information for Policy Analysis
- **Suggested Reading:** See Study Guide

**Submit:**
- Assessment

**Notes/Goals:**

### Unit VIII
**The Practice of Policy Analysis**

**Review:**
- Unit Study Guide
- **Learning Activities (Non-Graded):** See Study Guide

**Read:**
- Chapter 15: Landing on Your Feet: Organizing your Policy Analysis
- Chapter 16: Cost-Benefit Analysis: Assessing Efficiency
- **Suggested Reading:** See Study Guide

**Submit:**
- Assessment

**Notes/Goals:**