PBA 300 Syllabus

PBA 305.001: American Public Policy
Fall 2012 Saturday 9am-11:30am F 374

Instructor: Dr. Pressley
Email: Through the course D2L email (preferred) or pressleyc@sfasu.edu
Office: Liberal Arts North 110; Phone: 936-468-2424
Office Hours:
- Virtual Monday 4pm-6pm and Wednesday 5pm-8pm [If you are on D2L you will be able to send me an instant message through the D2L system; I will not be in my physical office during my virtual office hours; I might be on skype during that time as well, my skype name is: cindylpressley]
- In office Tuesday 4:30pm-6:30pm; Saturday 11:30am-1:30pm
- Office hours can be made in office by appointment if you cannot make the listed hours

Catalog Description: Study of various concepts, approaches and the processes used in the formulation, implementation and evaluation of public policy. Prerequisites: PSC 141 and 142.

Program Learning Outcomes:
- Demonstrate an understanding of the institutional, political and legal processes of the United States, and articulate the functions of public administration in terms of historical roots, structure, and contemporary issues.
- Demonstrate an understanding of the theoretical knowledge for understanding, developing, and implementing public policy and to integrate this into applied practice.
- Demonstrate critical reasoning, problem solving abilities, communications skills, technology skills and ethical considerations relating to public responsibility.
- Demonstrate an understanding of the social, political, economic, and cultural factors that influence public administration.
- Demonstrate the ability to effectively communicate, both in writing and orally, using the important terminology, facts, concepts, and theories used in the field of public administration.
- Demonstrate an awareness of ethical issues in public and nonprofit organizations, and how to use ethical reasoning to formulate decisions and promote positive organizational and professional trust.

Student Learning Objectives
- The student will be able to understand the nature of public policy and the environment of public policy.
- The student will be able to assess the complexities of public policy.
- The student will be able to evaluate responsibilities, ethics, and challenges related to public policy.
- The student will be able to identify the many aspects involved in public policy.
- The student will be able to understand multiple areas of public policy.

Academic Integrity: An individual’s integrity is a reflection not only on themselves, but on the reputation of their profession as well. The standards you hold in your academic career will weigh heavily on those you retain throughout life. Your professional reputation is of the utmost importance in maintaining a positive career path. Thus, your academic integrity will be held to the highest possible standard while in this classroom. Zero tolerance will be given for academic irregularities. If I catch you violating this policy, you will be reported. If another student accuses you and there is no other evidence, you will be required to resubmit a new assignment or take a
new exam. If you choose not to, you will be reported. According to the university: “Academic
integrity is a responsibility of all university faculty and students. Faculty members promote
academic integrity in multiple ways including instruction on the components of academic
honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

Definition of Academic Dishonesty
Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited
to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a
component of a class; (2) the falsification or invention of any information, including citations, on
an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or
plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your
own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when,
infact, it is at least partly the work of another; (2) submitting a work that has been purchased or
otherwise obtained from an Internet source or another source; and (3) incorporating the words or
ideas of an author into one's paper without giving the author due credit. Please read the complete
policy at http://www.sfasu.edu/policies/academic_integrity.asp”

Students with Disabilities: “To obtain disability related accommodations, alternate formats and/or
auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS),
Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the
semester. Once verified, ODS will notify the course instructor and outline the accommodation
and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay
your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/”

Classroom Policies
• Cell phones, pda’s, I-pods, etc shall be turned off during class. Laptops are acceptable for
  the purpose of taking notes. Use of any of these devices during an exam will constitute a
  failing grade on that exam, no exceptions! The devices must not be in your view. Devices
  in view will also constitute a failing grade.
• Punctuality is preferred. I realize unforeseen circumstances arise, but please try to be on
time. Disruptions affect not only me, but your fellow classmates as well.
• The open exchange of ideas will be respected by all students. Respectful discussion is
  required.
• You must be able to access D2L in order to view lecture outlines, statements on
  project requirements, and to turn in assignments****
• Turn it in software is used to view all assignments.
• Make-up exams will only be allowed under exceptional circumstances. Having another
  exam that day is not an exceptional circumstance. If you have a game, extracurricular
  activity, have to work, a wedding to go to, etc on the day of the exam (none are
  exceptional circumstances) then you may take the exam early. You may not leave during
  an exam to answer your phone, get water, go to the restroom, etc. If you leave during the
  exam, I will take your exam as is even if unfinished. Arriving more than 15 minutes late
to an exam will constitute a 0 on that exam. You will not be given extra time on the exam
if you are late.
• Late assignments are not accepted. If you have a game, extracurricular activity, have to
  work, a wedding to go to, etc on the day an assignment is due than you may turn the
  assignment in early. Otherwise, it will be counted as late.
• Grades are non-negotiable.
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- **Excused Absences**: In order to have your absences excused, you must provide either notification from your coach/faculty club advisor or have a notice sent from the judicial office. "**Absence Notifications**: Students missing classes for legitimate reasons other than University-sponsored trips may contact the Judicial Office and request an absence notification be sent to their instructors. These notifications are not excuses. They are provided as a courtesy to the student and the student's instructor(s) and are not an evaluation of the information received by this office. Students requesting an absence notification should be prepared to give the Judicial Office their name, ID number, date(s) of the absence, reason for the absence, and a contact phone number. Students should also be prepared to offer documentation of the absence to their instructors. As per University policy Class Attendance and Excused Absence A-10, an instructor may determine the nature of satisfactory documentation.” **Contact information for the judicial office is**: 315 Rusk Building, 936-468-2703

- According to the university: “**Withheld Grades Semester Grades Policy (A-54)** Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.”

- “**Acceptable Student Behavior.** Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program (see the Student Conduct Code, policy D-34.1). Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the Early Alert Program. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed.”

Required Materials
*You are responsible for acquiring the required textbook for the course.  
**Title:** American Public Policy: Promise & Performance  
**Author:** B. Guy Peters  
**Edition:** 8th ed., 2010  
**ISBN:** 978-1-60426-459-3  
*Additional materials will be assigned by instructor.*
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Course Requirements

- **2 Exams 600 Points [300 points each]:** Each exam contains 25 multiple choice questions, 5 short answer questions and 2 essay questions. Exams are not cumulative. You will have 2 ½ hours to complete each exam. The exams are online and will be available beginning at 8am the day of the exam and will be due by 11pm on the day of the exam.

- **Term Paper 240 Points:** You are required to complete a 10-15 page research paper containing a minimum of 10 academic references. Additional information provided on a separate sheet.

- **Public Policy Report Assignment 100 Points:** You will be given materials and instructions concerning public policy reports. The assignment consists of three internet based activities where you will analyze different public policy reports and answer sets of questions concerning the public policy reports.

- **Attendance: 60 Points.** You will sign in at the beginning of each class day and sign out at the end of each class day excluding the first day of class. Each class day is worth 5 points.

Grading Scale: A (1000-900); B (899-800); C (799-700); D (699-600); F (599 and below)

Calendar at a Glance: Calendar is not set in stone and is subject to change! Readings should be completed prior to class on the day of the assigned reading.

**Week 1 (9/1) [Virtual Class]:** Introduction to Course.

*Virtual class means that you must have gone through the materials online on the D2L system by 11pm of the class day. For day one you will go through the materials and post a response & reply to a discussion question.

**Week 2 (9/8):** Defining Public Policy. Reading: Chapter 1. What is Public Policy?

**Week 3 (9/15):** Politics of Public Policy. Reading: Chapter 2 & 3. Structure of Policymaking in American Government & Explaining Policy Choices

**Week 4 (9/22):** Making Public Policy I. Reading: Chapter 4 & 5. Agenda Setting and Public Policy & Legitimating Policy Choices

**Week 5 (9/29):** Substantive Policy I. Reading: Chapter 13. Education Policy

**Week 6 (10/6):** Substantive Policy II. Reading: Chapter 14. Energy and the Environment

**Week 7 (10/13):** Substantive Policy III. Reading: Chapter 15. Defense and Law Enforcement.

**Public Policy Report Assignment Due.**

**Week 8 (10/20) [Virtual Exam]:** Midterm Exam.

**Week 9 (10/27):** Making Public Policy II. Reading: Chapter 6. Organizations and Implementation

**Week 10 (11/3):** Making Public Policy III. Reading: Chapter 7 & 8. Allocation and Public Policy & Evaluation and Policy Change

**Week 11 (11/10):** Substantive Policy IV. Reading: Chapter 9 & 10. Economic & Tax Policy.

**Draft Term Paper Due.**

**Week 12 (11/17):** Substantive Policy V. Reading: Chapter 11. Health Care Policy


**Week 14(12/8):** Policy Analysis. Reading: Chapter 17. Cost-Benefit Analysis and Ethical Analysis Accountability. **Term Paper Due.**

**Finals Week [Virtual Exam]:** Final Exam *(Because there is no listed exam day for Saturdays, you will be able to take the exam on any day of finals week (M-F) but you must have taken the exam by 11pm on Friday and you will still have the 2 ½ hour time limit)*