



Valdosta State University

[Department of Political Science](#)

[Master of Public Administration Program](#)

PADM 7090 Policy Analysis

Spring 2006 at [Moody Air Force Base](#)

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- Description:** Prerequisite: PADM 7060: Quantitative Methods for Public Administration
A systematic survey of the theories, basic concepts and approaches associated with empirical analysis of public policies. Topics include problems and use of analysis, with reliance on case studies.
- Texts:** Patton, Carl V. & Sawicki, David S. (1993). *Basic Methods of Policy Analysis and Planning*, 2nd Edition. Englewood Cliffs: Prentice-Hall. (ISBN: 0-13-060948-X)
- Instructor:** Gerald A. "Jerry" Merwin Jr., Ph.D. <gamerwin@valdosta.edu> ([Link to contact information.](#))
- Web Site:** <http://www.valdosta.edu/mpa/classes/padm7090/>
- Office Hours:** Wednesdays of class meetings: 3:00-5:30 p.m. (West Hall) Other appointment times by arrangement directly with the instructor.

Expected Outcomes: Participants will demonstrate the following:

1. Have a basic understanding of policy analysis in a public setting—it's purposes, procedures, and politics.
2. Develop competence in some of the qualitative and quantitative analytic techniques currently being applied in policy analysis.
3. Identify when given analytic techniques can be applied to particular situations.
4. Follow and interpret public policy developments at the national, state, and local levels.
5. Demonstrate the ability to analyze, critique, and present solutions and outcomes from case(s) representative of public policy puzzles.

ADA: Valdosta State University complies fully with the requirements of the Americans with Disabilities Act (ADA). If you believe that you are covered under this act, and if you have need for special arrangements to allow you to meet the requirements of this course, please contact the personnel at the VSU Access Office. You may contact that office by telephone at 229-245-2498, FAX 229-245-3873. Learn more on the VSU web site at: <http://www.valdosta.edu/ssp/> You may also reach them via email: access@valdosta.edu. Also, please discuss this either in person or via email with your instructor(s) at the start of each class.

Web Readings: Additional readings for the class are identified on the class web site. The readings are available on the web. We have no control over these web sites, so the instructor, the MPA program, and the University are not responsible for their content. If a participant has difficulty accessing material at one of the identified web addresses, please contact the instructor ASAP. Additionally, if any material on a web site is found to be objectionable, please contact the instructor. Readings may be assigned from additional sources as they are identified.

Syllabus in PDF: If you wish to print the syllabus, you may want to access the Adobe Acrobat version (PDF*) by right-clicking and selecting "Save-as" to copy the file. Follow this link to the "[PADM_7090_syllabus.pdf](#)" file.

* PDF files require the Adobe Acrobat Reader. It is available free from:



Reference <http://www.valdosta.edu/mpa/classes/padm7090/index.html>

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Case Study: Students will complete one case analysis as an individual project and one as a group project. The class will be divided into groups. Each group will be responsible for preparing a presentation delivered in class. Each individual will do a written paper for the individual project. The group will also be responsible for leading a discussion and critique of the case study. Detailed guidelines will be provided on how to carry out this project. Each project will be conducted using the six-step policy analysis model developed in the text.

Proposal Development: All participants will be developing a proposal for their individual case study. Scope and magnitudes of projects make each proposal unique. Therefore, each project will be independently proposed and negotiated with the professor.

Examinations: The course will involve two take-home examinations. The take-home examinations will cover information found in the text.

Participation: Students are expected to take part in class discussions and participate in critique of case studies. Attendance is required for this to take place, so attendance is a prerequisite for the participation grade. If a student misses class without an excused absence, the participation for that class will be deducted from the total. Although a student might not contribute to every class discussion, the grade will be based on regular contributions. At least one contribution weekly is expected. Questions will count as participation because they are often valuable in helping everyone learn more about the topic from the answer to the question.

Project Submission: All project files and assignments will be submitted using your through WebCT or your VSU E-Mail account. Send the files as attachments to E-mail and formatted as outlined below unless another format is negotiated with the instructor. These files will follow the formatting and file naming conventions listed and explained below:

- **Text documents** will be formatted as either Microsoft Word or Adobe Acrobat *(PDF) documents.
- **Data files** (if needed) will be Excel files (for spreadsheet data) or Access files (if a database is required).
- **Presentations** will be PowerPoint files.
- **Homework & Take-Home Test File Names:** for the homework assignments, use "homework1.doc" as the file name; for the take-home test, use "takehome1.doc" for the file name.
- **Ownership of files:** to indicate your ownership of submissions, use your first and last names with either a dot * (.) or underscore *(_) between the parts. For example: gerald_merwin_homework1.doc and gerald_merwin_takehome1.doc
- **Course Codes in Subject Line:** If you are using VSU email, you need to include the course code (PADM 7090) in the subject line. This is to associate your submissions with our course to aid in filtering of E-mail, use the PADM 7090 in the subject line of all messages sent to the instructor. If you are using WebCT the course code is not necessary.
- **Questions:** Please ask questions if any part of this information is unclear.

Reference <http://www.valdosta.edu/mpa/classes/padm7090/assignments.html>

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Plagiarism: Please read the information on the MPA web site regarding [plagiarism](#). Please let the instructor know if you have any questions and we will discuss the topic further in class. (Anyone who has not yet signed a form indicating your understanding and agreement can go here: [Plagiarism_Form_for_Student_Signature.doc](#) if you need the form.)

Evaluation: Participants will be evaluated based on their performance of the following requirements with values listed:

Examinations	30%
Individual Case Study	30%
Group Case Study	20%
Participation	20%
Total	100%

See the "[Assignments](#)" page for details on the components above.

Group Projects: A group project is required for this course. Students will work together in groups that we set up in class to analyze a case study and present the information to the class. It is a requirement for all group members to take part in creating the written part of the case study analysis and also do part of the presentation to the class. Be prepared to identify segments of the written report contributed by each person and expect to have each person deliver part of the oral presentation in class. If it is necessary for the grade to be divided for this purpose, 15 points will be allocated for each part, written and oral.

Style Guidelines: See [Resources for PA Classes](#) and get the "[Guide to Government Writing](#)" and also refer to the [Seven Deadly Sins of Student Papers](#). If other style questions arise, use the [APSA Format Handout](#).

Communication:

- E-mail is our preferred method of communication between class meetings. Students should use WebCT or the VSU email account to send and receive messages. Use the following email address: gamerwin@valdosta.edu.
- I will generally respond to any e-mail within one to two working days. Likewise, I ask that you check your email daily and respond in a timely manner if a response is requested or warranted.
- If the email communication fails or some emergency comes up it is OK to contact the teacher by telephone. The best number is my cell number: (229) 221-2891 and voice mail is available in case I cannot answer. I will return calls if needed.

If you have problems with WebCT, VSU E-Mail, or web access: If you need assistance and/or support getting your WebCT, VSU E-mail set up, please contact the [VSU Information Technology Help Desk](#): Phone: 229-245-4357 or visit them in Odum Library (at the location of the Old Reference Desk).

Attendance: Participants are expected to attend all class sessions and to be on time. Participants are permitted one professional-related absence with prior approval and/or one health-related absence. Documentation may be required. Each additional absence will require a make-up assignment or result in the loss of 15% on the final grade. Please be clear that it is the participant's responsibility to keep up with the work required even if they are absent from class. Contact the instructor if you have any problems. It is acceptable to get help from the instructor, but you must ask!

Language Biases: All participants are expected to employ non biased speech and prose--gender, race, and other. At times we will make mistakes and say or write in a manner which may cause offense. We will help each other to remove biases and offensive aspects from our speech and prose.

Working Together: Participants are encouraged to cooperate--share ideas, resources, and insights. Make certain the final product reflects your efforts, but help each other out. Learning, like almost everything, is more fun when it is a shared experience.

Questions/Concerns: If in doubt--ask! Do not let a little problem grow. The only "stupid" or "silly" question is the one that goes unasked.

Reference <http://www.valdosta.edu/mpa/classes/padm7090/policies.html>

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Session 1 March 28, 2006	Introductions, Review of Syllabus, Policies, etc., Discuss Assignments Patton and Sawicki, <i>The Field of Policy Analysis</i> : Chs. 1 & 2. B. Haveman, R. H. 1987. "Policy Analysis and Evaluation Research After Twenty Years." <i>Policy Studies Journal</i>. (16): 191-214. (5.04 MB) takehome1.doc takehome2.doc
Session 2 March 30, 2006	Introductions, Review of Syllabus, Policies, etc., Discuss Assignments Patton and Sawicki, <i>The Field of Policy Analysis</i> : Chs. 1 & 2. B. Haveman, R. H. 1987. "Policy Analysis and Evaluation Research After Twenty Years." <i>Policy Studies Journal</i>. (16): 191-214. (5.04 MB) Handout with support documents for the take home test and information on a quiz. Case Instructions See Resources for PA Classes and get the "Guide to Government Writing"
Session 3 April 4, 2006	Patton and Sawicki, Identifying and Defining Problems: Chs 3 & 4 Roberts, N. 1997. "Public Deliberation: "An Alternative Approach to Crafting and Setting Direction." <i>Public Administration Review</i>, 57: 124-132. (3.59 MB) Hertzog, R. J. and Claunch, R. G. 1997. "Stories Citizens Tell and How Administrators Use Types of Knowledge." <i>Public Administration Review</i> 57: 374-379. (2.41 MB)
Session 4 April 6, 2006	Patton and Sawicki, Evaluation Criteria: Chapter 5 Kellough, J.E. 1998 "Reliability, Validity, and the MV Index: Toward the Clarification of Some Fundamental Issues." <i>Public Administration Review</i> 58: 167-173. (2.41 MB) First Exam Due
Session 5 April 11, 2006	Patton and Sawicki, Developing and Presenting Alternatives: Chapter 6 Ball, W. J. 1995. "A Pragmatic Framework for the Evaluation of Policy Arguments." <i>Policy Studies Review</i>. 14: 3-24. (1.87 MB)
Session 6 April 13, 2006	Choosing the Best Solution: Patton and Sawicki Chs. 7 and 8 Hayden, F. G. 1980. "A Critical Analysis of Time Stream Discounting for Social Program Evaluation." <i>Social Science Journal</i>. 17: 21-40. (3.49 MB)
Session 7 April 18, 2006	Patton and Sawicki, Implementation and Evaluation: Chapter 9 Campbell, J. 1994. "Unintended Consequences in Public Policy: Persons with Psychiatric Disabilities and the Americans with Disabilities Act." <i>Policy Studies Journal</i> 22: 133-145. Johnston, J. M and Duncombe, W. 1998. "Balancing Conflicting Policy Objectives: The Case of School Finance Reform." <i>Public Administration Review</i> 58: 145-158.
Sessions 8-10 April 20-27, 2006	Identifying Problems: Case Studies Public Private Development: Underground Atlanta Emergency Aid for Home Fuel: Developing an Allocation Formula Second Exam Due Developing Alternatives: Case Studies Solid Waste Collection Methods A Tax on Paper Diapers Applying the Policy Model Campus Parking Policies Summary, Wrap-Up, Completion