Instructor: Joseph F. Hacker, Ph.D., AICP
Office: 328 Andrew Young Building
Phone: 404-413-0139
Email: All contact through iCollege

Classroom: 204 Aderhold LC
Class time: Tuesday 7:15-9:45pm
Office hours: T 4-6pm, before class or by appointment

REQUIRED TEXTS
  One copy of this book will be on reserve in the library
  A pdf will be made available on iCollege
- Other materials will be posted on iCollege

COURSE DESCRIPTION, GOAL, AND LEARNING OBJECTIVES

This is a 15 week course introducing the methods and applications of public policy analysis. It integrates the skills learned in PMAP 4041 (statistics), 4051 (methods), and other PMAP courses into a coherent approach to problem solving. Students will revisit and learn the basic concepts, tools, and techniques used by policy analysts in today’s public and nonprofit organizations. Students will also practice application through problem solving.

Introduction to Policy Analysis will familiarize students with 1) the principles and underlying concept of policy analysis and 2) the form and procedure of conducting policy analysis. The first part of the course will focus on the nuts and bolts of basic policy analysis as well as common policy analysis tools. The second half of the course will provide students with an in-depth understanding of the components of a policy analysis, both the procedures they take in a formal research setting as well as through more applied fields such as advocacy.

The goal of this course is for you to learn critical thinking skills needed to analyze public policy issues using multiple methods and techniques. Specifically, the course objectives are to:

- Determine policy problems
- Generate and organize data and information
- Demonstrate the techniques and methods used in policy analysis
- Evaluate alternative policies and find creative solutions;
- Communicate the results of your analysis to managers, decision makers, and the general public.
COURSE REQUIREMENTS
There will be four grades in this class: 1. Reading responses; 2. Policy Projects: Two short projects and a final project with presentation; 3. An in-class midterm; 4. Attendance-class participation (includes syllabus quiz).

1. Reading responses
There will be six (6) in-class “reading responses” testing students on the readings and will be worth 10 points apiece. They will not be announced. The lowest score will be dropped, so only five count towards your grade.

2. Policy Projects
There will be three policy projects during the semester: two shorter projects focusing on specific elements of policy analysis, and a comprehensive final project that includes an in-class presentation. Project topics will be chosen by the Professor for the shorter projects and students will have limited choices for the final project.

3. Midterm
There will be an in-class midterm worth 60 points. It is scheduled for the second half of class on week 7, October 3rd. Grades will be available prior to the midpoint withdrawal date.

4. Attendance and Participation
Attendance and participation is worth 30 points. A required syllabus quiz is worth 10 points. Each student is expected to arrive at class on time (unless they previously informed the Professor), and constructively participate in class activities and discussions.

Grading and Evaluation
The grades will be totaled in this manner:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points</th>
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<tbody>
<tr>
<td>Reading responses</td>
<td>50 pts (5X10)</td>
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<tr>
<td>Short policy projects</td>
<td>60 pts (20 + 40)</td>
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<tr>
<td>Final policy project, drafts, powerpoint</td>
<td>120 pts (60 + 2X20 +20)</td>
</tr>
<tr>
<td>Midterm</td>
<td>60 pts</td>
</tr>
<tr>
<td>Attendance &amp; Participation</td>
<td>30 pts (10+20)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>320 pts</strong></td>
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On time submission, quality of work, and inclusion of required elements all contribute to your grade. Points will be deducted for late work, unexcused lateness, the use of electronics, and disruptive behavior. Grades use the following scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Range</th>
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<tbody>
<tr>
<td>A+</td>
<td>98 - 100</td>
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<tr>
<td>A</td>
<td>93 - 97.9</td>
</tr>
<tr>
<td>A-</td>
<td>90 - 92.9</td>
</tr>
<tr>
<td>B+</td>
<td>88 - 89.9</td>
</tr>
<tr>
<td>B</td>
<td>83 - 87.9</td>
</tr>
<tr>
<td>B-</td>
<td>80 - 82.9</td>
</tr>
<tr>
<td>C+</td>
<td>78 - 79.9</td>
</tr>
<tr>
<td>C</td>
<td>73 - 77.9</td>
</tr>
<tr>
<td>C-</td>
<td>70 - 72.9</td>
</tr>
<tr>
<td>D</td>
<td>60 - 69.9</td>
</tr>
<tr>
<td>F</td>
<td>00 - 59.9</td>
</tr>
</tbody>
</table>
It is difficult to earn an “A” in this class. Students need to produce excellent work consistently throughout the semester in order to earn an “A”. See the instructor if you are concerned about or wish to improve your grade.

COURSE POLICIES AND PROCEDURES

Academic Honesty
GSU guidelines on academic honesty are taken seriously and will be enforced in this course. Students should be familiar with the GSU Policy on Academic Honesty posted online in http://education.gsu.edu/files/2016/05/Plagiarism.pdf, and http://codeofconduct.gsu.edu/files/2013/03/2014-2015-Section-II-Academic-Conduct-Student-Code-of-Conduct.pdf.

Academic dishonesty violations minimally result in a penalty of a ‘0’ on the assignment, and can result in class failure, transcript notation, or expulsion from Georgia State University. It is your responsibility to ask questions if you are unclear about what is appropriate. All students will be required to complete and submit a plagiarism quiz for the course: http://www.cpp.edu/~studentconduct/academic-integrity-resources/avoiding-plagiarism.shtml

This quiz should be downloaded, answered, and submitted to the proper dropbox on iCollege during the second week of classes.

Accommodation and external issues
Students that need an accommodation for a disability must register with the Office of Disability Services. This requires a signed Accommodation Plan issued by the Office of Disability Services. Students are responsible for providing a copy of that Plan to the instructor early in the semester.

The Embark Network at Georgia State University provides assistance to students experiencing homelessness or the foster care system. This network, run through the Dean of Students Office, connects these students to on and off campus resources for assistance with food insecurity, housing, and other services. More information can be found by calling the Dean of Students office at 404-413-1515 or going to the website: http://deanofstudents.gsu.edu/student-assistance/embark/.

Participation and Attendance Policy
Participation in classroom activities and discussions count as part of the grade. All students are expected to arrive on time and actively participate in class discussions and activities. Please inform the Professor in advance if unable to attend a class session. Instructors are required to inform the administration, under Georgia State policies, when a student stops attending class.

AYS Career Services & Student Life Office
The Andrew Young School can help students with resume writing, interviewing, job searching, internship development, preparing for graduation school, and networking. To see what career panels, career fairs, and events are available this semester, please visit: http://aysps.gsu.edu/career/calendar. The AYS Career Services & Student Life office is located on the ground floor of the Andrew Young Building, in rooms G47-51.
**Communication**
Students should contact the instructor through iCollege with questions about the course. The instructor checks iCollege for emails at least once a day. If leaving a voicemail, please provide your name and telephone number clearly (404-413-0139). Students are encouraged to make an office appointment.

**Electronics**
As a courtesy to other students, please silence all cell phones, remove all headphones, and do not speak-text on the phone during class. Laptops and tablets are permitted in the classroom. Student grades may be penalized for violating this rule.

**Make-Up and Extra-credit Work**
There is no make-up nor extra-credit work. All materials are due on the assigned dates. Late work will be automatically downgraded and work over a week late will NOT be accepted, unless prior arrangement is made.

**Recommendations**
The instructor reserves the right to decline recommendations for students earning less than an “A” in the class. Students need internship and job recommendations every semester, so approach class as an opportunity to make a positive impression.

**Instructor Philosophy**
*Treat school like a job.* Arrive on time and participate in class. Seek help on things you don’t know and invest your time in assignments. On a paying job, lateness, late assignments, bad attitudes, poor communication, and poor quality deliverables are all grounds for termination.

*You must be present to win.* Class time is spent discussing concepts and reviewing assignments. You must do the work, show up for class, and participate to do well. Demonstrate your commitment to learning by prioritizing the time for classes and assignments.

*The student is responsible for their own learning.* The instructor is there to help and guide, but the student alone is responsible for investing the time and effort required to master the materials.
CLASS SCHEDULE AND TOPICS
The course syllabus provides a general plan for the course; Dates and assignments are subject to change by the instructor with different readings substituted or assigned.

WEEK 1 August 22
Introductions and overview of class

Readings:
- Weimar and Vinings, Chapter 2, What is Policy Analysis?

WEEK 2 August 29
Overview of the policy analysis processes and role of the analyst

Readings:
- Patton, Sawicki, Clark (PSC), Sections 2.1-2.4, pp. 21-43
- Bardach, Introduction

- Syllabus quiz due Thursday August 3 at 11:59pm

WEEK 3 September 5
Market failures and justification for policy

Readings:
- PSC, section 5.2, pp 180-194
- Levy, excerpt from Essential Microeconomics for Public Policy

Market failure, political failure, other failures

WEEK 4 September 12
Verifying, defining, and detailing the problem

Readings
- PSC, Chapter 4, sections 4.1-4.7, pp. 140-166
- Bardach, pp. 1-11

- Project #1 due in dropbox 11:59, Monday September 11th

WEEK 5 September 19
Gathering Data

Readings
PSC sections 3.1-3.3, pp. 69-99
Bardach, pp. 79-107
WEEK 6  September 26
Evaluating data and information

Readings
-PSC, Chapter 3, Sections 3.4-3.6, pp. 100-130
- Project #2, part1-draft due in dropbox 11:59, Monday September 25

WEEK 7  October 3  Last week before midpoint of semester
Establishing evaluation criteria

Readings
-PSC, Chapter 5, sections 5.1-5.3, 176-204
-Barbach, pp. 31-46
- Midterm administered in second half of class

WEEK 8  October 10
Identifying Alternatives

Readings
-PSC, Chapter 6, sections 6.1-6.4, pp. 215-236
-Barbach, pp. 16-30
- Project #2 final version due in drop box 11:59, Monday October 11
- Midpoint of semester and withdrawal deadline

WEEK 9  October 17
Evaluating alternative policies-methods part 1-Forecasting

Readings
-PSC, Chapter 7, Sections 7.1, pp. 244-258
-Barbach, pp. 47-62

WEEK 10  October 24
Evaluating alternative policies-methods part 2-Cost/Benefit

Readings
-PSC, Chapter 7, Sections 7.2, pp. 259-270
-Barbach, pp. 63-70

Project #3, part1-draft due in dropbox 11:59, Monday October 25
WEEK 11 October 31
Evaluating alternative policies-methods part 3-other methods

Readings
- PSC, Chapter 7, Sections 7.2-7.3, pp. 271-294
- Bardach, pp. 47-62

WEEK 12 November 7
Displaying and choosing alternatives, telling your story

Readings
- PSC, Chapter 8, sections 8.1-8.4, pp. 314-335
- Bardach, pp. 70-78

- Project #3, part2-draft due in dropbox 11:59, Monday November 6

WEEK 13 November 14
Monitoring and evaluating implemented policies

Readings
- PSC, Chapter 9, sections 9.1-9.5, pp. 341-365

Thanksgiving Break WEEK 14 November 20-24 Thanksgiving Break

WEEK 15 November 28
Project Powerpoint Presentations

Students should come prepared to present their powerpoint presentations. All powerpoints are expected to be properly submitted the night before. Presentation order will be chosen randomly by the Professor.

- Powerpoints due in dropbox 11:59 pm Monday, November 27

- Final Policy Analysis papers due in dropbox 11:59 pm, Monday 4 December