

Course Number: POLS 5385

Sections: 01 & 02

Course Title: Public Policy

Semester, Year: Spring 2018

Credit Hours: 3

CRN: 20956 & 20960

Class Meeting Times: **Online** - modules are scheduled to be posted each week on **Thursdays by 09:00 p.m. CST.**

Location of Class Meetings: Blackboard on the SHSU website: <http://www.shsu.edu>.

Professor: R. M. Bittick, M.P.A., Ph.D.

Office: SHSU CHSS Room 483

Contact Information: **E-mail:** rmb004@shsu.edu

Phone: 936-294-4105

Office Hours: My office hours at the SHSU main campus for the Spring Semester are: Tuesdays & Thursdays, 11:30 am – 12:30 pm (walk-in or phone-in; no appointment necessary).

My policy is to respond to email messages weekdays within 48 hours of receipt, or by Monday for messages sent on Friday or over a weekend. Be sure to put “**POLS 5385**” in the subject heading of your email message.

Course Description: the following is from the SHSU University Catalog:

POLS 5385. Public Policy. 3 Hours.

This course involves the consideration of the process of public policy formulation, governmental planning, and administrative decision-making. Attention is given to the public administrator as a policy-maker and as one responsible for policy implementation. The course covers the relevant literature and engages students in appropriate research. Students not enrolled in the Master of Political Science program must obtain the Department of Political Science Graduate Director's permission to enroll in this course.

Introduction: Welcome to POLS 5385! This course is designed to introduce students to US public policy focusing on policy analysis and decision-making in an administrative context. The course is divided into three parts: 1) Public Policy Basics; 2) Public Policy Issue; & 3) Policy Analysis and Decision-making. The Public Policy Basics section covers the terms and concepts normally introduced in an undergraduate public policy course. The Public Policy Issue section introduces students to emerging threats and challenges facing the US today, and can be approached either as foreign and defense policy or as domestic, homeland security policy. Finally, the Policy Analysis and Decision-making section introduces students to a Basic Policy Analysis Process that can be followed in an administrative setting. Students will apply this model with appropriate policy analytic tools to analyze an issue that affects US National Security and/or US Homeland Security.

Learning Outcomes – Goals & Objectives:

With the above in mind, the **goal** of this course is to prepare students to conduct public policy analytic work in a public administrative setting.

Course Objectives. At the completion of this course, students will be able to:

- **Knowledge**
 - define the basics terms and concepts in the sub-field of US Public Policy;

- explain the background of rational analytic approach to problem solving, including its benefits and limitations;
 - distinguish between the roles of a policy analyst and a policy advocate, as well as the roles in a team.
 - **Competencies & Related Skills.**
 - apply the Basic Policy Analysis model to analyze and resolve a public policy and planning issue;
 - apply appropriate policy analytic tools to each step of the basic policy analysis cycle;
 - identify and apply basic criteria elements used to evaluate public policy issues;
 - identify and evaluate alternative policy solutions to a public policy problem;
 - evaluate each solution according to the criteria elements;
 - make an appropriate recommendation by presenting results in series of written memos culminating in a written report;
 - Analyze the international realm and identify national security threats by applying a geopolitical analytic model to identify threats to US security, and thereby explain specific emerging threats and challenges to US National Security interests domestically and globally.
 - **Values** - at the completion of this course, students will be able to:
 - identify and explain the strengths and weaknesses of common approaches to public decision-making;
 - distinguish between private and public interests in decision-making.
 - explain the need to balance security needs with principles of democracy.
- ⇒ **Assessments:** Online Discussions and Written Assignments (papers and reports).

Required Textbooks: the following textbooks are required for this class and may be purchased through the [SHSU campus bookstore](#) (I have also provided the Amazon.com links, below):

- Jarmon, Jack A. (March 2014). *The New Era In U.S. National Security* Rowman & Littlefield. ISBN: 978-1-4422-2411-7 Paperback, or 978-1-4422-2412-4 electronic..
- Patton, Carl V., David S. Sawicki, and Jennifore J. Clark. 2012. *Basic Methods of Policy Analysis and Planning*, third edition. Routledge/Taylor & Francis Group. ISBN: 9780137495092
- Wu, Xun, M Ramesh, Michael Howlett, and Scott A. Fritzen. 2018. *The Public Policy Primer*, Second edition. Routledge/Taylor Francis Group. ISBN: 1138651548 (pkb).

Other required readings will be available to download from the class website on Blackboard, and will be linked to the class website.

Activities of Participants:

- **Attendance Policy.** **Students must access class modules weekly in Blackboard and complete all readings and assignments by the next module or indicated due dates.** In addition, I reserve the right to adjust the class schedule and reading assignments as necessary. Consequently, you must consistently attend class to ensure you have the most recent information concerning the class schedule and reading assignments.

- **If you are not able to access course modules and complete assignments on a regular basis, you must drop the course and take it in a future semester.**
- **Assigned Readings.** These are listed on the schedule, below. Because this course covers a lot of material, you must plan ahead to schedule your reading time appropriately.
- **Assignments:**
 - **Two Papers (2).** Two papers are required. Instructions will be provided. See the Class Schedule for the dates of these papers.
 - **Five (05) Discussions.** Thirteen discussions are scheduled. See the Class Schedule for the due dates of these discussions.
 - **Four (04) Status Reports.** These pertain to Paper #02 and status your progress. See the Class Schedule for the dates of this memo.

Make-Up Policy & Late Assignments: the due dates for assignments are set at the times specified in order for the student to gain maximum learning benefit. **If you are unable to complete an assignment on time, you must contact me in advance and explain your reason.** With my approval, an assignment's due date may be rescheduled, but not more than one week. I will not accept material multiple assignments at the end of the semester. The Final Writing Assignment must be turned in on time – no extension is allowed – due to the end of the semester deadline.

This course does not require proctored examinations.

Grading Policy:

Required Assignments	Points Possible for Final Grade	Percent of Final Grade
Paper #01:	100	40%
Paper #02:	100	40%
Five (05) Discussions at 02 points each:	10	04%
Four (04) Status Reports at 10 points each:	40	16%
Total Possible Points:	250	100%

Points based on the grade earned for each completed assignment are based on my evaluation of your work. The percentage scale for the final grade follows:

Percentage of Total Points Earned	Final Grade	Percentage of Total Points Earned	Final Grade
90% - 100%	A	60% – 69%	D
80% - 89%	B	59% & Below	F
70% - 79%	C	Below 0%	Take a math course

All university rules and procedures apply to this class.

Students must download and read the document, *Student Guidelines*, found at:

<http://www.shsu.edu/dept/dean-of-students/policies/documents/Student+Guidelines+2013-2016.pdf>. The *Academic Policy Manual – Students* website can be accessed at:
<http://www.shsu.edu/dept/academic-affairs/aps/aps-students.html>.

ACADEMIC DISHONESTY: [Procedures in Cases of Academic Dishonesty #810213](#)

All students are expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. The University and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion and the abuse of resource materials. For a complete listing of the university policy, see: [Dean of Student's Office](#).

STUDENT ABSENCES ON RELIGIOUS HOLY DAYS POLICY: [Student Absences on Religious Holy Days #861001](#)

Section 51.911(b) of the Texas Education Code requires that an institution of higher education excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. Section 51.911 (a) (2) defines a religious holy day as: “a holy day observed by a religion whose places of worship are exempt from property taxation under Section 11.20....” A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence.

University policy 861001 provides the procedures to be followed by the student and instructor. A student desiring to absent himself/herself from a scheduled class in order to observe (a) religious holy day(s) shall present to each instructor involved a written statement concerning the religious holy day(s). The instructor will complete a form notifying the student of a reasonable timeframe in which the missed assignments and/or examinations are to be completed. For a complete listing of the university policy, see:
<http://www.shsu.edu/dotAsset/187f9029-a4c6-4fb4-aea9-2d501f2a60f3.pdf>.

STUDENTS WITH DISABILITIES POLICY: [Disabled Student Policy #811006](#)

It is the policy of Sam Houston State University that individuals otherwise qualified shall not be excluded, solely by reason of their disability, from participation in any academic program of the university. Further, they shall not be denied the benefits of these programs nor shall they be subjected to discrimination. Students with disabilities that might affect their academic performance are expected to visit with the Office of Services for Students with Disabilities located in the Counseling Center. They should then make arrangements with their individual

instructors so that appropriate strategies can be considered and helpful procedures can be developed to ensure that participation and achievement opportunities are not impaired.

SHSU adheres to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations for students with disabilities. If you have a disability that may affect adversely your work in this class, then I encourage you to register with the SHSU Counseling Center and to talk with me about how I can best help you. All disclosures of disabilities will be kept strictly confidential. NOTE: No accommodation can be made until you register with the Counseling Center. For a complete listing of the university policy, see: <http://www.shsu.edu/dotAsset/7ff819c3-39f3-491d-b688-db5a330ced92.pdf>.

INSTRUCTOR EVALUATIONS:

Students will be asked to complete a course/instructor evaluation form toward the end of the semester.

Schedule: The professor reserves the right to change the schedule. Revisions to this schedule will be linked to the class website in Blackboard.

Weeks	Dates	Topics – Readings - Assignments
1	Thursday January 18 th	Topic: Course Introduction. Required Readings/Viewing: <ul style="list-style-type: none"> • Video Lecture and slides; • Syllabus & Schedule. Assignment: Discussion #01, due February 01 st by 9:00 pm.
2	Thursday January 25 th	Topic: Public Policy Basics. Required Readings/Viewing: <ul style="list-style-type: none"> • Video Lecture; • Wu et al, The Public Policy Primer, chs. 1-3
3	Thursday February 01 st	Topic: Public Policy Basics, continued Required Readings/Viewing: <ul style="list-style-type: none"> • Video Lecture; • Wu et al, The Public Policy Primer, chs. 4-7
4	Thursday February 08 th	Topic - Public Policy Topic: Emerging Threats and Challenges to US Security & Geostrategic Analysis. Required Readings/Viewing: <ul style="list-style-type: none"> • Video Lecture; • Desch, "Keys that Lock Up the World, <i>International Security</i>, Summer 1989, p. 86-97. Assignment: Paper #1 Instructions – Public Policy Issue, due Thursday, March 22 nd , by 9:00 pm CST.

5	Thursday February 15 th	<p>Topic - Public Policy Issue: The National Security Establishment, Policies and Processes in the New Geopolitics, Industrial Age Warfare and Information Age Weapons, & The New Arena of Conflict and Economic Competition.</p> <p>Required Readings/Viewing:</p> <ul style="list-style-type: none"> • Video Lecture; • Jarmon, chs. 1-4. <p>Assignment: Discussion #02 due Thursday, February 22nd at 9:00 pm CST.</p>
6	Thursday February 22 nd	<p>Topic - Public Policy Issue: Geopolitical Chokepoints, The Maritime Supply Chain, & The Gatekeeper's Challenge.</p> <p>Required Readings/Viewing:</p> <ul style="list-style-type: none"> • Video Lecture; • Jarmon, chs. 5-6. <p>Assignment: Discussion #03 due Thursday, March 01st at 9:00 pm CST.</p>
7	Thursday March 01 st	<p>Topic - Public Policy Issue: The Cyber War, and Cyber Guerilla War; & Terrorism Versus Crime, & Building a Global Network.</p> <p>Required Readings/Viewing:</p> <ul style="list-style-type: none"> • Video Lecture; • Jarmon, chs. 7-10. <p>Assignment: Discussion #04 due Thursday, March 08th at 9:00 pm CST.</p>
8	Thursday March 08 th	<p>Topic - Public Policy Issue: Chemical Biological Radiological & Nuclear Threats; and, Industrial Policy and Defense Policy.</p> <p>Required Readings/Viewing:</p> <ul style="list-style-type: none"> • Video Lecture; • Jarmon, chs. 11-14. <p>Assignment: Discussion #05 due Thursday, March 22nd at 9:00 pm CST.</p>
9	Thursday March 15 th	Spring Break – Holiday!
10	Thursday March 22 nd	<p>Topic: Policy Analysis and Decision-making – The Policy Analysis Process.</p> <p>Required Readings/Viewing:</p> <ul style="list-style-type: none"> • Video Lecture; • Patton et al, chs. 1-2. <p>Assignments:</p> <ul style="list-style-type: none"> • Paper #1 due– Public Policy Issue, due by 9:00 pm CST. • Paper #2 Instructions, due Tuesday, May 08th, uploaded in Blackboard by midnight (CST).

11	Thursday March 29 th	<p>Topic: Policy Analysis and Decision-making - Verifying, Defining, and Detailing the Problem with Crosscutting Methods.</p> <p>Required Readings/Viewing:</p> <ul style="list-style-type: none"> • Video Lecture; • Patton et al, chs. 3-4. <p>Assignment: Status Report #01 due Thursday, April 05th by 9:00 pm CST.</p>
12	Thursday April 05 th	<p>Topic: Policy Analysis and Decision-making – Establishing Evaluation Criteria.</p> <p>Required Readings/Viewing:</p> <ul style="list-style-type: none"> • Video Lecture; • Patton et al, ch. 5. <p>Assignment: Status Report #02 due Thursday, April 12th by 9:00 pm CST.</p>
13	Thursday April 12 th	<p>Topic: Policy Analysis and Decision-making – Identifying Alternative Policies.</p> <p>Required Readings/Viewing:</p> <ul style="list-style-type: none"> • Video Lecture; • Patton et al, ch. 6. <p>Assignment: Status Report #03 due Thursday, April 19th by 9:00 pm CST.</p>
14	Thursday April 19 th	<p>Topic: Policy Analysis and Decision-making – Evaluating Alternative Policies.</p> <p>Required Readings/Viewing:</p> <ul style="list-style-type: none"> • Video Lecture; • Patton et al, ch. 7 <p>Assignment: Status Report #04 due Thursday, April 26th by 9:00 pm CST.</p>
15	Thursday April 26 th	<p>Topic: Policy Analysis and Decision-making – Displaying Alternatives and Distinguishing among Them; & Monitoring and Evaluating Implemented Policies.</p> <p>Required Readings/Viewing:</p> <ul style="list-style-type: none"> • Video Lecture; • Patton et al, chs. 8-9.
16	Thursday May 03 rd	<p>Topic: Policy Analysis and Decision-Making – Work on Paper.</p> <p>Required Readings/Viewing: None scheduled.</p>
17 Finals Week	Tuesday May 08 th	<p>Topic: Paper #2 due.</p> <p>Required Reading: None scheduled.</p> <p>Assignment: Paper #2 due, uploaded in Blackboard by midnight (11:59pm) Texas time (CST).</p>