COURSE DESCRIPTION
This course provides an introduction to public policy in the U.S. Critical information about the policy making process and policy analysis is included in course material. Pertinent literature and policy analysis tools are introduced, discussed and debated. Ultimately, the material covered in this course addresses six critical questions:

1. What is public policy?
2. Why is public policy needed?
3. Who are the policymakers?
4. Where does policymaking occur?
5. How is policy implemented?
6. What tools are needed to help determine how to intervene?

These are some of the fundamental questions that form the ‘field’ of public policy. As is evident, public policy is about making decisions, usually tough ones at that where values, ideologies and politics come into play. Public policy analysts and policy makers are constantly making decisions. For example, they make decisions about the extraction and movement of fossil fuels, public incentives of renewable energies, whether to extend marital rights to gay couples, end affirmative action, about whether to tax firms that pollute, and about whether to have universal health care. Most often, these decisions are made in shifting and politically loaded environments. Decision-makers are constantly balancing morals, ethics, values and the like on the one hand with notions of ‘science’ (that is, dealing with uncertainties and complexities such as time constraints, economic constraints, incomplete information, exceptional situations in a rational way) on the other hand to decide how best to meet socially defined ends. This course introduces students to these challenges by providing students a general overview of the process, content and substance of public policy and policy analysis.

Having only been recognized as a legitimate area of inquiry after 1950, policymaking is still a relatively young discipline. However, in this short time, today we can say that the business of
making policy requires a rather diverse and comprehensive understanding of the problems that confront our society. Generally, policymaking is a multidisciplinary undertaking wherein a broad array of expertise is necessary to craft good public policy. In this course we consider the influence of knowledge and scientific evidence on policy making as well as the influence of a diverse set of constituent groups. Within this context, it is also important to highlight the potential for unintended consequences that may result after policy implementation.

**OBJECTIVES:** This course is designed to introduce undergraduate students to the field of public policy, to overview key concepts in public policy analysis and to develop skills in public policy analysis. It proposes to do so by exposing students to the methods and ‘science’ of public policy, by writing public policy analysis papers, by inviting presentations by experts in the field of public policy and by case study learning. It also serves as the gateway course into the public policy minor program.

*Student Learning Outcomes*
Overall, students will gain an understanding of the complex arena of public policy, specifically they will:
1. Explain what public policy is;
2. Provide an overview of important constituent groups;
3. Articulate when government intervention is appropriate;
4. Recognize and define the major phases of the policy process;
5. Understand the major pitfalls of policy implementation;
6. Apply basic public policy analysis strategies to aid in decision making.

**REQUIRED TEXTS:**
There is (1) required book for the course. The primary book is:
*Public Policy: Perspectives and Choices* by Charles L. Cochran and Eloise F. Malone (C & M).

*Excerpts from A Practical Guide for Policy Analysis*, by Eugene Bardach is required reading and will be provided in an electronic format. Also, other required readings will be provided in an electronic format (i.e. Kingdon, Lindblom, etc.).

**COURSE REQUIREMENTS:**
The course requirements include 1 short policy memo (15%) and a policy paper (20%), a cost benefit analysis homework assignment (10%), 1 exam (30%), and class participation is an important component of the course; 3 class work assignments (15%) are required and weekly participation in discussions is required (10% of course grade).

**Workshop:** There will be two face-to-face workshops, subsequently made available to students online. The first workshop is on memo writing; this workshop will cover topics regarding how to write and organize memos. This workshop is necessary for effective memo writing, and the grading of memos for the course will in part reflect the principles learned during the workshop. The second workshop provides an introduction to cost benefit analysis. The introduction to cost benefit analysis is essential for the completion of course assignments. These workshops are not mandatory, however, students are encouraged to attend or view the sessions online.
Course Introduction - June 28th, 2017, 10am-11:50pm, Public Affairs 2270
Memo Writing Workshop - July 5th, 2017, 10am – 11:50pm, Public Affairs 2270
Cost Benefit Analysis Workshop – July 12th, 2017, 10am – 11:50pm, Public Affairs 2270

Memorandum Assignment: Each student will write a short policy memo from a set of problems that are of local importance in the state of California. The memo will be a 3-page memo, not including the references, tables, figures, or supporting documentation. The memo should be double-spaced, in 11-12 point font with 1” inch margins on all sides. All memos will be written to Governor Jerry Brown. Please upload the assignment as specified in the syllabus. Only the instructor will excuse late memos. Late memos will be penalized by a letter grade per week.

** Students are required to produce electronic/hard copies of work upon instructor request. PLEASE SAVE ALL OF YOUR WORK!

Due Friday, July 21st before midnight

Policy Paper: The assignment requires that each student choose a public problem that requires a governmental response. The public problems should be relatively new concerns, emerging policy problems where there remains a great deal to clarify. For example, marriage equality may require additional policy responses because pervious policy action has not addressed all concerns. Same goes for renewable energy or emerging policy concerns with automobile automation and repeal of the American Affordable Care Act (ACA).

The policy paper shall be 12 pages, not including the references, tables, figures, or supporting documentation. The paper should be double-spaced, in 11-12 point font with 1” inch margins on all sides. Electronic copies of the paper will be uploaded by each student as indicated in the syllabus and online module. Only the instructor will excuse late papers. All late policy papers will be penalized by a letter grade.

** Students are required to produce hard copies or upload work electronically to the course website upon instructor request. PLEASE SAVE ALL OF YOUR WORK!

Papers must include: (See examples of good policy papers written by other students)
A. Executive Summary (1p)
B. Problem Statement (1p)
C. Short Literature Review (2.5pp)
D. Cost Benefit Analysis Section as a part of the Data Analysis (all papers must include a cost/benefit analysis) (3pp)
E. Interpretation of Data (2pp)
F. Policy Implications (2.5pp)

Due at the absolute latest August 5, 2017 before midnight – No Exceptions

Exam: There will be one exam in the course. The exam will be administered on-line, there will be multiple choice, short answer and essay questions. The essay questions (Part I) will be the only part of the exam that is take-home. The take-home section of the exam will be available on July 31st and the electronic timed section of the exam will be administered on August 4th. ALL EXAM PART I AND PART II MUST BE COMPLETED BY August 4th at midnight.
The exam will be timed; students have the equivalent of a class period (120 minutes) to take the exam. Makeup exams will not be approved by the instructor. The flexibility of the on-line format accommodates most circumstances.

Class Work Assignments and Discussion Posts: Student engagement is critical to establishing an effective learning environment. Hence, discussion questions will be assigned and 3 class work assignments are required to ensure that students are able to apply theoretical concepts from the lecture and the text. Generally, class work aligns with weekly lecture lessons.

Home Work Assignment: Cost Benefit Analysis is a part of the Policy Paper and details on this assignment will be provided in a separate overview.

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<td><strong>Module 1 (June 26 to July 2)</strong></td>
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<td>Learning Objectives:</td>
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<tr>
<td>➢ Explain what public policy is and how it is produced.</td>
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<td>➢ Describe the circumstances under which government intervention is necessary.</td>
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<td><strong>Course Introduction and the Policy Process</strong></td>
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<td>• Review the course syllabus</td>
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<td><strong>Course Introduction Meet and Greet:</strong> June 28th, 10am - 11:00, Public Affairs 2270</td>
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<td><strong>Required Readings</strong></td>
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<td>• What is Public Policy and why do we need it? Reading: C &amp; M, Ch. 1 Why Study Public Policy</td>
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<td><strong>ACTION ITEMS</strong></td>
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<td><strong>Class work #1: Agenda Setting and Problem Definition (Due July 2 before midnight)</strong></td>
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**Course Discussion Module 1:**
Introduce yourself, name, major, job or dream job, list one reason why you felt compelled to take this course. Get to know other students in the course by reviewing several introductions, who do you identify with?

Ethics in Public Policy - According to Chpt 1 of the course text, What are some of the main concerns with ethics and Public Policy? Identify an ethical dilemma that exists in government today?
Module 2 (July 3 to July 9)

Learning Objectives:
- Identify the foundational principles that shape the policy environment
- Explain how rational public choice influences participation in the policy environment

Public Policy Foundations, Tools and Polarized Politics
Readings, C & M, Ch. 2 Tools for Policy Analysis, C & M, Ch. 3 Polarized Politics: The Policy Context

Preparation for Memo Writing

Memo Writing Workshop July 5th, 10am, Public Affairs 2270

ACTION ITEMS
Course Discussion Module 2: The Problem of Scarcity. What is the main premise of scarcity? How does opportunity cost and principle of increasing costs help to explain the problem of scarcity?

Memo Preparation: Identify your memo topic and describe in 2 sentences the public problem that you will persuade the governor to address.

Short Policy Memo Due (Friday, July 21st by midnight)

Module 3 (July 10th to July 16)

Learning Objectives:
- Describe political economy and why it is important to policy making

Political Economy: The Basis of Public Policy;
Reading, C & M, Ch. 4 The Basis of Public Policy,

Face-to-Face Class Tutorial and Exercise on Cost Benefit Analysis, July 12th, 10am, Public Affairs Rm 2270.
Reading, Introduction to Cost Benefit Analysis

ACTION ITEMS
Course Discussion Module 3: Identify two ways that Keynesian economic perspective has influenced public policy in the U.S.?

Class Work #2: Cost Benefit Analysis Exercise – Due July 16th

Cost Benefit Analysis Assignment (This is a section of the final policy paper)
Due – Monday, July 24th, 2017 by midnight
Module 4 (July 17 to July 23)

Learning Objectives:

➢ Describe the importance of tax policy in policy making

Funding Public Policy
Readings, C & M, Ch. 5 Economic Policy: Translating Theory into Practice
Anderson, Chpt 2: The Policy-makers and Their Environment

ACTION ITEMS
Course Discussion Module 4: Identify the most regressive and progressive taxes levied within the U.S. Tax structure. Explain why these are regressive or progressive. Who are the interest groups that support and oppose progressive taxes.

NO CLASS WORK

Short Policy Memo Due (Friday, July 21st by midnight)

Module 5 (July 24 to July 30)

Learning Objectives:

➢ Apply broad public policy concepts to topical public policy concerns.

Topics in Public Policy – Choose two topics

Economic Inequality Readings, C & M, Ch. 6

Education
C & M, Ch. 7, Education: A Troubled Federal-State Relationship, pp183-211.

Criminal Justice
C & M, Ch. 8 Crime: Responding to Evolving Concerns, pp219-256.

ACTION ITEMS
Course Discussion Module 5: Select a Current Event within your topical area to comment on. Use the material that was covered in your reading to identify the dominant policy problem and policy alternatives offered to address the problem. Who are the dominant and most vocal interest groups? Each student must comment on at least one peer’s comments.

Cost Benefit Analysis Assignment (This is a section of the final paper)
Due – Monday, July 24th, 2017 by midnight
Exam Review

Final Exam Part I: Essay Questions available to students July 30th - August 4th (Upload no later than August 4th before midnight)
Final Exam Part 2: Multiple Choice Administered On-line (50 questions) August 4th

*All Exam material (Part I and Part II) must be uploaded by August 4th before midnight

Policy Paper Due Sat., August 5th

Module 6 (July 31 to August 4th)

Learning Objective:
➢ Apply broad public policy concepts to topical public policy concerns.

Topics in Public Policy – Choose two topics

Health Care
C & M, Ch. 9 Health Care: Diagnosing a Chronic Problem, pp263-297.

Housing
C & M, Ch. 10 Housing: Public Policy and the “American Dream”, pp305-324.

Environment

Foreign Policy
C & M, Ch. 12, Foreign Policy: Rethinking National Security, pp369-396.

ACTION ITEMS
Course Discussion Module 6: Explain the rationale for government intervention for two topical policy areas specified in this module.

Class Work #3, Policy Window: Reading, Kingdon, Chpt 1: How does an Idea’s Time Come? (1-20) and Chpt 8: The Policy Window and Joining the Streams (173-204). (read the articles and upload the assignment by Aug. 2nd before midnight)

Juxtapose the selected topic areas. How is the problem defined? Who are the important interest groups? Describe the policy window, and triggering events if possible.

Policy Paper Due Sat. August 5th by midnight
ASSIGNMENT DUE DATES – all due dates are by midnight

Short Memo: Due Friday, July 21 before midnight
Cost Benefit Analysis: Due Monday, July 24th before midnight
Policy Paper: Due Sat, August 5th before midnight

Final Exam: On-line
Final Exam, Part I: Essay Questions Available Monday, July 31-Aug.4th
Final Exam, Part II: Multiple Choice Questions (approx. 50) Available Friday, August 4th, midnight

[Part I must be completed and copied to the online exam. Both Part I and Part II are submitted together] The Exam expires on August 4th at midnight.

CLASS WORK:

Module 1 - Class work #1: Agenda Setting and Problem Definition (Due July 2 before midnight)

Module 3 - Class Work #2: Cost Benefit Analysis Exercise – (Due July 16th before midnight)

Module 6 - Class Work #3: Policy Windows, Reading, Kingdon, Chpt 1: How does an Idea’s Time Come? (1-20) and Chpt 8: The Policy Window and Joining the Streams (173-204).
(read the articles and upload the assignment – Due August 2nd before midnight)

Juxtapose the selected topic areas. How is the problem defined? Who are the important interest groups? Describe the policy window, and triggering events related to the particular policy area.

COURSE DISCUSSION

All Discussion posts are due by Sunday or the last day of the module.

Course Discussion Module 1:
Introduce yourself, name, major, job or dream job, list one reason why you felt compelled to take this course. Get to know other students in the course by reviewing several introductions, who do you identify with?

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Course Discussion Module 3: Identify two ways that Keynesian economic perspective has influenced public policy in the U.S.?

Course Discussion Module 4: Identify the most regressive and progressive taxes levied within the U.S. tax structure. Explain why these are regressive or progressive. Who are the interest groups that support and oppose progressive taxes.

Course Discussion Module 5: Select a Current Event within your topical area to comment on. Use the material that was covered in your reading to identify the dominant policy problem and policy alternatives offered to address the problem. Who are the dominant and most vocal interest groups? Each student must comment on at least one peer’s comments.

Course Discussion Module 6: Explain the rationale for government intervention for two topical policy areas of your choice specified in this module.