PST 101: Introduction to the Analysis of Public Policy

MWF 12:45-1:40

Maxwell Auditorium

Fall 2020

(Revised 7/24/2020)

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| Instructor: Bill Coplin | Phone: (315) 443-3709 |
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| M: 9:00‑11:00; W: 9:00-11:00 and 2:00-3:00; F:9:00-11:00, 1:45- 2:30 and 4:00-5:00 |  |

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| Course Administrator: Connor Muldoon | E-mail: cmmuldoo@syr.edu  |

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**Course Description:**

PST 101 fulfills a social sciences and a critical reflections requirement for the Arts and Sciences core. It is also required for all Policy Studies majors. It helps you learn how to do good as a citizen and to do well in your personal life. It develops the research skills that you will use throughout your college career and the rest of your life.

PST 101 is divided into five parts. For each part, you will submit a module paper. Each module must be typed following the correct format. Absences, tardiness or poor participation in class will result in deductions from your module grades. Class time will be used for lectures, outside speakers, and group exercises.

**Credits:** 3 Credits

**Prerequisites / Co-requisite:** There are no prerequisites for this course.

**Eligibility Requirements:** There are no eligibility requirements for this course.

**Learning Objectives:**

**After taking this course, students will be able to:**

1. Apply problem-solving techniques to resolve societal problems
2. Plan to implement public policy
3. Gather information in a variety of ways
4. Use computer programs to analyze quantitative data
5. Effective verbal and written communications
6. Work effectively on team projects
7. Gain knowledge of societal problems, causes, and policies in at least one area

**More specifically, students will be able to:**

1. Become willing and able to “do good” effectively
2. Define and identify the components of public policy issues.
3. Identify a social problem and come up with a proposed public policy to deal with it.
4. List the benefits and costs of a proposed public policy.
5. Develop benchmarks to assess the impact of your policy on societal conditions.
6. Analyze the political factors and develop strategies to implement a proposed public policy.
7. Identify essential features of major current public policy issues.

# **Required Materials:**

1. Coplin, Bill. *Public Policy: Skills in Action: a Pragmatic Introduction* Lanham, Maryland: Rowham & Littlefield, 2017.
2. Download course exercises and other materials from the web address: [**https://pst101.expressions.syr.edu/**](https://pst101.expressions.syr.edu/)

**Recommended Materials:**

1. Coplin, Bill *10 Things Employers Want You to Learn in College.* Revised Edition, Ten Speed Press, 2012.
2. Dale Carnegie, *How to Win Friends and Influence People* (any edition or publisher)

**Undergraduate Teaching Assistants**

Undergraduate teaching assistants will help you learn the material and complete the assigned papers. The teaching assistants took PST 101 last semester and were selected on the basis of their performances in the course, interviews, and their GPAs. TA office hours are held in Maxwell 113. A chart listing the teaching assistants’ office hours will be available the second week of classes on the website. You will be assigned to a supervising TA who will record participation and advise you about your progress in the course. You can visit any TA during office hours.

**Course Requirements and Expectations:**

You can obtain 650 points by handing in perfect papers on time, participating in all classes, and completing the community experience. The following rules should be carefully read and followed because they will directly affect your grades.

**1. Participation Policy:** Starting with the third class, attendance will be taken by your TA. Each absence, lateness after 12:45pm, or failure to participate in a responsible way will result in a five-point deduction from your module score. Occasionally, effective participation will require completion of a brief homework assignment. Failure to complete such assignments will be treated as failure to participate. Poor attention or lack of preparation will result in the same point reduction as if you were not in class at all.

**2. Extra Credit**: Extra points can be obtained through outstanding participation in group activities during class.

**3. No Incompletes:** If your work is not finished by the last day of class, a zero for the unfinished work will be averaged into the grade. A grade of incomplete will not be given. No exceptions to this rule.

**4. Late Paper Policy:** All papers are due at 12:45 p.m. Any paper received after 12:50 p.m. on the designated day will be considered late. You will lose 5 points if the paper is received by 4:30 PM on the due date. After the due date, late modules should be handed in at the beginning of the next class. If it is turned in by the following class, you will lose an additional 20 points. Late modules will not be accepted past 12:45 PM one class following the original due date. For example: If a paper is due on Monday and you do not turn it in during class, you have until 4:30 that Monday to turn it in to lose 5 points. After that, you could bring it to class at 12:45 on Wednesday, in which you will lose 25 points. Past that Wednesday, the paper will be a zero. Computer and printer problems are not accepted as excuses. The module five paper must be handed in by 12:45 PM on the last day of classes. You will receive a zero for the module five paper if it is not in by 12:45 PM, even if you get hit by a truck!

**5. Module Re-evaluation:** If you are unhappy with your module grade, you may submit a regrade request by the next class. Professor Coplin will regrade the paper. If you still have questions, you may meet with Professor Coplin, by appointment, so he can explain his decision. He will not adjust the grade as a result of this meeting, but he will explain his decision. Procedures for the regrade process will be explained in class.

**Grading**

Grades are determined by earning and losing points. There are 5 module papers through which you earn points. Other assignments result only in point deductions when not completed.

Grades will be determined on the following weighted allocation of points:

**Earn Points**

|  |  |
| --- | --- |
| **Assignment** | **Point value** |
| Module 1: Identifying a Public Policy | 125 |
| Module 2: Gathering Information | 145 |
| Module 3: Problem Solving Analysis | 130 |
| Module 4: Evaluating | 120 |
| Module 5: Political Feasibility | 130 |
| **Total Possible Points** | **650** |

**Lose Points**

|  |  |
| --- | --- |
| **Assignment** | **Point value** |
| Attendance/ Synchronous Session Participation | -5 (each) |
| APA Homework | -5 |
| Module 3 Trendline Homework | -5 |
| Module 4 Trendline Homework  | -5 |
| Grading Policy Exercise | -5 |
| Speaker Surveys | -5 (each)  |
| **Total Possible Points** | **N/A** |

**This course is graded A-F based upon the criteria outlined in the syllabus**

**Grading Table**

|  |  |  |  |
| --- | --- | --- | --- |
| Grades | Grade Points/Credit | Percentage Range | Total Points |
| **A** | **4.00** | 94 – 100% | **611** |
| **A-** | **3.667** | 90 – 93% | **582** |
| **B+** | **3.333** | 87 – 89% | **563** |
| **B** | **3.000** | 83 – 86% | **537** |
| **B-** | **2.667** | 80 – 82% | **517** |
| **C+** | **2.333** | 77 – 79% | **498** |
| **C** | **2.000** | 73 – 76% | **472** |
| **C-** | **1.667** | 70 – 72% | **452** |
| **D** | **1.000** | 60 – 69% | **387** |
| **F** | **0** | 0 – 59% | **0** |

**University Attendance Policy**

Attendance in classes is expected in all courses at Syracuse University. Students are expected to arrive on campus in time to attend the first meeting of all classes for which they are registered. Students who do not attend classes starting with the first scheduled meeting may be academically withdrawn as not making progress toward degree by failure to attend. Instructors set course-specific policies for absences from scheduled class meetings in their syllabi.

It is a federal requirement that students who do not attend or cease to attend a class to be reported at the time of determination by the faculty. Faculty should use “ESPR” and “MSPR” in Orange Success to alert the Office of the Registrar and the Office of Financial Aid. Students should also review the university’s religious observance policy and make the required arrangements at the beginning of each semester.

Syracuse University Policies: Syracuse University has a variety of other policies designed to guarantee that students live and study in a community respectful of their needs and those of fellow students. Some of the most important of these concern: Diversity and Disability (ensuring that students are aware of their rights and responsibilities in a diverse, inclusive, accessible, bias-free campus community) can be found here, at: <https://www.syracuse.edu/life/accessibilitydiversity/>.

**Religious Observances Notification and Policy**

Steps to follow to request accommodations for the observance of religious holidays can be found here, at: <http://supolicies.syr.edu/studs/religious_observance.htm>

**Orange SUccess**

Tools to access a variety of SU resources, including ways to communicate with advisors and faculty members can be found here, at: <http://orangesuccess.syr.edu/getting-started-2/>

 **Disability-Related Accommodations**

 Syracuse University values diversity and inclusion; we are committed to a climate of mutual respect and full participation. There may be aspects of the instruction or design of this course that result in barriers to your inclusion and full participation in this course. I invite any student to meet with me to discuss strategies and/or accommodations (academic adjustments) that may be essential to your success and to collaborate with the Office of Disability Services (ODS) in this process. If you would like to discuss disability-accommodations or register with ODS, please visit their website at: <http://disabilityservices.syr.edu> Please call (315) 443-4498 or email disabilityservices@syr.edu for more detailed information. ODS is responsible for coordinating disability-related academic accommodations and will work with the student to develop an access plan. Since academic accommodations may require early planning and generally are not provided retroactively, please contact ODS as soon as possible to begin this process. NOTE: If you have none, delete this title/section UNDERGRADUATE COURSE SYLLABUS 4 Syllabus Template Revised May 2019 Academic

**Integrity Policy**

Syracuse University’s Academic Integrity Policy reflects the high value that we, as a university community, place on honesty in academic work. The policy defines our expectations for academic honesty and holds students accountable for the integrity of all work they submit. Students should understand that it is their responsibility to learn about course-specific expectations, as well as about university-wide academic integrity expectations. The policy governs appropriate citation and use of sources, the integrity of work submitted in exams and assignments, and the veracity of signatures on attendance sheets and other verification of participation in class activities. The policy also prohibits students from submitting the same work in more than one class without receiving written authorization in advance from both instructors. Under the policy, students found in violation are subject to grade sanctions determined by the course instructor and non-grade sanctions determined by the School or College where the course is offered as described in the Violation and Sanction Classification Rubric. SU students are required to read an online summary of the University’s academic integrity expectations and provide an electronic signature agreeing to abide by them twice a year during pre-term check-in on MySlice.