

San José State University
Political Science
PADM 213 – Policy Analysis
all 2017

Course and Contact Information

Instructor: Matthew Record

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Office Hours: T 2:00-3:00p, W 4:30-6:00p and by appointment (including weekends)

Class Days/Time: Tues, 6:00-8:45p

Classroom: Dudley Moorhead Hall (DMH) 149A

Faculty Web Page and MYSJSU Messaging

The purpose of public administration is the efficient and effective management of the resources placed in the public trust. The practice of public administration includes the application of political understanding, ethical standards, social science research and statistical tools to the public's business. Since resources available to government are scarce, a critical element in public administration is the determination of the "best use" of these resources for the overall good of the community. On the one hand, "best use" is a subjective statement, since the understanding of what is "best" will be culture bound and specific to time

Required Texts/Readings

Textbooks

- Eugene Bardach, *A Practical Guide for Policy Analysis: The Eightfold Path to More Effective Problem Solving*, 4th ed. (Sage CQ Press, 2011)
ISBN# 1608718425
- Emil J. Posavac, *Program Evaluation: Methods and Case Studies*, 8th ed. (Routledge, 2010)
ISBN# 0205804977
- Ronald D. Sylvia & Kathleen M. Sylvia. *Program Planning and Evaluation for the Public Manager*, 4th ed. (Waveland Press, 2012)
ISBN# 1577667786

Please note: Older editions of these books are perfectly acceptable to purchase. However, key information, page numbers and chapter numbers may vary from edition to edition. It is the student's responsibility to account for these discrepancies when they exist.

Other Readings/Media

- California Constitution - Local Government and Spending Limitations Section (<http://www.leginfo.ca.gov/const-toc.html>)
- Gerston, Larry. *Not So Golden After All*. (CRC Press, 2012) – Can be taken out of the library.
ISBN# 1439880123
- Munger, Michael, *Analyzing Policy: Choices, Conflicts, and Practices*. (W. W. Norton & Company, 2000) – Chapters 3 & 4 (Handout)
ISBN# 0393973999
- San Jose City Charter: (<http://www.sanjoseca.gov/index.aspx?NID=397>)

and draft of any legislation needed to implement the recommendation. Each team will work separately, developing its own approach to the analysis and recommendation. The team will collaborate to create one paper describing their research, analysis and recommendation; and a PPT show of 3 slides to support the presentation of the paper's content. Team members will evaluate each other's recommendations and the class will discuss the differing ways each group approach to this project.

Staff Report Problem Statement (Due Before Class, September 26th)

Students are to submit a locally

as your interest in it naturally waxes and wanes. It is very, *very* unlikely that a student who misses class regularly will do well. More importantly, classroom discussion will tease out much of the important nuance in the readings. As such, regular attendance is strongly encouraged.

Your grade will be calculated as follows:

And assignments and exams will be weighted accordingly:

Make-up/Late Policy

There are no make-up exams or other assignments without appropriate documentation (serious medical illness or serious medical emergency, religious holiday, pre-approved university-sanctioned event or

discussions during class will only enhance learning if each participant is prepared to contribute to the group's learning. In addition to the fact that students are graded on the quality and quantity of classroom participation, regular attendance will enhance your grade by virtue of giving students the opportunity to develop the knowledge necessary to complete assignments that might not otherwise be available except from class discussion.

Cellphones, laptops, and other technology

You may not use your cell phone in class. If you need to have it on for family reasons, please let me know ahead of time, turn it on vibrate and leave it out of sight. If you must make an emergency text, feel free to

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| 5 | 26-Sep | Developing Measures & Marshaling Evidence | Posavac, Ch. 4; Bardach, Part II | Problem Definition |
| 6 | 3-Oct | Process Evaluation | Sylvia & Sylvia, Ch. 4-5; Posavac, Ch. 7 | |
| 7 | 10-Oct | Non-Experimental Evaluation | Sylvia & Sylvia, Ch. 6-7; Posavac, Ch. 8-9 | Lit Review |
| 8 | 17-Oct | Quasi-Experimental Evaluation | Posavac, Ch. 10-11 | |
| 9 | 24-Oct | Cost-Benefit Analysis | Sylvia & Sylvia, Ch. 8, | |