

San José State University

PADM 213 – Policy Analysis

Course and Contact Information

Instructor:	Matthew Record
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Office Hours:	MW 4:00-5:45 and by appointment w/ sufficient notice (including via Skype/other web meeting tools)
Class Days/Time:	Mon, 6:00-8:45p
Classroom:	Clark Hall 303A

Welcome!

Welcome to PADM 213 – Policy Analysis! The purpose of this class is to teach you to think through systematically something you've done informally your entire life –

If you are having technical troubles installing the game, it is available in the library on the 4th floor. There are two terminals in the KLEVR lab where you can play the game but you must reserve the terminals ahead of time (<https://library.sjsu.edu/student-computing-services/klevr-lab>). Or, there are two computers for public use (step of the elevator on the 4th floor and turn 90 degrees left. You will see two Mac computers on the windows on the far side). Those can be used whenever but are available to anyone in the library, so they may be occupied. This assignment evaluates CLOs 1, 2, 3 and 4.

Executive Summary (Due Before Class, February 17th)

Each student will read Gerston, *Not So Golden After All*. You will write an executive summary of the book, in Times New Roman 12 pt. type, double spaced, not to exceed 3 pages. Information on writing executive summaries will be discussed in class. The executive summary is due as noted in the syllabus. One cannot achieve a grade of “A” on the summary without relating the book being reviewed to the relevant issues presented in the assigned class readings on program and policy analysis. This assignment evaluates CLOs 1, 2 and 3.

Staff Report Problem Statement (Due Before Class, February 24th)

Students are to submit a locally-focused problem statement and the ongoing policy response. The problem statement must outline the scope, magnitude and trend of the problem using no fewer than five, appropriate peer-reviewed academic sources and government reports. In addition to the problem itself, the problem statement must demonstrate a working knowledge of the existing ongoing responses to the problem undertaken by public, private and non-profit institutions. Finally, the student must outline an alternative/opposition construction of the problem. This assignment evaluates CLOs 1 and 2.

Staff Report Literature Review (Due Before Class, March 9th)

Students are to submit a literature review pursuant to the policy issue outlined in the policy statement submitted earlier in the semester. The literature review should outline the scope, magnitude and trend of the problem, one alternative construction of the problem and sources which outline the ongoing status quo

Grading Paradigm

Classroom Policies and Protocol

Attendance and participation

Students may be called upon by name to address concepts from the readings. Students should take the time and effort to read the materials when they are assigned, and be prepared to actively participate in discussion of the topics, using both citations of the readings and their own defended views. Small group 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

SJSU Writing Center

The SJSU Writing Center is located in Clark Hall, Suite 126. All Writing Specialists have gone through a rigorous hiring process, and they are well trained to assist all students at all levels within all disciplines to become better writers. In addition to one-on-one tutoring services, the Writing Center also offers

13	20-Apr	Case Study: SJSU Student Homelessness		SJSU Student Homelessness Group Project
14	27-Apr	Non-Experimental and Quasi-Experimental Evaluation; Evaluation Ethics and Best Practices	Canvas Readings	
15	4-May	Student Presentations		Presentations
16	11-May	Student Presentations and Party Time!		Presentations
Final Project Due – Monday, May 18th @ 5:15p				