

POLS3810 - Introduction to Public Policy -Spring 2021

Course Description

DSS Depth Social Sciences

3 credits

Examines different approaches to the study of public policy and different value dimensions in the design of policies.

Fees

Online Course Fee: \$15 per credit course fee is applied to all online courses to sustain current digital technologies and support services required for engaging and effective online learning.

Course Objectives

The following key learning objectives are addressed in the class:

1.
 1. Policy analysis is finding out what governments do, why they do it, and what difference it makes.
 2. The policy process can be viewed as a series of political activities. Define each of these political activities.
 3. Define four policy models. Give examples, explain where these models overlap, and identify assumptions on which the models depend.
 4. Define and describe the significance of the agenda-setting process, policy formulation, and policy implementation.
 5. You will be expected to become much more knowledgeable about specific public policy issues facing national and state and local governments; including economic, taxation and spending policies, international and military policy, education, energy and environment, health care, and civil rights policies.
 6. A primary objective of the course is to encourage the empowerment of each student as a citizen of your state and nation, and to enhance your political decision-making skills.
 7. You will be informed about current political issues in Utah and other states. Assignments will incorporate familiarity with current events, and you will be expected to relate current policy issues to topics being examined in the class.

8. This course aims to improve your critical thinking and writing skills in understanding national and state public policy analysis. You will be expected to write and discuss your ideas on public policy, and to improve your research skills to prepare you for today's workplace and as a citizen of your state and nation.

Instructor

Dr. Michael Petersen

(801) 230-7642

michael.petersen@usu.edu

Office Hours: M-Th:10:00-11:00 AM

You may contact Dr. Petersen immediately in any of the following three ways:

1. Canvas has a built in e-mail tool. If you wish to send an e-mail message to me, I am immediately notified, and will reply as soon as I see a message from you. This is also an effective way to communicate one-to-one with any other class member.
2. My USU e-mail address is michael.petersen@usu.edu. I am continually notified if I have new e-mail, and will reply to your messages as soon as I see them.
3. You may call me on my cell phone whenever you need to reach me, at 801 230-7642. If I don't answer, leave a message on my voicemail and I will return your call as soon as I hear your message.

Course Resources

Canvas

Canvas is where course content, grades, and communication will reside for this course.

- <http://canvas.usu.edu>
 - Your username is your A#, and your password is your global password (the same one you use for Banner or Aggiemail).
- For [Canvas](#), [Passwords](#), or any other computer-related technical support contact the [IT Service Desk](#).
 - **435 797-4357 (797-HELP)**
 - **877 878-8325**
- <http://it.usu.edu>
- servicedesk@usu.edu

Required Textbook:

Auto Access eBook: Understanding Public Policy eBook, 15e by Dye

This course requires all-inclusive digital materials that are provided to you at a lower price than traditional printed materials. These materials are paid for through an “Auto Access Digital Materials” charge placed on your student account when you registered for the course. **To access the materials, visit the Canvas course site.** For more details, including dates, deadlines, and opt-out info, visit your student Auto Access Portal: <https://portal.verba.io/usu/login>

Additional reading assignments will be made in each of the units. These readings will be accessible from links in the unit instructions. Instructions to obtain the readings will be provided in the unit activities folders.

Course Requirements

To successfully pass this course, you must complete the following:

1. 2 Unit Examinations, each worth 100 points. Reading assignments for units 1-2 will be covered in Exam 1, and assignments for units 3-5 will be included in Exam 2. You may take these examinations online from any computer, but only during the dates specified.
2. Final Examination, worth 100 points. The final examination will be comprehensive of all textbook and additional reading assignments in units 1 through 7. It will be a proctored examination which you must take at a USU testing center, under the supervision of an approved proctor if you live more than 50 miles away from a testing center, or using Proctorio.
3. 7 unit assessments, each of which is worth 25 points. You will submit responses using the Canvas Assessment tool after you complete reading assignments and other material included in each unit, according to the schedule above. I will review these responses, provide feedback, and award points based on the Assessment and Research Project Scoring Criteria provided in the Grading section of the syllabus.
4. Online Discussion Participation, worth 10 points each week for a total of 150 points. You will be expected to participate each week in the discussion and originate comments or questions and respond to the comments and questions of other class members. A new discussion topic is posted weekly, and you will be expected to originate at least one posting and respond to at least one comment each week. Weekly discussions are open from Monday morning through Sunday night. You will be unable to post comments and earn points once that discussion closes at the end of the week. The Rules for Online Discussion Participation, posted in the Discussion area of the class, provide detailed instructions for this portion of the class.
5. 2 research assignments will each be worth 50 points. These assignments will require you to do independent research and analysis, and to submit a brief report (typically 3 to 4 pages in length) through the Canvas assignment tool. The points you receive will be based on the Assessment and Research Project Scoring Criteria provided in the Grading section of the syllabus. The Unit 2 and Unit 4 instructions provide specific details about the research projects.

Evaluation Methods and Criteria

Points will be assigned to examinations, unit assessments, research projects, and online discussion participation, as follows:

Required Activity	Points for each	Total points
Examinations (3)	100	300
Unit Assessments (7)	25	175
Weekly Discussion Participation (15 weeks)	10	150
Research Assignments (2)	50	100
Total Points		725

Assessment and Research Project Scoring Criteria:

Using college-level writing skills is expected in the Unit Assessments and Research Projects completed in Political Science 3810. I will use the following criteria to grade and assign points to each of the assessments and research projects.

	Excellent (48-50 Points)	Fair (42-46 Points)	Needs Improvement (36-40 Points)
Timely Submission	Assignment is completed by the deadline	Assignment is completed by the deadline	Assignment is completed after the deadline
Content	All Information included to fully answer questions; Main ideas are clearly presented	Mostly complete information so questions are partially answered; Main ideas are	Lacks most of the information needed to adequately answer questions; No main idea presented

		presented to some extent	
Organization & Presentation	Ideas are presented in an appropriate order; Ideas are supported by relevant information and logically stated; Appropriate conclusions are based upon evidence presented	Ideas are not presented in an order that adds clarity; Some ideas are supported by information and logically stated; Conclusions do not follow from ideas presented	Ideas are presented in an order that distracts from clear communication; Ideas are not supported by information and are illogical; Inappropriate conclusions are presented
Conventions	Generally error free in regards to sentence structure, punctuation, capitalization, spelling, and standard usage	Sentence structure, punctuation, capitalization, spelling, and standard usage errors are noticeable, but do not seriously impair readability	Errors in sentence structure, punctuation, capitalization, spelling, and standard usage impair readability
Use of Political Science language, concepts, and terminology	Consistent use of appropriate Political Science language, concepts, and	Partial use of appropriate Political Science language, concepts and	Inaccurate use of Political Science language, concepts and terminology

Grade Scheme

Based on the percentage of total points you receive for all class assignments, your grade for the course will be determined as follows:

Percent of Possible Points	Final Grade
93 - 100	A
90 - 92	A-
87 - 89	B+
83 - 86	B
80 - 82	B-
76 - 79	C+
70 - 75	C
66 - 69	C-
60 - 65	D+
55 - 59	D
50 - 54	D-
Less than 50	Fail

Course Schedule/Outline

This class is to be completed during Spring Term, 2021. It is divided into 7 units, each of which will be completed approximately every two weeks. Reading assignments and unit assessments are scheduled for each of the sections. You must complete the 7 unit assessments, participate in weekly online discussions, complete two research assignments, and take each examination to effectively participate in the class and to earn all available points. It is possible that adjustments may be made in the schedule, so be sure to check the schedule before you begin working on a particular section.

Unit	Activities	Schedule
1. Policy analysis, models of politics, policy-making process, Policy evaluation, and Federalism	Dye: Chapters 1-5; Other reading assignments	January 19-31
2. National and State Economic and Tax and Spending Policies	Dye: 10-11; additional reading assignments; begin Research Project 1	February 1-14
Exam 1	Units 1-2	February 15-19
3. International and Military Policies	Dye: 12, 15-16; additional reading assignments; Research Project 1 due	February 16-28
	President's Day	February 15
4. Health care and Social Policies	Dye: 7-8; additional reading assignments; begin Research Project 2	March 1-12
5. Education Policies	Dye: 9; additional reading assignments	March 13-25
Exam 2	Units 3-5	March 26-31
6. Energy and Environmental Policies	Dye: 13; additional reading assignments	March 26-April 12

7. Civil Rights Policies	Dye: 14; additional reading assignments; Research Project 2 due	April 13-27
Final Exam	Units 1-7	April 28-May 5

Attendance, Excused Absences, and Non-Attendance Policy

This is an online class, so class attendance does not occur. Instead, students are expected to maintain a schedule by which they complete course assignments according to the course schedule. I do recognize that extenuating circumstances may occur. The term 'extenuating' circumstances includes: (1) incapacitating illness which prevents a student from completing course assignments for a minimum period of two weeks, (2) a death in the immediate family, (3) financial responsibilities requiring a student to alter a work schedule to secure employment, (4) change in work schedule as required by an employer, or (5) other emergencies that I deem appropriate. If students do face such exigencies, they must contact me to discuss and resolve the circumstances.

Students may be dropped from POLS 3810 for non-attendance. Failure to complete assignments scheduled during the first two weeks of the term constitutes non-attendance, and if students have not discussed extenuating circumstances with me, I may submit a request to have the student dropped from the course. ***(This does not remove responsibility from the student to drop courses which he or she does not plan to attend.)***

Assumption of Risk

All classes, programs, and extracurricular activities within the University involve some risk, and certain ones involve travel. The University provides opportunities to participate in these programs on a voluntary basis. Therefore, students should not participate in them if they do not care to assume the risks. Students can ask the respective program leaders/sponsors about the possible risks a program may generate, and if students are not willing to assume the risks, they should not select that program. By voluntarily participating in classes, programs, and extracurricular activities, a student does so at his or her own risk. General information about University Risk Management policies, insurance coverage, vehicle use policies, and risk management forms can be found at: <http://www.usu.edu/riskmgmt/>

Library Services

All USU students attending classes in Logan, at our Regional Campuses, or online can access all databases, e-journals, and e-books regardless of location. Additionally, the library will mail printed books to students, at no charge to them. Students can also borrow books from any Utah academic library. Take advantage of all library services and learn more at libguides.usu.edu/rc.

Classroom Civility

Utah State University supports the principle of freedom of expression for both faculty and students. The University respects the rights of faculty to teach and students to learn. Maintenance of these rights requires classroom conditions that do not impede the learning process. Disruptive classroom behavior will not be tolerated. An individual engaging in such behavior may be subject to disciplinary action. Read [Student Code Article V Section V-3](#) for more information.

University Policies & Procedures

COVID-19 Classroom Protocols

In order to continue to provide a high standard of instruction at USU, and to limit the spread of COVID-19 during the pandemic, students are asked to follow certain classroom protocols. These protocols are in place not only for your safety but also the safety of the rest of the campus community. You will be asked to clean your desk area at the start of each class, sit in designated seats, wear face coverings, and follow dismissal instructions. There may be individual medical circumstances that prevent some students from using face coverings. These circumstances will be rare, but if they do exist, we ask that everyone be respectful. It is imperative that we each do our part so that on-campus instruction can continue.

Academic Freedom and Professional Responsibilities

Academic freedom is the right to teach, study, discuss, investigate, discover, create, and publish freely. Academic freedom protects the rights of faculty members in teaching and of students in learning. Freedom in research is fundamental to the advancement of truth. Faculty members are entitled to full freedom in teaching, research, and creative activities, subject to the limitations imposed by professional responsibility. [Faculty Code Policy #403](#) further defines academic freedom and professional responsibilities.

Academic Integrity – "The Honor System"

Each student has the right and duty to pursue his or her academic experience free of dishonesty. To enhance the learning environment at Utah State University and to develop student academic integrity, each student agrees to the following Honor Pledge:

"I pledge, on my honor, to conduct myself with the foremost level of academic integrity."

A student who lives by the Honor Pledge is a student who does more than not cheat, falsify, or plagiarize. A student who lives by the Honor Pledge:

- Espouses academic integrity as an underlying and essential principle of the Utah State University community;
- Understands that each act of academic dishonesty devalues every degree that is awarded by this institution; and
- Is a welcomed and valued member of Utah State University.

Academic Dishonesty

The instructor of this course will take appropriate actions in response to Academic Dishonesty, as defined the University's Student Code. Acts of academic dishonesty include but are not limited to:

- **Cheating:** using, attempting to use, or providing others with any unauthorized assistance in taking quizzes, tests, examinations, or in any other academic exercise or activity. Unauthorized assistance includes:
 - Working in a group when the instructor has designated that the quiz, test, examination, or any other academic exercise or activity be done "individually;"
 - Depending on the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments;
 - Substituting for another student, or permitting another student to substitute for oneself, in taking an examination or preparing academic work;
 - Acquiring tests or other academic material belonging to a faculty member, staff member, or another student without express permission;
 - Continuing to write after time has been called on a quiz, test, examination, or any other academic exercise or activity;
 - Submitting substantially the same work for credit in more than one class, except with prior approval of the instructor; or engaging in any form of research fraud.
- **Falsification:** altering or fabricating any information or citation in an academic exercise or activity.
- **Plagiarism:** representing, by paraphrase or direct quotation, the published or unpublished work of another person as one's own in any academic exercise or activity without full and clear acknowledgment. It also includes using materials prepared by another person or by an agency engaged in the sale of term papers or other academic materials.

For additional information go to: [ARTICLE VI. University Regulations Regarding Academic Integrity](#)

Sexual Harassment/Title IX

Utah State University is committed to creating and maintaining an environment free from acts of sexual misconduct and discrimination and to fostering respect and dignity for all members of the USU community. Title IX and [USU Policy 339](#) address sexual harassment in the workplace and academic setting.

The university responds promptly upon learning of any form of possible discrimination or sexual misconduct. Any individual may contact USU's [Office of Equity](#) for available options and resources or clarification. The university has established a complaint procedure to handle all types of discrimination complaints, including sexual harassment ([USU Policy 305](#)), and has designated the Office of Equity Director/Title IX Coordinator as the official responsible for receiving and investigating complaints of sexual harassment.

Withdrawal Policy and "I" Grade Policy

Students are required to complete all courses for which they are registered by the end of the semester. In some cases, a student may be unable to complete all of the coursework because of extenuating circumstances, but not due to poor performance or to retain financial aid. The term 'extenuating' circumstances includes: (1) incapacitating illness which prevents a student from attending classes for a minimum period of two weeks, (2) a death in the immediate family, (3) financial responsibilities requiring a student to alter a work schedule to secure employment, (4) change in work schedule as required by an employer, or (5) other emergencies deemed appropriate by the instructor.

Students with Disabilities

USU welcomes students with disabilities. If you have, or suspect you may have, a physical, mental health, or learning disability that may require accommodations in this course, please contact the [Disability Resource Center \(DRC\)](#) as early in the semester as possible (University Inn # 101, (435) 797-2444, drc@usu.edu). All disability related accommodations must be approved by the DRC. Once approved, the DRC will coordinate with faculty to provide accommodations.

Students who are at a higher risk for complications from COVID-19 or who contract COVID-19 may also be eligible for accommodations.

Diversity Statement

Regardless of intent, careless or ill-informed remarks can be offensive and hurtful to others and detract from the learning climate. If you feel uncomfortable in a classroom due to offensive language or actions by an instructor or student(s) regarding ethnicity, gender, or sexual orientation, contact:

- Division of Student Affairs: <https://studentaffairs.usu.edu>, (435) 797-1712, studentservices@usu.edu, TSC 220
- Student Legal Services: <https://ususa.usu.edu/student-association/student-advocacy/legal-services>, (435) 797-2912, TSC 326,

- Access and Diversity: <http://accesscenter.usu.edu>, (435) 797-1728, access@usu.edu; TSC 315
- Multicultural Programs: <http://accesscenter.usu.edu/multiculture>, (435) 797-1728, TSC 315
- LGBTQA Programs: <http://accesscenter.usu.edu/lgbtqa>, (435) 797-1728, TSC 3145
- Provost's Office Diversity Resources: <https://www.usu.edu/provost/diversity>, (435) 797-8176

You can learn about your student rights by visiting:
The Code of Policies and Procedures for Students at Utah State
University: <https://studentconduct.usu.edu/studentcode>

Grievance Process

Students who feel they have been unfairly treated may file a grievance through the channels and procedures described in the Student Code: [Article VII](#).

Full details for USU Academic Policies and Procedures can be found at:

- [Student Conduct](#)
- [Student Code](#)
- [Academic Integrity](#)
- [USU Selected Academic Policies and Procedures](#)
- [USU Academic Policies and Procedures](#)
- [Academic Freedom and Professional Responsibility Policy](#)

Emergency Procedures

In the case of a drill or real emergency, classes will be notified to evacuate the building by the sound of the fire/emergency alarm system or by a building representative. In the event of a disaster that may interfere with either notification, evacuate as the situation dictates (i.e., in an earthquake when shaking ceases or immediately when a fire is discovered). Turn off computers and take any personal items with you. Elevators should not be used; instead, use the closest stairs.

Mental Health

Mental health is critically important for the success of USU students. As a student, you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce your ability to participate in daily activities. Utah State University provides free services for students to assist them with addressing these and other concerns. You can learn more about the broad range of confidential mental health services available on campus at [Counseling and Psychological Services \(CAPS\)](#).

Students are also encouraged to download the [“SafeUT App”](#) to their smartphones. The SafeUT application is a 24/7 statewide crisis text and tip service that provides real-time crisis intervention to students through texting and a confidential tip program that can help anyone with emotional crises, bullying, relationship problems, mental health, or suicide related issues.