

CJAD 6310: Policy Evaluation in Criminal Justice Management/MPAL 6320.783: Public Policy Evaluation

Instructor: Dr. Taylor McMichael
Semester: Spring 2020 (8 Week 1)
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Course Description

This course is a graduate course in policy formulation, evaluation and analysis meant for mid-career professionals in diverse public service professions including policy analysts, planning, and management of public service employees. This course provides an in-depth study of the processes, theories, and institutions of public policymaking in the United States. Students should come away from this course with the tools and ability to evaluate contemporary public policies. More specifically, this includes understanding the theoretical and pragmatic approaches in a variety of public policy environments. As you will note in the course outline, the course is divided into two major sections. In the first section, we will examine basic concepts and components of the public policymaking process. In the second section, we will examine major policy areas and look at policy formulation and evaluation in these areas.

This course is ideal for students that are currently or are looking for leadership roles in the public sector. This course will require attention to specific detail and a willingness to think about these concepts logically rather than dogmatically. This course uses rational choice theory to formulate, evaluate and analyze public policy.

Prerequisites

Students in this course must have received acceptance to UTPB's Graduate College.

Course Materials

This course requires two books:

- Anderson, James E. (2015) Public Policymaking. 8th ed. Boston: Houghton Mifflin Co.
- Environmental Politics and Policy in the West. (2007) Zachary A. Smith and John C. Freemuth, eds., Boulder: University of Colorado Press.

Course Requirements

Students will be evaluated on the following assessments:

- 5 Module Quizzes
 - Each is worth 6% of the final course grade and collectively represent 30% of the final course grade.
- 5 Intensive Module Discussion Topics
 - Each is worth 9% of the final course grade and collectively represent 45% of the final course grade.
- 1 Research Paper
 - It is worth 25% of the final course grade
- Letter Grade Assignment
 - A: 89.5-100
 - B 79.5-89.4
 - C 69.5-79.4
 - D 59.5-69.4
 - F 59.4 or lower
- Student Authentication

- Additionally, students must satisfy a secondary authentication method as required by University of Texas of the Permian Basin policy:
 - * The University of Texas of the Permian Basin (UTPB) maintains policies and procedures to ensure that each student who registers for a distance or correspondence course is the same student who participates in, completes, and receives credit for the course. UTPB's Distance Education Policy requires faculty members to authenticate student identity by employing at least two methods of verification. To access online courses students must login to the Canvas learning management system to establish their identity by using their unique personal identifying username login and a secure password. UTPB's Distance Education Policy allows faculty multiple options for satisfying the second method of validating student identity. This course satisfies the second method of student verification by requiring the following (non-graded but mandatory):
- A clear image of yourself
 - * In color
 - * Well lit, and no shadows on your face or your ID that can obscure your image
 - * Must be taken on the day you submit the photo to reflect your current appearance
 - * Taken in full-face view directly facing the camera
 - * With a neutral facial expression and both eyes open
- Then a picture of your ID (can be a UTPB ID or government issued ID) with only your name and picture showing (Picture ID card in which the ID number has been covered (tape over any numbers).
- Make sure to attach both image files in either JPEG or PNG format to the assignment BEFORE you submit it.

Course Objectives

At the completion of this course, students will be able to:

- Explain how public policies are identified and specified;
- Identify the various actors in the policymaking process;

- Identify and explain the forces, pressures, and constraints that play on policy-makers;
- Identify the major actors in the budget implementation process, and what constraints those actors face;
- Explain how government policies are implemented;
- Explain how government policies are formally evaluated;
- Evaluate how environmental policy in the American West is developed and implemented.)

University Policies

- Students with Disabilities
 - Students with Disabilities: The University of Texas of the Permian Basin in compliance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act provides “reasonable accommodations” to students with disabilities. Any student with a disability who is requesting an accommodation for this course must provide the instructor with official documentation in the form of a letter from the ADA Officer for Students. Only those students who have officially documented a need for an accommodation will have their request honored.

ADA Officer for Students: Mr. Paul Leverington
 Address: Mesa Building 4243
 Voice Telephone: 432-552-3702
 Email: Leverington_P@utpb.edu

- Office of the Registrar (Course Incomplete/Withdrawal/Grade Appeal)
 - All students are required to complete the course within the semester they are signed up. Incomplete grades for the course are rarely given, will only be granted if the student provides a valid, documented excuse for not being able to complete the course on time, and has contacted the instructor prior to the scheduled last class to request an extension. The student signs a contract that includes the incomplete course activities and the new due dates.

- Find information and dates regarding drops and withdrawals at
 - * <http://www.utpb.edu/services/academic-affairs/office-of-the-registrar/adds-drops>
- For grade appeal process go to
 - * <http://www.utpb.edu/campus-life/dean-of-students/grievances>

Course and Instructor Policies

Professionalism

This is a graduate course in Public Policy, as such, professionalism is required. This includes completing readings, quizzes, discussions and the research paper by their respective due dates. If you do not, a score of 0 will be given for the requirement.

In addition, this course requires discourse between students and the instructor. As the course deals with multiple competing views of public policy formulation conducted, spirited disagreements may persist. These are naturally welcome and expected, however make sure to be civil and criticize the weaknesses in argument, not the other person.

Technical Skills Required

I do not require many technical skills in the course. However, you must have a computer, connection to the internet, Adobe Reader. Additionally, I will post video announcements, so you must be able to view Youtube videos.

Communications Plan

Per university requirements, I am required to keep office hours during the semester. However, I do plan on being in my office regularly and can meet with you personally at almost any given time.

Email is the best method for contacting me. My email is mcmichael_t@utpb.edu. I respond to all emails within 48 hours excepting weekends and university holidays. You may call my office. My office phone number is (432) 552 2340. I will get back to you as soon as possible.

Academic Dishonesty

Academic Dishonesty is not permitted in this course. According to the Handbook of Student Conduct:

Academic dishonesty includes but is not limited to cheating, plagiarism, collusion, falsifying academic records, misrepresenting facts, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student such as, but not limited to, submission of essentially the same written assignment for two courses (without the prior permission of the instructor) or the attempt to commit such acts.”

All persons involved in academic dishonesty will be disciplined in accordance with University regulations and procedures. For complete information on UTPB student conduct and discipline procedures consult the university’s handbook at: <http://ss.utpb.edu/dean-of-students/scholastic-dishonesty/>

Any student suspected of academic dishonesty will receive notification through secure communication either verbally or via email. The student may exercise the right to explain themselves or explain how the instructor made an error in judgment regarding the suspicion. If the student agrees with the assessment, I will not file a disposition of academic dishonesty with the Dean of Students and, if it is a first time offense, the course assignment will receive a score of 0. If the student disputes the allegation, I will file a disposition of academic dishonesty with the Dean of Students and the Dean of Students will continue the process.

Pay special attention to misrepresenting facts. If you misrepresent any facts to gain an unfair advantage against other students (including lying to the instructor), you will be charged with academic/scholastic dishonesty. This includes false statements used to have exams reset.

Late Work & Extra Credit

There is no extra credit in this course for any reason. This is very important. If I grant extra credit to a student, I must extend that offer to all students. As a result, this requires substantial more work and effort on my part and cheapens the work done by other students who completed the assigned work at a high level. I do not accept late work. I give a 8 hour grace period from the due date (normally 11:59 P.M. on the day a unit is due) to allow for slowness in internet connections or submission

issues. If you are having trouble submitting an assignment, send me an email with the material so that I know the materials were completed on time. Additionally, I may allow an extension on a unit or assignment if you explain why you cannot complete the unit or assignment at least 24 prior to the due date.

Submitting Research Papers

All documents in the course may be submitted in two acceptable formats: word or pdf. Word documents may either come in .doc or .docx format. If you are technically inclined, you may use tex or any other derivative (L^AT_EX, PDFL^AT_EX, or XeL^AT_EX) to compile a pdf. I don't need your source, I just need your PDF.

Feedback

I provide extensive feedback when I hand return written work. Many students that have taken my other courses before know this, but it bears repeating. I will usually write multiple paragraphs about your work. To do this, I have to read very carefully, so be aware that I read pretty carefully.

Evaluations

At the end of the semester, you will be given an opportunity to evaluate both myself and the course. The evaluation is not mandatory or required and I will not know what you write, but it will help make the course better in the future.

Attendance and Class Participation

Regular and active participation is an essential, unmistakably important aspect of this online course. All students are expected to do the work assigned, notify the instructor when emergencies arise.

The learning management systems contains tracking features. Statistics are collected that quantifies how often and when students are active in the course and provides information if the student has accessed different pages of the course.

Absenteeism

All the course activities have set dates to be completed and submitted. After the due dates the activities will not be available for the students. Not logging into an

online course is considered absenteeism. Contact instructor immediately in case of an emergency medical situation.

University Services

The university provides a number of services to students. Make sure you take advantage of these services:

- ADA Accommodation/Support: (432) 552 2630
- Advising UTPB E-Advisor
- Bookstore: (432) 552-0220
- Email, Outlook 365, my.utpb.edu Information Resources Service
- Financial Aid and Scholarship (432) 552-2620
- Library (432) 552-2370
- Registrar: (432) 552-2635
- Student Services
- Technical Support Canvas 1-866-437-0867
- Tutoring & Learning Resources If you are taking courses through UTPB the following links provide services: Smarthinking Online Tutoring (provides tutoring services), SmarterMeasure (measures learner readiness for online course).¹

Technical Requirements

- Technical Requirements as stipulated by REACH:
 - <http://www.utpb.edu/online/reach/technical-requirements>
- Students can use cloud version of Word, PowerPoint and other Microsoft products through use of their UTPB Outlook 365 and UTPB email address. For more information refer to Student Services below or visit:

¹This source will not help you in any way shape or form with this course. It is only in the syllabus at REACH's behest.

- <http://www.utpb.edu/services/ird/information-on-computer-accounts-e-mail/office-365>
- To obtain software licensing and media for selected Microsoft titles at very low cost through a software agreement visit:
 - <http://www.utpb.edu/services/ird/information-for-students/software-distribution/microsoft-select>

Preparation for Emergencies

- Computer Crash:
 - Not having a working computer or a crashed computer during the semester will NOT be considered as an acceptable reason for not completing course activities at a scheduled time. NOTE: Identify a second computer before the semester begins, that you can use when/if your personal computer crashes.
- Complete Loss of Contact:
 - If you lose contact with course connectivity completely (i.e. you cannot contact me via Canvas or email), you need to call instructor, and leave message regarding connectivity loss and contact information.
- Lost/Corrupt/Missing Files:
 - You must keep/save a copy of every project/assignment on an external drive, UTPB Outlook 365 OneDrive, or personal computer. In the event of any kind of failure (e.g. virus infection, student's own computer crashes, loss of files in cyberspace, etc) or any contradictions/problems, you may be required to resubmit the files.

End-of-Course Evaluation & Instructor Evaluation

- Every student is encouraged to complete an end-of-course evaluation/survey provided by UTPB. During the last few weeks of class, you will receive an announcement through email notifying you that the Course/Instructor Survey is available. You may follow the link in the email to complete the survey using the same credentials to access your courses here. When entering the emailed Survey link you will see a list of surveys for you to complete.

- The survey is anonymous and your responses are confidential. Your feedback is critical to us and to your instructor as we strive to improve our offerings, and our support of you, the students.

Important Academic Dates

- UTPB Academic Calendar: <http://www.utpb.edu/services/academic-affairs/office-of-the-registrar/academic-calendar>

Disclaimer & Rights

- Information contained in this syllabus was to the best knowledge of the instructor considered correct and complete when distributed for use in the beginning of the semester. However, the instructor reserves the right, acting within the policies and procedures of UTPB to make changes in the course content or instructional techniques without notice or obligation. The students will be informed about the changes, if any.

Sample Syllabus

Tentative Course Schedule

Week 1: January 13-19

- Course Readings
 - Syllabus
 - Module 1: Introduction to Public Policy, Concepts, Theories, and Processes
- Outside Readings
 - Anderson, James E. (2015). Public Policymaking. 8th ed. Boston: Houghton Mifflin Co. **Chapter 1.**
 - The Constitution of the United States of America; The Federalist Papers, Nos. 10 & 51.
 - Anderson, James E. (2015) Public Policymaking. 8th ed. Boston: Houghton Mifflin Co. **Chapter 2, pages 36-48.**
- Coursework
 - **Module 1 Quiz Due Sunday, January 19, 11:59 P.M.**
 - **Discussion 2 due by Sunday, January 19 with the first post due by Friday, January 17th, 11:59 P.M.**

Week 2: January 20-26

- Course Readings
 - Module 2: The Policymaking Process
- Outside Readings
 - Anderson, James E. (2015). Public Policymaking. 8th ed. Boston: Houghton Mifflin Co. **Chapter 3.**
 - Anderson, James E. (2015). Public Policymaking. 8th ed. Boston: Houghton Mifflin Co. **Chapter 4.**
- Written Work

- **Module 2 Quiz due by Sunday, January 26, 11:59 P.M.**
- **Discussion 2 due by Sunday, January 26 with the first post due by Friday, January 24th, 11:59 P.M.**

Week 3: January 27-February 2

- Course Readings
 - Module 3: Budgeting and Policy Evaluation Implementation/Evaluation
- Outside Readings
 - Anderson, James E. (2015). Public Policymaking. 8th ed. Boston: Houghton Mifflin Co. **Chapter 5.**
 - Anderson, James E. (2015). Public Policymaking. 8th ed. Boston: Houghton Mifflin Co. **Chapter 6 & 7.**
- Written Work
 - **Module 3 Quiz due by Sunday, February 2, 11:59 P.M.**
 - **Discussion 3 due by Sunday, February 2 with the first post due by Friday, January 31, 11:59 P.M..**

Week 4: February 3-9

- Course Readings
 - Module 4: Public Policies in Context: Natural Resource Policy in the American West, Part I
- Outside Readings
 - Environmental Politics and Policy in the West. (2007) Zachary A. Smith and John C. Freemuth, eds., Boulder: University of Colorado Press. **Chapter 1.**
 - Environmental Politics and Policy in the West. (2007) Zachary A. Smith and John C. Freemuth, eds., Boulder: University of Colorado Press. **Chapter 2.**

- Environmental Politics and Policy in the West. (2007) Zachary A. Smith and John C. Freemuth, eds., Boulder: University of Colorado Press. **Chapter 3.**

- Written Work

- **Module 4 Quiz due by Sunday, February 9**
- **Discussion 4 due by Sunday February 9 with the first post due by Friday, February 7, 11:59 P.M.**

Week 5: February 10-16

- Course Readings

- Module 5: Public Policies in Context: Natural Resource Policy in the American West, Part II

- Readings

- Environmental Politics and Policy in the West. (2007) Zachary A. Smith and John C. Freemuth, eds., Boulder: University of Colorado Press. **Chapter 4.**
- Environmental Politics and Policy in the West. (2007) Zachary A. Smith and John C. Freemuth, eds., Boulder: University of Colorado Press. **Chapter 6.**
- Environmental Politics and Policy in the West. (2007) Zachary A. Smith and John C. Freemuth, eds., Boulder: University of Colorado Press. **Chapter 9.**

- Written Work

- **Module 5 Quiz due by Sunday February 16, 11:59 P.M.**
- **Discussion 5 due by Sunday February 16 with the first post due by Friday, February 14, 11:59 P.M.**

Week 6: February 17-23

- Course Readings

- Make sure you read the instructions for the Research Paper

- Outside Readings
 - The papers needed to write your research paper.
- Written Work
 - **Research Paper due by Sunday, August 11th.**

Week 7: February 24-March 1

- Outside Readings
 - Continue Reading and writing for your research paper
- Other tasks
 - If needed, you can set up a Skype appointment to go through your research paper and answer in any questions.

Week 8: March 2-6

- Submit your final paper by Friday, March 6, 11:59 P.M.