CLEVELAND STATE UNIVERSITY
MAXINE GOODMAN LEVIN COLLEGE OF URBAN AFFAIRS

UST 617: Public Administration & the Political Process
Fall 2015
Thursdays 6:00 PM-9:50 PM
Location: UR 108

Professor Joseph Mead
Email (preferred): j.mead@csuohio.edu
Office Phone: 216-687-5165
Office Location: UR317
Office Hours: 5:00-6:00 pm Mondays and Thursdays, or by appointment.

Overview & Goals for the Class

The primary goal for the course is to enable students to understand and able to participate in and contribute to the policy process. Students will explore the reach and limit of the prevailing theories of the policy process by taking an issue through the local policy process. By the end of the course, students should:

- Appreciate how individuals, including themselves, can influence public policy
- Understand the difficulties and burdens to policy-making
- Understand the different types of actors and influences that play a role in the policy-making process, including administrators, elected officials, nonprofit and community organizations, and community members
- Be able to articulate the complexities of policymaking in the United States, including the importance of implementation and evaluation
- Engage in discourse about public policy from an informed, theory-driven standpoint
- Demonstrate the ability to take a community-based problem through the policy process, including defining the problem, setting the agenda, formulating policy, implementation, and evaluation.

This course will require a great deal of time and effort outside of class. You should plan on 12-16 hours of work outside of class every week.

Course Books

- Other readings will be distributed via Blackboard and/or the Library’s Electronic Course Reserve
Evaluation:
1. Group project: 70%
2. Book Review: 10%
3. Participation & Completion of Readings: 20% (including 10% final exam, if necessary)

The grading scale used for the class is the following:
A: 93-100
A-: 90-92
B+: 87-89
B: 86-84
B-: 83-80
C+: 77-79
C: 76-70

1. Group Advocacy Project, Including Weekly Assignments. The majority of your grade in this class will be from an advocacy project that you will formulate and execute with a group of classmates. This project will involve identifying, researching, and defining a problem; developing and carrying out a strategy to influence public policy on this issue; evaluating the theories and models through your experience as advocates; and sharing your experiences with the class and the instructor.

The development of your advocacy work will be an iterative process requiring intensive work throughout the semester. Each week, your group will be required to turn in a written assignment detailing your efforts over the past week and evaluating your work against the assigned readings. These weekly assignments will ensure that your group stays on track and will provide a basis for receiving ongoing feedback from the instructor. Only one assignment need be turned in each week per group.

A final version of the cumulative effort of your group throughout the semester will be turned in on December 10, by 6:00 pm. This final product will detail and reflect on all of the advocacy work your group did throughout the semester.

2. Book Review
Each student in the class must complete a five-page review of the O’Leary text. This review will be due on November 25, by 10:00 pm. It should be submitted through Blackboard.

3. Participation & Completion of Readings
Coming to class prepared, by having completed the reading assignment is essential. This means having taken the time to read, understand, and digest, all assigned materials. Classroom time is for discussing and evaluating the readings, not learning them for the first time. If you have not read the materials prior to class, participation becomes much more difficult. A final exam worth half of your participation & completion of readings grade will be held on December 10, unless the instructor concludes that the scope and quality of weekly participation demonstrates that students are thoughtfully completing the readings.
CLASS & UNIVERSITY POLICIES

Late Work
In the absence of extraordinary and documented circumstances or illness, due dates and times are final. If you have to miss class, make arrangements to submit your assignments before the beginning of the class at which it is due.

Grade Appeals
Grade appeals must be made in writing, within a reasonable time after the assignment has been returned.

Academic Misconduct
Any form of academic misconduct will earn an immediate failing grade on the assignment and the course. This may also jeopardize your continued graduate study. Group projects may, of course, represent the collective work of the group, but individual assignments must represent your own independent and unique work.

Educational Access
The policy of Cleveland State University, which is followed carefully by the instructor, provides: Educational access is the provision of classroom accommodations, auxiliary aids and services to ensure equal educational opportunities for all students regardless of their disability. Any student who feels he or she may need an accommodation based on the impact of a disability should contact the Office of Disability Services at (216)687-2015. The Office is located in MC 147. Accommodations need to be requested in advance and will not be granted retroactively.
COURSE SCHEDULE AND ASSIGNMENTS

*This is a plan for the course and is subject to change. Any changes will be announced during class.

August 27 – What is Policy? / Introduction to Class


Project Benchmark: Pick your group members, begin to plan final project

September 3 - Participatory Governance & Review of Theoretical Perspectives / Conducting Community Research


Group Assignment: Turn in description of population of interest, explaining how the population is (under)represented in public policy; explain your research plan
Project Benchmark: Identify a population of interest; prepare to conduct research on population’s concerns

Sept 10 – Interest Groups in Politics; Role of Community and Advocacy organizations


Group Assignment: Identify which organizations or institutions study, are allied with, or purport to speak on behalf of population of interest, and evaluate in light of readings.
Project Benchmark: Collect data from population; identify and meet with community organizations that may have useful expertise or perspective.

September 17 - Problem Definition & Policy Analysis

**Group Assignment:** Report on results from community research; define your problem, lay out alternative definitions; how has the problem been dealt with in the past?
**Project Benchmark:** Problem should be defined and researched.

**September 24 – Policy Actors & Political Oversight of Bureaucracy**
*Guest Speaker: Jennifer Lee, Deputy General Counsel and Policy Advisor, White House, Office of Science and Technology Policy*

- Review information about local government:
  - http://www.clevelandcitycouncil.org/citycouncil-overview/

**Group Assignment:** Map decisionmakers relevant to your issue
**Project Benchmark:** Identify the decisionmakers to be targeted by your campaign, including likely allies and opponents

**October 1 – Policy Actors & Administrative Rulemaking**

- Kingdon Chapter 2
- Real Clout Textbook Chapter 3

**Group Assignment:** What is the political and legal context of your policy issue? How does your target government institution adopt administrative rules and procedures?
**Project Benchmark:** Refine problem of interest and its political and legal context

**October 8 – Constructing an Advocacy Campaign; Agenda-Setting**
*Guest Speaker: Mike Brickner, Senior Policy Director, American Civil Liberties Union of Ohio*

- Kingdon Chapters 4-5
- Democracy Owners’ Manual, Chapter 6
• Review ACLU Campaign Material on Debtor’s Prisons in Ohio

*Group Assignment:* Identify the goals that your campaign will address  
*Project Progress:* Begin work on designing advocacy strategy

October 15 – Policy Streams

• Kingdon Chapters 6-8  
• Skim through Community Toolkit, Chapter 34, http://ctb.ku.edu/en/table-of-contents/advocacy/media-advocacy

*Group Assignment:* Outline Advocacy Strategy, including methods; will media be part of your strategy? Why or why not?  
*Project Progress:* Develop Advocacy Strategy

October 22 – Policy Windows

• Kingdon Chapters 8-10

*Group Assignment:* How do Kingdon’s streams and windows apply in the context of your advocacy activities?  
*Project Benchmark:* Begin implementing advocacy plan

October 29 & November 5 - Decisionmaking

• Allison & Zelikow Chapters 1, 3, 5.  

*Group Assignment:* Update on progress; evaluate the decisionmaking models through your group’s experience  
*Project Progress:* Implement advocacy

November 12 – Implementation & Evaluation


Group Assignment: Update on progress; what difficulties do you foresee with implementing and measuring your proposed policy?
Project Benchmark: Continue carrying out advocacy strategy

November 19 – Ethics of Dissent – NO CLASS

O’Leary (all).

Individual Assignment: Book report due via blackboard on November 25
Group assignment: Check in with professor by email.
Project Benchmark: Continue working on advocacy.

November 26 – Thanksgiving – NO CLASS

Project Benchmark: Begin preparing final product

December 3 – Evaluating Advocacy & Wrap-Up


Group Assignment: Was your advocacy campaign successful? How would you operationalize success? What would you do differently next time?
Project Benchmark: Work on putting together final product

December 10 – Final Exam (if necessary)

Final paper due at 6:00 pm.