## Syllabus

California State University, Sacramento  
Public Policy and Administration 210  
Spring 2011

### PPA 210: Political Environment of Policy Making

**Dr. Su Jin Jez**  
The best way to reach me: [jez@csus.edu](mailto:jez@csus.edu) or at office hours (see below)  
Other ways to reach me: o 916.278.5955 | c 415.786.8846

**Meeting times:**  
Wednesdays 6p-8:50p

**Meeting location:**  
Library 128

**Office hours:**  
Wednesdays 3p-5p  
And by appointment  
Office: Tahoe 3035

### Course goals:

This course aims to assist students in learning to identify the political factors impinging on the policy process and in learning to cope with them. With special emphasis on the California political environment and issues, this course employs case studies and structured role-playing. The course will require students to develop politically feasible policy alternatives and advise hypothetical clients. The goal is to equip students to work effectively as politically aware policy analysts.

At the end of PPA 210, a student who successfully completes the course will be able to:

1. Appreciate the role of the policy community in developing policy options  
2. Be better able to write effective short memos and papers  
3. Engage in more effective policy negotiations than would have been possible at the beginning of the course  
4. Understand a useful way of thinking about how and why policies are adopted: the "multiple streams" (Kingdon) model  
5. Understand how policy problems are identified and policies may be attached to them  
6. Understand how problems are framed more or less effectively  
7. Understand key ethical frameworks for assessing public policy choices  
8. Understand the critical role of “policy entrepreneurs” in policy development  
9. Understand the ethical subtleties of professional role obligations  
10. Understand California’s unique political features and how they impact the policy process
Course requirements: As a graduate seminar, I expect all students to come to class having had completed the assigned reading and spent time thinking about the concepts and ideas introduced. During the course of the semester, you are expected to actively participate in in-class discussions and activities, lead a class discussion on a given topic, write a short memo, and complete a midterm and final exam. You are encouraged to work together, but each assignment is individual.

Political letter-writing – 5%
Lead class discussion – 15%
Short memo on California politics – 20%
Take home midterm exam – 20%
Final project – 40%

See attendance policy and the impact of missed classes on your grades in the Policies and logistics section below.

Political letter-writing: We will take 15 minutes in class each week to compose a letter to a policy maker, discussing an issue in which we are interested. You will be expected to bring paper, pen, and a stamped envelope to class each week (starting the second week of class). This will be discussed on the first day of class, including how to compose such letters to policymakers.

Lead class discussion: On the first day of class, each student will select a class in which s/he will lead a 45 minute discussion based on at least one of the assigned readings. This discussion will include a short recap of the reading(s) covered but will mostly focus on engaging the class in a discussion of the material.

Short memo: You will write a short memo on California politics. The assignment will be discussed further in class. This is due 2/10/11.

Take home midterm exam: Students will be given a midterm exam at the midpoint of the course. The exam is open book and will be given via SacCT. This is due 4/14/11.

Final project: Students will work in teams to produce a written policy brief as your final project. This will be discussed further in class and will be due 5/16/11.

Late and make-up assignments: At my discretion, a student who misses a deadline may be given a make-up assignment. Whether or not a penalty will be assessed depends on the reason.

Policies and logistics:

- Please complete all readings listed for the class date prior to coming to class.
- You should inform me prior to the session if you miss class on a specific day. Except under very unusual circumstances, a student who misses three classes will be penalized one entire grade (e.g. a B+ for the course will become a C+), and a student who misses more than three classes will receive a failing grade.
- If you have a disability and require accommodations, you need to provide disability documentation to SSWD, Lassen Hall 1008, (916) 278-6955. Please discuss your accommodation needs with me after class or during my office hours early in the semester.
• Please no cell phones or web surfing in class. If laptops are being abused in class, I may prohibit their use for all.

Academic Honesty

I take plagiarism and other acts of academic dishonesty very seriously. I reserve the right to fail students that are academically dishonest and escalate the case to the University. Note that academic dishonesty can be grounds for dismissal from the university. Details are available at the University Policy Manual found at http://www.csus.edu/umanual/student/UMA00150.htm. Plagiarism is one case of academic dishonesty, and here is an excerpt from the manual on plagiarism:

Plagiarism: Plagiarism is a form of cheating. At CSUS plagiarism is the use of distinctive ideas or works belonging to another person without providing adequate acknowledgement of that person's contribution. Regardless of the means of appropriation, incorporation of another's work into one's own requires adequate identification and acknowledgement. Plagiarism is doubly unethical because it deprives the author of rightful credit and gives credit to someone who has not earned it. Acknowledgement is not necessary when the material used is common knowledge. Plagiarism at CSUS includes but is not limited to:

1. The act of incorporating into one's own work the ideas, words, sentences, paragraphs, or parts thereof, or the specific substance of another's work without giving appropriate credit thereby representing the product as entirely one's own. Examples include not only word-for-word copying, but also the "mosaic" (i.e., interspersing a few of one's own words while, in essence, copying another's work), the paraphrase (i.e., rewriting another's work while still using the other's fundamental idea or theory); fabrication (i.e., inventing or counterfeiting sources), ghost-writing (i.e., submitting another's work as one's own) and failure to include quotation marks on material that is otherwise acknowledged; and

2. Representing as one's own another's artistic or scholarly works such as musical compositions, computer programs, photographs, paintings, drawing, sculptures, or similar works.

Getting help¹:

If there are concepts or ideas covered in a class session that you do not understand, it is important to your overall success in the course that you get these misunderstandings resolved before the next time we meet. You can do this by talking to your fellow classmates (I encourage you to form study groups or electronic study networks), visiting me in office hours, sending an e-mail question to address listed above or phoning me at one of the numbers listed above. My promise to you is that if I am not in the office, I will respond to your Monday through Thursday e-mail or call within 24 hours. Questions, comments, and discussion about material assigned for a class are always encouraged during that class. Other questions will be answered in the manner discussed above. Office hours are also open for suggestions on how I teach, a general discussion of the political context of policy making, the MPPA, or your career plans.

¹ Adapted from Rob Wassmer's EdD 602 syllabus.
This course requires that you have access to the World Wide Web and SacCT. Readings, assignments, exams, and all class messages will be sent out via SacCT. SacCT also allows e-mails to fellow students and chat room participation with them.

**Required books (also on reserve at the library):**

To order from amazon.com, [click here](#)

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To order from amazon.com, [click here](#)

To order from amazon.com, [click here](#)

To order from amazon.com, [click here](#)

I encourage you to buy online and purchase a used, softcover version to save money. I have also asked the Sac State Bookstore to stock these titles. If you wish to purchase there, please call for availability.

Be aware that you should get the books ASAP and begin reading ahead. There are Harvard cases assigned throughout the semester. You are expected to download them yourselves – instructions are in the course schedule where cases are assigned.

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**Course schedule**

**Class 1: Welcome, administrative items, and start in on California politics**
1/26/11
- Introductions
- Review syllabus
- Letter writing
- California politics

Readings for class:
- California Crackup, Part I

View in class:
TED talk on political letter-writing

**Class 2: Continue California politics**  
2/2/11  
Readings for class:  
California Crackup, Part II

*Short memo assigned. Due 2/10/11 to me via email jez@csus.edu*

**Class 3: Start Kingdon: Problems**  
2/9/11  
Readings for class:  
Kingdon, Chapters 1-5

**Class 4: Kingdon: Policy primeval soup**  
2/16/11  
Readings for class:  
Kingdon, Chapter 6  
“From Research to Policy: The Cigarette Excise Tax” *Harvard University Kennedy School of Government Case*  
To purchase this case, please go to [http://ksgcase.harvard.edu/](http://ksgcase.harvard.edu/) and search for it (its case reference number is 1233.0, if that helps). It’s $3.45 for a softcopy.

**Class 5: Kingdon: The political stream**  
2/23/11  
Readings for class:  
Kingdon, Chapters 7-10  
Edward Lascher, “Lessons from the Collective Action Game” – distributed in class

**Class 6: Healthcare & Kingdon… then Policy Paradox: Politics**  
3/2/11  
Readings for class:  
Kingdon, Epilogue  
Jacob S. Hacker, "The Road to Somewhere: Why Health Reform Happened or Why Political Scientists Who Write about Public Policy Shouldn't Assume They Know How to Shape It,” Perspectives on Politics, v. 8, no. 3 (September, 2010), pp. 861-876 **you can download this online via the Sac State library**

**Class 7: Policy Paradox: Goals**  
3/9/11  
Readings for class:  
Stone, Part II: Goals

**Class 8: Policy Paradox: Problems**  
3/16/11  
Readings for class:  
Stone, Part III: Problems
***Spring break 3/21-3/25***

Class 9: Policy Paradox: Solutions  
3/30/11  
Readings for class:  
Stone, Part IV: Solutions

Class 10: Policy Paradox: Applied Policy Analysis  
4/6/11  
Readings for class:  
Stone, Conclusion and Policy Paradox in Action (pp. 376-414)

***Take-home midterm exam taken on SacCT by 4/14/11***

Class 11: Ethics of administrative discretion and entrepreneurship I  
4/13/11  
Readings for class:  
Justice, Chapters 1-6  
“The Case of Segregated Schools”, Harvard University Kennedy School of Government Case  
To purchase this case, please go to http://ksgcase.harvard.edu/ and search for it (its case reference number is 531.0, if that helps). It's $3.45 for a softcopy.

View in class:  
Justice seminar

Class 12: Ethics of public policy decisions I  
4/20/11  
Readings for class:  
Justice, Chapters 7-10

View in class:  
Justice seminar  

Class 13: Ethics of public policy decisions II  
4/27/11  
Readings for class:  
“Matters of life and death: defunding organ transplants in the State of Arizona” Harvard University Kennedy School of Government Case  
To purchase this case, please go to http://ksgcase.harvard.edu/ and search for it (its case reference number is 821.0, if that helps). It's $3.45 for a softcopy.

View in class:  
Justice seminar

Class 14: Negotiations I  
5/4/11  
Readings for class:  
Fisher, Ury, and Patton parts I and II
Class 15: Negotiations II
5/11/11
Readings for class:
   Fisher, Ury, and Patton parts III-V