Course Description and Teaching Style
This course is designed to introduce students to the “who, what, when, where, and why” of U.S. public policy. We will focus on the role of institutions, the actors involved, agenda setting, problem identification and definition, policy options and why they are chosen as well as implementation and evaluation. This course will guide you in finding the answers to many key questions about public policy and the public policy process in the United States. What are the characteristics and forms of public policy? How is policy made? By what actors and institutions? What role does the media play in influencing policy? What about the influence of interest groups and the bureaucracy in the policy process? How is policy implemented? How do theories and ethics help us understand and evaluate public policy?

By the end of the semester, students will have gained:
1) An understanding of the policy making process and the people involved
2) An awareness of how emergent problems and the politics involved shape public policy formation
3) An ability to discuss and write about public policy issues and to think critically about the ideas of others
4) And, even perhaps a desire to further an expertise in a particular area of public policy or an interest in playing a role in the development of public policies

This in an asynchronous online course, meaning that there are no set times that you must log on to an interactive session. Instead, you will independently complete the modules, listening to lectures on the day and time of your choosing while also adhering to assignment and quiz due dates. The course consists of 11 modules or lessons, two per week (except the final week for which there is only one module). The format for each module will be a video lecture, mandatory readings, perhaps a supplemental video or source, and an assessment, either a quiz or an assignment – all of which can be found on our Sakai course site. I will open two modules every Tuesday; the first will have an assessment due on Friday and the second on the following Tuesday (at which point another two modules will open). I am a firm believer of active learning; thus, I will encourage questions and regularly check the Sakai forum on each module. The final assessment for the course is a policy memo on an active bill of your choosing.
Course Goals
The course will meet the following SAS Core Curriculum Learning Goals:

Goal j: Identify and critically assess ethical issues in social science and history.

Goal m: Understand different theories about human culture, social identity, economic entities, political systems, and other forms of social organization.

Goal s1: Communicate complex ideas effectively, in standard written English, to a general audience.

Goal t: Communicate effectively in modes appropriate to a discipline or area of inquiry.

Goal u: Analyze and synthesize information and ideas from multiple sources to generate new insights.

Required Texts

Grading
Grades will be based on three activities:

1) Weekly Assignments –45%
   You will complete a variety of weekly assignments using the Sakai assignment tool. They will be weighted according to the amount of effort needed to complete them. The last page of this syllabus lists the percent each assignment contributes to your final grade.

2) Quizzes – 20%
   You will take four Sakai quizzes, worth 5% each. Quizzes will be a mixture of multiple choice and short answers. Quizzes will be active for 4 days and you may take the quiz at any point during that time. However, you will have only one opportunity and a time limit (between 15 and 30 minutes depending on the nature of the quiz) to complete it.

3) Final project 35%
   Students will write a 4-5 page (single-spaced) memo on a current policy issue; the memo should have 5 parts: nature of the issue/problem, history of the issue/problem, where it stands now, an assessment of the bill, and your recommendations.

Letter grades will be based on the standard Rutgers undergraduate grades:
90-100% = A; 85-89% = B+; 80-84% = B; 75-79% = C+; 70-74% = C; 60-69% = D; 59 and below = F
Ground Rules

To facilitate your learning, we will adhere to some basic rules:

• All assignments must be completed on time. They should be typed in 12-point font and submitted on Sakai. Late work will be penalized one-half of a letter grade daily. For example, an assignment submitted 4 days late will be docked two entire letter grades, e.g., from a B+ to a D+. Assignments cannot be submitted any later than one week after the due date; missed assignments will receive a “0”.  

• Late submissions of the final paper will not be accepted. Failure to submit the final paper by the due date will result in an F for the course. 

• Quizzes must be completed on time. If you do not complete the quiz by the due date, you will receive a zero – no exceptions! 

• Cheating, plagiarism and other forms of academic dishonesty will not be tolerated. Please see the University’s Policy on Academic Integrity for Undergraduate and Graduate Students located on the web at http://ctaar.rutgers.edu/integrity/policy.html. You should also note that I use the Turnitin feature on Sakai to help me identify problems with plagiarism. 

• If any questions or concerns arise and you would like to meet in person, please send me an e-mail to make an appointment! I am happy to meet with you! 

• Any student in this course who has a disability that may prevent him or her from fully demonstrating his or her abilities should contact me as soon as possible so we can discuss accommodations necessary to ensure full participation and to facilitate your educational opportunities. 

• Grades are not negotiable.
### Course Schedule

<table>
<thead>
<tr>
<th>Week of: (Monday)</th>
<th>Module</th>
<th>Lecture topic</th>
<th>Readings</th>
<th>Assignment</th>
<th>Due date and time</th>
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| 7/6               | 1      | Introduction to course and policymaking | Smith, Chapter 1  
 Kingdon, Chapter 1 | Short essay on your interest in the course (5%) | Thursday 7/9 10:00 a.m. |
|                   | 2      | Governmental actors | Kingdon, 2  
 Smith, 2 | Government actors in the press (10%) | Monday 7/13 10:00 a.m. |
| 7/13              | 3      | Actors outside government | Kingdon, 3  
 Smith, 4 | Final paper bill (5%) | Thursday 7/16 10:00 a.m. |
|                   | 4      | Public policy theories and Kingdon’s model | Kingdon, 4  
 Kraft & Furlong, chapter 3 (pdf on Sakai) | Quiz (5%) | Monday 7/20 10:00 a.m. |
| 7/20              | 5      | Stream 1: Problems | Kingdon, 5  
 Smith, 3 | Advocacy Letter (10%) | Thursday 7/23 10:00 a.m. |
|                   | 6      | Stream 2: Policy research | Kingdon, 6  
 Smith, 5 | Quiz (5%) | Monday 7/27 10:00 a.m. |
| 7/27              | 7      | Stream 3: Politics | Kingdon, 7  
 Smith, 6 | Final paper outline (10%) | Thursday 7/30 10:00 a.m. |
|                   | 8      | Policy Windows | Kingdon, 8 & 9  
 Smith, 7 | Quiz (5%) | Monday 8/3 10:00 a.m. |
| 8/3               | 9      | Putting it all together: Case study | Smith, Conclusion | Reaction essay (5%) | Thursday 8/6 10:00 a.m. |
|                   | 10     | Implementation and Evaluation | Sakai readings | Quiz (5%) | Monday 8/10 10:00 a.m. |
| 8/10              | 11     | Course Wrap-up | | Final Paper (35%) | Wednesday 8/12 10:00 a.m. |