TROY
UNIVERSITY

Department of Political Science
POL 4422 TVWA PUBLIC POLICY MAKING
COURSE SYLLABUS
Spring 2011

CLASS MEETINGS
Math/Science Bldg. 337
Monday & Wednesday
3:30-4:45pm

INSTRUCTOR INFORMATION

Title and Name:	Dr. Ellen Rosell	
Office Address:	331B MSCX	Office Phone: 334-670-3758
Email Address:	erosell@troy.edu	Office Hours: Monday & Wednesday
		1:00-2:00pm & 5:00-6:00pm

Contact Instructions:
Call or email anytime. I will return your call or reply to emails within 24 hours.

PRE-REQUISITE COURSE (S)
There is no prerequisite course for POL4422 Public Policy Making.

COURSE DESCRIPTION AND OBJECTIVES
An introduction to the processes by which American public policy is formulated, implemented, and evaluated and to the roles of policy analysts in solving various public problems.

Student Learning Objectives:
- ☒ To define, explain, and correctly use terms and concepts used by the political system and its participants in the United States to develop, implement, and evaluate public policy.
- ☒ To explain the models for public policy analysis models and their differences.
- ☒ To identify the decision making activities in the policymaking process.
- ☒ To research public policy issues by applying the appropriate analytical policy analysis model, terms, and concepts.
- ☒ To improve communication skills: oral, written, listening, and computer.
- ☒ To demonstrate understanding of public policy concepts and models and research and communication skills by writing articles for Wikipedia.
- ☒ To enhance interest and participation in politics and government as knowledgeable citizens.

REQUIRED TEXT
Dye, Thomas R. (2011). Understanding public policy. Boston, MA: Pearson Longman.

CLASS SCHEDULE

Jan 5, 2011	No Class-Blackboard Assignments
Jan 10-12, 2011	Introductions & Overview of Course & Introduction to Wikipedia Project
Jan 17, 2011	**Holiday – Martin Luther King, Jr. (No Classes)**
Jan 19, 2011	Introduction to Public Policy & Policy Process Dye, Chapter 1
Jan 24, 2011	Introduction to Public Policy & Policy Process Dye, Chapter 1
Jan 26, 2011	**Campus Ambassador – Introduction to Wikipedia**
Jan 31 & Feb 2, 2011	Public Policy & American Federalism/Intergovernmental Relations Dye, Chapter 12
Feb 7, 2011	Public Policy & American Federalism/Intergovernmental Relations Dye, Chapter 12
Feb 9, 2011	**Campus Ambassador – Wikipedia Information**
Feb 14 & Feb 16, & Feb 21, 2011	Models of Policy Analysis: Who Gets What and Why? Dye, Chapter 2
Feb 23, 2011	**Campus Ambassador – Wikipedia Information**
Feb 28, 2011	Models of Policy Analysis: Who Gets What and Why? Dye, Chapter 2
Wednesday March 2, 2011	**MIDTERM EXAM**
March 7-11, 2011	**Spring Break**
March 14, 16, & 21, 2011	Policymaking Process: Public Problems & Policy Responses Dye, Chapter 3
March 23, 2011	**Campus Ambassador – Wikipedia Information**
March 28 & 30, 2011	Policymaking Process: Policy Implementation Dye, Chapter 3

April 4 & 6, 2011   Policymaking Process: Policy Evaluation
                       Dye, Chapter 15

April 11 & 13, 2011   **Team Presentations of Articles**

April 18 & 20, 2011   **Team Presentations of Articles**

April 25, 2011   Discussion of experiences writing and editing Wikipedia articles.

Thursday April 28, 2011   **FINAL EXAM 11:00am – 1:00pm**

COURSE REQUIREMENTS

Exams
The exams are discussion question exams. The final exam is cumulative. Exams will cover information from the text and lectures. If you miss the exam, an alternative exam will be provided only with a medical excuse from a physician or clinic or an excuse granted by the Office of the Provost.

Submitting Assignments
Write papers in Standard English using a 12-point format, 1-inch margins, and double spacing. The Wikipedia Manual of Style includes the guidelines for writing all articles:
http://en.wikipedia.org/wiki/Wikipedia:Manual_of_Style

Submit papers as an attachment in an email to Dr. Rosell at erosell@troy.edu.

Be sure to reference all ideas and words not your own. Direct quotations must have references.

The papers are graded on the following items:
1) Demonstration of understanding of the readings in the text.
2) Evidence of research on the particular policy area.
3) The ability to assemble evidence to address the questions.
4) The ability to write a succinct, well-organized, well-edited essay.
5) Proper referencing and correct grammar.

Wikipedia Schedule & Assignments

BY January 26, 2011 Every Student must

Read   Available at POL4422 Blackboard > Course Documents
- 🗷   "Wikipedia: Five pillars"
- 🗷   Welcome 2 WP Wikipedia
- 🗷   Introduction to free licenses
- 🗷   WP's Plagiarism Handbook
- 🗷   Evaluating WP Article Quality

Browse
Wikipedia Manual of Style available at POL4422 Blackboard > Assignments

Jan 26, 2011   Class Visit - Campus Ambassador – Introduction to Wikipedia
- 🗷   Discusses basics of editing.
- 🗷   Discusses anatomy of Wikipedia articles, what makes a good article, how to distinguish between good & bad articles.
- 🗷   Provides tips & recommendations for best articles to work on for the class assignments.
- 🗷   Shows students how to contact Online Ambassador mentors.
- 🗷   Provides handouts:
  - ➢ "Creating an account" handout
  - ➢ "Evaluating Wikipedia Article Quality" brochure
  - ➢ "Referencing on Wikipedia" handout
- 🗷   Answers questions

BY Jan 31, 2011 Every Student must
- 🗷   Create a Wikipedia user account
- 🗷   Create a User page
- 🗷   Add you name to the course page's list of students
- 🗷   Practice the editing features of Wikipedia by leaving a message for team members on their user talk pages.

BY Feb 9, 2011 Every Student must
- 🗷   Critically evaluate one existing Wikipedia article related to policy by leaving suggestions for improving it on the article's discussion page and emailing suggestions to Dr. Rosell.
- 🗷   Research and list 3-5 articles on your Wikipedia user page that you will consider working on as your team's main project. Send the list to your team captain and to Dr. Rosell.
- 🗷   Ask your Online Ambassador mentor for comments regarding your article selections.

Feb 9, 2011 Class Visit - Campus Ambassador
- 🗷   Introduces students to IRC, the online chat system where students receive live support.
- 🗷   Discusses Wikipedia sandboxes and Wikipedia culture/etiquette.
- 🗷   Answers questions.

Feb 21, 2011 Every Team Must
- Decide which article to work on and list it on the course page.
- Compile a bibliography of relevant sources and begin researching the topic.

Feb 23, 2011 Class Visit - Campus Ambassador
- Discusses Wikipedia sandboxes and Wikipedia culture/etiquette.
- Provides HANDOUT:
  - ➢ "Moving article from sandbox into main space."
  - ➢ "Did You Know nominations."
- Answers questions.

March 21, 2011 Due from every Team
- Post 1st draft of the team's article, five (5) paragraphs, with citations in your Wikipedia sandbox.
- Email 1st draft to Dr. Rosell.
- Begin working with Online Ambassador mentor to polish your 1st draft article and fix any major transgressions of Wikipedia norms.
- Continue research in preparation for expanding your article.

March 23, 2011 Class Visit - Campus Ambassador
- Discusses article ratings on Wikipedia and how to get there.
- Discusses uploading images onto Wikipedia articles.
- Answers questions.

March 28, 2011 Due from every Team
- 2nd Draft of team's article - Move sandbox article into Wikipedia's main space (live articles).
- Email 2nd draft to Dr. Rosell.
- Nominate your article for "Did You Know" status.
- Monitor the nomination for any issues identified by other editors.
- Begin expanding your article into a comprehensive treatment of the topic.

April 4, 2011 Due from every student
Peer-review two teams' articles:
- Leave suggestions and comments on those teams' article discussion pages.
- Email suggestions and comments for each article to Dr. Rosell.
- Copy-edit team articles.

April 4-11, 2011 Teams
- Revise your article based on peers' feedback.
- Nominate your article for "Good Article" status.
- Prepare for article for in-class presentation.

April 11 & 13, 2011   Team Presentations of Articles
April 18 & 20, 2011   Team Presentations of Articles

April 25, 2011 Due from every Team - Final version of article.

GRADING POLICY

Assignment	Due Date	Percent of Final Grade	Maximum points
		ASSIGNMENT VALUES	
Student: Wikipedia User Account & User Page & Add Name to Course & Leave message for team members	Jan 31, 2011	1%	10
Student: Evaluation of one existing Wikipedia article	Feb 9, 2011	8%	100
Student: List of 3-5 suggested articles for team project	Feb 9, 2011	4%	50
Team: Article decision with bibliography	Feb 21, 2011	4%	50
Student: Midterm Exam	March 2, 2011	17%	200
Team: 1st draft of article with citations in WP sandbox	March 21, 2011	8%	100
Team: 2nd draft of article in WP main space	March 28, 2011	8%	100
Student: Peer Review of Team Article	April 4, 2011	4%	50
Student: Peer Review of Team Article	April 4, 2011	4%	50
Team: Team Presentation of Article	April 11, 13, 18, or 20, 2011	8%	100
Team: Final Article	April 25, 2011	17%	200
Student: Final Exam	April 28. 2011	17%	200
Total		**100%**	**1200**

GRADING REQUIREMENTS	
Grade Level	Points Required
A	1080-1200
B	960-1079
C	840-959
D	720-839
F	<719

COURSE POLICIES

Plagiarism Policy

The awarding of a university degree attests that an individual has demonstrated mastery of a significant body of knowledge and skills of substantive value to society. Any type of dishonesty in securing those credentials therefore invites serious sanctions, up to and including suspension and expulsion (see Standard of Conduct in the TROY Graduate *Catalog*). Examples of dishonesty include actual or attempted cheating, plagiarism, or knowingly furnishing false information to any university employee.

Plagiarism is defined as submitting anything for credit in one course that has already been submitted for credit in another course, or copying any part of someone else's intellectual work – their ideas and/or words – published or unpublished, including that of other students, and portraying it as one's own. Proper quoting, using strict APA formatting, is required.

Students must properly cite any quoted material. Students who need assistance in learning to paraphrase should ask the instructor for guidance and consult the links at the Troy Writing Center.

This university employs **plagiarism-detection software**, through which *all* written student assignments are processed for comparison with material published in traditional sources, books, journals, and/or magazines, on the internet to include essays for sale and papers turned in by students in the same *and* other classes in this *and all previous terms*.

Plagiarism is not referencing all quotations, terms, concepts, and thoughts not your own. Plagiarism is also submitting papers that are written and submitted in current and previous courses. Direct quotes must have quotation marks and references. All papers must include a reference list. The penalty for plagiarism **will result in 0 points for that assignment** and may include zero in the course.

Attendance Policy

Students receiving financial assistance are required to attend classes according to the regulations for financial assistance benefits in addition to those regulations required for the course (Troy University 2010-2011 Undergraduate Catalog). In registering for classes at the university, students accept responsibility for arriving to class on time, attending scheduled class meetings, completing assignments on time, and contributing to class discussions and exploration of ideas.

Attendance at all class sessions is mandatory. Punctuality will be expected at all course sessions. Unexcused absences are not authorized. All absences must be covered by appropriate official orders, certificate of appropriate commander, certificate of medical personnel, etc. Arrangements for excused absences must be made PRIOR to the absence. After **four unexcused absences**, the student is dropped from the course with a grade of FA, failure due to excessive absences.

Call Dr. Rosell at 334-670-3758 or email her at erosell@troy.edu if you cannot come to class. Any scheduled assignments missed must be discussed with the instructor before make-up assignments are arranged.

Make-Up Work Policy
Missing any part of the schedule of assignments may prevent completion of the course. If the student foresees difficulty of any type, for example, an illness, employment change, family emergency, etc., which may prevent completion of this course, notify the instructor as soon as possible. Failure to do so will result in a failing grade for an assignment and/or failure of the course.

If the instructor has not heard from the student **by the deadline dates for assignments, exams, or forums,** no make-up work will be allowed unless extraordinary circumstances existed such as hospitalization. Requests for extensions must be made in advance and accompanied by appropriate written documentation if the excuse is acceptable to the instructor. "Computer problems" are not an acceptable excuse.

Incomplete Grades
An Incomplete is not available in this course. All work must be completed as indicated in the Class Schedule.

Students with Special Needs: Americans with Disabilities Act (ADA)
Troy University supports Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, which insure that postsecondary students with disabilities have equal access to all academic programs, physical access to all buildings, facilities and events, and are not discriminated against on the basis of disability. Eligible students, with appropriate documentation, will be provided equal opportunity to demonstrate their academic skills and potential through the provision of academic adaptations and reasonable accommodations.
Any student whose disabilities fall within ADA must inform the instructor at the beginning of the term of any special needs or equipment necessary to accomplish the requirements for   this course. Students must also provide written proof of their disability to the instructor. The Director of Adaptive Needs Program can be reached by writing to: 215 Trojan Center, Troy University, Troy, Alabama 36082, by calling 334-670-3221, or http://troy.troy.edu/studentdevelopment/index.html

TROY E-Mail
Effective July 1, 2005, all students were required to obtain and use the TROY e-mail address that is automatically assigned to them as TROY students. All official correspondence (including bills, statements, e-mails from instructors and grades, etc.) will be sent ONLY to the troy.edu (@troy.edu) address.

Faculty Evaluation
In the eighth week of each term, students will be notified of the requirement to fill out a course evaluation form. These evaluations are completely anonymous and are on-line.

Cell Phone and Other Electronic Device Statement
Use of any electronic devise by students in the instructional environment is prohibited unless explicitly approved on a case-by-case basis by the instructor of record or by the
Office of Disability Services in collaboration with the instructor. Cellular phones, pagers, and other communication devices may be used for emergencies, however, but sending or receiving non-emergency messages is forbidden by the University. Particularly, use of a communication device to violate the Troy University "Standards of Conduct" will result in

appropriate disciplinary action (See the *Oracle*.)

In order to receive emergency messages from the University or family members, the call receipt indicator on devices must be in the vibration mode or other unobtrusive mode of indication. Students receiving calls that they believe to be emergency calls must answer quietly without disturbing the teaching environment. If the call is an emergency, they must move unobtrusively and quietly from the instructional area and notify the instructor as soon as reasonably possible. Students who are expecting an emergency call should inform the instructor before the start of the instructional period.