Research Methods for Public Managers
Professor Agustin Leon-Moreta, PhD

Fall 2014
Class Sessions: Social Science 3030, Monday **6:30 - 9:00 pm**
Office Hours: Monday to Friday, 1:00 - 4:00 pm or by appointment
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PRE-REQUISITES
STAT 145 or equivalent coursework

COURSE DESCRIPTION
Welcome to PADM 596—Research Methods for Public Managers. This course provides graduate students with important tools for applied research and analysis in public administration and policy. The course provides you with skills and knowledge you will need to understand and effectively use statistical research methods. We will begin the course by discussing basic concepts and components of applied research and then focus on to issues and techniques in data analysis and reporting.

COURSE OBJECTIVES
This course presents methods for inquiry and analysis by public managers and students of public administration. It covers strategies for design of quantitative and/or qualitative analysis and for collection of information in institutional and field settings.

Students who successfully complete the course are expected to leave with the ability to:

- Develop research questions for applied research
- Conduct original analysis of data to address research questions
- Understand the different types of data used most frequently by managers, policy analysts, and researchers in public administration
- Learn when and how to use each analysis technique
- Appreciate the importance of using plain language to communicate data analysis and findings
- Use SPSS to analyze statistical data.

The following MPA core learning outcomes are addressed in this course. Students will:

1. Analyze policies and programs by applying appropriate information technology and data management tools.
2. Analyze policies and programs by applying appropriate quantitative and/or qualitative analysis methods.

COURSE MATERIALS

Required

1. Healey, Joseph F. **2013**. *The Essentials of Statistics: a Tool for Social Research*, **3rd edition**. Belmont, CA: Cengage. ISBN-13: 9781111829568 (an e-book is not recommended. Please rent or buy a hard copy if possible).
2. Access to SPSS, available free at UNM Computer Labs: http://computing.unm.edu/map/
3. Access to UNM Learn and email

Recommended

- SPSS Grad Pack, available at the UNM Bookstore
- Calculator such as Casio FX-300ES Natural Display Scientific

GRADES

Participation	10
Tests	20
Problem sets	20
Research project	20
Final exam	30
Total grade	**100 points**

Participation: Class participation will be worth 10 points out of 100 course points. Attendance is important, but participation also includes asking questions, commenting on the class material, answering instructor's questions, citizenship behavior in class, and one-on-one meetings with the instructor. Feel free to interrupt me in class for any question or comment.

Tests: Online tests will be worth 20 points out of 100 course points. They will assess weekly reading assignments. **Readings must be completed prior to class** sessions, when those readings will be discussed. Weekly readings will be based on the textbook, but additional readings may be assigned in the semester. The weekly test will be open on UNM Learn after Monday's class and due on Friday.

Problem Sets: Short problem sets will be worth 20 points out of 100 course points. They will include textbook exercises and SPSS computer applications. The problem sets are a very important component of the course because they give an opportunity for practical applications. The problem set will be announced every week by UNM Learn and/or email. Your problem set will be collected at the end of class sessions.

Research Project: An applied research project will be worth 20 points out of 100 course points. This project will include the submission of a paper and an oral presentation. The report must follow and complete every activity from Appendix E of the textbook. For this assignment, you must use data from the General Social Survey (GSS) of 2010. Grading will reward successful application of the research methods learned from this course. There are two submissions for this research project; please see the Course Calendar for those submission deadlines. Your research project must be written in the format of the PADM 553 Professional Paper (pro-paper) and orally presented the last day of class. Additional information and questions on this project will be discussed in class.

Final Exam: The final exam will be worth 30 points out of 100 total points. The exam format will be similar to the tests but comprehensive of all course materials. This final examination will be administered at the date/time determined by the UNM Final Exam Schedule.

POLICIES

Syllabus Change: A guide to the course, **this syllabus will be updated as needed**. The instructor reserves the right to change any content of the syllabus, including grade weights allocated to course assignments. Assignments may be added or changed during the semester. If syllabus changes are made, I will announce them either in class or by email.

No Late/Makeup Assignments: Late or makeup assignments will not be accepted. However, the instructor reserves the right to consider any late submission, for partial credit, under extraordinary circumstances.

Time/Workload Commitment: This course is a core course of the MPA program. In order to learn the course material, graduate students should devote at least 12 (twelve) hours per week to the course outside of class. **Please study well the material in preparation for class participation**.

Electronic Devices: In class, please turn off all electronic devices, including phones, tablets and laptops.

Academic Integrity: The UNM Student Handbook outlines the University's expectations for the integrity of students' academic work, the procedures for resolving alleged violations of those expectations, and the rights and responsibilities of students and faculty members throughout the process. Students are responsible for reading the Student Code of Conduct and for upholding the highest standards of integrity in this class. Violation of the Code carries penalties discussed in the Code.

Student Feedback: Your feedback on this course will be welcome and appreciated. We will ask for you feedback through various channels, formal and informal, throughout the semester.

Email: As required by SPA policy, students should use their UNM email for any electronic communication with the instructor.

Accommodation for Disabilities: Students with disabilities needing accommodation should: (1) register with and provide documentation to the Accessibility Resource Center, and (2) bring a letter to the instructor indicating the need for accommodation and what type. This should be done during the first week of class. This syllabus and class materials are available in alternative format upon request. For more information about services available to UNM students with disabilities, please contact the Accessibility Resource Center: http://pathfinder.unm.edu/campus-services/services-students-disabilities.html

COURSE CALENDAR

Week	Read	Test Due	Problem Set	Set Due
1	Prologue and Ch. 1 Introduction		In class	Aug 18
2	Ch. 2 Descriptive statistics	Aug 22	TBA	Aug 25
3	LABOR DAY			
4	Ch. 3 Central tendency	Sep 05	TBA	Sep 08
5	Ch. 4 Dispersion	Sep 12	TBA	Sep 15
6	Ch. 5 Normal curve	Sep 19	TBA	Sep 22
7	Ch. 6 Sampling	Sep 26	TBA	Sep 29
8	Ch. 7 One-sample hypothesis testing	Oct 03	Project 1-2	Oct 06
9	Ch. 8 Two-sample hypothesis testing	Oct 10	TBA	Oct 13
10	Ch. 9 Anova	Oct 17	TBA	Oct 20
11	Ch. 10 Chi-square	Oct 24	TBA	Oct 27
12	Ch. 11 Bivariate association, nominal measures	Oct 31	TBA	Nov 03
13	Ch. 12 Bivariate association, ordinal measures	Nov 07	TBA	Nov 10
14	Ch. 13 Bivariate association, interval measures	Nov 14	TBA	Nov 17
15	Ch. 14 Correlation and regression	Nov 21	TBA	Nov 24
16	Presentation of research projects	Nov 28	Project 3-4	Dec 01
17	FINAL EXAM			

Note:
A welcome dinner is scheduled for Saturday, September 6th, at 5:00 pm.
The presentation of research projects and a class picture are scheduled for the last class session.