

**PUBLIC ADMINISTRATION 590:
STRATEGIC POLICY ANALYSIS AND IMPLEMENTATION**

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Course description:

The purpose of public policy analysis is to clearly identify policy problems and to develop information that will help policy makers make choices with a credible expectation of the outcomes of those policy choices. In a world characterized by greater complexity of political, social and economic relationships, it has become more difficult to predict the effectiveness of policy options relative to intended goals. This course examines key concepts and tools of policy analysis and implementation.

This course will help students develop the skills required to define and critically analyze public policy proposals, including identification of relevant decision-making criteria, identification and evaluation of likely options, development of implementation strategies, and assessment of the means and costs of implementation. These analytical techniques will be applied to a wide range of public policy issues.

The course will present strategies and techniques for effective policy analysis and skillful change interventions such as discounting, forecasting, decision-tree analysis, sensitivity analysis, cost-benefit analysis, cost-effectiveness analysis, statutory and administrative code, development of legal agreements, performance measurement, and use of revenues and subsidies as policy tools. Because the course focuses on real-world application of theories, concepts, and analytical techniques, there will be extensive use of practical exercises to enhance skill development.

Course Learning Objectives:

By the conclusion of this course, students should be able to demonstrate, at an advanced level, the ability:

1. To critically evaluate policy development at local, state and federal levels;
2. To use alternative policy models for analyzing the development of public policy;
3. To understand political forces and considerations that affect public policies and, thereby, public policy analysis;
4. To read and interpret laws, regulations, and basic documents related to public finances;
5. To apply policy analysis tools to rational evaluation of policy alternatives;
6. To apply a range of policy tools in implementation of new policies;
7. To prepare concise, clear, and responsive policy communications;
8. To apply course skills in a wide range of public policies;

Required Texts

Guess, George and Paul G. Farnham (2011). **Cases in Public Policy Analysis, Third Edition**. Washington D.C.: Georgetown University Press.

Course Assignments:

Students will write analyses of two case studies (7-10 pages) from outside New Mexico and will complete two short (1 – 2 pages) policy memos as well as a midterm examination. The policy memos are drawn from actual assignments to legislative and executive staff, where senior officials asked analysts for quick turnaround on policy questions. These memos focus on problem identification and generation of policy options. The case studies will call on students to use a wider range of policy analysis techniques that are introduced in this course. For the writing assignments, students should endeavor to provide clear, comprehensive, concise and quick analyses.

The midterm will be a mixture of long essay and identification questions.

Grading:

Policy memos	10% each
Case studies	30% each
Midterm	20%

Course Policies:

1. *Incompletes:* Incompletes will not be approved unless circumstances beyond the student's control prevent the completion of all the course requirements. Should such a situation arise, the student is expected to contact the instructor as soon as possible and state in writing the circumstances requiring the incomplete and a plan indicating how and when the incomplete will be completed.
2. *Academic Dishonesty:* Academic dishonesty and plagiarism will not be tolerated.
3. *"Safe Space" policy—ground rules for a positive classroom environment and experience.* All classroom discourse will exhibit respect for all other persons, not only within the confines of the classroom but also in general. There will no denigration of anyone in any context (including in relation to case materials or readings, videos, or any other point of reference), on account of race, ethnicity, gender, disability status, sexual orientation, religion, political perspective, or other personal trait. Explicit statement of this policy is necessary to ensure that everyone feels comfortable and free to articulate ideas or viewpoints. Class discussion allows for disagreement; however, comments must be sustained by evidence, in particular evidence from class materials and readings. Class comments are not to be unsupported assertions of opinion, and never *ad hominem* (personal) attacks.

4. *Policy on Late Assignments:* Assignments are due on the due date. Points will be deducted from assignments turned in late – generally a half grade for each day late.

Preparation for Class

Students should complete the reading for each week prior to class as well as apply concepts from the reading and previous class session to a case study or example provided by the instructor. Students may work in small (no more than 3) groups or may prepare individually. There will typically be more than one choice of example to allow students flexibility to explore their own interests.

CLASS SCHEDULE AND READING ASSIGNMENTS

I. INTRODUCTION TO COURSE/ PROBLEM IDENTIFICATION June 6

OMB Circular A-4, http://www.whitehouse.gov/omb/circulars_a004_a-4
OMB Circular A-94 (revised), http://www.whitehouse.gov/omb/circulars_a094
<http://www.pewstates.org/projects/pew-macarthur-results-first-initiative-328069>
FHWA Life-Cycle Cost Analysis,
<http://www.fhwa.dot.gov/infrastructure/asstmgmt/lccafact.cfm>

II. METHODOLOGIES FOR PROBLEM DEFINITION June 8

Guess and Farnham, 42-70

Case Study:

Guess and Farnham, pp. 49 – 50, “*Fighting Crime: The Case for Emptier Prisons*”

III. TYPES OF PUBLIC POLICIES; RATIONAL v. INCREMENTAL POLICYMAKING; STRUCTURE OF POWER IN THE AMERICAN POLITICAL SYSTEM June 13

Lowi, “Distribution, Regulation, Redistribution: The Functions of Government”

Lindblom, Charles E. “The Science of Muddling Through”

Truman, “Group Politics and Representative Democracy,”

Mills, *The Power Elite*

Heclo, “Issue Networks and the Executive Establishment”

IV. DECISION TREE AND SENSITIVITY ANALYSIS June 15

Stokey and Zeckhauser, “The Decision Tree: A Descriptive Model”

POLICY MEMO 1 DUE

V. FORECASTING OUTCOMES

June 20

Guess and Farnham, Chapter 4

Case Studies:

Guess and Farnham, Chap. 5: “*Pricing and Public Policy: The Case of Cigarette Taxes*”
Forecasting Lottery Scholarship Insolvency in New Mexico

VI. INSTITUTIONAL IMPACTS

June 22

Guess and Farnham, Chapter 3

Case Study:

Guess and Farnham, “Washington D.C., School Reform”

TAX COMPLIANCE CASE STUDY DUE

VII. BUDGETING/ESTIMATING OPERATING COSTS

June 27

VIII. CALCULATION OF PRESENT VALUE/DISCOUNTING June 29

Stokey and Zeckhauser, “The Valuation of Future Consequences: Discounting”
Guess and Farnham, pp. 292-295

IX. DISCUSS TAX COMPLIANCE CASE STUDY

July 6

X. MIDTERM

July 11

XI. COST-EFFECTIVENESS ANALYSIS

July 13

Guess and Farnham, Chapter 6

Case Study:

Guess and Farnham, pp 272 – 284, “*Preventing Perinatal Transmission of HIV*”

POLICY MEMO 2 DUE

XII. COST-BENEFIT ANALYSIS

July 18

Guess and Farnham, Chapter 7

Case Study:

Guess and Farnham, pp. 318 – 321, “*Clinton Sharply Tightens Air Pollution Regulations Despite Concern over Costs*”

XIII. LEGAL TOOLS OF POLICY IMPLEMENTATION (STATUTES, ADMINISTRATIVE CODE, MEMORANDA OF UNDERSTANDING, JOINT POWERS AGREEMENTS, INTERGOVERNMENTAL AGREEMENTS) July 20

Sample letter of agreement, memorandum of understanding, intergovernmental agreement, contract, proposed legislation, amending legislation

XIV. EARMARKING REVENUES, USER FEES AND SUBSIDIES/GRANTS/ LOANS AS POLICY/ IMPLEMENTATION TOOLS

July 22

Winkler and Chapman, "Earmarked Revenues and Fiscal Constraints"
Mikesell, John, "Revenue from User Fees, User Charges, and Sales by
Public Monopolies" in Fiscal Administration, 7th Ed., 2007

XV. PERFORMANCE MEASUREMENT/BEST PRACTICES July 25

Readings to be determined.

TUOLUMNE CASE STUDY DUE

XVI. DISCUSS TUOLUMNE CASE STUDY

July 27