



**PADM 596—Research Methods for Public Managers**  
Fall 2013  
Class room/time: SSCO 3030/Tuesday 4:00-6:30 p.m.

**CONTACT INFORMATION**

**Professor:** Agustín León

**Office Hours:** Tuesday 2:45-3:45 p.m. 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 is designed to provide you with basic 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 various 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 necessity of using clear and direct language to communicate research concepts 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*, 3<sup>rd</sup> edition. Belmont, CA: Cengage. ISBN-13: 978-1-111-82956-8. **Please don't buy earlier editions.**
2. Access to SPSS (available through UNM Computer Labs)
3. Access to UNM Learn and e-mail

### *Recommended*

1. Cunningham, James B., and James O. Aldrich. 2012. *Using SPSS: an Interactive Hands-on Approach*. Thousand Oaks, CA: Sage. ISBN 978-1-4129-9515-3
2. American Psychological Association. 2010. *Publication Manual of the American Psychological Association* 6<sup>th</sup> ed. Washington, DC: American Psychological Association.
3. Calculator such as Casio FX-300ES Natural Display Scientific

## GRADES

Participation	10%
Quizzes	20%
Problem sets	20%
Research project	20%
Final exam	30%

*Participation:* Class participation and attendance will be worth 10% of students' course grade. Attendance will be the most important component of students' participation, but punctuality in attending class sessions will also count. Attendance will be taken at the start of every class session. Credit for participation will also account for asking questions, answering instructor's questions, and citizenship behavior in class.

*Quizzes:* Online quizzes will be worth 20% of students' course grade. 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. Quizzes will therefore assess learning of weekly reading material. Quizzes will be due on Saturday at noon; the quizzes will be open on Learn at least 24 hours in advance.

*Problem sets:* Short problem sets will be worth 20% of students' course grade. They will include textbook problems and SPSS computer applications. Student answers to the problem sets will be collected at the end of every class session.

*Research project:* An applied research project will be worth 20% of students' course grade. This report will include the submission of a paper and an oral presentation. The paper 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. The paper should be no more than 20 pages, double spaced (including graphs, tables, or appendixes), and follow the guidelines of the Publication Manual of the American Psychological Association. Grading will reward successful application of methods studied in this course. The paper will be submitted and orally presented on December 4<sup>th</sup>.

*Final Exam:* The final exam will be worth 30% of students' course grade. It will be a comprehensive examination of all materials and assignments. The final exam may include true/false, multiple choice/answer, applied exercises, or essay questions. It will be taken at the date/time scheduled by the UNM Final Exam Schedule.

## **POLICIES**

*Syllabus Change:* As a class guide, **this syllabus is subject to change** or update. Assignments may be added or changed during the semester. The instructor reserves the right to change the grade weights allocated to course assignments. If syllabus changes are made, I will announce them either in class or by e-mail.

*Late/Make-up Assignments:* No late/make-up assignments will be accepted. The instructor reserves the right to consider exceptions in case of extraordinary, documented situations.

*Time/Workload Commitment:* This course is a core course of the MPA program. To learn the course material, graduate students should devote at least 12 (twelve) hours per week to the course outside of class. **Please read the textbook thoroughly and ask questions if necessary.**

*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.

*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>

<b>Schedule of Assignments</b>			
<i>Week</i>	<i>Date</i>	<i>Required Reading</i>	<i>Problem Sets</i>
1	Aug 21	<b>This syllabus</b>	
2	Aug 28	Chapter 1. Introduction	TBA
3	Sep 4	Chapter 2. Descriptive statistics	TBA
4	Sep 11	Chapter 3. Central tendency	TBA
5	Sep 18	Chapter 4. Dispersion	TBA
6	Sep 25	Chapter 5. Normal curve	TBA
7	Oct 2	Chapter 6. Sampling	TBA
8	Oct 9	Chapter 7. One-sample hypothesis testing	TBA
9	Oct 16	Chapter 8. Two-sample hypothesis testing	TBA
10	Oct 23	Chapter 9. ANOVA	TBA
12	Oct 30	Chapter 10. Chi-square	TBA
13	Nov 6	Chapter 11. Bivariate association, nominal measures	TBA
14	Nov 13	Chapter 12. Bivariate association, ordinal measures	TBA
15	Nov 20	Chapter 13. Bivariate association, interval measures	TBA
16	Nov 27	Chapter 14. Intro to correlation and regression	TBA
11	Dec 4	Appendix E. Using statistics: Research projects	
17	Dec 11	Final exam	