



# OLAC011 PUBLIC POLICY & POLICY ANALYSIS: KEY CONCEPTS ACADEMIC FOUNDATIONS OLive-Access 2020

Seminar Leader: Daniela Crăciun  
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Course dates: 23<sup>rd</sup> of March – 10<sup>th</sup> of May 2020 (Module B)  
Course Schedule: Mondays, 14:00-15:30 & Wednesdays 10:45-12:15 (Online)  
Office Hours: Wednesdays, 12:15-13:15  
Credits: 4 ECTS, 2 U.S. credits

## Course Description

The course is designed to introduce you to the fundamental concepts and key issues in public policy. The goal of this introductory course is to set up the academic foundations of your public policy knowledge. Moreover, it aims to help you understand what studying public policy at MA level entails and what a career in public policy could look like.

## Learning Outcomes

Key learning outcomes include:

- Developing English vocabulary specific to public policy
- Becoming familiar with key issues, concepts and ideas of public policy
- An ability to understand, summarize and discuss academic texts specific to public policy
- Becoming familiar with career or further education paths opened by studying the subject
- Developing study skills as independent and active learners

## Delivery

This course has been modified in accordance with BCB's directives about online teaching in light of Coronavirus. We will focus on reading and writing, and students will be assessed accordingly. The class will be delivered entirely online. Video calls will be the main format used. The instructor will contact you prior to the beginning of semester to establish the best medium. All written assignments should be submitted in digital format. Presentations will be delivered via video call.

## Requirements and Grade Breakdown

The course will be assessed through a combination of assignments which are designed to achieve the overall goals and learning outcomes of the course. All written assignments must be submitted in electronic format on Google Classroom.

Assignment	Length	Weight	Deadline
Participation in class	Throughout the course	10%	Week 1 - Week 7
Short summaries of readings + Random short presentation	300 words/summary 5 minutes presentation + 10 minutes Q&A	30%	Week 2 – Week 6 (Mondays)
Listening to and summarizing policy podcasts	Group discussions in class following a template	30%	Week 2 – Week 6 (Wednesdays)
Factsheet & individual presentation	1 page (15 minutes presentation + 10 minutes Q&A)	30%	3 <sup>rd</sup> of May 2020 6 <sup>th</sup> of May 2020

**Participation in class:** You are expected to attend all the classes, prepare the required reading for each class, and actively participate in class discussions. You will be assessed on the quality and quantity of your contributions. The highest grades for participation will be awarded to those who make valuable contributions to class discussions and demonstrate an understanding of and engagement with the readings. Attending without contributing to group work or class discussions will only earn you a minimum pass. Expect occasional short quizzes based on the readings or previous sessions.

**Short summaries of readings & random short presentation:** Every week you are expected to read the text assigned and write a short 300-word summary before the Monday class. The summary should provide an overview of the main idea/argument of the text. In addition, you will be asked to also write 2 questions related to issues you did not understand from the text. Make sure you reference the text correctly. Also, every week someone will be randomly selected to present the reading for the week. The presentation should be based on an expanded version of the summary you wrote for class. The other students will have the chance to ask you questions about the text. You **do not** have to prepare a PowerPoint presentation. Written assignment is due every Monday before class (Week 2-Week 6) & oral assignment is due every Monday in class (Week 2-Week 6).

**Listening to and summarizing policy podcasts:** Every week you will be expected to listen to a podcast on a current public policy issue and summarize it following a template. In addition, you will be asked to search, find and read a newspaper article on the same topic. The podcast and the newspaper article will be discussed in class on Wednesdays (Week 2 - Week 6).

**Fact sheet and Individual presentation in class:** You will have to write a factsheet on a policy issue of choice and present it individually in class. The issue covered can be from any area of public policy (e.g. education, defense, health, environment, agriculture, migration, etc.) and context (e.g. local, national, regional, global). The factsheet and presentation will be judged on their clarity, quality of evidence presented and your ability to master the topic and present it in a persuasive way. Make sure you reference the sources of data you used correctly.

### Academic Integrity

Bard College Berlin maintains the staunchest regard for academic integrity and expects good academic practice from students in their studies. You are expected to follow the university's code of academic integrity at all times throughout the course. Any work you submit must be your own original work. Make sure that you properly reference all the sources you use (e.g. books, journals, newspaper articles, websites, etc.). Cases of academic misconduct (e.g. cheating, plagiarism) in which you fail to meet the expected standards of academic integrity will be dealt with under the Code of Student Conduct, Section III Academic Misconduct.

### Policy on Late Submission of Papers

As per Student Handbook guidelines, assignments that are up to 24 hours late will be downgraded one full grade (from B+ to C+, for example). Assignments that are more than 24 hours late may be rejected for grading, particularly if the explanation offered for the delay is not satisfactory. If a late assignment is accepted for grading, it must be submitted within four weeks of the deadline and cannot receive a grade higher than C. Thereafter, you will receive a failing grade for the assignment.

### Letter Grade calculation

The total grade out of 100% is calculated according to the weighting described above. Letter grades are assigned as shown in the table below. Corresponding grade points are also shown. See the Bard student handbook for equivalencies to the German system. D is the minimum passing grade for any test or coursework. If a student receives a Failing F, an Incomplete I or a D grade in one or more courses, their record will be reviewed.

Letter Grade	Total %	Grade Point
A	93-100%	4.00
A-	90-92%	3.70
B+	87-89%	3.30
B	83-86%	3.00
B-	80-82%	2.70
C+	77-79%	2.30
C	73-76%	2.00
C-	70-72%	1.70
D	60-69%	1.00
F	Failure	0.00

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## Schedule

### Course Structure

Week	General Theme	Topic
1	Fundamentals of public policy	Organizational issues. Course structure and evaluation.
2		Introduction to the main topics of public policy and policy analysis
3		Types of goods and services - Market/government failure
4	The policy process and its analysis	INDIVIDUAL STUDY WEEK
5		The policy cycle
6		Policy analysis
7	Studying and working in public policy	Policy instruments
		The discipline and profession of public policy

### Detailed Class Schedule

Every week we will be discussing one central topic to public policy and policy analysis. The weekly lectures will provide the building blocks of our discussions and seminars, but the readings will represent the cement to consolidate your knowledge about the topic. Only ONE reading is assigned for each week, but it is a COMPULSORY reading and you should read it carefully. Come to classes prepared with notes and questions on the reading so that we can have a fruitful discussion. Read the news and see how you can apply the ideas, concepts, and theories we talk about in class.

If you want to read more on the topics we discuss each week, check out the following handbooks in the library:

Weimer, D. L., & Vining, A. R. (2011). *Policy analysis: Concepts and practice*. New Jersey: Prentice-Hall.

Moran, M., Rein, M. & Goodin, R.E.(Eds.)(2008) *The Oxford Handbook of Public Policy*, Oxford: OUP.

Kraft, M.E., & Furlong, S.R. (2018) *Public Policy: Politics, analysis and alternatives*. Thousand Oaks: Sage.

#### **WEEK 1 (23<sup>rd</sup> – 29<sup>th</sup> of March 2020) - Introduction to the main topics of public policy and policy analysis**

In the first week, I will introduce the class, the syllabus and the assignments for the course. Moreover, we will survey the main topics of public policy and get a broad understanding of the types of issues we will cover in this course.

Questions of the week: What is public policy and how can we analyze it?

#### **Reading**

Kraft, M.E., & Furlong, S.R. (2018) *Public Policy: Politics, analysis and alternatives*. Thousand Oaks: Sage. – Chapter 1: Public Policy and Politics (Part 1)

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#### **WEEK 2 (30<sup>th</sup> of March – 5<sup>th</sup> of April 2020) - Types of goods and services - Market/government failure**

Questions of the week: What is the difference between public and private goods? What other types of goods and services are out there? What is government and market failure?

**Reading**

Kraft, M.E., & Furlong, S.R. (2018) *Public Policy: Politics, analysis and alternatives*. Thousand Oaks: Sage. – Chapter 1: Public Policy and Politics (Part 2)

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**WEEK 3 (6<sup>th</sup> – 12<sup>th</sup> of April 2020) – INDIVIDUAL STUDY WEEK**

You should use this week to catch up with your work (reading, writing, understanding concepts/issues) and start gathering material for your final assignment (apply the skills of information literacy learnt in the General Study Skills class).

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**WEEK 4 (13<sup>th</sup> – 19<sup>th</sup> of April 2020) - The policy cycle**

Questions of the week: What is the policy cycle? What is right and wrong with the policy cycle idea? What is the policy cycle useful for and what are its limitations?

**Reading**

Werner, J. & Wegrich, K. (2007) 'Theories of the Policy Cycle', in Fischer, F., Miller, F. & Sidney, M.S. (eds.) *Handbook of public policy analysis: theory, politics, and methods*, Boca Raton: CRC Press.

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**WEEK 5 (20<sup>th</sup> – 26<sup>th</sup> of April 2020) - Policy analysis**

Questions of the week: How does policy analysis work in practice? How do we conduct policy analyses?

**Reading**

Bardach, E. & Patashnik, E.M. (2016) *A Practical Guide for Policy Analysis: The Eightfold Path to More Effective Problem Solving*, 5<sup>th</sup> edn, London: Sage - Specimen of a Real World Policy Analysis (p.141-154)

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**WEEK 6 (27<sup>th</sup> of April – 3 of May 2020) - Policy instruments**

Questions of the week: What are the instruments that governments have at their disposal to solve societal problems?

**Reading**

Bardach, E. & Patashnik, E.M. (2016) *A Practical Guide for Policy Analysis: The Eightfold Path to More Effective Problem Solving*, 5<sup>th</sup> edn, London: Sage – Things Governments Do (p.155-164)

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**WEEK 7 (4<sup>th</sup>- 10<sup>th</sup> of May 2020) - The discipline and profession of public policy**

Questions of the week: What does a career in policy studies entail? Why learn public policy? What are the rationales and motivations for public policy? What is the role of policy advisors and policy advocacy professionals?

This week we will have an invited guest speaker: Gorana Mistic, PhD (Central European University). You will have the chance to ask her questions about what studying public policy at CEU entails and what are your career prospects after finishing this MA.

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### **Attendance**

You are expected to attend ALL classes. In cases of absence caused by illness, students must inform their instructor and the Program Director in advance of the scheduled class via email. You are expected to be proactive and make up for any work missed in arrangement with their instructor. Spring 2020 classes start on Monday, March 23 and run until Friday, May 10 with an Individual Study Week planned from Monday, April 6 – Monday, April 13.

Scheduled class times will be available online under the relevant course heading:

[https://calendar.google.com/calendar/embed?src=berlin.bard.edu\\_9fjr6s9vhveromqck8fm243df0%40group.calendar.google.com&ctz=Europe%2FBerlin](https://calendar.google.com/calendar/embed?src=berlin.bard.edu_9fjr6s9vhveromqck8fm243df0%40group.calendar.google.com&ctz=Europe%2FBerlin)

### **Library and Book Purchase Policies**

Effort has been taken to source materials freely available online. The Google Classroom will host these resources.