**POLITICAL SCIENCE 371 – Section D1**

**PUBLIC POLICY**

**Distance Learning Course**

**Summer II, 2018**

**INFORMATION**

**INSTRUCTOR:** Dr. Mikel Norris

**OFFICE:** Brittain Hall #356

**OFFICE HOURS:** Monday – Thursday, 12pm – 2pm, and by appointment

**E-MAIL & PHONE:** mnorris1@coastal.edu / (843) 349-4033

**INTRODUCTION**

Welcome to Political Science 371, Public Policy

***Catalog Description***

POLI 371 Public Policy (3) (Prereq: POLI 201 or permission of the instructor) This course is an introduction to the nature of public policy in the U.S. Topics include theories and models of policy making, policy formation and implementation by government institutions, and the formation of the policy agenda. A significant focus is placed on the content and design of policy in selected areas, including health, education, welfare, criminal justice, and environmental policy.

***Course Objectives***

* Introduce students to the policymaking process
* Introduce students to key actors in the policymaking process
* Introduce students to different aspects and concerns in different policy areas in the United States

***Student Learning Outcomes***

* Identify the different political actors and structures that shape the policymaking process.
* Apply different policymaking tools in order to shed light on solutions to different policy problems.
* Demonstrate a clear understanding of the issues surrounding some of the important policy problems facing the United States in the present day.

**DISTANCE LEARNING AND MOODLE**

This course is an on-line course that will not meet in person. In order to take this course you have to have access to the Internet and be able to access Coastal Carolina University’s Moodle site (<https://moodle.coastal.edu>). This course relies heavily on instructor lecture videos. Students must have a device capable of displaying this content, as well as speakers or headphones to listen to this content. All of your lectures, assignments, examinations, and most of your readings will be conducted via Moodle. If you need training in Moodle, please see the Moodle resource site at <http://www.coastal.edu/services/scs/moodle/>. There are trained staff members who can assist you with your inquiries. I am also happy to answer your questions.

Moodle will open new boxes on your computer, which at times are detected as pop-ups. In order to use Moodle, you will have to turn off your pop-up blocker on your security system in your computer. Please be aware of these issues prior to submitting an assignment or taking a test or quiz. It is YOUR responsibility to familiarize yourself with Moodle and to assure that you understand its components.

If you are having problems opening items or downloading/uploading items in Moodle, try using another Internet browser. For whatever reason, Moodle sometimes does not work properly when using Google Chrome or Safari. If you use these browsers and encounter problems, try using Firefox or Internet Explorer.

Distance Learning is great, but it’s *Different:* Taking a distance learning course can be very appealing.  You work on your own time.  You may fast forward through areas that you easily grasp and spend more time on those in which you need assistance.  You may feel free to browse the web for more information on a topic that interests you.  I highly recommend that you work on the course on a weekly basis.  This is not a distance learning class in which you can wait until the last week of class to submit all of your assignments.  If you fail to submit your assignments by the time allotted, you will not receive credit, nor will you be able to submit the assignment.  I have organized the class in this manner to prevent you from sliding behind.

**STUDENT RESPONSIBILITIES**

Students are expected to complete all readings by the end of the week in when they are assigned. Accordingly, students are expected to complete all assignments by their due dates.

Student Code of Conduct: Cheating and plagiarism are wrong and I do not like it. It is unfair to other students. Furthermore, it reflects very poorly on your character. Cheating carries with it a severe penalty, and may even lead to expulsion from the university. DON’T DO IT. It is wrong and will not be tolerated. Those caught cheating or plagiarizing will be brought before Student Affairs, and I will request that the student receive an F for the course. Harsher penalties may be levied depending on the extent of cheating and/or plagiarism.

Coastal Carolina University operates under a [Code of Student Conduct,](https://www.coastal.edu/media/2015ccuwebsite/contentassets/documents/deanofstudents/17-18CSCforWeb.pdf) which governs both academic and social conduct. Per the Code of Student Conduct, all students at Coastal Carolina pledge to oppose all instances of academic dishonesty. Plagiarism is listed as the first form of prohibited conduct in the Code of Conduct. This should make clear the importance of not engaging in this type of action. Students may talk to me privately if they have any questions or concerns involving cheating and plagiarism.

Digital Etiquette: In addition to following the Code of Conduct, students must communicate with respect in all digital and in person exchanges.  Opinions and analysis are always welcome as long as they respect diversity and are not threatening in any way.  Should any student witness or experience disrespectful or threatening interactions, he/she should contact the instructor immediately.

**INSTRUCTOR RESPONSIBILITIES**

I will be available for questions/concerns, etc. during in-person and virtual office hours and by appointment.  If my office hours must be changed for some reason, I will e-mail you in advance, when possible.  I will also respond to your e-mails within 24 hours, even if it is just to let you know that I am away and will respond as soon as possible.  This, of course, assumes I have access to Internet.  I will grade your assignments within one week of receipt, unless otherwise communicated. Finally, I will do my very best to meet your expectations and welcome your feedback.

**REQUIRED READINGS**

There is only one required reading for this course. You can buy the required textbook from the University Bookstore or through any number of online retailers. However, **YOU NEED TO BUY THE BOOK IMMEDIATELY.** The course will rely on it extensively. If you don't have the book, you will not do well in the course.

Michael Kraft, and Scott Furlong. ***Public Policy: Politics, Analysis, and Alternatives. 6th Edition****.* Sage: CQ Press.(ISBN: 9781506358154)

You can use an older edition and still get most of the content of material, but I wouldn't recommend using anything older than the 5th edition. I may require other readings as we go through the course. If I do, I will **post those readings on the course Moodle page and will notify you of the additional reading via email.**

**COURSE ASSIGNMENTS**

Below is a list and description of the assignments you will need to complete for this course. Please watch the video above for more information about the assignments.

**UNIT QUIZZES:** There will be a short multiple choice quiz after each unit. There are 13 quizzes overall. Please make sure they are all completed. The quizzes will cover material in the workbooks and the required readings. If you don't read the course material you are not going to do well on some of the quizzes. You will be given 15 minutes to complete each quiz.

**UNIT DISCUSSION FORUMS:** Each unit has a discussion forum that you will be required to post and/or respond to. You must make at least two substantive posts/responses to each forum. This will far and away be the easiest way for you to earn points in this course. This course (whether online or in person) isn't successful unless students participate by talking about what we are studying. There are 13 discussion forums overall. You will have until the end of each week to post on a discussion forum for credit.

**WRITTEN ASSIGNMENTS:** There will be four written assignments over the course of the semester. On each Friday (and Tuesday of the last week) I will post the assignments. You must turn in your written responses no later than noon the following Monday (students can turn in the last written assignment no later than 11:59pm on Friday, August 3rd).

I will ask two questions about the material and required readings covered during the week. I will expect you to give a well-written response that thoroughly answers the questions and draws on the readings and other course materials for support. Each answer must be at least a page and a half in length. There is no maximum length, but you are probably going overboard if you write more than three pages. These assignments are not rocket science. If you've done the work and read the material then the answers to the questions will be incredibly straightforward.

**GRADING**

There are 660 points that can be earned in this course. Below is a breakdown of how much each assignment is worth:

**UNIT QUIZZES**: There are 13 unit quizzes worth 10 points each for a total of 130 points.

**DISCUSSION FORUMS:** There are 13 discussion forums worth 10 points each for a total of 130 points.

**WRITTEN ASSIGNMENTS:** There are 4 written assignments worth 100 points each for a total of 400 points.

130 points (quizzes) + 130 points (discussion forums) + 400 points (written assignments) = 660

Your grade will be calculated as follows:

* 594 - 660 points = A
* 581 - 593.99 points = B+
* 528 - 580.99 points = B
* 516 - 527.99 points = C+
* 462 - 515.99 points = C
* 449 - 461.99 points = D+
* 396 - 448.99 points = D
* 395.99 points or fewer = F

**POLICIES & RESOURCES**

**ATTENDANCE & LATE POLICY**

Attendance: Coastal Carolina University policy dictates that students must attend 75% of their classes to receive a passing grade.  In this case, your attendance is your participation in the weekly on-line activities. An absence in a distance learning course is operationally defined as a missed online submission deadline—such as a quiz, assignment, or discussion post” (per the CCU Distance Learning Policy). Failure to complete 75% of the activities on-line will result in an F for this course.

Please note that students who are representing the University in an athletic or academic competition may be excused for absences.  Students must provide the instructor with a copy of the letter or travel schedule from the sponsoring department/professor prior to the absence so that the missed class will not count towards the University-designated number of allowed absences.  All graded assignments due at the time of the absence must be turned in prior to the missed class.

**Late Policy:**All assignments are expected on the due date by the time set in Moodle.  No late assignments will be accepted without instructor permission for extenuating circumstances.  Please contact me immediately if you have any concerns or problems.

**STUDENT SUPPORT**

To receive academic accommodations for this class, please obtain the proper forms and meet with me either in person, via phone, or via Skype to discuss the provisions of those accommodations within the first two weeks of class.

[The Office of Accessibility and Disability Services](http://www.coastal.edu/disabilityservices/) Kearns Hall 106, (843)349-2503

[Learning Assistance Center](https://www.coastal.edu/uc/lac/) Kearns Hall 203/204, (843) 349-6536

[Kimbel Library Website](http://www.coastal.edu/library/index.html) (843) 349-2400

[Counseling Services](http://www.coastal.edu/counseling/) 251 University Boulevard, (843) 349-2305

[Technical Support from Student Computing Services](http://www.coastal.edu/scs) 113 Kearns Hall

A list of on-campus HelpDesks and the Help Request Form

[Office of the Registrar](http://www.coastal.edu/registrar/) 222 Baxley Hall, (843) 349-2019

[Financial Aid and Scholarships](https://www.coastal.edu/financialaid/) 219 Baxley Hall, (843) 349-2313

[Student Activities and Leadership](http://www.coastal.edu/osal/) B213 Jackson Student Union, (843) 349-2301

[Dean of Students Office](http://www.coastal.edu/deanofstudents/) 105Kearns Hall, (843) 349-4161

[Office of Academic Integrity](http://www.coastal.edu/aic/)  151 B Williams-Brice, (843) 349-6693

**\*\*\*\*\*\*THE PROFESSOR RESERVES THE RIGHT TO MAKE CHANGES TO THE**

**SYLLABUS DURING THE COURSE OF THE SEMESTER. ANY CHANGES WILL BE**

**DISCUSSED IN CLASS BEFOREHAND\*\*\*\*\*\***

**COURSE SCHEDULE, ASSIGNMENTS & IMPORTANT DATES**

This course**,** for the most part, is **self-paced.** This is not a "synchronous" course where we will all get together at the same time to talk over material. Nevertheless, it is important that you stay abreast of all the readings and assignments in the course. If you fall behind you will probably have a hard time getting caught up. To that end, I've provided a course schedule with a ***recommended* course of action** below.This pathway through the course may not work for some or even all of you, but it will ensure you complete all assignments on time and stay ahead of the required reading. Please note the important dates for assignments as well.

Although the outline below is only a recommended course of action, you **MUST** complete all assignments in a given section by the end of the week. All quizzes and discussion forums will close on **Sundays at midnight.** I will check all assignments on Monday mornings to make sure they are completed.

To reiterate, the course is broken into **weekly modules.** You have to complete each module by the end of Sunday. So, for example, you need to complete the module on "Intro to Policy, Policy Actors, and Policy Institutions" no later than Sunday, July 15th.

**Monday, July 9th:** read through the COURSE SYLLABUS and take the [Syllabus Quiz](https://moodle2018.coastal.edu/mod/quiz/view.php?id=145242). Read **Chapter 1** of the required text **(KF)** and start on on the first workbook, [Introduction to Public Policy](https://moodle2018.coastal.edu/mod/book/view.php?id=122523).

**Tuesday, July 10th:** Finish [Introduction to Public Policy](https://moodle2018.coastal.edu/mod/book/view.php?id=122523) workbook, take [Introduction to Public Policy Quiz](https://moodle2018.coastal.edu/mod/quiz/view.php?id=134091), and post on [Introduction to Public Policy Discussion Forum](https://moodle2018.coastal.edu/mod/forum/view.php?id=134089). Begin reading **(KF) Chapter 2**

**Wednesday, July 11th:** Catch up on all assignments from the first unit. Finish reading **(KF) Chapter 2.** Complete [Government Institutions and Policy Actors](https://moodle2018.coastal.edu/mod/book/view.php?id=122524) workbook.

**Thursday, July 12th:** Take [Government Institutions and Policy Actors Quiz](https://moodle2018.coastal.edu/mod/quiz/view.php?id=134092), post on [Government Institutions and Policy Actors Discussion Forum](https://moodle2018.coastal.edu/mod/forum/view.php?id=134090), begin reading **(KF) Chapter 3**

**Friday, July 13th:** Catch up on all uncompleted work. Begin working on **Written Assignment #1.** Finish reading **(KF) Chapter 3**

**Saturday, July 14th & Sunday, July 15th:** Work on **Written Assignment #1** and read **(KF) Chapter 4**

**Monday, July 16th:** Turn in Written Assignment #1. Take [Understanding Policymaking Quiz](https://moodle2018.coastal.edu/mod/quiz/view.php?id=134096) and post on [Understanding Policymaking Discussion Forum](https://moodle2018.coastal.edu/mod/forum/view.php?id=134093).

* Written Assignment #1 due

**Tuesday, July 17th:** Take [Policy Analysis Quiz](https://moodle2018.coastal.edu/mod/quiz/view.php?id=134097) and post on [Policy Analysis Discussion Forum](https://moodle2018.coastal.edu/mod/forum/view.php?id=134094). Begin reading **(KF) Chapter 5**

**Wednesday, July 18th:** finish reading **(KF) Chapter 5** and start reading **(KF) Chapter 6.** Take [Policy Alternatives Quiz](https://moodle2018.coastal.edu/mod/quiz/view.php?id=134098) and post on [Policy Alternatives Discussion Forum](https://moodle2018.coastal.edu/mod/forum/view.php?id=134095)

**Thursday, July 19th:** Catch-up day. FInish all unfinished assignments for the week. Continue reading **(KF) Chapter 6.**

**Friday, July 20th:** Begin working on **Written Assignment #2.** Finish reading **(KF) Chapter 6.** Start reading **(KF) Chapter 7.**

**Saturday, July 21st & Sunday, July 22nd:** Work on **Written Assignment #2** and finish reading **(KF) Chapter 7.** Start reading **(KF) Chapter 8**

**Monday, July 23rd:** Turn in **Written Assignment #2.** Finish reading **(KF) Chapter 8.** Take [Policy Assessment Quiz](https://moodle2018.coastal.edu/mod/quiz/view.php?id=136046) and post on [Policy Assessment Discussion Forum](https://moodle2018.coastal.edu/mod/forum/view.php?id=136058).

* Written Assignment #2 due

**Tuesday, July 24th:** Take [Economic and Budgetary Policy Quiz](https://moodle2018.coastal.edu/mod/quiz/view.php?id=136047) and post on [Economic and Budgetary Policy Discussion Forum](https://moodle2018.coastal.edu/mod/forum/view.php?id=136059).

**Wednesday, July 25th:** Take [Health Care Policy Quiz](https://moodle2018.coastal.edu/mod/quiz/view.php?id=136048) and post on [Health Care Policy Discussion Forum](https://moodle2018.coastal.edu/mod/forum/view.php?id=136060). Start reading **(KF) Chapter 9**

**Thursday, July 26th:** Finish reading **(KF) Chapter 9.** Start reading **(KF) Chapter 10.** Take [Social Welfare Policy Quiz](https://moodle2018.coastal.edu/mod/quiz/view.php?id=136049) and post on [Social Welfare Policy Discussion Forum](https://moodle2018.coastal.edu/mod/forum/view.php?id=136061).

**Friday, July 27th:** Catch-up day. Make sure all weekly assignments are complete and that you catch up on your reading through **Chapter 10.** Start working on **Written Assignment #3**

**Saturday, July 28th and Sunday, July 29th:** Work on **Written Assignment #3** and finish reading **(KF) Chapter 11**

**Monday, July 30th:** Turn in **Written Assignment #3.** Make sure you've read through **(KF) Chapter 11.** Take [Education Policy Quiz](https://moodle2018.coastal.edu/mod/quiz/view.php?id=136053) and post on [Education Policy Discussion Forum](https://moodle2018.coastal.edu/mod/forum/view.php?id=136062).

* Written Assignment #3 due

**Tuesday, July 31st:** Start working on **Written Assignment #4.** Take [Environmental and Energy Policy Quiz](https://moodle2018.coastal.edu/mod/quiz/view.php?id=136055) and post on [Environmental and Energy Policy Discussion Forum](https://moodle2018.coastal.edu/mod/forum/view.php?id=136063). Start reading **(KF) Chapter 12.**

**Wednesday, August 1st:** Work on **Written Assignment #4.** Finish reading **(KF) Chapter 12.** Take [Foreign Policy and Homeland Security Quiz](https://moodle2018.coastal.edu/mod/quiz/view.php?id=136056) and post on [Foreign Policy and Homeland Security Discussion Forum](https://moodle2018.coastal.edu/mod/forum/view.php?id=136064).

**Thursday, August 2nd:** Finish **Written Assignment #4** and turn in. Read **(KF) Chapter 13.** Take [Politics, Analysis and Choice Quiz](https://moodle2018.coastal.edu/mod/quiz/view.php?id=136057) and post on [Politics, Analysis and Choice Discussion Forum](https://moodle2018.coastal.edu/mod/forum/view.php?id=136065).

**Friday, August 3rd: The semester technically ends THURSDAY, AUGUST 2nd. However, I will use this day as a catch-up day and students can submit all course assignments up to midnight on this day, INCLUDING THE LAST WRITTEN ASSIGNMENT**

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