

DOCUMENT N: COURSE AND PROGRAM DEVELOPMENT COVER SHEET

See Course and Program Development Policy and Procedures for Instructions

SCHOOL: LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input checked="" type="checkbox"/>	Contact Name: Don Haynes	Phone: X6196
DEPARTMENT / DIVISION: School of Public Affairs		
SHORT DESCRIPTION OF PROPOSAL (State Document N action item from Box 3 below and program name OR course name, code, & number as applicable): ADD A NEW COURSE :Public Policy Analysis, GVPP 315		
PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Year: 2010		

Box 1: TYPE OF ACTION	ADD(NEW) <input checked="" type="checkbox"/>	DEACTIVATE <input type="checkbox"/>	MODIFY <input type="checkbox"/>	OTHER <input type="checkbox"/>
Box 2: LEVEL OF ACTION	Non-Credit <input type="checkbox"/>	Undergraduate <input checked="" type="checkbox"/>	Graduate <input type="checkbox"/>	OTHER <input type="checkbox"/>

Box 3: ACTION ITEM (check appropriate boxes)		DOCUMENTS REQUIRED (see box 4 below)	IMPACT REVIEWS (see box 5 on back)	APPROVAL SEQUENCE (see box 6 on back)
	1. Experimental Course ¹	N, O, P	a, c, e	AC
	2. Course Title	N, O		ABCD
	3. Course Credits	N, O, (P)		ABCD
	4. Course Number	N, O		ABCD
	5. Course Level	N, O		ABCD
	6. Pre & Co-Requisite	N, O		ABCD
	7. Course Description	N, O, P		ABCDEF
X	8. New Course	N, O, P		ABCDEF
	9. Deactivate a Course	N, O		ABCDEF
	10. Program Requirements	N, O	(b, c, d, e)	ABCDEF
	11a. UG Specialization (24 credits or less)	N, O	a, b, c, d, e	ABCDEF
	11b. Masters Specialization (12 credits or less)	N, O	a, b, c, d, e	ABCDEF
	11c. Doctoral Specialization (18 credits or less)	N, O	a, b, e	ABCDEF
	12. Minor (add or delete)	N, O	a, b, c, d, e	ABCDEF
	13. Closed Site Program	N, O	e	ABCDHIK
	14. Program Suspension	N, O, S	a, e	ABCDEFGIK
	15. Program Reactivation	N, O		
	16a. Certificate Program (ug/g) exclusively within existing degree program	N, O	a, c, e	ABCDEFHIK
	16b. Certificate Program (ug/g) where degree programs do not exist or where courses are selected across degree programs (12 or more credits)	N, O, Q, R, S	a, c, e	ABCDEFHJL
	17. Off-Campus Delivery of Existing Program	N, O, S	a, b, c, e	ABCDHIL
	18a. UG Concentration (exceeds 24 credit hrs)	N, O, S	a, c, d, e	ABCDEFHJL
	18b. Masters Concentration (exceeds 12 credit hrs)	N, O, S	a, c, d, e	ABCDEFHJL
	18c. Doctoral Concentration (exceeds 18 credit hrs)	N, O, S	a, c, d, e	ABCDEFHJL
	19. Program Title Change	N, O, S	a, c, d, e	ABCDEFHJL
	20. Program Termination ²	N, O, S	d, e	ABCDEFHIK
	21. New Degree Program ³ ,	N, O, Q, R, S	a, c, d, e	ABCDEFHJL
	22. Other	Varies	Varies	Varies

Box 4: DOCUMENTATION (check boxes of documents included)				
X	N. This Cover Sheet		Q. Full 5-page MHEC Proposal	T. Other
X	O. Summary Proposal		R. Financial Tables (MHEC)	
X	P. Course Definition Document		S. Other documents as may be required by MHEC/ USM. See http://www.ubalt.edu/downloads/program_approval_Grid-USM-10-07.doc	

¹ Approval of experimental course automatically lapses after two offerings unless permanently approved as a new course.

² See USM Policy on the Review and Abolition of Academic Programs (<http://www.usmd.edu/regents/bylaws/SectionIII/II702.html>) for list of information that must be provided for this action.

³ Letter of Intent is required by USM at least 30 days before a full proposal can be submitted. Letter of Intent requires only the approval of the dean and the provost and is forwarded to USM by the Office of the Provost.

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Box 5: IMPACT REVIEW	SIGNATURES (see procedures for authorized signers)	DATE
a. Library <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Director or designee:	
b. OTS <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	CIO or designee:	
c. University Relations <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Director or designee:	
d. Admissions <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Director or designee:	
e. Records <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Registrar or designee:	

Box 6: APPROVAL SEQUENCE	APPROVAL SIGNATURES	DATE
A. Department / Division	Chair: <i>Laura C. Wilson-Gentry</i>	10/16/09
B. General Education (as required for #7, #8)		
C. Final faculty review body within each School	Chair: <i>Margaret J. Potluch</i>	10/23/09
D. College Dean	Dean: <i>Ray W. [unclear]</i>	10/27/09
E. Provost and Senior Vice President for Academic Affairs	Provost: <i>Marg Weber for Joseph Wood</i>	11/2/09
F. Curriculum Review Committee (UFS subcommittee)	Chair:	
G. University Faculty Senate (UFS option)	Chair:	
H. University Council ⁴	Chair:	
I. President	President:	
J. Board of Regents – notification only		
K. Board of Regents – approval		
L. MHEC – notification only		
M. MHEC – approval		
N. Middle States Association notification	Required only if the mission of the University is changed by the action	

⁴ University Council *review* (for a recommendation to the President or back to the Provost) shall be limited to curricular or academic policy issues that may potentially affect the University's mission and strategic planning, or have a significant impact on the generation or allocation of its financial resources.

UNIVERSITY OF BALTIMORE

DOCUMENT O: SUMMARY PROPOSAL

See Course and Program Development Policy and Procedures for Instructions

SCHOOL:	LAW <input type="checkbox"/>	MSB <input type="checkbox"/>	YGCLA <input checked="" type="checkbox"/>	Contact Name:	Don Haynes	Phone: X6196
DEPARTMENT / DIVISION: School of Public Affairs						
SHORT DESCRIPTION OF PROPOSAL (State Document N action item from Box 3 below and program name OR course name, code, & number as applicable): ADD A NEW COURSE :Public Policy Analysis, GVPP 315						
PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Year: 2010						

O-1: Briefly describe what is being requested:

Addition of new course, GVPP 315, Public Policy Analysis. This is a new course and not a modification of an existing course.

For new courses or changes in existing courses (needed by Registrar)

OLD Title:	Course # / HEGIS Code:	Credits:
NEW Title: Public Policy Analysis	Course # / HEGIS Code:GVPP 315	Credits:3

O-2: Set forth the rationale for the proposal:

For students in the new Environmental Studies major, an understanding of how public policy shapes the environmental arena is essential, since environmental regulations and laws are the product and process of public policy. An understanding of the impacts of policy on the environmental arena can be understood through a study of the techniques (summative and formative) for analyzing public policies in general, and environmental policies specifically.

University of Baltimore

DOCUMENT P: Required Format for Course Definition Document

See Course and Program Development Policy and Procedures for Instructions

1. Date Prepared: September 29, 2009
2. Prepared by: Don Haynes
3. Department/Division: YGCLA / School of Public Affairs
4. Course Number(s), including HEGIS code(s): GVPP 315
5. Course Title: Public Policy Analysis
6. Credit Hours: 3.0
7. Catalog Description:
Students will gain a foundation in policy analysis – the process of creating, critically assessing, and communicating information to determine which of various policy alternatives will best achieve a given goal(s) within the American policy arena. Students will understand the policy process and analysis by: Defining, Assessing, and describing public problems; Identifying policy goals and criteria to assess possible strategies; Crafting appropriate policy options by borrowing, adapting, and creating; Analyzing and predicting the effects of alternative policy options; and Communicating policy advice in written and oral presentations
8. Prerequisites: NONE
9. Course Purpose: Required for Environmental Studies majors; recommended for GVPP majors
10. General Education area: N/A
11. Course Type / Component: Lecture
12. Faculty qualified to teach the course:
Don Haynes, Sam Brown, Tom Darling
13. Content Outline:
Modes of Policy Analysis
Public Policy Process and Actors
Problem definition
Policy Objectives and Criteria
Policy Options and Management Tools
Evaluating / Identifying Trade-offs
Identify Associated Program Impacts
Policy Analysis and Politics

Analysis Tools – Summative vs. Formative

Forecasting
 Micro Economic Analysis
 Cost-Benefit and Effectiveness
 Risk Estimation
 Multi-Attribute / Decision Trees
 Causal Modeling

14. Learning Goals:

Students completing this course will be able to:

- describe the policy environment;
- identify origins and effects of policy decisions;
- analyze policy attributes;
- apply causal modeling to policy problems;
- use policy tools to evaluate alternative policy options using policy tools.

15. Assessment Strategies:

Students will be assessed through quizzes and exams. Students will use analytical techniques to analyze existing and hypothetical policy problems. A final paper demonstrating the use of analytical techniques will be required

16. Suggested Text(s) and Materials:

Weimar, David L. and Aidan R. Vining. 2005. *Policy Analysis: Concepts and Practice*. Upper Saddle River, NJ: Prentice Hall.

Greenberg, Michael R. 2007. *Environmental Policy Analysis and Practice*. New Brunswick, NJ: Rutgers University Press.

Regular reading of a major newspaper – either print or on-line

17. Suggested class size: 20

18. Lab Fees (when applicable): N/A

Issued by: Wim Wiewel, Provost and Senior Vice President for Academic Affairs
 Effective Date: September 11, 2006, Revised 2/4/09
 Reviewed by: University Faculty Senate