



EXTENDED CAMPUS

COLLEGE *of* PROFESSIONAL
and CONTINUING STUDIES

PSC 5913-102: Introduction to Analysis of Political & Administrative Data

Note: The information on the site location and hours below is for informational purposes **only**. Out of an abundance of caution, this course will be held online using platforms and methods based on the professor's choice. **Please contact your professor for more information on actual meeting times.** This course will count as face-to-face for students who complete the required assignments and modules.

Course Description:

This course is intended to show the relevance and application of research methods and statistical techniques to problems of public management and public affairs. The course is oriented toward utilization of quantitative procedures and interpretation of results, rather than to theoretical issues. While a significant portion of the course is devoted to data analysis and statistics, previous preparation in mathematics or statistics is not necessary or required. A primary objective of the course is to help the student with the tools essential to become an informed consumer of quantitative information.

Class Dates and Format Information:

Dates: November 13-15 & 20- 22, 2020

Format: There will be a series of zoom meetings scheduled for the class within the regular class meeting times. More information will be provided to the students before the class begins.

Last day to enroll or drop without penalty: October 15, 2020

Site Director:

Location: College of Allied Health, OU Health Sciences Center, 1200 N. Stonewall, Oklahoma City, OK 73117-1215

Hours: Friday 5:30-9:30 p.m.; Saturday 8:30 a.m.-4:30 p.m.; Sunday 1:00-5:00 p.m.

Email: apokc@ou.edu. Phone: 405-271-4522.

Professor Contact Information:

Course Professor: Aimee L. Franklin, PhD

Mailing Address: 455 W. Lindsey St. DAHT 205
Norman, OK 73069

Telephone Number: (405) 325-2061

E-mail Address: alfranklin@ou.edu

Professor availability: The professor will be available via e-mail to students before and after the class sessions. Face to face meetings may be made by appointment.

Instructional Materials:

Note: Much of the material you should not expect to understand fully as you read it. Do not become discouraged; it is normal to feel like you don't understand the material or how to "do statistics". Continue to read and work problems, however, because some sections are easier to comprehend than other sections. A lot of people will have the same sense of not understanding, but we will clear this up in class!

1. REQUIRED: Statistics for Data Science and Analytics. Available at: <https://www.udemy.com/share/102eBUAEIYcVITQ3sF/>
2. Supplemental Resource: Lane, D. (2013). *Online statistics education: An interactive multimedia course of study*. This is a free online textbook. You can access the book at <http://onlinestatbook.com/2/index.html>.
3. Materials posted on the OU Canvas learning management system: Access Canvas at <https://canvas.ou.edu>, enter your OU NetID and password, and select course to access material. If you require assistance with Canvas, please click on the Help icon. You can search the Canvas guides, chat with Canvas support, or contact OU IT.

Course Objectives:

Upon completion of the course, students should be able to:

- learn the principles of research methodology, research designs, and techniques of measurement;
- understand statistical terminology;
- understand the logic behind, and the interpretation of, the statistics;
- conduct empirical research, including statistical calculations; and
- become an informed consumer of quantitative information, e.g., read the literature in the field or communicate with a researcher.

Course Outline:

- I. Introduction to Social Research and Logic Models
- II. Research Design & Sampling Distributions
- III. Data Exploration and Descriptive Statistics
- IV. Correlation and Linear Regression
- V. Probability Theory and Distributions
- VI. Confidence Intervals
- VII. Inference & Hypothesis Testing

Assignments, Grading and Due Dates:

Numerical calculations are integral to this course. Bring a laptop with excel and a calculator (the one on your phone is fine) to class each day. This is an active learning class, we will be doing data analysis as a class and in small groups. Before the class begins, the instructor will post the reading list so that you can complete the relevant sections on the udemy.com website.

Pre-course Assignment (10% of course grade)

Due: November 13, 2020

Complete a two-page paper describing how statistics are used in your workplace. Describe where the data come from, how often the data are collected, how the data are analyzed and who uses the data. Include a spreadsheet page with the data from five different variables that you regularly use at work. Two things about the data: 1. Do not include any personally identifiable information, and 2. If the data have security restrictions and cannot be released to the public, then create a “made up” data set that substitutes pretend – but realistic – numbers for each case.

Problem Set (25% of course grade)

Due: November 22, 2020

These are posted on the Canvas website. You can work on these in advance. The instructor will offer hands-on working sessions that students can attend voluntarily.

Final Exam (25% of course grade)

Due: November 22, 2020

This will be an online exam that will be completed on a laptop computer

Post-Class Assignment (40% of course grade)

Due: December 13, 2020

The post course assignment is a research project in which you will use research design and statistical analysis and interpretation methods learned in the course to answer an empirical research question of your choosing.

To complete this assignment, you will do the following:

1. identify and state an empirical question
2. collect data on at least 30 people or cases to answer the research question
3. calculate and present (in graphical or tabular form) basic descriptive statistics
4. calculate and present (in graphical or tabular form) basic multivariate statistics

The research report should be approximately 4-5 pages with sections similar to a journal article – **but without the literature review**. The assignment must contain at least 2 graphs or tables. Depending on the complexity of your question and analyses, the paper may be a little shorter or a little longer.

Important dates regarding the post course exercise:

November 20, 2020 – You must submit a brief (2-3 paragraphs) proposal outlining your topic for the post-course exercise, research question, and the data collection methods you will use.

December 13, 2020 - Due date for the post course assignment. The assignment must be submitted to the online dropbox in canvas. I will not accept emailed assignments.

Grading:

This is a letter-graded course: A, B, C, D, or F.

Notice: Failure to meet assignment due dates could result in a grade of I (Incomplete) and may adversely impact Tuition Assistance and/or Financial Aid.

POLICIES AND NOTICES

Attendance/Grade Policy

Attendance and participation in interaction, individual assignments, group exercises, simulations, role playing, etc. are valuable aspects of any course because much of the learning comes from discussions in class with other students. It is expected that you attend all classes and be on time except for excused emergencies.

Excused absences are given for professor mandated activities or legally required activities such as emergencies or military assignments. It is the policy of the University to excuse absences of students that result from religious observances and to provide without penalty for the rescheduling of examinations and additional required class work that may fall on religious holidays. Unavoidable personal emergencies, including (but not limited to) serious illness; delays in getting to class because of accidents, etc.; deaths and funerals, and hazardous road conditions will be excused.

If you are obtaining financial assistance (TA, STAP, FA, VA, Scholarship, etc.) to pay all or part of your tuition cost, you must follow your funding agency/institution's policy regarding "I" (Incomplete) grades unless the timeline is longer than what the University policy allows then you must adhere to the University policy. Students who receive Financial Aid must resolve/complete any "I" (Incomplete) grades by the end of the term or he/she may be placed on "financial aid probation." If the "I" grade is not resolved/completed by the end of the following term, the student's Financial Aid may be suspended making the student ineligible for further Financial Aid.

Students are responsible for meeting the guidelines of Tuition Assistance and Veterans Assistance. See the education counselor at your local education center for a complete description of your TA or VA requirements.

Academic Integrity and Student Conduct

Academic integrity means honesty and responsibility in scholarship. Academic assignments exist to help students learn; grades exist to show how fully this goal is attained. Therefore, all work and all grades should result from the student's own understanding and effort.

Academic misconduct is any act which improperly affects the evaluation of a student's academic performance or achievement. Misconduct occurs when the student either knows or reasonably should know that the act constitutes misconduct. Academic misconduct includes: cheating and using unauthorized materials on examinations and other assignments; improper collaboration, submitting the same assignment for different classes (self-plagiarism); fabrication, forgery, alteration of documents, lying, etc...in order to obtain an academic advantage; assisting others in academic misconduct; attempting to commit academic misconduct; destruction of property, hacking, etc...; intimidation and interference with integrity process; and plagiarism. All students should review the Student's Guide to Academic Integrity at http://integrity.ou.edu/students_guide.html

Students and faculty each have responsibility for maintaining an appropriate learning environment. All students should review policies regarding student conduct at <http://studentconduct.ou.edu/>

Accommodation Statement

The University of Oklahoma is committed to making its activities as accessible as possible. For accommodations on the basis of disability, please contact your local OU Site Director.

Adjustment for Pregnancy/Childbirth-Related Issues

Should you need modifications or adjustments to your course requirements because of documented pregnancy-related or childbirth-related issues, please contact me as soon as possible to discuss. Generally, modifications will be made where medically necessary and similar in scope to accommodations based on temporary disability. Please see <http://www.ou.edu/content/eoo/faqs/pregnancy-faqs.html>.

Title IX Resources

For any concerns regarding gender-based discrimination, sexual harassment, sexual misconduct, stalking, or intimate partner violence, the University offers a variety of resources, including advocates on-call 24/7, counseling services, mutual no-contact orders, scheduling adjustments, and disciplinary sanctions against the perpetrator. Please contact the Sexual Misconduct Office at smo@ou.edu or (405) 325-2215 (8-5), or the Sexual Assault Response Team at (405) 615 -0013 (24/7) to report an incident. To learn more about Title IX, please visit the Institutional Equity Office's website at <http://www.ou.edu/content/eoo.html>

Course Policies

Advanced Programs policy is to order books in paperback if available. Courses, dates, and professors are subject to change. Please check with your OU Site Director. Students should retain a copy of any assignments that are mailed to the professor for the course. Advanced Programs does not provide duplicating services or office supplies.

Any and all course materials, syllabus, lessons, lectures, etc. are the property of professor teaching the course and the Board of Regents of the University of Oklahoma and are protected under applicable copyright.

For more information about Advanced Programs, visit our website at: <http://www.goou.ou.edu/>

INSTRUCTOR VITA

Aimee L. Franklin, PhD

Education

- PhD, State University of New York at Albany, 1996
- MPA, Arizona State University, 1991
- BS in Business Management, Moorhead State University, 1983

Current Positions

- Presidential Professor, Field Faculty in Public Administration and Public Policy
- University of Oklahoma, Department of Political Science

Frequently Taught Courses

- PSC 5143 Organization Behavior (Organization Leadership PhD)
- PSC 5183 Public Budgeting and Finance
- PSC 5133 Strategic Planning, Performance Assessment and Benchmarking

Major Areas of Teaching and Research Interest

- Public Budgeting
- Financial Management
- Stakeholder Engagement

Representative Publications and Presentations

- Franklin, Aimee L., Grossman, Athena², Le, Jennifer³, Shafer, Mark¹. (2018) “Creating Broader Research Impacts Through Boundary Organizations”. *Public Administration Review*.
- Conner, Thadieus¹, Franklin, Aimee L. and Martinez, Christian². (R & R) “A Distal Theory of Policy Design: How State Regulatory Environments Condition the Impact of Federal Policy.” *Policy Studies Journal*.
- Franklin, Aimee L., Ebdon, Carol; Park, JiHyung¹ and Moore, Jonathan¹. (2018) “Institutional Arrangements for Public Library Funding and Spending”. *American Review of Public Administration*. <https://doi.org/10.1177/0275074018785449>
- Franklin, Aimee L. and Moore, Samuel A.³ (2017) “State-Level Choices for Non-Renewable Resource Revenue Funds”. *Oklahoma Politics*. 27: 1-26.
- Franklin, Aimee L., Le, Jennifer³, Grossman, Athena², (2017) Shafer, Mark¹. “Knowledge Management and Research Production: The Oklahoma Climate Science Case.” *Oklahoma Politics*. 27: 103-138.
- Yusuf, Wie, Jordan, Meagan, Ebdon, Carol and Franklin Aimee L. (2017). “How Much are Citizen Perceptions of Fiscal Accountability Influenced by Government Transparency, Information Access and Participation Opportunities?” *Public Finance and Management*. 17(4): 201-369-394.
- Tao, Lu and Franklin, Aimee. (Forthcoming). Selection Protocol for Identifying and Sampling from Proxy Populations. *Social Science Quarterly*.

Major Professional Affiliations

Association for Public Budgeting & Finance, Oklahoma Political Science Association