



LPS Bibliography and Study Guide for Policy

prepared by

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This Bibliography and Study Guide lists selected titles concerning four general areas of public policy. In addition, the Study Guide recommends that students acquire a working familiarity with several specific areas of policy. An addendum contains titles of textbooks on American government and on public administration, the legislative process, and comparative politics. Individuals who need refreshers on the fundamentals of the American polity may want to consult some of these titles.

This Study Guide does not expect that individuals will read all titles listed here. The bibliography is designed as an aid to familiarization with important dimensions of public policy.

(1) General overviews

This area includes the nature of public policy, political economy, political philosophy, and paradigmatic approaches to the understanding of public policy. If you are new to the study of government and politics we advise that you consult one or more of the textbooks listed in the Addendum. Works that review stages in the policy process (agenda setting, formulation, adoption, implementation [the administrative process], and evaluation of public policy) are contained in this section.

Note: methodology is integral to the study of public policy and should be considered as a component to its analysis. However, this bibliography excludes titles that are primarily methodological in nature, as “methodology” constitutes a distinct question-area of the comprehensive exam.

(2) Structures and public finance

This area includes structures of government, emphasizing federalism and intergovernmental relations, as well as separation of powers, and the organizational design and authority of government (U.S. and comparative political systems). In addition, LPS students should have a

basic understanding of public finance. This subject includes taxation, expenditures, budgeting and financial management; intergovernmental transfers; connections between structure (e.g. federalism) and public finance (e.g. state and local taxation and budgeting).

(3) Decision Making, legislatures, and policy adoption

This area focuses on ways in which policy makers reach and make policy decisions. This subject includes the legislative process (Congress, state legislatures, local legislative bodies), and analyses of policy adoption and innovation. Relevant to these topics are “political” influences on policy, such as political parties, lobbying, structures of social and economic interests, political careers, and leadership.

(4) Administrative process and court-made policy

This area includes analyses of the implementation of policy, including administrators and administrative structures, and the evaluation of policy (analysis, impact studies). Students should be mindful that courts are part policy making and administrative institutions, while recognizing that “the law” comprises a distinct question-area of the comprehensive exam.

Policy-specific case studies

Preparation for the LPS comprehensive examination should include familiarity with at least two substantially different policies, programs, or policy domains. "Substantially different" means that policies are located in conceptually distinct domains. Policies drawn from a social arena, such as Medicare (a sub-class in the field of health care) and an economic arena, such as antitrust (a sub-class in the field of business regulation) would satisfy this requirement. Policy domains include, but are not confined to, education, the criminal system, individual liberties and privacy, equal protection and nondiscrimination policy ("civil rights"), resources and environmental protection, fiscal policy including taxation, international relations/ national security/ military, and political economy (eg. banking, international development, wages and incomes).

Useful taxonomies for differentiating policy domains appear in Kingdon (1984), Lowi (1988), and Ballard C. Campbell, The Growth of American Government (Indiana, 1995), table 3.

The logic of acquiring several policy specialization is two-fold. Methodologically, comparison is the foundation of robust analysis. From a pedagogical perspective, LPS students profit from examining policies that lie outside their personal specialization.

(1) **General: overviews**

Charles O. Jones, An Introduction to the Study of Public Policy (1984).

John Kingdon, Agendas, Alternatives and Public Policies (1984).

Deborah A. Stone, Policy Paradox: The Art of Decision Making (1997).

Theodore Lowi in Raymond Tatalovich and B. Daynes, eds., Social Regulatory Policy (1988). Earlier renditions of Lowi's policy schema appear in Pietro Nivola and David Rosenbloom, eds., Classic Readings in American Politics (1986).

Davis B. Bobrow and John S. Dryzek, Policy Analysis by Design (1987).

Daniel C. McCool, Public Policy Theories, Models, and Concepts (Prentice Hall, 1995).

Stella Z. Theodoulous and Matthew A. Cahn, Public Policy: The Essential Readings (Prentice Hall, 1995).

Giandomenico Majone, Evidence, Argument and Persuasion in the Policy Process (Yale, 1989)

(2) Structures and finance

Thomas J. Anton, American Federalism and Public Policy: How the System Works (1989).

David B. Walker, The Rebirth of Federalism: Slouching Toward Washington (1995).

Virginia Gray, et. al., Politics in the American States: A Comparative Analysis (1999 7e). A classic; earlier editions also useful, with some different topics included. Esp. see chapter on state legislatures.

Ballard C. Campbell, "Tax Revolts and Political Change," Journal of Policy History, 10 (1998), 153-178. Reprinted in Loss of Confidence: Politics and Policy in the 1970s, edited by David Brian Robertson (University Park: Pennsylvania State University Press, 1998), 153-178.

(3) Decision making, legislatures, policy adoption, and policy change

Morris Fiorina, Congress: Keystone of the Washington Establishment (1977).

John Kingdon, Congressmen's Voting Decisions (1989)

D. Douglas Arnold, The Logic of Congressional Action (1990).

Gary Cox and Mathew McCubbins, Legislative Leviathan: Party Government in the House (Univ. of Cal Press, 1993).

Paul A. Sabatier and Hank Jenkins-Smith, eds., Policy Change and Learning: An Advocacy Coalition Approach (Westview, 1993).

Paul A. Sabatier, Theories of the Policy Process (Westview, 1999).

Allan Cigler and Burdett Loomis, eds., Interest Group Politics (CQ Press, 1994).

Frances Stokes Berry and William D. Berry, "State Lottery Adoptions as Policy Innovations: An Event History Analysis," American Political Science Review, 84 (June, 1990). An illustration of comparative state analysis and hypothesis testing.

(4) Administrative process and court-made policy

Michael Lipsky, Street-Level Bureaucracy (1980).

Jeffrey Pressman and Aaron Wildavsky, Implementation: How Great Expectations in Washington are Dashed in Oakland (1974).

James Q. Wilson, The Politics of Regulation (1980).

Donald L. Horowitz, The Courts and Social Policy (Brookings, 1977)

Bradley C. Canon and Charles A. Johnson, Judicial Policies: Implementation and Impact, 2nd ed. (CQ Press, 1999).

Donald Wittman, The Myth of Democratic Failure: Why Political Institutions are Efficient (Univ of Chicago Press, 1995).

Textbooks and General Surveys

Note: usually any edition is satisfactory.

American government

James MacGregor Burns and others, Government by the People (Prentice-Hall, many editions).

Theodore J. Lowi and Benjamin Ginsberg, American Government: Freedom and Power (NY: WW Norton, 1996, 4e).

James Q. Wilson, American Government: Institutions and Policies (D.C. Heath/Houghton Mifflin, many editions).

Milton Cummins and David Wise, Democracy Under Pressure: An Introduction to the American Political System (Harcourt, Brace, many editions).

Kenneth Janda and others, The Challenge of Democracy (Houghton-Mifflin, 1997 5e).

John H. Ferguson and Dean E. McHenry, The American Federal Government (NY: McGraw Hill, 1971, or other eds.); Elements of American Government (NY: McGraw Hill, 1968 or other eds.). Older but clear description of structure and process.

A note on priorities: students should have a general familiarity with the following subjects: the Constitution (what it says, the general philosophy guiding its composition), civil liberties, federalism, Congress, the Presidency, the federal court structure, state and local government (especially powers and policy variations), public opinion, political parties, interest groups.

Public Administration, legislative process, comparative politics:

David H. Rosenbloom, Public Administration (NY: Random House, 1986)

Ira Sharkansky, Public Administration: Policy-Making in Government Agencies (Chicago: Rand McNally, 1975, 3 e).

Rayburn Barton and William L Chappell, Jr., Public Administration: The Work of Government (Glenview, ILL: Scott, Foresman and Co., 1985).

William J. Keefe and Morris S. Ogul, The American Legislative Process: Congress and the States (Prentice Hall, 1989, or earlier eds). Textbook.

Gabriel A. Almond and others, Comparative Politics Today: A World View (Addison Wesley Longman, 2000 7e).