The Graduate School of Political Management
THE GEORGE WASHINGTON UNIVERSITY

M.P.S. in Political Management
Summer 2019
May 23 – July 25

Fundamentals of Political Management
PMGT 6401-10
3 Credits
CRM 12800

Thursdays, 7:10 – 9:40 pm
Media and Public Affairs Building 447
805 21st St. NW

BASIC INFORMATION AND RESOURCES

Instructor

Associate Professor Dr. Michael Cornfield

Contact Information

corn@gwu.edu
202.994.9598

Communication
Email is the best way to reach me. I will usually respond within 24 hours. If we can’t resolve a problem through email, in-person appointments are welcome, generally late afternoons. My office is in the Media and Public Affairs Building, room 464. I will listen to voicemail but rarely respond by phone.

Blackboard Site
A Blackboard course site has been set up for this course. Each student is expected to check the site throughout the semester, as Blackboard will be the primary venue for outside classroom communications between the instructor and the students. Students can access the course site at https://blackboard.gwu.edu. Support for Blackboard is available at 202-994-4948 or helpdesk.gwu.edu.

Academic Integrity
All members of the university community are expected to exhibit honesty and competence in their academic work. Students have a special responsibility to acquaint themselves with, and make use of, all
proper procedures for doing research, writing papers, and taking exams. Members of the community will be presumed to be familiar with the proper academic procedures and will be held responsible for applying them. Deliberate failure to act in accordance with such procedures will be considered academic dishonesty. Academic dishonesty is defined as “cheating of any kind, including misrepresenting one’s own work, taking credit for the work of others without crediting them and without appropriate authorization, and the fabrication of information.” Acts of academic dishonesty are a legal, moral, and intellectual offense against the community and will be prosecuted through the proper university channels. The University Code of Academic Integrity can be found at http://studentconduct.gwu.edu/code-academic-integrity.

Support for Students with Disabilities
GW’s Disability Support Services (DSS) provides and coordinates accommodations and other services for students with a wide variety of disabilities, as well as those temporarily disabled by injury or illness. Accommodations are available through DSS to facilitate academic access for students with disabilities. Please notify your instructor if you require accommodations. Additional information is available at www.gwu.edu/~dss.

In the Event of an Emergency or Crisis during Class
If we experience some an emergency during class time, we will try to stay at this location until we hear that we can move about safely. If we have to leave here, we will meet at the lobby of the Marvin Center across 21st St. in order to account for everyone and to make certain that everyone is safe. Please refer to Campus Advisories for the latest information on the University’s operating status: http://www.campusadvisories.gwu.edu/.

Attendance Policy
Since we have only nine weeks available in this summer semester (July 4 falls on a Thursday and there is no designated make-up day), students are expected to attend EVERY session, by Skype or WebEx if necessary. Only the most serious of circumstances can provide exceptions; students should email the professor in advance to avoid being penalized for an absence.

Course Evaluation
At the end of the semester, students will be given the opportunity to evaluate the course through GW’s online course evaluation system. It is very important that you take the time to complete an evaluation. Students are also encouraged to provide feedback throughout the course of the semester by contacting any/all of the following:

Dr. Todd Belt
Director, Political Management Program
tbelt@gwu.edu| 202-994-4363
THE PROGRAM

Political Management Program Objectives
A Political Management degree prepares students to win campaigns for elective office and policy positions, and to do so in a manner that benefits democracy and society as well as their organization and clients.

In completing the degree, students will be able to:

1. Assess a political environment, develop a strategy to achieve specified goals, and execute that strategy;
2. Draw upon a repertoire of effective campaign communication skills;
3. Collect, evaluate, and incorporate empirical evidence to shape and optimize the strategy;
4. Find, engage, and motivate the right leaders, professionals, and citizens;
5. Recognize and work through recurring political dilemmas in a manner that upholds ethical standards and professional conduct.

Graduate School Expectations

Students enrolled in a graduate program should take their academic responsibilities seriously and be prepared to meet the following expectations:

1. Utilize effective time management skills so as to complete and submit their assignments on the required due dates and times.
2. Have attained a mastery of written communication skills including proper sentence structure, grammar, spelling, and word usage.
3. Understand how to properly format in-text citations and references for resources and information integrated into their written assignments.

GSPM prepares students for careers in the professional political world. In politics, words and deadlines matter. Excellent written communication skills are essential for success. Every word used, whether it is in a television or radio ad, direct mail piece, social media, or a press release, will be scrutinized. Similarly, deadlines are important. Election Day does not get postponed because a candidate and their campaign
are not prepared. There are no “do-overs” because a direct mail piece did not arrive to its intended recipients until after the election was concluded. Students will be best positioned for success in the practical political world if they have developed and exercise excellent written communication and time management skills.

THE COURSE

“Politics and love are the only forms of constraint possible between free people. Politics is conflict become discussion, and it sets us a humane task on a human scale.”

----Bernard Crick, *In Defense of Politics.*

Prelude

Many people stay away from politics. It’s usually frustrating and occasionally brutal. But some politics shunners pay more attention to it than they like to admit.

As well they should. Politics affects everyone.

A few people want to do their best to make politics, and democratic politics in particular, work. That self-selected population includes you and your classmates. So welcome!

This course, and this program, will show you how to learn more about how political campaigns are organized, how campaigns connect (and fail to connect) to citizens and governments, and how you can plan your next best steps in the political world.

More formally, Fundamentals of Political Management introduces GSPM students to the field of political management: essential concepts, skills, methods, roles, and standards of conduct that political managers rely upon to advise decision-makers and carry out their own decisions.

We will consider four “fundamentals.” A course learning objective is rooted in each one.

The Fundamentals and Course Learning Objectives

**Strategy:** Strategic communication –communicating with a purpose in a social or organized setting--constitutes the core of applied politics. You will learn basic types of strategies inherent to election, advocacy, public education, and governance campaigns. You will also learn how to recognize from readily available evidence what kind of strategy a campaign is deploying and how well it is executing it. You will learn how to devise and implement communication strategies in many of your ensuing courses, culminating in PMGT 6495, Capstone: Political Power and Practice.
**Research:** Political professionals collect, organize, analyze and evaluate relevant empirical evidence to shape, inform, and optimize their campaign strategy. You will learn to conduct and interpret several types of mostly qualitative research on behalf of a mock client in keeping with a designated strategy. You will be introduced to elements of quantitative research, the main subject of PMGT 6403, Political Data and Analytics.

**Message and Narration:** Political professionals specify who should say what to whom, when, where, and with respect to which competitors. They embed campaign messages into public narratives familiar to and believed by members of the community in which the campaign occurs. They also master listening to and conversing with others; communication is not just a unidirectional matter of crafting and delivering messages, as important as that is. You will learn to critique and compose messages for your mock client, and explain to the client in cover memos what the messages are meant to accomplish. You will learn to refine messages and combine them into a plan in PMGT 6403, Applied Political Communications.

**Engagement and Organizing:** Engagement and organizing encompasses getting out the vote, contributing money and hours, and assembling and mobilizing supporters to demonstrate “grassroots” strength to officials at key decision points. Political professionals form and join teams and assemble coalitions capable of delivering the results they seek. They know how to attract attention, win support, maintain interest, and train and motivate people to act in effective concert at the right times. They also meet with powerful and influential individuals to advance their messages and goals. You will participate in and monitor group activities and cross-group simulations, and then reflect on your engagement experiences in debrief memos. In the process, you will be introduced to dilemmas and Principles of Political Leadership, the main subject of PMGT 6404.

**Course Requirements**

Your course grade will be based on four strategy memos worth 25% each. Up to 5 bonus points (5%) will be awarded for excellence in class discussion.

**A. CLASSROOM PARTICIPATION (5% in bonus points)**

Oral communication skills are essential to political management. The capacity to speak effectively in a professional political setting is not synonymous with “public speaking,” that is, delivering a speech to an assembled audience. Students will not be expected to give speeches in this course, and may be cut off (as gently as possible) if they launch into a speech. Instead, the class setting resembles a staff meeting at a large multi-purpose firm that provides services in political consulting, government relations, and strategic communications in public affairs. We analyze and brainstorm collaboratively.

Accordingly, up to 5 participation points will be awarded for smart, succinct, and on-topic comments in three formats:

1. Clear and pertinent comments during class discussions.
2. Insightful and inventive contributions in role-playing games.
3. Constructive suggestions during strategy and message workshop segments.

Points will **never** be subtracted for inadequate answers and discussion contributions. You can only gain points, not lose them. So don’t be afraid to venture a comment! In addition to speaking up in class, students may submit comments and reflections on class sessions to the professor via email after the session has concluded.

**B. MEMO/MESSAGE DELIVERABLES (100% of course grade)**

Students will write **four memos and messages** during the semester. Each of these deliverables will be worth 25% of the course grade. The number of days you have to complete the assignment will vary but you will have at least one week. **Assignments will be introduced in class, released in full the day after class sessions, and are due at noon on the day indicated.** As time permits there will be **Q. and A. workshops during class for the first and second assignments.**

**Please use Blackboard to access and deposit the assignments.** They should be composed in Microsoft Word. Assignments submitted otherwise (e.g. email cut-and-paste, in pdf format) will not be annotated with feedback.

**Following is the grade scale for all GSPM classes:**

<table>
<thead>
<tr>
<th>Grade*</th>
<th>Grading Standard</th>
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<tbody>
<tr>
<td>A</td>
<td>94-100 Your work is outstanding and ready for submission in a professional environment. Your material, effort, research, and writing demonstrate superior work.</td>
</tr>
<tr>
<td>A-</td>
<td>90-93 Represents solid work with minor errors. Overall, excellent work.</td>
</tr>
<tr>
<td>B+</td>
<td>87-89 Very good. Represents well-written material, research, and presentation, but needs some minor work.</td>
</tr>
<tr>
<td>B</td>
<td>83-86 Satisfactory work, but needs reworking and more effort. Note that although not a failing grade, at the graduate level, anything below a “B” is viewed as unacceptable.</td>
</tr>
<tr>
<td>B-</td>
<td>80-82 You’ve completed the assignment, but you are not meeting all of the requirements.</td>
</tr>
<tr>
<td>C+</td>
<td>77-79 Needs improvement in content and in effort. Shows some motivation and concern.</td>
</tr>
<tr>
<td>C</td>
<td>73-76 Needs reworking, improved effort, and additional research. Shows minimal motivation and concern.</td>
</tr>
<tr>
<td>C-</td>
<td>70-72 (lowest grade to pass) Poor performance. Major errors, too many misspellings, problems with accuracy, etc.</td>
</tr>
<tr>
<td>F</td>
<td>Below 70 Unacceptable performance, or inability to submit the assignment.</td>
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ASSIGNMENT SCHEDULE

Resumé and personal statement due May 30. (no points)

ONE – Released May 30, workshop June 6, due June 13 at noon.

TWO – Released June 13, workshop June 20, due June 27 at the start of class. (Note: to complete this assignment you will need to watch, live or delayed, the first round of the Democratic presidential candidate debate which will take place the night of June 26.)

THREE – Released July 11, due July 18 in duplicate at the start of class.

FOUR – Released July 18, workshop July 25, due August 1 at noon.

Assignment grades will be based on the intrinsic quality of your work (the content), and also on how well you write. Like your employers and clients, the GSPM places a high value on excellence in written composition. (See page 3.) Your deliverables will be marked up with an eye toward meeting a minimum standard of correct and legible English, and you will receive credit for writing improvement over the course of the semester. From the start, however, take heed of this warning: misspelling a client or major player’s name more than once in a deliverable will automatically lower your grade. Students with substantial writing challenges will be advised to visit the GWU Writing Center. It is quite good.

GSPM students arrive in Fundamentals with different levels of political knowledge and experience. I will perform benchmark assessments on your levels in the first two weeks of the course. This may result in variations in your written assignments. Throughout the course, you will be asked to demonstrate that you have developed more capacity for professional performance than you showed at the start of the course.

Upon request I will provide extra steps you can take to stretch your skills; you may also request or be assigned additional readings and assignment components to ensure that you are making the most of the semester. Extra credit may or may not come with fulfillment of these requests.

Standards Of Conduct

As noted in the first part of this syllabus, students will be held to the George Washington University Code of Academic Integrity. Please read it, paying particular attention to the section on plagiarism (you will have been tested on the plagiarism policy). Should you have any questions or concerns bring them directly to me unless it has to do with my conduct toward you, in which case you should contact the Program Director. Your confidentiality will be preserved.

Politics is contentious by definition. Now and then things will be said in class that will offend your values and perhaps make you angry. You should speak up and disagree when you want to contribute to class discussion. However, personal attacks will not be tolerated in the classroom or in course deliverables (as they are, regrettably, in many real-world venues).
Late submissions and class absences will be accepted with advance permission via email request, and excused retroactively for emergencies. Grade penalties will apply at the rate of one point per 24 hours for non-emergencies and non-approved extensions.

Your classwork, oral and written, is regarded as private and confidential communication within the confines of the course. You are here to learn, and to do that you need to feel free to take chances, make mistakes, and hear polite and candid feedback. THEREFORE: the recording of classroom discussion is strictly prohibited. In addition, while you may draw on your classwork for real-world deliverables you may not receive any financial compensation for work done for this class.

REQUIRED READINGS

There are three books assigned for this course. They may be ordered (or downloaded) through Amazon (Kindle) and other booksellers. I do not use the GW Bookstore system. The first assignments from the books do not occur until week two of the class, so you have time to acquire them.


- Lawrence Freedman, Strategy: A History. Oxford, 2013. This sweeping account of one of our fundamental concepts spans military and business as well as political strategy, explicating the work of the greatest intellectual exponents in each of these related fields. While the volume is worth reading in full, we will be reading approximately half of the chapters for this course.


Additional required readings can be found via the course Blackboard pages (Electronic Reserves) and through links provided ahead in the syllabus.

Finally, for some assignments you will be hunting and gathering information in order to produce quality deliverables on behalf of your mock client or employer. Provide citations in your deliverables for this researched information: any footnote, endnote, hyperlink, or parenthetical system of citation is accepted so long as it is consistent and legible.

The assigned readings contain important conceptual distinctions and historical interpretations you will find immensely useful in political management. I will flag them during class sessions. You will not be tested on the contents of the readings per se. Rather, you will be expected to apply these concepts and interpretations to situations posed in class and your assignments.
CALENDAR OF SESSIONS AND ASSIGNMENTS

NOTE: The instructor reserves the right to alter course contents and assignments as circumstances require. All changes will be announced in class, posted on Blackboard, and emailed to the addresses you provide via Blackboard. If you check every Wednesday afternoon, you will stay in step. You may also email me with questions.

1) MAY 23: THE GREAT GAMES OF POLITICS.

LEARNING OBJECTIVES: Introduction to key concepts for the course.

READINGS: None.

DELIVERABLE: None.

CLASS AGENDA:

A) Getting Acquainted as Political Professionals.
B) From a Simple Game of Poker...how political games do and do not resemble poker games. Simulation and debrief.
C) Syllabus Review.

NOTE: For this session only class participation will be just for illustration; no points awarded.

ASSIGNMENT: Non-graded autobiographical statement and résumé due by noon May 30.

2) MAY 30: CAMPAIGN LESSONS FROM THE FOUNDERS; POLITICAL STRATEGY AND RESEARCH.

“When you got skin in the game, you stay in the game. But you don’t get a win unless you play in the game.”

LEARNING OBJECTIVES: Appreciate the immediate and enduring significance to political management of the campaigns to ratify and amend the U.S. Constitution. Assimilate a workday definition of campaign strategy. Understand how to collect and organize political information, both in real time and over time, for strategic use in campaign messaging and engagement.

READINGS:

- Chronology of Events – Founders.
- F. McDonald, E Pluribus Unum, Chapter Eight, “From the Many One.”
- Freedman, Preface, Chapters 1 and 3. Chapters 2 and 4 are optional.
- Vance, Introduction and Chapters 1-3.
• Guideline Memo, “The Form of the Strategy Memo.”
• Guideline Memo “Campaign Research Files.”

Non-graded autobiographical statement and résumé due at noon June 6.

CLASS AGENDA:

A) The Founders as politicians.
B) It’s Sorta Like War, It’s Sorta Like Marketing, (and It’s Sorta Like Religion): Campaign Strategy Defined.
C) Trickery: how research helps prepare politicians to catch opponents, not get caught, win, and be moral. (Easy enough, don’t you think?)
D) Templates for Strategic Political Research: the Grid, the Window, the Dossier, the Graph, and the Properly Drawn Analogy.
E) Project Groups formed and Group Work Rubric released.

Assignment One Released, due June 13.

3) June 6: FORMS OF POLITICAL MESSAGING AND NARRATION.

LEARNING OBJECTIVES: Hone critical appreciation for message and narrative skills in the creation and delivery of major political messages through speeches, media relations, and motion pictures/videos. Understand similarities and differences among five modes of influence: text (spoken and written), video, media relations (dealing with journalists and infotainers), online communications (web page and path architecture, social media), and statistics and infographics.

READINGS:

• Freedman, Chapters 26 (pp.427-432, on Narrative) and 27 especially the opening section (NB: the author misspells “Luntz” as “Lutz”).
• Guideline Memos “Anatomy of A Speech Module” and “Values and Beliefs.”
• Burton, Miller, and Shea, Chapter 9.
• R. Ailes, “Media Tactics.”
• M. Cornfield, “Basics of Digital Advocacy.”
• D. Stone, Policy Paradox, Chapter 7, “Numbers.”
• Freedman, Chapter 38 (“The Trouble with Stories,” “Scripts” especially Bruner’s analysis of their functions, and “Scripts: Strategic and Dramatic.”)

DELIVERABLE: Come to class with questions about Assignment One in progress.

CLASS AGENDA:

A) Principles of good messaging and narrating.
B) Speech Modules and Argumentation.
C) The Powers of Variable Framing and Genre Referencing.
D) Directing, Watching, and Commenting from Nixon to Obama (and the next guy).
E) Dealing with representatives from the media; campaign vs. media agendas.
F) Power to the End Users and other digital effects on strategic narrating.
G) Infographics and the Rhetoric of Data. (Overcoming Microsoft Office.)
H) The Limits of Political Storytelling.
I) Workshop on Assignment One: Scoping A Client Project By Message Form.

4) June 13: CAMPAIGNS FOR ELECTIVE OFFICE.

LEARNING OBJECTIVES: Work through how polls inform election campaign strategy. Deepen awareness of the resources that election campaigners must manage (message, money, people, intelligence) and the myriad of roles they must play. Learn about the multiple obligations of being an elected official.

READINGS:
- Burton, Miller, and Shea, Introduction, Chapters 1-5, and Conclusion (Chapter 12 in 5th ed.)
- Excerpts, “Michelle Nunn for Senate 2014” campaign plan.

Assignment One due at Noon.

GUEST: The Honorable Robert Carr, former Congressman from Michigan.

CLASS AGENDA:
A) Poll Discussion.
B) Review basics of party-based vs. candidate-centered campaigns; incumbent vs. challenger strategies; issue positioning and emphasis; targeting and triage.
C) How the work of election campaigning gets divided among staff, consultants, and volunteers.
D) The Job of the Elected Representative and How to Obtain and Keep It.

Assignment Two Released, due June 27 at the start of class.

5) June 20: ADVOCACY CAMPAIGNS & GOVERNMENT AFFAIRS OFFICES.

LEARNING OBJECTIVES: Deepen awareness of the resources that advocacy and public education campaigners must manage (message, money, people, intelligence –same as in Week Four!) and the myriad of roles they must play (these differ somewhat from election campaigns). Compare and contrast government relations operations with social movements, interest groups and other organizational approaches to advocacy.
READINGS:

- Foundation for Public Affairs, “Measuring and Communicating the Value of Public Affairs.”
- Vance, Chapters 4-6.
- F. Baumgartner et al., Lobbying and Policy Change, Chapter One.

GUEST: TBA.

CLASS AGENDA:

A) How a Government Relations Office Works.
B) Electoral and Advocacy Strategies Compared.
C) How tilted (“rigged”) is the advocacy playing field?
D) Assignment Two workshop: Tracking A Debate Performance.

6) JUNE 27: DEMOCRATIC PRESIDENTIAL DEBATE WATCH.

For tonight’s class we will watch and chart the second round of the first Democratic debate. At this writing the time of the debate has not been released. If it starts at 8 pm we will discuss the previous night’s debate and you will be permitted to leave before it ends to assure your safe travel to your home. If it starts at 7 pm you will be asked to be in class by that time. Stay tuned.

Assignment Two is due at the start of class.

JULY 4 – NO CLASS

7) JULY 11: POLITICAL MEETINGS – ENGAGEMENTS AND EMOTIONS.

LEARNING OBJECTIVES: Master the fine points of taking a political meeting: strategic, logistical, and rhetorical dimensions of recruiting individuals to join your coalition and lobbying decision-makers on policy matters. Examine how anger mobilizes people for politics as no other emotion but stymies the politics requisite for good policymaking and governance. Consider how we can manage anger given this contradiction, including examples from targeting, fundraising, negative messaging, and direct contacting.

READINGS:

- Vance, Chapters 7-10.
• Congressional Management Foundation, *Face-to-Face With Congress*.
• E. McKenna and H. Han, *Groundbreakers*, (Oxford, 2014), Chapter 4 “Building Depth by Investing in Relationships.”
• Burton, Miller, and Shea, Chapters 6-8, 10.

CLASS AGENDA:

A) Engagement and Persuasion – the value of relationships.
B) Insider meetings with officials and other decision-makers.
C) Outsider meetings with stakeholders, volunteers and other supporters.
D) Injecting Emotion into Messages: Why Negative Appeals Trump Positive (pun intended), but at Greater Risk.
E) Fundraising, Targeting, and Mobilizing.
F) Dealing with the Demonized.
G) Reflections on Anger and Related Emotions.
H) Preparation for Summit.

Assignment Three released, due at noon July 18.

8) July 18: NARRATING WHILE NEGOTIATING – A Simulated Summit.

LEARNING OBJECTIVE: Participate in a full-fledged simulation of a high-stakes, high-visibility decision-making summit between two sides, where players weigh compromise, consensus, and confrontation, and negotiations are susceptible in part to outside statements as well as inside maneuvers.

READINGS:

• A. Gutmann and D. Thompson, “The Case for Compromise,”
• Freedman, Chapter 13 (also review Chapter 3).

DELIVERABLE: Come to class ready to participate in the simulation and bring two hard copies of your Third Assignment.

CLASS AGENDA:

A) Simulated Summit.
9) July 25: WHAT POLITICAL PROFESSIONALS DO.

LEARNING OBJECTIVES: Review the functions of political professionals in democracy and the world. Consider your options for a career as a political professional.

READINGS:
- Freedman, Chapter 21 (pp.301-306, on Max Weber) and re-read last three paragraphs of Chapter 27 (pp.455-56).
- Excerpts from Max Weber, “Politics As A Vocation.”

CLASS AGENDA:

A) Simulation debrief (and assignment six workshop, of a sort).
B) Weber’s view of the political world: the tension between leaders and bureaucracies; political professionals as change agents.
C) Perils and rewards of political involvement (including being captivated by a single narrative and having a boss or client who is). Albert O. Hirschman’s options: exit, voice, and loyalty.
D) Conclusion: your next steps at GSPM.

Fourth Assignment released, due one week after last class, August 1, at noon.

Postscript:

Politics can be fun (it’s Vance’s last tip) so here are two recommended books that evoke the humor of being involved in politics.

- **Rick Ridder, Looking for Votes in All the Wrong Places. Radius, 2016.** Uproarious tales and exceedingly smart rules from a lifetime on the campaign trail.


-END-

Copyright Statement

Unless explicitly allowed by the instructor, course materials, class discussions, and examinations are created for and expected to be used by class participants only. The recording and rebroadcasting of such material, by any means, is forbidden.