

# Analytical Methods for Planners

## EVDP 635 (3-0)

Winter 2014

**Instructor:** Dr. Larissa Muller ([lmuller@ucalgary.ca](mailto:lmuller@ucalgary.ca))  
**Date/Time:** Tuesdays (12:30 -1:50 pm)  
**Location:** PF 2160

### Introduction

The purpose of this course is to learn approaches to identify, gather and critically analyze strategic information needed to assess planning situations and support decision-making. It focuses on both quantitative and qualitative planning techniques. Topics include population forecasting, statistical trend analysis, needs assessment, qualitative assessments, SWOT analysis, and program & policy evaluation. Techniques to effectively present information are also covered.

The emphasis is on approaches and techniques that are not covered in other courses in the planning program. Impact assessment (fiscal, socio-economic, environmental), spatial analysis, and site analysis are, therefore, not covered in this course.

### Objectives

- To become familiar with the various analytical approaches to assess existing conditions and future projections in support of planning policy, land use and community plans, and urban design
- To learn applied methods for analyzing and resolving planning and policy issues at regional and urban levels
- To learn about various sources of data and how to turn them into meaningful information
- To learn how to communicate information in a meaningful form to planning bodies and interested citizens

### Teaching Approach

The course format will involve a mix of in-class exercises, formal assignments, seminar discussion, presentations, lectures, and assigned reading. The course is organized around three broad thematic areas: Qualitative Analysis, Projections & Demand Analysis, and Program and Policy Analysis for the purpose of moving through a sequence of exploratory and experiential learning exercises.

### Content: Topic Areas & Class Schedule

Week 1 (Jan 9): Introduction to course & Information Presentation

#### ***Part I: Projections & Demand Analysis***

Week 2 (Jan 14-16): Population Projections

Week 3 (Jan 21-23): Population Projection In-Class Tutorial

Week 4 (Jan 28-30): Economic Base & Econometric Projections

Week 5 (Feb 4-6): Needs Assessment: Housing + Parks, Recreation & Open-Space

#### ***Part II: Qualitative Analysis***

Week 6 (Feb 11-13): Field Survey & Field Exercise

Week 7 (Feb 25-27): Techniques for Projecting Possible Futures: Opportunities & Constraints, SWOT & Issues Identification

Week 8 (Mar 4-6): Student Community Assessment Presentations

### **Part III: Policy Evaluation**

Weeks 9-11 (Mar 11-27): Policy Evaluation

Week 12-13 (Apr 1-10): Student Policy Presentations

### **Expectations**

- Students are expected to attend all classes and participate in discussions. Absence from 3 consecutive classes for other than medical reasons may result in required withdrawal from the course. Please contact the course instructors if there are issues likely to affect your class attendance and participation.
- Please contact the course instructors if you are having any assignment-related questions or problems well before the assignment due dates so that assistance can be provided in a timely manner.
- Course Readings are required reading and are a critical component of course instruction and student learning. The Course Instructor will identify important course readings in the context of specific course content and assignments and it is the student's responsibility to ensure this reading is done.
- Compliance with all applicable academic regulations including intellectual honesty is expected. For definitions of plagiarism, cheating and academic misconduct, and associated penalties see the 'notes' section below and please refer to the 2013-14 University Academic Calendar <http://www.ucalgary.com/pubs/calendar/current/k-2.html>

### **Academic Accommodation**

Under University of Calgary policy, it is the student's responsibility to request academic accommodation. If you are a student with a documented disability who may require academic accommodation and have not registered with the Disability Resource Centre, please contact their office at 220-8237. (<http://www.ucalgary.ca/drc/node/46>) Students who have not registered with the Disability Resource Centre are not eligible for formal academic accommodation. You are also required to discuss your needs with your instructor no later than fourteen (14) days after the start of this course.

### **Means of Evaluation**

Student evaluation will be based on the following 3 thematic assignments:

- |                                       |     |
|---------------------------------------|-----|
| ➤ Assignment 1: Population Projection | 30% |
| ➤ Assignment 2: Community Assessment  | 30% |
| ➤ Assignment 3: Policy Evaluation     | 40% |

**Total = 100%**

Please note that a passing grade is required in each individual assignment in order to pass the course as a whole.

### **Grading Scale**

<b>Letter Grade</b>	<b>4-Point Scale</b>	<b>4-Point Range</b>	<b>Percent</b>	<b>Description</b>
A+	4.00	4.00	92.5-100	Outstanding - evaluated by instructor

A	4.00	3.85-4.00	85-92.49	Excellent - superior performance showing comprehensive understanding of the subject matter
A-	3.70	3.50-3.84	80-84.99	Very good performance
B+	3.30	3.15-3.49	76-79.99	Good performance
B	3.00	2.85-3.14	73-75.99	Satisfactory performance
B-	2.70	2.50-2.84	70-72.99	Minimum pass for students in the Faculty of Graduate Studies
C+	2.30	2.15-2.49	66-69.99	All final grades below B- are indicative of failure at the graduate level and cannot be counted toward Faculty of Graduate Studies course requirements.
C	2.00	1.85-2.14	63-65.99	
C-	1.70	1.50-1.84	60-62.99	
D+	1.30	1.15-1.49	56-59.99	
D	1.00	0.50-1.14	50-55.99	
F	0.00	0-0.49	0-49.99	

Note: A student who receives a B- or lower in two or more courses will be required to withdraw regardless of their grade point average unless the program recommends otherwise. Individual programs may require a higher minimum passing grade. A grade point value of 3.0 on the 4-Point Scale is the minimum acceptable average that a graduate student must maintain throughout the program as computed at the end of each registration anniversary year of the program. A student who receives a grade of F will normally be required to withdraw unless the program recommends otherwise.

Please Note:

- The above assignment weighting cannot be changed during the session or at the time of grade reporting
- Except for medical or compassionate grounds, late assignments will not be accepted or graded.
- The written quality and content of assignments is expected to be at a graduate level. If you have difficulty with writing or with writing in English, it is recommended that you seek remedial instruction or assistance through University of Calgary student programs as soon as possible. Poorly written work will be evaluated accordingly.
- No final exam will be scheduled for this course.
- Do not book end of term travel until after the last day class in the Winter 2014 term as identified in the University Calendar.

### Recommended Readings

The following are recommended basic texts and reference materials for the course. Additional assigned and required readings will be made available during the course consistent with current academic copyright requirements:

**Dandekar, Hemalata.** 2003. *Planner's Use of Information* (2nd ed.). Chicago: American Planning Association.

**Davis, H. Craig.** 1995. *Demographic projection techniques for regions and smaller areas: a primer*. UCB Press. (ebook available from UofC library - HB849.53 INTERNET)

**Gaber, John, and Sharon Gaber.** 2007. *Qualitative Analysis for Planning & Policy: Beyond the Numbers*. Chicago: American Planning Association.

**Kelly, Eric Damian.** 2009. *Community Planning: An Introduction to the Comprehensive Plan*. Island Press. (Chapter 4 Analysis of Existing Conditions and Chapter 5: Techniques for Determining What is Feasible.) (ebook available at UofC library)

**Klosterman, Richard E.** 1990. *Community Analysis and Planning Techniques*. Lanham, Md.: Rowman & Littlefield Publishers, Inc.

**McLean, Mary L., and Kenneth Voytek.** 1992. *Understanding Your Economy: Using Analysis to Guide Local Strategic Planning*. Chicago: American Planning Association.

**Patton, Carl, and David S. Sawicki.** 1993. *Basic Methods of Policy Analysis and Planning* (2nd ed.). Upper Saddle River, N.J.: Pearson Education.

**Smith, Stanley K., Jeff Tayman, and David A. Swanson.** 2001. *State and Local Population Projections: Methodology and Analysis*. New York: Springer Publishing Co. (ebook available at UofC Library - HB849.53 INTERNET)

**Wang, Xinhao and Rainer Hofe.** 2007. *Research Methods in Urban and Regional Planning*. Tsinghua University Press & Springer Publishing. (Full text available online from UofC Library.)

**Zelazny, Gene.** 2001. *Say it with Charts: The Executive's Guide to Visual Communication*. (ebook available at UofC Library)

Other recommended texts:

**Corley, Elizabeth A, and Heather E Campbell.** 2012. *Urban Environmental Policy Analysis*. (Urban ecology, city planning, environmental policy, environmental aspects)

**Meier, Kenneth J., Jeffrey L. Brudney, and John Bohte.** 2008. *Applied Statistics for Public and Nonprofit Administration*. Belmont, Calif.: Wadsworth Publishing.

**Myers, Dowell.** 1992. *Portraits of Change: Methods of Analysis With Local Census Data*. Boston: Academic Press, Inc.

#### Notes:

1. Plagiarism - Plagiarism involves submitting or presenting work in a course as if it were the student's own work done expressly for that particular course when, in fact, it is not. Most commonly plagiarism exists when: (a) the work submitted or presented was done, in whole or in part, by an individual other than the one submitting or presenting the work (this includes having another impersonate the student or otherwise substituting the work of another for one's own in an examination or test), (b) parts of the work are taken from another source without reference to the original author, (c) the whole work (e.g., an essay) is copied from another source, and/or, (d) a student submits or presents work in one course which has also been submitted in another course(although it may be completely original with that student) without the knowledge of or prior agreement of the instructor involved. While it is recognized that scholarly work often involves reference to the ideas, data and conclusions of other scholars, intellectual honesty requires that such references be explicitly and clearly noted. Plagiarism is an extremely serious academic offence. It is recognized that clause (d) does not prevent a graduate student incorporating work previously done by him or her in a thesis. Any suspicion of plagiarism will be reported to the Dean, and dealt with as per the regulations in the University of Calgary Graduate Calendar.
2. Information regarding the Freedom of Information and Protection of Privacy Act (<http://www.ucalgary.ca/secretariat/privacy>) and how this impacts the receipt and delivery of course material
3. Emergency Evacuation/Assembly Points (<http://www.ucalgary.ca/emergencyplan/assemblypoints>)
4. Safewalk information (<http://www.ucalgary.ca/security/safewalk>)
5. Contact Info for: Student Union (<http://www.su.ucalgary.ca/page/affordability-accessibility/contact>); Graduate Student representative( <http://www.ucalgary.ca/gsa/>) and Student Ombudsman's Office (<http://www.su.ucalgary.ca/page/quality-education/academic-services/student-rights>).