UNIVERSITI TEKNOLOGI MARA

ADM654: POLICY ANALYSIS

Course Name (English)	POLICY ANALYSIS `APPROVED`
Course Code	ADM654

MQF Credit	4

Course Description	This course utilizes an interdisciplinary approach which incorporates political science, economics, socio-psychology, and management science techniques. The Political science components emphasizes process and feasibility, the economics component emphasizes deduction and optimization, social psychology component emphasizes experimentation and attitudes and management science and research techniques are used as methods of policy analysis and evaluation. The goal of policy analysis is to enable the Corporate Administrator to make choices on the desirability and administrative feasibility and financial viability and acceptability of the policies to the public and client groups.

Transferable Skills	At the end of this course, student should be able to: 1. Demonstrate ability to communicate clearly and confidently, and listen critically 2. Demonstrate ability to analyse issues / problems from multiple angles and make suggestions 3. Demonstrate maturity of thoughts when responding to multiple inputs and context 4. Demonstrate ability to apply creative, imaginative and innovative thinking and ideas to problem solving

Teaching Methodologies	Lectures, Case Study, Tutorial, Discussion, Small Group Sessions

CLO	CLO1 Acquire skills as policy analyst and to understand the techniques to analyze policy CLO2 Utilizes conceptual models to explain the choices of decision and policies CLO3 Understands decision making which precedes the formulation of policy

Pre-Requisite Courses	No course recommendations

Topics
1. Introduction to fundamental concepts in policy analysis 1.1) Different uses of the word policy 1.2) Defining public policy, public advocacy and policy analysis 1.3) Traditional public policy vs modern behavioral public policy 1.4) The characteristics of policy analysis 1.5) Policy analysis according to Dye's conceptual framework 1.6) Basic concepts in policy analysis such as opportunity cost, social -benefits, social cost, rational behavior, etc.
2. Theories of Decision Making 2.1) Distinction between decision making and policy making 2.2) Process of decision making 2.3) Distinction between individual decision making and group decision making 2.4) Biases in human decision making
3. Models in Public Policy and Analysis 3.1) Institutional model 3.2) Process model 3.3) Group model 3.4) Elite model 3.5) Rational model 3.6) Incremental model 3.7) Group theory model 3.8) Public choice model 3.9) System model

4. Problem Structuring / Agenda Setting
4.1) Issue search
4.2) Issues filtration
4.3) Issues definition

5. Forecasting / Policy Formulation
5.1) Types of forecasting
5.2) Problems of forecasting
5.3) The political roles of forecasting
5.4) Forecasting and policy planning
5.5) Objective and priorities

6. Recommendation / Policy Adoption
6.1) Identifying and generating options
6.2) Analysis of risk and uncertainty of options
6.3) Identifying externalities, and criteria of making choices
6.4) Presentation to client

7. Monitoring / Policy Implementation
7.1) Approaches to policy implementation
7.2) Present and past consequences of acting on policy alternatives
7.3) Identifying obstacles and constraints in policy implementation
7.4) Top-down perspectives

8. Evaluation / Policy Assessment
8.1) The need for policy evaluation
8.2) Problems of analyzing the impact of public policy
8.3) Techniques for systematic evaluation
8.4) Consumption and utilization of evaluations

Assessment Breakdown	%
Continuous Assessment	40.00%
Final Assessment	60.00%

Details of Continuous Assessment	Assessment Type	Assessment Description	% of Total Mark	CLO
	Case Study	Lecturer is free to assigned any policy case study for analysis. However case studies from J. E. Anderson is highly recommended. Case analysis is to be done few time throughout the semester. Only one case analysis is to be submitted at the end of semester for evaluation	15%	CLO1 , CLO2 , CLO3
	Presentation	Students is to be assigned questions weekly / at the end of each topic covered during lecturer, prepare and present their answers during tutorial session for discussion. Marks is given for participation and correct answers	10%	CLO2 , CLO3
	Test	Only one test is to be given at the middle of the semester. Test question shall cover at least the first 3 topics	15%	

Reading List	Recommended Text	• **James E. Anderson (2011), *Public Policymaking.An Introduction.7thEdition.Wadsworth Cengage Learning***
	Reference Book Resources	• **Eissa, G. A. and Ambali, A. R (2012)., *A Primer in Public Policy Analysis- Techniques & Methods.IIUM Press Publications***
		• **James P. L. and Joseph S. Jr. (2000)., *Public policy: An evolutionary approach, 2nd Edition. New York: Thomson Learning.***
		• **Cochron, C. L. and Malone, E. F, (1995)., *Public policy: perspectives and choices.McGraw-Hill Inc..***
		• **Dye, T. R, (1978)., *Understanding public policy 5thEdition.New Jersey: Prentice Hall, Englewood Cliffs***
		• **Hogwood, B. W, and Gunn, L. A. (1984)., *Policy analysis for the real world. Oxford University Press.***
		• **Hussin, A. A. (2000)., *AnalisisdasarAawam: Peranankerajaanmengatasi masalahekonomidalamsistempasaranbebas,Utusan Publications***
Article/Paper List	This Course does not have any article/paper resources	
Other References	This Course does not have any other resources	