Course Title	:	PMS 3001 Policy Processes and Analysis
Recommended Study Year	:	1
No. of Credits/Term		3
Mode of Tuition	:	Lecture and tutorial
Class Contact Hours	:	3 hours per week
Category in Major Prog.	:	Required
Discipline	:	Interdisciplinary
Prerequisite(s)	:	N/A
Co-requisite(s)	:	N/A
Exclusion(s)	:	N/A
Exemption Requirement(s)	:	N/A

Brief Course Description

This course is designed to introduce the theories, governmental institutions, and processes by which public policies are created and implemented. The policymaking process is considered in a very broad context – from the evolution of an idea, to enactment of legislation, to program implementation and evaluation. The course leads a theoretical discussion of how interests and values guide the policymaking process that is followed by empirical examinations of the primary policy institutions and the stages of the policy process.

Contents of this course can be broken down into three constituent elements dealing with distinct but related tiers of knowledge: the broad macro-level environs, which include such issues as the changing structure of society, new forms of governance, economic restructuring and globalization; the micro-level or implementation level of policies – how policy is formulated and delivered by individuals; and the meso-level dealing with structures and processes sitting between the macro- and micro-levels (e.g. political institutions, policy networks).

Aims

This course aims to:
1. Describe and analyze the stages in the policymaking process;
2. Examine policy processes through a number of policy case studies;
3. Introduce some of the key concepts and theories employed in policy analysis;
4. Introduce the skills and techniques needed for policy analysis and policy evaluation.

Learning Outcomes (LOs)

Upon successful completion of the course, students will be able to:
1. Map different stages of a policymaking process;
2. Independently assess the effectiveness of each stage in a policymaking process;
3. Understand key concepts and theories used in the policy analysis;
4. Utilize skills and techniques to evaluate a public policy.

Indicative Contents
1. What is policy analysis?
2. Political economy and social governance in the context of globalization
3. Policy networks
4. Policy transfer
5. Institutions and implementation
6. Policy evaluation: research design
7. Policy evaluation: assessment tools

Teaching Method

Weekly 2-hour lecture plus weekly 1-hour tutorial

Measurement of Learning Outcomes

Learning Outcome	Policy process analysis presentation	Policy process analysis paper
1. Map different stages of a policymaking process;	✓	✓
2. Independently assess the effectiveness of each stage in a policymaking process;	✓	✓
3. Understand key concepts and theories used in the policy analysis;	✓	✓
4. Utilize skills and techniques to evaluate a public policy.	✓	✓

Assessment

Assessment component and weightings	Guidelines
Policy process analysis presentation (40%)	Students will be required to present their policy process analysis project to the class. In the presentation students should trace the policy through each cycle along with the critiques and recommendations. There is also an option to include a short 1-3-minute video/audio clip that depicts how this policy was constructed in the media. There will also be a very brief question and answer session at the end of the presentation.
Policy process analysis paper (60%)	Students will be required to trace the five stages of the policy process for a particular policy. Students should provide a brief overview and describe the problem that the policy sought to address. For each of the 5 stages (agenda setting, formulation, decision making, implementation, evaluation), the student should describe the context and relevant actors involved. Students will thoroughly critique the process and provide practical recommendations. These recommendations can be in any stage of the process.

Important Notes

1. Students are expected to spend a total of 9 hours (i.e. 3 hours of class contact and 6 hours of personal study) per week to achieve the course learning outcomes.
2. Students shall be aware of the University regulations about dishonest practice in coursework, tests and examinations, and the possible consequences as stipulated in the Regulations Governing University Examinations and Course Work. In particular, plagiarism, being a kind of dishonest practice, is "the presentation of another person's work without proper acknowledgement of the source, including exact phrases, or summarised ideas, or even footnotes/citations, whether protected by copyright or not, as the student's own work". Students are required to strictly follow university regulations governing academic integrity and honesty.
3. Students are required to submit writing assignment(s) using Turnitin.
4. To enhance students' understanding of plagiarism, a mini-course "Online Tutorial on Plagiarism Awareness" is available on https://pla.ln.edu.hk/.