



UNSW Course Outline

SRAP5001 Policy Analysis - 2024

Published on the 12 Feb 2024

General Course Information

Course Code : SRAP5001

Year : 2024

Term : Term 1

Teaching Period : T1

Is a multi-term course? : No

Faculty : Faculty of Arts, Design and Architecture

Academic Unit : School of Social Sciences

Delivery Mode : Multimodal

Delivery Format : Standard

Delivery Location : Kensington

Campus : Sydney

Study Level : Postgraduate

Units of Credit : 6

Useful Links

[Handbook Class Timetable](#)

Course Details & Outcomes

Course Description

This course will introduce you to a range of theoretical concepts and models that will help to explain how policy is made. These are used to analyse real-world policy examples drawn from current affairs and from your own experiences in the workplace. You will have opportunities to explore ways in which academic or scholarly research about policy can be used to shape and

improve policy analysis in practice. You will also develop skills in using policy analysis to provide policy advice.

Course Learning Outcomes

| Course Learning Outcomes |
|--|
| CL01 : Apply relevant theoretical concepts to explain how policy is made |
| CL02 : Analyse the role of different actors and institutions in influencing policy in a specific policy context |
| CL03 : Critically evaluate different kinds of evidence and use this to develop coherent and persuasive policy advice |
| CL04 : Communicate research findings accurately and clearly using a range of techniques (written, spoken, visual) |
| CL05 : Collaborate effectively with peers |

| Course Learning Outcomes | Assessment Item |
|--|--|
| CL01 : Apply relevant theoretical concepts to explain how policy is made | <ul style="list-style-type: none">• Policy Case Study: Report• Policy Brief |
| CL02 : Analyse the role of different actors and institutions in influencing policy in a specific policy context | <ul style="list-style-type: none">• Policy Case Study: Report• Policy Brief |
| CL03 : Critically evaluate different kinds of evidence and use this to develop coherent and persuasive policy advice | <ul style="list-style-type: none">• Policy Brief |
| CL04 : Communicate research findings accurately and clearly using a range of techniques (written, spoken, visual) | <ul style="list-style-type: none">• Policy Case Study: Presentation• Policy Case Study: Report• Policy Brief |
| CL05 : Collaborate effectively with peers | <ul style="list-style-type: none">• Policy Case Study: Presentation |

Learning and Teaching Technologies

Moodle - Learning Management System | Zoom | Echo 360

Assessments

Assessment Structure

| Assessment Item | Weight | Relevant Dates |
|---|--------|---|
| Policy Case Study: Report Assessment Format: Individual | 35% | Start Date: Not Applicable Due Date: 10/03/2024 11:59 PM |
| Policy Case Study: Presentation Assessment Format: Group | 15% | Start Date: Not Applicable Due Date: 20/03/2024 04:00 PM |
| Policy Brief Assessment Format: Individual | 50% | Start Date: Not Applicable Due Date: 24/04/2024 11:59 PM |

Assessment Details

Policy Case Study: Report

Assessment Overview

Individual written report, 1500 words.

Students will apply theoretical concepts and models to a specific case study. Students will receive written feedback based on a marking rubric.

Course Learning Outcomes

- CL01 : Apply relevant theoretical concepts to explain how policy is made
- CL02 : Analyse the role of different actors and institutions in influencing policy in a specific policy context
- CL04 : Communicate research findings accurately and clearly using a range of techniques (written, spoken, visual)

Assessment Length

1500 words

Assessment information

The case study materials will be provided on Moodle, and your case study will be allocated by Week 2.

You must use the SOSS Referencing Guide provided on Moodle for your citations and bibliography.

If required, a 3-day automatic Short Extension without documentation is available for this assessment. You can apply by accessing the Short Extension Student Portal on the Special Consideration login page. This will be visible, and open for student applications, from 13

February 2024.

Assignment submission Turnitin type

This assignment is submitted through Turnitin and students do not see Turnitin similarity reports.

Policy Case Study: Presentation

Assessment Overview

Group presentation, maximum 10 minutes.

Students will collaborate with team members to synthesise their analysis of the case study analysis and deliver a short group presentation. The group will receive written feedback based on a marking rubric.

Course Learning Outcomes

- CL04 : Communicate research findings accurately and clearly using a range of techniques (written, spoken, visual)
- CL05 : Collaborate effectively with peers

Detailed Assessment Description

Groups will be assigned in Week 2.

Assessment Length

10 minute group presentation

Assessment information

Submission of Peer Assessment Scores

You must submit your peer assessment scores on the same day of your group presentation. All members of the group must submit a peer assessment score sheet. The peer assessment score sheet should be submitted by email to the course convenor.

Submission of presentation slides

One member of each group must email the presentation slides to the course convenor by midday on the day of your presentation.

Assignment submission Turnitin type

This is not a Turnitin assignment

Policy Brief

Assessment Overview

Policy brief, 2000 words

Students will present a policy brief in two parts on a current issue of their choice. The brief will provide policy analysis for two different audiences. Students will receive written feedback based on a marking rubric.

Course Learning Outcomes

- CL01 : Apply relevant theoretical concepts to explain how policy is made
- CL02 : Analyse the role of different actors and institutions in influencing policy in a specific policy context
- CL03 : Critically evaluate different kinds of evidence and use this to develop coherent and persuasive policy advice
- CL04 : Communicate research findings accurately and clearly using a range of techniques (written, spoken, visual)

Assessment Length

2000 words

Assessment information

Detailed instructions will be provided in class and on Moodle.

If required, a 5-day automatic Short Extension without documentation is available for this assessment. You can apply by accessing the Short Extension Student Portal on the Special Consideration login page. This will be visible, and open for student applications, from 13 February 2024.

Assignment submission Turnitin type

This assignment is submitted through Turnitin and students do not see Turnitin similarity reports.

General Assessment Information

Further information about the requirements, expectations and marking criteria for assessment tasks will be available on Moodle.

For all written assessments in this course, you should use the SOSS Referencing Guide for your referencing.

Grading Basis

Standard

Requirements to pass course

You must attempt all assessment tasks, and achieve a composite grade of at least 50 out of 100.

Course Schedule

| Teaching Week/Module | Activity Type | Content |
|------------------------------------|---------------|---|
| Week 1 : 12 February - 18 February | Seminar | Introduction: What do we mean by policy analysis? |
| Week 2 : 19 February - 25 February | Seminar | Theoretical approaches to analysing politics and policy making |
| Week 3 : 26 February - 3 March | Seminar | The policy context: institutions, interests and policy subsystems |
| Week 4 : 4 March - 10 March | Seminar | Explaining policy change: the policy cycle and its critics |
| Week 5 : 11 March - 17 March | Seminar | Theories of policy change |
| Week 6 : 18 March - 24 March | Presentation | Case Study Group Presentations (assessed) |
| Week 7 : 25 March - 31 March | Seminar | Problem definition and framing |
| Week 8 : 1 April - 7 April | Seminar | Decision making and policy instruments |
| Week 9 : 8 April - 14 April | Seminar | Implementation and coordination |
| Week 10 : 15 April - 21 April | Seminar | Policy Evaluation and Policy Advising Course Review |

Attendance Requirements

Students are strongly encouraged to attend all classes and review lecture recordings.

General Schedule Information

You must attend the class in which you have registered.

There are two classes:

Wednesday 4pm - 6pm in BUS 105

Wednesday 6pm - 8pm in Mathews 101

The Wednesday 6pm class is offered in hybrid mode. Students who have registered to participate online will be able to log in using the Zoom link provided on Moodle.

Classes begin in Week 1 (14 February 2024) and are held every week through to Week 10 (17 April).

Course Resources

Prescribed Resources

There is no textbook for this course.

All required readings will be provided electronically through Leganto, on the UNSW Library website, using your library login. The link is provided on Moodle.

Recommended Resources

Supplementary readings

The following texts may be useful to you if you are new to studying public policy, or if you are not familiar with the Australian policy context. Most of them are available as e-books through the UNSW Library.

Highly recommended

Bacchi, C. (2009). *Analysing Policy: What's the problem represented to be?*. Frenchs Forest: Pearson Australia

Cairney, P (2020), *Understanding public policy: theories and issues*, Palgrave Macmillan, Houndmills, Basingstoke, Hampshire; New York.

Colebatch, HK (2009), *Policy* 3rd ed., McGraw-Hill Education, Maidenhead.

Fenna, A (2004), *Australian public policy* 2nd ed., Pearson Education Australia, Frenchs Forest, N.S.W.

Head, B. & Crowley, K. (2015). *Policy Analysis in Australia* [eBook]. Bristol, UK: Policy Press

Hill, M. and Varone, F. (2020). *The Public Policy Process* (7th edn). London, England: Routledge.

Haigh, Y. (2012). *Public Policy in Australia*. Melbourne: Oxford University Press.

Maddison, Sarah & Denniss, Richard 2009, *An Introduction to Australian Public Policy*, Cambridge University Press, Melbourne. (e-book available for this edition; a hard copy of 2013 edition is available in the Library)

Sabatier, PA & Weible, CM (2014) *Theories of the Policy Process* 3rd ed., Westview Press, New

York. (other editions also useful)

You are also advised to learn to interrogate the literature to supplement the recommended readings, and you will need to do this for your assignment work. Here are leading journals in the field of public & social policy that will be useful for your assignments at the postgraduate level.

- Australian Journal of Public Administration
- European Journal of Political Research
- Journal of Public Policy
- Journal of Policy Analysis and Management
- Policy Sciences
- Policy Studies Journal
- Social Policy & Administration
- Social Policy & Society
- Policy and Politics
- Policy Design and Practice
- Public Administration Review
- Regulation and Governance
- Critical Social Policy

You will benefit from becoming familiar with GoogleScholar (<http://scholar.google.com>) as a key search engine for academic publications and reports. You can set up the preferences to link to the UNSW Library even when you are not on campus.

Go to Google Scholar> settings> library links, and enter 'University of New South Wales' in the box for "Library":

You can sign up for Table of Contents (TOC) Alerts from the homepages of relevant journals, to receive an email whenever new articles are published in that journal. Journal websites will often carry information on the most viewed and most cited articles; these are likely to be interesting and often influential contributions. Google Scholar will also point you to articles that have cited a particular article and hence will be related to the topic.

Course Evaluation and Development

We value your feedback to help improve the course. We make changes each year based on student feedback. You will have access to formal and informal feedback mechanisms during the semester. Your feedback ensures that the course content, delivery mode and assessment tasks remain highly targeted to ensure your ongoing development, learning and engagement throughout the semester. Please discuss any course-related issues with the Course Convenor in the first instance.

Staff Details

| Position | Name | Email | Location | Phone | Availability | Equitable Learning Services Contact | Primary Contact |
|----------|----------------|-------|------------------------|-------|--|-------------------------------------|-----------------|
| Convenor | Diana Perche | | Room 138, Morven Brown | | Please email to arrange an appointment | No | No |
| Lecturer | Melissa Nyholm | | | | Please email to arrange an appointment | Yes | Yes |

Other Useful Information

Academic Information

Due to evolving advice by NSW Health, students must check for updated information regarding online learning for all Arts, Design and Architecture courses this term (via Moodle or course information provided).

Please see: <https://www.unsw.edu.au/arts-design-architecture/student-life/resources-support/protocols-guidelines> for essential student information relating to:

- UNSW and Faculty policies and procedures;
- Student Support Services;
- Dean's List;
- review of results;
- credit transfer;
- cross-institutional study and exchange;
- examination information;
- enrolment information;
- Special Consideration in the event of illness or misadventure;
- student equity and disability;

And other essential academic information.

Academic Honesty and Plagiarism

Plagiarism is using the words or ideas of others and presenting them as your own. It can take many forms, from deliberate cheating to accidentally copying from a source without acknowledgement.

UNSW groups plagiarism into the following categories:

- Copying: Using the same or very similar words to the original text or idea without

acknowledging the source or using quotation marks. This includes copying materials, ideas or concepts from a book, article, report or other written document, presentation, composition, artwork, design, drawing, circuitry, computer program or software, website, internet, other electronic resource, or another person's assignment without appropriate acknowledgement.

- Inappropriate paraphrasing: Changing a few words and phrases while mostly retaining the original information, structure and/or progression of ideas of the original without acknowledgement. This also applies in presentations where someone paraphrases another's ideas or words without credit and to piecing together quotes and paraphrases into a new whole, without appropriate referencing.
- Collusion: Working with others but passing off the work as a person's individual work. Collusion also includes providing your work to another student for the purpose of them plagiarising, paying another person to perform an academic task, stealing or acquiring another person's academic work and copying it, offering to complete another person's work or seeking payment for completing academic work.
- Inappropriate citation: Citing sources which have not been read, without acknowledging the "secondary" source from which knowledge of them has been obtained.
- Duplication ("self-plagiarism"): Submitting your own work, in whole or in part, where it has previously been prepared or submitted for another assessment or course at UNSW or another university.

The UNSW Academic Skills support offers resources and individual consultations. Students are also reminded that careful time management is an important part of study. One of the identified causes of plagiarism is poor time management. Students should allow sufficient time for research, drafting and proper referencing of sources in preparing all assessment items. UNSW Library has the ELISE tool available to assist you with your study at UNSW. ELISE is designed to introduce new students to studying at UNSW, but it can also be a great refresher during your study.

Completing the ELISE tutorial and quiz will enable you to:

- analyse topics, plan responses and organise research for academic writing and other assessment tasks
- effectively and efficiently find appropriate information sources and evaluate relevance to your needs
- use and manage information effectively to accomplish a specific purpose
- better manage your time
- understand your rights and responsibilities as a student at UNSW
- be aware of plagiarism, copyright, UNSW Student Code of Conduct and Acceptable Use of UNSW ICT Resources Policy
- be aware of the standards of behaviour expected of everyone in the UNSW community
- locate services and information about UNSW and UNSW Library

Use of AI for assessments

As AI applications continue to develop, and technology rapidly progresses around us, we remain committed to our values around academic integrity at UNSW. Where the use of AI tools, such as ChatGPT, has been permitted by your course convener, they must be properly credited and your submissions must be substantially your own work.

In cases where the use of AI has been prohibited, please respect this and be aware that where unauthorised use is detected, penalties will apply.

[Use of AI for assessments | UNSW Current Students](#)

Submission of Assessment Tasks

Turnitin Submission

If you encounter a problem when attempting to submit your assignment through Turnitin, please telephone External Support on 9385 3331 or email them on externalteltsupport@unsw.edu.au

Support hours are 8:00am – 10:00pm on weekdays and 9:00am – 5:00pm on weekends (365 days a year). If you are unable to submit your assignment due to a fault with Turnitin, you may apply for an extension, but you must retain your ticket number from External Support (along with any other relevant documents) to include as evidence to support your extension application. If you email External Support, you will automatically receive a ticket number, but if you telephone, you will need to specifically ask for one. Turnitin also provides updates on their system status on Twitter.

Generally, assessment tasks must be submitted electronically via either Turnitin or a Moodle assignment. In instances where this is not possible, alternative submission details will be stated on your course's Moodle site. For information on how to submit assignments online via Moodle: <https://student.unsw.edu.au/how-submit-assignment-moodle>

Late Submission Penalty

UNSW has a standard late submission penalty of:

- 5% per calendar day,
- for all assessments where a penalty applies,
- capped at five calendar days (120 hours) from the assessment deadline, after which a student cannot submit an assessment, and
- no permitted variation.

Students are expected to manage their time to meet deadlines and to request [Special Consideration](#) as early as possible before the deadline. Support with [Time Management is available here](#).

School Contact Information

School of Social Sciences

Location: Room 159, Morven Brown Building (C20), Kensington campus

Opening Hours: Monday – Friday, 9am – 5pm (except public holidays)

Telephone: +61 2 9385 1807

Email: soass@unsw.edu.au

Web: <https://www.unsw.edu.au/arts-design-architecture/our-schools/social-sciences>