**FACULTY OF SOCIETY AND SCIENCE
STUDY COURSE DESCRIPTION**

Course Title:	**Policy Analysis**
Course code (LAIS):	**PolZ5022**
Study programme:	**Strategic Communication and Governance**
Level of Study programme:	☐ 1st level professional higher education
	☐ Professional Bachelor
	☐ Professional Master
	☒ Academic Master
	☐ PhD level
Type of Study programme:	☒ Compulsory course (Part A)
	☐ Professional specialization courses (Part B, compulsory)
	☐ Professional specialization optional courses (Part B, optional)
	☐ Elective courses (Part C)

Course Workload:	**Credits**	**ECTS**	**Academic hours**	**Contact hours**	**Independent work hours**
	2	3	80	24	56

Course Author/ Tutor:	**Anna Broka**
	Academical position, Mg. Int. Sc.pol.
	e-mail: broka.anna@gmail.com
	Consultation: according to the schedule for each semester
Study Form:	Full time studies
Study year, semester:	Year 1, Semester 1
Language:	Latvian/ English
Prerequisites for the Course:	No
Course Summary:	The aim of the course is to provide theoretical knowledge in policy analysis by examining the most relevant policy theories and theoretical approaches used in government policy analysis. Policy analysis is a course in which the policy making process and its stakeholders are analysed. At the lectures will be approached how certain issues shall be structured as problems, how these issues become important for public, how alternatives are chosen and get on political agenda, how specific policies are chosen and how they are implemented. Namely, policy formulation, implementation and evaluation are analysed.
	The course can be divided into theoretical and empirical part. In the theoretical part, students are given lectures, seminars and case studies. In parallel, students write their individual work topics within the particular theme from the lectures, make changes as necessary, and apply the theory appropriate for their case analysis. The development of individual work is a process that is in line with the topics discussed in the course on the stages of policy development and implementation, the decision-making process and argumentation (application of theoretical approaches, models and empirical practices, testing).
	The empirical part of the course is oriented to the acquisition of practical skills in the analysis of Latvian public policy. The insight will be based on two main perspectives: 1) the process of designing these policies 2) methods for assessing policy choices and public policies themselves. Analysis of the policy-making process - to understand the logic of government action, as well as the constraints that affect policy effectiveness.
Assessment:	Lectures, seminars, case studies, group work and presentations.
	Literature studies, literature reviews and abstracts, research.
Requirements for Credits:	Participation in lectures and seminars - 30%;
	Reasoned presentation of research work - 30%;
	Final work - 40%
Abiding by the Academic Ethics	Students must abide by the academic and research ethics, Vidzeme University of Applied Sciences Ethics Regulations, incl.:
	– study papers must be independently developed;

<table>
<tr><td rowspan="2"></td><td colspan="2">

the study work should reference all statements, ideas and data used that have been authored by someone else;
appropriate data acquisition methods should be used in the acquisition of data, the research ethics must be respected, empirical data must be collected independently and cannot be distorted or falsified;
the examination must be carried out by the student independently, without the use of supporting materials and/or consultations with other students, unless the lecturer states otherwise.

In the event of non-compliance with the academic and research ethics, punishment is imposed in accordance with the ViA Ethics Regulations and the study course must be re-taken, unless the punishment is extramarital.
</td></tr>
</table>

Learning Outcomes; the evaluation methods and criteria	Learning Outcomes	The evaluation methods and criteria
	Knowledge	
	Theoretical and practical knowledge about policy analysis as a process	Literature review, discussions in groups
	Practical knowledge about policy analysis techniques	Literature review, case study, group discussions
	Assessment and evaluation models used in policy analysis	Case study, presentation of practices
	Research methods	Case study, presentation of practices
	Skills	
	Analytical skills in analysis of governmental policies and practices	Case study
	Critical thinking	Case study, literature review
	Argumentation and communication	Presentation, group work
	Process tracing	Literature review, case study
	Competency	
	Apply theoretical and analytical knowledge in practice	Case study, research
	Analyse alternative public policies	Case study, research
	Problem solving	Case study, research

Course Compulsory literature:	1.Ham and Hill (1993) The policy process in modern capitalist state. Hempstead: Harvester Wheatsheaf. 2.Hill (ed.) (1993) The policy process: A reader. Hempstead: Harvester Wheatsheaf. 3.Hogwood and Gunn (1984) Policy analysis for the real world. Oxford University Press 4. Jones (1984) An introduction to the study of public policy. Wadsworth Inc, California. 5. Kingdon (1995) Agendas, alternatives and public policies. 2nd ed. Harper Collins College Publishers 6. Easton "*The Political System Under Stress.*" pp.111-125. 7. Mitchell, "*Fiscal behaviour of the modern democratic state: public choice perspectives and contributions*", pp 125-142. 8. Lindblom "*The science of muddling through*", pp.142-157. 9. Castells "Power in the network society", Ch1, pp 10-53. Articles: 1.Eugene Bardach – part 1 The Eightfold Path in A Practical Guide for Policy Analysis: The Eightfold Path to More Effective Problem Solving; p.10-46 2.Cobb & Elder (1972) Ch. 5 Issue Creation and Agenda Content, pp. 82 – 93; Ch. 7 The Dynamics of Issue Expansion, pp. 110 – 129; Ch. 10 Entrance Patterns and Agenda Access, pp. 151 – 159 (in Participation in American Politics. Baltimore & London) 3.Smith, M. J. (1990) Pluralism, Reformed Pluralism and Neopluralism: the Role of Pressure Groups in Policy-Making, pp. 302 – 322 (in Political Studies, # 37) 4.Whiteley (1986) Models of the Policy Process, pp. 6 – 33 (in Political Control of the Macroeconomy) 5.Winter, S. (1990) Integrating Implementation Research, pp. 19 – 38 (in Palumbo, D. J. & Calista, D. J. Implementation and the Policy Process: Opening up the Black Box, New York)
Course additional literature:	Handbook of Public Policy Evaluation / ed.by Stuart S.Nagel. - Thousand Oaks : Sage

<table>
<tr><td colspan="2"></td><td>Publications, 2001. - XII, 423 p. - Law Bibliography: p.405. - Bibliography from 2.Legal Scholarship, Microcomputers, and Superoptimizing Decision-Making: p.407.-412. - Index: p.413.-421. ISBN 0761923748
3.Latvija. Pārskats par Tautas attīstību. 2000/2001; http://www.un.lv
4.Politikas lēmumu pieņemšanas process Latvijā, Valsts Kanceleja, 2001;
5.Politikas instrumentu uzlabošana ar ietekmes novērtējumu. UNDP un Valsts kanceleja; Sigmas dokuments Nr.31; SIGMA – Support for Improvement in Governance and Management in Central and Eastern European Countries;
6. V.Rajevskis, F.Rajevska Valsts varas institūcijas Latvijā. R.1999
7. Reinholde, I. "Vai importēt rīcībpolitiku?" – Latvija un attīstības sadarbība, R.,2006, lpp.260-278;
8. F.Rajevska "Politikas pārņemšana kā koncepts: vai tā darbojas sociālās politikas veidošanā Latvijā?" – rakstā Sociālās politikas attīstība Latvijā – Iekšējo un ārējo faktoru mijiedarbības iznākums" grāmatā- Sociālā atstumtība un sociālā iekļaušana: situācijas izvērtējums Latvijā. Rīga, 2006, LU,   lpp.22-31</td></tr>
<tr><td colspan="2">Course confirmation date:</td><td>December 11, 2019.</td></tr>
<tr><td colspan="2">Date of course description update:</td><td></td></tr>
</table>

Study Course Plan:

| Date | Theme | Academic hours | | Study Form/ Organization of independent work of students and task description |
		Contact hours	Independent work hours	
	Introduction to Policy Analysis. The nature of public policy problems. Political process and policy analysis.	3	3	Lecture
	Theoretical models and concepts, approaches	2	3	Lecture
	Seminar	3	4	Group discussions (case analysis-training)
	Theories, models and concepts: decision-making models	3	4	Lecture
	Stages of the policy process: Policy problems, reasoning, data, causes and values.	3	4	Lecture
	Seminar	2	4	Progress Report; Topic / question formulation and presentation - Policy issue paper (assignment and submission to moodle.va.lv), Group work: Government formation process
	State power dimensions: theoretical aspects Political actors, resources - policy analysis schemes	3	4	Lecture; group discussion
	Seminar	3	4	Present problem, argumentation, theoretical / empirical reasoning of the policy issue paper
	Organizations, networks and waste bin decision-making models Policy community and issue networks	2	4	Lecture; group discussion
	Seminar	3	4	Present the progress of the policy issue paper:

				involved / involved parties, evaluation of previous policies (present), significance of the problem (if changed), justification of the necessity of analysis (version 1)
	Theories: Decision making, agenda setting Policy implementation; Implementation of top-down and bottom-up policies; Actors and institutions involved in policy implementation; Prerequisites for implementation Policy transposition: assessment of impact factors, contributing, inhibiting factors.	3	4	Lecture; group discussion
	Seminar	2	4	Presentation - the main guideline of the policy guidelines, the theoretical framework and the policy issue paper, Case analysis by Cobb & Elder in Latvian politics Final presentations
Hours total:		*24*	*56*	