

SHORT LEARNING PROGRAMME

SECTION A: CATALOGUE

CODE: HEQC/H06/EMS/PMA (Credit-bearing SLP)

TITLE: Policy-Making and Analysis for Senior Officials (Executive Managers) (Public Sector)

NQF LEVEL: 7

CREDITS: 12 (Credit-bearing SLP)

NOTIONAL LEARNING HOURS: 120

FORMAL CONTACT TIME: 25 HOURS

LEARNING ASSUMED TO BE IN PLACE:

- A formal qualification on NQF level 6 *plus* relevant experiences.
- The general regulations of the University of the Free State will also be applicable.

LEARNING OUTCOMES:

Learners will be able to:

- Learners will be familiar with the concepts and principles involved in public policy-making and the policy-making process.
- Learners will be familiar with the various participants in the public policy-making process and with the nature of their individual roles in the process.
- Learners will be familiar with the requirements for the effective implementation of public policies.
- Learners will be familiar with the requirements to ensure strategic support to legislative authorities during the public policy-making process.
- Learners will be familiar with the theory and practice of policy analysis as a tool for assessing the needs and effectiveness of public policies.

BRIEF DESCRIPTION OF CONTENT:

1. Theory and Practice of Public Policy making and Analysis
 - Defining Public Policy
 - The policy making process
 - The origin of bureaucratic policy-making
 - Policy documents.
2. Participants in the public policy-making process
 - Government managers.
 - Government bodies and institutions.
 - Non-governmental institutions and bodies.
 - Neutral bodies.
 - Institutions and bodies involved in the process of public policy-making.
3. Execution and implementation of public policies.
 - Completion and implementation of policy.
 - Limitation with regard to policy implementation.
4. Assistance to the Legislature in the policy making process
 - During the policy formulation phase.
 - During the policy approval phase.

- During the policy implementation phase.
5. Policy Analysis
- Explanation of the concept.
 - Policy analysis: Origins and development.
 - The prevalence of policy analysis in Government.

CRITICAL OUTCOMES SUPPORTED BY SHORT LEARNING PROGRAMME:

- Identify, structure, prioritise and assess institutional specific public policy issues.
- Implement public policy projects.
- Monitor, evaluate and review public policy projects.

METHODS OF ASSESSMENT:

A portfolio of evidence, consisting of individual and group assignments, activities, group discussions, individual feedback, case studies, role-play and simulation.

ORGANISING FIELD: 3

(1=Agriculture and Nature Conservation)

(2=Culture and Arts)

(3=Business, Commerce and Management Studies)

(4=Communication Studies and Language)

(5=Education, Training and Development)

(6=Manufacturing, Engineering and Technology)

(7= Human and Social Studies)

(8=Law, Military Science and Security)

(9=Health Sciences and Social Services)

(10=Physical, Mathematical, Computer and Life Sciences)

(11=Services)

(12=Physical Planning and Construction)

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DEPARTMENTAL OR PROGRAMME "HOME": Public Management

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