Faculty of Humanities & Social Sciences
Department of Social & Policy Sciences

MSc Public Policy Programme Handbook 2023/24

This Handbook is available online on the MSc public policy programme hub or in alternative formats. Please contact mpp-hcdadmin@bath.ac.uk if required.

[September 2023]

Contents

PURPOSE AND SCOPE

Your handbook for academic year 2023/24 comprises the following three documents which should be read alongside each other:

1. University information
2. **Department handbook (this document)**
3. Your course specification

These documents were made available to you as pdf files at the beginning of the academic year. You are expected to familiarise yourself with the contents.

This handbook includes important information, about the Department and about your course, that you should be aware of whilst studying here.

This handbook can be provided in alternative formats. Please contact mpp-hcdadmin@bath.ac.uk

The content of this handbook is accurate at the time of publication (September 2023) but information contained within may sometimes be subject to change after this handbook has been issued. You will be informed of any changes and issued with a revised version, if there are any material changes to the information in this handbook.

Please note that links to further information are embedded in the title of each section or in applicable text.

THE DEPARTMENT

INTRODUCTION TO THE DEPARTMENT

HEAD OF DEPARTMENT WELCOME 2023/24

Welcome from the public policy team

Welcome to the MSc Public Policy at the University of Bath.

It is an extremely important time to be studying public policy the rapidly changing policy landscape highlights how government officials must respond to the global and domestic pressures which influence businesses, households and individuals. It is therefore imperative policy professionals have the appropriate analytical tools in order to respond to complex challenges, identify new or reform existing programmes ultimately to raise living standards and ensure society is prosperous.

The programme team is looking forward to working with you to learn about, and critically evaluate, developments in public policy, and to enhance your understanding of the wider contexts within which public policy is made. This means reflecting on vital questions of how power is exercised in public policy, when and how policy change emerges, and how we can understand its effects, both direct and indirect. There are opportunities to enhance your understanding of public policy in a range of fields – in and beyond those with which you are familiar. This will include the opportunity to develop skills in analysis, research and synthesis for policy-related environments.

We have a skilled, experienced and enthusiastic teaching team of public policy specialists providing the core teaching for the programme. They include political scientists, economists, policy anthropologists and sociologists, and digital specialists. All staff have their own research expertise in distinct public policy areas that informs the programme content and discussion. This might be in specific regions of the world; particular institutions and processes; or policy domains. These staff are also joined by others from across the University who will contribute their research knowledge and expertise to presentations at the residentials; and in supervising your projects.

Undertaking a master's programme, especially one that involves both online and face-to-face learning, while also working, is very much a collaborative and sometimes challenging endeavour.

New ideas and ways of thinking about public policy emerge through a combination of reading, reflection, writing, listening and questioning (both ourselves and others). This is what it means to have a 'learning community' for our programme. We all have a lot to learn from each other and the programme will work best when students share responsibility for

participation. If you face problems which prevent you from participating regularly please contact your personal tutor in first instance.

The purpose of this Handbook is to provide information and guidance to help you with your studies. It covers the ethos, structure and organisation of the programme. It also contains a large amount of specific information about University and programme-level regulations. It is really important that you understand this information and how the programme works, so please read it carefully as it should answer many of the queries that you have throughout your time on the programme.

We are sure that being a student again will be a challenge at times, but hopefully a fun and rewarding one!

We look forward to working with you.
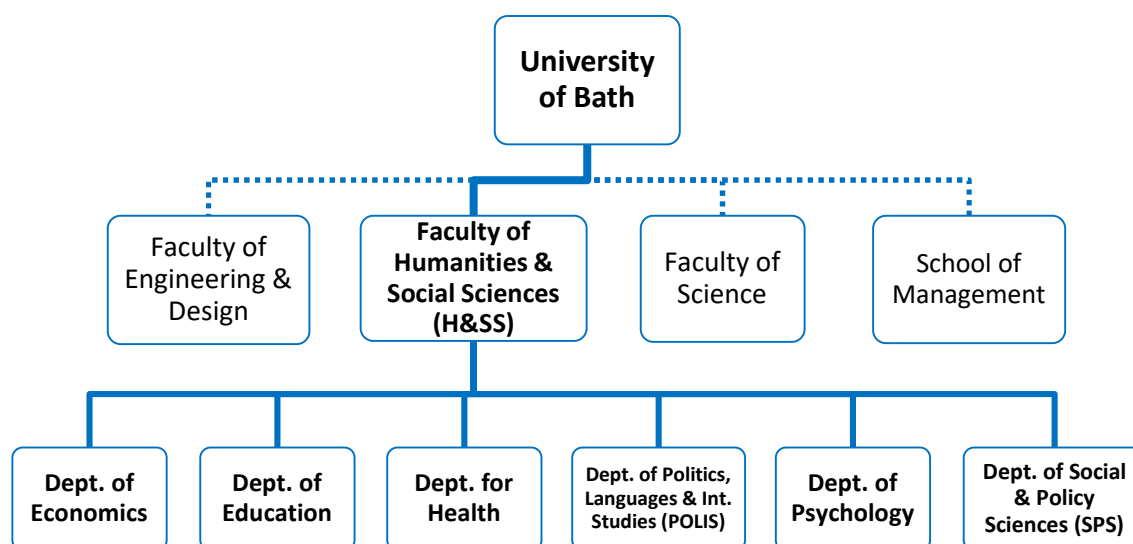
Dr Ricky Kanabar
Director of Studies

DEPARTMENTAL INFORMATION INCLUDING COURSE TEAMS

YOUR PROGRAMME

WELCOME TO THE UNIVERSITY OF BATH AND THE PUBLIC POLICY PROGRAMME

Welcome to the University of Bath. The MSc in Public Policy is delivered by the Department for Social and Policy Sciences within the **Faculty of Humanities & Social Sciences (HSS)**. The Faculty is one of three Faculties and one School in the University (see below) and comprises six academic **Departments**.

Economics, Education, Health, Politics, Languages & International Politics, Psychology and Social & Policy Sciences.

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| Dept. of Economics | Dept. of Education | Dept. for Health | Dept. of Politics, Languages & Int. Studies (POLIS) | Dept. of Psychology | Dept. of Social & Policy Sciences (SPS) |

Faculty H&SS Taught Programmes Administration

Undergraduate and Postgraduate Taught (Masters) programmes are delivered by academic staff in departments, with administrative support provided by our Taught Programmes Team. Our Taught Programmes Team consist of expert Managers, Officers, Administrators and Administrative Assistants, located in Hub Offices across our Faculty buildings – 3 East, 1 West North, 1 West and 10 West.

Our Taught Programmes Team is responsible for all aspects of administrative support for all taught programmes in the Faculty, ensuring that services are efficient, effective and adapt to changing circumstances. We provide students with support and advice from registration to graduation, and support academic teaching staff in our departments.
 Our duties include:

- managing administrative processes of the Faculty's taught programmes
- acting as a central point of contact for staff and students seeking advice
- offering programme-related operational support for academic teaching staff in departments

It is important that you get to know the administrators who look after your particular programme, as they can often provide invaluable guidance on various aspects of the programme. If your administrator is unavailable then please speak to any other of our other administrators listed on our wiki page here, all of whom will be very happy to help you. If you have any problems then please contact one of the Programmes Officers or Managers.

Emails are managed via shared mailboxes to deal with enquiries from students and academic staff and these are regularly monitored by designated members of the team.

Taught Programmes Support Hub
Location: 1 West (office 3.04)
Faculty: Postgraduate Distance Learning programmes

Programmes Administrator:

- Emma Bartlett Programme Administrator, MSc Public Policy: mpp-hcdadmin@bath.ac.uk

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YOUR DEPARTMENT

The MSc in Public Policy is led by the Department for Social and Policy Sciences. Core teaching staff contributing to the programme also come from the Department of Politics and International Studies, and the Department of Economics and the Institute for Policy Research.

Information regarding the department, including a list of academic staff, their individual research interests, departmental research activities and news items can be found at http://www.bath.ac.uk/departments/department-of-social-policy-sciences/, http://www.bath.ac.uk/departments/department-of-politics-languages-international-studies/, http://www.bath.ac.uk/departments/department-of-economics/ https://www.bath.ac.uk/collections/institute-for-policy-research/

CONTACT INFORMATION

YOUR KEY STAFF CONTACTS

The programme email address is: mpp-hcdadmin@bath.ac.uk (see 'staying in touch', below).

Your Director of Studies is responsible for the overall running of the programme. You can contact her via the programme email address, or for confidential enquiries, via her personal email address.

Dr Ricky Kanabar - Assistant Professor
rk735@bath.ac.uk
+44 (0) 1225 385824

Unit convenor	Unit convenors design and develop content, leading students through a unit and communicating information about content, activities and assessment, facilitating discussion and ensuring that student queries are answered, co-ordination of assignment marking and provision of feedback, liaison with other academic teaching and administration staff.		
	Room	**Number**	**Email**
Unit 1. SP50318 Beth Jaynes	3 East 4.21	+44 (0)1225 386429	bmj21@bath.ac.uk
Unit 2. SP50319 Ricky Kanabar	3 East 3.02A	+44 (0)1225 385824	Rk735@bath.ac.uk
Unit 2. SP50320 Ricky Kanabar	3 East 3.02A	+44 (0)1225 385824	Rk735@bath.ac.uk
Unit 4. SP50321 Theo Papadopoulos	3 East 3.02B	+44 (0) 1225 384513	T.Papadopoulos@bath.ac.uk
SP50322/23 Dissertations/portfolio	Dissertation supervisors will be appointed when you have progressed to the research phase of the programme. Supervision of dissertations will be provided throughout the research phase.		

PERSONAL TUTORING

When you join the University, you are assigned a Personal Tutor who is a member of academic staff. They will act as a personalised point of contact within your department, supporting your academic and personal development

EXTERNAL EXAMINERS

External Examiners are appointed for a course or set of courses and are important in assuring academic quality and standards. Please note that it is not appropriate for students to contact an External Examiner directly. If you have any queries or concerns, please contact your Director of Studies in the first instance.

The MSc Public Policy External Examiner is Dr Gideon Calder, Swansea University

THE UNIVERSITY'S EXPECTATIONS OF STUDENTS

UNIVERSITY REGULATIONS

When you registered with the University you agreed to abide by the Regulations for Students. These are important documents which set out the roles and responsibilities of both you as a student and the University. **You are expected to familiarise yourself with these.**

ATTENDANCE EXPECTATIONS

You are expected to be in attendance and participate in all scheduled learning and teaching activities required by your course. If you are ill or are likely to be ill for more than three days, please contact: mpp-hcdadmin@bath.ac.uk

LEARNING AND TEACHING DELIVERY

TIMETABLES

Unit timetables can be found in the Programme Calendar on Moodle.

LEARNING RESOURCES, MOODLE, AND RECORDED LECTURES

Moodle is the Virtual Learning Environment (VLE) used at the University of Bath. It is used by academic Departments to support learning and teaching at programme and unit level. It provides a platform for the delivery of resources and online activities, and can also support student interaction and collaboration. This of the primary learning platform for the MSc Public Policy programme.

The information contained on Moodle is **extremely important** and you are strongly recommended to check these pages regularly for updates. Moodle can be accessed by anyone with a University of Bath username and password without the need for training. You can access this information from any PC at the University of elsewhere.

Programme-specific pages including forms, instructions for coursework submissions, dissertation requirements, dissertation supervision guidelines, marking guidelines and links to other resources can be found at MPP online.

Induction: The online **Induction Unit** and the associated **Induction Event** aim to prepare students for the academic, technical and social demands of their programme of study. We recommend that all students participate in the Induction Unit prior to beginning their programme of study, and that students make every effort to attend the on-campus Induction Event.

To get started, go to: Course: Masters in Public Policy (bath.ac.uk)

Watch the animation 'A brief introduction to Moodle and this unit', and have a look at the Moodle pages for one of your first units.

Key Programme Materials and links to others resources can be found on the Programme's Moodle Home page.

Further information
MSc Public Policy Moodle page

OPTION CHOICES

If your course has option choices, then information about how and when to choose your optional units can be found online. If applicable, you will receive an email notification at the relevant point in the year when online unit selection is available. If you want to discuss your option choices, please contact your Director of Studies.

STUDENT REPRESENTATION

Mechanisms for student representation are designed to enable you to be an active partner in continually improving your learning and teaching experience. The main ways in which your feedback will be sought will be through:

- Staff/Student Liaison Committees (SSLCs) (Academic and Faculty Reps)
- surveys and evaluations
- the Students' Union

ASSESSMENT

ASSESSMENT REGULATIONS

The University's New Framework for Assessment: Assessment Regulations: Phases 2 & 3 for postgraduate taught programmes ('NFAAR-PGT') specifies the rules governing progression from one stage of your programme to the next as well as for the award of degrees. The rules cover all areas of assessment, including supplementary assessment and the extent to which failure may be condoned.
If at any time you are in doubt about how NFAAR-PGT provisions apply to your work, please consult your Director of Studies.
This section highlights areas of the University's assessment framework for the type of programme you are undertaking. It explains the regulations that govern your assessment and outlines how the University makes decisions concerning your progression through your programme and award. Complete information is available in the NFAAR-PGT document.
The full NFAAR-PGT, and definitions of terms used in it, are available online.

YOUR PROGRAMME AND HOW YOU ARE ASSESSED

Within a programme of study, there are *compulsory units* (i.e. those units in a programme which must be taken by every student registered on the programme), and there may also be *optional units* (i.e. those units students may choose from a range of options).
In the Programme and Unit Catalogues, there are links to the relevant appendices of the NFAAR-PGT which state exactly how the assessment rules operate for each stage of your programme.
The following points will help you to understand how the assessment rules relate to your specific programme, such as pass marks, averaging of marks and dealing with any failures:
Firstly, there are several references below to the persistent generic rules on the extent of any failures of units permitted overall. The rules are that you can only (1) fail and retrieve

units, or (2) marginally fail units and have them condoned, **within set limits.** Breaking these rules results in failure of the programme.

- Your programme does not have any Designated Essential Units (DEUs).

- Your programme is divided into stages and follows the general principle that all stage assessment must be successfully completed before progression to the next stage is permitted. This means that, if you are required to undertake supplementary assessment, you will have to do so before you can progress further. You must also never break one of the persistent generic rules.

- Your programme has units that constitute the Taught Stage(s) Credits in a separate phase before the period in which you will do the Dissertation/Project type unit(s), as indicated in the table showing the structure of your programme. The Programme Progression Requirement to get from the taught phase to the Dissertation/Project phase is 50 %.

- Should you fail to qualify for the award of the degree of Master, you may be considered for the award of a related Postgraduate Diploma or Postgraduate Certificate (subject to your having met the requirements for one of those awards).

The normal pass mark for a unit is 40%. In some units, you might need to achieve a threshold mark in one or more component assessments in order to pass the unit overall. Particular rules apply to failure of units of the 'Taught type', or in the 'taught' stages. They are as follows:

- If you fail any units badly (i.e. achieve less than 35%), you will have to undertake supplementary assessment – unless you have failed so many units that you fail outright or the attempted retrieval would break the rule on how much failure can be retrieved.
- If you only fail units marginally (i.e. achieve 35%-39%), you might be able to progress without supplementary assessment. Whether you do progress will depend on the total credit value of the failed units.

Dissertation/Project units have their own special rule on failure: only cases of marginal failure (i.e. 35%-39%) will be given permission for attempted retrieval through supplementary assessment, and any resubmission that is permitted for marginal failure must be made within a specified period. Ultimately, you must pass a Dissertation/Project unit (or have an average of at least 40% for them if there are more than one) for satisfactory completion of the requirements for Dissertation/Project elements.

Your unit results are combined as follows to make overall assessment/award decisions:
- The Taught Stage(s) Average (TSA) will be calculated by taking the credit-weighted average of marks for all units required to contribute to the taught

stage(s), or by taking the credit-weighted average of marks for all units defined as of 'Taught type' required to contribute to the programme.

- The Dissertation/Project Average (DPA) will be calculated by taking the credit-weighted average of marks for the unit(s) required to contribute to the Dissertation/Project stage(s), or by taking the credit-weighted average of marks for the unit(s) defined as of 'Dissertation/Project type' required to contribute to the programme.
- The Overall Programme Average (OPA) will be calculated by taking the credit-weighted average of marks for all units required to contribute to the programme.

CALCULATING YOUR DEGREE OUTCOME

A Board of Examiners will decide at appropriate points whether you are continuing to meet the requirements for the programme (including not breaking persistent generic rules whereby you can only fail and retrieve, or marginally fail and have condoned, units within set limits), and/or whether you have met all the requirements for your target award or any alternative that might be available. The outcomes will depend on both your performance in individual units and your overall performance. Generally, if you pass each of your units, you will progress and, in due course, be recommended for an award.

If you fail units beyond certain credit values, or you fail some too badly, you might break one of the persistent generic rules whereby you can only fail and retrieve, or marginally fail and have condoned, units within set limits, and this will result in failure of the programme – without any opportunity for supplementary assessment. (Further information on supplementary assessment is provided below.)

The criteria for making awards with distinction or with merit are described in the relevant NFAAR-PGT rules (paras. 78-80).

Supplementary assessment

'Supplementary assessment' is the term normally used for an opportunity given to a student to retrieve failure before starting the next stage of a programme, or by the end of the programme if it is a single-stage programme or the failed units are not Stage Required Units (SRUs).

Academic year dates, including the supplementary assessment period, can be found online. Each unit's method of supplementary assessment is shown in the online Unit Catalogue.

At supplementary assessment, students will normally have the opportunity to gain credit for units they successfully passed and to have the mark gained reported to them for feedback purposes, but a maximum mark of 40% will be awarded and used in the Overall Stage Average, the Overall Programme Average, the Taught Stage(s) Average, and any award calculation.

If you pass all your supplementary assessments, you will be able to progress onto the next stage of your programme and/or, as appropriate, be considered for an award. If you do not pass them all, the outcome will depend on your overall performance including consideration of the rules about passing particular types of units and the persistent generic rules (as set out above).

EXIT AWARDS

If you leave the University early, without completing your course, you may be eligible for an exit award. You will find information on these awards in your course specification.

SWITCHING COURSES

If you are considering transferring to a different course, where this would be permitted, you should speak to your Director of Studies in the first instance. In certain circumstances you may be able to or may be required to transfer onto a specific alternative course, known as a Designated Alternative Course/Programme (DAC/P) if you have not met the criteria to remain on your current course of study.

Academic Registry have also published further information and guidance on assessment arrangements. This also includes a link to the University's Academic Integrity Training and Test. **All students will be unable to progress beyond the next progression point in their studies until they pass the test.** The test has a pass mark of 85% but you can take the test as many times as you need to.

INDIVIDUAL MITIGATING CIRCUMSTANCES (IMCS)

We acknowledge that you may experience circumstances that disrupt your assessment attempt or performance. Submitting an IMC claim allows you to report any conditions which prevented you from taking assessment or significantly impaired your performance. If accepted an IMC recognises that your assessment was affected.

You are expected to familiarise yourself with the information available about IMCs including the process for submission, the evidence requirements, how claims are considered and what can (and cannot) happen if a claim is accepted as valid.

COURSEWORK

Assignment briefs, word counts and deadlines

Coursework tasks will normally have a word limit or word range. This, and the penalty for not adhering to this, will be confirmed when you receive an assignment. Markers may stop reading/marking your work at the point it exceeds the word/page limit.

UNIT ASSESSMENT

Each unit is assessed individually. The assignments are delivered and must be submitted online and the formative assessment includes moderated online discussions and feedback on essay plans.

Summative assessment will vary between units but will typically include some of the following:

- Essays
- Case studies
- Group presentations

- Blog posts
- Contribution to web discussion forums

In order to successfully complete the unit, you must gain 40% or above in each summative assessment, unless otherwise stated.

Details on how to submit coursework can be found on Moodle.

Students are reminded that it is the student's responsibility to submit their assignments online in the appropriate location by the due date, unless an extension has been discussed with the Director of Studies prior to the due date.

Full details regarding the rules of assessment can be found in the Programme Regulations.

Coursework extensions
If you find you are facing circumstances that are preventing you from submitting on time you can request an extension to your deadline before the work is due. Short extensions are often granted but occasionally there may be a better measure to support you depending on your individual circumstances and the type of assessment. You will need to give a brief explanation of how your circumstances are impacting on your ability to complete on time. Extension requests require evidence to confirm what has happened and when.

Details about applying for a coursework extension can be found on Moodle.

Late submission of coursework
To ensure fairness to all students, you will be expected to hand in all assessed coursework and dissertations/projects by a specified date and time, and there are penalties for submitting work after the specified deadline. **If you are experiencing difficulties completing work on time, please seek help before the deadline.**

WORD COUNTS
Coursework tasks will normally have a word limit or word range. This, and the penalty for non-compliance, will be confirmed when you receive an assignment.

Written coursework tasks will normally have a word range or limit. This is in order to give an indication of the depth and detail of work required, and to ensure that students' submitted work is comparable. You will be required to declare the word count for your work when submitting it for assessment.

If you do not observe the given word range or limit for the coursework task, for example if you exceed the word limit, then a penalty will be applied. The penalty that would apply should be stated in writing when the assignment task is distributed. You should take note of what is included when calculating the total word count (e.g. whether or not contents pages, appendices, footnotes, bibliographies and other elements that are not part of the main text are included).

You should check with your Director of Studies if you have questions about word counts and penalties.

Word limits will be published with each assessment and must be adhered to.

Your programme has adopted the University's default policy for non-compliance with the word limit or word range in accordance with QA16 (www.bath.ac.uk/quality/documents/QA16.pdf) as below:

- The marker(s) will stop reading the work once the student has exceeded a word limit (or the upper figure of a word range) by 10%. If a student writes less than the word limit (or the lower figure of a word range) they risk not maximising their potential mark;

- For the purpose of calculating the word count, footnotes are included, whereas contents pages, executive summaries, tables, figures, appendices and reference lists/bibliographies are excluded.

KEY PROGRAMME TERMINOLOGY

Moodle pages: 'Moodle' is the name of the virtual learning environment at Bath, where all online programme information is stored. It is used by academic Departments to support learning and teaching at programme and unit level. It is a platform for the delivery of resources and online activities, and can also support student interaction and collaboration. The MSc Public Policy has a set of dedicated pages in which you can find all content, additional resources and links to further information.

Learning resources hub: programme-level repository of library/writing skills/additional guides, accessible within the programme's Moodle pages

Case study library hub: programme-level repository of public policy case study materials on specific case studies.

Unit: Basic component part of the programme, with specific learning objectives and assessments. There are four taught units in the MSc Public Policy.

Block: the basic sub-division of unit content that groups topics under a common theme. Each block covers 3-6 topics and includes a webinar/online group discussion on the overall theme. Blocks may have an assessment attached.

Topic: sub-division of block. Content for the programme is mostly presented through topics & topic guides. A topic would normally cover learning and reading for two weeks.

Block guide: a pdf document introducing all the topics in a particular block, setting out key reading, and the significant questions & debates of the topic, as well as introducing additional resources, activities and links to wider reading.

Discussion forum: Each topic is completed with a discussion forum activity. This is usually structured around one or two key questions linked to reading or another resource (e.g. film).

These must be completed by the set date (see programme calendar on the programme hub.) Academic staff responsible for each specialist topic will provide feedback on the forum contributions during the topic period or in the week following.

MARKING AND FEEDBACK

We have in place processes to ensure that assessment is conducted and marked in a fair and rigorous manner which upholds the academic standards of the University. You can find further information on such processes, and their purpose, on our website.

Information about MPP Marking Criteria and an example of a Postgraduate Feedback Sheet can be found on Moodle.

Feedback.
Students receive feedback to enhance their learning in four main ways**.**

1. For **each topic**, contributions to online web-forum discussions or any alternative activities, will have formative written or oral group feedback. Brief individual written feedback may be provided.
2. For **each block**, webinar contributions, & discussions, debates & presentations during residentials will involve oral feedback to the individual and group.
3. For **each unit**, summative and formative individual written feedback will be provided on assessments.
4. For **research-based work**, formative individual feedback will be provided during supervisions for case study, dissertation or portfolio.

PARTICIPATING AND CONTRIBUTING

This programme has been structured to develop a sustained and rich interactive learning community over the lifetime of the programme. Evidence shows that knowledge and understanding are fully developed in a collective interaction, rather than a didactic teaching environment.

Actively participating in all elements of the programme will contribute to the learning and educational experience of yourself, and the group as a whole.

In many cases, as part of this collective educational experience, we have students working in groups, sometimes with formal assessment.

Whilst studying a unit, we would expect you to engage with all activities, such as discussion forums and webinars.

It is also a University Regulation that you participate regularly. If you will be unable to participate in discussion forums, webinars or residentials due to ill health, then you must contact your Director of Studies as soon as possible to discuss your situation. This will enable us to take an appropriate course of action.

Special regulations apply if illness affects your ability to complete assessments. See section on Individual Mitigating Circumstances (page 12).

STAYING IN TOUCH

Email and Moodle discussion forums are the main means of staying in touch. Here are some simple guidelines:

Do you need to access programme content, or notifications of discussion forums?
Make sure you check your University email account regularly as this is where notifications will be sent.

Do you need to access important communications from the University or teaching staff writing to you individually?

- University messages and direct message to you are sent to your email address registered in SAMIS.
- To update your email address registered on SAMIS please go to: www.bath.ac.uk/samis. You can also access your University account online by typing mail.bath.ac.uk.
- You should make a point of checking your account regularly and ensure your email inbox does not become full otherwise you run the risk of missing important information.

Do you have a query about teaching content or have a problem of understanding?
Post on the unit discussion board in Moodle, so everyone can see your query, contribute to answering it, learn and participate.

Do you have a query about the programme, or any practical, technological, regulation or assessment issues (including accessing material)?
Check the relevant sections of this Handbook. If you cannot find the answers you need, use the programme email address: mpp-hcdadmin@bath.ac.uk

Do you have a confidential matter to discuss, or a problem with a staff member or fellow student?
Email your personal tutor or Director of Studies directly, rk735@bath.ac.uk

Do you have a problem that cannot be addressed by your personal tutor or Director of Studies?
Please refer to **Important Links and Information** in the 'Student Handbook: University Information 2023/24' for support services, student union representatives, wellbeing advisors, as well as appeals and complaints procedures.

YOUR COURSE

PROGRAMME AND UNIT CATALOGUE

This is where you will find details about individual units for the current academic year. The catalogues also provide links to the relevant assessment regulations.
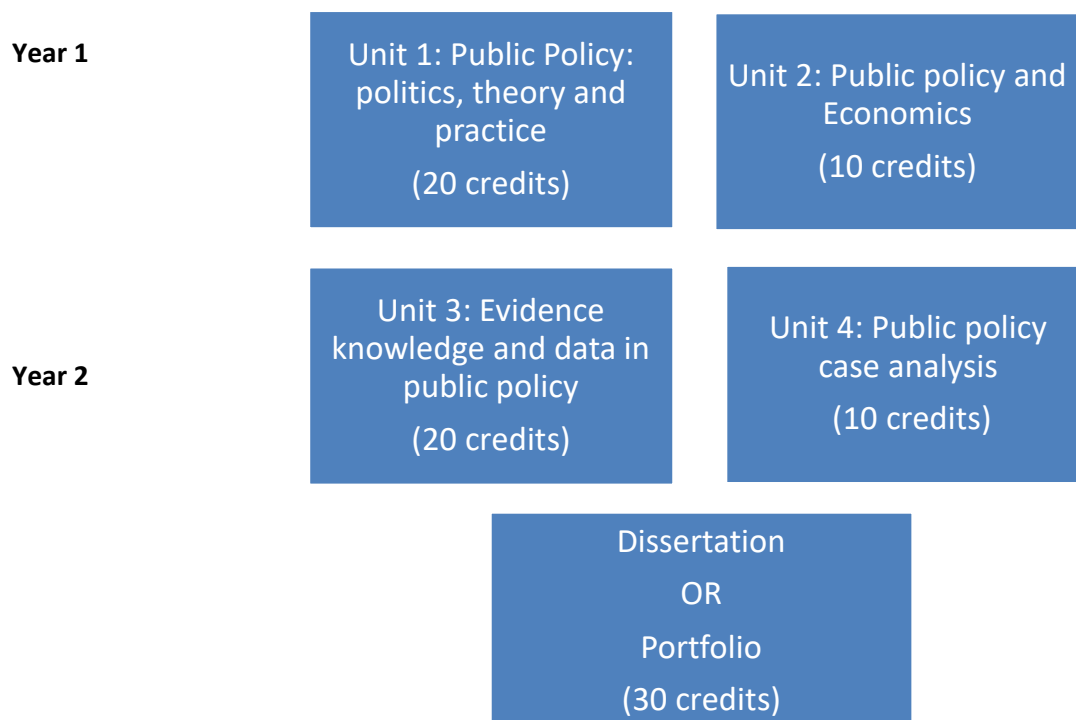
COURSE SPECIFICATION

Course Specifications set out important key information about your course, including the award title, the intended learning outcomes, and the structure of the course, as well as regulations for meeting the requirements for any exit awards and any agreed exemptions from your Assessment Regulations. You are expected to be familiar with this document and its contents.

YOUR PROGRAMME STRUCTURE

The MSc in Public Policy comprises 4 taught units, and a research stage (dissertation or portfolio)**.**
Each unit has a **credit tariff ('credits').** The credit tariff relates to the approximate amount of study required for that unit.

Year 1

Unit 1: Public Policy: politics, theory and practice
(20 credits)

Unit 2: Public policy and Economics
(10 credits)

Year 2

Unit 3: Evidence knowledge and data in public policy
(20 credits)

Unit 4: Public policy case analysis
(10 credits)

Dissertation
OR
Portfolio
(30 credits)

DURATION OF STUDY

Candidates normally conclude the taught part of their studies within two years. There are two compulsory residentials in Bath (seven days each); and two compulsory residentials in London (three days each).

PROGRAMME AIMS AND LEARNING OUTCOMES

The MSc in Public Policy has specific aims and should help students achieve specific learning outcomes. The overall programme aims and learning outcomes are set out below. In addition, each unit of the programme has its own aims and learning outcomes. These are set out in the current versions of detailed programme and unit descriptions available via the online catalogues: www.bath.ac.uk/catalogues

Overall, this programme aims to provide:

- In-depth knowledge, intellectual challenge, and practical skills in public policy, all structured to enhance part-time students' learning and professional career development.

- Comprehensive knowledge and critical understanding of standard and innovative explanations of what public policy is for, how public policies are made and delivered, and how they shape social, political and economic life.

- Advanced critical understanding of the political, economic and social dynamics that shape public policy development and outcomes in (self-chosen) specialist field(s) of public policy.

- Enhancement and deepening of students' skills in reviewing, analysing, applying and presenting data for public policy across a range of digital and non-digital formats.

- Enhancement and deepening of students' practical knowledge of issues and challenges in professional public policy work, and the elaboration of durable professional networks for continued knowledge exchange and career development.

Overall, the intended learning outcomes for students fall into three major categories: knowledge and understanding, intellectual skills; professional and practical skills.

As you go through the programme, reference will be made to these learning outcomes, and how they relate to the content, structure and learning for each unit.

a. Knowledge and understanding:

- comprehensive knowledge and critical understanding of the transformations in politics, society and political economy that shape public policy in diverse settings and cases.

- advanced knowledge of how political economy, economics, and public finances affect how public policy is organised, as well as how economic data can be critically interpreted to inform political argumentation and decision-making.

- critical and in-depth understanding of how knowledge, data and evidence are produced and the politics of knowledge production in policymaking.

- critical and in-depth knowledge of a self-chosen area of public policy that synthesises independent research and EITHER the application of public policy theory and research (*dissertation pathway*) OR practical policy analysis skills (*portfolio pathway*).

b. Intellectual skills:
   - explanation and application of theoretical frameworks to public policy analysis.
   - identification and analysis of relevant political, economic and social contextual conditions of public policymaking.
   - design, deployment and critical interpretation of data, knowledge and evidence for political and public policy, including the use of data in digital environments
   - evaluation of alternative tools and approaches for policy analysis and review, and the application of these in specific public policy cases.

AND EITHER *[dissertation pathway]*
   - systematic review, interpretation and deployment of existing research to identify, analyse and investigate a problem in public policy analysis with reference to theories of public policy.
   - rigorous, ethical and practical design and implementation of a research project to investigate a theoretical or empirical problem in public policy, including selection, integration and evaluation of appropriate theoretical framework, methods, data and analysis.
   - explanation of relevant political, economic and social contextual conditions in a specific public policy case, and evaluation of findings with reference to theories of public policy.

OR *[portfolio pathway]*
   - policy analysis and review that includes: problem identification and interpretation with reference to appropriate conceptual framework; evidence, data and knowledge assessment; policy and political argumentation; selection, application, evaluation and refinement of appropriate policymaking/analysis tools; and operationalization/delivery planning.

c. Professional/practice skills:

- using, interpreting and challenging evidence, knowledge and data from diverse sources, perspectives and paradigms in order to make a persuasive case for particular political or policy position.
- effective communication and strategic thinking both in and outside hybrid public/private policy-making environments;
- the design, develop and review options for policy and political action across these environments, including assessing their political, ethical, economic and social risks/opportunities.
- assessing dispersed and unpredictable political and economic forces, their implications for public policy development and outcomes, and develop strategic responses to these.
- development of strategies for mediating between conflicting goals to secure political agreement in a social media age.

ENGAGEMENT WITH UNITS

In our postgraduate taught units, we seek to create an interactive rather than a didactic teaching environment, with students actively contributing to the educational experience of the group as a whole. In many cases, as part of this collective educational experience, we have students working in groups. Sometimes assessment of which might be formal. This rich learning environment relies on students attending and participating in all activities (online or on campus).

Whilst studying a unit, we would expect you to engage with all activities (unless mitigating circumstances dictate otherwise). Non-engagement will not only reduce your own learning experience but could potentially reduce that of others in the group. We hope that you will appreciate the importance of this issue, in that students are partners in a collective learning experience.

Any other course specification information

Suspensions

During your programme of study, you are allowed two periods of suspension up to 12 months each. These will usually be taken following completion of a unit. Please discuss this with the Director of Studies as these will need formal approval.

Due to the nature of the programme (units are only run once a year), you will usually be required to take a 12-month period of suspension so you can restart the programme where you suspended study. If you're struggling with your workload, please do get in touch as soon as possible so we can help adjust your study plan accordingly. Please note that your tuition fee may have increased when you return to study.

Please note there may be changes to your study pathway as a result of the changes to the curriculum being implemented in 2024/5. Please discuss your options with the Director of Studies.