

# POSTGRADUATE HANDBOOK

Master of Public Policy 2024/2025 Academic Session



# Contents

## Contents

INTRODUCTION & ORGANISATIONAL CHART	3
ACADEMIC CALENDAR	
MASTER OF PUBLIC POLICY	
Programme Educational Objectives	
Programme Learning Outcomes	
Admission	
Application Procedures	
Duration of Study	
Programme Structure	
List of Master of Public Policy Courses	
Study Plan	
DETAILS OF CORE COURSES	
Foundations of Public Policy	9
Research Methodology for Policymakers	10
Policy Research	
History, Politics and Development	
Economics in Policy Making	
Public Finance in Policy Making	
Law, Governance and Public Policy	
DETAILS OF ELECTIVE COURSES	
Leadership and Public Management	16
Planning and Analysis of Education Policy	17
Sustainable Development Policy	
Regional and Global Affairs	19
Health System and Policy	
Gender and Public Policy	21
Local/International Public Policy Practice	22
Policy Lab	
POLICY RESEARCH	
Policy Paper	
Guideline of Policy Research Papers	
Elements and Chapter Outline of the Policy Research Paper	
Title, Abstract and Keywords	24
Chapter 1 includes elements of the Introduction, Policy statements, Research Objectives, Questions and Hypothesis as follows:	
Introduction	24
Introduction Policy Statement	24 24
Introduction Policy Statement	24 24 24
Introduction  Policy Statement  Research Objective, Question and Hypothesis  Chapter 2 includes elements of the Literature Review and Methodology as follows:	24 24 24
Introduction Policy Statement Research Objective, Question and Hypothesis Chapter 2 includes elements of the Literature Review and Methodology as follows: Literature Review	24 24 24
Introduction  Policy Statement  Research Objective, Question and Hypothesis  Chapter 2 includes elements of the Literature Review and Methodology as follows:  Literature Review  Methodology	24 24 24 24
Introduction  Policy Statement  Research Objective, Question and Hypothesis  Chapter 2 includes elements of the Literature Review and Methodology as follows:  Literature Review  Methodology  Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows:	24 24 24 24 24
Introduction Policy Statement Research Objective, Question and Hypothesis Chapter 2 includes elements of the Literature Review and Methodology as follows: Literature Review Methodology Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Analysis Part 1: Explaining	24 24 24 24 24
Introduction Policy Statement Research Objective, Question and Hypothesis Chapter 2 includes elements of the Literature Review and Methodology as follows: Literature Review Methodology Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Analysis Part 1: Explaining Policy Analysis Part 2: Probing	
Introduction	
Introduction Policy Statement Research Objective, Question and Hypothesis Chapter 2 includes elements of the Literature Review and Methodology as follows: Literature Review Methodology Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Analysis Part 1: Explaining Policy Analysis Part 2: Probing Chapter 4 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Options and Implications	
Introduction Policy Statement Research Objective, Question and Hypothesis Chapter 2 includes elements of the Literature Review and Methodology as follows: Literature Review Methodology Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Analysis Part 1: Explaining Policy Analysis Part 2: Probing Chapter 4 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Options and Implications Realistic Strategies and Expected Targets in Choosing the Best Policy Options	
Introduction	
Introduction  Policy Statement  Research Objective, Question and Hypothesis  Chapter 2 includes elements of the Literature Review and Methodology as follows:  Literature Review  Methodology  Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows:  Policy Analysis Part 1: Explaining  Policy Analysis Part 2: Probing  Chapter 4 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows:  Policy Options and Implications  Realistic Strategies and Expected Targets in Choosing the Best Policy Options  Chapter 5 served as the concluding remarks and summarised several findings of your policy research as follows:  Conclusion	
Introduction  Policy Statement  Research Objective, Question and Hypothesis  Chapter 2 includes elements of the Literature Review and Methodology as follows:  Literature Review  Methodology  Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows:  Policy Analysis Part 1: Explaining  Policy Analysis Part 2: Probing  Chapter 4 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows:  Policy Options and Implications  Realistic Strategies and Expected Targets in Choosing the Best Policy Options  Chapter 5 served as the concluding remarks and summarised several findings of your policy research as follows:  Conclusion  After Chapter 5, additional sections or segments must include the following elements:	
Introduction Policy Statement Research Objective, Question and Hypothesis Chapter 2 includes elements of the Literature Review and Methodology as follows: Literature Review Methodology Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Analysis Part 1: Explaining Policy Analysis Part 2: Probing Chapter 4 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Options and Implications Realistic Strategies and Expected Targets in Choosing the Best Policy Options Chapter 5 served as the concluding remarks and summarised several findings of your policy research as follows: Conclusion.  After Chapter 5, additional sections or segments must include the following elements: Appendices	
Introduction Policy Statement Research Objective, Question and Hypothesis Chapter 2 includes elements of the Literature Review and Methodology as follows: Literature Review Methodology Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Analysis Part 1: Explaining Policy Analysis Part 2: Probing Chapter 4 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Options and Implications Realistic Strategies and Expected Targets in Choosing the Best Policy Options Chapter 5 served as the concluding remarks and summarised several findings of your policy research as follows: Conclusion After Chapter 5, additional sections or segments must include the following elements: Appendices References	
Introduction Policy Statement Research Objective, Question and Hypothesis Chapter 2 includes elements of the Literature Review and Methodology as follows: Literature Review Methodology Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Analysis Part 1: Explaining. Policy Analysis Part 2: Probing Chapter 4 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Options and Implications Realistic Strategies and Expected Targets in Choosing the Best Policy Options Chapter 5 served as the concluding remarks and summarised several findings of your policy research as follows: Conclusion After Chapter 5, additional sections or segments must include the following elements: Appendices References Advice in Writing Your Policy Paper	
Introduction Policy Statement Research Objective, Question and Hypothesis Chapter 2 includes elements of the Literature Review and Methodology as follows: Literature Review Methodology Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Analysis Part 1: Explaining Policy Analysis Part 2: Probing Chapter 4 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Options and Implications. Realistic Strategies and Expected Targets in Choosing the Best Policy Options Chapter 5 served as the concluding remarks and summarised several findings of your policy research as follows: Conclusion After Chapter 5, additional sections or segments must include the following elements: Appendices References Advice in Writing Your Policy Paper Guidelines for the Preparation of Research Project.	
Introduction Policy Statement Research Objective, Question and Hypothesis Chapter 2 includes elements of the Literature Review and Methodology as follows: Literature Review Methodology Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Analysis Part 1: Explaining Policy Analysis Part 2: Probing Chapter 4 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Options and Implications Realistic Strategies and Expected Targets in Choosing the Best Policy Options Chapter 5 served as the concluding remarks and summarised several findings of your policy research as follows: Conclusion.  After Chapter 5, additional sections or segments must include the following elements: Appendices References Advice in Writing Your Policy Paper Guidelines for the Preparation of Research Project ACADEMIC INTEGRITY AND ACADEMIC DISHONESTY	
Introduction	
Introduction Policy Statement Research Objective, Question and Hypothesis Chapter 2 includes elements of the Literature Review and Methodology as follows: Literature Review Methodology Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Analysis Part 1: Explaining Policy Analysis Part 2: Probing Chapter 4 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Options and Implications Realistic Strategies and Expected Targets in Choosing the Best Policy Options Chapter 5 served as the concluding remarks and summarised several findings of your policy research as follows: Conclusion.  After Chapter 5, additional sections or segments must include the following elements: Appendices References Advice in Writing Your Policy Paper Guidelines for the Preparation of Research Project.  ACADEMIC INTEGRITY AND ACADEMIC DISHONESTY Plagiarism Turnitin as a Plagiarism Checker	
Introduction Policy Statement Research Objective, Question and Hypothesis Chapter 2 includes elements of the Literature Review and Methodology as follows: Literature Review Methodology Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Analysis Part 1: Explaining Policy Analysis Part 2: Probing Chapter 4 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Options and Implications Realistic Strategies and Expected Targets in Choosing the Best Policy Options Chapter 5 served as the concluding remarks and summarised several findings of your policy research as follows: Conclusion After Chapter 5, additional sections or segments must include the following elements: Appendices References Advice in Writing Your Policy Paper Guidelines for the Preparation of Research Project ACADEMIC INTEGRITY AND ACADEMIC DISHONESTY Plagiarism Turnitin as a Plagiarism Checker	
Introduction Policy Statement Research Objective, Question and Hypothesis Chapter 2 includes elements of the Literature Review and Methodology as follows: Literature Review Methodology Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Analysis Part 1: Explaining Policy Analysis Part 2: Probing Chapter 4 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Options and Implications Realistic Strategies and Expected Targets in Choosing the Best Policy Options Chapter 5 served as the concluding remarks and summarised several findings of your policy research as follows: Conclusion After Chapter 5, additional sections or segments must include the following elements: Appendices References Advice in Writing Your Policy Paper. Guidelines for the Preparation of Research Project ACADEMIC INTEGRITY AND ACADEMIC DISHONESTY Plagiarism Turnitin as a Plagiarism Checker MPP STUDENT ACTIVITIES STUDENT EXCHANGE PROGRAMME	
Introduction Policy Statement Research Objective, Question and Hypothesis Chapter 2 includes elements of the Literature Review and Methodology as follows: Literature Review Methodology Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Analysis Part 1: Explaining Policy Analysis Part 2: Probing Chapter 4 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Options and Implications Realistic Strategies and Expected Targets in Choosing the Best Policy Options Chapter 5 served as the concluding remarks and summarised several findings of your policy research as follows: Conclusion After Chapter 5, additional sections or segments must include the following elements: Appendices References Advice in Writing Your Policy Paper. Guidelines for the Preparation of Research Project. ACADEMIC INTEGRITY AND ACADEMIC DISHONESTY Plagiarism Turnitin as a Plagiarism Checker MPP STUDENT EXCHANCE PROGRAMME Global Exchange Opportunities.	
Introduction	
Introduction Policy Statement Research Objective, Question and Hypothesis Chapter 2 includes elements of the Literature Review and Methodology as follows: Literature Review Methodology Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Analysis Part 1: Explaining Policy Analysis Part 2: Probing Chapter 4 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Options and Implications Realistic Strategies and Expected Targets in Choosing the Best Policy Options Chapter 5 served as the concluding remarks and summarised several findings of your policy research as follows: Conclusion After Chapter 5, additional sections or segments must include the following elements: Appendices References Advice in Writing Your Policy Paper Guidelines for the Preparation of Research Project ACADEMIC INTEGRITY AND ACADEMIC DISHONESTY Plagiarism Turnitin as a Plagiarism Checker MPP STUDENT ACTIVITIES STUDENT ACTIVITIES STUDENT EXCHANGE PROGRAMME Global Exchange Opportunities. Transfer of Credits Eligibility	24
Introduction Policy Statement Research Objective, Question and Hypothesis Chapter 2 includes elements of the Literature Review and Methodology as follows: Literature Review Methodology Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Analysis Part 1: Explaining Policy Analysis Part 2: Probing Chapter 4 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Options and Implications Realistic Strategies and Expected Targets in Choosing the Best Policy Options Chapter 5 served as the concluding remarks and summarised several findings of your policy research as follows: Conclusion After Chapter 5, additional sections or segments must include the following elements: Appendices References Advice in Writing Your Policy Paper. Guidelines for the Preparation of Research Project. ACADEMIC INTEGRITY AND ACADEMIC DISHONESTY Plagiarism Turnitin as a Plagiarism Checker MPP STUDENT ACTIVITIES STUDENT EXCHANGE PROGRAMME Global Exchange Opportunities. Transfer of Credits. Eligibility Duration	
Introduction Policy Statement. Research Objective, Question and Hypothesis Chapter 2 includes elements of the Literature Review and Methodology as follows: Literature Review Methodology Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Analysis Part 1: Explaining. Policy Analysis Part 2: Probing Chapter 4 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Options and Implications. Realistic Strategies and Expected Targets in Choosing the Best Policy Options Chapter 5 served as the concluding remarks and summarised several findings of your policy research as follows: Conclusion.  After Chapter 5, additional sections or segments must include the following elements: Appendices. References Advice in Writing Your Policy Paper. Guidelines for the Preparation of Research Project.  ACADEMIC INTEGRITY AND ACADEMIC DISHONESTY Plagiarism Turnitin as a Plagiarism Checker Meyp STUDENT EXCHANGE PROGRAMME Global Exchange Opportunities. Transfer of Credits. Eligibility Duration. Fees	
Introduction Policy Statement Research Objective, Question and Hypothesis Chapter 2 includes elements of the Literature Review and Methodology as follows: Literature Review Methodology Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Analysis Part 1: Explaining Policy Analysis Part 2: Probing Chapter 4 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Options and Implications Realistic Strategies and Expected Targets in Choosing the Best Policy Options Chapter 5 served as the concluding remarks and summarised several findings of your policy research as follows: Conclusion After Chapter 5, additional sections or segments must include the following elements: Appendices References Advice in Writing Your Policy Paper Guidelines for the Preparation of Research Project. ACADEMIC INTEGRITY AND ACADEMIC DISHONESTY Plagiarism Turnitin as a Plagiarism Checker MPP STUDENT ACTIVITIES STUDENT ACTIVITIES STUDENT ACTIVITIES STUDENT ACTIVITIES STUDENT ACTIVITIES Transfer of Credits Eligibility Duration Fees UNIVERSITI MALAYA CAMPUS MAP.	
Introduction Policy Statement. Research Objective, Question and Hypothesis Chapter 2 includes elements of the Literature Review and Methodology as follows: Literature Review Methodology Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Analysis Part 1: Explaining. Policy Analysis Part 2: Probing Chapter 4 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows: Policy Options and Implications. Realistic Strategies and Expected Targets in Choosing the Best Policy Options Chapter 5 served as the concluding remarks and summarised several findings of your policy research as follows: Conclusion.  After Chapter 5, additional sections or segments must include the following elements: Appendices. References Advice in Writing Your Policy Paper. Guidelines for the Preparation of Research Project.  ACADEMIC INTEGRITY AND ACADEMIC DISHONESTY Plagiarism Turnitin as a Plagiarism Checker Meyp STUDENT EXCHANGE PROGRAMME Global Exchange Opportunities. Transfer of Credits. Eligibility Duration. Fees	

#### **FOREWORD**

#### Assalamualaikum wbh and Greetings from the International Institute of Public Policy and Management (INPUMA).

Choosing a field of study at the postgraduate level is not a simple decision. Prospective students, parents, and even employers must carefully consider many factors before making a choice.

A common concern for students and parents is whether a master's degree will lead to a job with a good salary. Some prioritise a degree that ensures employability, allowing graduates to secure work soon after completing their studies.

There are many reasons why Master of Public Policy at The International Institute of Public Policy and Management (INPUMA) of Universiti Malaya (UM) should be your choice for your postgraduate studies.

First, UM is the only public university in Malaysia that offers a Master's degree in Public Policy (MPP). Universiti Malaya is also the top university in the country and ranks 60th globally. While we understand the importance of finding a job and earning a good income after graduation, our focus is on cultivating future policy formulators with integrity and a sense of responsibility. We aim to nurture graduates with strong moral values who are dedicated to solving societal issues. We seek to develop public policy scholars who place the nation's and society's welfare above personal interests.

Our faculty comprises leading academics who possess in-depth knowledge of both theory and methodology of public policy, as well as experienced professionals who have spent decades directly involved in policy-making within various government sectors. This blend of expertise ensures that your learning experience at INPUMA will be truly unique.



In addition to classroom learning and hands-on experience, you will also benefit from participation in various other initiatives offered by INPUMA. INPUMA is a partner to the Ministry of Foreign Affairs, Malaysia in running the Malaysian Technical Cooperation Programme (MTCP), which provides training to senior officials from developing countries as part of Malaysia's capacity-building efforts.

Additionally, INPUMA organises various trainings and masterclasses for international participants on public policy. Recently, we trained 20 senior government officials from the Republic of Tatarstan, Russia and Timor Leste.

Beyond our academic focus, INPUMA is also deeply engaged with the local community. We regularly hold roundtable discussions to gather public opinions on public interest issues, while our experts analyse these issues and prepare policy briefs.

Another significant initiative under INPUMA is the Center for Leadership and Professional Development (UM LEAD), which provides training for senior executives through its signature "Purposeful and Principled Leadership" programme. Recently, UM LEAD conducted courses for senior officials from Moscow, Russia, and the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM) of the Philippines. All of these activities will provide our students with valuable opportunities to gain experience and build international networks.

We are keenly aware of the rapid technological advancements shaping today's world. In this digital information age, technology drives our economy, politics, and education. The future belongs to those who understand this environment, innovate within it, and advocate for the underserved.

These future leaders will be diverse, imaginative, and driven by a desire to create meaningful change. This is the kind of leaders we at INPUMA would like to produce.

At INPUMA, the Master of Public Policy (MPP) programme equips you with a strong foundation in the social sciences, combined with practical applications. One of the defining features of the MPP programme is its focus on real-world practice. You will apply what you learn immediately through capstone projects, case studies, hands-on learning experiences, and optional internships, delivering lasting results.

The core curriculum is interdisciplinary, exposing you to analytical methods, conceptual frameworks, and ways of thinking that empower you to develop solutions to public problems with values of integrity.

We want to support you in surpassing your academic goals while also enjoying the vibrant social life at Universiti Malaya. Please take full advantage of what INPUMA has to offer, and build the knowledge you need for a successful future.

All the best!

Warm regards,

## **DATUK DR ANIS YUSAL YUSOFF**

Executive Director, International Institute of Public Policy and Management (INPUMA) Universiti Malaya, Malaysia

#### **INTRODUCTION**

The International Institute of Public Policy and Management (INPUMA), Universiti Malaya, has established itself as one of Southeast Asia's leading public policy training and research centres. This has been achieved through carefully crafted strategies to maintain the pace of its work and programmes with ever-changing national and international developments in the social, political, and economic spheres and by consistently benchmarking itself against the best global practices in public policy education. Its multidisciplinary MPP programme continues to attract students from diverse countries and backgrounds who, upon graduation, have made meaningful contributions to their respective societies in various capacities. Over the years, INPUMA has played a central role in stimulating and driving public policy debates in Malaysia through forums, seminars, conferences, and public lectures. These events revolve around topical and crucial public policy issues such as good governance, economic and technological transformation, education, poverty reduction, diplomacy, etc. They are designed to provide platforms for policymakers, political and community leaders, members of the media, and civil society organisations to engage, exchange and articulate ideas about current issues affecting contemporary society. Therefore, INPUMA's role is to act as an intellectual laboratory that tests the best possible inputs for public policy-making in Malaysia and beyond.

By its multi-disciplinary focus, INPUMA collaborates with partners from the public and private sectors and civil society to undertake research with high societal impact. INPUMA's wide range of programmes and research includes the following, among others:

**Academic Programme:** The Master of Public Policy (MPP) provides rigorous on-campus training at the postgraduate level and is geared to the needs of practising or prospective administrators and policymakers who wish to acquire or enhance the skills necessary for effective and responsible public sector management and policy analysis. The programme equips candidates with knowledge in the field of public policy, focusing on the different aspects of the policy process and various local and global policy issues.

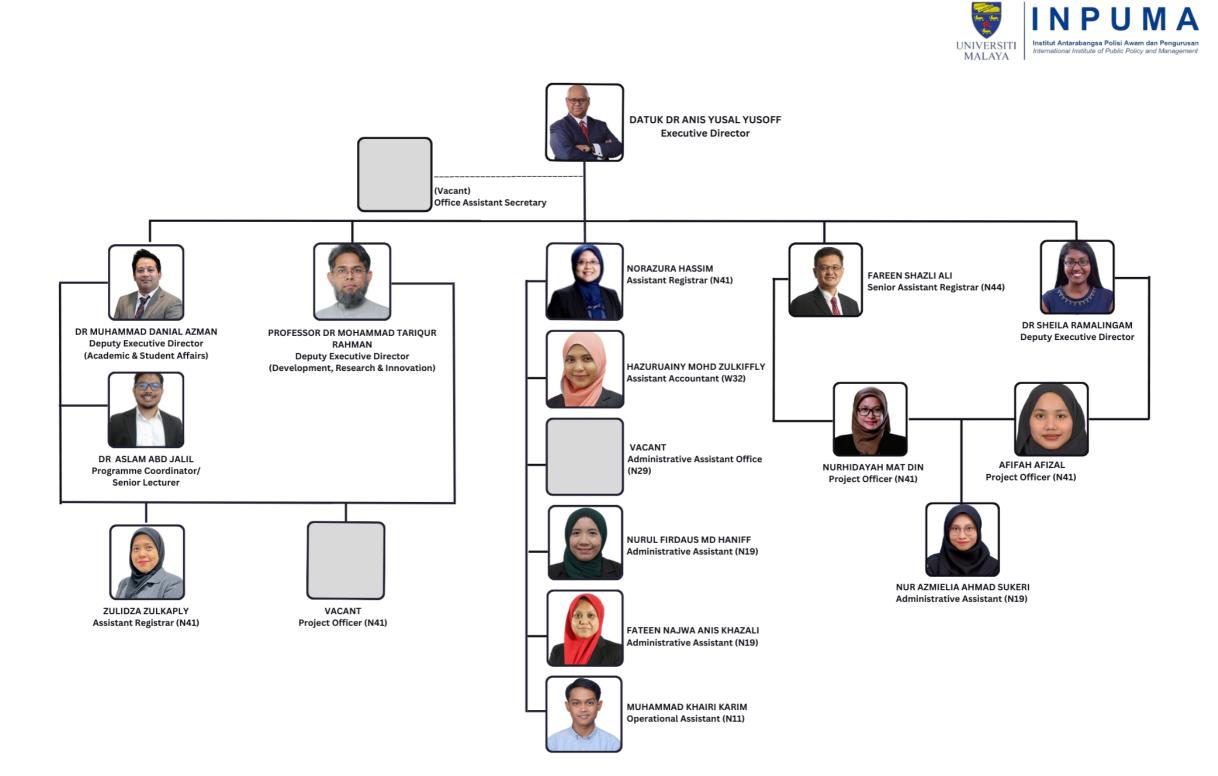
International Cooperation Programmes: These are human capital development programmes conducted under the auspices of the Malaysian Technical Cooperation Programme (MTCP). They are directed at providing training in capacity building, multicultural management and conflict resolution to public officials from other developing countries. Participants are also exposed to Malaysia's unique development experience. Over the years, INPUMA has succeeded in cultivating and fostering close ties with participating governments such as the Republic of Sudan, the Republic of the Philippines, and the Islamic Republic of Afghanistan, as well as non-governmental organisations (NGOs), principally the Asia Foundation (TAF), the Commonwealth Secretariat (COMSEC), and the International Law Institute-African Centre for Legal Excellence (ILI-ACLE). In addition, existing ties with international bodies such as the Japanese International Cooperation Agency (JICA) continue to strengthen.

**Conferences, Seminars and Public Lectures:** These events target critical national development issues. The focus areas include leadership and management, policy-making and governance.

**Short-Term Training Courses:** Many short-term training courses have been conducted for senior managers, executives, and officials from the private sector and government agencies.

**Research and Publication:** INPUMA's latest cutting-edge research projects cover a wide range of policy issues with a particular focus on electoral politics, foreign policy and international relations, the spatial economics and geography of halal food, the socioeconomic impact of urban reconfiguration, sustainable development and environmental input evaluation.

#### **ORGANISATIONAL CHART**



## **ACADEMIC CALENDAR**

The UM academic year consists of two regular semesters and a particular semester. Each semester is divided into two blocks by a 1-week mid-semester break with 14 learning weeks followed by two examinations. Master of Public Policy courses are open only in regular academic semesters. Enrollment is accepted every semester.

ACADEMIC CALENDAR 2024/2025 ACADEMIC SESSION (MASTER'S AND DOCTORATE LEVEL)					
	SEN	MESTER I			
Orientation Week			29.09.2024	-	06.10.2024
Lectures	7	weeks*	07.10.2024	-	24.11.2024
Mid Semester I Break	1	week	25.11.2024	-	01.12.2024
Lectures	7	weeks*	02.12.2024	-	19.01.2025
Revision Week	1	week*	20.01.2025	-	26.01.2025
Semester I Final Examination	3	weeks*	27.01.2025	-	16.02.2025
Semester I Break	4	weeks	17.02.2025	-	16.03.2025
	23	weeks			
	SEN	IESTER II			
Lectures	7	weeks*	17.03.2025	-	04.05.2025
Mid Semester II Break	1	week	05.05.2025	-	11.05.2025
Lectures	7	weeks*	12.05.2025	-	29.06.2025
Revision Week	1	week*	30.06.2025	-	06.07.2025
Semester II Final Examination	3	weeks*	07.07.2025	-	27.07.2025
Semester II Break	4	weeks	28.07.2025	-	24.08.2025
	23	weeks			
SPECIAL SEMESTER					
Lectures	7	weeks*	28.07.2025	-	14.09.2025
Special Semester Final Examination	1	week*	15.09.2025	-	21.09.2025
Break	1	week	22.09.2025		28.09.2025
	9	weeks			

## Note:

(\*) The Academic Calendar has taken into account public and festive holidays and is subject to change:

Deepavali 31 October 2024 (Thursday)
Christmas Day 25 December 2024 (Wednesday)
New Year 01 January 2025 (Wednesday)

Chinese New Year 29 & 30 January 2025 (Wednesday & Thursday)

Federal Territory Day 01 February 2025 ((Saturday)
Thaipusam 11 February 2025 (Tuesday)
Nuzul Al-Quran 17 March 2025 (Monday)

Eidul Fitri 31 March & 01 April 2025 (Monday & Tuesday)

Wesak Day
His Majesty the King's Birthday
Eidul Adha
O6 June 2025 (Friday)
Awal Muharam
12 May 2025 (Monday)
02 June 2025 (Friday)
27 June 2025 (Friday)

Senate Approval Date: 24.01.2024

Source: https://masd.um.edu.my/website\_doc/academic-calendar

## **MASTER OF PUBLIC POLICY**

The University's vision aligns with its mission of advancing knowledge and nurturing global leaders. It aims to produce knowledgeable, skilled, and impactful graduates globally. The University's educational objectives specify competencies like expertise, critical thinking, problem-solving, effective communication, and professional behaviour, fostering holistic development and leadership with social responsibility.

The Master of Public Policy (MPP) program's objectives align with the University's vision and mission. They focus on critical policy analysis, ethical policymaking, and technological proficiency. These objectives integrate seamlessly into the University's ethos, aiming to graduate individuals who excel in policy analysis while embodying ethical values, critical thinking, and technological skills.

## **Programme Educational Objectives**

PEO 1	Graduates demonstrate critical and analytical thinking skills in policy analysis and become a source of reference for a specific area of public policy.
PEO 2	Graduates are able to engage various stakeholder groups with ethical and professional values in line with the need for good governance in the policy-making process.
PEO 3	Graduates are able to apply technological software in evidence management and digital communication tools in the policy-making process.

## **Programme Learning Outcomes**

Upon the completion of the programme, students are able to:

PLO 1	Acquire better understanding of key concepts and principles in the field of public policy.
PLO 2	Enhance problem-solving skills through policy monitoring and evaluation approaches.
PLO 3	Apply practical and analytical skills in public policy methods to address current issues in society.
PLO 4	Demonstrate effective communication skills in policy delivery with non-public policy makers.
PLO 5	Apply the latest software and quantitative skills to policy analysis and evaluation.
PLO 6	Demonstrate effective leadership responsibilities in line with the needs of the public sector.
PLO 7	Engage in lifelong learning and professional development of public policy.
PLO 8	Contribute to the ethical and professional development of public officials, namely those in the civil service as well as the private sector and civil society.

## Admission

A Bachelor's degree with a minimum CGPA of 3.0/4.0 or equivalent from a recognised university in any relevant field as approved by the Senate.

#### **Language Requirements**

International applicants are required to obtain a minimum TOEFL score of 550 (PBT)/ 213 (CBT)/ 80 (IBT) OR IELTS (Academic) Band 6.0 (for each component listening, reading, writing, and speaking) OR PTE (Academic) score of 42.

#### **Application Procedures**

The application should be submitted online at <a href="https://maya.um.edu.my/sitsvision/wrd/siw">https://maya.um.edu.my/sitsvision/wrd/siw</a> ipp Ign.login?process=siw ipp app crs

All supporting documents and proof of payment for processing fees should be scanned and sent online together with the application. The Institute will not accept submissions of applications other than those stated above.

#### **Duration of Study**

Minimum: 3 Semesters Maximum: 8 Semesters

#### **Programme Structure**

Core courses: Seven (7) core courses (30 Credits) Elective Courses: Four (4) elective courses (12/13 Credits)

Total credits: 42/43 Credits



## **List of Master of Public Policy Courses**

		Credit	Assessment Method (%)		
Course Code	Course Title	Hours	Continuous Assessment	Final Examination	
	CORE COURSES				
ZQA7003	FOUNDATIONS OF PUBLIC POLICY	3	60	40	
ZQA7014	RESEARCH METHODOLOGY FOR POLICY MAKERS	3	60	40	
ZQA7028	POLICY RESEARCH	12	100	-	
ZQA7016	HISTORY, POLITICS AND DEVELOPMENT	3	60	40	
ZQA7017	ECONOMICS IN POLICY MAKING	3	60	40	
ZQA7019	PUBLIC FINANCE IN POLICY MAKING	3	60	40	
ZQA7020	LAW, GOVERNANCE AND PUBLIC POLICY	3	60	40	
	ELECTIVE CO	URSES*			
ZQA7018	LEADERSHIP AND PUBLIC MANAGEMENT	3	60	40	
ZQA7021	PLANNING AND ANALYSIS OF EDUCATION POLICY	3	60	40	
ZQA7022	SUSTAINABLE DEVELOPMENT POLICY	3	60	40	
ZQA7023	REGIONAL AND GLOBAL AFFAIRS	3	60	40	
ZQA7024	HEALTH SYSTEM AND POLICY	3	60	40	
ZQA7025	GENDER AND PUBLIC POLICY	3	60	40	
ZQA7026	LOCAL/ INTERNATIONAL PUBLIC POLICY PRACTICE	3	60	40	
ZQA7027	POLICY LAB	3	60	40	
EQA7014*	URBAN ECONOMICS	3	50	50	
EQB7011*	URBAN MANAGEMENT	3	50	50	
EQB7013*	PLANNING AND COMMUNITY DEVELOPMENT	3	50	50	
LQA7011*	ISSUES RELATING TO MINORITIES AND INDIGENOUS PEOPLES	4	60	40	
SQE7011*	SCIENCE, TECHNOLOGY AND INDUSTRIAL POLICY	3	60	40	

<sup>\*</sup> Other departments or faculties offer elective courses other than those coded by ZQA.

# **Study Plan**

	_	Semester I		Semester II			
Year	Component	Course Code	Course Title	Credit	Course Code	Course Title	Credit
1	Core Courses	ZQA7003	Foundations of Public Policy	3	ZQA7017	Economics in Policy Making	3
		ZQA7014	Research Methodology for Policy Makers	3	ZQA7019	Public Finance in Policy Making	3
		ZQA7020	Law, Governance and Public Policy	3	ZQA7028	Policy Research (P1)	Р
	Elective Courses**	(One elective cour	se)	3/4	(Two elective course	es)	6
	Total Credit			12/13			12
V	C	Semester I					
Year	Component	Course Code Course Title		Credit			
2	Core Courses	ZQA7028	Policy Research (P2)	12			
		ZQA7016	History, Politics and Development	3			
	Elective Courses**	(One elective course)		3			
	Total Credit			18			
		Overall Total Credit 42/43					

<sup>\*</sup> For completion in three (3) minimum semesters \*\*Subject to availability

## **DETAILS OF CORE COURSES**

## **Foundations of Public Policy**

COURSE CODE	ZQA7003
NUMBER OF CREDITS	3
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	This course aims to deepen students' understanding of how public policy is made, particularly emphasising the roles advocacy campaigns and ideas (sometimes shaped by policy analysis) play in that process. The class will look at the processes of policy formation at three distinct levels of policymaking and governance: at the national level and in other ASEAN countries in the developing country context. The emphasis will be on social and environmental policy, with discussions on different issues.
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:
	1. Apply the theoretical perspectives and the reality in public policy practice.
	2. Probe policy statements and frame policy solution by way of analytical thinking.
	<ol><li>Assess the formulation of policies and the identification of failures / success at the implementation stage.</li></ol>
	<ol> <li>Work with policy makers to formulate public policy and to advise the appropriate adoption and implementation approaches ethically.</li> </ol>
MINIMUM REQUIREMENTS	Not Applicable
	Continuous Assessment: 60%
ASSESSMENT WEIGHTAGE	Final Examination: 40%

# **Research Methodology for Policymakers**

COURSE CODE	ZQA7014			
NUMBER OF CREDITS	3			
STUDENT LEARNING TIME	120 HOURS			
COURSE SYNOPSIS	This course teaches students how to research to prepare for policy monitoring and evaluation systems. Students will learn to conceptualise pragmatic recommendations and ways to solve an issue, question or problem clearly and effectively. Specifically, the course will ensure students understand the link between the public policy agenda, the process of policy formulation and the effect of the policy on the public. Students will be exposed to qualitative and quantitative methods and focus on ways to conduct focused synthesis, analysis of secondary information, field experiments, survey approaches, and cost-benefit analysis.			
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:			
	1. Apply research methods appropriate to policy research aim and objectives.			
	2. Determine research design applicable in evidence-based policy making.			
	3. Analyse both quantitative and qualitative data using research softwares.			
MINIMUM REQUIREMENTS	Not Applicable			
	Continuous Assessment: 60%			
ASSESSMENT WEIGHTAGE	Final Examination: 40%			

# **Policy Research**

COURSE CODE	ZQA7028		
NUMBER OF CREDITS	12		
STUDENT LEARNING TIME	480 HOURS		
COURSE SYNOPSIS	Policy analysis provides evidence-based analysis and advice to guide the development and implementation of public policy and influence the work of government agencies and other stakeholders.		
	The course requires several distinct skills: an understanding of the policy context, an appreciation for the concerns of diverse stakeholders, technical knowledge of analytical tools, and the ability to develop and communicate practical advice.		
	This course begins with an overview of public policy evaluation from a political science perspective. It is followed by a survey of standard public policy evaluation techniques covering the common quantitative approaches, including experimental and quasi-experimental designs and cost-benefit and cost-effectiveness analyses. After understanding the principles students are exposed to in politics, the class will be given an in-depth look at the role of think tanks and their influence on public policy. Finally, this course assesses the potential for misuse of evaluations.		
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:		
	1. Apply research methods appropriate to policy research aim and objectives.		
	2. Determine research design applicable in evidence-based policy making.		
	3. Analyse both quantitative and qualitative data using research softwares.		
MINIMUM REQUIREMENTS	Students must pass the ZQA7003 'Foundations of Public Policy' and ZQA7014 'Research Methodology for Policy Makers' courses.		
ASSESSMENT WEIGHTAGE	Continuous Assessment: 100% Final Examination: -		

# **History, Politics and Development**

COURSE CODE	ZQA7016
NUMBER OF CREDITS	3
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	In this course, students will learn the importance of understanding history and politics in public policy-making. They will be trained to analyse the key historical and political events critical to explaining development policy outcomes. Students will be exposed to cases of countries/regions in which different development policies are affected by various political and historical events. Students will be made aware that policy design and approaches depend on the quality of government institutions and their responses to local and global political and historical events.
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:
	<ol> <li>Demonstrate effective leadership responsibilities in learning key historical and political events.</li> </ol>
	<ol><li>Analyse political influence in the preparation of the public budget taking into account effective leadership.</li></ol>
	<ol><li>Evaluate the issues in development policies influenced by different political history events.</li></ol>
MINIMUM REQUIREMENTS	Not Applicable
ASSESSMENT WEIGHTAGE	Continuous Assessment: 60%
ASSESSMENT WEIGHTAGE	Final Examination: 40%

# **Economics in Policy Making**

COURSE CODE	ZQA7017
NUMBER OF CREDITS	3
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	In this course, students will learn how to conduct economic analysis and social issues by understanding economic theory. This would contribute towards understanding the nation's economic and social challenges and empower students to rethink economic policy in an era of turbulence, growing inequality and environmental destruction. Specifically, this course will ensure that students are provided with tools to do economic research that connects the impact of digital technology to the future of the economy. This would result in improved policymaking and a better understanding of the connection between economic theory and policy agenda, the process of economic policy formulation and the effect of economic policy on the public. This would enable students to contribute to the nation's better future by developing future economic thinkers and analysts and offering solutions to current and future challenges through economic policymaking.
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:
	1. Apply suitable economics theory to undertake policy analysis.
	2. Determine suitable economic policy analysis methods in handling data.
	3. Propose a policy action plan that meets public needs ethically.
MINIMUM REQUIREMENTS	Not Applicable
4.00=00M=N= W=======	Continuous Assessment: 60%
ASSESSMENT WEIGHTAGE	Final Examination: 40%

# **Public Finance in Policy Making**

COURSE CODE	ZQA7019
NUMBER OF CREDITS	3
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	This course will expose students to obtaining, placing, and using resources to support organisational programmes capable of fulfilling public demands. This course will emphasise budget formats, processes, and policies, as well as the influence of politics in the preparation and approval of budgets.
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:  1. Construct a budget that is acceptable to a public organisation.  2. Analyse political influence in the preparation of the public budget taking into account effective leadership.  3. Assess the effectiveness of public budgets and projects ethically.
MINIMUM REQUIREMENTS	Not Applicable
ASSESSMENT WEIGHTAGE	Continuous Assessment: 60% Final Examination: 40%

# Law, Governance and Public Policy

COURSE CODE	ZQA7020	
NUMBER OF CREDITS	3	
STUDENT LEARNING TIME	120 HOURS	
COURSE SYNOPSIS	This course is designed to expose students to a broad array of scholarship, touching upon the intersection of law and matters of governance and its impact on effective public policy. Students will attend talks and seminars in law and other fields (political science, economics and humanities) and will present policy papers on current public policy issues. Particular attention will be devoted to current problems, such as land use, religion, economy, and social reform.	
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:	
	1. Apply the facts of law and governance to public policy.	
	<ol> <li>Analyse critically the impacts of law on good governance and policy making processes through effective communication.</li> </ol>	
	<ol> <li>Assess current issues that relate to national, regional, and international laws professionally.</li> </ol>	
MINIMUM REQUIREMENTS	Not Applicable	
ASSESSMENT WEIGHTAGE	Continuous Assessment: 60% Final Examination: 40%	

## **DETAILS OF ELECTIVE COURSES**

## **Leadership and Public Management**

COURSE CODE	ZQA7018	
NUMBER OF CREDITS	3	
STUDENT LEARNING TIME	120 HOURS	
COURSE SYNOPSIS	In this course, students will be introduced to leadership and management action components and the interaction of public and private organisations. Options and limitations in making choices are considered from the perspectives of reforms and new management practices in the public sector.	
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:	
	1. Apply the main leadership ideas and management tools in the public sector.	
	2. Analyse the main operational issues in the public sector in the long run.	
	3. Evaluate the organisational capabilities and limitations in the public sector ethically.	
MINIMUM REQUIREMENTS	Not Applicable	
	Continuous Assessment: 60%	
ASSESSMENT WEIGHTAGE	Final Examination: 40%	

# **Planning and Analysis of Education Policy**

COURSE CODE	ZQA7021	
NUMBER OF CREDITS	3	
STUDENT LEARNING TIME	120 HOURS	
COURSE SYNOPSIS	This course will introduce students to fundamental education policy elements and structure concepts. Identifications of education framework policy, including implementation followed by review, evaluation and changes, will be discussed and analysed from national and international perspectives. A case study of education policy formulation and its development concerning policy goals and the law will be introduced. The education policy framework, reforms and transformation of the role of ICT, human resource development and macro socioeconomic development planning will be examined in the context of the overall national development strategies.	
COURSE LEARNING OUTCOMES	<ol> <li>At the end of the course, students are able to:</li> <li>Interpret the direction, goals, strengths and weaknesses in analysing education policies.</li> <li>Analyse critically major issues in the formulation of the education policy framework.</li> <li>Evaluate the relationship between education policy issues and national socio- economic development.</li> <li>Assess the achievement of goals set in policy implementation followed by review, evaluation and changes to the existing policy to meet the current trends of education through effective communication.</li> </ol>	
MINIMUM REQUIREMENTS	Not Applicable	
ASSESSMENT WEIGHTAGE	Continuous Assessment: 60% Final Examination: 40%	

# **Sustainable Development Policy**

COURSE CODE	ZQA7022	
NUMBER OF CREDITS	3	
STUDENT LEARNING TIME	120 HOURS	
COURSE SYNOPSIS	This course introduces the concept of sustainable development and the relationship between economic, social, and environmental aspects in developing sustainable development policies. Multidisciplinary knowledge, the precautionary principle, cost-benefit analysis, integrated financial and environmental accounting, and multicriteria analysis are applied in formulating sustainable development policies at national and international levels.	
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:	
	1. Relate the concept of sustainability in development planning and policy.	
	<ol><li>Analyse sustainable development issues across the multi-disciplinary fields of public policy.</li></ol>	
	3. Assess critical environmental factors in resolving sustainable development challenges.	
MINIMUM REQUIREMENTS	Not Applicable	
	Continuous Assessment: 60%	
ASSESSMENT WEIGHTAGE	Final Examination: 40%	

# **Regional and Global Affairs**

COURSE CODE	ZQA7023	
NUMBER OF CREDITS	3	
STUDENT LEARNING TIME	120 HOURS	
COURSE SYNOPSIS	This course will introduce students to the impact of global and regional affairs on a country' foreign policy orientation. It will show how the rapid development of the Asia Pacific region has elevated the importance of this region in global affairs and has made the area' countries more active in responding to security, economic and other contemporar international and regional issues through existing multilateral and regional organisations. The course will also introduce the role of regionalism, regionalisation and regional integration by looking at ASEAN, East Asia Summit and APEC as examples. Finally, the rol of leaders, non-state actors, media, business interests and others in shaping foreign policic will be analysed.	
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:	
	<ol> <li>Identify the linkages between global and regional political developments and how they influence national foreign policy.</li> </ol>	
	2. Contrast the concepts of regionalism and regionalisation to understand ASEAN's role.	
	<ol> <li>Evaluate the role of multilateral diplomacy in advancing national foreign policy to meet the global and regional challenges continuously.</li> </ol>	
	<ol> <li>Interpret critically the role of leadership, non-state actors, media, business interests and others in shaping foreign policy.</li> </ol>	
MINIMUM REQUIREMENTS	Not Applicable	
	Continuous Assessment: 60%	
ASSESSMENT WEIGHTAGE	Final Examination: 40%	

## **Health System and Policy**

COURSE CODE	ZQA7024	
NUMBER OF CREDITS	3	
STUDENT LEARNING TIME	120 HOURS	
COURSE SYNOPSIS	This course is designed to meet the needs of scholars interested in understanding a prototype nation-state's health systems and policies and its interactions with the global health architecture. The module is divided into three sections: components of a health system, the health policy-making framework, and the interactions between a nation-state and the elements of the global health architecture. This module focuses slightly on Malaysia while understanding the international nature of MPP scholars.	
COURSE LEARNING OUTCOMES	<ol> <li>At the end of the course, students are able to:</li> <li>Apply the six building blocks of health systems of a country, and their interactions inside and outside the system.</li> <li>Analyse the health policy-making framework inside and outside the health agencies, especially in relation to the social, economic and political determinants of health.</li> <li>Interpret health policies professionally using global health frameworks through economic, political &amp; geopolitical lenses.</li> </ol>	
MINIMUM REQUIREMENTS	Not Applicable	
Continuous Assessment: 60%  ASSESSMENT WEIGHTAGE  Final Examination: 40%		

## **Gender and Public Policy**

COURSE CODE	ZQA7025	
NUMBER OF CREDITS	3	
STUDENT LEARNING TIME	120 HOURS	
COURSE SYNOPSIS	In this course, we will examine how notions of sex and gender have shaped public policies and how public policies have affected the social, economic, and political citizenship of men and women over time. We will examine equality and justice—what these concepts mean in the context of gender and politics, to what extent they should be the primary goals of gender-related policy, and the role of government in their promotion. Students will acquire a broad understanding of gender and public policy and be able to write a policy brief.	
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:	
	1. Identify inequities based on gender, their sources and attempts to reduce them.	
	<ol><li>Determine the rationale for policy intervention in situations of gender inequality and injustices.</li></ol>	
	3. Evaluate ethical public policies related to gender.	
MINIMUM REQUIREMENTS	Not Applicable	
	Continuous Assessment: 60%	
ASSESSMENT WEIGHTAGE	Final Examination: 40%	

# **Local/International Public Policy Practice**

COURSE CODE	ZQA7026	
NUMBER OF CREDITS	3	
STUDENT LEARNING TIME	120 HOURS	
COURSE SYNOPSIS	This course aims to expose students to the policy formulation process in other countries through a selected international case study of public policy. Meanwhile, for the case study of public policy practice at the local level, students will be exposed to the policy-making implementation process at the state government level by focusing on the relations between the federal and state governments.	
	Exposure to international policy practices at the global level is carried out through cooperation with foreign universities with an MOU / MOA with the University of Malaya / INPUMA. The collaboration will shape and produce research work related to public policy matters. Students will work with faculty members of the host country to study the agreed public policy issues of the host country. This initiative will teach students to appreciate and understand the culture of others and learn the process of covering the challenges and obstacles of changing issues to become public policy.	
	Exposure to public policy practice at the local level is carried out through cooperation between INPUMA and government agencies in the states outside the Klang Valley, where selected case studies can expose students to public policy issues in more depth.	
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:	
	1. Determine the gaps in the making proses of an identified case.	
	2. Analyse findings from fieldwork with professionalism and ethics.	
	<ol> <li>Write an effective seminar paper based on understanding and experience researching policy issues at the local or international level.</li> </ol>	
MINIMUM REQUIREMENTS	Not Applicable	
ASSESSMENT WEIGHTAGE	Continuous Assessment: 60%	
ACCESSION WEIGHT ACCESS	Final Examination: 40%	

# **Policy Lab**

COURSE CODE	ZQA7027	
NUMBER OF CREDITS	3	
STUDENT LEARNING TIME	120 HOURS	
COURSE SYNOPSIS	The Policy Lab allows students to develop expertise in solving public problems. The lab engages with policymakers and non-policy makers to address a pressing policy issue. Policy labs will be held through a grass-root approach where policymakers, students and target beneficiaries will co-design new solutions based on data and evidence. Courses from the Lab are designed to ensure that students have the opportunity to tackle socially relevant and topical policy issues, understand the interests of stakeholders, and develop concrete solutions using results-based management and evaluation tools. The lab teaches students to examine why a particular policy is not working and evaluate the process of policy-making that ultimately shapes policy decisions.  The Policy Lab will expose students to interacting with various stakeholders, developing teamwork and leadership skills, and communicating professionally with multiple actors in the public policy sector, either internationally or locally. The experience of conducting Policy Labs can help students expand their professional network before graduating.	
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:	
COOKSE ELAKKING OOTGOTIES	<ol> <li>Determine the gaps in the making proses through issue diagnosis and stakeholder analysis.</li> </ol>	
	<ol><li>Analyse policy issues through collaboration professionally and ethically with multiple stakeholders, target groups and beneficiaries.</li></ol>	
	4. Write an effective policy brief to be presented to identified stakeholders.	
MINIMUM REQUIREMENTS	Not Applicable	
ACCECCMENT WEIGHTAGE	Continuous Assessment: 60%	
ASSESSMENT WEIGHTAGE	Final Examination: 40%	

#### **POLICY RESEARCH**

#### **Policy Paper**

MPP students enrolled in the *ZQA7028: Policy Research* must submit a policy paper. Policy papers provide a reputable viewpoint and informed-based evidence of policy or answers to a policy problem. A non-academic audience, such as a particular official, agency, or organisation, is typically the target audience for policy papers. They frequently concentrate on directive queries. They might start by identifying a specific problem or circumstance and then usually make a case for a solution to deal with it. Policy papers frequently place a strong emphasis on persuasion. The goal is to persuade the target audience that your viewpoint is legitimate. Evidence in support of a position is crucial. This is also important for research papers but tends to be critical in policy papers. Policy papers are written efficiently.

The policy paper project must be completed over two consecutive semesters without a gap between them. At the end of semester 1, students are expected to present their policy proposal writing, and an individual supervisor will be assigned to each student. Upon completing the first part of the ZQA7028 Policy Research (P1) in the first semester, students are expected to continue their research and register for the second part (ZQA7028 P2) in the second semester. Policy research must be completed in Part 1 and Part 2 over two semesters. The **prerequisite to register** for the first part (P1) of ZQA7028: Policy Research is that the student must complete and at least pass (Grade B/65%) ZQA7003: Foundations of Policy Research and ZQA7014: Research Methodology for Policymakers. At the end of the second semester ZQA7028 P2, students must present their policy findings, where both supervisors and reputable external assessors from relevant policy industries will provide their comments and feedback to improve the quality of the student's policy writing before the official final submission of the policy report.

#### **Guideline of Policy Research Papers**

Policy papers may take the form of strategic briefing papers, which typically provide a policymaker with an overview of an issue or problem, targeted analysis, and, often, actionable recommendations. The policy research task usually accompanies an oral presentation that targets crucial findings or recommendations. The policymaker then refers to the extended paper for the deep policy model analysis that supports the core findings and recommendations. For the **proposal**, the maximum number of words will be **at most 2000 words** (including citation and list of references), and the **actual policy research** will be between a minimum of **14,000 and 17,000** words maximum (including citation and list of references). The APA Style (latest edition) will be the only acceptable citation format and list of references.

Students must comply with the UM academic honesty policy (refer to the university's examination and academic misconduct policy from the UM MASD website). Therefore, the average **Turnitin report** with the maximum index of **similarity report is at most 25%** in the final policy research. The standard UM **guideline for the writing format** will be font Arial size 12 and double space with justified paragraphs divided into several chapters and headings with a single chapter. Consistency of British English is expected through the policy paper's writing format. Apart from the table of contents, there should be a separate list of tables/graphs/charts (aggregated data, figures and statistics), illustrations (pictures, screenshots, maps and visuals) and abbreviations. The use of words other than English must be italicised.

Using **generative Artificial intelligence** (AI) software or applications in writing should not be misused or lead to unethical usage, such as copying and pasting without any effort to construct your original thoughts and ideas. Illegal and wrong prompts of AI usage in academic writing will translate into a higher rate (**more than 25%**) of similarity index in your Turnitin. Nevertheless, language editing or software used to proofread the language clarity and conciseness of the work is permissible, especially if English is not your first language.

## **Elements and Chapter Outline of the Policy Research Paper**

### Title, Abstract and Keywords

Start your policy paper with a concise abstract (**200 words or less**) and at most **five keywords**, focusing on crucial objectives, methods and significant findings or policy recommendations. Ensure it covers the current policy situation, the pros and cons of proposed changes, and explicit recommendations. Keep it within 5% of the total paper length. The chapter outlined in the policy paper will be divided into the following chapters:

Chapter 1 includes elements of the Introduction, Policy statements, Research Objectives, Questions and Hypothesis as follows:

## <u>Introduction</u>

Begin with the background of the issues and policy issues the paper investigates and explores, including justifications and factual backgrounds of the "Who/What/Why/How" heuristic or Fishbone techniques. Acknowledge the target audience and the problem's significance, define operational critical terms in the title, and discuss policy limitations. Highlight reasons for conducting the research and outline existing policy options and trends.

## Policy Statement

Provide historical, legal and governance context for the focused policy issue, its origin, and critical incidents. Explain why the problem is essential for society and policymakers. Refer to current policy perspectives and relevant scholarly findings to the topics.

## Research Objective, Question and Hypothesis

In the point form, immediately introduce at least two to three research objectives, questions, and plausible hypotheses that will be explored or investigated under your policy probing.

Chapter 2 includes elements of the Literature Review and Methodology as follows:

## <u>Literature Review</u>

Concise, coherent and thematic group discussions of crucial literature (current policy practices, best practices, and scholarly works) on the policy topic under investigation. The writing shouldn't be descriptive and detailed.

## Methodology

Briefly describe your research methodology, reserving primary and secondary data collection techniques and justification for the selected methods involved. Discussion can explain how the methods are connected to strategies for data analysis and how the analysed data answers your research questions and addresses your research objectives. If a hypothesis is involved, elaborate on the equation and how your analysed data responds to your hypothesis. Sample size, demographic variables and case studies using both quantitative and qualitative methods must be rationalised and explained soundly. Basic and standard expected ethics, permission and concerns during the fieldwork and data-collecting activity must be documented and well-illustrated. Gantt Chart and Risk Mitigation actions must also be provided in the writing and presentation slides of the student's policy research. Students are encouraged to integrate significant data analysis software in the output productions of the graphic visualisation of the writing and presentation slides. If languages other than English are used throughout the fieldwork and data collection activity, reputable and professional language translation of the data into English must be shown and provided during the methodological discussion of the work.

Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows:

## Policy Analysis Part 1: Explaining

Analyse the issue, its consequences, evidence for policy change, its impact on various populations and society, and incredibly immediate stakeholders relevant to the policy under investigation. Immediate findings and discussion should explore descriptive statistics or thematic analysis of the primary interviews. Direct quotations of the interviews and selected respondents of the surveys can be highlighted as they are crucial and valuable to the debate, issues, and discussions raised.

## Policy Analysis Part 2: Probing

Extended from the first part of policy analysis, the probing section evaluates current policies, addressing their effectiveness, supporters, flaws, and opponents—transition to the policy options section. Discussion and analysis must include selected public policy models, tools, styles, cycles, or frameworks. Impactful elements from best global policy practices and trends, such as Sustainable Development Goals (SDG) targets and reports for the case study under investigation, Human Development Index (HDI) and other authoritative international reports and measurement matrixes, can also be incorporated.

Chapter 4 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows:

#### Policy Options and Implications

Suggest two or three alternative solutions, analyse their strengths and weaknesses, and discuss supporters and opponents. Explain why some alternatives have yet to be implemented. Discussion of this section also explores three significant implications: a) public financial estimation cost from your policy recommendations, b) legal implications, including proposing new laws or existing legal amendments of relevant acts, statutes and regulators, and c) human resources implications of your posted recommendations.

#### Realistic Strategies and Expected Targets in Choosing the Best Policy Options

Detail the mechanics and realistic timeline strategies for implementing your recommendations. Address any risks, costs, or obstacles. This section may be integrated into the recommendations or presented as reasons for the best policy options.

Chapter 5 served as the concluding remarks and summarised several findings of your policy research as follows:

#### **Conclusion**

Recap the goal and significance of your policy analysis and highlight the consequences of acting or not acting on your recommendations. Discuss each policy strategy's expected output, impacts, and key recommendations.

After Chapter 5, additional sections or segments must include the following elements:

#### **Appendices**

Include a summary of survey data, interview questions, charts, graphs, and case study details that support your analysis.

## References

Use the latest edition of the APA style to produce in-text (parenthetical) citations and a reference list.

#### **Advice in Writing Your Policy Paper**

In crafting your policy paper, consider these key elements to structure your analysis and argument effectively:

- 1. Define the Problem: Clearly define the issue, emphasising its urgency and significant data-based findings. Prioritise objectivity and avoid overstatements.
- 2. Data Analysis: Do not just present data; analyse it thoroughly, explaining how you derived your findings or recommendations from qualitative or quantitative data. Ensure your data is replicable.
- 3. Summarise Findings/Recommendations: Present specific recommendations or findings in response to particular problems, avoiding generalisations.
- 4. Criteria for Evaluation: Establish criteria for evaluating data, explaining the underlying assumptions and methodology. Prioritise the criteria used to assess evidence.
- 5. Theory of Change: If providing recommendations, develop a theory of change. Analyse options and trade-offs according to your methodology, assessing their feasibility.
- 6. Pros and Cons: Evaluate your recommendations' pros and cons, feasibility, and predictable outcomes.
- 7. Logic Model: Develop a logic model to support your analysis, using relevant data to bolster your assertions.
- 8. Address Counterarguments: Acknowledge and, when appropriate, rebut counterarguments, alternative interpretations, and reservations. Your credibility relies on addressing potential challenges.
- 9. Suggest Next Steps: Propose the following steps and discuss the implications of your findings or recommendations. Consider the feasibility of these steps and explore the broader implications of your analysis.
- 10. Concluding Section: Summarise your conclusions concisely in a concluding section. Remind the reader of the research's value and the urgency for action, answering the "Who cares?" question. Tailor your perspective to align with the decision-maker's primary concerns.

Remember that your policy paper should demonstrate your expertise in the subject matter and effectively communicate your analysis and recommendations to your target audience, including decision-makers in the field. In summary, ensure your policy paper is formal, concise, well-organised, logical, well-researched, well-supported, well-written, and well-argued.

## **Guidelines for the Preparation of Research Project**

Candidates are required to refer to and adhere to the guidelines for the preparation of policy research reports/research projects set by the University's guidelines for Research Projects.





Presentation of Policy Papers and Policy Briefs by MPP students to external assessors representing relevant stakeholder representatives from various government agencies and ministries.

#### **ACADEMIC INTEGRITY AND ACADEMIC DISHONESTY**

Academic integrity requires that all ideas, concepts and knowledge drawn from others are acknowledged appropriately. Dishonest practice about work submitted for assessment (including all coursework, tests and examinations) is taken very seriously at Universiti Malaya. All students must understand the requirements applying to particular assessments and also understand and follow acceptable academic practice. Any breach of established requirements or acceptable practice – whether intentional or arising through a failure to take reasonable care – will result in action being taken against those involved. These integrity guidelines apply to assessment areas in all registered courses of the MPP programme.

#### **Plagiarism**

Plagiarism is one form of dishonest practice. Plagiarism is copying or paraphrasing another person's work and presenting it as one's own – intentionally or through a failure to take proper care. Being party to someone else's plagiarism (by allowing them to copy your work or by helping them plagiarise for an assessment) is also a dishonest practice. All students are responsible for being aware of acceptable academic practice about using material prepared by others and taking all necessary steps to ensure that no breach of acceptable practice occurs. Part of your study at university is about developing your thoughts and ideas. When you use other people's words or ideas in your work, you must reference them correctly. Plagiarism may occur when:

- 1) One's idea is taken word for word from an article or book that has been published.
- 2) The idea of a person from an article or book is taken using his own words.
- 3) A person's idea is taken from conferences, seminars, forums, talks or informal discussions between two parties.
- 4) Data, diagrams, tables, photographs or any other illustrative material derived from others is taken as if it were his own.

Any student involved in dishonest practice is liable to face disciplinary action under the University's regulations. A range of penalties is established by those regulations, including forfeiture of marks for the piece of work submitted, a zero grade for the paper, or, in extreme cases, exclusion from the University. All students are expected to understand the rules on plagiarism at Universiti Malaya fully, and detected cases will be pursued fully. Postgraduate candidates are strongly advised to read the 'How to Avoid Plagiarism: A Handbook for Postgraduate Students', which outlines the rules and regulations about acts of plagiarism.

#### **Turnitin as a Plagiarism Checker**

You should check your research project using the University's Turnitin software to ensure you are paraphrasing and acknowledgement of others' work is appropriate. If you do not, your work may be checked as it goes through the examination process. Turnitin is a plagiarism detection tool that can report matches between sections of students' work submitted to it and material on a comprehensive database to which TurnitIn has access. This includes material on the internet and other students' assignments previously submitted to Turnitin. In most cases, the similarity index percentage for all postgraduate students at Universiti Malaya must **not be more than 25%.** 

## **MPP STUDENT ACTIVITIES**

The Master of Public Policy (MPP) students enjoy the benefits of being part of an international institute that runs an academic programme and acts as a hub of policy discourse that attracts various stakeholders, policymakers and academicians worldwide. As such, INPUMA's programmes and activities often serve as opportunities for students to build their character and leadership, exercise negotiation and critical thinking skills, and teach their sense of belonging and responsibilities.



MPP students delivering policy research presentation under a core course of ZQA7015 (2023)

## STUDENT EXCHANGE PROGRAMME

#### **Global Exchange Opportunities**

The Master of Public Policy program at INPUMA offers a unique and enriching educational experience for its students, including the exciting opportunity to participate in student exchange programs with prestigious universities that have signed Memorandums of Understanding (MoUs) and Memorandums of Agreement (MoAs) with Universiti Malaya. Among these esteemed host institutions are the School of Public Affairs at Sciences Po University and the Willy Brandt School of Public Policy at Erfurt University. These exchange programs provide INPUMA's Master of Public Policy students with a global perspective on public policy, fostering cross-cultural understanding and academic excellence. Through these partnerships, students can engage in a wide range of educational and cultural experiences, enhancing their knowledge and skills in the field of public policy while immersing themselves in the diverse and vibrant academic environments of these renowned institutions. This collaborative approach underscores INPUMA's commitment to preparing future leaders in public policy with a well-rounded and internationally informed education.

## **Transfer of Credits**

Students should choose courses in the host institution that are equivalent to the courses offered by INPUMA. Students are requested to obtain prior approval for the courses at the host institution for credit transfer consideration. Upon returning to UM, students may apply for credit transfer by submitting the transcript from the host institution.

## Eligibility

- 1) Students who have completed their second semester and have achieved a Cumulative Grade Point Average (CGPA) of 3.50 and above are eligible to apply.
- 2) Students must be registered as full-time students with the host institution for the duration of the exchange programme.
- 3) The Dean of the Faculty is given the authority to accept any person as a mobility programme candidate subject to the following requirements:
  - a) Be registered for up to one academic session.
  - b) Candidates may register for any courses and sit for the University final examination. The examination results will be given to the candidate or sent directly to his university or institution.

## Duration

The exchange programme lasts one semester, approximately four to five months.

## Fees

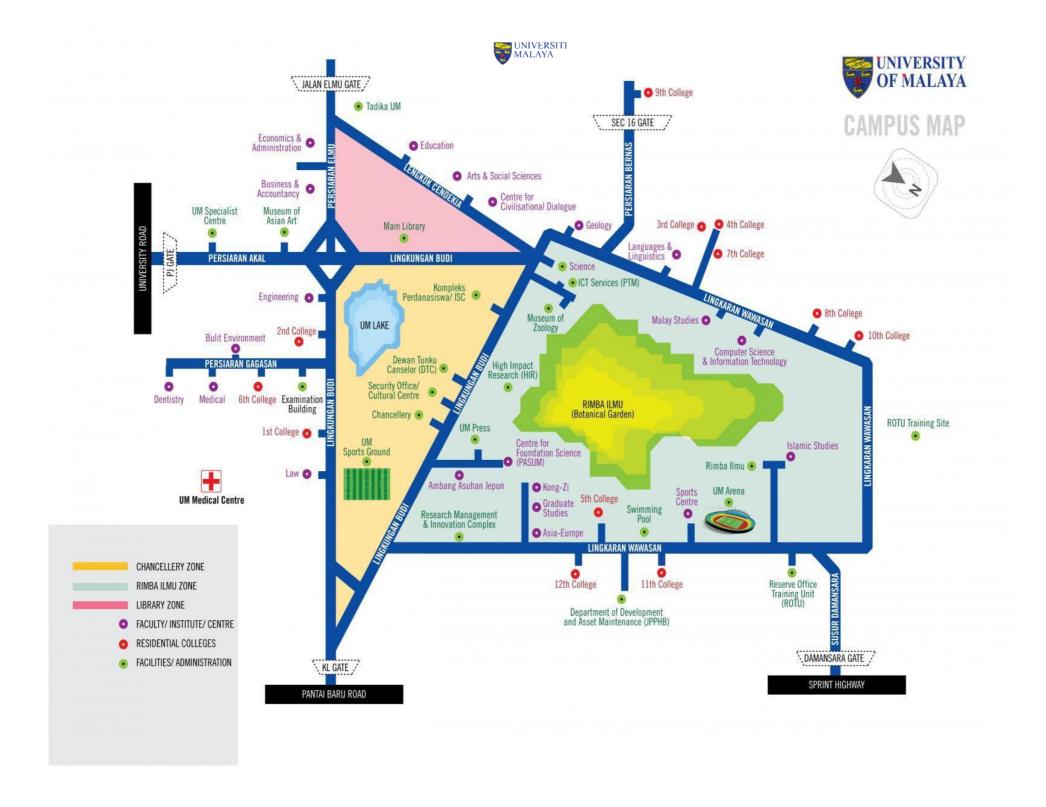
Tuition fees will have to be paid to the host institution.

Details of the exchange programme can be obtained from the Global Enrichment and Mobility (GEM) Division, Universiti Malaya, at <a href="https://gem.um.edu.my/#">https://gem.um.edu.my/#</a>





## **UNIVERSITI MALAYA CAMPUS MAP**



## **IMPORTANT LINKS**

1.	INPUMA's official website	https://inpuma.um.edu.my/
2.	MAYA Portal  MAYA is the University's Academic Portal.	https://maya.um.edu.my/
3.	UMSItS Guide  UMSItS Guide provides applicants, students, lecturers, and staff with the latest information and procedures.	https://umsitsguide.um.edu.my/
4.	Marketing & Academic Services Department (MASD)  One-stop centre for all academic services for local and international students of all levels.	https://masd.um.edu.my/
5.	Helpdesk A platform for all technical enquiry.	https://helpdesk.um.edu.my/
6.	E-Learning	https://spectrum.um.edu.my/
7.	Finance/ Bursary	https://bendahari.um.edu.my/

## **CONTACT INFORMATION**

Opening Hours:

Monday - Thursday 8.30 a.m -1.00 p.m

5.30 p.m 2.00 p.m -

2.00 p.m Lunch Break 1.00 p.m -

Friday 8.30 a.m -12.15 p.m 5.30 p.m 2.45 p.m -

Lunch Break 12.15 pm -2.45 pm

## **International Institute of Public Policy and Management (INPUMA)**

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Email: <a href="mailto:inpuma@um.edu.my/">inpuma@um.edu.my</a>



## Facebook:

https://www.facebook.com/INPUMA99/

# Youtube:

https://www.youtube.com/channel/UCh2073PEmR0LGbH0oRPwNXA

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