SEMESTER LEARNING PLAN

Courses	CODE	Course Family	Credit Weight			SEMESTER	Compilation Date
State Administration Reform	6320102625		T=2	P=0	ECTS=3.18	4	June 19, 2023

AUTHORIZATION	SP Developer	Course Cluster Coordinator	Study Program Coordinator
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Learning model	Case Studies

Program Learning Outcomes (PLO)	**PLO study program that is charged to the course**	
	PLO-11	Contribute to improving the quality of life in society and the state.
	PLO-14	Able to make decisions in solving problems based on the results of information and data analysis.
	Program Objectives (PO)	
	PO - 1	Able to be responsible for explaining various areas of state administration reform independently
	PO - 2	Able to master the theoretical concepts of state administration reform
	PO - 3	Able to apply logical, critical, systematic and innovative thinking by producing analyzes of phenomena that emerge from various case studies of implementing state administration reform
	PO - 4	Able to make recommendations for state administration reform ideas

PLO-PO Matrix

P.O	PLO-11	PLO-14
PO-1		
PO-2		
PO-3		
PO-4		

PO Matrix at the end of each learning stage (Sub-PO)

P.O	Week															
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
PO-1																
PO-2																
PO-3																
PO-4																

Short Course Description	This course provides students with an understanding of the development of various paradigms in State Administration which influence changes, improvements (reforms) in constitutional, government and bureaucratic practices in Indonesia.

References	**Main :**

1. Dwiyanto, Agus. 2012. Reformasi Birokrasi Publik di Indonesia. Yogyakarta. UGM.
2. Pollift, Cristhopher. 2011. Public Management Reform. Oxford University Press.
3. Safroni, Ladzi. 2012. Manajemen Dan Reformasi Pelayanan Publik. Aditya Media Publishing.
4. Safroni, Ladzi. 2012. Manajemen Dan Reformasi Pelayanan Publik dalam Konteks Birokrasi Indonesia. Aditya Media Publishing.
5. Sinambela, Lijan Poltak. 2011. Reformasi Pelayanan Publik. Bumi Aksara.
6. Zauhar, Soesilo. 2012. Reformasi Administrasi. Bumi Aksara.

Supporters:

Supporting lecturer	Dra. Meirinawati, M.AP. Muhammad Farid Ma'ruf, S.Sos., M.AP. Galih Wahyu Pradana, S.A.P., M.Si. Deby Febriyan Eprilianto, S.Sos., MPA.						

Week-	Final abilities of each learning stage (Sub-PO)	Evaluation		Help Learning, Learning methods, Student Assignments, [Estimated time]		Learning materials [References]	Assessment Weight (%)
		Indicator	**Criteria & Form**	**Offline (*offline*)**	**Online (*online*)**		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	Students are able to explain state administration reform as science	1.- Explain the meaning of state administration reform 2.- Identify the scope of state administration reform 3.- Explain the objectives of state administration reform	**Criteria:** The assessment of the ability to understand the concept of state administration reform, contained in Assessment Sheet 1, is carried out during the Mid-Semester Examination (UTS). **Form of Assessment** : Participatory Activities	- Pulpit lecture - Question and answer. - Discussion 2 X 50		**Material:** basic concepts and background of state administration reform **Reader:** *Dwiyanto, Agus. 2012. Public Bureaucratic Reform in Indonesia. Yogyakarta. UGM.* ------ **Material:** Background to Reform **Literature:** *Zauhar, Soesilo. 2012. Administrative Reform. Literary Earth.*	5%
2	Able to explain the relationship between political, bureaucratic and human resource dimensions in state administration reform based on various case studies of the implementation of state administration reform in Indonesia	1.The accuracy in analyzing the relationship between political dimensions in state administration reform is based on various case studies of the implementation of state administration reform in Indonesia 2.Accuracy in analyzing bureaucratic relationships in state administration reform based on various case studies of the implementation of state administration reform in Indonesia 3.The accuracy of analyzing the relationship between human resources in state administration reform is based on various case studies of the implementation of state administration reform in Indonesia	**Criteria:** The assessment of the ability to understand the concept of state administration reform, contained in Assessment Sheet 1, is carried out during the Mid-Semester Examination (UTS). **Form of Assessment** : Participatory Activities	- Pulpit lecture - Question and answer. - Discussion 2 X 50		**Material:** Political Dimensions **Literature:** *Sinambela, Lijan Poltak. 2011. Public Service Reform. Literary Earth.* ------ **Material:** Human Resources Reform **Bibliography:** *Pollift, Cristopher. 2011. Public Management Reform. Oxford University Press.*	5%

| 3 | Able to explain the relationship between political, bureaucratic and human resource dimensions in state administration reform based on various case studies of the implementation of state administration reform in Indonesia | 1. The accuracy in analyzing the relationship between political dimensions in state administration reform is based on various case studies of the implementation of state administration reform in Indonesia 2. Accuracy in analyzing bureaucratic relationships in state administration reform based on various case studies of the implementation of state administration reform in Indonesia 3. The accuracy of analyzing the relationship between human resources in state administration reform is based on various case studies of the implementation of state administration reform in Indonesia | **Criteria:** The assessment of the ability to understand the concept of state administration reform, contained in Assessment Sheet 1, is carried out during the Mid-Semester Examination (UTS).

Form of Assessment : Participatory Activities | - Pulpit lecture - Question and answer. - Discussion 2 X 50 | | **Material:** Political Dimensions **Literature:** *Sinambela, Lijan Poltak. 2011. Public Service Reform. Literary Earth.*

Material: Human Resources Reform **Bibliography:** *Pollift, Cristopher. 2011. Public Management Reform. Oxford University Press.* | 5% |

| 4 | Able to explain the relationship between political, bureaucratic and human resource dimensions in state administration reform based on various case studies of the implementation of state administration reform in Indonesia | 1. The accuracy in analyzing the relationship between political dimensions in state administration reform is based on various case studies of the implementation of state administration reform in Indonesia 2. Accuracy in analyzing bureaucratic relationships in state administration reform based on various case studies of the implementation of state administration reform in Indonesia 3. The accuracy of analyzing the relationship between human resources in state administration reform is based on various case studies of the implementation of state administration reform in Indonesia | **Criteria:** The assessment of the ability to understand the concept of state administration reform, contained in Assessment Sheet 1, is carried out during the Mid-Semester Examination (UTS).

Form of Assessment : Participatory Activities | - Pulpit lecture - Question and answer. - Discussion 2 X 50 | | **Material:** Political Dimensions **Literature:** *Sinambela, Lijan Poltak. 2011. Public Service Reform. Literary Earth.*

Material: Human Resources Reform **Bibliography:** *Pollift, Cristopher. 2011. Public Management Reform. Oxford University Press.* | 5% |
| 5 | Students are able to explain the human dimension in state administration reform. Students are able to explain the human dimension in state administration reform | 1. Explain the regimes that support or hinder state administration reform in developing countries 2. Explaining state administration reform in a closed bureaucracy 3. Explaining state administration reform in mixed bureaucracy 4. Explaining state administration reform in an open bureaucracy 5. Explain organizational tasks 6. Explain the form of organization 7. Explain personal characteristics | **Criteria:** 1. Assessment of students' ability to describe and explain the dimensions of politics, human resources and regimes that are able to influence bureaucracy. Assessment Sheet 1 is carried out during the Mid-Term Examination (UTS). Assessment Sheet 1. Consists of 3 essay questions. 2.

Form of Assessment : Participatory Activities | Pulpit lecture, 2 X 50 discussions | | **Material:** Human Dimensions in State Administrative Reform **References:** *Pollift, Cristopher. 2011. Public Management Reform. Oxford University Press.*

Material: Types of Bureaucratic Reform **Reference:** *Zauhar, Soesilo. 2012. Administrative Reform. Literary Earth.* | 5% |

6	Students are able to explain the human dimension in state administration reform. Students are able to explain the human dimension in state administration reform	1. Explain the regimes that support or hinder state administration reform in developing countries 2. Explaining state administration reform in a closed bureaucracy 3. Explaining state administration reform in mixed bureaucracy 4. Explaining state administration reform in an open bureaucracy 5. Explain organizational tasks 6. Explain the form of organization 7. Explain personal characteristics	**Criteria:** 1. Assessment of students' ability to describe and explain the dimensions of politics, human resources and regimes that are able to influence bureaucracy. Assessment Sheet 1 is carried out during the Mid-Term Examination (UTS). Assessment Sheet 1. Consists of 3 essay questions. 2. **Form of Assessment**: Participatory Activities	Pulpit lectureDiscussion 2 X 50		**Material:** Human Dimensions in State Administrative Reform **References:** *Pollift, Cristopher. 2011. Public Management Reform. Oxford University Press.* **Material:** Types of Bureaucratic Reform **Reference:** *Zauhar, Soesilo. 2012. Administrative Reform. Literary Earth.*	5%
7	Students are able to explain the challenges faced by state administration during the bureaucratic reform period	Explaining the challenges of state administration during the reform era - Explaining aspects of bureaucratic reform - Explaining the revitalization of state administration	**Criteria:** Holistic Rubric **Form of Assessment**: Participatory Activities	Pulpit Lecture Questions and Answers 2 X 50		**Material:** The Phenomenon of State Administration Reform **Reference:** *Dwiyanto, Agus. 2012. Public Bureaucratic Reform in Indonesia. Yogyakarta. UGM.*	5%
8	Meeting Materials 1-7	Students are able to do UTS well.	**Criteria:** Answers are explained appropriately. **Form of Assessment**: Test	Written Exam 2 X 50		**Material:** Background to State Administration Reform **References:** *Dwiyanto, Agus. 2012. Public Bureaucratic Reform in Indonesia. Yogyakarta. UGM.* **Material:** Dimensions in State Administration Reform **Reference:** *Zauhar, Soesilo. 2012. Administrative Reform. Literary Earth.*	15%
9	Students are able to understand bureaucratic reform in the field of institutional structuring	- Identify the focus on institutional structuring - Explain the organizational transformation framework	**Criteria:** Holistic Rubric **Form of Assessment**: Participatory Activities	Pulpit Lecture Questions and Answers 2 X 50		**Material:** Institutional Reform **Bibliography:** *Pollift, Cristopher. 2011. Public Management Reform. Oxford University Press.*	5%

10	Able to make recommendations for ideas/ideas regarding bureaucratic reform in the field of institutional structuring, management structuring, apparatus resource structuring, public service and accountability in a logical, critical, systematic and innovative manner based on phenomena that emerge in the implementation of state administration reform in Indonesia	1.- Explain management policies 2.- Identify management utilization program priorities	**Criteria:** Holistic Rubric **Form of Assessment**: Participatory Activities	Pulpit Lecture, Questions and Answers 2 X 50		**Material:** Institutional Governance Reform **Literature:** *Safroni, Ladzi. 2012. Public Service Management and Reform. Aditya Media Publishing.* **Material:** Administrative Reform **Bibliography:** *Pollift, Cristopher. 2011. Public Management Reform. Oxford University Press.* **Material:** Human Resources Reform **Bibliography:** *Safroni, Ladzi. 2012. Public Service Management and Reform in the Context of Indonesian Bureaucracy. Aditya Media Publishing.*	5%
11	Able to make recommendations for ideas/ideas regarding bureaucratic reform in the field of institutional structuring, management structuring, apparatus resource structuring, public service and accountability in a logical, critical, systematic and innovative manner based on phenomena that emerge in the implementation of state administration reform in Indonesia	1.- Explain management policies 2.- Identify management utilization program priorities	**Criteria:** Holistic Rubric **Form of Assessment**: Participatory Activities	Pulpit Lecture and Questions and Answers 2 X 50		**Material:** Institutional Governance Reform **Literature:** *Safroni, Ladzi. 2012. Public Service Management and Reform. Aditya Media Publishing.* **Material:** Administrative Reform **Bibliography:** *Pollift, Cristopher. 2011. Public Management Reform. Oxford University Press.* **Material:** Human Resources Reform **Bibliography:** *Safroni, Ladzi. 2012. Public Service Management and Reform in the Context of Indonesian Bureaucracy. Aditya Media Publishing.*	5%

12	Able to make recommendations for ideas/ideas regarding bureaucratic reform in the field of institutional structuring, management structuring, apparatus resource structuring, public service and accountability in a logical, critical, systematic and innovative manner based on phenomena that emerge in the implementation of state administration reform in Indonesia	1.- Explain management policies 2.- Identify management utilization program priorities	**Criteria:** Holistic Rubric **Form of Assessment**: Participatory Activities	Pulpit Lecture and Questions and Answers 2 X 50		**Material:** Institutional Governance Reform **Literature:** *Safroni, Ladzi. 2012. Public Service Management and Reform. Aditya Media Publishing.* **Material:** Administrative Reform **Bibliography:** *Pollift, Cristopher. 2011. Public Management Reform. Oxford University Press.* **Material:** Human Resources Reform **Bibliography:** *Safroni, Ladzi. 2012. Public Service Management and Reform in the Context of Indonesian Bureaucracy. Aditya Media Publishing.*	5%
13	Able to make recommendations for ideas/ideas regarding bureaucratic reform in the field of institutional structuring, management structuring, apparatus resource structuring, public service and accountability in a logical, critical, systematic and innovative manner based on phenomena that emerge in the implementation of state administration reform in Indonesia	- Explain management policies - Identify management utilization program priorities	**Criteria:** Holistic Rubric **Form of Assessment**: Participatory Activities	Pulpit Lecture Questions and Answers 2 X 50		**Material:** Institutional Governance Reform **Literature:** *Safroni, Ladzi. 2012. Public Service Management and Reform. Aditya Media Publishing.* **Material:** Administrative Reform **Bibliography:** *Pollift, Cristopher. 2011. Public Management Reform. Oxford University Press.* **Material:** Human Resources Reform **Bibliography:** *Safroni, Ladzi. 2012. Public Service Management and Reform in the Context of Indonesian Bureaucracy. Aditya Media Publishing.*	5%

14	Able to make recommendations for ideas/ideas regarding bureaucratic reform in the field of institutional structuring, management structuring, apparatus resource structuring, public service and accountability in a logical, critical, systematic and innovative manner based on phenomena that emerge in the implementation of state administration reform in Indonesia	- Explain management policies - Identify management utilization program priorities	**Criteria:** Holistic Rubric **Form of Assessment**: Participatory Activities	Pulpit Lecture Questions and Answers 2 X 50		**Material:** Institutional Governance Reform **Literature:** *Safroni, Ladzi. 2012. Public Service Management and Reform. Aditya Media Publishing.* **Material:** Administrative Reform **Bibliography:** *Pollift, Cristopher. 2011. Public Management Reform. Oxford University Press.* **Material:** Human Resources Reform **Bibliography:** *Safroni, Ladzi. 2012. Public Service Management and Reform in the Context of Indonesian Bureaucracy. Aditya Media Publishing.*	5%
15	Able to present the results of recommendations for state administration reform ideas that have been made based on phenomena in the public sector independently and responsibly	- Explain bureaucratic reform in the areas of institutional structuring, management, apparatus resources, service quality and accountability	**Criteria:** Holistic Rubric **Form of Assessment**: Participatory Activities	Pulpit Lecture Questions and Answers 3 X 50		**Material:** Bureaucratic Reform **References:** *Safroni, Ladzi. 2012. Public Service Management and Reform in the Context of Indonesian Bureaucracy. Aditya Media Publishing.*	5%
16	Final Semester Evaluation / Final Semester Examination	Students are able to do the UAS well.	**Criteria:** Analytical Rubric **Form of Assessment**: Test	Written test		**Material:** Material 9-15 **References:** *Zauhar, Soesilo. 2012. Administrative Reform. Literary Earth.*	15%

Evaluation Percentage Recap: Case Study

No	Evaluation	Percentage
1.	Participatory Activities	70%
2.	Test	30%
		100%

Notes

1. **Learning Outcomes of Study Program Graduates (PLO - Study Program)** are the abilities possessed by each Study Program graduate which are the internalization of attitudes, mastery of knowledge and skills according to the level of their study program obtained through the learning process.
2. **The PLO imposed on courses** are several learning outcomes of study program graduates (CPL-Study Program) which are used for the formation/development of a course consisting of aspects of attitude, general skills, special skills and knowledge.
3. **Program Objectives (PO)** are abilities that are specifically described from the PLO assigned to a course, and are specific to the study material or learning materials for that course.
4. **Subject Sub-PO (Sub-PO)** is a capability that is specifically described from the PO that can be measured or observed and is the final ability that is planned at each learning stage, and is specific to the learning material of the course.
5. **Indicators for assessing** abilities in the process and student learning outcomes are specific and measurable statements that identify the abilities or performance of student learning outcomes accompanied by evidence.
6. **Assessment Criteria** are benchmarks used as a measure or measure of learning achievement in assessments based on predetermined indicators. Assessment criteria are guidelines for assessors so that assessments are consistent and unbiased.

Criteria can be quantitative or qualitative.

7. **Forms of assessment:** test and non-test.
8. **Forms of learning:** Lecture, Response, Tutorial, Seminar or equivalent, Practicum, Studio Practice, Workshop Practice, Field Practice, Research, Community Service and/or other equivalent forms of learning.
9. **Learning Methods:** Small Group Discussion, Role-Play & Simulation, Discovery Learning, Self-Directed Learning, Cooperative Learning, Collaborative Learning, Contextual Learning, Project Based Learning, and other equivalent methods.
10. **Learning materials** are details or descriptions of study materials which can be presented in the form of several main points and sub-topics.
11. **The assessment weight** is the percentage of assessment of each sub-PO achievement whose size is proportional to the level of difficulty of achieving that sub-PO, and the total is 100%.
12. TM=Face to face, PT=Structured assignments, BM=Independent study.