



Universitas Negeri Surabaya
Faculty of Vocational Studies
D4 Public Administration Study Program

Document Code

SEMESTER LEARNING PLAN

Courses	CODE	Course Family	Credit Weight	SEMESTER	Compilation Date													
Regional Government Administration	6330102057		T=1 P=1 ECTS=3.18	5	July 4, 2023													
AUTHORIZATION		SP Developer	Course Cluster Coordinator		Study Program Coordinator													
		Agus Prastyawan	Prasetyo Isbandono		Dr. Weni Rosdiana, S.Sos., M.AP.													
Learning model	Case Studies																	
Program Learning Outcomes (PLO)	PLO study program which is charged to the course																	
	Program Objectives (PO)																	
	PO - 1	Able to formulate alternative solutions to regional governance problems based on science and technology.																
	PLO-PO Matrix																	
		P.O																
	PO-1																	
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																	
Short Course Description	The course provides students with an understanding of the meaning of the Autonomous System, Understanding Regional Government, the concepts underlying the formation of Regional Government, namely centralization, deconcentration, decentralization and assistance tasks, local government and administrative areas, regional government administration and local bureaucracy, relationships and authority between the central government and regional governments, how to transfer authority from the central government to regional governments, coordination between regional governments, regional financial planning to accountability and supervision of regional financial management, the relationship between regional heads and DPRD, vertical agencies in regional governments, planning implementation-evaluation of policies, the function of regional government in carrying out public services and ultimately arriving at internal-external supervision both from the political side, society and by judicial institutions.																	
References	Main :																	
	1. Smith, Kevin B. 2014. State and Local Government. SAGE Publica Lions (Asia Pasific) 2. Wasistiono, Sadu dan Petrus Polyando. 2017. Politik Desentralisasi Di Indonesia. Edisi Revisi Yang Diperluas. Sumedang: IPDN Press. 3. UU No. 23 Tahun 2014 tentang Pemerintahan Daerah																	
	Supporters:																	
	1. Afiffudin. 2014. Administrasi Pemerintahan Daerah. Graha Ilmu 2. Rosenbloom David H & Kravichuk Robert S 2005 Public Administration Understanding Management Politics and Law in the public Sector Mc Graw Hill 3. Smith, Kevin B. 2014. Governing States and Localities. SAGE Publication Ltd																	
Supporting lecturer	Dr. Agus Prastyawan, S.Sos., 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 the meaning of regional autonomy and regional government	Explain the regional autonomy system and the basis for the formation of regional government	Form of Assessment : Participatory Activities	Pulpit lectures Questions and answers. Discussion. 2 X 50		Material: regional autonomy and regional government Reference: Law no. 23 of 2014 concerning Regional Government	5%											

2	Students are able to explain the concepts of centralization, decentralization and assistance tasks in government administration	<ol style="list-style-type: none"> 1.Explain the differences between centralization, deconcentration and assistance tasks 2.Analyze the rights and obligations of local governments 3.Identifying local bureaucratic actors 	Form of Assessment : Participatory Activities	Pulpit lectures Questions and answers. Discussion 2 X 50		<p>Material: Explain the differences between centralization, deconcentration and assistance tasks. Reference: <i>Law no. 23 of 2014 concerning Regional Government</i></p> <hr/> <p>Material: Explaining the differences between centralization, deconcentration and assistance tasks Reader: <i>Aiffudin. 2014. Regional Government Administration. Science House</i></p>	5%
3	Students are able to explain the concepts of centralization, decentralization and assistance tasks in government administration	<ol style="list-style-type: none"> 1.Explain the differences between centralization, deconcentration and assistance tasks 2.Analyze the rights and obligations of local governments 3.Identifying local bureaucratic actors 	Form of Assessment : Participatory Activities	Pulpit lectures Questions and answers. Discussion 2 X 50		<p>Material: Analyzing the rights and obligations of regional governments Reference: <i>Law no. 23 of 2014 concerning Regional Government</i></p> <hr/> <p>Material: Identifying local bureaucratic actors Reader: <i>Aiffudin. 2014. Regional Government Administration. Science House</i></p>	5%
4	Students are able to explain the pattern of relations between the central government and regional governments	<ol style="list-style-type: none"> 1.Explain the pattern of relations between the central government and regional governments 2.Identify patterns of regional government administration in each region 	Form of Assessment : Participatory Activities		Pulpit lecture/Discussion/Simulation 2 x 50	<p>Material: Explaining the relationship pattern between the central government and regional governments. Reference: <i>Law no. 23 of 2014 concerning Regional Government</i></p> <hr/> <p>Material: Identifying patterns of regional government administration in each region. Reference: <i>Aiffudin. 2014. Regional Government Administration. Science House</i></p>	5%

5	Students are able to explain the pattern of relations between the central government and regional governments	<ol style="list-style-type: none"> 1.Explain the pattern of relations between the central government and regional governments 2.Identify patterns of regional government administration in each region 	Form of Assessment : Participatory Activities	Pulpit lecture/Discussion/Simulation 2 x 50	Material: Explaining the relationship pattern between the central government and regional governments. Reference: <i>Law no. 23 of 2014 concerning Regional Government</i> <hr/> Material: Identifying patterns of regional government administration in each region. Reference: <i>Arifudin. 2014. Regional Government Administration. Science House</i>	5%
6	Analyze the requirements and procedures for regional authority.	<ol style="list-style-type: none"> 1.Explain the requirements for the transfer of authority 2.Analyze the factors inhibiting the transfer of authority 3.Identifying regional sectoral egos in working together 	Forms of Assessment : Participatory Activities, Portfolio Assessment, Practice / Performance	Pulpit lecture/Discussion/Simulation 2 x 50	Material: Explaining the requirements for the transfer of authority. Reference: <i>Law no. 23 of 2014 concerning Regional Government</i> <hr/> Material: Analyzing factors inhibiting the transfer of authority References: <i>Rosenbloom David H & Kravichuk Robert S 2005 Public Administration Understanding Management Politics and Law in the public Sector Mc Graw Hill</i> <hr/> Material: Identifying regional sectoral egos in collaboration. References: <i>Wasistiono, Sadu and Petrus Polyando. 2017. Decentralization Politics in Indonesia. Expanded Revised Edition. Sumedang: IPDN Press.</i>	5%

7	Analyze the requirements and procedures for regional authority.	<ol style="list-style-type: none"> 1.Explain the requirements for the transfer of authority 2.Analyze the factors inhibiting the transfer of authority 3.Identifying regional sectoral egos in working together 	Forms of Assessment : Participatory Activities, Portfolio Assessment, Practice / Performance	Pulpit lecture/Discussion/Simulation 2 x 50		Material: Explaining the requirements for the transfer of authority. Reference: <i>Law no. 23 of 2014 concerning Regional Government</i> <hr/> Material: Analyzing factors inhibiting the transfer of authority References: <i>Rosenbloom David H & Kravichuk Robert S 2005 Public Administration Understanding Management Politics and Law in the public Sector Mc Graw Hill</i> <hr/> Material: Identifying regional sectoral egos in collaboration. References: <i>Wasistiono, Sadu and Petrus Polyando. 2017. Decentralization Politics in Indonesia. Expanded Revised Edition. Sumedang: IPDN Press.</i>	5%
8	<ol style="list-style-type: none"> 1.Collaborate and have concern for local government, society and the environment by evaluating the implementation of governance in the region 2.Able to make decisions and solve problems related to regional government administration based on the results of information and data analysis 		Criteria: Question no.1 score: 20 Question no. 2 score: 20 Question no. 3 score: 20 Question no. 4 score: 40 Form of Assessment : Test	Written test 2 x 50		Material: all material that has been provided Reference: <i>Law no. 23 of 2014 concerning Regional Government</i>	15%

9	Students are able to explain regional authority	<ol style="list-style-type: none"> 1.Explain the process of regional financial management 2.Identify factors of weak regional financial supervision 	Forms of Assessment : Participatory Activities, Project Results Assessment / Product Assessment, Portfolio Assessment	presentation, discussion 2 X 50		Material: Explaining the regional financial management process Reference: <i>Law no. 23 of 2014 concerning Regional Government</i> <hr/> Material: Identifying factors of weak regional financial supervision. Reader: <i>Wasistiono, Sadu and Petrus Polyando. 2017. Decentralization Politics in Indonesia. Expanded Revised Edition. Sumedang: IPDN Press.</i>	5%
10	Students are able to explain regional authority	<ol style="list-style-type: none"> 1.Explain the process of regional financial management 2.Identify factors of weak regional financial supervision 	Forms of Assessment : Participatory Activities, Project Results Assessment / Product Assessment, Portfolio Assessment	presentation, discussion 2 X 50		Material: Explaining the regional financial management process Reference: <i>Law no. 23 of 2014 concerning Regional Government</i> <hr/> Material: Identifying factors of weak regional financial supervision. Reader: <i>Wasistiono, Sadu and Petrus Polyando. 2017. Decentralization Politics in Indonesia. Expanded Revised Edition. Sumedang: IPDN Press.</i>	5%
11	Explain the role of each Regional Government Institution	<ol style="list-style-type: none"> 1.Explain the relationship between regional heads and DPRD 2.Analyzing the pattern of vertical agency relationships in local government 3.Identify the factors inhibiting this relationship pattern 	Forms of Assessment : Participatory Activities, Project Results Assessment / Product Assessment	presentation. discussion 2 X 50		Material: Explaining the relationship between regional heads and DPRD Reference: <i>Law no. 23 of 2014 concerning Regional Government</i> <hr/> Material: Analyzing the pattern of vertical agency relationships in regional government. Reference: <i>Wasistiono, Sadu and Petrus Polyando. 2017. Decentralization Politics in Indonesia. Expanded Revised Edition. Sumedang: IPDN Press.</i>	5%

12	Students are able to explain regional policy products	<ol style="list-style-type: none"> 1.Explains various policy products, who implements them and the mechanism for evaluating these policies. 2.Analyze the basis for policy making 	Forms of Assessment : Participatory Activities, Project Results Assessment / Product Assessment	presentation - Discussion 2 X 50		Material: Explains various policy products, who implements them and the mechanism for evaluating these policies. References: <i>Law no. 23 of 2014 concerning Regional Government</i> <hr/> Material: Explains various policy products, who implements them and the mechanism for evaluating these policies. Bibliography: <i>Wasistiono, Sadu and Petrus Polyando. 2017. Decentralization Politics in Indonesia. Expanded Revised Edition. Sumedang: IPDN Press.</i>	5%
13	Students are able to explain Regional Government Services	<ol style="list-style-type: none"> 1.Explain the types of Regional Government services. 2.Analyzing the function of Regional Government services. 3.Identifying the welfare of service users. 	Form of Assessment : Participatory Activities		Lecture pulpit Discussion Simulation 2 X 50	Material: Explains the types of Regional Government services. References: <i>Law no. 23 of 2014 concerning Regional Government</i> <hr/> Material: Analyzing the function of Regional Government services. References: <i>Affudin. 2014. Regional Government Administration. Science House</i>	5%
14	Students are able to explain Regional Government Services	<ol style="list-style-type: none"> 1.Explain the types of Regional Government services. 2.Analyzing the function of Regional Government services. 3.Identifying the welfare of service users. 	Form of Assessment : Participatory Activities		Lecture pulpit Discussion Simulation 2 X 50	Material: Explains the types of Regional Government services. References: <i>Law no. 23 of 2014 concerning Regional Government</i> <hr/> Material: Analyzing the function of Regional Government services. References: <i>Affudin. 2014. Regional Government Administration. Science House</i>	5%

15	Students are able to explain Regional Government Development and Supervision	<p>1.Explain the procedures for developing and supervising regional government</p> <p>2.Analyzing monitoring mechanisms by the community</p>	<p>Form of Assessment : Participatory Activities</p>		Lecture pulpit Discussion Simulation 2 X 50	<p>Material: Explains the procedures for developing and supervising regional government. Reference: <i>Law no. 23 of 2014 concerning Regional Government</i></p> <hr/> <p>Material: Analyzing monitoring mechanisms by the community. Reader: <i>Wasistiono, Sadu and Petrus Polyando. 2017. Decentralization Politics in Indonesia. Expanded Revised Edition. Sumedang: IPDN Press.</i></p>	5%
16	<p>1.Sub-CPMK1 Students are able to explain the meaning of regional autonomy and regional government</p> <p>2.Sub-CPMK2 Students are able to explain the concepts of centralization, decentralization and assistance tasks in government administration</p> <p>3.Sub-CPMK3 Students are able to explain the concepts of centralization, decentralization and assistance tasks in government administration</p> <p>4.Sub-CPMK4 Students are able to explain the pattern of relations between the central government and regional governments</p> <p>5.Sub-CPMK5 Students are able to explain the relationship pattern between the central government and regional governments</p> <p>6.Sub-CPMK6 Analyze the requirements and procedures for regional authority.</p> <p>7.Sub-CPMK7 Analyze the requirements and procedures for regional authority.</p> <p>8.Sub-CPMK8 Sub-CPMK9 Students are able to explain regional authority</p> <p>9.Sub-CPMK10 Students are able to explain</p>	Students are able to present best practices for implementing public services within the regional government framework	<p>Criteria: Score for question no. 1: 20 Score for question no. 2: 20 Score for question no. 3: 20 Score for question no. 4: 40</p> <p>Form of Assessment : Test</p>	Written Test 2 X 50		<p>Material: all material that has been provided Reference: <i>Law no. 23 of 2014 concerning Regional Government</i></p> <hr/> <p>Material: all material provided by Readers: <i>Wasistiono, Sadu and Petrus Polyando. 2017. Decentralization Politics in Indonesia. Expanded Revised Edition. Sumedang: IPDN Press.</i></p> <hr/> <p>Material: all material that has been provided Reader: <i>Afiffudin. 2014. Regional Government Administration. Science House</i></p>	14%

	regional authority						
	10.Sub-CPMK11 Explains the role of each Regional Government Institution						
	11.Sub-CPMK11 Explains the role of each Regional Government Institution						
	12.Sub-CPMK12 Students are able to explain regional policy products						
	13.Sub-CPMK13 Students are able to explain Regional Government Services						
	14.Sub-CPMK14 Students are able to explain Regional Government Services						
	15.Sub-CPMK15 Students are able to explain Regional Government Development and Supervision						

Evaluation Percentage Recap: Case Study

No	Evaluation	Percentage
1.	Participatory Activities	51.68%
2.	Project Results Assessment / Product Assessment	8.34%
3.	Portfolio Assessment	6.68%
4.	Practice / Performance	3.34%
5.	Test	29%
		99.04%

Notes

- 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.
- 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.
- 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.
- 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.
- Indicators for assessing** ability in the process and student learning outcomes are specific and measurable statements that identify the ability or performance of student learning outcomes accompanied by evidence.
- 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.
- Forms of assessment:** test and non-test.
- 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.
- 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.
- Learning materials** are details or descriptions of study materials which can be presented in the form of several main points and sub-topics.
- 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%.
- TM=Face to face, PT=Structured assignments, BM=Independent study.