

## **MASTER OF PUBLIC POLICY AND ADMINISTRATION (MPPA) CURRICULUM**

### ***AMC 800: Social Science Research Methods***

*Introduction to Research: Research Problem: research Design: Literature, Theoretical and Conceptual Framework: Population and Sampling: Research Instruments: Logistical, Ethical, Human and Legal Issues. Data Collection Procedures: Data Management and Analysis; Proposal Writing: Report and Thesis Writing: Referencing: Appendices/Annexure.*

### **APP 800: Microeconomics for Public Policy**

Scope and method of economic analysis; Concepts and techniques of microeconomic analysis; Consumer behavior; Production and costs; Market structures; Perfect and imperfect markets; Market imperfections and governmental regulations; Market and non-market economic systems; Theory of distribution; General equilibrium and welfare economics.

### **APP 801: Quantitative Techniques for Public Policy**

Fundamentals of decision-making and problem solving; decision making process: decision making under uncertainty, decision making under certainty; Forecasting: forecasting techniques & Simulation; Waiting Lines Decisions; Inventory Decisions; Gantt charts; Network modeling and decisions; Linear Programming and applications; Financial mathematics; Sets theory and applications; hypothesis testing; regression; data analysis and computer based statistical software and data output interpretation; Application of quantitative methods to public decision making.

### **APP 802: Public Administration**

Meaning of administration; Theories of public administration; The organization and the goal of public administration; The culture, environment and management of public administration; Principles of public administration; Approaches to public administration: Classical approach, behavioural approach and bureaucratic approach; Scientific management in public administration.

### **APP 803: Devolved Government**

Concepts of decentralization and devolution; intergovernmental relations; operational and administrative aspects of local and county government; design and structure of devolved government; public service in devolved government; legislation in devolved government: municipal by-laws, county laws and by-laws; social, economic and political challenges in devolved government.

### **APP 804: Law and Governance**

Meaning and definition of Law; Social foundations of Law, social change, morality, resolution of social disputes; Sources of Law; Justice, ethics, politics and development; The Constitution: Nature, types and functions; representative government, democracy and constitutionalism; The organs of State: Executive, Legislature and Judiciary; doctrine of separation of powers; Civil and Public Service; Judiciary review of Administrative action; the functions of political parties; Constitutional values and safeguards; the rule of law, fundamental rights; nationality and citizenship.

### **APP 805: Macroeconomics for Public Policy**

Historical overview of macroeconomic theory; Concepts and techniques in macroeconomic analysis; National income accounting; Theories of consumption, saving, investment, money demand, Inflation, output and employment; International trade and finance; terms of trade and balance of payments, and foreign exchange market; Stabilization policies under various exchange regimes.

### **APP 806: Public Finance and Accounting**

Principles of central government; local government and state corporation accounting; Types of government accounts: appropriation, exchequer, and paymaster general accounts; sources of government finance and revenue; budget process; Preparation, analysis and interpretation of financial statements for local authorities and public corporations; functions of parliament; public accounts committee, public investments committee, and controller and auditor general; Role of central bank in management of public funds; International Public Sector Accounting Standards.

**APP 807: Public Sector Information Systems Management**

Management information systems in public sector; Development and management of databases; privacy, confidentiality, control and security of government information; Design and implementation of public-sector IS and IT projects; Role of technology in inter and intra-government coordination; service delivery, efficiency and spending; Databases; data warehousing, decision support systems; geographic information systems; office automation, voice response systems and document imaging; electronic data interchange, e-commerce over public networks.

**APP 808: Corporate Governance in Public Sector**

Development of corporate governance in the private and public sector; Evolution of leadership, perspectives and models; Corporate governance legislation, codes and principles; Public accountability mechanism; Legal responsibilities for directors and executives of state organizations; Role and function of boards; Assessment of risks and creation of risk management plans; Ethics in public policy and administration: privacy, obligation to obey the law, government responsibility; Corporate social responsibility.

**APP 809: Project Management in Public Sector**

Introduction; project management life cycle, identification and formulation , public sector project management framework, managing stakeholders, constraints, vendors, Risk management in public sector, project integration, scope and team management, monitoring and evaluation, tools and techniques for project management, appraisals, project financing and resource scheduling, project economic analysis, challenges of managing public-sector projects ,project management software's and use in public sector.

**APP 810: Research Project**

Formulation of a good research proposal under guidance of supervisors; Presentation of Research Proposal in a seminar; field work, including collection of secondary and primary data; data analysis and presentation of complete research project for examination.

**APP 811: Public Procurement and Supply Chain Management**

Concepts of strategic supply chain management; global supply market, models of supply chain structures and relationships; value chain, Risks in supply chain, contractual arrangements and market instruments, Logistics Systems Analysis and Design, IT in Supply Chains, Service Supply Chains, Public procurement reforms, Public procurement process, Public procurement institutional framework, Contracting in Government, Procurement legal framework, procurement records management, e-procurement and supply chain management, ethical issues.

**APP 812: Financial Management for Policy Makers**

Concepts of public sector budgeting; Sources of government revenue; allocation of expenditure and the evaluation of the efficiency and effectiveness of spending; Budgetary decision making process within government; the role of public sector organizations and interest groups in the budgetary process; How government evaluates its direct spending and monies allocated to fund programs and services delivered by public sector institutions through program evaluation, performance management, auditing and public reporting.

**APP 813: Conflict and Disaster Management**

Needs assessment on patterns of disasters and calamities; Disaster preparedness and planning; Catastrophic events; Volunteer organizations and emergency medical services; human behaviour in

emergency situations; Warning, planning for response - evacuation, sheltering, damage assessment, disaster declaration, debris removal; media relations, crisis counselling, individual and public assistance; operational centres; Decision making, incident command and operations; coordination and service delivery strategies; Disaster mapping; Situation and disaster preparedness programme report.

**APP 814: Human Resource Management in Public Sector**

Historical development of HRM; Human Resource Planning; Job Analysis and Design techniques; Recruitment and Selection Strategies; Employee development and Performance evaluation strategies; Career development and Succession strategies; tools and procedures; Reward and Compensation strategies and Administration; Movement of Employees strategies; Human Resource diversity and legal issues in Public Enterprises.

**APP 815: Gender and Public Policy**

Definition and meaning of Gender; The rights and obligations of sovereign states and individuals; engendering public sector; Gender relations in the public and private sectors; Gender mainstreaming in public policy making; Gender dimension in service provision; Key gender responsive strategies in health, HIV and AIDS; Laws on Gender and public policy.

**APP 816: Strategic Management in the Public Sector**

General sources of strategic changes in the public sector; New public management; Modern management methods and techniques; strategic management; Strategic management in public organizations; Importance of strategy in public service organizations; Mission, vision and value statements; Identification of strategic issues and choosing goals; strategic planning tools; Strategic implementation; Decision making in crisis; Managing in uncertain environment; Managing performance; Mobilization of support and legitimacy.

**APP 817: Public Policy Analysis**

Concept of public policy analysis; Overview of policy issues in public sector; Policy analysis forecasting; Decision-making criteria for policy analysis; Assessment of policy alternatives; Means and costs of policy implementation; Sources of data to facilitate policy analysis; Utility of various data analysis methods; Use of information technology and library resources in policy analysis; Case studies in policy analysis; Policy simulation.

**APP 818: Sustainable Development**

Notion of sustainable development; The challenges of attaining sustainable development in less developed countries; The public sector and sustainable development; Economic potential of a developmental state; Strategies applied by private sector, the state and nongovernmental bodies to enhance development; The role of governance in relations to sustainable development; International, regional and national actors; The role of Kenya's Vision 2030 in sustainable development.

**APP 800: Research Project (equivalent to 4 units)**

At the end of coursework, a student shall carry out field research and write a research project under the supervision of at least two supervisors. The student shall apply theoretical and empirical concepts learnt to critically analyze a research problem in the public sector. The research project shall be graded.