

Undergraduate Courses 2020

Public Policy



School of Government

Te Kura Kāwanatanga

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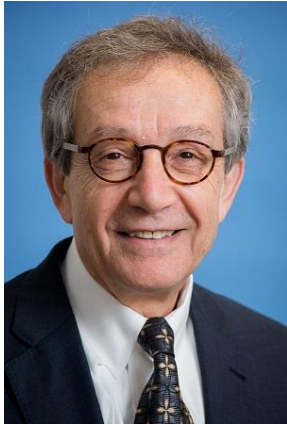
www.wgtn.ac.nz/sog

Updated June 2020

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WELCOME FROM THE HEAD OF SCHOOL



It's a real pleasure for me to be able to welcome you to the School of Government if you are a first time 'visitor', and to provide a warm 'welcome back' to those of you who are continuing students or coming back to study with us after a break.

I have always had a high regard for the unique mission of the School, as well as the quality of the people who make the School what it is. The purpose of the School of Government is to contribute to the wellbeing of the people of New Zealand and the world by: **equipping our students with the knowledge and skills** necessary to articulate public policy challenges, develop innovative ways to tackle them, and implement solutions in an equitable, effective and efficient manner; **contributing to knowledge** and understanding in, and **providing an independent forum for discussions on, public policy and management issues**; encouraging good governance; and **demonstrating international best practice** by connecting and engaging with, and learning from, other Schools of Government.

I have become even more impressed by the passion and commitment that is evidenced by our faculty and our staff to teaching, and to direct and constructive engagement with decision-makers. Whether it is through our undergraduate and postgraduate teaching programmes, our executive programmes, our research institutes or our sponsored Chairs, we connect with political and public sector leaders in a powerful way. Partly because of this we are constantly playing host to scholars and senior civil servants from around the world who are curious to learn about the New Zealand public sector experience.

This is the document where you can find out more about our programmes of study, specific core and elective courses, and the people who make up New Zealand's only School of Government.

One of the real endowments that the School enjoys (and celebrates) is the distinction that comes with being part of a capital city university. When we look out our windows from the eighth floor of Rutherford House we see the central institutions of the New Zealand State – a legislature, a Beehive shaped building housing our political executive (and their staff), three central government agencies, and a host of other government departments and entities. And we can also see buildings that house those involved in regional and in local government, and non-governmental organisations of various kinds. This immediacy is a constant reminder of the imperative of relevance, and the importance of encouraging a culture of responsibility.

The environment in the School of Government is one in which we are all learners. We, as the staff of the School, learn a great deal from you; and you will learn a great deal from each other, as well as from those who lead courses, and those who provide the course content and whose task it is to nurture and sustain that learning environment.

Kia ora mai.

Professor Girol Karacaoglu

Head of School

SCHOOL OF GOVERNMENT

Te Kura Kāwanatanga

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RH – Rutherford House (Pipitea) MY – Murphy Building (Kelburn)

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RH – Rutherford House (Pipitea)
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INTRODUCTION

Victoria University of Wellington's location in the capital city of Wellington makes for an excellent place to study public policy.

This prospectus is designed to provide background information on the Undergraduate Programme offered by the School of Government. The information contained in this booklet complements other material available on the School of Government website (www.wgtn.ac.nz/sog) or issued by the university.

The courses offered by the University and listed in this prospectus may be cancelled by the University as a result of insufficient student demand or resources, or if other unforeseen circumstances arise.

What is Public Policy?

Public Policy is a field of study that focuses on what decisions governments must make on behalf of 'the people', and how they can best make these decisions. The field of Public Policy therefore extends to a wide variety of issues, from education and health, to economic development and environmental sustainability and the methods used to assist public policy decision makers.

The study of Public Policy also concerns governance issues, such as how governments raise their income, how they arrange their public administration, and how they inform the public about critical issues of the day. Many, if not most, decisions that governments have to make affect a wide range of interest-groups or 'stake-holders', and so the quality of public consultations and the transparency of decision-making are also topics for study.

Sometimes policy decisions require trade-offs between competing objectives, for example, economic growth and protection of the environment; providing assistance to the needy (sick, unemployed, etc.) and the deserving (pensioners) without creating overreliance or dependence on the state. There are also questions about the proper sphere of public activity. Whereas it was once thought that governments should provide all public goods such as roads, bridges, dams, and electricity, emphasis has shifted in recent years to privatisation of these and other services, including prisons, security, and health.

COURSE INFORMATION INDEX

Course Code	CRN	Title	Points	Trimester
Undergraduate				
FCOM 111	17242 (L1)	Government, Law and Business	15 pts	1/3
	17243 (L2)			
	17244 (L3)	Government, Law and Business	15 pts	2/3
	17245 (L4)			
	28422 (L5)	Government, Law and Business	15 pts	3/3
PUBL 113 / SPOL 113	13094 / 9512	Social and Public Policy: Values and Change	20 pts	1/3
PUBL 201	2005	Introduction to Public Policy	20 pts	1/3
PUBL 203	2085	Introduction to Public Economics	20 pts	1/3
PUBL 205	2087	Development Policy and Management	20 pts	2/3
PUBL 209	18155	Introduction to Public Economics	15 pts	1/3
PUBL 210	28263	Policy Analysis Methods and Practice	20 pts	2/3
PUBL 211	28262	Introduction to Public Management	20 pts	1/3
PUBL 303 / ECON 307	2092 / 19742	Public Sector Economics	20 pts	2/3
PUBL 304	2093	Cabinet Government	20 pts	2/3
PUBL 307	28290	Environmental Policy and Governance	20 pts	1/3
PUBL 310	28264	Innovations in Public Policy	20 pts	1/3
PUBL 311	28265	Emerging Perspectives in Public Management	20 pts	2/3

building
 capability in the
 public sector

UNDERGRADUATE MAJOR AND COURSES

Requirements for Major

Public Policy for the Bachelor of Commerce (BCom) Degree

Study in Public Policy is an essential component for a capital city Commerce degree. Public Policy can be studied as a major or as a very useful component in a BCom degree, regardless of a student's particular area of specialisation.

There are seven core courses for the BCom degree: ACCY 111 or 115 or 130, ECON 130, FCOM 111, INFO 101, MARK 101, MGMT 101 and QUAN 102.

The requirements for a Public Policy major in a BCom degree, in addition to the BCom core, are:

- (a) FCOM 111 or PUBL 113 or POLS 111
- (b) PUBL 201, 210; one further course from PUBL 200-299
- (c) PUBL 310; one further course from PUBL 300-399
- (d) One further course from PUBL 200-399

Public Policy for the Bachelor of Arts (BA) Degree

As with the BCom degree, Public Policy can be studied as a major or as a very useful component in a BA degree, regardless of a student's particular area of specialisation.

The requirements for a Public Policy major in a BA degree are:

- (a) FCOM 111 or PUBL 113 or POLS 111
- (b) PUBL 201, 210; at least 15 further points from PUBL 200-299
- (c) PUBL 310; 20 further points from PUBL 300-399
- (d) At least 15 further points from PUBL 200-399

Public Policy as part of study in other areas and disciplines

Public Policy draws on a number of different disciplines and because of this, it is usefully combined with a wide range of other courses. While it is anticipated that some students will wish to major in Public Policy for the BCom/BA, others may study Public Policy as part of a programme involving detailed study in other disciplines.

Public Policy draws predominantly, but by no means exclusively, on economics and politics. The following areas also provide natural complements to study in Public Policy:

- | | |
|---|---|
| <input type="checkbox"/> Cultural Anthropology | <input type="checkbox"/> Law |
| <input type="checkbox"/> Cultural Criminology | <input type="checkbox"/> Māori Business |
| <input type="checkbox"/> Development Studies | <input type="checkbox"/> Māori Studies |
| <input type="checkbox"/> Economics and Finance | <input type="checkbox"/> Management |
| <input type="checkbox"/> Education | <input type="checkbox"/> Marketing |
| <input type="checkbox"/> Environmental Studies | <input type="checkbox"/> Philosophy |
| <input type="checkbox"/> Geography | <input type="checkbox"/> Politics |
| <input type="checkbox"/> History | <input type="checkbox"/> Sociology |
| <input type="checkbox"/> Human Resources and Industrial Relations | <input type="checkbox"/> Social Policy |
| <input type="checkbox"/> International Management | <input type="checkbox"/> Tourism |
| <input type="checkbox"/> International Relations | |

UNDERGRADUATE LECTURE TIMETABLE

TRIMESTER ONE COURSES

FCOM 111 – Government, Law and Business		
<i>Coordinator: Dr Julia Talbot-Jones / Dr Bryce Edwards</i>		
CRN 17242 (L1)		
Wednesday & Friday	1.10pm – 2.00pm	MC LT103, Kelburn
CRN 17243 (L2)		
Wednesday & Friday	2.10pm – 3.00pm	MC LT103, Kelburn

PUBL 113 / SPOL 113 – Social and Public Policy: Values and Change		
<i>Coordinator: Associate Professor Graham Hassall</i>		
CRNs 13094 / 9512		
Monday & Wednesday	2.10pm – 3.00pm	MC LT101, Kelburn

PUBL 201 – Introduction to Public Policy		
<i>Coordinator: Professor Jonathan Boston</i>		
CRN 2005		
Monday & Thursday	10.30am – 11.20am	GB LT1, Pipitea

PUBL 203 / PUBL 209 – Introduction to Public Economics		
<i>Coordinator: Professor Arthur Grimes</i>		
CRNs 2085 / 18155		
Thursday	12.40pm – 2.30pm	GB LT4, Pipitea

PUBL 211 – Introduction to Public Management		
<i>Coordinator: Professor Girol Karacaoglu</i>		
CRN 28262		
Friday	9.00am – 10.50am	FT77 / 306, Kelburn

PUBL 307 - Environmental Policy and Governance		
<i>Coordinator: Associate Professor Valentina Dinica</i>		
CRN 28290		
Wednesday	3.10pm – 5.00pm	FT77 / 306, Kelburn

PUBL 310 – Innovations in Public Policy		
<i>Coordinator: Dr Flavia Donadelli</i>		
CRN 28264		
Friday	12.40pm – 2.30pm	GB LT1, Pipitea

TRIMESTER TWO COURSES

FCOM 111 – Government, Law and Business

Coordinator: Dr Bryce Edwards

CRN 17244 (L3) Wednesday & Friday	1.10pm – 2.00pm	MC LT103, Kelburn
CRN 17245 (L4) Wednesday & Friday	12.00pm – 12.50pm	MC LT103, Kelburn

PUBL 205 – Development Policy and Management

Coordinator: Dr Jaikishan Desai

CRN 2087 Tuesday & Thursday	2.40pm – 3.30pm	RH LT2, Pipitea
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PUBL 210 – Policy Analysis Methods and Practice

Coordinator: Dr Jaikishan Desai

CRN 28263 Monday & Wednesday	12.40pm – 1.30pm	RH LT2, Pipitea
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PUBL 303 / ECON 307 - Public Sector Economics

Coordinator: Professor Girol Karacaoglu

CRNs 2092 / 19742 Tuesday & Thursday	8.30am – 9.20am	RH LT2, Pipitea
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PUBL 304 - Cabinet Government

Coordinator: Professor Girol Karacaoglu

CRN 2093 Thursday	11.00am – 12.50pm	FT77 / 306, Kelburn
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PUBL 311 – Emerging Perspectives in Public Management

Coordinator: Professor Michael Macaulay

CRN 28265 Tuesday	10.30am – 12.20pm	RH LT3, Pipitea
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TRIMESTER THREE COURSES

FCOM 111 – Government, Law and Business

Coordinator: Dr Bryce Edwards

CRN 28422 (L5)

Tuesday & Thursday

10.00am – 10.50am

HM LT205, Kelburn

FCOM 201 – Sustainability, Business, Society

Coordinator: Associate Professor Valentina Dinica

CRN 6381

Monday

(09 Nov to 23 Nov incl)

2.30pm – 4.30pm

Various – please see online

Wednesday

(11 Nov to 18 Nov incl)

2.30pm – 4.30pm

Various – please see online

Friday 27 Nov

2.30pm – 4.30pm

Various – please see online

GRADUATE CERTIFICATE / GRADUATE DIPLOMA IN COMMERCE

The Graduate Certificate and Graduate Diploma in Commerce are flexible qualifications designed for Commerce graduates who want to move into a new area of specialisation, and for graduates in other disciplines who want to gain a Commerce qualification.

The **Graduate Certificate in Commerce (GCertCom)** is equivalent to one trimester of full-time study. The courses selected for the Certificate must total at least 60 points at 200-level or above, including at least 40 points at 300-level or above. A specialisation will be awarded if the courses all come from a particular commerce subject area.

The **Graduate Diploma in Commerce (GDipCom)** is equivalent to two trimesters of full-time study, although it may take longer depending on the sequencing of the courses chosen and the possible need to take prerequisites first (graduates are sometimes allowed to enrol in a course without the stated prerequisites – talk to the Undergraduate Coordinator about this possibility).

The courses selected for the Diploma must total at least 120 points from courses at 200-level or above, including at least 75 points at 300-level or above.

Your course of study can follow a specialisation within a Commerce subject area, as set out below, or you may choose your own combination of courses as long as it is approved by the Associate Dean (Students) as a coherent programme of study.

These programmes are open to graduates, though students near the end of their degree may take some courses for the Certificate or Diploma as long as their degree is completed before the Certificate or Diploma is awarded.

Diploma Specialisations

If you have already passed one or more of the courses required for a specialisation, you may substitute an approved course of equal or greater value if necessary to meet the total points requirements; for approval, contact the Undergraduate Coordinator.

Public Management

- (a) PUBL 211, 311; and
- (b) At least 80 further points, of which at least 60 are at 300-level, in courses selected from PUBL 203, PUBL 205, PUBL 300-399, MGMT 200-399

Public Policy

- (a) PUBL 201, 210
- (b) PUBL 310; three further courses from PUBL 300-399

If you are putting together your own programme, talk to the Undergraduate Coordinator and see the Associate Dean (Students) for approval of your programme before you enrol.

GRADUATE DIPLOMA IN ARTS

The **Graduate Diploma in Arts (GDipArts)** is a qualification enabling students to specialise at an advanced level in areas not included in their BA. It may be used as a transitional qualification providing a pathway from a BA to the BA (Hons) degree in a specific area.

The Diploma is a one year full-time or up to four years' part-time programme of study. Courses within the specialisation of Public Policy are chosen in consultation with the Undergraduate Coordinator.

For more information on programme requirements and how to enrol, contact the Faculty of Humanities and Social Sciences (www.wgtn.ac.nz/fhss).

COURSE INFORMATION

A list of Public Policy courses offered at the Undergraduate level follows, including these details:

- Course code, CRN (Course Reference Number), title, points value, period taught (see note below)
- Coordinator (academic staff in charge of the course)
- Prerequisites (a course you must have passed before you may enrol into this course)
- Restrictions (if you have passed a course listed as a restriction, then you can't take this course)
- Timetable (lecture days and times)
- Location (room and campus)
- Assessment (what coursework counts towards your final mark and how much of your final mark each is worth)
- Set Texts (books or sets of student notes needed for your course)

Note: The period in which the course is offered is indicated at the end of the title line.

1/3 means the course is offered in Trimester 1 (March – July)

2/3 means the course is offered in Trimester 2 (July – November)

3/3 means the course is offered in Trimester 3 (November – February)

100-LEVEL COURSES

FCOM 111	CRN 17242	GOVERNMENT, LAW AND BUSINESS	15 POINTS	[1/3]
	17243			[2/3]
	17244			[2/3]
	17245			[2/3]
	28422			[3/3]
Coordinator:	Trimester 1: Dr Julia Talbot-Jones / Dr Bryce Edwards Trimester 2: Dr Bryce Edwards Trimester 3: Dr Bryce Edwards			
Timetable and Location:	L1 (1/3, CRN 17242): Wednesday and Friday, 1.10pm – 2.00pm, in MC LT103, Kelburn L2 (1/3, CRN 17243): Wednesday and Friday, 2.10pm – 3.00pm, in MC LT103, Kelburn L3 (2/3, CRN 17244): Wednesday and Friday, 1.10pm – 2.00pm, in MC LT103, Kelburn L4 (2/3, CRN 17245): Wednesday and Friday, 12.00pm – 12.50pm, in MC LT103, Kelburn L5 (3/3, CRN 28422): Tuesday and Thursday, 10.00am – 10.50am, in HM LT205, Kelburn			
Restrictions:	FCOM 110			

This course sets the context for the BCom degree acquainting students with the legal and governmental environment that New Zealand firms operate in.

NOTE: This course includes the written communication module which is required to be completed by all students completing the BCom degree.

PUBL 113	CRN 13094	SOCIAL AND PUBLIC POLICY: VALUES AND CHANGE	20 POINTS	[1/3]
Coordinator:	Associate Professor Graham Hassall			
Timetable:	Monday and Wednesday, 2.10pm – 3.00pm			
Location:	MC LT101, Kelburn			
Restrictions:	SPOL 111 and 112 or SPOL 113			

This course focuses on the values and ideologies that underpin social policy and public policy in New Zealand. The course will examine the economic, political, and institutional arrangements within New Zealand which impact upon policy development and implementation.

NOTE: This course is taught jointly with SPOL 113.

200-LEVEL COURSES

PUBL 201	CRN 2005	INTRODUCTION TO PUBLIC POLICY	20 POINTS	[1/3]
Coordinator:	Professor Jonathan Boston			
Timetable:	Monday and Thursday, 10.30am – 11.20am			
Location:	GB LT1, Pipitea			
Prerequisites:	FCOM111 or PUBL 113 or POLS 111			

An introduction to the study of public policy and policy analysis, models of policymaking and the policy process and the contribution of economics and politics to the study of public policy.

PUBL 203	CRN 2085	INTRODUCTION TO PUBLIC ECONOMICS	20 POINTS	[1/3]
Coordinator:	Professor Arthur Grimes			
Timetable:	Thursday, 12.40pm – 2.30pm			
Location:	GB LT4, Pipitea			
Prerequisites:	ECON 130 or PUBL 113			
Restrictions:	PUBL 209			

Analysis of the roles of government in a modern economy. Topics include contemporary market failures including imperfect competition, externalities, missing information, destructive strategic behaviour, and inefficient saving; decision-making in the public sector; taxation, income distribution and labour market incentives.

NOTE: This course is offered for BA students, and is taught jointly with PUBL 209. The course prescription will also draw elements from the course prescription for PUBL 209.

PUBL 205	CRN 2087	DEVELOPMENT POLICY AND MANAGEMENT	20 POINTS	[2/3]
Coordinator:	Dr Jaikishan Desai			
Timetable:	Tuesday and Thursday, 2.40pm – 3.30pm			
Location:	RH LT2, Pipitea			
Prerequisites:	PUBL 201 or 210 or at least 60 pts from the BCom or BA schedules			

An introduction to the concepts, methods and theories of development policy. The course focuses upon the problems facing third world countries today arising from external influences, including globalisation. Consideration is given to the design and implementation of policies aimed at raising living standards, improving social equity and maintaining environmental sustainability.

PUBL 209	CRN 18155	INTRODUCTION TO PUBLIC ECONOMICS	15 POINTS	[1/3]
Coordinator:	Professor Arthur Grimes			
Timetable:	Thursday, 12.40pm – 2.30pm			
Location:	GB LT4, Pipitea			
Prerequisites:	ECON 130 or PUBL 113			
Restrictions:	PUBL 203			

This course explores the roles of government, community and the private sector in achieving economic, social and environmental well-being. Incentives, behaviour and the design of policies are analysed for selected topics, including taxation, public expenditure, and social and environmental issues.

NOTE: This course is offered for BCom students, and is taught jointly with PUBL 203. The course prescription will also draw elements from the course prescription for PUBL 203.

PUBL 210	CRN 28263	POLICY ANALYSIS METHODS AND PRACTICE	20 POINTS	[2/3]
Coordinator:	Dr Jaikishan Desai			
Timetable:	Monday and Wednesday, 12.40pm – 1.30pm			
Location:	RH LT2, Pipitea			
Prerequisites:	PUBL 201			
Restrictions:	PUBL 306 in 2015 or earlier			

This course offers an introduction to key policy theories and methods underpinning problem formulation and policy design. Policy examples from New Zealand and overseas help students develop crucial skills for engaging with contemporary policy issues. The focus is on gathering and analysing evidence, investigating public values and stakeholder interests, assessing options, and presenting policy advice effectively.

PUBL 211	CRN 28262	INTRODUCTION TO PUBLIC MANAGEMENT	20 POINTS	[1/3]
Coordinator:	Professor Girol Karacaoglu			
Timetable:	Friday, 9.00am – 10.50am			
Location:	FT77 / 306, Kelburn			
Prerequisites:	PUBL 201 or at least 35 ECON, ENVI, GEOG, HRIR, IBUS, LAWS, MGMT, POLS, or SPOL points			

This course explores the implementation of public sector programmes and policies. Students develop fundamental skills of relevance for managing departments, programmes and interfaces with politics, citizens and organised groups. The course blends theoretical insights pertaining to public integrity, accountability, and leadership, with professional practice examples from New Zealand and abroad.

FCOM 201	CRN 6381	SPECIAL TOPIC: SUSTAINABILITY, BUSINESS, SOCIETY	15 POINTS	[3/3]
Coordinator:	Associate Professor Valentina Dinica			
Timetable:	Please see online			
Location:	Please see online			
Prerequisites:	30 points at 100 level in any degree.			
Restrictions:	None			

This course examines the concept of sustainability in the context of societal and business value shifts. Problem-based learning approaches are utilised to explore interplays among sustainability dimensions - economic, socio-cultural and environmental - and operationalisations from perspectives such as information systems, marketing and public policy.

300-LEVEL COURSES

PUBL 303	CRN 2092	PUBLIC SECTOR ECONOMICS	20 POINTS	[2/3]
Coordinator:	Professor Girol Karacaoglu			
Timetable:	Tuesday and Thursday, 8.30am – 9.20am			
Location:	RH LT2, Pipitea			
Prerequisites:	ECON 201 (or ECON 130 and PUBL 203/209)			
Restrictions:	ECON 307			

This course considers the economic analysis of the role of the state, covering market failure and government failure, and related policy instruments. Applications of theory will be made in the areas of taxation, social security and education.

This course satisfies part C of the requirements for the ECON major.

NOTE: This course is taught jointly with ECON 307.

PUBL 304	CRN 2093	CABINET GOVERNMENT	20 POINTS	[2/3]
Coordinator:	Professor Girol Karacaoglu			
Timetable:	Thursday, 11.00am – 12.50pm			
Location:	FT77 / 306, Kelburn			
Prerequisites:	At least 20 200-level PUBL or POLS points			
Restrictions:	POLS 381			

This course examines Cabinet Government, in New Zealand and other Westminster systems, including the role of Cabinet in policymaking, conventions such as individual and collective responsibility, prime ministers and cabinets, and challenges posed by network governance.

PUBL 307	CRN 28290	ENVIRONMENTAL POLICY AND GOVERNANCE	20 POINTS	[1/3]
Coordinator:	Associate Professor Valentina Dinica			
Timetable:	Wednesday, 3.10pm – 5.00pm			
Location:	FT77 / 306, Kelburn			
Prerequisites:	15 points from PUBL 201, 205, 210, 211, BIOL 222, ENVI 214, GEOG 214, 222, LAWS 318, 325, MGMT 206, SARC 233, TOUR 250			
Restrictions:	PUBL 207 in 2015 or before			

This course examines a wide range of environmental, biodiversity and sustainability challenges from policy and governance perspectives, with illustrations from New Zealand and overseas.

PUBL 310	CRN 28264	INNOVATIONS IN PUBLIC POLICY	20 POINTS	[1/3]
Coordinator:	Dr Flavia Donadelli			
Timetable:	Friday, 12.40pm – 2.30pm			
Location:	GB LT1, Pipitea			
Prerequisites:	PUBL 201 and 210			

This course explores modern theoretical thinking on policy and collaborative governance arrangements. Students extend their policy skills by learning how to examine the relationships between policy design, participatory policy processes and institutions. Best practices worldwide are illustrated for complex policy challenges facing 21st century societies.

PUBL 311	CRN 28265	EMERGING PERSPECTIVES IN PUBLIC MANAGEMENT	20 POINTS	[2/3]
Coordinator:	Professor Michael Macaulay			
Timetable:	Tuesday, 10.30am – 12.20pm			
Location:	RH LT3, Pipitea			
Prerequisites:	PUBL 211 or 30 200-level ECON, ENVI, GEOG, HRIR, IBUS, LAWS, MGMT, POLS or SPOL points			

This course investigates recent theories in public management, public leadership and strategic management. It examines new and innovative practices relating to public governance and the relationships between different actors and forms of practice. Students enhance their public management skills by understanding how to operate in hybrid organisations, public-private-partnerships, and community governance.

OFFICIAL SCHOOL INFORMATION

Official notices of the School are communicated via your ITS email account and Blackboard.

COURSE MATERIALS

Course Readings

Textbooks may either be bought from VicBooks (Student Union Building, Kelburn Campus and Rutherford House, Pipitea Campus) or from other bookshops. A second-hand book sale is also held by VUW Student Association. Course materials are also available from the Student Notes Distribution Centre in the Student Union Building or the Talis System in Blackboard. Course Coordinators will advise you which outlet has the reading material for their course.

Course Outlines

At the beginning of each course students receive via blackboard an electronic Course Outline. This contains all the necessary information about the course including the number of class meetings, their types and times, booklists, assignments, tests and examinations and mandatory course requirements (minimum class work in order to complete the course).

Course outlines from previous years can be accessed on the course finder on the VUW website at: www.wgtn.ac.nz/study/programmes-courses/courses

CLASS FORMATS

Lectures

Each course usually includes weekly lectures at which new material is presented. In addition, courses usually also include discussion and reinforcement sessions, such as tutorials, seminars, or audio-visual classes. Some classes involve practical work such as fieldtrips or Noho Marae.

Tutorials

These generally last 50 minutes and involve small groups of students meeting with a staff member, or graduate student tutor. Tutorials provide the opportunity to discuss course content, course work and readings, and to exchange ideas and become acquainted with other course members. Oral tutorials focus on practising speaking skills.

Seminars

A seminar is a class discussion group that centres on set readings or on courses prepared and presented by students.

EXAMINATIONS

Please note that students enrolled in courses that have a final examination are expected to be available in the relevant examination period. In 2020, these are: 12 – 27 June and 16 October – 7 November. Exam timetables are normally published in mid-April and mid-August.

VICTORIA ABROAD (Overseas Exchange for Victoria University of Wellington Students)

As a Victoria University of Wellington student, you have the chance to complete part of your degree at a world-class institution overseas while paying domestic fees. Victoria University of Wellington has exchange agreements with a number of universities in other countries, including Canada, Greece, Japan, the Netherlands, Singapore, Sweden, Tahiti and the United States. Under these agreements it is possible to spend up to a year overseas taking courses that will be credited to your degree (Note that 300-level courses for any BCom major should normally be taken at Victoria University of Wellington unless authorisation is given by the School and approved by the Associate Dean (Students) or Faculty Manager).

Victoria Aboard students are expected to meet their own travel/living expenses, but are eligible for Study Link loans and allowances. The International students office will provide some grant funding to all successful applicants. For more information, please go to the Victoria Aboard website at: www.wgtn.ac.nz/exchange

SCHOLARSHIPS AND AWARDS

For details on scholarships and awards, please consult the *VUW Awards Handbook* (available from the Scholarships Officer) and keep an eye on school noticeboards.

Students should also check out the Prizes and Scholarships database, accessible at: www.wgtn.ac.nz/study/student-finance/scholarships

Notes