Programme Specification

Governance and Policy (2017-18)

This specification provides a concise summary of the main features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if s/he takes full advantage of the learning opportunities that are provided.

Awarding Institution	University of Southampton
Teaching Institution	University of Southampton
Mode of Study	Full-time
Duration in years	1
Accreditation details	None
Final award	Master of Science in the Social Sciences (MSc SocSci)
Name of award	Governance and Policy
Interim Exit awards	Postgraduate Certificate in Higher Education
	Postgraduate Diploma in Higher Education

FHEQ level of final award	Level 7
UCAS code	N/A
Programme code	4679
QAA Subject Benchmark or other external reference	Politics And International Relations 2007
Programme Lead	Kamil Zwolski (kmz1y11)

Programme Overview

Brief outline of the programme

This innovative programme offers students the opportunity to examine processes of governance and policy-making at a variety of levels, from global to local, and utilise ideas about governance to better understand contemporary policy processes in a range of settings. Students can explore these issues in a cross-disciplinary way, making use of insights from politics, international relations, social policy, sociology, demography, gerontology and social statistics. This programme is specifically structured to enable students to shape their degree around their own particular interests in the fields of governance and policy more broadly, and will appeal to those not only from a social science background, but also to those with relevant work experience in the public, private and third sectors and beyond who wish to expand their skills and knowledge portfolio.

Your contact hours will vary depending on your module/option choices. Full information about contact hours is provided in individual module profiles.

Learning and teaching

Modules are taught using a variety of methods, which may include lectures, seminars, group work or project work.

Lectures offer an overview of a topic, an explanation of difficult concepts or a discussion of key issues. Lectures presume a certain amount of additional reading, so it is often a good idea to read references before the corresponding lecture.

Seminars provide a forum for a closer examination of particular aspects of each module and are an important part of the learning process. Usually, it is only by discussing and questioning aspects of a subject that their full implications can be understood. Students prepare papers and lead discussions or debates, and so develop their written and presentational skills.

The increasing use of web-based, video-based and PowerPoint-based teaching methods demonstrates our commitment to the effective use of available equipment and resources.

Assessment

Each module involves one or two sessions each week spread over the semester. For each module, students are expected to write one or more essays (or equivalent), make presentations or contribute to seminar discussions.

Some modules are assessed by essays, others by exams, and some by a mix of these methods. Exams are held at the end of each semester. The programme also comprises modules which feature innovative coursework tasks such as tailored policy briefings and poster presentations, all designed to hone key skills that are prized by employers.

Special Features of the programme

In addition to the core and option modules taken as part of our programmes, all our students also receive additional support and training through our bespoke MSc Workshops. In Semester 1, the MSc Coursework Workshop helps students prepare for their various coursework assignments, and in Semester 2 the MSc Dissertation Workshop is designed to help students produce high quality original dissertations.

Please note: As a research-led University, we undertake a continuous review of our programmes to ensure quality enhancement and to manage our resources. As a result, this programme may be revised during a student's period of registration; however, any revision will be balanced against the requirement that the student should receive the educational service expected. Please read our Disclaimer to see why, when and how changes may be made to a student's programme.

Programmes and major changes to programmes are approved through the University's programme validation process which is described in the University's Quality handbook.

Educational Aims of the Programme

The aims of the programme are to provide you with:

· Knowledge and understanding of contemporary theoretical, conceptual and empirical debates in the study of governance and policy.
· Knowledge and understanding of philosophical and methodological debates in the study of social sciences.
· The skills necessary to design and complete a dissertation on a specialist topic in the field of governance and policy.

Programme Learning Outcomes

Knowledge and Understanding

On successful completion of this programme a student will have knowledge and understanding of:

A1.   Theoretical implications of different approaches to conceptualising governance, its impact on state and institutional structures, and on policy and policy-making.

A2.   Practical implications of governance on state and institutional structures, and on policy and policy-making.

A3.   Philosophical and methodological debates in social sciences and their impact on research design.

Teaching and Learning Methods

Lectures (A1-A3), seminars (A1-A3), independent research (A1-A3).

Assessment Methods

Written examinations and assessed coursework (A1-A3), dissertation (A1-A3).

Subject Specific Intellectual and Research Skills

On successful completion of this programme a student will be able to:

B1.   Critical awareness and assessment of competing theoretical claims.

B2.   Construction of independent and well-evidenced arguments on the concept of governance and its implications for modern policy-making.

B3.   Capacity to evaluate and synthesise a variety of materials (library, internet and other media) on aspects of governance and policy.

Teaching and Learning Methods

Lectures (B1-B2), seminars (B1-B3), library workshop (B3), independent research (B1-B3).

Assessment Methods

Written examinations and assessed coursework (B1-B3), dissertation (B1-B3).

Transferable and Generic Skills

On successful completion of this programme a student will be able to:

C1.   Communicate complex ideas in a sophisticated manner appropriate to graduate level study.

C2.   Make effective use of a range of ICT including the internet, word-processing and research databases.

C3.   Identify, select and access a range of sources of printed, electronic and other material as a means to the development, presentation and substantiation of arguments and evidence.

C4.   Demonstrate awareness and understanding of the ethical and legal issues associated with the conduct of research in the social sciences.

C5.   Design, implement and manage a piece of research.

Teaching and Learning Methods

Lectures (C1, C3-C5), seminars (C1, C3-C5), library workshop (C2, C3), independent research (C1-C5)

Assessment Methods

Written examinations and assessed coursework (C1-C4), dissertation (C1-C5).

Programme Structure

The programme structure table is below:

Information about pre and co-requisites is included in individual module profiles.

Part I

Typical programme content
The MSc comprises six modules and a dissertation. The core module, Governance and Policy, provides the conceptual underpinnings, critical perspectives and empirical examples in relation to understanding issues of governance and

policy-making. Students pick option modules from a range within Social Sciences disciplines. The Research Methods core module provides the methodological training necessary to complete the MSc dissertation

Programme details

The structure of the programme and the modules currently offered are set out below. Of the modules shown against each part of your programme, some are compulsory (ie enrolment is automatic) and others are options. Against each part, you are directed to which modules are compulsory and which are options. Two of your option modules must be selected from PAIR offerings. The option modules shown below constitute an indicative list; there will always be choice but the options might vary between years. A full list of modules and rules will be available to you via the Student Record Self-Service system once you enrol at the University.

The programme is normally studied over 12 months full-time. The taught component of the programme consists of 30 study weeks divided into two semesters during which time students study six modules (60 ECTS/120 CATS). Students who successful complete the taught component undertake a three-month period of supervised research for a Master's dissertation at a value of 30 ECTS/60 CATS/).

Part I Core

Code	Module Title	ECTS	Type
PAIR6010	Governance and Policy	10	Core
RESM6001	Philosophy of Social Science Research	5	Core
RESM6002	Research Design and Practice	5	Core

Part I Optional

At least 2 option modules (20 ECTS / 40 CATS) must be selected from PAIR modules.

Code	Module Title	ECTS	Type
PAIR6036	Advanced Policy Analysis	10	Optional
GERO6020	Ageing, Health and Well-being	10	Optional
PAIR6043	Comparative Public Administration	10	Optional
PAIR6002	Contemporary Security Challenges	10	Optional
GERO6019	Demographic Change, Ageing & Globalisation	10	Optional
PAIR6005	Development and International Politics	10	Optional
SOCI6045	Development and Migration	10	Optional

Code	Module Title	ECTS	Type
PAIR6012	Ethics & Politics of Migration	10	Optional
PAIR6040	Ethics of Public Policy	10	Optional
PAIR6039	Foreign Aid & Inter Security	10	Optional
PAIR6010	Governance and Policy	10	Optional
PAIR6006	Innovations in Democratic Governance	10	Optional
PAIR6017	International Political Theory	10	Optional
PAIR6001	International Relations Theories	10	Optional
SOCI6046	International Social Policy	10	Optional
GERO6018	Perspectives in Gerontology	10	Optional
DEMO6023	Population, Poverty & Policy	5	Optional
PAIR6009	Public Policy and Democracy	10	Optional
GERO6017	Researching Ageing Societies	10	Optional
PAIR6047	Security Theory (20)	10	Optional
PAIR6019	Special Paper	10	Optional
DEMO6021	Understanding Population Change	5	Optional
SOCI6043	Understanding Social Change	10	Optional

Part II

Part II Core

Code	Module Title	ECTS	Type

PAIR6008	MSc Dissertation in Politics & International Relations	30	Core

Progression Requirements

The programme will follow the University's regulations for *Progression, Determination and Classification of Results: Undergraduate and Integrated Masters Programmes* or the University's regulations for *Progression, Determination and Classification of Results: Standalone Masters Programmes* as set out in the General Academic Regulations in the University Calendar:
http://www.calendar.soton.ac.uk/sectionIV/sectIV-index.html

Support for student learning

There are facilities and services to support your learning some of which are accessible to students across the University and some of which will be geared more particularly to students in your particular Faculty or discipline area.

The University provides:
- library resources, including e-books, on-line journals and databases, which are comprehensive and up-to-date; together with assistance from Library staff to enable you to make the best use of these resources
- high speed access to online electronic learning resources on the Internet from dedicated PC Workstations onsite and from your own devices; laptops, smartphones and tablet PCs via the Eduroam wireless network. There is a wide range of application software available from the Student Public Workstations.
- computer accounts which will connect you to a number of learning technologies for example, the Blackboard virtual learning environment (which facilitates online learning and access to specific learning resources)
- standard ICT tools such as Email, secure filestore and calendars.
- access to key information through the MySouthampton Student Mobile Portal which delivers timetables, Module information, Locations, Tutor details, Library account, bus timetables etc. while you are on the move.
- IT support through a comprehensive website, telephone and online ticketed support and a dedicated helpdesk in the Hartley Library.
- Enabling Services offering support services and resources via a triage model to access crisis management, mental health support and counselling. Support includes daily Drop In at Highfield campus at 13.00 – 15.00 (Monday, Wednesday and Friday out of term-time) or via on-line chat on weekdays from 14.00 – 16.00. Arrangements can also be made for meetings via Skype.
- assessment and support (including specialist IT support) facilities if you have a disability, long term health problem or Specific Learning Difficulty (e.g. dyslexia).
- the Student Services Centre (SSC) to assist you with a range of general enquiries including financial matters, accommodation, exams, graduation, student visas, ID cards
- Career and Employability services, advising on job search, applications, interviews, paid work, volunteering and internship opportunities and getting the most out of your extra-curricular activities alongside your degree programme when writing your CV
- Other support that includes health services (GPs), chaplaincy (for all faiths) and 'out of hours' support for students in Halls and in the local community, (18.00-08.00)
- A Centre for Language Study, providing assistance in the development of English language and study skills for non-native speakers.

The Students' Union provides
- an academic student representation system, consisting of Course Representatives, Academic Presidents, Faculty Officers and the Vice-President Education; SUSU provides training and support for all these representatives, whose role is to represent students' views to the University.
- opportunities for extracurricular activities and volunteering
- an Advice Centre offering free and confidential advice including support if you need to make an academic appeal
- Support for student peer-to-peer groups, such as Nightline.

Associated with your programme you will be able to access:

· Module co-ordinators support. Module co-ordinators will be available at designated times during the week to discuss issues related to the particular modules you are studying at the time. This will be in addition to class contact time.

· Academic/personal tutor. As soon as you register on this programme, you will be allocated a personal tutor. S/he is a member of the academic team and will be available to discuss general academic issues related to the programme as well as offer advice and support on any personal issues which may affect your studies.

· Module handbooks/outlines. These will be available at the start of each module (often in online format). The Handbook includes the aims and learning outcomes of the module, the methods of assessment, relevant background material to the module and a session-by-session breakdown of the module together with appropriate reading lists.

Within the Faculty, administrative support is provided by your Student Office which deals with student records and related issues and with queries related to your specific degree programme.

Methods for evaluating the quality of teaching and learning

You will have the opportunity to have your say on the quality of the programme in the following ways:

· Completing student surveys for each module of the programme
· Acting as a student representative on various committees, e.g. Staff: Student Liaison Committees, Faculty Programmes Committee OR providing comments to your student representative to feed back on your behalf.
· Serving as a student representative on Faculty Scrutiny Groups for programme validation
· Taking part in programme validation meetings by joining a panel of students to meet with the Faculty Scrutiny Group

The ways in which the quality of your programme is checked, both inside and outside the University, are:

· Regular module and programme reports which are monitored by the Faculty.
· Programme validation, normally every five years.
· External examiners, who produce an annual report.
· A national Research Excellence Framework (our research activity contributes directly to the quality of your learning experience)
· Institutional Review by the Quality Assurance Agency.

Further details on the University's quality assurance processes are given in the *Quality Handbook.*

Criteria for admission

The University's Admissions Policy applies equally to all programmes of study. The following are the typical entry criteria to be used for selecting candidates for admission. The University's approved equivalencies for the requirements listed below will also be acceptable.

Applicants whose test results fall short of the prescribed level are required to successfully resit the test or complete the five (or ten) week pre-sessional course in English for Academic Purposes at the University's Centre for Language Study, subject to eligibility criteria.

Academic background:
Entry is not confined to students who have studied politics or international relations before. Each year, we offer places to a number of students from other subject areas in the social sciences and humanities.

We also admit some students from science backgrounds, although we may want to interview such applicants before offering a place on the programme.
We also welcome applications from those who have relevant work experience and/or who have been away from education for some time, and such applicants are considered on a case by case basis.

Qualification	Grade/GPA	Subjects requirements	Specific requirements
Bachelors Degree	The normal criterion for admission is an upper second class honours degree in a relevant subject (social sciences, economics, history, and cognate fields) from a UK university or an equivalent qualification.		

Recognition of Prior Learning (RPL)

The University has a **Recognition of Prior Learning Policy**

Students are accepted under the University's recognition of prior learning policy; however, each case will be reviewed on an individual basis.

English Language Proficiency

The table below sets out the English proficiency requirements for this programme in terms of the IELTS test. We accept a range of other English proficiency tests including TOEFL and Cambridge Advanced/Proficiency. For full details of the recognised tests and the equivalent requirements in those tests please see *www.southampton.ac.uk/admissions-language*.

Overall	Reading	Writing	Speaking	Listening
7.0	6.5	6.5	6.5	6.5

Career Opportunities

The breadth of the MSc Governance and Policy provides students with a wide range of skills suitable for diverse employment opportunities. Graduates are expected to develop careers in both governmental and non-governmental international organisations, the public sector in the UK and abroad, as well as in any number of private sector positions. Previous students have gone on to jobs in parliament, banking, media, the public sector, think-tanks, local authorities, the armed forces, international organisations, publishing and teaching, as well as moving into academia.

External Examiner(s) for the programme

Name: Richard Beardsworth - University of Aberystwyth

Name: Rosie Campbell - Birkbeck College University of London

Name: Phil Parvin - Loughborough University

Students must not contact External Examiner(s) directly, and external examiners have been advised to refer any such communications back to the University. Students should raise any general queries about the assessment and examination process for the programme with their Course Representative, for consideration through Staff: Student Liaison Committee in the first instance, and Student representatives on Staff: Student Liaison Committees will have the opportunity to consider external examiners' reports as part of the University's quality assurance process.

External examiners do not have a direct role in determining results for individual students, and students wishing to discuss their own performance in assessment should contact their Personal Academic Tutor in the first instance.

Please note: This specification provides a concise summary of the main features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if s/he takes full advantage of the learning opportunities that are provided. More detailed information can be found in the programme handbook.

Appendix 1:

Students are responsible for meeting the cost of essential textbooks, and of producing such essays, assignments, laboratory reports and dissertations as are required to fulfil the academic requirements for each programme of study. In addition to this, students registered for this programme also have to pay for:

Additional Costs

Type	Details
Stationery	You will be expected to provide your own day-to-day stationery items, e.g. pens, pencils, notebooks, etc). Any specialist stationery items will be specified under the Additional Costs tab of the relevant module profile. Approved Calculators: candidates may use calculators in the examination room only as specified by the University and as permitted by the rubric of individual examination papers. The University approved model is Casio FX-570 This may be purchased from any source and no longer needs to carry the University logo.
Textbooks	Where a module specifies core texts these should generally be available on the reserve list in the library. However due to demand, students may prefer to buy their own copies. These can be purchased from any source. Some modules suggest reading texts as optional background reading. The library may hold copies of such texts, or alternatively you may wish to purchase your own copies. Although not essential reading, you may benefit from the additional reading materials for the module.
Optional Visits (e.g. museums, galleries)	You will normally be expected to cover the cost of travel and admission, unless otherwise specified in the module profile.
Illegible Exam Scripts	If your examination script is considered illegible, you will be asked to come in to dictate your script so that it can be transcribed. The costs associated with producing the transcript will fall to you and will be charged at £10.00 per hour. If you refuse to attend, you may be awarded a mark of zero (0). The Illegible Examinations Scripts Policy is available at http://www.southampton.ac.uk/assets/imported/transforms/content-block/UsefulDownloads_Download/3B577FE48C0B45FAA726364427668BAB/Illegible%20Examination%20Scripts%20Policy.pdf
Printing and Photocopying Costs	In the majority of cases, coursework such as essays; projects; dissertations is likely to be submitted on line. However, there are some items where it is not possible to submit on line and students will be asked to provide a printed copy. A list of the University printing costs can be found here: http://www.southampton.ac.uk/isolutions/students/printing-for-students.page

In some cases you'll be able to choose modules (which may have different costs associated with that module) which will change the overall cost of a programme to you. Details of such costs will be listed in the Module Profile. Please also ensure you read the section on additional costs in the University's Fees, Charges and Expenses Regulations in the University Calendar available at www.calendar.soton.ac.uk.