	Surabaya State University Faculty of Social Sciences and Law Undergraduate of Public Administration Sciences	Document Code

SEMESTER LEARNING PLAN

COURSE	CODE	Cluster	Credits	Semester	Compilation Date
Bureaucracy	4062112024		2	3	2023

AUTHORIZATION	Lesson Plan Developer	Coordinator	Head of Study Program
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Program Learning Outcome (PLO)	**Program Learning Outcome (PLO)**	
	PLO 1	Able to master the theoretical concepts of public policy and administration
	PLO 4	Able to communicate orally and in writing in organization and society
	PLO 7	Able to formulate alternative solutions to administrative problems in public sector organizations
	PLO 11	Cooperate and have concern for society and environment
	Course Learning Outcome (CLO)	
	CLO 1	Able to master the theoretical concepts of bureaucracy
	CLO 4	Able to communicate orally and in writing in bureaucracy
	CLO 7	Able to formulate alternative solutions to bureaucracy problems
	CLO 11	Cooperate and have concern for politics and bureaucracy
Course Description	Bureaucracy course, in general, students will get recovery material including: conceptualization of bureaucracy, theoretical perspectives that develop in the study of bureaucracy. In particular, students are invited to understand together one of the most widely adopted schools of bureaucracy, namely the ideal principles of Weber's bureaucratic flow. Furthermore, students are facilitated to understand the history, development and dichotomous debate between politics and bureaucracy in Indonesia and its implications for the practice of bureaucratic pathology in Indonesia. In the final part, students learn to understand the bureaucratic environment which includes the reciprocity between the development of bureaucracy and politics, bureaucracy and democracy, bureaucracy and the development of the market economy and globalization, bureaucracy and regional autonomy, bureaucratic reform, the development of new paradigms (new governance and new public management).	
Learning Materials/ Topics	1. Definition, history, development, and characteristics of bureaucracy 2. Function, model, position of the bureaucracy 3. The concept of bureaucracy 4. Political bureaucracy and service bureaucracy 5. Causes and effects of bureaucratic pathology 6. Solution to the practice of bureaucratic pathology 7. History, levels, and pathology of bureaucracy	

	8. Environment, power, and leadership in the bureaucracy 9. Concepts, principles, analysis of good governance in the bureaucracy
References	**Primary**
	1. Nugroho, Riant. 2013. Change Management Untuk Birokasi. Elexmedia Komputindo. 2. Setiyono, Budi. 2012. Birokrasi dalam Perpektif Politik dan Administrasi. Nuansa. 3. Istianto, Bambang. 2013. Demokratisasi Birokasi. Rajawali Press.
	Supplementary
	4. Thoha, Miftah. 2012. Birokrasi Pemerintah dan Kekuasaan di Indonesia. Matapena Institute & Thafa Media. 5.Peters. B. Guy, et al. 2013. Representative Bureaucracy in Action . Edwar Elgar Publishing. 6.Dwiyanto, Agus. Reformasi Birokrasi Publik di Indonesia. Gadjamada University. 7.Efendi, Taufiq. 2013. Reformasi Birokrasi dan Iklim Invertasi. Konstitusi Press. 8.Safroni, Ladzi. 2012. Manajemen dan Reformasi Pelayanan Publik dalam Konteks Birokrasi di Indoensia. Aditya Media Publishing. 9.Kementrian Pendayagunaan Aparatur Negara dan Reformasi Birokrasi. 2013. Pemimpin dan Reformasi Birokrasi: Catatan Inspiratif dan Alat Ukur dalam Implementasi Reformasi Birokrasi. Jakarta. 10. Sedarmayanti. 2012. Good Governance & Good Corporate Governance Edisi Revisi. Bandung: Mandar Maju. 11.Kementrian PAN dan Reformasi Birokrasi. 2014. Reformasi Birokrasi Menuju Pemerintahan Kelas Dunia Edisi IV Tahun IV 2014. Jurnal Pendayagunaan Aparatur Negara. Jakarta: Kementrian PAN dan Reformasi Birokrasi.
Lecturer(s)	1. M. Farid Ma'ruf, S.Sos., M.AP. 2. Galih Wahyu Pradana, S.Sos, M.Si.
Prerequisite	Introduction to Public Administration

Week	Learning Objectives	Assessment		Learning Activities and Time Allocation	Learning Sources	Scoring
		Indicators	Criteria/Form/ Type	Offline		
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1	- Students understand the basic concept of bureaucracy - Students are able to explain the character of bureaucracy	a) Understand the concept of Bureaucracy (definition, theory, approach to Bureaucracy b) Understanding the history of bureaucratic development c) Explain the characteristics of the bureaucracy	**Criteria:** Holistic Rubric **Form:** Non-Test	- **Learning Form:** Face-to-face lecture - **Method Learning:** Question and answer. Discussion.	1) Definition, flow and basic theory of Bureaucracy 2) Historical development of bureaucratic thinking 3) Characteristics of Bureaucracy - Reference 1 - Reference 2 - Reference 3	

2	- Students are able to understand the model and function of the bureaucracy - Students are able to explain the position of the bureaucracy in the State	a) Understand the functions and models of bureaucracy b) Explain the position, role and function of the bureaucracy in the state	**Criteria:** Holistic Rubric **Form:** Non-Test	- **Learning Form:** Face-to-face lecture - **Method Learning:** Question and answer. Discussion.	1) Bureaucratic function for the state 2) Government bureaucratic model 3) The position of the bureaucracy in the state - Reference 1 - Reference 2 - Reference 3	
3-4	- Students are able to explain the levels in the bureaucracy - Students are able to explain the relationship, political influence on the bureaucracy	a) Understand the concept of bureaucratic level in government b) Explain the concept of political bureaucracy and service bureaucracy	**Criteria:** Holistic Rubric **Form:** Non-Test	- **Learning Form:** Face-to-face lecture - **Method Learning:** Question and answer. Discussion.	1) The concept of government bureaucracy level 2) Bureaucracy and Politics 3) Service bureaucracy - Reference 5 - Reference 8	
5	- Students are able to explain the concepts and principles of Weber's rational bureaucracy - Students are able to criticize Weber's bureaucracy	a) Understand Weber's concepts and principles of bureaucracy b) Provide an analysis of the weaknesses and strengths of the Weber bureaucracy	**Criteria:** Analytical Rubric **Form:** Non-Test	- **Learning Form:** Face-to-face lecture - **Method Learning:** Question and answer. Discussion.	1) Concepts and principles of Max Weber's ideal bureaucracy 2) The concept of legal authority as the basis for Rational bureaucracy 3) Criticism of Weber's Theory - Reference 2	
6-7	- Students are able to understand the concept of pathology, mal administration in the bureaucracy	a) Understanding the concept of bureaucratic pathology b) Identify characteristics and	**Criteria:** Holistic Rubric **Form:** Non-Test	- **Learning Form:** Face-to-face lecture - **Method Learning:** Question and answer. Discussion.	1) The concept of pathology, mal administration in the Bureaucracy	

	- Students are able to identify the classification of bureaucratic pathology - Students are able to explain the causes, impacts and solutions of the practice of bureaucratic pathology	groups of bureaucratic pathologies c) Explain the meaning, causes, impacts and solutions of the practice of bureaucratic pathology			2) Characteristics and classification of bureaucratic pathology 3) Causes and effects of bureaucratic pathology 4) Solution to the practice of bureaucratic pathology - Reference 1 - Reference 3	
8	**Mid-Semester Evaluation / Mid-Semester Exam**	Students are able to answer various questions whose source material comes from meeting 1 to meeting 7		**Written test**	1) The basic concept (definition, flow and approach) of bureaucracy 2) History of bureaucratic thought 3) Level of government bureaucracy (political bureaucracy and service bureaucracy) 4) Bureaucratic Pathology	
9	- Students are able to explain the relationship between the bureaucracy and its environment - Students are capable of power and leadership in the bureaucracy	a) Explain the dynamics of the environment in the bureaucracy b) Explain the relationship between power and bureaucracy and leadership with bureaucracy	**Criteria:** Holistic Rubric **Form:** Non-Test	- **Learning Form:** Face-to-face lecture - **Method Learning:** Question and answer. Discussion.	1) The environment in the bureaucracy 2) Power in the bureaucracy 3) Leadership in the Bureaucracy - Reference 5 - Reference 9	
10 and 11	- Students are able to explain the history of the development of the Indonesian bureaucracy - Be able to explain the differences in the characters, models and practices of bureaucracy in Indonesia from time to time	a) Describe the history of the development of bureaucratic practices in Indonesia b) Analyze the differences in the characteristics and practices of the bureaucratic model in the old order, new order and reform era	**Criteria:** Analytical Rubric **Form:** Non-Test	- **Learning Form:** Face-to-face lecture - **Method Learning:** Question and answer. Discussion.	1) The history of bureaucratic development in Indonesia 2) The bureaucracy during the old order 3) Bureaucracy in the New Order era 4) Bureaucracy in the reform era - Reference 6 - Reference 7 - Reference 9	

12	- Students are able to understand the concept of bureaucratic reform - Students are able to explain the important reasons for bureaucratic reform - Constraints in realizing bureaucratic reform	a) Understand the concept of bureaucratic reform b) Explain the reasons for the need for bureaucratic reform	**Criteria:** Holistic Rubric **Form:** Non-Test	- **Learning Form:** Face-to-face lecture - **Method Learning:** Question and answer. Discussion.	1) The concept of bureaucratic reform 2) Reasons for the importance of bureaucratic reform 3) Obstacles in government bureaucratic reform 4) Bureaucratic reform strategy - Reference 6 - Reference 7 - Reference 8	
13 and 14	- Students are able to understand the concepts and principles of Goodgovernance - Students are able to explain the concept of good governance as a new approach in bureaucracy - Students are able to analyze the implementation of good governance in the bureaucracy	a) Explain the concept of good governance and relate it to the bureaucracy b) Analyze the application of the principles of good governance in the bureaucracy	**Criteria:** Analytical Rubric **Form:** Non-Test	- **Learning Form:** Face-to-face lecture - **Method Learning:** Question and answer. Discussion.	1) The concept of Good governance 2) The principle of good governance in the bureaucracy 3) Analysis of the implementation of Good Governance in the Indonesian bureaucracy - Reference 10	
15	- Students are able to understand the strategic position of the bureaucracy in the era of regional autonomy - Students are able to explain the division of central and regional bureaucratic authority	a) Explain the various changes in power, authority in the bureaucracy in the region b) Explain the pattern of division of bureaucratic powers between the central government and local governments	**Criteria:** Holistic Rubric **Form:** Non-Test	- **Learning Form:** Face-to-face lecture - **Method Learning:** Question and answer. Discussion.	1) New direction of bureaucracy in the regions 2) Bureaucracy and regional autonomy 3) Distribution of bureaucratic authority to the regions - Reference 9 - Reference 11	

16	**End of Semester Evaluation / End of Semester Exam**			**Written test**	1) History and development of Indonesian bureaucratic practices 2) The concept of bureaucratic reform 3) Bureaucracy in the perspective of decentralization and autocracy 4) Implementation of the principles of Good Governance in the bureaucracy	