

Course Title : Government Bureaucracy
Credits : 3
Semester : II
Lecturer : Ane Permatasari, SIP, MA

Syllabus

Week	Meeting	Expected Capability	Topics	Materials	Learning Strategy	Exercise	Evaluation Criteria	Score
1	1	1. Students are able to understand the lecture and the learning method. 2. The students are able to make a good impression and relations with the lecturer, 3. The students knows the topics, materials, and also the schedule, 4. Students know and understand about the achieved competences in Government Bureaucracy course.	1. Learning Contract 2. Explaining Syllabus	1. Learning Contract 2. Syllabus	Self Directed Learning: <ul style="list-style-type: none"> • Lecturer • Making a group work The students will be asked to prepare some materials for the next meeting (reading books, module, journal, etc)			
2	2	Hard skills:	The Basic	1. The	Contextual		-The sharpness	

		<p>Mastering the definition, the scope, the role, and the function of bureaucracy</p> <p>Soft skills: Developing highly the human value based on religion, moral, and ethics</p>	Concept of Bureaucracy	<p>definition and the scope of bureaucracy</p> <p>2. The role and the function of bureaucracy</p>	<p>Instruction in form of:</p> <ul style="list-style-type: none"> • Lecture • Discussion and Question and answer session <p>The students will be asked to prepare some materials for the next meeting (reading books, module, journal, etc)</p>		<p>of analysis/ critical</p> <p>-The activeness in the classroom</p>	
3	3	<p>Hard skills: Mastering about the principal and the theories of bureaucracy</p> <p>Soft skills: Contribute in increasing the life quality of community, nation, state, and in the progress of civilization based on Pancasila</p>	The Theories of Bureaucracy	<ol style="list-style-type: none"> 1. Hegel 2. Mosca dan Michels 3. Max Weber 4. Karl Max 	<p>Contextual Instruction in form of:</p> <ul style="list-style-type: none"> • Lecture • Discussion and Question and answer session <p>The students will be asked to prepare some materials for the next meeting (reading books, module, journal, etc)</p>		<p>-The sharpness of analysis/ critical</p> <p>-The activeness in the classroom</p> <p>-Question and answer</p>	
4	4	Competence Test I						20 %
5	5	Hard skills:	Seven Modern	1. Bureaucracy	Contextual		-The sharpness	

		<p>Mastering about seven modern concepts of bureaucracy</p> <p>Soft skills: Respecting the others' cultural diversity, view, religion, belief, and opinion or finding</p>	<p>Concepts of Bureaucracy</p>	<p>as a rational organization</p> <ol style="list-style-type: none"> 2. Bureaucracy as an organization inefficiency 3. Bureaucracy as an authority which is done by official 4. Bureaucracy as state administration (public) 5. Bureaucracy as administration which is done by official 6. Bureaucracy as an organization 7. Bureaucracy as modern society 	<p>Instruction in form of:</p> <ul style="list-style-type: none"> • Lecture • Discussion and Question and answer session <p>The students will be asked to prepare some materials for the next meeting (reading books, module, journal, etc)</p>		<p>of analysis/ critical</p> <ul style="list-style-type: none"> -The activeness in the classroom -Question and answer 	
6	6	<p>Hard skills: Mastering about the development of bureaucracy in Indonesia</p> <p>Soft skills: Respecting the</p>	<p>The Development of Bureaucracy in Indonesia</p>	<ol style="list-style-type: none"> 1. The bureaucracy on before colonial period 2. The bureaucracy on colonial 	<p>Contextual Instruction in form of:</p> <ul style="list-style-type: none"> • Lecture • Discussion and Question and answer session 	<ul style="list-style-type: none"> -Create group paper -Paper presentation 	<ul style="list-style-type: none"> - The systematical written paper -The sharpness of analysis/ critical -The activeness in the 	10 %

		others' cultural diversity, view, religion, belief, and opinion or finding		period 3. Before independence period 4. After independence 5. The bureaucracy on New Order era 6. After New Order era	The students will be asked to prepare some materials for the next meeting (reading books, module, journal, etc)		classroom -Question and answer when doing presentation	
7	7	<p>Hard skills: Mastering about Patrimonial bureaucracy, paternalism value, bureaucratic polity, the important role of bureaucracy in the development and behavior of bureaucracy</p> <p>Soft skills: Contribute in increasing the life quality of community, nation, state, and in the progress of civilization based on Pancasila</p>	The Conceptualization of Value and Behavior of Bureaucracy	1. Patrimonial bureaucracy 2. Paternalism value 3. Dominant theory 4. Bureaucratic polity 5. The important role of bureaucracy in the development 6. Behavior of bureaucracy	<p>Contextual Instruction in form of:</p> <ul style="list-style-type: none"> • Lecture • Discussion and Question and answer session <p>The students will be asked to prepare some materials for the next meeting (reading books, module, journal, etc)</p>		-The sharpness of analysis/ critical -The activeness in the classroom - Question and answer	

8	8	Mid Term Examination						20 %
9	9	<p>Hard skills: Mastering about cultural approach and structural approach toward bureaucracy reality</p> <p>Soft Skills: Contribute in increasing the life quality of community, nation, state, and in the progress of civilization based on Pancasila</p>	The Approach Models toward Bureaucracy Reality	<ol style="list-style-type: none"> 1. Cultural Approach 2. Structural Approach 	<p>Contextual Instruction in form of:</p> <ul style="list-style-type: none"> • Lecture • Discussion and Question and answer session <p>The students will be asked to prepare some materials for the next meeting (reading books, module, journal, etc)</p>		<p>-The sharpness of analysis/ critical</p> <p>-The activeness in the classroom</p> <p>- Question and answer</p>	
10	10	<p>Hard skills: Mastering about culture determination in preference of bureaucracy pathology</p> <p>Soft skills: Contribute in increasing the life quality of community, nation,</p>	Culture Determination in Preference of Bureaucracy Pathology	<ol style="list-style-type: none"> 1. Status orientation which supports discriminative attitude 2. Culture of direction and formalism 3. Corruption, collusion, and nepotism 4. Feudalism 	<p>Contextual Instruction in form of:</p> <ul style="list-style-type: none"> • Lecture • Small group Discussion • Question and answer session <p>The students will be asked to prepare some materials for the</p>		<p>-The sharpness of analysis/ critical</p> <p>-The activeness in the classroom</p> <p>- Question and answer</p>	

		state, and in the progress of civilization based on Pancasila		between modernization and status quo	next meeting (reading books, module, journal, etc)			
11	11	<p>Hard skills: Mastering about the characteristic of bureaucracy in Indonesia and the problem in implementing bureaucracy</p> <p>Soft Skills: Contribute in increasing the life quality of community, nation, state, and in the progress of civilization based on Pancasila</p>	The Characteristic of Bureaucracy in Indonesia	<ol style="list-style-type: none"> 1. The elements in bureaucracy in Indonesia 2. The characteristic of bureaucracy in Indonesia 3. The problems in implementing bureaucracy in Indonesia 	<p>Contextual Instruction in form of:</p> <ul style="list-style-type: none"> • Lecture • Group presentation, Discussion, and Question and answer session <p>The students will be asked to prepare some materials for the next meeting (reading books, module, journal, etc)</p>	<ul style="list-style-type: none"> • Making a paper • Group Presentation 	<ul style="list-style-type: none"> -The systematical written paper -The sharpness of analysis/ critical -The activeness in the classroom -Question and answer when doing presentation 	
12	12	Competence Test III						20 %
13, 14, 15	13, 14, 15	<p>Hard skills: Mastering about public accountability as a form of bureaucracy responsibility</p> <p>Soft Skills:</p>	Public Accountability as a Form of Bureaucracy Responsibility	<ol style="list-style-type: none"> 1. The definition and the identification of public accountability 2. Bureaucracy pathology 3. Bureaucracy 	<p>Contextual Instruction in form of:</p> <ul style="list-style-type: none"> • Lecture • Discussion and Question and answer session <p>The students will</p>		<ul style="list-style-type: none"> -The sharpness of analysis/ critical -The activeness in the classroom - Question and answer 	

		Role as citizens who take pride and love the homeland which is also have nationalism and sense of responsibility to the state and nation		responsibility	be asked to prepare some materials for the next meeting (reading books, module, journal, etc)			
16	16	Final Examination						20 %

GRADING

- A : > 81 (Excellent)
- B : 61-80 (Very Good)
- C : 41-60 (Good enough)
- D : 21-40 (Poor)
- E : 0 < 20 (Failed)

SCORE DIVISION

- Final exam : 20 %
- Mid-term exam : 20 %
- Assignment and presentation : 10 %
- Competence Test I : 20 %
- Competence Test III : 20 %
- Attendance/soft skill : 10 %