

2a: Programme-specific appendix to the TER 2014-2015

for the Bachelor of Science programme

European Public Administration

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1. Objectives

1a Profile of the programme

The Twente Public Administration programmes are committed to providing best quality programmes that educate people who are able to address the grand current and future challenges in public governance. These challenges include those mentioned in the Europe 2020 strategy: employment, innovation, education, social inclusion and climate/energy. We want our alumni to contribute to solving so-called wicked policy problems, i.e. complex public problems that are highly resistant to resolution.

The domain of the EPA programme is the *study of public governance*, i.e. public institutions in interaction with the social environment. The identification and articulation of public problems and the design and management of adequate (i.e. effective, efficient and legitimate) problem-solving policies, increasingly hinges on the interplay of (formal) authorities with multiple social actors: citizens, interest groups, companies, civic organizations and social institutions. Furthermore, in addressing public issues, actors also have to deal with multiple levels of public governance: local, regional, national, international, global. Finally, given the nature of the public problems we address, public governance deals with dynamic issues, within a constantly changing context.

Thus, the Twente approach is *particularly based on multi-actor and multi-level analysis of dynamic public problems and aims at solutions that meet both functional (effectiveness, efficiency) and procedural criteria (rule of law, legitimacy, legality, and democracy).*

As far as the character of our EPA programme is concerned, *multi-disciplinarity* is a core element and the “Twentse formule” is fundamental for the new curriculum: the programme provides a solid introduction in research-based social science (because in our view research methodology is fundamental) and in the core disciplines of Public Administration (economics, law, political science, sociology). In addition, our programme is *interdisciplinary* in that it integrates perspectives from the various disciplines. It links insights from academia and practice and aims at problem-solving. Finally, the programme deals with research, policy-design and management, which is our “translation” of the UT three O-concept of Onderzoeken, Ontwerpen en Organiseren. The general UT profile (High Tech, Human Touch) is incorporated through our focus on the grand challenges of our time, where technology and social sciences meet.

1b Final attainment targets of the programme

Based on the various exit qualifications in the field (Dublin descriptors, Meijers-criteria, TUNING reference points for European Studies, ICB/VSNU/QANU, EAPAA) and keeping in mind the alumni profile, we define the following core competences:

- A. Competent in governance, policy-making and public management;
- B. Competent in the core disciplines of economics, law, political science and sociology;
- C. Capable of integrating disciplinary perspectives;
- D. Competent in doing research;
- E. Academic & professional skills;
- F. Attitude.

1c Level of the programme

In accordance with Art. 3 of the OER, the final attainment targets of the programme match those of the general, internationally accepted descriptions of the qualifications of an academic Bachelor's programme.

1d Connecting master's programmes

Students successfully completing the examination for the Bachelor's in European Public Administration are automatically entitled to enrol in the one-year Master's programme in Public Administration, the one-year Master's programme in European Studies or the one and a half year programme European Studies leading to a double diploma with the University of Münster.

2. Composition of the programme

The Bachelor's programme consists of three academic years (B1, B2 and B3) of 60 EC each (total course load 180 EC = 5040 hours) (see also section 7.4a, paragraph 1, WHW). The programme is full-time and has one examination, the Bachelor's examination at the end of the third year.

The academic timetable for the Bachelor's programme consists of two semesters per academic year, each semester consisting of two quartiles of ten weeks each. In each week one full-time module is scheduled. One module has a study load of 15 EC.

The programme consists of 6 core modules (Q1.1 up to Q2.2), 2 x 2 specialization modules (Q2.3 and Q2.4: "track choice"), 2 optional modules and an internship/exchange possibility (Q3.1 and Q3.2: "vrije keuzeruimte"), and a thesis semester (Q3.3 and Q3.4).

1. During the timeslot of module 3.1 and 3.2, students choose either an internship, an exchange, or a minor. An internship can take place during the timeslot of module 3.1 or 3.2, and is around 10 weeks of length. An internship of the full semester is normally not allowed.
2. The first part of the thesis semester is used for preparation for labor market, writing a thesis work design, and ethics. The second part is for writing the thesis in a thesis circle. In a thesis circle several students individually write a thesis that circles around a given topic.

The study programme for European Public Administration is stated in table 2.1:

Table 2.1: Global overview of the European Public Administration programme

Year. Quart	Module Code	Module name	EC	Exam Format	Required
1.1	201300018	The Modern State	15	See Osiris	
1.2	201400197	European Challenges	15	See Osiris	
1.3	201300110	Public Policy	15	See Osiris	
1.4	201300111	Regional innovation and Smart Cities	15	See Osiris	
<i>B2: 2nd year</i>					45 EC
2.1	201400091	Public Management	15	See Osiris	
2.2	201400093	Public Governance in Europe	15	See Osiris	
Track: European Studies					
2.3	201400095	The EU after the Financial-Economic Crisis	15	See Osiris	
2.4	201400097	The European Union and the World	15	See Osiris	
Track: Public Administration					
2.3	201400099	Policy-making and planning	15	See Osiris	
2.4	201400101	The Governance of Coproduction	15	See Osiris	
<i>B3: 3rd year – Starts in academic year 2015-2016</i>					90 EC
3.1		Minor or Internship/exchange or Advanced research skills or Student activists module	15	See Osiris	
3.2		Minor or Internship/exchange or Student activists module	15	See Osiris	
3.3		Thesis semester	15	See Osiris	
3.4		Thesis semester	15	See Osiris	
Total			180		

Content of the tracks

During module 2.2, students choose a track for the modules 2.3 and 2.4. It is allowed to make free choices out of the four modules, to “mix & match”. The two tracks are either specializing in European Studies or Public Administration. For a more detailed overview, see Osiris

Honours track

In modules 1.2 up and including 2.2 it is possible to be selected for the “star programme”, leading to a maximum of five stars on the diploma supplement. Each star represents more challenging work on the given module, leading to a significant higher workload. Details of the selection procedure will be announced before the start of module 1.2, and will at least consist of an active application procedure.

Assessment of a module

In general each module consists of three parts: a project, coursework and M&T. These three parts are graded and each part needs to be sufficient (≥ 5.5). If and only if one part is insufficient and the two other parts are sufficient a revision is possible. The grade of each part may be build up on more

assessments for which compensation within this part is possible (but not necessary). Each module provides a clear overview of the assessment before the start of the module.

Cum Laude

If a student:

- fulfils all requirements for the study within four years;
- has at least three Excellence stars and no modules with a grade of '6' OR an average grade of at least 8.0 over all graded modules and no modules with a grade of '6'
- and has a thesis grade of '9' or '10'

the student will get a diploma that states "Cum Laude".

For cohort 2012 and earlier, the Cum Laude rules are as follows:

If upon sitting the Bachelor's examination, the student has given evidence of exceptional capability, 'cum laude' ('with distinction') will be recorded on the degree certificate. A student is considered to have exceptional capability if each of the following conditions is met:

- a) the average mark awarded for the study units of the Bachelor's examination (B2 and B3 programme) is at least 8;
- b) in the determination of this average, the units that were not evaluated with a numerical mark or for which an exemption was granted are not considered;
- c) no study unit in the B2/B3 programme was evaluated as not passing, and no more than one unit was evaluated with a mark of 6;
- d) the student was not granted exemptions for more than one-third of the total post-propaedeutic degree programme;
- e) the mark for the final unit (Bachelor's thesis or project) is at least a 9;
- f) the Bachelor's programme is completed within four years, barring exceptional circumstances at the discretion of the Examination Board that would justify a longer period. Special cases explicitly include (but are not limited to) the circumstances recognized for the allocation of graduation support.

3 Organization of the programme

3a. Coherence and didactic concept

The didactic concept of the EPA-programme reflects two major principles:

1. Increasing levels of student's autonomy throughout the programme;
2. Increasing levels of issue complexity and knowledge integration.

Next to vertical and horizontal programme structuring, both principles are especially approximated through case-based learning. The didactic concept can be characterized as a mixture of classical knowledge development gradually expanding the body of knowledge regarding disciplinary backgrounds, and integration of that knowledge with other disciplines and in concrete cases in tutorials, seminars and projects.

Increasing levels of autonomy: The programme aims at increasing levels of student's autonomy. This means that a number of skills are especially trained to help students organize their learning process through increased levels of independence. The early courses are far more structured regarding teaching environment, assignments and teaching guidance than later courses. Students are expected to develop skills to cope with complexity and uncertainty.

Case-based learning: The programme acknowledges the importance of knowledge drawn from practice. This kind of knowledge is introduced in the curriculum through study visits, guest lectures and

the involvement of professionals in the projects. Furthermore, students are encouraged to do interviews outside the university and thus develop their competences and interaction with the outside world. Another strategy to train student's abilities is to design cases in which they have to find their ways through problems and dilemmas. We believe that the teaching with cases leads to the acquisition of knowledge, the development of competences and the development of self-reflective skills. Therefore, cases are the very soul of the projects. But cases are also important illustrations in discipline-driven courses. One of our strategies to adjust courses (that are frequently taught to various programmes) to particular public administration demands is to use cases in tutorials. Here students can easily identify with typical public administration issues and problems.

Increasing levels of integration: The projects are especially designed to facilitate integration. In early projects one can easily recognize the different analytical views, but advanced programmes integrate these views more, and the practice-oriented component increases. The rationale is that students are not yet familiar with the content and the connection and coherence of disciplines. Their insights develop throughout the programme and students are increasingly able to master higher complexity levels.

3b Elective options

As can be seen in table 2a, the European Public Administration programme has a wide variety of choices.

Students can

- Make bound choices in the second semester of the second year,
- Make more open choices, including internships or exchange programmes in the first semester of the third year,
- Opt for extra work by joining the star programme (excellence track) in 5 modules
- Choose a topic of interest for their final thesis.

3c Requirements related to electives

Students need to have 90 EC to start the third year. Study abroad may have extra requirements.

3d Content of practical exercises

All modules use group work and individual assessments. In general, all assessments within a module fall within the definition: practical exercises or assignments, written and/or oral evaluation thereof, written exams. The exam may only be sat if the practical exercises have been performed and the report of the practical exercises has been evaluated as passing. For details of the assessment per module, see Osiris.

4. General information

4a Admission to the programme

In addition to the stipulations in article 4 of the Common Elements of this OER and the admission regulations laid down in the web brochure '[Colloquium Doctum](#)' that this article refers to, the following regulations apply to admission to the programme:

Students with a foreign pre-university education diploma which is equivalent to the Dutch VWO diploma are admissible to European Public Administration.

4b Language of teaching and exams

Teaching and assessment in the Bachelor's programme is offered in English. Exam questions may use terminology in other languages insofar as normal in the field in question.

4c International cooperation

Students in our School are offered the opportunity to gain experience abroad. Information about this option is given on the central webpage 'Study and internship abroad'.

4d Programme Committee (OLC) and Examination Board

Members of the Programme Committee (OLC) are appointed by the dean of the faculty every (two) year(s) (faculty regulations article 13). The most recent composition of the committee can be found at the webpage of the programme committees (www.mb.utwente.nl – education – organization). For correspondence with the committee use olcsecretaris@mb.utwente.nl. For more information contact the secretariat at 3200.

Members of the Examination Board are appointed by the dean of the faculty every (two) year(s) (faculty regulations article 12). The most recent composition of the Board can be found at the webpage of the Examination Boards (www.mb.utwente.nl – education – organization). For correspondence with the Boards use bachelorgriffie-mb@mb.utwente.nl. For more information contact the secretariat at 3200.

5 Transitional arrangements

The introduction of the TOM model has led to a lot of changes. For students that started before the academic year 2013-2014, transitional arrangements are stated below.

5a Nederlandstalig programma Bestuurskunde

De belangrijkste verandering voor het cohort 2012 is dat de vakken uit hun tweede jaar niet opnieuw worden aangeboden, maar alleen te herkansen zijn. Dat gebeurt in principe op dezelfde manier als het afgelopen jaar. Vaak vervallen de opdrachten.

Alle vakken kunnen afgerond worden in het kwartiel waarin het in 2013-2014 gegeven werd, en indien van toepassing in de tentamenperiode (het kwartiel) daarna.

Table 5.1: wijze van afronden van vervallen vakken

	kwartiel	vakcode	Vaknaam	Wijze van afronden in 2013-2014
B2: 2e jaar	1	194103030	openbare financiën	Wijze van afronden verandert niet (tentamen).
	1	194104080	interne organisatie	Opdracht vervalt, doe een aangepast tentamen.
	1	201100097	concept and observation	Wijze van afronden verandert niet (tentamen).
cohort 2012	2	194107010	externe organisatie	Opdrachten vervallen, doe een aangepast tentamen. (*)
	2	201100080	evaluating democratic governance in Europe	Opdracht vervalt, doe een aangepast tentamen.
	2	194124050	BSK 3: ontwikkeling van instrumentarium	Neem contact op met de docent voor een individuele opdracht.
Herhaal toetsing	3	194125050	staatsrecht	Wijze van afronden verandert niet (tentamen).
	3	201100053	management en organisatie van professionele organisaties	Opdrachten vervallen, doe een aangepast tentamen.
	3	194114010	praktijk van onderzoek & statistiek	Neem contact op met de docent voor een individuele opdracht naast het tentamen
	4	194110040	management accounting & control	Opdracht vervalt, doe een aangepast tentamen.
	4	194102010	institutionele economie	Wijze van afronden verandert niet (tentamen).
4	194124100	BSK 4: institutioneel ontwerp	Neem contact op met de docent voor een individuele opdracht.	

Voor de start van ieder kwartiel zal bekend worden gemaakt voor welke vakken extra responsiecolleges worden verzorgd. Dit hangt af van het aantal deelnemers aan die vakken. De bekendmaking vindt plaats via de blackboard site "bestuurskunde 2012".

Table 5.2 Programma voor 2014-2015:

	Quar- tile	Course code	Course name	EC	Exam format	Prior knowledge requirements	
						obligatory	required
B3: 3rd year							
<i>Only re-exams in 2015-2016</i>	1	194101020	recht & governance	5	S		
	1		minor	5		80 EC	
	1		minor	5		80 EC	
	2	194119030	methodology and research design	5	PSS	201100097	
	2		minor	5		80 EC	
	2		minor	5		80 EC	
	3	194111030	visions on science and ethics	5	PSS		
	3	194111800	bestuurskundige vaardigheden	5	PSS		
	3	194128080	onderzoeksvoorstel bacheloropdracht BSK	5	PGI		
	4	194100070	bacheloropdracht	15		B1; 135 EC; 194119030	
Total				180			

Voor dit programma geldt dat een groot gedeelte van het onderwijs in het Nederlands wordt gegeven. Voor alle vakken is het mogelijk in het Nederlands tentamen te doen of opdrachten te schrijven. Deze regeling geldt in 2014/2015 voor de B2 en de B3. Bij vertraging van meer dan een jaar van de student is het mogelijk dat in de toekomst van deze mogelijkheid moet worden afgeweken.

5b English language programme European Studies

From the academic year 2013-2014 on the bachelor track European Studies (part of the bachelor programme Public Administration) will be gradually replaced by the new bachelor programme European Public Administration (EPA).

This has the following consequences for the different years of the ES-programme:

- B2 courses will be offered for the last time in the academic year 2013-2014, in the academic year 2014-2015 there will be only re-exams for these courses.
- B3 courses will be offered for the last time in the academic year 2014-2015, in the academic year 2015-2016 there will be only re-exams for these courses.

General remarks:

- The re-exams (two in every academic year for written re-exams, one for practical assignments) will be held in the same quarters as the original exams, so in the quarter the course was originally scheduled and in the next quarter.
- If enough students participate in re-exams teachers may organize lectures, tutorials or other meetings to prepare the students for the re-exams.
- Students are strongly advised to do the exams and the re-exams in the academic years in which they are still offered. For students that still miss courses afterwards, other – preferably tailor-made - solutions will be sought.

Table 5.3 Study programme Public Administration, bachelor track European Studies 2014-2015

	quar- tile	Course Code	course name	EC	exam format	prior knowledge		
						obligatory	Required	
B2: 2 nd Year (only re-exams in 2014-2015)	1	201100097	Concept and Observation	5	PSS	201100060 and 194119140		
	1	194103020	European economic governance	5	PSS			
	1	194125040	European legal governance	5	S			
		2	194107140	Governance of European social policies	5	PSS	40 EC	
		2	201100080	Evaluating democratic governance in Europe	5	PSS		
		2	194101080	Project 2: International negotiations	5	PGI		
		3	194101060	EU external legal relations	5	PS		
		3	194107150	Global social problems	5	PS		
		3	194111190	A history of Europe: science and technology	5	PS		
		4	194103090	EU external economic relations	5	PS		
	4	194124150	EU external political relations	5	PS			
	4	194104120	Project 3: Policy design in the EU context	5	PGI			
B3: 3 ^d Year (only re-exams in 2015-2016)	1	194101090	Project 4: Regional innovation in Europe	5	PS	80 EC		
	1		Minor	5		80 EC		
	1		Minor	5		80 EC		
	2	194119030	Methodology and research design	5	PSS	201100060 and 194119140		
			Minor	5		80 EC		
			Minor	5		80 EC		
	3		Optional course 1	5				
			Optional course 2	5				
			3	194128080	Research proposal BA-thesis			5
	4	194100080	BA thesis research	15	PSS	B1; 135 EC and 194119030		
Total				180				

The optional courses to be chosen should be European Studies related. There are no changes in the 2012-2013 and 2013-2014 curriculum, except the start of the first year of the new European Public Administration programme in 2013-2014. In 2014-2015 there are only re-exams for the B2-courses

Some important changes in the 2011-2012 curriculum were:

B3: - Methodology and research design moved from quarter 1 to 2; Project 4: Regional innovation in Europe from 2 to 1
- The course Methodology and research design (194119030) is obligatory for the BA thesis research

B2:- Methodology of evaluation and design has moved from quarter 3 to 1 (it is renamed Concept and Observation and has received a new course code 201100097), A history of Europe: science and technology has moved from quarter 1 to 3

- Democratic Dilemmas of European Governance has moved from quarter 1 to 2 (and is renamed Evaluating Democratic Governance in Europe), it has also received a new course code 201100080)

- Governance of European social policies has moved from quarter 1 to 2

- European legal governance and European economic governance have both moved from quarter 2 to 1

- The course Quantitative research skills (194119140) will be obligatory in the academic year 2012-2013 for the course Concept and Observation (201100097) for the students from cohort 2011 and 2012, not from cohort 2010 and earlier.

Options for the third year

Option 1: the standard study programme with a minor of 20 EC

The first option is to follow the standard study programme (see table 5.3) with a minor of 20 EC. This standard programme includes:

- Three courses according to table 5.3
- A minor of 20 EC according to table 5.3, to be chosen from the Dutch and English minors.
- Two optional courses in the third quartile (2A) . The optional courses should be European Studies related or cover general scientific and ethical issues, advised are:
 - 201200094: Perspectives on science and ethics (STePS/ Dijksterhuis)

- 194114050: Higher Education in a European perspective (CHEPS/Leisyte)
- 194107160: Safety policy in a European Perspective (PA/Meershoek)
- 194107170: Immigrant integration in a European perspective (PA/Saharso)
- The bachelor thesis (15 EC)

Option 2: Minor of 25 EC (including an internship):

The second option is to choose an international minor of 25 EC.

This alternative programme includes:

- Two obligatory courses in quarter 1 (Project 4: Regional innovation systems) and quarter 2 (Methodology and Research Design). The third obligatory course (Research proposal Bachelor thesis) must be done on an individual basis.
- A minor of 25 EC: Sustainable Development (for which a limited number of places is available) or International Management. The format is 5 EC in the first quartile, 5 EC in the second quartile and 15 EC (internship) in the third quartile.
- At least one optional course (5 EC) in the first quartile (1A) or second quartile (1B) that is European Studies related. We advise you to choose one of these (minor) courses. Be aware that International Business is already part of the minor International Management.
 - 191880801: International Business (BA/Stienstra) 1A
 - 201000041: Education in developing countries (CHEPS/Jongbloed) 1B
- Bachelor-thesis (15 EC). It is possible to combine the internship and the bachelor thesis.

Option 3: an exchange programme with a foreign university

The third option is do an exchange programme of 20 EC or 30 EC in the first semester of the third year. A minor of 30 EC means that the exchange programme replaces the minor of 20 EC and the two obligatory courses in quarter 1 (Project 4: Regional innovation systems) and quarter 2 (Methodology and Research Design) or the two optional courses in the third quarter. The exchange programme may include courses that replace the two obligatory courses or you should do these two obligatory courses in an alternative way (see below). For this exchange programme you always need permission from the bachelor exam committee. This alternative programme includes:

- An exchange programme of at least 20 EC in the first semester.
- Two optional courses in the third quartile (2A). The optional courses should be European Studies related or cover general scientific and ethical issues. Advised are:
 - 201200094: Perspectives on science and ethics (STePS/ Dijksterhuis)
 - 194114050: Higher Education in a European perspective (CHEPS/Leisyte)
 - 194107160: Safety policy in a European Perspective (PA/Meershoek)
 - 194107170: Immigrant integration in a European perspective (PA/Saharso)
- One obligatory course in quarter 3 (Research proposal Bachelor thesis) and the two other obligatory courses if you cannot replace them in your exchange programme.
- The bachelor thesis (15 EC)

Other options

For other options (like a free minor or an internship abroad) you need permission from the bachelor exam committee (this decision is mandated to dr. Rik Reussing, coordinator European studies).

More details can be found on the CES site (www.utwente.nl/mb/ces)

Minors in English

A minor is a part of most Bachelor studies (*in Dutch*) of the University of Twente. Most of those Bachelor studies are in Dutch and therefore, most minors are taught in Dutch only. However, in the academic year 2014-2015, the following minors will probably be taught also or only in English:

- Innovation & Entrepreneurship
- Financial Engineering

- Geo Data Processing & Spatial Information
- History
- International Management & Exploration (25 EC or 20 EC)
- Sustainable Development in Developing Countries (25 EC or 20 EC)
- The minor Professionele Communicatie contains the (optional) course "Academic Writing in English".

5c English language programme European Studies Double Diploma

The Bachelor's curriculum for the European track Double Diploma consists of:

- the first and second year according to the general track
or
- the first and second year of the Bachelor's programme "Public Administration" of the Westfälische Wilhelms-Universität Münster, as published at the [CES site](#).
- the third year according to Table 5.4 below.

Table 5.4: *Third year of the Bachelor's curriculum Public Administration 2014-2015, "mixed track"*

	quar- tile	course code	course name	EC	exam format	prior knowledge	
						obligatory	required
B3: <i>3rd</i>	1	194101090	Project 4:Regional innovation in Europe	5	PS	80 EC	
	1		Minor	5			
	1		Minor	5			
	2	194119030	Methodology and research design	5	PSS	194119010	
	2		Minor	5			
	2		Minor	5			
	3		European Studies (2.2.A): The EU after the Financial-Economic Crisis. Module of the new bachelor programme European Public Administration (EPA)	15			
	4	194100070	bachelor thesis	15		B1; 135 EC	
	Total				180		

Transitional arrangements

For students of the 'mixed track' who started their third year in Twente in the academic year **2013-2014** re-exams are offered for the three obligatory courses that are not offered anymore (Methodology and research design is still offered). Students are strongly advised to do the exams and the re-exams in the academic years in which they are still offered. For students that still miss courses afterwards, other – preferably tailor-made - solutions will be sought.

For one course a written re-exam will be scheduled in the Exam Roster of 2014-2015:

- European legal governance (194125040)

For the other two courses are practical assignments. Students have to contact the teacher of the course themselves before the start of the quarter the course was originally scheduled. The courses are:

- European economic governance (194103020)
- Governance of European Social Policies (194107140).