PUBLIC ADMINISTRATION (PADM)

PADM 5300  U.S. Government Institutions  
3 Semester Credit Hours (3 Lecture Hours)
A survey of the major institutions of the U.S. national government, with
special attention to the presidency, Congress, and the U.S. Supreme
Court. Some comparative discussion of federalism, parliamentary
systems of government, and proportional representation. Brief review of
the U.S. Constitution, the federal court structure, and the role of Federal
Reserve System. (Credit may not be given for both this course and
POLS 5300.)

PADM 5301  Theory and Practice of Public Administration  
3 Semester Credit Hours (3 Lecture Hours)
An introduction to the concepts, theories, literature, legal aspects, and
practices of public administration and management. Topics include
administrative behavior; program planning, management and evaluation;
decision-making; structure and processes of organizations; and ethics.

PADM 5302  Policy Making and Public Administration  
3 Semester Credit Hours
Relationship of politics and administration with reference to the
influence of administration and bureaucracy, legislative bodies,
parties, political leadership, interest groups and other forces in the
formation and execution of public policy in various levels of, primarily,
American government. (Credit may not be given for both this course and
POLS 5302.)

PADM 5303  Administrative Ethics  
3 Semester Credit Hours (3 Lecture Hours)
A survey of ethical issues faced by public administrators. The course
will provide a general grounding in the philosophical and theoretical
foundations of ethical inquiry. Special attention will be given to ethical
problems arising within hierarchical organizations and to the ethical
implications of particular public policies.

PADM 5304  Human Resource Management  
3 Semester Credit Hours (3 Lecture Hours)
Analysis of the major personnel management problems and issues in
the public sector. The functions of recruitment, selection, development,
compensation, and employee relations will be studied. Special attention
will be given to the legal environment of personnel.
Prerequisite: PADM 5301.

PADM 5305  Public Budgeting and Finance  
3 Semester Credit Hours (3 Lecture Hours)
An analysis of the formation, management, and administration of fiscal
policies at all levels of government in the United States. Basic financial
management planning, preparation, presentation, and resource allocation
analysis.

PADM 5306  Public Sector Fiscal Management and Analysis  
3 Semester Credit Hours (3 Lecture Hours)
This course takes an in-depth look at finance and focuses on budget
and reform techniques, revenue sources, structure and control, the
administration of debt and cash management; including strategies
for reducing borrowing costs and increasing the interest earnings of
government.
Prerequisite: PADM 5305.

PADM 5307  Administrative Law  
3 Semester Credit Hours (3 Lecture Hours)
Analysis of the nature of law, especially the law of administrative
procedure. The course examines the separation and delegation of
powers, the meaning and functioning of the Administrative
Procedures Act, the scope of judicial review, and other remedies against
administrative actions. (Credit may not be given for both this course and
POLS 5308.)

PADM 5308  Public Organizations  
3 Semester Credit Hours (3 Lecture Hours)
A course designed to develop an understanding about public sector
organizations, their environments, and the political subsystems in which
they exist. The course explores organization theory and administrative
behavior to understand and diagnose organizational problems and
dynamics in the public sector. Emphasis is placed on organization-
environment relationships.

PADM 5309  Research Methods in Public Administration  
3 Semester Credit Hours (3 Lecture Hours)
Examination of the statistical techniques used by public administrators
to include descriptive and inferential statistics. Use of SPSS for analysis
of empirical and secondary data sources. Interpretation, analysis and
presentation is emphasized. Integration of research design and statistical
techniques.
Prerequisite: PADM 5311.

PADM 5310  Statistics for Public Administrators  
3 Semester Credit Hours (3 Lecture Hours)
Examination of the statistical techniques used by public administrators
to include descriptive and inferential statistics. Use of SPSS for analysis
of empirical and secondary data sources. Interpretation, analysis and
presentation is emphasized. Integration of research design and statistical
techniques.
Prerequisite: PADM 5311.

PADM 5311  Survey Research for Public and Non-Profit Managers  
3 Semester Credit Hours (3 Lecture Hours)
The ability to conduct and interpret survey research is becoming an
integral part of public management. This course provides students with
the knowledge and skills needed to direct, understand, and make effective
use of administrative and policy information from survey research data.

PADM 5312  Diversity in Public Administration  
3 Semester Credit Hours (3 Lecture Hours)
This course examines the importance of diversity, including race/
ethnicity, gender and other demographics in public administration at the
local, state and federal level and in various types of public agencies.

PADM 5313  Public and Non-Profit Management  
3 Semester Credit Hours (3 Lecture Hours)
An examination of theories, processes, and skills in managing the public
and non-profit sectors. Topics of study include how to successfully
implement policies, administer services and provide public goods, and
collaborate with agencies in various sections.

PADM 5314  Resource Development for Non-Profit Organizations  
3 Semester Credit Hours (3 Lecture Hours)
Examination of the theoretical and practical applications of fundraising.
A study of government or non-profit agency grant and contract
administration. Applications for responding to funding assistance
and solicitations and grants. Contract preparation, evaluation, and
presentation.
PADM 5335  Program Evaluation
3 Semester Credit Hours (3 Lecture Hours)
This course is designed to help the pre- and in-service professional public manager conceptualize the program evaluation effort as a meaningful and understandable set of tasks. The course will examine various means of evaluating programs and enable students to develop program evaluation skills, so that they become better contributors and consumers of evaluation and research reports.

PADM 5360  Strategic Planning
3 Semester Credit Hours
A seminar course that gives pre- or in-service managers the tools necessary to consider the long-term mission and direction of the agency and craft strategy and operations from both internal and external stakeholders to achieve those goals. Consideration of strategic planning as a process for implementing strategic management.

PADM 5365  Seminar in Public Administration - Capstone
3 Semester Credit Hours
The capstone course for the MPA program is an integrative approach applying the skills, knowledge and values considered, discussed and acquired throughout the core courses to selected public and administrative problems through analytical exercises and case studies. All other core courses must be completed prior to enrollment in the capstone. This is the exit requirement for the MPA program. This course must be taken during the last semester prior to graduation.

PADM 5370  Topics in Public Administration
3 Semester Credit Hours (3 Lecture Hours)
Seminar in identified topics in Public Administration. May be repeated when topics vary. Offered on sufficient demand.

PADM 5377  Grant Writing
3 Semester Credit Hours (3 Lecture Hours)
An advanced workshop on the grant proposal writing process, including identifying sources of funding, conducting research to support funding applications, data analysis, tailoring each proposal to a specific funding agency, and the requirements of electronic submission. Students will receive experience writing actual proposals on behalf of local organizations and agencies.

PADM 5380  Homeland Security and Public Administration
3 Semester Credit Hours (3 Lecture Hours)
This course will provide an overview of the essential ideas that constitute the emerging discipline of homeland security. The course is designed for students interested in a broad overview of homeland security policies including topics related to emergency management, intelligence gathering and analysis, infrastructure security, protection of civil liberties, and counter terrorism strategies.

PADM 5381  Modern Terrorism and Counter Terrorism
3 Semester Credit Hours (3 Lecture Hours)
This course will provide an introduction to the operational and organizational dynamics of modern terrorism from the Cold War to the present. This course will study terrorist organizations to understand the ideologies, cultures, structures and causative factors behind major movements. This course will also focus on U.S. Efforts to counter terrorism from the Cold War to the Global War on Terrorism.

PADM 5382  Emergency Management and Disaster Planning Practicum
3 Semester Credit Hours (3 Lecture Hours)
This course will examine the public policies, procedures and programs for the management of hazards, emergencies and disasters through the use of case studies. It focuses on providing students hands-on experience in emergency management planning and response through the use of tabletop and field exercises. Students will be required to take this course last in the graduate certificate program.

PADM 5396  Individual Study
3 Semester Credit Hours (3 Lecture Hours)
A carefully planned special study on an academic topic. Directed Individual Study (DIS) is a tutorial, directed and evaluated by a member of the graduate public administration faculty. Enrollment is restricted to graduate students who have demonstrated both academic ability and the capacity for independent work. Complete applications must be filed and approved by the MPA coordinator and the Dean of Liberal Arts in advance of registration.

PADM 5397  Internship
3 Semester Credit Hours (3 Lecture Hours)
INTERNSHIP Practical experience with a government or not-for-profit agency arranged in advance by the supervising professor. Periodic visits, consultations, and a final paper. Offered on sufficient demand and by application to the program coordinator.

PADM 5399  Internship
3 Semester Credit Hours
Practical experience with a government or not-for-profit agency arranged in advance by the supervising professor. Periodic visits, consultations, and a final paper.