

SENATE PROGRAM PROPOSAL FORM for: <ul style="list-style-type: none"> • CHECK ONE: <input checked="" type="checkbox"/> Add, <input checked="" type="checkbox"/> Change, <input type="checkbox"/> Combine, <input type="checkbox"/> Drop, <input type="checkbox"/> Archive • CHECK ONE: <input type="checkbox"/> Degree program, <input type="checkbox"/> Minor, <input checked="" type="checkbox"/> Certificate, <input type="checkbox"/> Emphasis area 		(Do not write in this space) ROUTING:													
From: Public Policy Administration Department	Approved By: Deborah Balsler Department Chair	Date: 12/19/12	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:50%;">Initials</th> <th style="width:50%;">Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">BAT</td> <td style="text-align: center;">1/4/13</td> </tr> <tr> <td style="text-align: center;">MEH</td> <td style="text-align: center;">1/25/13</td> </tr> <tr> <td style="text-align: center;">MTA</td> <td style="text-align: center;">3/1/13</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Initials	Date	BAT	1/4/13	MEH	1/25/13	MTA	3/1/13				
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From: Graduate School School or College	Approved By: Judith Walker de Felix Dean	Date: 12/20/12	Academic Affairs Graduate School (if applicable) Senate C & I Reported to Senate Academic Affairs												

Title of Degree, Minor, or Certificate Program: **Local Government Management Certificate Program**
 Page(s) and year **2013** of the current Bulletin listing.

If other departments are affected by this proposal, please secure “sign-offs” and indicate for each department the following:

Department	Contact Person	Phone #	
1.			Proposal received: <input type="checkbox"/> No major objections, <input type="checkbox"/> Objections
2.			Proposal received: <input type="checkbox"/> No major objections, <input type="checkbox"/> Objections
3.			Proposal received: <input type="checkbox"/> No major objections, <input type="checkbox"/> Objections

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
<p>The Graduate Certificate in Local Government Management is designed for current professional staff, elected or non-elected local government officials, and those who are interested in pursuing a career in the local government sector. The certificate can be taken by itself or in conjunction with the Master of Public Policy Administration or other graduate degree. A separate application for the certificate program may be required when students in a degree program wish to incorporate the certificate program.</p> <p>A. The graduate certificate in local government management requires the completion of 18 credit hours. Twelve of these are the following core courses:</p> <p>1. P P ADM 6340, Seminar in City Administration or P P ADM 6350, Issues in Urban Management (3 hours) and</p> <p>2. POL SCI 6470, Proseminar in Urban Politics or POL SCI 6471, Seminar in Urban Politics (3 hours) and</p>	<p>The Graduate Certificate in Local Government Management is designed for current professional staff, elected or non-elected local government officials, and those who are interested in pursuing a career in the local government sector. The certificate can be taken by itself or in conjunction with the Master of Public Policy Administration or other graduate degree. A separate application for the certificate program may be required when students in a degree program wish to incorporate the certificate program.</p> <p>A. The graduate certificate in local government management requires the completion of 18 credit hours. Twelve of these are the following core courses:</p> <p>1. P P ADM 6340, Seminar in City Administration or P P ADM 6350, Issues in Urban Management (3 hours) and</p> <p>2. POL SCI 6470, Proseminar in Urban Politics or POL SCI 6471, Seminar in Urban Politics (3 hours) and</p>	<p>We are adding an elective that is relevant to students for this certificate (see second page).</p> <p>We are also changing the wording on the admissions requirements to include a personal statement, two letters of recommendation, and a 3.0 GPA, instead of 2.75, so that all of our programs have the same GPA requirement (see third page).</p>

<p>3. P P ADM 6490, Human Resources in the Public Sector (3 hours) and</p> <p>4. P P ADM 6180, Government Budgeting and Financial Control (3 hours)</p> <p>B. Three hours of electives are to be taken from selected courses in, business administration, criminal justice, economics, political science, public policy administration, and sociology. A student may choose among these courses or other courses approved by the program director. Electives will be chosen from the following:</p> <p>CRIMIN 6442, Communities and Crime ECON 5700, Regional and Urban Economics ECON 5750, Political Economy of Healthcare POL SCI 6433, Elections, Public Opinion, and Public Policy POL SCI 6470, Proseminar in Urban Politics POL SCI 6471, Seminar in Urban Politics P P ADM 6300/SOC WK 6300, Leadership and Management of Nonprofit Organizations P P ADM 6340, Seminar in City Administration P P ADM 6350, Issues in Urban Management P P ADM 6400/POL SCI 6440, Proseminar in Public Policy Administration P P ADM 6510, Urban and Regional Planning and Public Policy P P ADM 6600, Organizational Behavior and Administrative Processes</p> <p>*Other courses may be added as advisors deem appropriate for content.</p> <p>C. Three hours of internship or equivalent professional experience are also required but may</p>	<p>3. P P ADM 6490, Human Resources in the Public Sector (3 hours) and</p> <p>4. P P ADM 6180, Government Budgeting and Financial Control (3 hours)</p> <p>B. Three hours of electives are to be taken from selected courses in, business administration, criminal justice, economics, political science, public policy administration, and sociology. A student may choose among these courses or other courses approved by the program director. Electives will be chosen from the following:</p> <p>CRIMIN 6442, Communities and Crime ECON 4160, Geospatial Analysis in the Social Sciences ECON 5700, Regional and Urban Economics ECON 5750, Political Economy of Healthcare POL SCI 6433, Elections, Public Opinion, and Public Policy POL SCI 6470, Proseminar in Urban Politics POL SCI 6471, Seminar in Urban Politics P P ADM 6300/SOC WK 6300, Leadership and Management of Nonprofit Organizations P P ADM 6340, Seminar in City Administration P P ADM 6350, Issues in Urban Management P P ADM 6400/POL SCI 6440, Proseminar in Public Policy Administration P P ADM 6510, Urban and Regional Planning and Public Policy P P ADM 6600, Organizational Behavior and Administrative Processes</p> <p>*Other courses may be added as advisors deem appropriate for content.</p> <p>C. Three hours of internship or equivalent professional experience are also required but may</p>	
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<p>be waived. Any request for an exemption from the internship requirement must be approved by the local government program director after a review of the student's professional or managerial field experience with appropriate documentation. Students who receive an exemption must take another three hours of electives from Area B. The internship will include learning activities in management and governance processes in local government jurisdictions, as well as a seminar in which students will critically reflect on their field experience with a faculty supervisor.</p> <p>Minimal requirements of admission to the graduate certificate program are the same as those required for admission to the Graduate School: an undergraduate degree, and a GPA of 2.75 or better.</p>	<p>be waived. Any request for an exemption from the internship requirement must be approved by the local government program director after a review of the student's professional or managerial field experience with appropriate documentation. Students who receive an exemption must take another three hours of electives from Area B. The internship will include learning activities in management and governance processes in local government jurisdictions, as well as a seminar in which students will critically reflect on their field experience with a faculty supervisor.</p> <p>Requirements for admission to the graduate certificate program include an undergraduate degree and a GPA of 3.0 or better. Applicants must obtain two letters of recommendation. At least one of the letters must be from a current or former college-level instructor. Applicants must submit a two-page personal statement explaining how the certificate program fits in with the applicant's educational and professional goals. The letters and the personal statement should be sent directly to the Public Policy Administration Program.</p>	
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