

# Public Administration (PUB ADM)

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## Courses

### **PUB ADM 198. First Year Seminar. 3 Credits.**

First Year Seminar, topics vary.  
Reserved for New Incoming Freshman.

### **PUB ADM 202. Introduction to Public Policy. 3 Credits.**

Contemporary issues in American public policy. Substantive public policies such as those dealing with the American economy, health care, energy, environmental quality, the welfare state and social programs. Models of the policy process are also considered.  
Fall and Spring.

### **PUB ADM 215. Introduction to Public Administration. 3 Credits.**

Using case studies, this course explores the principal tools and methods for conducting public affairs, the external and internal elements affecting public agencies, and the role of these elements and the human dimension in creating and implementing public policies and programs.  
Fall and Spring.

### **PUB ADM 220. Economics, Politics, and Government Action. 3 Credits.**

Today, government plays a huge role in the economy in three broad ways. First, there is a large and growing array of economic laws and regulations. Second, the government provides a large range of services through various government programs and agencies. These include Social Security, Medicare, Medicaid, government housing, unemployment and disability insurance, and various poverty programs, among others. Finally, government programs need to be financed. These include the federal income tax, state income taxes, Social Security taxes, inheritance taxes, property taxes, and high excise taxes on goods such as gasoline, alcohol and tobacco products, among others.  
Spring.

### **PUB ADM 225. Introduction to the Nonprofit Sector. 3 Credits.**

The purpose of this course is to introduce students to the world of nonprofit organizations including the diverse range of organizations and the activities they engage in and the enormous range of services that the sector provides. The course takes a macro-level approach, focusing on the sector as a whole. Through community engagement and guest speakers, students learn the opportunities and career paths that exist in this field.  
Spring.

### **PUB ADM 298. Independent Study. 1-4 Credits.**

Independent study is offered on an individual basis at the student's request and consists of a program of learning activities planned in consultation with a faculty member. A student wishing to study or conduct research in an area not represented in available scheduled courses should develop a preliminary proposal and seek the sponsorship of a faculty member. The student's advisor can direct him or her to instructors with appropriate interests. A written report or equivalent is required for evaluation, and a short title describing the program must be sent early in the semester to the registrar for entry on the student's transcript.

P: fr or so st with cum gpa > or = 2.50; or jr or sr st with cum gpa > or = 2.00.  
Fall and Spring.

### **PUB ADM 299. Travel Course. 1-6 Credits.**

Travel courses are conducted to various parts of the world and are led by one or more faculty members. May be repeated to different locations.  
P: cons of instr & prior trip arr & financial deposit.

### **PUB ADM 306. Regulatory Policy and Administration. 3 Credits.**

The origins, purposes and operation of regulatory agencies and the programs in the U.S.: theories of regulation, issues and controversies in regulatory policy, and decision-making in such areas as economic regulation, public health, consumer protection workplace safety and environmental quality.  
P: POL SCI 101 or PUB ADM 202  
Fall Even.

### **PUB ADM 314. Administrative Law. 3 Credits.**

Administrative law in the American federal (intergovernmental) system: connections between administrative law issues and issues of public policy; and legal dimensions of administrative problems.  
P: POL SCI 101 or PUB ADM 215  
Fall Only.

### **PUB ADM 315. Public and Non-Profit Management. 3 Credits.**

Using applied learning techniques, this course explores management in public and nonprofit organizations from the perspective of a manager. Topics include board leadership, role of executive, motivation, marketing, fundraising, planning, and more. Students investigate and analyze the management practices of a local organization.  
P: POL SCI 101 or PUB ADM 202 or PUB ADM 215 or PUB ADM 225.

**PUB ADM 326. Philanthropy: Civic Engagement through Giving. 3 Credits.**

A hands-on, student-led course where students give away an actual grant to a local organization. After studying community needs, interviewing experts, gathering local data, working with nonprofits and learning from area philanthropists, students choose how to allocate actual funds (provided by community partners) to one or more to organizations in the community. Appropriate for all majors.  
Spring.

**PUB ADM 335. Principles and Practices of Emergency Management. 3 Credits.**

The philosophy of comprehensive Emergency Management will be discussed with the four attendant steps, which include mitigation, preparedness, response and recover. In addition, legal issues involving state and Federal law effecting emergency operations will be studied.  
REC: PUB ADM 315.

**PUB ADM 336. Strategic Emergency Preparedness, Planning and Implementation. 3 Credits.**

Strategic planning and budgeting is a very important component in emergency planning and mitigation. Learn how to acquire and allocate resources, plan for crises with or without warning, and implement preparedness programs.

**PUB ADM 337. Disaster Response Operations and Management. 3 Credits.**

Examine the roles and responsibilities of the players in a crisis event. Explore the various problems associated with response operations such as: inadequate preparedness measurers, safety and site security, politics, and record keeping.

**PUB ADM 338. Disaster Recovery. 3 Credits.**

Examine disaster recovery in isolation. Explore the short and long term effects of disasters, as well as, the process of putting families, businesses and communities back together. You will learn the importance of reconstruction and relocation.

**PUB ADM 339. Political and Policy Dimensions of Emergency Management. 3 Credits.**

This course considers the political and policy environment in which emergency management is practiced. It focuses on political processes and phenomena associated with mitigating the likely effects of extreme events, responding to them, and recovering from them. The course is intended to help emergency managers develop an understanding of local, state, federal, and intergovernmental politics affecting and affected by extreme events.

**PUB ADM 344. Leadership in Organizations. 3 Credits.**

There is no single leadership theory or approach that will universally apply across all situations. The purpose of this course is to introduce students to the major theories and models of leadership with a focus on how we can use these theories and models to transform our leadership in practice. Through the use of interactive course activities, students will identify strong leadership practices and distill principles of exemplary leadership for use in their own organizations and communities.  
P: None. REC: ORG LEAD 198.

**PUB ADM 345. Human Resource and Risk Management. 3 Credits.**

This course is applicable to organizations which utilize paid or volunteer staff and face multiple sources of risk to their functioning. Topical coverage will include risk assessment and planning as well as staff development, performance standards, and professional practices regarding proper interviewing, hiring, evaluation and dismissal procedures. Legal requirements and the institutional setting for both human resource and enterprise risk management will be examined.  
Fall and Spring.

**PUB ADM 407. Service in the Public Sector. 3 Credits.**

This course explores what is meant by public service, with a special focus on service in local governmental settings. The course considers case studies from the International City/County Management Association and what management and leadership in local government entails. Course is repeatable for credit; may be taken 2 times for a total of 6 credits.  
P: POL SCI 101 or PUB ADM 202 or PUB ADM 215 or PUB ADM 225  
Fall Only.

**PUB ADM 408. Public Policy Analysis. 3 Credits.**

An introduction to public policy analysis and to the policy-making process, primarily in American government. The course emphasizes the political aspects of policy analysis, models and methods for rational design of public policies, and applications of policy studies to particular public problems.  
P: POL SCI 101 or PUB ADM 202 or PUB ADM 215 or PUB ADM 225  
Fall and Spring.

**PUB ADM 415. Public and Nonprofit Budgeting. 3 Credits.**

The purposes and attributes of major public budgetary systems: principles and methods in designing and managing relationships among program planning, policy planning and budgetary operation; applications of analytical and decision-assisting tools in public budgetary operations.  
P: POL SCI 101 or PUB ADM 202 or PUB ADM 215  
Fall and Spring.

**PUB ADM 425. Fundraising and Marketing for Nonprofits. 3 Credits.**

The course is designed for students aspiring to manage a nonprofit or serve on a Board of Directors. Throughout the semester, students develop a portfolio of marketing and fundraising plans and materials for a nonprofit organization. Emphasis on writing for social media, case statements, total development plans, and grant seeking.  
P: PUB ADM 315  
Fall Only.

**PUB ADM 428. Public and Nonprofit Program Evaluation. 3 Credits.**

A course that develops a working understanding and selected skills relating to the conduct of program evaluations. This course focuses on skills needed to identify and measure program outcomes in order to ensure the effectiveness of programs. Throughout the semester, students develop an actual evaluation plan in partnership with a local public or nonprofit organization, developing professional skills including writing, presenting, communicating, and working in teams.

P: POL SCI 101 or PUB ADM 202 or PUB ADM 215 or PUB ADM 225.

**PUB ADM 430. Seminar in Ethics and Public Action. 3 Credits.**

A capstone course intended to introduce a range of ethical concerns in public affairs. Through theoretical and case study readings and applied projects, students deal with ethical issues and varied responses to them.

Fall and Spring.

**PUB ADM 478. Honors in the Major. 3 Credits.**

Honors in the Major is designed to recognize student excellence within interdisciplinary and disciplinary academic programs.

P: min 3.50 all cses req for major and min gpa 3.75 all UL cses req for major.

Fall and Spring.

**PUB ADM 495. Teaching Assistantship. 1-6 Credits.**

The student and supervising teacher must prepare a statement that identifies the course with which the assistantship will happen, objectives for the assistantship, and expectations in order to fulfill the course objectives. Students are not eligible to receive credit in both the course they assist the instructor with and the teaching assistantship in the same semester. Typically student has previously taken the course prior to enrollment in the assistantship. Course is repeatable for credit.

Fall and Spring.

**PUB ADM 496. Project/Research Assistantship. 1-6 Credits.**

The student must prepare a research proposal, and both parties should identify the research arrangement and how the student will complete the work to fulfill the course objectives within the assigned term.

**PUB ADM 497. Internship. 1-12 Credits.**

Supervised practical experience in an organization or activity appropriate to a student's career and educational interests. Internships are supervised by faculty members and require periodic student/faculty meetings. Course is repeatable for credit.

P: jr st.

Fall and Spring.

**PUB ADM 498. Independent Study. 1-4 Credits.**

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Fall and Spring.

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