**PUBLIC ADMINISTRATION AND POLICY (PP)**

**PP500: Public Administration and Management**
The course explores the theory and development of the field of public administration and the function of management. It will cover a wide range of topics further explored in the Master of Public Administration program. These topics may include federalism and intergovernmental relations, ethics and administrative leadership, and personnel and resource management. Students will study management processes in the context of a political environment and policy implementation.
Quarter Credit Hours: 5 | Prerequisite: None

**PP504: Research and Writing in Public Administration**
Strong research and writing skills are necessary in the field of public administration. This course is designed to prepare you for the demands of academic and professional writing in their coursework, professional career, and for their final capstone project. In this course, you will be introduced to applied research within the field of public administration and have the opportunity to apply course concepts to a policy problem.
Quarter Credit Hours: 5 | Prerequisite: None

**PP510: Leadership in the Public Sector**
You will study leadership within the public sector and the application of ethical and leadership principles to decision-making, actions, and interactions within public administration. Topics covered will include: organizational behavior, interest-based negotiation, leading networks, mediation, and leadership style.
Quarter Credit Hours: 5 | Prerequisite: None

**PP520: Finance and the Administration of Public Funds**
This course examines the methods, processes, and challenges in the administration and budgeting of public funds. You will examine the budgeting of public revenues, revenue generation, forecasting, cost control, and fiscal management. The importance of managing control issues and transparency will be addressed.
Quarter Credit Hours: 5 | Prerequisite: None

**PP530: Human Resource Management in the Public Sector**
This course examines theories, processes, and systems related to human resources management in government, nonprofit, and multinational organizations. Topics explored include budget management; employee selection, development, compensation, and retention processes including job analysis and performance management; labor relations including conflict management and disciplinary action, sexual harassment, diversity, and unity; legal, ethical, safety, risks, and security considerations in the work environment; and strengths and opportunities in public administration management. Course principles and concepts will be applied to real-world situations encountered in the public sector.
Quarter Credit Hours: 5 | Prerequisite: None

**PP600: Administrative Law in Public Administration**
This course examines the fundamental concepts regarding administrative law in public administration and how public policy is crafted. You will examine the intergovernmental relations and the political and practical constraints that influence administrative policy, assess the rights of individuals as government employees, and examine the level of transparency in government agencies.
Quarter Credit Hours: 5 | Prerequisite: None

**PP602: Comprehensive Exam Capstone**
As a final step in the Master of Public Administration, students may choose the nonthesis option and successfully complete a comprehensive exam. This comprehensive exam incorporates the program outcomes of the program. This exam is designed to carefully assess a student’s overall learning in the program. Successful completion of the exam allows both student and faculty to measure and acknowledge a successful learning experience for the student.
Quarter Credit Hours: 5 | Prerequisite: Last term

**PP610: Balancing the Budget - Budgetary Process**
In this course you will study the fundamental concepts and practices of budgeting and financial management. The budget process and preparation, cost analysis, and budget reform will be covered in detail. Crisis management and balancing the budget are also addressed.
Quarter Credit Hours: 5 | Prerequisite: None

**PP611: Grant Writing**
This course addresses the advanced skills necessary to research and create grant proposals to public and private funding sources. You will critically examine request for proposal (RFP) criteria, prepare a grant budget, create sustainability plans and project timelines, and incorporate evaluation metrics into your proposals. Content will cover grant research, proposal structure, financial planning, and the basic elements of a full grant proposal.
Quarter Credit Hours: 5 | Prerequisite: None

**PP612: Program Evaluation**
This course explores the development and practice of systemic program evaluation as it applies to public administration and nonprofit organizations. Needs assessments will be discussed in addition to cost benefit analyses for program evaluation. Summative and formative evaluation methodologies, logic models, outcome measurement, the development and application of data collection tools, data analysis, and the role of ethics in the process will be investigated.
Quarter Credit Hours: 5 | Prerequisite: None

**PP630: Public and Private Partnerships**
This course examines the relationship of business and government agencies in producing public services. You will analyze policies and implementation in partnership and privatization models including outsourcing, contracting, and competition. The use of voluntary organizations will also be explored.
Quarter Credit Hours: 5 | Prerequisite: None

**PP640: Political and Economic Forces**
You will explore the impact and interaction of political and economic forces that affect public administration in domestic and international governmental and nonprofit sectors. You will use economic reasoning to better explain this interaction between political entities and economic forces including governments’ behavioral effects on markets, the role of competition in the provision of public goods, resource allocation, market failure, and government failure.
Quarter Credit Hours: 5 | Prerequisite: None

**PP650: Public Policy Analysis**
The course focuses on the analysis of public policy and approaches to problem solving. You will study qualitative and quantitative methods of policy analysis that aid public policy and program analysts in informing the decision-making process. Examining policies at scales from local to global will enable you to apply tools and concepts across a wide range of issues.
Quarter Credit Hours: 5 | Prerequisite: None
PP693: Public Policy and Administration Internship
This course will provide graduate students in the Master of Public Administration with practical experience in a professional field. During the 10-week term, 150 hours of service are required. This course is an opportunity to combine academic theory with new, career-related experience in legal studies, public administration, environmental policy, or a closely related field. Tasks must be delineated in the Learning Contract, which demonstrates an advanced application of academic theory in the workplace.
Quarter Credit Hours: 5 | Prerequisite: Permission from the Dean, a GPA of 3.75, and completion of at least 25 graduate quarter credit hours

PP698: Master's Capstone in Public Administration
This capstone course is the culminating experience for the Master of Public Administration. This capstone course provides students with the opportunity to engage in research, analysis, and evaluation of current topics and challenges in the field of public administration. Students will integrate and synthesize the knowledge and skills acquired throughout their coursework, conducting their own research related to current topics and challenges in the field of public administration in order to demonstrate their mastery of program outcomes.
Quarter Credit Hours: 5 | Prerequisite: Last term or permission from the Dean