PAD: Public Administration Courses

Courses

PAD 3003  Public Administration in American Society
3 sh (may not be repeated for credit)

Effective administration of government agencies, nonprofit organizations and other civil institutions is necessary if American democracy is to thrive. Addresses that challenge by examining the administration of governmental and nonprofit organizations using both traditional concepts (e.g. administrative theory, civil service systems, human relations movement) and more contemporary concepts (the new public administration, reinventing government).

PAD 3905  Directed Study
1-12 sh (may be repeated indefinitely for credit)

PAD 4905  Directed Study
1-12 sh (may be repeated indefinitely for credit)

PAD 4949  Cooperative Education
0 sh (may not be repeated for credit)

Alternating full-time or consecutive parallel terms of practical experience in the intended field. Reinforcing academic preparation; confirming educational and career goals; personal and professional development; early start in career; earnings toward self-support; improved employability. (See program description under Cooperative Education). Graded on a satisfactory / unsatisfactory basis only. Master level student and permission of director of Cooperative Education is required.

PAD 5107  Modern Public Organization Theory
3 sh (may not be repeated for credit)

Analysis of contemporary theories of organizations applicable to individual, group and system levels. Public organizations treated generically with examples and applications primarily drawn from the public and nonprofit sectors. May not be taken for credit by students having credit for MAN 5204 or SOP 5617.

PAD 5146  The Nonprofit Profession
3 sh (may not be repeated for credit)

Overview of the field of nonprofit organizations from a management perspective. Human resource management (including working with volunteers and professionals), public relations, board relations, daily operations, financial matters, and ethics.

PAD 5434  Leadership
3 sh (may not be repeated for credit)

Leadership styles and techniques of people in all levels of government - executive, legislative and administrative and in the community in general. Will attempt to help students assess their own strengths and weaknesses as leaders and determine a strategy for that development.

PAD 5605  Administrative Law
3 sh (may not be repeated for credit)

Explores the legal foundations and administration of public service administrative law. Focuses on the development of the American administrative state; legislative and judicial controls over agency discretionary power; the limits of judicial review; the legality of administrative action; agency rule-making and administrative discretion of public managers; and the liability of public managers for unlawful acts.

PAD 5635  Government Contract Law
3 sh (may not be repeated for credit)

Government contract law and ethics. Major provisions of the federal Procurement Integrity Act and general federal acquisition contract principles. Authority of contracting officers, delegation of contracting officer authority, and impact of delegation. Procedures for formation of government contracts and contract protest, government property fundamentals, government contract funding and fiscal matters, labor, social, economic, environmental concerns and fraud. Legal aspects of inspection, acceptance, delivery, warranties, changes, terminations and contract disputes.

PAD 5855  Acquisition Administration
3 sh (may not be repeated for credit)

Working knowledge of government contracting policies and procedures needed to evaluate and analyze methods of solicitation and awarding of federal government contracts in the most advantageous manner for the government client.

PAD 5862  Government Cost and Pricing Analysis
3 sh (may not be repeated for credit)

Government Cost and Pricing policies and procedures needed to prepare or evaluate and analyze cost proposals and costs incurred in Federal Government Contracts. Components of government cost and price analysis in federal contracting as defined by the Defense Contracting Auditing Agency (DCAA). Contracts from the contractor's and the federal Contracting Officer's perspective. Indirect costs and cost allocation bases. Methods utilized by the federal government to establish estimates of fair and competitive prices for goods and services.

PAD 5905  Directed Study
1-12 sh (may be repeated indefinitely for credit)

PAD 6041  Public Service Ethics
3 sh (may not be repeated for credit)

Focuses on ethical dilemmas and concerns faced by public managers arising from their exercise of administrative discretionary power. Explores contemporary public service ethical dilemmas by examining teleological and deontological schools of thought applied to case studies and ethics literature. Provides maps and tools to make moral experiences more explicit and consistent.

PAD 6053  Public Administration Professional
3 sh (may not be repeated for credit)

Scope and nature of field of public administration; development of public administration; politics of bureaucracy; dynamics of policy making and implementation.
PAD 6137  Project Leadership and Administration
3 sh (may not be repeated for credit)
Conceptualizing and developing project plans incorporating realistic problems to solve, resources, execution strategies, criteria for successful completion, and assessment strategies. Regulation mechanisms such as appropriate goal setting, managing timelines, developing flexible back-up plans, identification of individual and group processes. Focuses on the need for team skills, the responsibility of team members, managing conflict, problem solving, team member assessment. Cases will be examined, multiple projects planned individually and in teams, and various planning models will be examined. Pert and Gantt charting will be covered.

PAD 6227  Public Budgeting
3 sh (may not be repeated for credit)
Detailed study of various budgeting systems and the political processes and environment that impact upon them. Extensive practical work in budget preparation.

PAD 6275  Political Economy of Public Administration
3 sh (may not be repeated for credit)
Consideration of the American political economy including: markets, politics and democracy; market failure and bureaucratic failure; relationships between government and business; public choice theory; privatization and contracting out.

PAD 6335  Strategic Management for Public and Nonprofit Organizations
3 sh (may not be repeated for credit)
An examination of the rationale and methods of strategic management applied to the planning processes of public and nonprofit organizations.

PAD 6417  Public Service Human Resource Management
3 sh (may not be repeated for credit)
An examination of the theories, practices and issues central to contemporary human resource management in public service and nonprofit organizations. This course focuses on leadership issues in public service HRM.

PAD 6425  Public Service Conflict Management and Resolution
3 sh (may not be repeated for credit)
Focuses on managing public disputes and emphasizes the significance of praxis. Explores constructive alternative dispute resolution (ADR) processes and procedures to legalistic, adversarial methods of dispute resolution in the public and nonprofit sectors. Knowledge and skills developed are those needed to analyze complex conflict and dispute situations, shape appropriate processes to involve the right parties, constructively negotiate settlements, select mediators and facilitators, and design dispute resolution programs. Emphasizes conflict management and resolution leadership.

PAD 6706  Public Administration Research Methods
3 sh (may not be repeated for credit)
Basic ideas of scientific research and how it is used in public administration. Prepares the student as both a consumer and a potential producer of research.

PAD 6864  Intermediate Contracting and Contract Administration
3 sh (may not be repeated for credit)
Government contracting and administration at the intermediate level. Intermediate level aspects of the federal acquisition process ranging from initiating the acquisition process through protests. Intermediate federal contract administration from initiating contract administration through claims.

PAD 6905  Directed Study
1-12 sh (may be repeated indefinitely for credit)

PAD 6946  Administration Capstone
3 sh (may not be repeated for credit)
Culminating academic endeavor of students who are nearing completion of their Master of Science in Administration (MSA) program with specializations in Public Administration, Leadership or Acquisitions and Contract Administration. The course involves content topics and an end of course action research project that provides students with the opportunity to explore a problem or issue of particular personal or professional interest and to address that problem or issue through focused study and applied research under the direction of a faculty member. The project should demonstrate students' abilities to synthesize and apply the knowledge and skills acquired in his/her academic program to real-world issues and problems. This final project should affirm students' ability to think critically and creatively, to solve practical problems, to make reasoned and ethical decisions, and to communicate effectively. The capstone course serves as documentation of the student's personal mastery of professional competencies. It is designed to be an integrative experience for MSA students in these specializations. Students will submit a Capstone Course Approval Form and once approved, be permitted to register for this course.

PAD 7409  Strategic Management in Administration
3 sh (may not be repeated for credit)
This course includes an examination and practice of planning, goal setting, assessment, and strategic management in public and nonprofit organizations.

PAD 8905  Directed Study
1-12 sh (may be repeated indefinitely for credit)

PAD 8980  Dissertation
1-12 sh (may be repeated indefinitely for credit)
Major individual research in an area of significant public administration interest; designed specifically for candidates in the EDD Curriculum and Instruction program - Administrative Studies / Public Administration specialization. Reflects intensive Social Science / Public Administration research produced by the student with guidance from the major professor and doctoral committee members. Admission to candidacy and permission is required. Graded on a satisfactory/unsatisfactory basis only.