

**UNIVERSITY CURRICULUM COMMITTEE
REPORT – FEBRUARY 21, 2013**

Members of the University Curriculum Committee (UCC) were asked to consider a proposal for from the Department of Public Administration (DPA) in the College of Public Policy: Minor in Public Administration.

Minor in Public Administration

Currently, the DPA offers a Bachelor of Public Administration Degree. The Department of Political Science and Geography (DPSG) offers a Minor in Public Administration. If the minor offered by the DPA is approved, the minor offered by the DPSG will be phased out over a period of time in order to give each student who has already declared this minor an opportunity to complete it. The DPA is asking that the minor be implemented for the 2014–2015 catalog.

The new proposal indicates that the minor is designed to provide undergraduate students with foundational knowledge of the public sector, and it is open to students in any discipline. Exhibit A provides the degree requirements (18 total semester credit hours) including nine required and nine elective semester credit hours. Exhibit B provides the degree requirements for the minor offered by DPSG for comparison purposes.

After a thorough review of the proposal, the committee recommended approval.

Be it resolved that the proposal for a minor in Public Administration be approved.

Exhibit A

Minor in Public Administration

The minor in public administration is open to students in any discipline. The minor in public administration provides undergraduate students with foundational knowledge of the public sector. This includes fundamentals of public leadership and management, the meaning of public service in a diverse society, ethical decision-making, and the practice of policy formation and implementation. All students seeking the Minor in Public Administration must complete 18 semester credit hours.

A. All students seeking the Minor in Public Administration must complete the following 9 semester credit hours:

PAD 1113 Public Administration in American Society

(3-0) 3 hours credit.

This functions as the general introductory course in public administration. The management of government bureaucracies including organization, human resources, career systems, and financing is discussed. There is a discussion of the role of bureaucracies in modern society in the formulation and implementation of public policy.

PAD 3013 Introduction to Public Policy

(3-0) 3 hours credit.

The course introduces students to the different aspects of public policy in the U.S. political context. Topics may include agenda setting, policy formulation, implementation, analysis, and evaluation.

PAD 3023 Introduction to Urban Management and Policy

(3-0) 3 hours credit.

This course will introduce students to the basic concepts of the management of urban municipalities. Topics to be covered may include leadership in urban settings; organizational structure and change; delivery of urban services, particularly in a diverse urban environment. The course will also cover the process of policy formation, implementation, and evaluation in the municipal setting.

B. Students must also take 9 semester credit hours of which at least 6 credit hours must include the PAD or NPO designated classes, listed below.

Students may select at least 6 credit hours or two courses from list below.

NPO 3003 Fundraising in Nonprofit Agencies

PAD 3033 Introduction to Nonprofit Agencies (Same as NPO 3013)

PAD 3043 Public and Nonprofit Financial Management

PAD 3053 Urban Economic Development

PAD 3113 Managing Public and Nonprofit Organizations

PAD 3123 Strategic Planning in the Public and Nonprofit Sectors
PAD 3133 Politics and Policies of San Antonio and South Texas
PAD 3143 Urban and Regional Planning
PAD 4911, 4913 Independent Study
PAD 4933 Internship in Public Administration (prior approval required)
PAD 4953 Special Topics in Nonprofit Organizations
PAD 4963 Special Topics in Urban Management and Policy
PAD 4993 Honors Thesis
NPO 4933 Internship in Nonprofit Management

Students may select up to 3 credit hours or one course from list below.

COM 3893 Organizational Communication
CRJ 1113 The American Criminal Justice System
CRJ 3213 Managing Criminal Justice Organizations
CRJ 3623 Substantive Criminal Law
ECO 2003 Economic Principles and Issues
ECO 3273 Introduction to Public Sector Economics
FIN 3003 Survey of Finance
GRG 3314 Introduction to Geographic Information Systems
HIS 3153 Development of American Urban Society
IS 3003 Principles of Information Systems for Management
MS 4333 Project Management

Exhibit B

Minor in Public Administration

All students pursuing a Minor in Public Administration must complete 18 semester credit hours, 9 hours of which must be at the upper-division level.

A. 3 required semester credit hours:

POL 2513 Public Administration and Public Policy

B. 3 additional semester credit hours of research methods selected from the following:

CRJ 3013 Research Design and Analysis in Criminal Justice
ECO 3123 Introduction to Econometrics and Business Forecasting
GRG 3323 Spatial Analysis
POL 2703 Scope and Methods in Political Science
SOC 3393 Quantitative Research Methods

C. 3 additional semester credit hours selected from the following:

ECO 2003 Economic Principles and Issues (This course may be used to satisfy the Core Curriculum requirement in Social and Behavioral Sciences: Economics.)
LGS 3013 Legal Research and Writing
POL 2623 Law and Society
POL 3013 The American Legal Process
POL 3023 Civil Liberties in American Law and Practice
POL 3323 Constitutional Law
POL 3633 Political Economy
POL 4323 Administrative Law

D. 9 additional semester credit hours selected from the following:

IS 3003 Principles of Information Systems for Management
MGT 3013 Introduction to Organization Theory, Behavior, and Management
POL 3303 Race, Ethnicity and Public Policy
POL 3413 The Politics of Urban Development
POL 3553 Social Policy in Modern Welfare States
POL 3603 Public Policy Formulation and Implementation
POL 3613 Public Budgeting and Taxation
POL 3623 Public Policy Evaluation
POL 3703 Personnel Administration in the Public Sector

To declare a Minor in Public Administration, obtain advice, or seek approval of substitutions for course requirements, students should consult the **College of Liberal and Fine Arts Advising Center**.