

ASU COLLEGE of PUBLIC PROGRAMS



Public Administration and Public Management BIS Concentration 2004-2005 and 2005-2006

The certificate and concentration in Public Administration and Public Management prepare students for citizenship, leadership, and careers in governmental and non-profit agencies. Students will learn: context and principles of public administration and how to apply them to the “real world;” role of the public administrator in the design, implementation, and evaluation of public policy and how to lead change and address ethical issues in public service.

Students should:

- Complete 18 hours of graded classroom work (internship or independent study not applicable)
- Earn a grade of “C” for all classes in the concentration
- Complete minimum of 15 hours residence credit at ASU Tempe Campus
- Maintain cumulative GPA of at least a 2.0
- Be Junior standing to take 400 level courses
- Use courses toward one concentration area only (no “double-counting” of courses)

Course Number	Course Title	Semester Hours	Grade	Sem./Yr. Taken
Required courses (4 courses, 12 Credits). Indicate below the courses taken to complete certificate.				
M PAF 300	Public Management and Administration			
M PAF 340	Public Management and Policy			
M PAF 420	Public Leadership			
M PAF 460	Public Service Ethics			
Elective courses (2 courses, 6 credits). Choose two of the approved electives on the next page. NOTE: Some courses may require prerequisites or may be for majors only. Check the Schedule of Classes for course requirements and restrictions. Other courses may be substituted with approval from the School of Public Affairs.				
Course Number	Course Title	Semester Hours	Grade	Sem./Yr. Taken
Total Hours Required		18		

Updated 01/18/05

WILSON HALL (WILSN) 225A

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Course Title and Description (PAF Courses Only)

PAF 300 Public Management and Public Administration

Examines the context and development of the field of public administration and the role of the public manager, particularly in the management of strategic goals, human resources, budgets, finance, and the delivery of services. Students will learn how to work within a public organization.

PAF 460 Public Service Ethics

Examines the role, values and issues of public management in the context of democratic governance, citizen participation, power structures, and professional codes of conduct, with emphasis on developing skill in critical and ethical reasoning and decision making. Students will learn how to identify and approach such ethical issues as conflict of interest, whistle-blowing, waste, fraud, and abuse.

PAF 340 Public Management and Policy

Develop a conceptual, critical, and practical understanding of policy, the policy process, and policy analysis. Students will learn about the content, actors and stages of the policy process. Offered during spring semesters.

PAF 420 Public Leadership

Examines key concepts, modes, and strategies for leading public and nonprofit organizations, with emphasis on enhancing self-knowledge, skills, and abilities for effective leadership. Students will learn how to lead teams, assess leadership effectiveness, use power and influence, lead organizational change, manage conflict, and lead with integrity. Offered during spring semesters.

Public Administration and Public Management Concentration Course Electives

M ASB 416	Economic Anthropology	M POS 311	Arizona Constitution & Government
M ASB 417	Political Anthropology	M POS 316	State & Local Government
M COM 426	Political Communication	M POS 346	Problems of Democracy
M COM 430	Leadership in Group Commun.	M POS 410	Urban Government & Politics
M GCU 352	Political Geography	M POS 426	Elements of Public Policy
M GCU 357	Social Geography	M POS 439	Minority Group Politics in America
M GCU 361	Urban Geography	M POS 442	American Political Thought
M GCU 421	Geography of AZ & SW U.S.	M POS 485	Political Economy
M HUD 402	Community Revitalization	M PUP 420	Theory of Urban Design
M HST 344	Arizona	M PUP 424	Planning Methods
M JUS 303	Justice Theory	M PUP 442	Environmental Planning
M MCO 460	Race, Gender, & Communication	M REC 430	Managing Not-for-Profit Agencies
M MGT 380	Mgt. & Strategy for Nonmajors	M SOC 456	Political Sociology
M PAF ***	Any PAF undergraduate course	M SOC 486	Contemporary Theory
M PHI 306	Applied Ethics	M WST 380	Gender, Race & Class
M POS 310	American National Government		

Note: Other elective courses may be used with prior advisor approval.