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## MEMORANDUM

**To:** Julio Frenk  
University President

**From:** Tomás A. Salerno  
Chair, Faculty Senate

**Date:** December 15, 2016 (REVISED)

**Subject:** Faculty Senate Legislation #2016-22(B) –Establish a Bachelor of Arts in Public Administration, Minor, and Double Major in Political Science and Public Administration, Department of Political Science, College of Arts and Sciences

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The Faculty Senate, at its October 26, 2016 meeting, voted unanimously to approve the proposal to establish a Bachelor of Arts and a minor in Public Administration, and a double major in Political Science and Public Administration in the Department of Political Science, College of Arts and Sciences. The programs implementation is a response to the increase in student and faculty interest in the field of public administration and the significant growth in the job market demand for applicants with the knowledge and the skills conferred through the study of public administration.

The 30 credit hours major and 15 credit minor will be comprised of existing courses and three new courses. Students majoring in Political Science may double major in Public Administration and vice versa.

No new faculty hires are anticipated. No additional infrastructure will be required.

This legislation is now forwarded to you for your action.

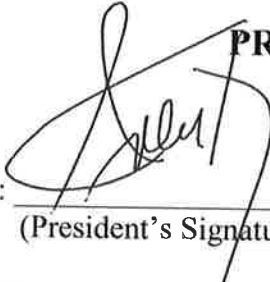
TAS/rh

Enclosure

cc: Thomas LeBlanc, Executive Vice President and Provost  
Leonidas Bachas, Dean, College of Arts and Science  
Jonathan P. West, Chair, Department of Political Science

CAPSULE: #2016-22(B) –Establish a Bachelor of Arts in Public Administration, Minor, and Double Major in Political Science and Public Administration, Department of Political Science, College of Arts and Sciences

**PRESIDENT'S RESPONSE**

APPROVED:  \_\_\_\_\_ DATE: 12/22/16  
(President's Signature)

OFFICE OR INDIVIDUAL TO IMPLEMENT: Dean Leonidas Bachas

EFFECTIVE DATE OF LEGISLATION: IMMEDIATELY  
(if other than June 1 next following)

NOT APPROVED AND REFERRED TO: \_\_\_\_\_

REMARKS (IF NOT APPROVED): \_\_\_\_\_

# Proposal for a Bachelor of Arts in Public Administration

**Department of Political Science**

**College of Arts and Sciences**

**September 30th, 2016**

Contact Person:

Prof. Jonathan West, Ph.D.  
Department of Political Science  
1300 Campo Sano Ave  
Office 110B  
305-284-2500 [west@miami.edu](mailto:west@miami.edu)

## Executive Summary

The Department of Political Science proposes a new major: the Bachelor of Arts in Public Administration. The Department has noticed an increase in student and faculty interest in the field of public administration and significant growth in job market demand for applicants with the knowledge and skills conferred through the study of public administration.

It is an ideal time to develop a Bachelor of Arts in Public Administration given the impending retirement of tens of thousands of civil servants (30% of the federal workforce will be eligible to retire in the next three years according to a 2013 *Government Accountability Office* report). A recent report suggests that there are approximately 325,000 federal workers in their 60s and 650,000 in their 50s (Cole 2013). "Individuals younger than 30 years of age make up 23 percent of the U.S. workforce, but account for only 7 percent of permanent, full-time federal employees. As almost half of the federal workforce nears retirement age, it is critical for the government to recruit and hire members of the millennial generation and cultivate them as future leaders" (Partnership for Public Service 2014). Additionally, the explosive growth of government outsourcing to nonprofit and private organizations further necessitates the need for college graduates trained in the fundamentals of public administration and prepared for jobs in the public sector and in private and nonprofit organizations which contract with the public sector (Freeman and Minow 2009).

The impending retirement of baby boomers and the growth in government contracting have increased demand from the public sector, the private sector, and the nonprofit sector for students who want to "make an impact" and who have the skills that come with a public administration degree, such as organization management, human resource management, quantitative analysis, problem solving, and ethics and leadership. Regardless of the setting in which they work, employers are increasingly recognizing the importance of training the next generation of workers in the management of people, fiscal resources, and technology. As displayed in Figure 1, from 2000 to 2011, there was a 38.4% increase in undergraduate degrees conferred in public administration.

Figure 1: Bachelors in Public Administration Degrees Conferred By Degree-Granting Institutions

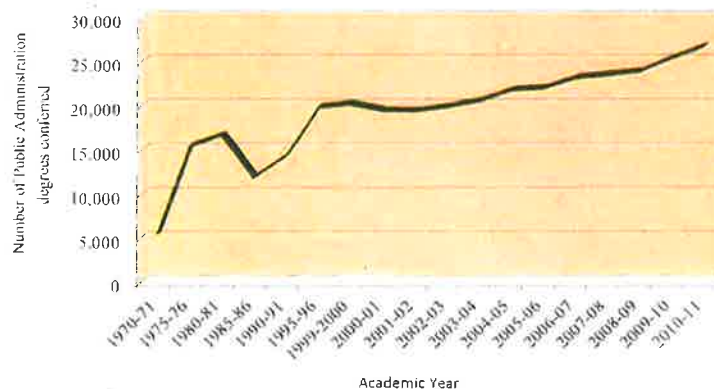
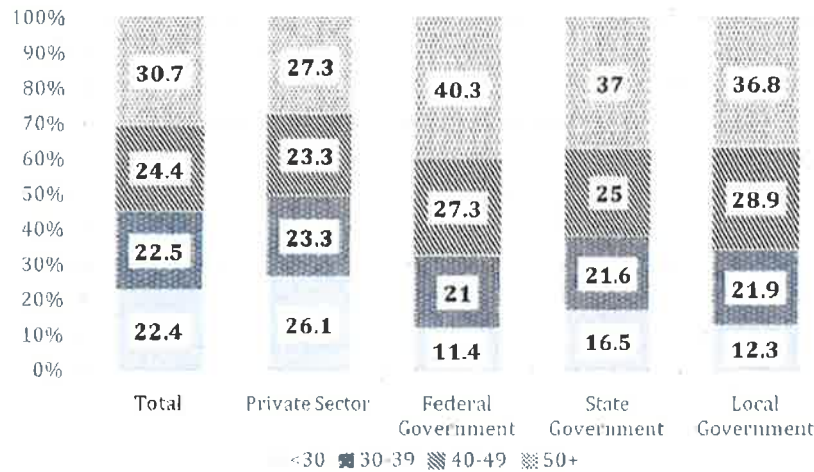


Figure 2 shows the percentage of workers aged forty and over, which is substantially greater in the public sector than in the private sector. According to the Census for 2012, 50.6 percent of private sector workers were over 40 years of age, while 67.6 percent of the federal workforce was over 40. The percentages for state and local governments were 62 and 65.7, respectively. This further supports the assessment that as government workers reach retirement age in the coming years, there will be an increased demand for graduates of public administration programs, assuming relatively stable employment levels.

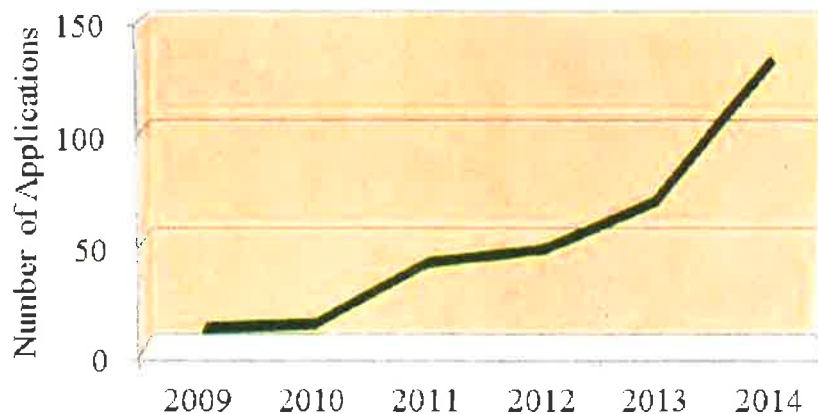
Figure 2: Percent of Workers in Each Age Category (2012)



Source: Bureau of Census, Current Population Survey (CPS), March 2012, Annual Social and Economic Supplement

The increasing interest in this field is also evident at the graduate level (see Figure 3). The University of Miami Master of Public Administration (MPA) degree applicant pool has increased 825% since 2009.

Figure 3: Master of Public Administration U.M. Fall Applications



Our department is prepared to offer the Bachelor of Arts in Public Administration. The increased enrollment in the MPA program and the concurrent hiring of several additional faculty members, including two additional tenure-track hires in the field of public administration, has equipped the Department of Political Science with the

faculty expertise required to offer a Bachelor of Arts in Public Administration. Our faculty have a diverse set of research and teaching interests within the discipline. Our faculty specialize in subjects such as financial management, non-profit management, international administration, comparative public administration and policy, information technology management, human resource management, public service ethics, local government management, administrative law, and environmental policy. Our recent hire of Michael Touchton, who specializes in international political economy and comparative public administration and policy, will bolster our international focus in public administration and serve the university wide goal of creating a hemispheric university.

An undergraduate student trained in public administration at the University of Miami will be competitive on the job market with the skills, knowledge, and values necessary to serve the public interest at all levels of government, including local, state, and national government. Additionally, given our diverse faculty and our global curriculum, our program will appeal to an increasing number of international students interested in a public administration degree from an American institution of higher education. Considering the demand for public administration undergraduate degrees, among both students and employers, and our faculty expertise in the field of public administration, offering a major in public administration is feasible and will provide our students an additional option for field specific training that is rewarded on the job market. Students in the political science department will be able to better signal their specialization and relevant training to potential employers with the option to major in public administration.

### **The Mission: Purpose and Goals**

The Department of Political Science mission is to foster a community of scholars and students that encourages the quest for a deeper understanding of politics and develops a personal commitment to lifelong learning, intellectual growth, and civic responsibility. The Bachelor of Arts in Public Administration at the University of Miami provides the student a comprehensive understanding of the challenges facing those in the public service with special emphasis on administrative and managerial functions of government.

Through the study of public administration, our graduates will develop the skills and techniques necessary to serve as effective leaders and managers. They will be trained to effectively, efficiently, and equitably translate public policies into public programs and projects. Public administration coursework includes a comprehensive treatment of the broad political, social, economic and legal environment that serves as the context for government administration. The program stresses theory, research, and practice. The program builds on arts and science foundations to develop analytical and communication skill and a deep understanding of the management of public

organizations. The public administration program prepares students for a range of careers in public service and provides them with a solid foundation for additional education in graduate or professional schools.

### **Market Analysis for the Major in Public Administration**

See Table 1 (attached) for an in-depth comparison of undergraduate programs in public administration offered at other institutions throughout the United States. Our proposed major in public administration requirements are broadly in line with the requirements for a Bachelor of Arts in Public Administration at peer universities.

The career opportunities for students with a degree in public administration are vast and include public sector and nonprofit positions at the local, regional, state, and federal level including, but not limited to: policy analyst, program manager, budget officer, or human resource specialist in public service settings. Public administration graduates working in all levels of government specialize in overseeing the delivery and management of a variety of policy areas including the provision of health care, education, criminal justice, welfare, law enforcement, public works, library, and parks and recreation services. A survey by Georgetown University finds that the median annual salaries of graduates of bachelor's programs of public administration is \$59,000 (\$40,000 a year at the 25<sup>th</sup> percentile and \$94,000 per year at the 75th percentile) and that more than half of state and local government jobs were in public administration (Locsin 2016, Ross 2012). Strong employment growth is expected in the field of public administration (approximately 6% growth by 2022, per Ross 2012) as the wave of baby boomer retirements swell and governments face increasing difficulty finding enough workers, "especially young college graduates of diverse races with the kinds of motivation and skills that governments desire" (Light 1999, 128-129).

**GRADUATE SCHOOL:** Some public administration majors go on to graduate school to study public administration, public policy, business, or nonprofit management. The undergraduate major provides a solid basis for graduate work at the masters or doctoral level. The Department of Political Science at the University of Miami also offers a graduate degree (MPA) in public administration. Students who complete the Bachelor of Arts in Public Administration will have the option to complete the 5-year program to earn the MPA in conjunction with the BA. Offering the Bachelor of Arts in Public Administration will also serve as a pipeline for undergraduate students into the University of Miami Masters in Public Administration Program.

**LAW SCHOOL:** Public administration graduates have frequently enrolled in law schools, where they build on the knowledge, skills, and abilities gained through their undergraduate studies in public administration. The Department of Political science also offers a joint program with the law school through which graduate students can earn both a J.D. and an M.P.A.

**PUBLIC HEALTH:** Public administration graduates have also pursued graduate work in public health, given that government at all levels is critically important in health and how it is pursued. Public administration competencies are valuable in the health field where half of health expenditures will be from federal, state and local governments. The Department of Political Science offers a joint program with the medical school whereby graduate students earn both a M.P.H. and an M.P.A.



## REQUIREMENTS FOR THE MAJOR IN PUBLIC ADMINISTRATION

The major in Public Administration requires 30 credit hours which must include:

### *Required Core Courses (9 credits)*

POL 201	- Introduction to American National Government	(3 credits)
POL 321	- Introduction to Public Policy (name change)	(3 credits)
*POL 3XX	- Politics of the Administrative Process	(3 credits)

### *Subfields (21 credits)*

Select two courses from each of the following three categories (at least two 500-level courses):

Select one course from the fourth category

#### 1. Politics, Social, Economic and Legal:

- \*POL 3XX - Economics for Politics and Public Administration
- POL 320 - Politics of Growth Management
- POL 342 - State and Local Government and Politics
- POL 343 - Government and Metropolitan Areas
- POL 531 - Global Environmental Politics
- POL 526 - Administrative Law
- POL 548 - Civic Participation and Democracy
- POL 596 - Government and Business (course rename for POL 671)
- POL 596 - Equity and Diversity
- POL 596 - Democracy in Action: Local Government Simulation

#### 2. Analytical Tools and Communication Skills

- POL 351 - Public Opinion and Survey Research (course rename)
- POL 510 - Statistics for Politics & Public Admin. (cannot take with POL 517)
- POL 517 - Introduction to Statistical Methods (cannot take with POL 510)
- POL 518 - Advanced Statistical Methods in Political Science
- POL 519 - Game Theory
- \*POL 5XX - Applied Policy Analysis
- POL 546 - Public Policy Process and Implementation (course rename)

#### 3. Management of Public Organizations

- POL 501 - Public Budget and Financial Management and Administration
- POL 506 - Organizational Dynamics (course rename)
- POL 521 - Public Affairs Internship
- POL 522 - Introduction to Graduate Public Administration
- POL 523 - Problems in Public and Nonprofit Management
- POL 524 - Nonprofit Organizations: Law, Policy and Management
- POL 525 - Comparative Policy and Analysis
- POL 547 - Human Resource Management in Public Service (course rename)
- POL 551 - Productivity Improvement in Public and Nonprofit Organizations
- POL 555 - Total Quality Public Service Management
- POL 556 - Politics and Ethics: The Dilemmas of Contemporary Leadership
- POL 557 - Ethical Issues in Government, Business and Nonprofit Organizations
- POL 558 - From Electronic Government to Digital Governance

POL 596 - Special Topics in Public Administration

#### 4. Comparative Governance

- POL 202 - Introduction to Comparative Politics
- POL 385 - Politics and Society in Latin America
- POL 525 - Comparative Public Policy and Administration
- POL 569 - LGBTI Politics
- POL 571 - Sex, Babies and the State
- POL 581 - Comparative Political Economy of Post-Industrial Democracies
- POL 582 - Political Economy of Developing Countries
- POL 596 - Special Topics in Comparative Politics

*\*Course is not currently offered by the POL department. These new courses will be assigned course numbers.*

##### *Other Requirements*

A minimum final grade of C in all courses offered by the POL Department

A minimum cumulative GPA of 2.00 in all courses offered by the Department

A minimum of 21 credits must be earned in residency in the Department; thus, only a maximum of 9 credits can be transferred from other institutions as eligible credit for the Public Administration major.

##### *Minor in Public Administration*

Fifteen (15) credit hours in public administration courses (those listed on page 7) are required for a minor in public administration, including all three core course. A student majoring in Public Administration may not minor in public administration. POL 201 is the prerequisite to all other courses. All courses taken for major or minor credit must be passed with a grade of C or higher with an overall GPA of 2.0.

##### *Required courses (9 credits)*

POL 201 - Introduction to American National Government

POL 321 - Introduction to Public Policy

POL 3XX - Politics of the Administrative Process

##### *Elective courses (6 credits)*

Two other courses offered by the POL Department, one of which one must be 500-level

##### *Other requirements*

A minimum final grade of C in all courses offered by the Department

A minimum cumulative GPA of 2.00 in all courses offered by the Department

A minimum of 9 credits must be earned in residency in the Department; thus, only a maximum of 6 credits can be transferred from other institutions as eligible credits for the public administration minor.

##### *Double Major*

Students majoring in Political Science may double major in Public Administration and vice versa. Public Administration is a separate field of study from Political Science. A student who double majors in Public Administration and Political Science must take 24 unique credits in each major. Like International Relations, Public Administration is frequently housed in Political Science departments. PA and IR both have roots in the POL discipline, but these two fields are often located in separate schools, centers or colleges at various universities. Before the POL Department's name was changed to Political Science, its name at UM was Politics and Public Affairs. The proposed administrative arrangement is similar to that between Criminology/ Criminal Justice and Sociology in that both CJ and SOC have separate majors within the same department. (See

hypothetical course schedule for a double major in POL and Public Administration on page 10 of this document).

### *5-Year BA/MPA Option*

An option exists for UM students to complete in five years both their Bachelor's degree and a Master of Public Administration degree.

### **Budget, Facilities, and Resources**

The creation of the Bachelor of Arts in Public Administration will require no additional faculty hires. The Department of Political Science currently has the faculty necessary to offer the courses needed for the undergraduate major in public administration, particularly because only three new courses will be created. Our long-serving full-time faculty in public administration (Jonathan West, Michael Milakovich, Art Simon, George Gonzalez), our recent tenure-track hires in the area of public administration and public policy (Jennifer Connolly 2014, Cole Taratoot 2015, Michael Touchton 2016), and additional lecturer hires in public administration and budgeting (Marcia Beck 2014, Rayna Stoycheva 2015) put the department in a position to offer all required courses without additional personnel. A small number of courses which count toward the Bachelor of Arts in Public Administration may be taught by other POL faculty as well.

Over the last several years, some of our MPA courses have been taught with numerous open seats. For example, we have offered three sections of some of our core courses each year, when two sections would be sufficient to meet student demand for the course. Therefore, some faculty members, specifically Cole Taratoot and Rayna Stoycheva, will re-allocate their time to teach three MPA courses and one undergraduate course (rather than the current four MPA courses). This will allow the department to offer the three new undergraduate-level courses while still meeting the needs of our MPA students. If enrollments grow to a point where additional instructors are required, the department has an existing un-filled lecturer line (formerly held by Richard Brumback) that could be used to hire additional personnel to teach some of the undergraduate courses.

No additional buildings, equipment, or space is required because of shared facilities with other programs. We do not anticipate the need for any additional library books or materials.

The creation of the undergraduate major in public administration will help to grow the on-campus MPA program which in turn brings more graduate-return money to the University, the College of Arts and Sciences, and the Department of Political Science.

### *Advising*

All undergraduate majors in public administration will be advised by public administration faculty. Other members of POL who are not part of the public administration subfield will not be asked to advise public administration students.

### *Governance*

The Bachelor of Public Administration will be under shared-governance with all faculty members in the Department of Political Science. Any changes to the major requirements will be discussed and voted on by the faculty at a full department meeting.

## REFERENCES

- Cole, Adam. 2013. "The Retirement Wave You Didn't See Coming." *Government Executive*.
- Freeman, J. and M. Minow, eds. 2009. *Government by Contract: Outsourcing and American Democracy*. Harvard University Press: Cambridge, MA.
- Light, Paul C. 1999. *The New Public Service*. Washington, DC: Brookings Institution.
- Locsin, Aurelio. 2016. Average Salary for a Masters of Public Administration. *Houston Chronicle*.
- Ross, Curtis. 2012. Public Administration Degree Opens Door to Top Government Jobs. *U.S. News and World Report*.
- West, Jonathan P. 2015. Combating Age Discrimination: Legal and Regulatory Issues, Challenges and Opportunities. In R. Sims & W. Sauser, eds. *Legal and Regulatory Issues in Human Resource Management*. Charlotte, NC: Information Age Publishing, 285-315.

## **Sample Schedule for a Double Major in POL and PA**

The following lists an example of the courses a student double majoring in political science and public administration could take.

Two courses count toward both majors (POL 201, POL 321 – in bold). Student may not count more than two courses (6 credits) toward both majors, meaning that students will complete a minimum of 54 credits in POL to complete the double major in Political Science and Public Administration.

### POLITICAL SCIENCE (30 credits)

*Core:*

**POL 201 – Introduction to American Government**

POL 202 – Introduction to Comparative Politics

POL 203 – Introduction to International Relations

*Subfield courses:*

POL 310 – God, Science, Politics

POL 314 – Legislative Politics

**POL 321 – Introduction to Public Policy**

POL 332 – Media and Politics

POL 322 – Environmental Politics and Policy

POL 571 – Sex, Babies, and the State

POL 581 – Comparative Political Economy of Post-Industrial Democracies

### PUBLIC ADMINISTRATION (30 credits)

*Core:*

**POL 201 – Introduction to American Government**

**POL 321 – Introduction to Public Policy**

POL 3XX – Politics of the Administrative Process

*Subfield Courses:*

POL 525 – Comparative Public Policy and Administration

POL 548 – Civic Participation and Democracy

POL 510 – Statistics for Politics and Public Administration

POL 5XX – Applied Policy Analysis

POL 596 – Government and Business (course renames)

POL 547 – Human Resource Management in Public Service

POL 556 – Politics and Ethics: The Dilemmas of Contemporary Leadership

## **Undergraduate in Public Administration Major Requirements at Selected Universities**

(Public Administration, Public Affairs, Public Management, Public Policy and Management, Political Science/Public Administration, Government Management)

**December 2014**

Major Requirements	UM	Syracuse	Univ. of Southern California	University of Central Florida	FIU
Total number of classes	10	10	15	9 core and 7 restricted electives, 2 BA/BS option	12 core courses, 1 seminar, 4 electives
Which level classes?	1 course at 200 level, others 300 and above (2 at 500 level)	6 core requirements: 4 intro and 2 upper; 4 courses in 300 or above	4 at 200-level; all others 300 and 400 levels	All courses are upper level except for general education courses outside of department	All core courses are upper level
What are the subfields?	Politics, Social, Economic & Legal; Analytical Tools/Comm.; Mgmt of Public Orgs	Environment Government and Business Health, Education, and Human Services Society and the Legal System	Nonprofits & Social Innovation; Real Estate Develop.; Sustainable Planning; Health Policy & Mgt; Public Policy & Law	None	None
Subfield specialization required?	No	No	Yes	No	No
Breadth requirement?	Two courses in each of 3 subfields, 2 seminars	6 core include 2 methods; 4 courses in subfields but not more than 3 in one subfield.	7 required courses including 1 course from each of the 5 subfields; 1 statistics; 1 internship, 7 courses in subfield	7 core include 1 methods; All electives must be upper level from supportive fields such as accounting, legal studies, statistics	12 Core include 2 methods and one seminar, 3 electives must be from the School of Int'l and Public Affairs
Methods of requirement	es, courses are part of re urements	Yes, 2 courses are part of the requirements	Yes, 1 required course	Yes, 1	Yes, 2 are part of requirement
Capstone/ Internship?	Internship available but not required	None	Internship required worth 2 credits (half of the other courses); may choose between Capstone or Thesis	Internship available but not required	Internship available but not required

Faculty Size	17 total (8 main faculty for program)	6 public affairs faculty	22 faculty; 30 professors, 9 associate; 18 assistant; 9 research; 21 adjunct; 80 adjunct associate; 22 Emeritus	4 main public administration undergrad faculty; 15 more shared with master program	17
Other	5 year BA/MPA	They use these two term interchangeable: Policy Studies & Public Affairs Program	Major name: Policy, Planning & Development; offer 5 year BS/MPA	Offer BA and BS: 2 language courses=BA 2 technical courses=BS	Offer combined BPA/MPA
Major Requirements	<b>Auburn University</b>	<b>Washington State</b> Vancouver campus	<b>University of Arizona</b>	<b>Arizona State University</b>	<b>Virginia Commonwealth University</b>
Total number of classes	15	13 (8 core, 5 electives)	15	13	11
Which level classes?	3 intro, others upper level	1 intro, others upper level	3 intro, other upper level	2 intro; other upper level	4 intro, others upper level
What are the subfields?	Methods; Government and Administration; Conflict; Cultural Diversity; Public Law	Justice Studies; Public Policy and Politics; Public Administration & Mgt.	Law & Public Policy; Bureaucracy, Politics & Policy; Intelligence and US National Security; Environmental Policy; US Health Care System & Health Care Policy	American Indian Studies; Business; Criminology; Emergency Mgt.& Homeland Security; Health Policy; Law & Policy; Nonprofit Leadership & Management; Parks & Recreation Mgt.; Public Leadership; Public Policy; Science & Technology Policy; Social Services/Delivery; Sustainability; Urban Studies	Public Policy and Administration is a concentration under Political Science. Other concentrations: Civil & Human Rights; Int'l Relations; Politics & Gov't
Subfield specialization required?	No	Yes= 2 required courses and 3 electives from list	No	Yes, 5 courses	No, this is a concentration already
Breadth requirement?	Public Speaking and Quantitative Methods required; Take one course from each subfield.	1 intro to gov't, 2 methods, 1 course from each subfield part of core	6 core, include Stats; 5 in public mgt & policy; 4 'major core' =upper level courses in Mgt.	7 core, including 2 methods, 1 internship,	4 core; 1 seminar; 2 pol Sci electives; 4 electives from list of public admin. courses



Methods requirement?	Yes, it is part of a subfield	Yes, 2 core courses	Yes, 1 core course	Yes, 2 core courses	No
Capstone/ Internship?	Not required but offer internship as an elective	Not required but offer internship as an elective	Internship or independent study required	Internship required and Capstone in subfield	None
Faculty Size	25 Faculty; 8 Adjunct; 11 Emeritus	10 Faculty; 2 Adjunct	27 core faculty; 17 Adjunct; 12 Affiliated; 1 Emeritus	39 Faculty; 19 Associates; 22 Affiliated; 12 Emeritus	10 main Faculty
Other	BPA/MPA accelerated program (4 seminar courses can be taken for both degrees)	BA in Public Affairs with concentration in Justice Studies or Public Policy and Politics or Public Admin. & Mgt.	BS in Public Management and Policy	Public Service & Public Policy	BA Pol Sci concentrating in public policy and administration

Major Requirements	Indiana University Bloomington	University of Tennessee, Knoxville	University of Virginia	University of San Francisco	Florida Atlantic University
Total number of classes	7 Core and 10-12 subfield requirements depending on subfield chosen	15= 7 business & 8 in PA (5 pre-degree courses are required)	13 and one writing workshop	13 courses	18 courses
Which level classes?	5 lower level core courses; 2 lower level subfield requirements (on average); 12 upper level	One lower level core course, the rest are upper level.	3 foundation core courses and 2 requirements are lower level, rest upper level	Only one upper level course, all others mid-level	2 core lower level; all others upper level (except for 1 lower level computer class)
What are the subfields?	Environmental Mgt; HR Mgt; Law & Public Policy; Mgt; Policy Analysis; Public Financial Mgt.; Public & Nonprofit Mgt.	None, PA is considered a subfield under business.	None	None, but has Law Enforcement Leadership concentration	None
Subfield specialization required?	Yes	No	No	No	No

Breadth requirement?	Core courses include one from each subfield, a career development & planning course and an internship	Core courses are in business administration. Core Major courses are in PolSci, Ethics, & Admin. Pre-degree courses are in communication, stats, accounting, econ. & mgt.	Program is multidisciplinary and interdisciplinary with other departments. Program offered as a global: domestic & int'l policy issues	2 writing courses; 2 introductory courses; 1 Stats; 1 field project; 1 seminar; all other core courses.	8 core courses- including 2 stats; 3 public management electives; 7 upper level electives from any discipline
Methods requirement?	No, but offered as elective	No	Yes; 1 course	Yes, 1 course	Yes, 2 courses
Capstone/ Internship?	Internship required	Available Internship but not required	Capstone experience required	Yes, 1 field project	Internship required if no prior public sector experience
Faculty Size	27 Professors; 10 Assistants; 13 Lecturers	21 Faculty; 2 Adjunct; 9 Lecturers; 5 Emeritus	21 Professors; 14 Assistants; 6 Associates; 7 Lecturers; 1 Instructor	6 BPA main faculty; 8 School of Mgt; 4 writing instructors	5 main Professors; 6 Associate; 1 Assistant
Other	Public Affairs BS degree	B PoliSci Public Administration concentration- part of intercollegiate study between departments of Economics and Pol Sci	Recently launched BA in Public Policy and Leadership	BPA has concentration in Law Enforcement Leadership	Bachelor of Public Management

Major Requirements	University of Oregon	Princeton University	Kentucky State University
Total number of classes	15 courses (4 credits each)	14 courses	16 courses
Which level classes?	3 core courses lower level, 4 upper level; only 1 elective course can be lower level.	5 core courses are lower and mid-level; electives range from low to upper level	6 mid level core courses; 4 upper level core courses

What are the subfields?	Urban Planning, Environment, Nonprofit, Public Management, Social and Health	None	None
Subfield specialization required?	No, can take electives in any of the 5 subfields	No	No
Breadth requirement?	3 overview courses; 2 skills courses; 2 synthesis courses, electives from any subfield	1 of 4 electives at least must be from a different department than other electives. All core courses have between 4 and 9 choices each	Courses in Budgeting, Management, Policy, Organizations, computer and research.
Methods requirement?	Yes, 1 course	One stats course outside of department	Yes, 1 course
Capstone/ Internship?	Internship and Honor thesis available but not required	Study Abroad or Field experience required	Internship required
Faculty Size	2 Professors; 3 Associate; 6 Assistant; 8 Emeritus, 6 Affiliated faculty	70 Professors (8 main undergraduate program); 7 Associate; 13 Assistant; 21 Lecturer; 9 Emeritus	1 Professor; 1 Associate; 4 Assistant (main Public Admin program)
Other	Bachelor of Planning, Public Policy and Management	Liberal Arts major in public and international affairs	BA in Public Administration

Dec. 2014

UNIVERSITY  
OF MIAMI



Department of Political Science  
1300 Campo Sano Avenue  
Coral Gables, FL 33146

**MEMORANDUM**

TO: Leonidas Bachas, Dean  
College of Arts and Sciences

FROM: Jonathan P. West, Chair *J.P.W.*  
Department of Political Science

DATE: April 27, 2016

RE: Letter of Support for the Department of Political Science Proposal for a Bachelor's of Arts Degree in Public Administration

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I am writing to offer enthusiastic support for the B.A. in Public Administration proposed by the Department of Political Science. The POL Department faculty have unanimously endorsed the proposal. I have been involved with my departmental colleagues in development of the proposal, and we think it effectively addresses key issues in the field and provides the knowledge, skills and abilities required for those working in various roles in the public service area. I believe the proposed public administration courses would provide a solid foundation for a public service career or graduate study in the field. The core and elective courses can be taught by existing faculty with no additional investment required to launch the major.

The impending retirement of government employees at all levels of government will require hiring people with the technical, ethical and leadership competencies required for professional public service. The knowledge, skill and abilities to be gained with a degree in public administration would also be useful for those intending to pursue management opportunities in the private or nonprofit sectors. The proposed program would provide a useful reservoir of potential recruits to our graduate Masters of Public Administration program or to similar programs offered elsewhere. Once the program is approved and launched, we stand ready to further explore areas of mutually beneficial linkages with other UM departments and programs. Should you require additional information regarding the proposal, kindly contact me at the enclosed address.

## Request for a Letter of Endorsement

DG

Dominguez, Gisela

Reply all

5/3/2016

West, Jonathan P.

Inbox

You forwarded this message on 5/3/2016 2:48 PM

Dr. West,

Our email exchanges should suffice as far as receipt by our office goes. Our office typically just provides one memo containing our recommendations for other items that might need to be included, and whether the proposal will be submitted as a notification or full prospectus report to the SACSCOC.

Gisela

Sent from my iPhone

> On May 3, 2016, at 2:06 PM, West, Jonathan P. <jwest@miami.edu> wrote:

WP

West, Jonathan P.

5/3/2016

OK, but remember it is just that you received it, not that you approved it. Jonathan

DG

Dominguez, Gisela

5/3/2016

Yes, we'll be sending you a memo from our office as soon as we're done with our review.

G.

Sent from my iPhone

WP

West, Jonathan P.

! |  
5/3/2016

The CAS Curriculum Committee needs a letter (email) from you saying that I transmitted the proposal for the undergraduate Public Administration to you. I have obtained all of the other items the CAS Curriculum Committee requested and I am just waiting for your letter. Please send ASAP. Thanks.

Jonathan



Dominguez, Gisela

! |  
5/3/2016

> Okay great, thanks for the rationale on the timing. We'll present it to the SACSCOC as a potential Spring 2017 launch.

>

> I will let you know if we require anything else as we continue reviewing the proposal.

>

> Regards,

>

> Gisela

>

>

> Sent from my iPhone

>

>> On May 3, 2016, at 12:41 PM, West, Jonathan P. <jwest@miami.edu> wrote:

>>

>> Dear Gisela,

>>

>> It depends on how long the approval process takes. It won't be Fall 2016. It might be Spring 2017 or Fall 2017. I think it requires approval of CAS curriculum Committee, CAS council, CAS faculty, General Welfare Committee, Faculty Senate, and I am not sure what other approvals after that.

>>

>> Jonathan

>>

>> From: Dominguez, Gisela

>> Sent: Tuesday, May 3, 2016 3:17 PM

>> To: West, Jonathan P.

>> Subject: FW: RE: Request for a Letter of Endorsement

>>

>> Good morning Dr. West,

>>

>> Can you please let us know when the department is intending to launch the proposed Bachelor of Arts in Public Administration program (fall 2016, spring 2017)?

>>

>> Many thanks!

>>

>> Gisela

>>

>> Gisela Dominguez

>> Compliance Specialist

>> Planning, Institutional Research, and Assessment

>> Gables One Tower  
>> 1320 S. Dixie Highway, Suite 260  
>> Coral Gables, FL 33146  
>> Tel: (305) 284-9431  
>> Fax: (305) 284-4081  
>> E-mail: gdominguez@miami.edu<mailto:gdominguez@miami.edu>  
>>  
>> [[http://www6.miami.edu/umidentity/downloads/UM\\_Culture\\_Logo-email-sig-72dpi.jpg](http://www6.miami.edu/umidentity/downloads/UM_Culture_Logo-email-sig-72dpi.jpg)]  
>>  
>> [<https://umshare.miami.edu/web/wda/greenu/NEW%20IMAGES%202014/greeneruprintFooter.gif>]  
>>  
>> From: PIRA  
>> Sent: Wednesday, April 27, 2016 12:45 PM  
>> To: Dominguez, Gisela <gdominguez@miami.edu>  
>> Cc: Wiles, David Ernest, Ph.D. <dwiles@miami.edu>; Vasquez, Monica <mvasquez@miami.edu>;  
Borg, Sheryl S. <sheryl.borg@miami.edu>  
>> Subject: FW: Request for a Letter of Endorsement

>>  
>>  
>> Hi Gisela,  
>>  
>>  
>>

>> I think this request is for you. When you respond to Mr. West, please copy Monica so she can cross it off the projects list.

>>  
>> Thanks.

>>  
>> Shirley  
>> Gables One Tower  
>> PH: (305) 284-3228  
>>  
>> [greeneruprintFooter]

>>  
>> -----Original Message-----  
>> From: West, Jonathan P.  
>> Sent: Wednesday, April 27, 2016 11:34 AM  
>> To: PIRA <pira@miami.edu<mailto:pira@miami.edu>>  
>> Subject: Request for a Letter of Endorsement

>>  
>>  
>>  
>> Dear PIRA,

>>  
>>  
>>  
>> I am writing to transmit the attached proposal to launch a new undergraduate major in public administration to be housed in the Department of Political Science. Also, attached is a listing of the requirements of public administration majors taught at other institutions and a letter of support from the POL chair. The guidelines for majors request a memo from the Office of Planning, Institutional Research, and Assessment (PIRA) signifying receipt of the proposal (for new undergraduate programs only). The attached proposal has been submitted to the CAS Curriculum Committee. They indicated that the proposal would be taken up in the August, 2016 meeting, but that we should obtain a letter from the POL

Chair (attached), letter from PIRA (requested), and to add contact information, title, etc. to the proposal together with listing the person responsible for the major.

>>

>>

>>

>> Should you have questions, kindly contact me at the enclosed address. Thanks.

>>

>>

>>

>> Jonathan

>>

>> <image002.jpg>

>> <image001.jpg>

>> <image003.gif>



UNIVERSITY  
OF MIAMI



Department of Sociology  
P.O. Box 284162  
Coral Gables, FL 33124-2030

Phone: 305.284.6762  
FAX: 305.284.5310

4-27-16

Dear Professor West:

I strongly endorse your proposal to create a new major in public administration to be offered in the Department of Political Science. This is a great opportunity for students who plan to work in the public sector. Also, I think some of those students will be interested in pursuing graduate work in our proposed Criminology and Criminal Justice M.S. program. So I expect it will serve as an undergraduate feeder program for our M.S degree.

Best Wishes,

Roger Dunham

Roger Dunham  
Professor & Chair  
Department of Sociology



MEMORANDUM

TO: Leonidas Bachas, Dean  
College of Arts and Sciences

FROM: Ira M. Sheskin, Professor & Chair  
Department of Geography

DATE: April 28, 2016

RE: Letter of Support for the BA in Public Administration

I am writing to express support for the BA in Public Administration proposed by the Political Science Department. I think this program will serve the needs of our students, particularly those students looking for a field with job opportunities.

Geography looks forward to contributing GIS skills to this group of students.



Office of the Dean

1252 Memorial Drive  
Ashe Building, Suite 227  
Coral Gables, Florida 33146

Phone: 305-284-4117  
Fax: 305-284-5637  
as.miami.edu

**MEMORANDUM**

TO: Tomas Salerno  
Chair, Faculty Senate

FROM: Leonidas Bachas  
Dean

A handwritten signature in blue ink, appearing to read 'L. Bachas'.

SUBJECT: Proposal for a Bachelor of Arts Degree in Public Administration

DATE: October 11, 2016

At the meeting of the College faculty of Monday, October 10, 2016, the faculty voted unanimously in favor of a Bachelor of Arts Degree in Public Administration within the Department of Political Science.

I trust that the Senate will add its support and approve this proposal. A copy of the proposal is attached for your convenience. Should you have any questions or require additional information, please let me know

Attachment