

Public Management
Undergraduate Minor
Undergraduate Certificate

(Minimum of **1512**- credits required)

A The minor/certificate in Public Management consists of **1512** credits of upper-division coursework. Of the **1512** credits, at least **129** must be earned from FAU. The minor/certificate provides the student with a base of knowledge about management issues in government, the application of management principles, administrative and regulatory procedures, due process and administrative ethics. Additionally, the minor/certificate exposes the student to specific areas of public management, including public personnel, budgeting and finance and organizational behavior. The minor is only available to degree-seeking students at FAU. The certificate is available to any undergraduate student in an academic program at FAU, non-degree seeking professionals who may have an interest in public service, or other interested individuals.

A minimum grade of "C" is required for each PAD-prefixed course. Grades of "C-" and below cannot be applied to the minor.

Minor Requirements

Complete 9 credits from the following core courses *12-credits*:

| Course Title | Course Number | Credits |
|--|---------------|---------|
| Public Management and Administration | PAD 3003 | 3 |
| Organizational Behavior and Administrative Communication | PAD 3104 | 3 |
| Public Budgeting and Finance | PAD 4223 | 3 |
| Managing People in the Public Sector | PAD 4414 | 3 |

Complete 3 credits from the following elective courses *(can also select from the list above)*:

| Course Title | Course Number | Credits |
|---|---------------|---------|
| Public Budgeting Techniques and Processes | PAD 4228 | 3 |
| Program Evaluation in Public Management | PAD 4320 | 3 |
| Managing for Excellence in the Public and Nonprofit Sectors | PAD 4332 | 3 |

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| Public Sector Labor Relations | PAD 4426 | 3 |
| Administrative Process and Ethics | PAD 4604 | 3 |
| State and Local Government Administration | PAD 4806 | 3 |
| Special Topics | PAD 4931 | 3 |

Certificate requirements*

Complete 6 credits from the following:

| <u>Course Title</u> | <u>Course Number</u> | <u>Credits</u> |
|--|----------------------|----------------|
| <u>Public Management and Administration</u> | <u>PAD 3003</u> | <u>3</u> |
| <u>Organizational Behavior and Administrative Communication</u> | <u>PAD 3104</u> | <u>3</u> |
| <u>Managing for Excellence in the Public and Nonprofit Sectors</u> | <u>PAD 4332</u> | <u>3</u> |
| <u>Managing People in the Public Sector</u> | <u>PAD 4414</u> | <u>3</u> |

Complete 6 credits from the following:

| | | |
|--|-----------------|----------|
| <u>Public Budgeting and Finance</u> | <u>PAD 4223</u> | <u>3</u> |
| <u>Program Evaluation in Public Management</u> | <u>PAD 4320</u> | <u>3</u> |
| <u>Administrative Process and Ethics</u> | <u>PAD 4604</u> | <u>3</u> |
| <u>Public Sector Labor Relations</u> | <u>PAD 4426</u> | <u>3</u> |
| <u>Communication Skills for Public Managers</u> | <u>PAD 3438</u> | <u>3</u> |
| <u>Information Technology in Public Administration</u> | <u>PAD 3712</u> | <u>3</u> |
| <u>Special Topics</u> | <u>PAD 4931</u> | <u>3</u> |

* Substitutions may be made with the approval of the undergraduate programs' coordinator.