

SPECIALIZATION IN LOCAL GOVERNMENT MANAGEMENT



Delivering high quality public services provides daily opportunities to make a difference in the lives of people who live in localities of all sizes. Population demographics and previous economic cutbacks predict a strong need for qualified local government managers in Michigan within the next few years.

WHERE OUR ALUMNI ARE EMPLOYED

- City of Auburn Hills
- Shelby Township
- Macomb County
- City of Troy
- City of Novi
- Oakland County

COMMON JOB TITLES

- City Manager
- Financial Manager
- Team Coordinator
- Project Manager
- City Manager
- Business Analyst

For information and personal advising:

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LOCAL GOVERNMENT MANAGEMENT CONCENTRATION

40 Credits Total | Required Courses (28 Credits)

MPA Courses:

- PA 5100 – Foundations of Public Administration (4)
- PA 6100 – Quantitative Methods in Public Administration (4)
- PA 6200 – Public Sector Information Systems Management (4)
- PA 5200 – Public Budgeting and Finance (4)
- PA 5300 – Human Resources Management for the Public Sector (4)
- PA 6300 – Program and Policy Evaluation (4)

Local Management Government Course:

- PA 5400 – Local Government Management (4)

Electives (8 Credits)

- PA 5040 – Intergovernmental Relations (4)
- PA 6400 – Economic Development: Theory and Practice (4)
- PA 5110 – Law and Public Policy (4)
- PA 5120 – Law and Administration: Local Perspectives (2)
- PA 5130 – Law and Administration: State Perspectives (2)
- PA 5050 – Administrative Ethics (2)
- PA 5140 – Public Administration: Issues and Problems (4)
- PA 5150 – Contemporary Public Management Techniques (4)
- PA 5060 – Strategic Planning (4)
- PA 6510 – Grants: Politics and Administration (2 or 4)
- PA 5070 – Risk Management (2)
- PA 5310 – Public Sector Employee Relations (4)
- PA 5320 – Current Issues in Public Sector Human Resources Management (2 or 4)
- PA 5210 – Workshop in Budgeting (2)
- PA 6410 – Community Planning and Zoning (4)

Capstone (4 Credits)

- PA 6950 – Internship (4) or
- PA 6996 – Master's Project (4)

REQUIRED COURSE DESCRIPTIONS

PA 5100 – Foundations of Public Administration (4)

Course focuses on the fundamental concepts of public administration, their origin and distinguishes between public and private and between government and administration.

PA 6100 – Quantitative Methods in Public Administration (4)

Course examines quantitative methods for use in the public sector with an emphasis on data analysis for decision-making and common computer techniques. Students must have the PA 522 prerequisite or permission of the instructor to enroll.

PA 6200 – Public Sector Information Systems Management (4)

Course focuses on the essential tools for management decision making and program evaluation, data management, information retrieval, selected computer packages and report writing are covered.

PA 5200 – Public Budgeting and Finance (4)

Course focuses on the process by which governments raise funds and allocate them among competing purposes. Course also examines relations between agencies and executive budget offices and between executive and legislative branches of government. Elements of budget preparation, defense and review under various systems, line-item, performance, program, PPBS and zero-base budgets are presented.

PA 5300 – Human Resources Management in the Public Sector (4)

Course studies human resources management in public agencies. Topics include the legal and political environment, managerial concerns and employee rights, and the problems of public employee collective bargaining.

PA 6300 – Program and Policy Evaluation (4)

Course answers the question of how to judge the success of programs. Topics include problems of design, data collection and analysis to sort out causes and evaluate effects, cost-benefit analysis, and the organizational and political aspects of evaluation studies.

PA 5400 – Local Government Management (4)

Fundamentals of local government management. Topics to be covered include: politics and management, the management environment, leadership, staffing and personnel, employee motivation, local budgets, the local economy and ethics.

ELECTIVE COURSE DESCRIPTIONS

PA 6400 – Intergovernmental Relations (4)

Course focuses on the conflicts and cooperation between, and among, national, state, and local governments. Illustrations are drawn from programs in social services, community development and regulation.

PA 6400 – Economic Development: Theory and Practice (4)

Students will understand the democratic process and political context within which economic development occurs. Current local economic development strategies are examined with special attention given to the political process involved and the economic developer's relationships with elected executives, legislatures, the judiciary, the business community, media and interest groups.

PA 5110 Law and Public Policy (4)

Course focuses on the impact of "the rule of law" concept on administrative policy, practice and decision making and examines the effects of existing procedural requirements on the exercise of administrative discretion, the role of the courts and the likely consequences of proposed "reforms."

PA 5120 – Law and Administration: Local Perspectives (2)

Course focuses on the relationships between local government and the legal system with special attention to: 1) legal constraints on administrative discretion; 2) tensions between corporation counsels or prosecutors and administrators; 3) civil vs. criminal procedures and their impact on local decision making; and 4) federal/local and state/local relationships in the courts.

PA 5130 – Law and Administration: State Perspectives (2)

Course focuses on state administrators and the legal system: 1) the roles of the administrative and agency hearing offices; 2) tensions between the administrative and agency hearing offices; 3) agencies and civil courts; and 4) agencies and the attorney general

PA 5050 – Administrative Ethics (2)

Course explores the ethical components of administrative decision making and activities in public and not-for-profit agencies. Specific topics include personnel decisions, service delivery procedures and measures of program performance. Course also serves as a forum for judging ethical behavior, to help understand how ethical considerations permeate all job-related activities and to assist ethical decision-making skills.

PA 5140 – Public Administration: Issues and Problems (4)

Contemporary controversies and trends in public administration systems. May be counted toward a concentration as appropriate.

PA 5150 – Contemporary Public Management Techniques (4)

Course focuses on the application of contemporary public management techniques, managers as change agents, and leaders of quality improvement and excellence in the workplace. Strategies for implementing these programs are also examined.

PA 5060 – Strategic Planning (4)

Course focuses on the theoretical and historical perspectives of strategic planning as well as components of a strategic planning model and leadership issues. Specific topics include: planning in nonprofit, health care, and public sector organizations' environments, internal data assessments, developing and implementing operating plans, contingency plans, and practical issues associated with strategic planning.

PA 6510 – Grants: Politics and Administration (2 or 4)

Course examines the grant process from the varying perspectives of the granting agencies, the requesting agencies, the institutional offices responsible for compliance and the ultimate recipients.

PA 5070 – Risk Management (2)

This course will provide a description of the concept of risk management in the public sector. Topics include: risk identification, loss control and safety, insurance and the law, loss prevention and evaluation, placement of insurance and financial responsibility.

PA 5310 – Public Sector Employee Relations (2 or 4)

Policies and practices relating to employee relations and collective bargaining in the public sector.

PA 5320 – Current Issues in Public Sector Human Resources Management (2 or 4)

Selected topics in human resources management, emphasizing state, county and local experiences. Topics can include: contract maintenance and compliance, merit systems, comparable worth, drug testing, employee assistance programs, affirmative action, mediation, arbitration and others as they emerge over time.

PA 5210 – Workshop in Budgeting (2)

Basic principles of public sector budgeting from the perspective of a practitioner at the state or local level.

PA 6410 – Community Planning and Zoning (4)

Course presents a comprehensive study of municipal planning, zoning and general government from the perspective of the public administrator. Topics include: state legislation, state and federal grant programs, making a Master Plan, the impact of court decisions, housing and fiscal impact analysis, impact fee calculation and public works and capital improvements programming.