

Program Change Request

New Program Proposal

Date Submitted: 09/20/19 10:50 am

Viewing: **PUAD-CRTG : Law & Society, Graduate Certificate in**

Last edit: 11/05/19 1:44 pm

Changes proposed by: c271k157

Academic Career	Graduate, Lawrence
Program Type	Certificate
Department/ Program	Public Affairs & Adm, School
School/College	College of Lib Arts & Sciences
Consulting School(s)/College(s)	
Consulting Department(s)	
CIP Code	
Program Name	Law & Society, Graduate Certificate in
Location(s) of Instruction	Edwards
Do you intend for this program to be offered online?	No
Effective Catalog	2020 - 2021

In Workflow

- A. CLAS Dean or Associate Dean
- B. Provost's Office
- C. COGA Director
- D. CGS PCC Subcommittee
- E. CGS Committee
- F. CAC
- G. CLAS Final Approval
- H. Graduate Studies
- I. OIRP CIP Approval
- J. Provost's Office
- K. Future Academic Catalog

Approval Path

- A. 09/05/19 2:10 pm
Kristine Latta (klatta):
Rollback to Initiator
- B. 10/02/19 2:36 pm
Kristine Latta (klatta):
Approved for CLAS Dean or Associate Dean
- C. 10/30/19 5:26 pm
Jean Redeker (jredeker):
Rollback to CLAS Dean or Associate Dean for Provost's Office
- D. 11/05/19 1:48 pm
Kristine Latta (klatta):
Approved for CLAS Dean or Associate Dean
- E. 11/13/19 9:46 am

Program Description

Through the completion of this certificate, students will gain in-depth knowledge of how law intersects with and influences the practice of public administration and public policy-making and implementation. Students will learn how public administrators can work more effectively with knowledge of legal history and legal policy, how law shapes managerial processes, how it shapes government and the system of justice, and how it affects ordinary people in every walk of life. The knowledge gained through the courses in the Law and Society certificate will prepare students for work in a variety of settings, including criminal justice organizations, non-profits, policy think tanks, political institutions, and public administrative agencies of all kinds.

Demand/Need for the Program

The suite of graduate certificates being proposed enable current Master of Public Administration (MPA) and Public Administration Ph.D. students to delve into specialized areas of public administration theory and practice. They are structured to provide a narrower application of public affairs and administration concepts (highlighting faculty research) to advance knowledge within particular sectors of public service. The enrollment of SPAA students will be a driving metric in the projections below, but we plan to bolster the courses and graduate certificates with students from outside the school. In addition to the expanded opportunities for current SPAA graduate students, the school intends for each certificate to be a recruiting tool for: 1) students completing their undergraduate degree at KU from certain majors; 2) working professionals who wish to strengthen their understanding of theoretical and academic concepts for their professional endeavors; and 3) prospective professional degree students who would like to take some package of courses while they determine if they are prepared to move forward with the full MPA or Ph.D. degree. Outside of attracting students to the school to explore the professional and terminal degrees available, these certificates are an opportunity for professional development that comes with a specific transcript note defining the area of specialization (particularly employees in KC metro municipalities that offer tuition assistance) and an interdisciplinary opportunity for doctoral and some master's program students outside the school. Given these goals and intentions for this suite of graduate certificates, the school examined undergraduate upper-level course offerings and opportunities for electives within graduate curricula to estimate how many students these certificate programs may attract.

The certificate program in Law & Society is an attractive post-baccalaureate continuing education venture for public servants in law enforcement, city and county law positions, and prospective students interested in investigating the intersection of law and justice with public service in all sectors. With the introduction and steady growth of the Law & Society and Public Administration undergraduate major/minors at the Edwards Campus, SPAA structured a graduate curriculum option that will complement the undergraduate program and encourage post-baccalaureate education. The new Law & Society major continues to grow - 27 in Fall 2018. The Public Administration major has steadied to around 70 declared for the last 3 academic cycles. In addition to these prospective undergraduate populations, which we expect will be shared among the proposed and current SPAA certificates, undergraduate majors, major-defined themes and specific courses that are opportunities to identify students interested in concepts addressed in the Law & Society certificate include (census numbers per major are Freshman-Senior status declarations as of Fall 2018):

- Political Science, with 461 majors: SPAA foresees that POLS-prefixed courses under the "Public Policy & Public Administration" and the "Diversity & Social Justice" headings for the major requirements will be the best courses to identify prospective students for this post-baccalaureate deeper dive into the concepts within those content areas.
- History, with 190 majors: SPPA will target students who are concentrating on the thematic undergraduate areas of "Empire, State, and Nation," "Migration, Diaspora, and Mobility," and "Political Thought, Religion, and Culture" as the thematic areas that align with the academic outcomes in the Law & Society graduate certificate.
- Sociology, with 104 majors: Courses offered at the Junior / Senior level for Sociology majors where SPAA can reach out to students to offer a post-baccalaureate deepening of the concepts and ideas within those content areas include: 360 Sociology of Social Control, SOC 522 American Racial and Ethnic Relations, SOC 560 Law & Criminal Justice, SOC 561 Sociology of Deviance, SOC 562 Sociology of Law, SOC 563 Sociology of Law.
- WGSS, with 62 majors: Students who have opted to major in Women, Gender and Sexuality Studies are investigating how gender, race, class and sexuality structure the world, our interactions with one another, and how interactions and structures are imbued with imbalances in social justice. The graduate certificates for Law & Society, Public Policy, and Public / Nonprofit Management encounter these issues from the field of public administration, particularly in the systems impacted and informed by law and policy.

Across all of the majors pulled for the SPAA graduate certificate proposal projection estimates, an average 30% of undergraduate students graduate relative to their total declared majors in a given academic year. If just 1% of these graduates opted to stay on for certificate-only study, an additional 8 students would be added to the projections across the SPAA graduate certificates every year.

Graduate students in other disciplines who may be drawn to the Law & Society graduate certificate to complement their research and who have space within their program's curriculum for a graduate certificate include:

- Political Science MA / PhD: 37 The Political Science PhD requires two major subfields and one minor subfield, all of which require 12 credits of coursework, this is an excellent option for these students to earn this extra credential.
- History PhD: 48 Ph.D. students may complete a secondary field outside the content area. The Law & Society graduate certificate may be a fit for some researching in this area or looking for analysis of their research from a social science discipline.
- Sociology PhD: 40 After the requirements for the M.A. are completed, students have an opportunity to complete 9 elective credits to round out their research. Again, this certificate may be a fit for some researching in this area or looking for analysis of their research from a different social science discipline.
- Social Welfare MA / PhD: 346 The MSW degree is tightly programmed, but the Public Administration graduate certificates pair well with the completion of the professional degree in how they examine the intersection of public service sectors and the larger systems that determine how licensed social workers function in their roles and relationships with organizations and clients. For Ph.D. students, there is space for 15 credits of elective courses in the curriculum, which would

allow for doctoral students in social work to complete a certificate in SPAA.

- WGSS: 15 Both MA and Ph.D. degrees have space in the degree programs for the completion of a certificate. The structure of these certificates allow WGSS graduate students to engage in contemporary scholarship in a social science field that will round out their research. Additionally, SPAA and WGSS share faculty and WGSS students are already completing graduate-level PUAD courses.

The SPAA certificates will be attractive to students who need to broaden their research approaches outside their Doctoral and Master's discipline. If just 1.5% of the total graduate students within these programs opted to stay on for certificate-only study, an additional 22 students would be added to the projections across all graduate certificates.

Comparative/Locational Advantage

As with all of the graduate certificates the School of Public Affairs and Administration is proposing, the advantage our program has is its ranking among the best institutions for public administration in the country. The intention of these graduate certificates is to highlight faculty research and course offerings in a way is attractive and accessible to a wider constituency in the Topeka, Lawrence, KC Metro areas, and beyond. Particular to Law & Society, this graduate certificate will be the only post-baccalaureate opportunity for scholarly engagement in Law & Society (outside a formal Law degree) in the state of Kansas.

How will you enhance the successful recruitment, retention, and completion of women and historically underrepresented racial/ethnic minority groups (African American/black, Native American/Alaskan Native, Latinx/Hispanic, Native Hawaiian/Pacific Islander) in the proposed program, as well as the retention of other historically marginalized students (e.g., Asian and Asian American students in some disciplines, those with disabilities, and sexual and gender minorities)? Briefly explain the challenges, if any, to maintaining and/or increasing diversity in this field.

SPAA faculty approved a Diversity Equity and Inclusion plan on May 19, 2017. This document describes the large-scale efforts that the school is taking to achieve greater diversity among both students and faculty and foster an inclusive environment. The Plan's Goal 1 and its associated initiatives is most relevant for this context and can be found in the plan, which is attached to this document.

Public administration and its affiliated graduate certificates is a gateway for community leaders to engage with academia and take away theoretical concepts and tools that may strengthen and streamline their contributions to their communities. The diversity of experiences and backgrounds within our current public administration courses are an important feature of the program and its accessibility to students from underrepresented minority groups. The challenge for maintaining and increasing diversity in the field of public administration lies within the program's ability to maintain excellent partnerships with municipal and community organizations that often promote our programs from within. Like other graduate programs, we are also challenged in providing adequate services and resources for graduate students who may seek support networks and affinity groups outside the program.

Do you intend to offer inclusive pedagogical techniques and course materials, specific advising and mentoring strategies, etc. in the proposed program to achieve your diversity goals in this field?

How the law impacts organizations and communities fundamentally contributes to discussions of inequity and social injustice. These issues are confronted in earnest within the course content of Administration of Justice; Law, Courts, and Public Policy; Diversity and Social Equity in Public Administration; and the Topics courses. Goal 3, and its associated initiatives, in the attached KU SPAA Diversity plan further speak to efforts the School is undertaking in this regard. All of these initiatives are applicable to this certificate.

Admission Requirements The School of Public Affairs and Administration accepts students on a rolling admissions basis. Students may apply to be admitted for either the fall, summer or spring semesters. Applicants for the certificate are required to have:

- Undergraduate degree with a GPA of 3.0 (if the undergraduate degree was awarded in the last three years)
- At least three years of managerial experience or be already admitted to any graduate programs of KU or already have a graduate management or leadership degree from an accredited institution
- All international applicants and domestic non-native English speakers are required to provide proof of English proficiency

Current School of Public Administration and Affairs graduate students who wish to earn a graduate certificate credential in Law & Society with their degree will request a program addition via email to the MPA Program Manager and Advisor.

Individuals who are not already enrolled as KU graduate students in the School of Public Affairs and Administration, but who are current graduate students at KU must complete an application to [Graduate Studies](#) for admission into the certificate program and submit an application fee along with the following materials:

- A Statement of Interest in the Law & Society graduate certificate program. This 1-2 page narrative should summarize your education, employment history, career goals, and how this certificate will bolster your professional aspirations.
- Copies of official transcripts of baccalaureate degree/s and any post-baccalaureate course work including course work completed at KU.

Individuals who are not currently graduate students, but have a conferred Bachelor's degree, must complete an application to [Graduate Studies](#) for admission into the certificate program and submit an application fee along with the following materials:

- [KU online application](#)
- Official transcripts
- A Statement of Interest in the Law & Society graduate certificate program. This 1-2 page narrative should summarize your education, employment history, career goals, and how this certificate will bolster your professional aspirations.
- Current resume

The admissions committee may request additional materials if needed to assess an applicant's ability to be successful in the coursework.

Degree Requirements

Certificate Requirements

The certificate requires 4 courses for a total of 12 graduate credit hours. Other courses may be substituted with the approval of the MPA Faculty Director. Student pursuing more than one SPAA certificate may use a maximum of one course to count towards both certificates.

Course List

Code	Title	Hours
Required Courses:		
PUAD 842	Law and Public Management	3
PUAD 849	Law, Courts, and Public Policy	3
The 2 elective courses must be selected from the following:		
PUAD 701	Administration of Justice	
PUAD 702	Diversity & Social Equity in Public Administration	
LWS 743	Theoretical Foundations of Law and Society	
LWS 794	Topics in Law & Society: _____	3

Faculty Profile

Name of Faculty and Rank	Highest Degree	Number of Faculty FTE
Charles Epp, Distinguished Professor	Ph.D.	1.0
Reggie Robinson, Professor	Ph.D.	1.0
Shannon Portillo, Associate Professor	Ph.D.	1.0
Benjamin Merriman, Assistant Professor	Ph.D.	1.0
Brandon Davis, Assistant Professor	Ph.D.	1.0

Student Profile

Anticipated student enrollment			
	Full Time	Part Time	Total
Year 1	3	4	7
Year 2	5	7	12
Year 3	8	10	18

Anticipated number of program graduates	
After 5 Years	20
After 7 Years	24

Academic Support

Not applicable.

Facilities and Equipment

Not applicable.

Program Review, Assessment, Accreditation

The MPA Committee in the School of Public Affairs and Administration, who will maintain purview over this certificate and the others being proposed / updated will regularly review matriculation into the program. Course delivery and intended outcomes of the certificate will be reviewed at the same time the committee and faculty associated with NASPAA accreditation meet and compile the annual report. Additionally, the College and Graduate Studies will evaluate the certificate program every 7 years as part of the mandatory review and renewal process for all graduate certificates. The School anticipates that the communication and recruitment efforts – which are folded into a larger MPA recruitment initiative that will be rolled out over the next 2 years – for this certificate will yield approximately 24 graduates from the certificate by the program review in 7 years. At the end of 3 years, the school estimates that 18 students will be enrolled in / be making progress toward completion of the certificate and an additional 6 students will have completed the certificate.

Costs, Financing

	Salaries	OOE	Equipment	Other	TOTAL
Year 1	0	0	0	0	0
Year 2	0	0	0	0	0
Year 3	0	0	0	0	0

What is the source of the new funds?

Not applicable.

[Rationale for proposal](#) The Law & Society graduate certificate proposal is based on the input and endorsement of the faculty who lead the course work that comprise the certificate. The delivery of this graduate-level curriculum will signal the strengths of faculty research and the engagement with contemporary issues of law and society within the program. Justification for courses that may count toward more than one certificate and the procedure that the school will follow attached:

[Additional Information](#)

[Supporting Documents](#) [Law-Society cross-certificate courses.pdf](#)
[Pages from Final NASPAA Accreditation Update 6-1-2017.pdf](#)

[SPAA Director Approval of certificates.pdf](#)

[Sunset agreement, SPAA.pdf](#)

[Program Reviewer Comments](#)

Kristine Latta (klatta) (09/05/19 2:10 pm): Rollback: See email

Kristine Latta (klatta) (10/02/19 2:36 pm): Approved by John Colombo, 10/2/2019

Jean Redeker (jredeker) (10/30/19 5:26 pm): Rollback: In Admissions Requirements please add clarification that an undergraduate degree is required. Change "Undergraduate GPA of 3.0" to "Undergraduate degree with GPA of 3.0"

Key: 687



Program Change Request

New Program Proposal

Date Submitted: 09/20/19 10:52 am

Viewing: **PUAD-CRTG : Public / Nonprofit Management, Graduate Certificate in**

Last edit: 11/05/19 1:40 pm

Changes proposed by: c271k157

Academic Career	Graduate, Lawrence
Program Type	Certificate
Department/Program	Public Affairs & Adm, School
School/College	College of Lib Arts & Sciences
Consulting School(s)/College(s)	
Consulting Department(s)	
CIP Code	
Program Name	Public / Nonprofit Management, Graduate Certificate in
Location(s) of Instruction	Edwards Lawrence
Do you intend for this program to be offered online?	No
Effective Catalog	2020 - 2021

In Workflow

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Kristine Latta (klatta): Approved for CLAS Dean or Associate Dean
- E. 11/13/19 9:46 am

Alma Varela
(a771v482):
Approved for
Provost's Office

Program Description

This certificate aims to enhance graduates' ability to manage and lead public and nonprofit organizations ethically and effectively. It establishes effective human resource management as a core foundation, with emphasis on the political, legal, and ethical dimensions of public service employment. Through study of management theories and techniques, students will gain understanding of contemporary organizational challenges and the tensions inherent to competing values and develop the leadership skills necessary to guide public organizations through change. Through their choice of electives, students may tailor this certificate to focus more specifically on the nonprofit or public sector.

Demand/Need for the Program

The suite of graduate certificates being proposed enable current Master of Public Administration (MPA) and Public Administration Ph.D. students to delve into specialized areas of public administration theory and practice. They are structured to provide a narrower application of public affairs and administration concepts (highlighting faculty research) to advance knowledge within particular sectors of public service. In addition to the expanded opportunities for current SPAA graduate students, the school intends for each certificate to be a recruiting tool for: 1) students completing their undergraduate degree at KU from certain majors; 2) working professionals who wish to strengthen their understanding of theoretical and academic concepts for their professional endeavors; and 3) prospective professional degree students who would like to take some package of courses while they determine if they are prepared to move forward with the full MPA or Ph.D. degree. Outside of attracting students to the school to explore the professional and terminal degrees available, these certificates are an opportunity for professional development that comes with a specific transcript note defining the area of specialization (particularly employees in KC metro municipalities that offer tuition assistance) and an interdisciplinary opportunity for doctoral and some master's program students outside the school. Given these goals and intentions for this suite of graduate certificates, the school examined undergraduate upper-level course offerings and opportunities for electives within graduate curricula to estimate how many students these certificate programs may attract.

Based on final reflection papers from our own MPA program graduates, there is more that our program can do to speak to graduate students and adult learners who are seeking course work in public administration that directly applies to service careers in the public and/or nonprofit sectors. The data pulled from accreditation reports to NASPAA – the accrediting body of the Master of Public Administration program – shows that our program has an area of opportunity to attract students who are interested in developing in the nonprofit sector. With the introduction and steady growth of the Law & Society and Public Administration undergraduate major/minors at the Edwards Campus, SPAA structured a graduate curriculum option that will complement the undergraduate program and encourage post-baccalaureate education. The new Law & Society major continues to grow - 27 in Fall 2018. The Public Administration major has steadied to around 70 declared for the last 3 academic cycles. In addition to these prospective undergraduate populations, which we expect will be shared among the proposed and current SPAA certificates, undergraduate majors, major-defined themes, and specific courses that are opportunities to identify students interested in concepts addressed in the Public / Nonprofit Management certificate include (census numbers per major are Freshman-Senior status declarations as of Fall 2018):

- Social Welfare, with 134 majors. Careers in social welfare often meet at the intersection of public and nonprofit sectors; understanding the structures and relationships between these sectors may better prepare social welfare graduates to serve their clients in these systems. Courses offered at the Junior / Senior level for Social Welfare majors where SPAA can reach out to students to offer a post-baccalaureate deepening of the concepts and ideas within those content areas include: SW 532 Community and Organizational Dynamics and Human Behavior; SW 630 Topics in Social Work Practice: Antisocial, Aggressive Behavior in Childhood and Early Adolescence; SW 631 Topics in Social Work Practice: Intimate Partner Violence; SW 632 Topics in Social Work Practice: Substance Abuse and Social Work Practice; SW 633 Topics in Social Work Practice: Crisis Intervention; SW 634 Topics in Social Work Practice: Child Welfare - Protecting Children, Strengthening Families.
- Leadership Studies UG certificate / minor, with 350 declared: Courses offered at the Junior / Senior level for Leadership Studies UG certificate aspirants and minors where SPAA can reach out to students to offer a post-baccalaureate deepening of the concepts and ideas within those content areas include LDST 535: Leadership Strategies and Applications in the minor. Students who are opting to enroll in the Public Administration courses that count toward the undergraduate certificate will be excellent candidates to continue post-baccalaureate engagement with public administration: PUAD 431 Bureaucracy; Public Administration, and the Private Sector; PUAD 436 Managing People in Public Organizations; PUAD 602 Diversity in Public Administration; PUAD 639 Concepts of Civil Society; PUAD 641 Public Service Leadership; PUAD 660 Organizations and Management I; PUAD 661 Organizations and Management II. It should be noted that some of these courses have been submitted for a 400/700 course split and PUAD 702 and PUAD 741 will be included in the elective options for some of the graduate certificates. These courses at the 400-level cannot be repeated at the graduate level toward certificate completion.
- Communications, with 397 majors: Courses offered at the Junior / Senior level for Communications majors where SPAA can reach out to students to offer a post-baccalaureate deepening of the concepts and ideas within those content areas include: COMS 410 Micro-Level Organizational Communication; COMS 440 Communication and Gender; COMS 450 Ethical Issues in Political Communication; COMS 454 Rhetoric of Popular Culture; COMS 447 Intercultural Communication: The Afro-American; COMS 547 Communication and Culture; COMS 552 The Rhetoric of Women's Rights.
- WGSS, with 62 majors: Students who have opted to major in Women, Gender and Sexuality Studies are investigating how gender, race, class and sexuality structure the world, our interactions with one another, and how interactions and structures are imbued with imbalances in social justice. The graduate certificates for Law & Society, Public Policy, and Public / Nonprofit Management encounter these issues from the field of public administration, particularly in the systems impacted and informed by law and policy.

Across all of the majors pulled for the SPAA graduate certificate proposal projection estimates, an average 30% of undergraduate students graduate relative to their total declared majors in a given academic year. If just 1% of these graduates opted to stay on for certificate-only study, an additional 8 students would be added to the projections across the SPAA graduate certificates every year.

Graduate students in other disciplines who may be drawn to the Public / Nonprofit graduate certificate to complement their research and who have space within

their program's curriculum for a graduate certificate include:

- Museum Studies MA: 22 – this program allows for 9 credits of electives. Graduate students may work with the MPA Faculty Director on having the fourth course required for the certificate to qualify under the program's Leadership and Management course component (as several PUAD courses are already listed in the program's Graduate Handbook).
- School of the Arts, with 14 Film & Media Studies Master's and Doctoral Students and 19 Theatre & Dance Master's and Doctoral Students: There are 9 credits of outside research available in the Theatre Ph.D. Given the organizational structure of small film operations and theatres, the Public / Nonprofit Management graduate certificate provides a perspective on how an artist can contribute to the creative and organizational success of their artistic venue.
- Social and Cultural Studies in Education: 10 Doctoral students are required to complete 12 to 15 credits hours in major cognate coursework that will contribute to their research.
- Social Welfare MA / PhD: 346 The MSW degree is tightly programmed, but the Public Administration graduate certificates pair well with the completion of the professional degree in how they examine the sectors that intersect and the larger systems that determine how licensed social workers function in their roles and relationships with organizations and clients. There is space for 15 credits of elective courses in the Social Work Ph.D. program, which would allow for doctoral students in social work to complete a certificate in SPAA with either Law & Society, Public/Nonprofit Management, and Public Policy the most likely opportunities.
- Law Professional/ Specialist: 310 While the professional program in JD is prescriptive, the MPA program has a joint degree offering with the School of Law and students interested in professions outside of lawyering may be particularly attracted to the joint degree and completing course work for public / nonprofit management.
- Communications PhD: 53 The COMS Ph.D. allows for 18 hours of graduate electives, which is more than enough space for students interested in the communication and management structures in public or nonprofit organizations.
- WGSS: 15 Both MA and Ph.D. degrees have space in the degree programs for the completion of a certificate. The structure of these certificates allow WGSS graduate students to engage in contemporary scholarship in a social science field that will round out their research. SPAA and WGSS share faculty and WGSS students are already completing graduate-level PUAD courses.

The SPAA certificates will be attractive to students who need to broaden their research approaches outside their Doctoral and Master's discipline. If just 1.5% of the total graduate students within these programs opted to stay on for certificate-only study, an additional 22 students would be added to the projections across all graduate certificates.

Comparative/Locational Advantage

As with all of the graduate certificates the School of Public Affairs and Administration is proposing, the advantage our program has is it's ranking among the best institutions for public administration in the country. More specifically, the MPA program is ranked in the top 10 nationally for the specialization of public management.

The intention of these graduate certificates is to highlight faculty research in a way is attractive and accessible to a wider constituency in the Topeka, Lawrence, KC Metro areas, and beyond. Particular to Public and Nonprofit Management, the UMKC public administration graduate program has been a strong competitor in drawing in students from the nonprofit sector to complete their graduate work. This certificate will allow our program to clearly indicate that our academic outcomes serve all sectors of public service well.

How will you enhance the successful recruitment, retention, and completion of women and historically underrepresented racial/ethnic minority groups (African American/black, Native American/Alaskan Native, Latinx/Hispanic, Native Hawaiian/Pacific Islander) in the proposed program, as well as the retention of other historically marginalized students (e.g., Asian and Asian American students in some disciplines, those with disabilities, and sexual and gender minorities)? Briefly explain the challenges, if any, to maintaining and/or increasing diversity in this field.

Public administration and its affiliated graduate certificates is a gateway for community leaders to engage with academia and take away theoretical concepts and tools that may strengthen and streamline their contributions to their communities. The diversity of experiences and backgrounds within our current public administration courses are an important feature of the program and its accessibility to students from underrepresented minority groups. More and more nonprofits respond to need where there is a lack of services and support to the community due to the public sector shortages or failures, which is where a graduate certificate that offers theories and tools for navigating these organizations is an important contribution the School of Public Affairs and Administration can make to the community. The challenge for maintaining and increasing diversity in the field of public administration lies within the program's ability to maintain excellent partnerships with municipal and community organizations that often promote our programs from within. Like other graduate programs, we are also challenged in providing adequate services and resources for graduate students who may seek support networks and affinity groups outside the program.

SPAA faculty approved a Diversity Equity and Inclusion plan on May 19, 2017. This document describes the large-scale efforts that the school is taking to achieve greater diversity among both students and faculty and foster an inclusive environment. The Plan's Goal 1 and its associated initiatives is most relevant for this context and can be found in the plan, which is attached to this document.

Do you intend to offer inclusive pedagogical techniques and course materials, specific advising and mentoring strategies, etc. in the proposed program to achieve your diversity goals in this field?

Goal 3, and its associated initiatives, in the attached KU SPAA Diversity plan speak to efforts the School is undertaking in this regard. All of these initiatives are applicable to this certificate.

Admission Requirements

The School of Public Affairs and Administration accepts students on a rolling admissions basis. Students may apply to be admitted for either the fall, summer or spring semesters. Applicants for the certificate are required to have:

- Undergraduate degree with a GPA of 3.0 (if the undergraduate degree was awarded in the last three years)
- At least three years of managerial experience or be already admitted to any graduate programs of KU or already have a graduate management or leadership degree from an accredited institution
- All international applicants and domestic non-native English speakers are required to provide proof of English proficiency

Current School of Public Administration and Affairs graduate students who wish to earn a graduate certificate credential in Public and Nonprofit Management with their degree will request a program addition via email to the MPA Program Manager and Advisor.

Individuals who are not already enrolled as KU graduate students in the School of Public Affairs and Administration, but who are current graduate students at KU must complete an application to [Graduate Studies](#) for admission into the certificate program and submit an application fee along with the following materials:

- A Statement of Interest in the Public / Nonprofit Management graduate certificate program. This 1-2 page narrative should summarize your education, employment history, career goals, and how this certificate will bolster your professional aspirations.
- Copies of official transcripts of baccalaureate degree/s and any post-baccalaureate course work including course work completed at KU.

Individuals who are not currently graduate students, but have a conferred Bachelor's degree, must complete an application to [Graduate Studies](#) for admission into the certificate program and submit an application fee along with the following materials:

- [KU online application](#)
- Official transcripts
- A Statement of Interest in the Public / Nonprofit Management graduate certificate program. This 1-2 page narrative should summarize your education, employment history, career goals, and how this certificate will bolster your professional aspirations.
- Current resume

The admissions committee may request additional materials if needed to assess an applicant's ability to be successful in the coursework.

[Degree Requirements](#)

Certificate Requirements

The certificate requires 4 courses for a total of 12 graduate credit hours. Other courses may be substituted with the approval of the MPA Faculty Director. Students who wish to pursue both the City and County Management and Public and Nonprofit Management graduate certificates must seek approval from the MPA Faculty Director. [PUAD 834](#) will count toward both certificates, but the student must take one additional elective to meet the 12 credit-hour completion requirement for each. Otherwise, Student pursuing more than one SPAA certificate may use a maximum of one course to count towards both certificates.

Course List

Code	Title	Hours
Required Course:		
PUAD 834	Human Resource Management	3
The 3 elective courses must be selected from the following:		
PUAD 703	Foundations of the Nonprofit Sector	3
PUAD 708	Collaboration in Public Administration	3
PUAD 741	Public Service Leadership	3
PUAD 828	Nonprofit Management and Policy	3
PUAD 842	Law and Public Management	3
PUAD 854	Innovation and Organizational Change	3
PUAD 857	Performance Management and Governance	3

[Faculty Profile](#)

Name of Faculty and Rank	Highest Degree	Number of Faculty FTE
Dorothy Daley, Professor	Ph.D.	1.0
Alesha Doan, Associate Professor	Ph.D.	1.0
Heather Getha-Taylor, Associate Professor	Ph.D.	1.0
Holly Goerdel, Associate Professor	Ph.D.	1.0
Marilu Goodyear, Associate Professor	Ph.D.	1.0
Alfred Ho, Professor	Ph.D.	1.0
John C. Pierce, Affiliate Professor	Ph.D.	1.0
Shannon Portillo, Associate Professor	Ph.D.	1.0

[Student Profile](#)

Anticipated student enrollment			
	Full Time	Part Time	Total
Year 1	3	7	10
Year 2	5	9	14
Year 3	9	11	20

Anticipated number of program graduates	
After 5 Years	27

Anticipated number of program graduates	
After 7 Years	35

Academic Support

None

Facilities and Equipment

None

Program Review, Assessment, Accreditation

The MPA Committee in the School of Public Affairs and Administration, who will maintain purview over this certificate and the others being proposed / updated will regularly review matriculation into the program. Course delivery and intended outcomes of the certificate will be reviewed at the same time the committee and faculty associated with NASPAA accreditation meet and compile the annual report. Additionally, the College and Graduate Studies will evaluate the certificate program every 7 years as part of the mandatory review and renewal process for all graduate certificates. The School anticipates that the communication and recruitment efforts – which are folded into a larger MPA recruitment initiative that will be rolled out over the next 2 years – for this certificate will yield approximately 35 graduates from the certificate by the program review in 7 years. At the end of 3 years, the school estimates that 20 students will be enrolled in / be making progress toward completion of the certificate and an additional 9 students will have completed the certificate.

Costs, Financing

	Salaries	OOE	Equipment	Other	TOTAL
Year 1	0	0	0	0	0
Year 2	0	0	0	0	0
Year 3	0	0	0	0	0

What is the source of the new funds?

Not applicable

Rationale for proposal

The KU MPA program has a top-five national ranking in public management. The Public/ Nonprofit Management graduate certificate proposal will elevate awareness of the strengths of faculty research and the engagement in this area. The certificate's content is based on the input and endorsement of the faculty who lead the relevant course work. The certificate will enable students' to specialize in a nationally-known area of the Schools' expertise.

Additional Information

A note about the selection of Human Resources Management as the graduate certificate's core course: Human Resources is a fundamental component of both public AND nonprofit organizational management. This certificate requires Human Resources as the core component for both of these sectors and then allows students to deepen their knowledge in either sector.

Justification for courses that may count toward more than one certificate and the procedure that the school will follow attached:

Supporting Documents

- [Public Nonprofit Mgmt cross-certificate courses.pdf](#)
- [Pages from Final NASPAA Accreditation Update 6-1-2017.pdf](#)
- [SPAA Director Approval of certificates.pdf](#)
- [Sunset agreement, SPAA.pdf](#)

Program Reviewer Comments

Kristine Latta (klatta) (09/05/19 2:10 pm): Rollback: See email
Kristine Latta (klatta) (10/02/19 2:37 pm): Approved by John Colombo, 10/2/19
Jean Redeker (jredeker) (10/30/19 5:26 pm): Rollback: In Admissions Requirements please add clarification that an undergraduate degree is required. Change "Undergraduate GPA of 3.0" to "Undergraduate degree with GPA of 3.0"

Key: 689



Program Change Request

New Program Proposal

Date Submitted: 09/20/19 10:53 am

Viewing: **PUAD-CRTG : Public Policy, Graduate Certificate in**

Last edit: 11/07/19 12:14 pm

Changes proposed by: c271k157

Academic Career	Graduate, Lawrence
Program Type	Certificate
Department/ Program	Public Affairs & Adm, School
School/College	College of Lib Arts & Sciences
Consulting School(s)/College(s)	
Consulting Department(s)	
CIP Code	
Program Name	Public Policy, Graduate Certificate in
Location(s) of Instruction	Edwards Lawrence
Do you intend for this program to be offered online?	No
Effective Catalog	2020 - 2021

In Workflow

- A. CLAS Dean or Associate Dean
- B. Provost's Office
- C. COGA Director
- D. CGS PCC Subcommittee
- E. CGS Committee
- F. CAC
- G. CLAS Final Approval
- H. Graduate Studies
- I. OIRP CIP Approval
- J. Provost's Office
- K. Future Academic Catalog

Approval Path

- A. 09/05/19 2:10 pm
Kristine Latta (klatta): Rollback to Initiator
- B. 10/02/19 2:41 pm
Kristine Latta (klatta): Approved for CLAS Dean or Associate Dean
- C. 10/30/19 5:27 pm
Jean Redeker (jredeker): Rollback to CLAS Dean or Associate Dean for Provost's Office
- D. 11/05/19 1:48 pm
Kristine Latta (klatta): Approved for CLAS Dean or Associate Dean
- E. 11/13/19 9:46 am

Alma Varela
(a771v482):
Approved for
Provost's Office

Program Description

Public policy shapes the behavior of individuals, organizations, and corporations and affects almost every aspect of society. The ability to develop "good" public policy requires both a strong analytical base and political astuteness. The required courses in the certificate establish a contextual and analytical foundation, equipping students with the ability to both prospectively assess and retrospectively evaluate public initiatives. Electives enable additional exploration of particular policy areas.

Demand/Need for the Program

The suite of graduate certificates being proposed enable current Master of Public Administration (MPA) and Public Administration PhD students to delve into specialized areas of public administration theory and practice. They are structured to provide a narrower application of public affairs and administration concepts (highlighting faculty research) to advance knowledge within particular sectors of public service. In addition to the expanded opportunities for current SPAA graduate students, the school intends for each certificate to be a recruiting tool for: 1) students completing their undergraduate degree at KU from certain majors; 2) working professionals who wish to strengthen their understanding of theoretical and academic concepts for their professional endeavors; and 3) prospective professional degree students who would like to take some package of courses while they determine if they are prepared to move forward with the full MPA or PhD degree. Outside of attracting students to the school to explore the professional and terminal degrees available, these certificates are an opportunity for professional development that comes with a specific transcript note defining the area of specialization (particularly employees in KC metro municipalities that offer tuition assistance) and an interdisciplinary opportunity for doctoral and some master's program students outside the school. Given these goals and intentions for this suite of graduate certificates, the school examined undergraduate upper-level course offerings and opportunities for electives within graduate curricula to estimate how many students these certificate programs may attract.

Interest for the Public Policy graduate certificate lays within the locational advantage of the KU Lawrence and Edwards campus along with the school's ability to offer course work in Topeka. With the introduction and steady growth of the Law & Society and Public Administration undergraduate major/minors at the Edwards Campus, SPAA structured a graduate curriculum option that will complement the undergraduate program and encourage post-baccalaureate education. The new Law & Society major continues to grow - 27 in Fall 2018.

The Public Administration major has steadied to around 70 declared for the last 3 academic cycles. In addition to these prospective undergraduate populations, which we expect will be shared among the proposed and current SPAA certificates, undergraduate majors, major-defined themes and specific courses that are opportunities to identify students interested in concepts addressed in the Public Policy certificate include (census numbers per major are Freshman-Senior status declarations as of Fall 2018):

- Social Welfare, with 134 majors. The primary courses offered at the Junior / Senior level for Social Welfare majors where SPAA can reach out to students to offer a post-baccalaureate deepening of the concepts and ideas within those content areas are SW 620 Social Policies and Program Analysis and SW 621 Social Policy Analysis and Advocacy.
- WGSS, with 62 majors. Students who have opted to major in Women, Gender and Sexuality Studies are investigating how gender, race, class and sexuality structure the world, our interactions with one another, and how interactions and structures are imbued with imbalances in social justice. The graduate certificates for Law & Society, Public Policy, and Public / Nonprofit Management encounter these issues from the field of public administration, particularly in the systems impacted and informed by law and policy.
- Political Science, with 461 majors. SPAA foresees that POLS-prefixed courses under the "Public Policy & Public Administration" and the "Diversity & Social Justice" headings for the major requirements will be the best courses to identify prospective students for this post-baccalaureate deeper dive into the concepts within those content areas.
- Economics, with 355 majors. A number of the students in the MPA degree are from the field of economics. Offering this certificate in particular as a post-baccalaureate opportunity to Econ majors may increase their likelihood of staying on for the MPA program or will they may use the experience of the graduate certificate to better-prepare themselves for analyst positions in private or public service sectors.
- Sociology, with 104 majors. Courses offered at the Junior / Senior level for Sociology majors where SPAA can reach out to students to offer a post-baccalaureate deepening of the concepts and ideas within those content areas include: 360 Sociology of Social Control; SOC 522 American Racial and Ethnic Relations; SOC 560 Law & Criminal Justice; SOC 561 Sociology of Deviance; SOC 562 Sociology of Law; SOC 563 Sociology of Law.
- Environmental Studies, with 166 majors: The primary course offered at the Junior / Senior level for Environmental Studies majors who may have an interest in public policy post-baccalaureate work is EVRN 320 Environmental Policy Analysis.

Across all of the majors pulled for the SPAA graduate certificate proposal projection estimates, an average 30% of undergraduate students graduate relative to their total declared majors in a given academic year. If just 1% of these graduates opted to stay on for certificate-only study, an additional 8 students would be added to the projections across the SPAA graduate certificates every year.

The market for the Public Policy graduate certificate is embedded within current Ph.D. students who have an interest in bolstering their research with a package of course work engaged in public policy. The structure of the Public Policy certificate will examine policy from numerous facets; societal and cultural impacts, ethical considerations, how to quantify, analyze and communicate the effects of policy, etc. Graduate students in other disciplines who may be drawn to the Public / Nonprofit graduate certificate to complement their research and who have space within their program's curriculum for a graduate certificate include:

- Indigenous Studies MA: 10 There is space in the 18 hours of credit that need to be approved through ISP faculty for this certificate to be a valuable contribution to the student's research in their program.
- WGSS: 15 Both MA and Ph.D. degrees have space in the degree programs for the completion of a certificate. The structure of these certificates allow WGSS graduate students to engage in contemporary scholarship in a social science field that will round out their research. SPAA and WGSS share faculty and WGSS

students are already completing graduate-level PUAD courses.

- Economics MA / PhD: 53 The Master's and Ph.D. programs allow for 12 credits to be taken outside the home department. The Public Policy graduate certificate in particular connects quantitative concepts of policy creation and evaluation.
- Political Science MA / PhD: 37 This PhD requires two major subfields and one minor subfield, all of which require 12 credits of coursework, this is an excellent option for these students to earn this extra credential. While MA students may only take 6 credits outside of POLS, PUAD 825 is cross-listed with an POLS course and may offer some additional flexibility for MA students to pursue and complete this additional credential.
- Social Welfare MA / PhD: 346 The MSW degree is tightly programmed, but the Public Administration graduate certificates pair well with the completion of the professional degree in how they examine the sectors that intersect and the larger systems that determine how licensed social workers function in their roles and relationships with organizations and clients. There is space for 15 credits of elective courses in the Social Work Ph.D. program, which would allow for doctoral students in social work to complete a certificate in SPAA.
- Law Professional/ Specialist: 310 For law students looking for career options outside of lawyering, the public policy and public / nonprofit certificates will allow exploration within these specializations along with the transcript note. The MPA program has several students enrolled who have already earned a JD and have returned to gain academic experience in public administration to advance their position in politics, within city government organizations, etc.
- Educational Leadership and Policy: 183 Given the right kind of research, ELP students are required to fulfill 12 credits in an area of cognate study. The Public Policy provides an opportunity to analytically engage with policy while examining policy's impact across sectors.
- Sociology: 40 After the requirements for the M.A. are completed, students have an opportunity to complete 9 elective credits to round out their research. This certificate may be a fit for some researching in this area or looking for analysis of their research from a different social science discipline.

The SPAA certificates will be attractive to students who need to broaden their research approaches outside their Doctoral and Master's discipline. If just 1.5% of the total graduate students within these programs opted to stay on for certificate-only study, an additional 22 students would be added to the projections across all graduate certificates.

Comparative/Locational Advantage

KU is ranked 17th in Urban Policy as a result of the excellent academic contributions of the faculty. It is the only institution in the plains states to be ranked in this category. The School of Public Affairs and Administration's ability to offer course work in a Topeka classroom across the street from the capital building is an opportunity for public servants and Topeka-based lobbyists to continue their learning through a reputable program.

How will you enhance the successful recruitment, retention, and completion of women and historically underrepresented racial/ethnic minority groups (African American/black, Native American/Alaskan Native, Latinx/Hispanic, Native Hawaiian/Pacific Islander) in the proposed program, as well as the retention of other historically marginalized students (e.g., Asian and Asian American students in some disciplines, those with disabilities, and sexual and gender minorities)? Briefly explain the challenges, if any, to maintaining and/or increasing diversity in this field.

SPAA faculty approved a Diversity Equity and Inclusion plan on May 19, 2017. This document describes the large-scale efforts that the school is taking to achieve greater diversity among both students and faculty and foster an inclusive environment. The Plan's Goal 1 and its associated initiatives is most relevant for this context and can be found in the plan, which is attached to this document.

The public policy certificate offers a means for policy makers and community leaders to develop the skills and perspectives necessary to create effective, efficient, equitable, and transparent public policies. Public policy has not always treated different groups in society fairly, which is particularly important to recognize and examine from a diversity, equity and inclusion lens. The challenge for maintaining and increasing diversity in the field of public administration lies within the program's ability to maintain excellent partnerships with municipal and community organizations that often promote our programs from within. Like other graduate programs, we are also challenged in providing adequate services and resources for graduate students who may seek support networks and affinity groups outside the program.

Do you intend to offer inclusive pedagogical techniques and course materials, specific advising and mentoring strategies, etc. in the proposed program to achieve your diversity goals in this field?

Policy makers and decision makers regularly confront situations in which new challenges require innovative and equitable policy solutions. The diversity of experiences and backgrounds within our current public administration courses are an important feature of the program and its accessibility to students from underrepresented minority groups. Goal 3, and its associated initiatives, in the attached KU SPAA Diversity plan speak to efforts the School is undertaking in this regard. All of these initiatives are applicable to this certificate.

Admission Requirements

The School of Public Affairs and Administration accepts students on a rolling admissions basis. Students may apply to be admitted for either the fall, summer or spring semesters. Applicants for the certificate are required to have:

- Undergraduate degree with a GPA of 3.0 (if the undergraduate degree was awarded in the last three years)
- At least three years of managerial experience or be already admitted to any graduate programs of KU or already have a graduate management or leadership degree from an accredited institution
- All international applicants and domestic non-native English speakers are required to provide proof of English proficiency

Current School of Public Administration and Affairs graduate students who wish to earn a graduate certificate credential in Public Policy with their degree will request a program addition via email to the MPA Program Manager and Advisor.

Individuals who are not already enrolled as KU graduate students in the School of Public Affairs and Administration, but who are current graduate students at KU must complete an application to [Graduate Studies](#) for admission into the certificate program and submit an application fee along with the following materials:

- A Statement of Interest in the Public Policy graduate certificate program. This 1-2 page narrative should summarize your education, employment history, career goals, and how this certificate will bolster your professional aspirations.
- Copies of official transcripts of baccalaureate degree/s and any post-baccalaureate course work including course work completed at KU.

Individuals who are not currently graduate students, but have a conferred Bachelor's degree, must complete an application to [Graduate Studies](#) for admission into the certificate program and submit an application fee along with the following materials:

- [KU online application](#)

- Official transcripts
- A Statement of Interest in the Public Policy graduate certificate program. This 1-2 page narrative should summarize your education, employment history, career goals, and how this certificate will bolster your professional aspirations.
- Current resume

The admissions committee may request additional materials if needed to assess an applicant's ability to be successful in the coursework.

[Degree Requirements](#)

Certificate Requirements

The certificate requires 4 courses for a total of 12 graduate credit hours. Other courses may be substituted with the approval of the MPA Faculty Director. Student pursuing more than one SPAA certificate may use a maximum of one course to count towards both certificates.

Course List

Code	Title	Hours
Required Courses:		
PUAD 853	Policy Analysis	3
PUAD 863	Program Evaluation	3
The 2 elective courses must be selected from the following:		
PUAD 825	Urban Policy and Administration	3
PUAD 849	Law, Courts, and Public Policy	3
UBPL 710	Introduction to Housing Policy	3
or UBPL 750	Introduction to Transportation Planning	
or UBPL 764	Real Estate Development I	
or UBPL 765	Introduction to Sustainable Land Use Planning	

[Faculty Profile](#)

Name of Faculty and Rank	Highest Degree	Number of Faculty FTE
Charles Epp, University Distinguished Professor	Ph.D.	1.0
Shannon Portillo, Associate Professor	Ph.D.	1.0
Jacob Fowles, Associate Professor	Ph.D.	1.0
Alfred Ho, Professor	Ph.D.	1.0
Bonnie Johnson, Associate Professor	Ph.D.	1.0
Rachel Krause, Associate Professor	Ph.D.	1.0
Bradley Lane, Associate Professor	Ph.D.	1.0
Ward Lyles, Associate Professor	Ph.D.	1.0
Kirk McClure, Professor	Ph.D.	1.0
Joel Mendez, Assistant Professor	Ph.D.	1.0
Alesha Doan, Associate Professor	Ph.D.	1.0

[Student Profile](#)

Anticipated student enrollment			
	Full Time	Part Time	Total
Year 1	3	7	10
Year 2	5	9	14
Year 3	9	11	20

Anticipated number of program graduates	
After 5 Years	27
After 7 Years	35

[Academic Support](#)

None

[Facilities and Equipment](#)

None

[Program Review, Assessment, Accreditation](#)

The MPA Committee in the School of Public Affairs and Administration, who will maintain purview over this certificate and the others being proposed / updated will regularly review matriculation into the program. Course delivery and intended outcomes of the certificate will be reviewed at the same time the committee and faculty associated with NASPAA accreditation meet and compile the annual report. Additionally, the College and Graduate Studies will evaluate the certificate program every 7 years as part of the mandatory review and renewal process for all graduate certificates. The School anticipates that the communication and recruitment efforts – which are folded into a larger MPA recruitment initiative that will be rolled out over the next 2 years – for this certificate will yield approximately 35 graduates from the certificate by the program review in 7 years. At the end of 3 years, the school estimates that 20 students will be enrolled in / be making progress toward completion of the certificate and an additional 9 students will have completed the certificate.

Costs, Financing

	Salaries	OOE	Equipment	Other	TOTAL
Year 1	0	0	0	0	0
Year 2	0	0	0	0	0
Year 3	0	0	0	0	0

What is the source of the new funds?

Not applicable

Rationale for proposal

The Public Policy graduate certificate proposal is based on the input and endorsement of the faculty who lead the course work that comprise the certificate. The delivery of this graduate-level curriculum will signal the strengths of faculty research and the engagement with contemporary issues of law and society within the program. Justification for courses that may count toward more than one certificate and the procedure that the school will follow attached:

Additional Information

Supporting Documents

[Public Policy cross-certificate courses.pdf](#)
[Pages from Final NASPAA Accreditation Update 6-1-2017.pdf](#)

[SPAA Director Approval of certificates.pdf](#)

[Sunset agreement, SPAA.pdf](#)

Program Reviewer Comments

Kristine Latta (klatta) (09/05/19 2:10 pm): Rollback: See email

Kristine Latta (klatta) (10/02/19 2:40 pm): Approved by John Colombo, 10/2/19

Jean Redeker (jredeker) (10/30/19 5:27 pm): Rollback: In Admissions Requirements please add clarification that an undergraduate degree is required. Change "Undergraduate GPA of 3.0" to "Undergraduate degree with GPA of 3.0"

Key: 690



Program Change Request

New Program Proposal

Date Submitted: 09/20/19 10:51 am

Viewing: **PUAD-CRTG : Urban Planning, Graduate Certificate in**

Last edit: 11/05/19 1:42 pm

Changes proposed by: c271k157

Academic Career	Graduate, Lawrence		
Program Type	Certificate		
Department/ Program	Public Affairs & Adm, School		
School/College	College of Lib Arts & Sciences		
Consulting School(s)/College(s)			
Consulting Department(s)	<table border="1"> <tr> <td>Department(s)</td> </tr> <tr> <td>Urban Planning</td> </tr> </table>	Department(s)	Urban Planning
Department(s)			
Urban Planning			
CIP Code			
Program Name	Urban Planning, Graduate Certificate in		
Location(s) of Instruction	Lawrence		
Do you intend for this program to be offered online?	No		
Effective Catalog	2020 - 2021		

In Workflow

- A. CLAS Dean or Associate Dean
- B. Provost's Office
- C. COGA Director
- D. CGS PCC Subcommittee
- E. CGS Committee
- F. CAC
- G. CLAS Final Approval
- H. Graduate Studies
- I. OIRP CIP Approval
- J. Provost's Office
- K. Future Academic Catalog

Approval Path

- A. 09/05/19 2:10 pm
Kristine Latta (klatta):
Rollback to Initiator
- B. 10/02/19 2:42 pm
Kristine Latta (klatta):
Approved for CLAS Dean or Associate Dean
- C. 10/30/19 5:27 pm
Jean Redeker (jredeker):
Rollback to CLAS Dean or Associate Dean for Provost's Office
- D. 11/05/19 1:48 pm
Kristine Latta (klatta):
Approved for CLAS Dean or Associate Dean
- E. 11/13/19 9:46 am

Program Description

Through the completion of this certificate, students will gain an essential introduction to the field and practice of urban planning, which is about engaging communities for better futures and creating places where people can lead meaningful lives. Courses will provide a framework of the social, economic, and political environments within which planning policy is formed and carried out. The certificate is geared toward meeting the need for planning policy on urban issues at any level of government — federal, state, regional, and local — or outside the governmental arena.

Demand/Need for the Program

The suite of graduate certificates being proposed enable current Master of Public Administration (MPA) and Public Administration Ph.D. students to delve into specialized areas of public administration theory and practice. They are structured to provide a narrower application of public affairs and administration concepts (highlighting faculty research) to advance knowledge within particular sectors of public service. In addition to the expanded opportunities for current SPAA graduate students, the school intends for each certificate to be a recruiting tool for: 1) students completing their undergraduate degree at KU from certain majors; 2) working professionals who wish to strengthen their understanding of theoretical and academic concepts for their professional endeavors; and 3) prospective professional degree students who would like to take some package of courses while they determine if they are prepared to move forward with the full MPA or Ph.D. degree. Outside of attracting students to the school to explore the professional and terminal degrees available, these certificates are an opportunity for professional development that comes with a specific transcript note defining the area of specialization (particularly employees in KC metro municipalities that offer tuition assistance) and an interdisciplinary opportunity for doctoral and some master's program students outside the school. Given these goals and intentions for this suite of graduate certificates, the school examined undergraduate upper-level course offerings and opportunities for electives within graduate curricula to estimate how many students these certificate programs may attract.

Urban planners are a particular type of public administrator and planning is a field that works closely with professionals in public and private sector services. The graduate certificate in Urban Planning will encourage the exploration of planning processes and policy to better prepare graduate students and prospective students seeking further academic experience within this discipline. As cities continue to grow, professionals who pursue the certificate will have the opportunity to better collaborate and understand the structure of Urban Planning as a unique sector within public service. Undergraduate majors are opportunities to identify students interested in concepts addressed in the Urban Planning certificate include (census numbers per major are Freshman-Senior status declarations as of Fall 2018):

- Architecture with 317 majors and Design with 399 majors: Courses offered at the Junior / Senior level for Architectural Studies majors where SPAA can reach out to students to offer a post-baccalaureate deepening of the concepts and ideas within those content areas include ARCH 530. Environmental Systems I & II that is required for all three majors and for just Architectural Studies majors: ARCH 380 Design Workshop: Ideas and Methods in Planning and Design, ARCH Urban Design/Sustainability Elective.
- Civil Engineering: 202 The school can identify students who take CE 480 Introduction to Transportation Engineering as an audience who may be interested in this post-baccalaureate venture.
- Environmental Studies: 166 UBPL 538 Environmental Planning Techniques, a course within the Urban Planning discipline may be used to direct enrollments into joint degrees, the Master of Urban Planning or the graduate certificate in addition to another professional program.

Across all of the majors pulled for the SPAA graduate certificate proposal projection estimates, an average 30% of undergraduate students graduate relative to their total declared majors in a given academic year. If just 1% of these graduates opted to stay on for certificate-only study, an additional 8 students would be added to the projections across the SPAA graduate certificates every year.

Graduate students in other disciplines who may be drawn to the Urban Planning graduate certificate to complement their research and who have space within their program's curriculum for a graduate certificate include:

- Architecture MA / PhD: 106 – Students in the MA in Architecture may take 12 credits outside the School of Architecture. (This will be outside the curriculum opportunities for the MUP/ARCH joint degree and available only to students who are not enrolled in the joint degree program.) The Ph.D. allows for concentration majors and minors of which urban planning curriculum may be valuable to the research.
- Design MA: 20 The school can identify students who take ADS 712. Design Strategies and Methods as an audience who may be interested in the certificate in addition to their MA program requirements.
- Civil Engineering: 110
- Sociology PhD: 40 After the requirements for the M.A. are completed, students have an opportunity to complete 9 elective credits to round out their research. This certificate may be a fit for some researching in this area or looking for analysis of their research from a different social science discipline. A consideration within the profession of Urban Planning is how to create sustainable environments that benefit the health and welfare of communities, which matches well with some sociological considerations.
- Geography & Atmospheric Science MA / PhD: 57 The methodology employed by city planners may better inform the research of students in this program, particularly Ph.D. students in Geography depending upon their research.

The SPAA certificates will be attractive to students who need to broaden their research approaches outside their Doctoral and Master's discipline. If just 1.5% of the total graduate students within these programs opted to stay on for certificate-only study, an additional 22 students would be added to the projections across all graduate certificates.

Comparative/Locational Advantage

KU's Master of Urban Planning is unique from other large public universities in the region with planning programs because of its home in the School of Public Affairs and Administration. The relocation of the program makes its course work more accessible to MPA students how may pursue this certificate. It will benefit them by building their collaboration and communication skills within the UBPL courses where students within and adjacent to the profession will share the academic experience.

How will you enhance the successful recruitment, retention, and completion of women and historically underrepresented racial/ethnic minority groups (African American/black, Native American/Alaskan Native, Latinx/Hispanic, Native Hawaiian/Pacific Islander) in the proposed program, as well as the retention of other historically marginalized students (e.g., Asian and Asian American students in some disciplines, those with disabilities, and sexual and gender minorities)? Briefly explain the challenges, if any, to maintaining and/or increasing diversity in this field.

KU's Urban Planning program has a sustained emphasis on issues of social justice and emphasizes the ways in which the practice of planning can advance it. Further, SPAA faculty approved a Diversity Equity and Inclusion plan on May 19, 2017. This document describes the large-scale efforts that the school is taking to achieve greater diversity among both students and faculty and foster an inclusive environment. The Plan's Goal 1 and its associated initiatives is most relevant for this context and can be found in the plan, which is attached to this document.

Do you intend to offer inclusive pedagogical techniques and course materials, specific advising and mentoring strategies, etc. in the proposed program to achieve your diversity goals in this field?

This certificate will tap into and take advantage of the Urban Planning program's focus on issues of social justice, which permeate its course work. Moreover, Goal 3, and its associated initiatives, in the attached KU SPAA Diversity plan further speak to efforts the School is undertaking in this regard. All of these initiatives are applicable to this certificate.

Admission Requirements The School of Public Affairs and Administration accepts students on a rolling admissions basis. Students may apply to be admitted for either the fall, summer or spring semesters. Applicants for the certificate are required to have:

- Undergraduate degree with a GPA of 3.0 (if the undergraduate degree was awarded in the last three years)
- At least three years of managerial experience or be already admitted to any graduate programs of KU or already have a graduate management or leadership degree from an accredited institution
- All international applicants and domestic non-native English speakers are required to provide proof of English proficiency

Current School of Public Administration and Affairs graduate students who wish to earn a graduate certificate credential in Urban Planning with their degree will request a program addition via email to the MPA Program Manager and Advisor.

Individuals who are not already enrolled as KU graduate students in the School of Public Affairs and Administration, but who are current graduate students at KU must complete an application to [Graduate Studies](#) for admission into the certificate program and submit an application fee along with the following materials:

- A Statement of Interest in the Urban Planning graduate certificate program. This 1-2 page narrative should summarize your education, employment history, career goals, and how this certificate will bolster your professional aspirations.
- Copies of official transcripts of baccalaureate degree/s and any post-baccalaureate course work including course work completed at KU.

Individuals who are not currently graduate students, but have a conferred Bachelor's degree, must complete an application to [Graduate Studies](#) for admission into the certificate program and submit an application fee along with the following materials:

- [KU online application](#)
- Official transcripts
- A Statement of Interest in the Urban Planning graduate certificate program. This 1-2 page narrative should summarize your education, employment history, career goals, and how this certificate will bolster your professional aspirations.
- Current resume

The admissions committee may request additional materials if needed to assess an applicant's ability to be successful in the coursework.

Degree Requirements

The certificate requires 4 courses for a total of 12 graduate credit hours. **Other courses may be substituted with the approval of the MPA Faculty Director in consultation with the Urban Planning Director.** Student pursuing more than one SPAA certificate may use a maximum of one course to count towards both certificates.

Course List

Code	Title	Hours
Required Courses:		
UBPL 730	City and County Planning	3
UBPL 785	History and Theory of Planning	3
The 2 elective courses must be selected from the following:		
UBPL 705	Urban Economic Theory and Analysis	3
UBPL 710	Introduction to Housing Policy	3
UBPL 736	Planning Institutions	3
UBPL 750	Introduction to Transportation Planning	3
UBPL 765	Introduction to Sustainable Land Use Planning	3

Faculty Profile

Name of Faculty and Rank	Highest Degree	Number of Faculty FTE

Stacey Swearingen White, Professor	Ph.D.	1.0
Bonnie Johnson, Associate Professor	Ph.D.	1.0
Bradley Lane, Associate Professor	Ph.D.	1.0
Ward Lyles, Associate Professor	Ph.D.	1.0
Kirk McClure, Professor	Ph.D.	1.0
Joel Mendez, Assistant Professor	Ph.D.	1.0

Student Profile

Anticipated student enrollment			
	Full Time	Part Time	Total
Year 1	4	2	6
Year 2	8	4	12
Year 3	11	5	16

Anticipated number of program graduates	
After 5 Years	20
After 7 Years	26

Academic Support

None

Facilities and Equipment

None

Program Review, Assessment, Accreditation

The MPA Committee in the School of Public Affairs and Administration, who will maintain purview over this certificate and the others being proposed / updated will regularly review matriculation into the program. Course delivery and intended outcomes of the certificate will be reviewed at the same time the committee and faculty associated with NASPAA accreditation meet and compile the annual report. Additionally, the College and Graduate Studies will evaluate the certificate program every 7 years as part of the mandatory review and renewal process for all graduate certificates. The School anticipates that the communication and recruitment efforts – which are folded into a larger MPA recruitment initiative that will be rolled out over the next 2 years – for this certificate will yield approximately 26 graduates from the certificate by the program review in 7 years. At the end of 3 years, the school estimates that 16 students will be enrolled in / be making progress toward completion of the certificate and an additional 7 students will have completed the certificate.

Costs, Financing

	Salaries	OOE	Equipment	Other	TOTAL
Year 1	0	0	0	0	0
Year 2	0	0	0	0	0
Year 3	0	0	0	0	0

What is the source of the new funds?

Not applicable

Rationale for proposal

The Urban Planning graduate certificate proposal is based on the input and endorsement of the faculty who lead the course work that comprise the certificate. The delivery of this graduate-level curriculum will signal the strengths of faculty research and the engagement with contemporary issues of law and society within the program.

Additional Information

Supporting Documents

- [Pages from Final NASPAA Accreditation Update 6-1-2017.pdf](#)
- [SPAA Director Approval of certificates.pdf](#)
- [Sunset agreement, SPAA.pdf](#)

Program Reviewer Comments

Kristine Latta (klatta) (09/05/19 2:10 pm): Rollback: See email
Kristine Latta (klatta) (10/02/19 2:41 pm): Approved by John Colombo, 10/2/19
Jean Redeker (jredeker) (10/30/19 5:27 pm): Rollback: In Admissions Requirements please add clarification that an undergraduate degree is required. Change "Undergraduate GPA of 3.0" to "Undergraduate degree with GPA of 3.0"

