

Public Administration Courses

Courses

PAD 3355. Writing for Public Admin..

This course develops professional writing skills for public and nonprofit administration. Students practice writing memos, proposals, reports, and public documents with clarity and precision. Emphasis is placed on understanding purpose and audience, revising work through feedback, and building a portfolio that demonstrates growth and competency in administrative communication. Keywords: Professional writing, public administration, memo writing

Department: Public Administration

3 Credit Hours

3 Total Contact Hours

0 Lab Hours

3 Lecture Hours

0 Other Hours

Major Restrictions:

Restricted to majors of PADM

PAD 3356. Intro to Public Service Motiv..

This course examines the meaning and value of public service in advancing the common good. Students explore motivations for service, pathways such as volunteering, nonprofit governance, and public careers, and challenges of civic engagement. Mission-drive motivation in public and nonprofit organizations is emphasized. Keywords: Public service, public administration, mission-driven motivation.

Department: Public Administration

3 Credit Hours

3 Total Contact Hours

0 Lab Hours

3 Lecture Hours

0 Other Hours

Major Restrictions:

Restricted to majors of PADM

PAD 4353. Intro Public & Nonprofit Mgmt..

This course offers an introduction to managing public and nonprofit organizations. Students study organizational theory, organizational behavior, leadership, strategy, and performance, focusing on how managers mobilize resources to achieve public goals. Emphasis is placed on information literacy and critical thinking as tools for effective decision-making and professional practice. Keywords: Management, Organizational Behavior, Public Sector

Department: Public Administration

3 Credit Hours

3 Total Contact Hours

0 Lab Hours

3 Lecture Hours

0 Other Hours

Major Restrictions:

Restricted to majors of PADM

PAD 4354. Public Budgeting & Fin. Mgmt..

This course introduces the theories and practices of public budgeting and finance. Students learn how budgets shape policy and implementation, and practice analyzing financial documents such as balance sheets, income statements, and cash flow reports. Topics include revenue and expenditure structures, fiscal health, and financial strategies in government and nonprofits. Keywords: Budgeting, financial management, fiscal health

Department: Public Administration

3 Credit Hours

3 Total Contact Hours

0 Lab Hours

3 Lecture Hours

0 Other Hours

Major Restrictions:

Restricted to majors of PADM

PAD 4355. Innovation & Decision-Making.

This course introduces students to public sector innovation and decision-making. It explores how governments and nonprofits use new ideas, tools, and partnerships to improve outcomes for citizens. Students analyze case studies and apply digital communication, data analytics, and design thinking to address complex public challenges in policy, execution, communication, and collaboration. Keywords: Innovation, digital tools, public-private partnerships

Department: Public Administration

3 Credit Hours

3 Total Contact Hours

0 Lab Hours

3 Lecture Hours

0 Other Hours

Major Restrictions:

Restricted to majors of PADM