



Office of the Provost and
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TO: Richard Koubek, President

FROM: Jacqueline E. Huntoon, Provost & Senior Vice President for Academic Affairs

Jacqueline E. Huntoon

DATE: March 4, 2022

SUBJECT: Senate Proposal 29-22

Attached is Senate proposal 29-22, "Establishment of a New Graduate Certificate in Public Policy," and a memo stating the Senate passed this proposal at their March 2, 2022 meeting. I have reviewed this memo and recommend approving this proposal.

I concur X do not concur with the provost's recommendation as stated in this memo.

Richard Koubek, President

3/10/22

Date



Michigan Tech

University Senate

DATE: March 3, 2022
TO: Richard Koubek, President
FROM: Sam Sweitz
University Senate President
SUBJECT: Proposal 29-22
COPIES: Jacqueline E. Huntoon, Provost & Senior VP for Academic Affairs

At its meeting on March 2, 2022, the University Senate approved Proposal 29-22, "Establishment of a New Graduate Certificate in Public Policy". Feel free to contact me if you have any questions.

The University Senate of Michigan Technological University

Proposal 29-22

Establishment of a New Graduate Certificate in Public Policy

Submitted by: Department of Social Sciences

1. Proposal Date: October 6th, 2021

2. Proposing Contacts and Departments:

Adam Wellstead, Professor of Public Policy

Shan Zhou, Assistant Professor of Environmental Policy

3. Sponsor Department Approvals: N/A

4. General Description and Characteristics of Certificate

4.1. General Description:

The Social Sciences Department at Michigan Technological University proposes a nine credit, three course Graduate Certificate in Public Policy. The objectives of this Certificate are to prepare students with the fundamental knowledge in the three key competency areas within the public policy discipline that are expected for all professionals in the field namely policy analysis, the policy process, and public management. Policy analysis includes cost-benefit analysis, risk assessment, cost-effectiveness analysis, and policy options analysis. The policy process covers such areas as institutions, ideas, problem definitions, and agenda setting in the policy process, models of decision making, policy implementation and evaluation, and evidence-based policy making. Public management includes such topics as program implementation and delivery, strategic management in the public sector, risk management, stakeholder engagement, public sector ethics, public performance measurement, legal authority, public sector reform, and public budget management.

4.2. Catalog Description:

The Certificate in Public Policy is designed to develop professional skills and competencies in the three core areas of the discipline: policy analysis, the policy process, and public management.

5. Rationale for the Certificate:

There is a constant demand for public policy related careers (e.g., government, not-for-profit organizations, consulting, industry). Typically, enrollment is high in public policy programs and policy certificates have become a popular option (see below). The online delivery of the Public Policy Certificate will increase enrollment of non-traditional students. The stackable feature will attract more Department of Social Science undergraduate students to pursue an accelerated MS Environmental and Energy Policy degree. The certificate will also be of interest to students

across many fields at Michigan Tech. Although Michigan Tech currently does not have a professional public policy program, the three courses offered are core prerequisites in nearly all policy programs in the United States and globally. These courses could potentially be transferable (e.g., to Northern Michigan University's MPA program). The online Public Policy Certificate could contribute to the development of a future online public policy MS program.

6. Related Programs:

A sample of policy certificates in and outside of Michigan are described below.

1. Online [graduate certificate in public administration](#) at Central Michigan University requires a total of 15 credit hours. Courses in this program cover topics including: employee relations, local government management, public finance, administrative law, organizational theory, and urban government.
2. [Public Policy Analysis Graduate Certificate](#) at Eastern Michigan University requires six courses (17-18 credit hours). Six credit hours have to come from two required courses: *Public Policy Analysis and Formulation* and *Quantitative Methods in Public Administration*. Nine credit hours have to come from a restricted list of courses, including *Macroeconomic Theory and Policy*, *Microeconomic Theory and Policy*, *Econometric Analysis I and II*, *Cost-Benefit Analysis Theory and Practice*, and *Methods in Social Program Evaluation*. In addition, select one substantive policy-focused course (2-3 hrs) in health care, environment, planning, education, nursing, gerontology, social work, poverty, local government, etc.
3. [Advanced Graduate Public Policy Certificate](#) at Northwestern University requires a total of 12 credit hours. Three credit hours have to come from the core course *Scope and Theory of Public Policy*, and three other courses (9 credit hours) can be from the public policy specification list.
4. [Graduate Certificate in Public Policy and Public Administration](#) at University of Houston requires a total of 12 credit hours. This certificate is open to current UH MPP and MPA students interested in pursuing more specialized knowledge outside their field of study (i.e., public policy or public administration), and working professionals wishing to enhance an administrative career in either public policy or public administration. Six (6) credit hours have to come from two required courses: *Statistical Methods for Policy Research* and *Public Management*. The third course (3 credit hours) needs to be from an approved list of MPP courses (*Leadership and Development*, *Public Finance*, *Policy Analysis I: Microeconomics*, *Policy Research Methods II: Multivariate Analysis*, *Philosophy and Public Policy I*, and *Philosophy and Public Policy II*), while the fourth course (3 credit hours) from an approved list of MPA courses (*Administrative Theory*, *Public Administration and Policy Implementation*, *Budgeting for Public Agencies*, and *Decision Science in Public Affairs*).
5. [Graduate program in public policy analysis](#) at American University requires 18 credit hours. Fifteen credit hours have to come from 5 required courses: *Quantitative Methods for Policy Analysis I and II*, *Public Program Evaluation*, *Foundations of Policy Analysis*,

Economics for Policy Analysis. Three additional credit hours can come from an elective course approved by advisor.

6. [Public policy graduate certificate](#) at Arizona State University requires a total of 15 credit hours. Nine (9) credit hours come from three required courses: *Public Policy Analysis*, *Advanced Policy Analysis and Program Evaluation*. Six (6) credit hours can come from any 500-level PAF course (graduate-level courses offered by the school of public affairs).
7. [Online graduate certificate in applied public administration](#) at Boise State University requires 9 credit hours. Nine (9) credit hours come from nine 1-credit hour courses offered in a 5-week format, including: *How to Plan a Career in Public Service*, *How Public Policy is Made*, *How the Legislative Process Works*, *How to Engage Citizens*, *How to Manage Public Finances*, *How to Navigate Ethical Challenges*, *How to Deal with People*, *How to Negotiate Risks*, and *How to Make Policy Choices*.
8. [Graduate certificate in Public Policy](#) at University of Southern California requires 16 units of graduate course work. 12 units have to come from three required courses: *Economics for Public Policy*, *Foundations of Policy Analysis* and *Public Policy Formulation and Implementation*. The additional 4 units have to come from one course in a particular policy area (i.e., health, nonprofit, transportation, environment, housing, etc.)

7. Projected Enrollments:

Semester	Online Enrollment*
Spring 2022	5
Fall 2022	20
Spring 2023	25
Fall 2023	25
Spring 2024	25

*Enrollment projections do not include Environmental and Energy Policy MS or PhD students

8. Scheduling Plans:

The sections will be implemented online asynchronously.

9. Curriculum Design:

This 9-credit certificate consists of three 3-credit required courses listed below:

SS5301 - Policy Process (3cr.)

SS5318 - Public Management (3cr.)

SS5350 - Policy Analysis (3 cr.) Formerly Environmental Policy Analysis

10. Course Descriptions:

Course Descriptions for each respective course are as follows:

SS5301 - Policy Process (3cr.) (Fall)

This course introduces key concepts in the policy making process (agenda, setting, formulation, decision-making, implementation, and evaluation). Theories of policy change are also introduced.

SS5318 - Public Management (3cr.) (Spring)

The main theories, philosophies, current themes, and critical issues in public sector management are examined.

SS5350 - Policy Analysis (3 cr.) (Spring) Formerly Environmental Policy Analysis

An overview of the policy process, including a detailed review of the major instruments that are used by federal, state, regional, and local governments.

11. Model Schedule Demonstrating Completion Time:

The certificate is scheduled to be completed over two semesters.

Fall Semester

SS5301 - Policy Process (3cr.)

Spring

SS5318 - Public Management (3cr.)

SS5350 - Policy Analysis (3 cr.)

If additional demand exists there is a contingency plan to add a compressed summer schedule.

Track A

SS5301 - Policy Process (3cr.)

Track B

SS5318 - Public Management (3cr.)

SS5350 - Policy Analysis (3 cr.)

12. Library and Other Learning Resources:

No additional library (after consulting the Library) or other resources are required at this time.

13. Faculty Resumes:

The following faculty are assigned to teach the curriculum:

Dr. Angie Carter, Department of Social Sciences

Dr. Mark Rouleau, Department of Social Sciences

Dr. Adam Wellstead, Department of Social Sciences
Dr. Shan Zhou, Department of Social Sciences

14. Equipment:

No additional equipment will be required.

15. Program Costs:

Initial costs for offering the certificate to off-campus students will not incur additional costs. We anticipate that the initial enrollment load can be covered with our current faculty. However, teaching support to fulfill increased needs will need to be evaluated regularly. Both the College of Science and Arts, and the Department of Social Sciences will be allocating marketing funds for this certificate. The required courses for this certificate are currently offered in an online modality.

16. Space:

No additional space will be required.

17. Policies, Regulations, and Rules:

Not applicable

18. Accreditation Requirements:

Michigan Tech is accredited by the Higher Learning Commission (HLC). The proposed certificate will meet HLC criteria 3 and 4. The proposed certificate will not seek additional accreditation.

19. Planned Implementation Date:

Available as online instruction starting Spring 2022

20. Assessment:

Upon successful completion of this certificate, students will be able to:

- 1) Identify public policy issues and conduct professional analyses of social, political, and economic structures and bureaucratic processes;
- 2) Apply concepts and measures of efficiency, equity, and adequacy to the evaluation of government policies;
- 3) Diagnose problems and develop feasible solutions through the application of theories and frameworks to “real world” problems;
- 4) Use appropriate quantitative and/or qualitative methods to systematically analyze public policy issues.

Approval Process

Department: August 26th, 2021

College of Science and Arts: September 16th, 2021

Graduate School: XXX

Provost's Office and Deans' Council: September 30th, 2021
Approved by the Senate: XXX
Approved by the President: XX