

CURRICULUM REVISIONS

CURRICULUM REVISION:

MASTER OF PUBLIC ADMINISTRATION: PUBLIC POLICY AND ADMINISTRATION

Program Director: Professor Marilyn Rubin

The mission of the Master of Public Administration Program in Public Policy and Administration at John Jay College of Criminal Justice is to prepare students for careers in public agencies and independent organizations and to advance the study of Public Policy and Administration through scholarly and applied research and community service. The program seeks to inspire students to the highest ideals of citizenship and public service and provide them with the opportunities to acquire professional and political knowledge and skills based on academic instruction and study, public service experience and partnerships with faculty in scholarly endeavors.

Specializations in the program are offered in the following fields:

- Court Administration
- Criminal Justice Policy and Administration
- Emergency Management
- Human Resources Management
- Law and Public Management
- Management and Operations
- Urban Affairs

DEGREE REQUIREMENTS

Students enrolled in the Master of Public Administration Program in Public Policy and Administration are required to complete 42 course credits. Students are also required to pass the MPA qualifying examination (MPAQE), which is administered as a part of PAD 700. Complete information about the MPAQE is found at the John Jay College website

<http://www.jjay.cuny.edu/academics/4573.php>

Students are advised to complete PAD 700 and the two other core foundation courses PAD 702 and PAD 705 within the first 15 credits of matriculation. Failure to complete program requirements or admission conditions on a timely basis may result in a student not being permitted to register for future classes without the explicit permission of the program director.

Additional information. Students, who enroll for the first time at the College in September 2011 2012 or thereafter, must complete the program in the form presented here. Students who enrolled prior to that date and have consistently maintained matriculation, may choose the form shown here or the version of the program in place at their time of enrollment.

Credits

REQUIRED COURSES

Subtotal: 21

Public Administration 700 Public Administration
Public Administration 702 Human Resources Management
Public Administration 704 Economics for Public Administrators
Public Administration 705 Organization Theory and Management
Public Administration 739 Policy Analysis
Public Administration 743 Public Sector Financial Management
Public Administration 771 MPA Capstone Seminar

Students who have completed three courses in economics with a grade of B or better at the undergraduate or graduate level may request a waiver of PAD 704 from the program director. A course cannot be used to satisfy both a core course requirement and a specialization requirement.

RESEARCH METHODS AND QUANTITATIVE SKILLS **Subtotal: 6**

The student must complete a course from each of the following two categories:

RESEARCH METHODS

Public Administration 715 Research Methods in Public Administration

QUANTITATIVE METHODS AND INFORMATION MANAGEMENT

Select one of the following courses:

Public Administration 713 Management of Information and Technology *
Public Administration 745 Program Development and Evaluation
Public Administration 747 Computer Applications in Public Policy and Management *
Public Administration 770 Cases and Techniques in Quantitative Policy Analysis *

* There is no prerequisite for PAD 747 or PAD 713. However, computer skills and experience are assumed for both these courses. Students who need additional computer skills will be directed by the program director to other places in the College where skills may be obtained. PAD 715 is a prerequisite for PAD 745 and PAD 770. Students with 12 undergraduate credits in computer courses may request a waiver of the Quantitative Methods and Information Management requirement. A student may not use a course completed to fulfill this section to satisfy requirements in specialization and elective courses.

SPECIALIZATION AND ELECTIVE COURSES

Subtotal: 15

A three-course specialization is required, along with two elective courses. Students should declare a specialization upon the completion of 12 credits. Except where otherwise noted, students must complete a specialization by completing three courses designated for the specialization including each course designated as required. PAD 780 (Internship), PAD 755 (Writing for Management), and a PAD 800-level course can also be used to complete any specialization, but may not substitute for a course required for the specialization.

Dual specializations are permissible if the student has fulfilled the requirements of both specializations.

COURT ADMINISTRATION

This specialization prepares students for responsibilities involving policy making and administration in the courts. Additional materials on the specialization are available from the specialization coordinator.

REQUIRED COURSE

Public Administration 760 Court Administration

ELECTIVES

Criminal Justice 735 Prosecuting Crime

Public Administration 710 The Ethical and Legal Environment of Public Employment

Public Administration 713 Management Systems and Techniques in the Public Sector

Public Administration 726 The Politics and Process of Outsourcing

Public Administration 741 Administrative Law and Regulation

Public Administration 745 Program Development and Evaluation

Public Administration 758 Ethics, Integrity and Accountability

Public Administration 761 Contemporary Issues in Court Administration

Students may also fulfill requirements for this specialization with 6 credits of law courses in civil and criminal procedures.

CRIMINAL JUSTICE POLICY AND ADMINISTRATION

This specialization prepares students for responsibilities involving policy making and administration in criminal justice agencies. Additional materials on the specialization are available from the specialization coordinator.

REQUIRED COURSES

Criminal Justice 730/Public Administration 730 Policy Analysis in Criminal Justice (Prerequisite: PAD 715 or CRJ 715)

Public Administration 719 Delivery Systems in Justice and Urban Services Systems

ELECTIVES

Criminal Justice 704 Probation and Parole: Theory and Practice

Criminal Justice 728 Problems in Contemporary Corrections

Criminal Justice 736 Seminar in Civil Rights and Civil Liberties

Criminal Justice 741 An Economic Analysis of Crime

Criminal Justice 750/Public Administration 750 Security of Information and Technology

Criminal Justice 756 Problems in Police Administration

Criminal Justice 757 The Police and the Community

Criminal Justice 761 Youth Crime and Delinquency Control

Protection Management 711 Introduction to Emergency Management

Protection Management 781 Risk Analysis and Loss Prevention

Public Administration 726 The Politics and Process of Outsourcing

Public Administration 745 Program Development and Evaluation

Public Administration 758 Ethics, Integrity and Accountability

CURRICULUM REVISIONS

Public Administration 760 Court Administration

Public Administration 770 Cases and Techniques in Quantitative Policy Analysis

Two additional courses are to be selected from the above list or from any of the specialization courses in the MPA in Public Policy and Administration Program, the MPA in Inspection and Oversight Program, or from any of the courses listed under specializations in the Master of Arts in Criminal Justice Program.

EMERGENCY MANAGEMENT

This specialization prepares students for careers in emergency management. The concentration is designed to emphasize technology and business continuity planning, building design issues and terrorism. The concentration has three required courses.

REQUIRED COURSES

Protection Management 711 Introduction to Emergency Management

Protection Management 760 Emergency Management: Mitigation and Recovery

Protection Management 763 Emergency Management: Preparedness and Response

Electives

Protection Management 703 Analysis of Building and Fire Codes

Protection Management 712 Fire Detection and Protection Systems

Protection Management 751 Contemporary Fire Protection Issues

Protection Management 761 Technology in Emergency Management

Protection Management 762 Business Continuity Planning

Protection Management 781 Risk Analysis and Loss Prevention

Public Administration 726 The Politics and Process of Outsourcing

Public Administration 748 Project Management

Public Administration 758 Ethics, Integrity and Accountability

LAW AND PUBLIC MANAGEMENT

Students enrolled in the MPA Program in Public Policy and Administration may complete the Law and Public Management spe-

cialization by completing three courses at the CUNY Law School. Students should contact the specialization advisor for guidance and assistance.

Students may also complete this specialization while attending law school. Students must apply to, and be accepted at, law school while enrolled in the MPA Program in Public Policy and Administration, and complete their specialization while attending law school. Subject to the approval of the program director, 9 credits of law courses concerning legal research, civil and criminal procedure, and public institutions and the law, may be transferred for credit. Students must also pass the MPA Qualifying Examination and the Capstone Course and fulfill any other remaining requirements for the MPA degree. Students who have completed coursework in law school prior to enrollment in the MPA Program in Public Policy and Administration may apply to the program director to transfer up to 12 credits from law school toward this concentration.

Courses in this specialization may be taken at CUNY Law School at Queens College, The City University of New York, or at other law schools offering comparable courses.

HUMAN RESOURCES MANAGEMENT

This specialization prepares students to assume supervisory and administrative responsibilities involving personnel management. The specialization has two required courses.

REQUIRED COURSES

Public Administration 703 Techniques and Tools of Human Resources Administration

Public Administration 707 Managing People: A Human Resources Perspective

Electives

Public Administration 708 Human Resources and Labor in the Public Sector

Public Administration 710 The Ethical and Legal Environment of Public Employment

Public Administration 723 Assessments, Audits and Investigations in Human Resources

Public Administration 726 The Politics and Process of Outsourcing

MANAGEMENT AND OPERATIONS

This concentration prepares students to assume supervisory and managerial responsibilities in operational services. Additional materials for this specialization are available from the specialization coordinator.

REQUIRED COURSES

Public Administration 712 Management Systems and Techniques in the Public Sector

Public Administration 714 Organizational Performance Assessment

ELECTIVES

Public Administration 713 Management of Information and Technology

Public Administration 716 Cases in Productive Public Management

Public Administration 718 International Public Policy and Administration

Public Administration 719 Delivery Systems in Justice and Urban Services

Public Administration 726 The Politics and Process of Outsourcing

Public Administration 745 Program Development and Evaluation

Public Administration 746 Comparative Public Administration

Public Administration 748 Project Management

Public Administration 758 Ethics, Integrity and Accountability

Public Administration 770 Cases and Techniques in Quantitative Policy Analysis

URBAN AFFAIRS

The three courses in this specialization are taken at the Department of Urban Affairs and Planning at Hunter College, City University of New York. Courses should be selected in consultation with the specialization advisor. The Urban Affairs courses at Hunter College cover topics such as urban development, social and economic analysis and problem solving in urban and community settings.

Total Credits: 42

CURRICULUM REVISIONS

CURRICULUM REVISION:

MASTER OF PUBLIC ADMINISTRATION: INSPECTION AND OVERSIGHT

Director: Professor Warren Benton

The mission of the Master of Public Administration Program in Inspection and Oversight at John Jay College of Criminal Justice is to prepare students for public service careers in inspection and oversight organizations and to advance the study of Public Administration through scholarly and applied research and community service. The program seeks to inspire students to the highest ideals of citizenship and public service, reinforced by commitment to accountability, transparency and equity. The program offers students opportunities to acquire professional and political knowledge and skills based on academic studies, public service experience and partnerships with faculty in scholarly endeavors.

Specializations are offered in the following fields:

- Fiscal Policy Analysis and Oversight
- Forensic Accounting
- Honors Specialization in Justice Policy Analysis
- Organizational Assessment and Monitoring
- International Inspection and Oversight
- Investigation and Operational Inspection

DEGREE REQUIREMENTS

Students enrolled in the MPA in Inspection and Oversight Program are required to complete 42 course credits. Students are also required to pass the qualifying examination (MPAQE), which is administered as a part of PAD 700. Complete information about the MPAQE is found at the John Jay College website <http://jjcweb.jjay.cuny.edu/mpa/advisingcenter.html>. Students are advised to complete PAD 700 and the two other core foundation courses PAD 702 and PAD 705 within the first 15 credits of matriculation.

Failure to complete any of the requirements described in the paragraph above will result in a student not being permitted to register for future classes without the explicit permission of the program director.

Additional information. Students who enroll for the first time at the College in September 2011 or thereafter must complete the program

in the form presented in this bulletin. Students who enrolled prior to that date and have consistently maintained matriculation, may choose the form shown here or the version of the program (The Master of Public Administration Inspector-General Track) in place at their time of enrollment.

Credits

REQUIRED COURSES

Subtotal: 21

Public Administration 700 Public Administration
Public Administration 723 Assessments, Audits and Investigations in Human Resources
Public Administration 706 Bureaupathology
Public Administration 740 Public Sector Inspection and Oversight
Public Administration 742 Public Sector Accounting and Auditing (Prerequisite: PAD 740)
Public Administration 758 Ethics, Integrity and Accountability
Public Administration 771 MPA Capstone Seminar

No course can be used to satisfy a foundation requirement and a specialization requirement. With permission of the Program Director, students may substitute PAD 723 Inspections Audits and Investigations for PAD 702 and PAD 706 Bureaupathology for PAD 705.

RESEARCH METHODS AND QUANTITATIVE SKILLS Subtotal: 6

Students must complete a course from each of the following categories:

RESEARCH METHODS

Public Administration 715 Research Methods in Public Administration

QUANTITATIVE METHODS AND INFORMATION MANAGEMENT

Public Administration 713 Management of Information and Technology *

Public Administration 745 Program Development and Evaluation

Public Administration 747/Criminal Justice 747 Computer Applications in Public Policy and Management *

Public Administration 770 Cases and Techniques in Quantitative Policy Analysis *

Accounting 701 Analytical Methods in Inspection and Oversight

* There is no course prerequisite for PAD 747 or PAD 713. However, computer skills and experience are assumed for PAD 713. Students who need additional computer skills will be directed by the program director to other places in the College where they may be obtained. PAD 715 is a prerequisite for PAD 745 and PAD 770.

SPECIALIZATION AND ELECTIVE COURSES

Subtotal: 15

A three-course specialization is required, along with two elective courses. Students should declare a specialization upon the completion of 12 credits. Except where otherwise noted, students must complete a specialization by completing three courses designated for the specialization including each course designated as required. PAD 780 (Internship), PAD 755 (Writing for Management), and a PAD 800-level course can also be used to complete any specialization, but may not substitute for a course required for the specialization.

Dual specializations are permissible if the student has fulfilled the requirements of both specializations.

Select one specialization:

FISCAL POLICY ANALYSIS AND OVERSIGHT

This specialization prepares students for professional careers in investigating financial-related crimes. The specialization has two required courses.

REQUIRED COURSES

Public Administration 701 Fraud, Waste and Corruption

Public Administration 749 Public Sector Accounting and Auditing II

ELECTIVES

Criminal Justice 753 Investigating Cybercrime

Public Administration 706 Bureaupathology

Public Administration 726 The Politics and Process of Outsourcing

Public Administration 731 Oversight by Independent, Regulatory and Political Authorities

Public Administration 741 Administrative Law and Regulation

Public Administration 745 Program Development and Evaluation

Public Administration 770 Cases and Techniques in Quantitative Policy Analysis

FORENSIC ACCOUNTING

Students must be admitted to the Advanced Certificate in Forensic Accounting. Accounting 701 Analytical Methods in Inspection and Oversight must be completed as the second Research Methods and Quantitative Methods course. Accounting 710 Advanced Financial Reporting must be substituted for PAD 742

REQUIRED COURSES

Accounting 702 Strategic Cost Management

Accounting 703 Advanced Taxation

Accounting 705 Forensic Accounting and Auditing

Accounting 720 Advanced Auditing with Analytical Applications

Each student who is admitted to the Advanced Certificate Program will be provided an Official Program of Study, signed by the MPA in Inspection and Oversight Program Director, the Advanced Certificate in Forensic Accounting Director, and the Director of Graduate Admissions, specifying the student's program requirements, and specifying how the student's course of study satisfies the CPA 150 requirements.

ORGANIZATIONAL ASSESSMENT AND MONITORING

This specialization prepares students to assess, evaluate and monitor the performance of public and not-for-profit agencies. The specialization is particularly appropriate for students interested in professional careers in performance auditing and regulation. This specialization has two required courses.

REQUIRED COURSES

Public Administration 714 Organizational Performance Assessment

Public Administration 745 Program Development and Evaluation

ELECTIVES

Public Administration 701 Fraud, Abuse, Waste and Corruption

Public Administration 726 The Politics and Process of Outsourcing

Public Administration 731 Oversight by Independent, Regulatory and Political Authorities

Public Administration 741 Administrative Law and Regulation

CURRICULUM REVISIONS

Public Administration 748 Project Management

Public Administration 749 Public Sector Accounting and Auditing II (Prerequisite: PAD 742)

Public Administration 770 Cases and Techniques in Quantitative Policy Analysis *

• International Inspection and Oversight

This specialization examines how inspection and oversight are conducted in international and multi-national contexts. This specialization has two required courses.

REQUIRED COURSES

Public Administration 718 International Public Policy and Administration

Public Administration 772 International Inspection and Oversight Electives

Criminal Justice 744 Terrorism and Politics

Criminal Justice 759 Comparative Police Administration

Criminal Justice 774 Immigration and Crime

Criminal Justice 779 The Female Offender in Western Society

Public Administration 746 Comparative Public Administration

INVESTIGATION AND OPERATIONAL INSPECTION

This specialization prepares students for responsibilities involving the investigation and inspection of individual and organizational conduct and performance in public agencies, with an emphasis on fraud, waste and abuse. The specialization has two required courses.

REQUIRED COURSES

Criminal Justice 754/Public Administration 754 Investigative Techniques

Public Administration 701 Fraud, Abuse, Waste and Corruption

ELECTIVES

Criminal Justice 739 Crime Mapping

Criminal Justice 751 Crime Scene Investigation

Public Administration 706 Bureaupathology

Public Administration 710 The Ethical and Legal Environment of Public Employment

Public Administration 726 The Politics and Process of Outsourcing

Public Administration 745 Program Development and Evaluation

Public Administration 749 Public Sector Accounting and Auditing II (Prerequisite: PAD 742)

LAW AND INSPECTION AND OVERSIGHT

Students enrolled in the MPA Program in Inspection and Oversight may complete the Law and Inspection and Oversight specialization by completing three courses at the CUNY Law School. Students should contact the specialization advisor for guidance and assistance.

Students may also complete this specialization while attending law school. Students must apply to, and be accepted at, law school while enrolled in the MPA Program in Public Policy and Administration, and complete their specialization while attending law school. Subject to the approval of the program director, 9 credits of law courses concerning legal research, civil and criminal procedure, and other topics related to inspection and oversight, may be transferred for credit. Students must also pass the MPA Qualifying Examination and the Capstone Course and fulfill any other remaining requirements for the MPA degree. Students who have completed coursework in law school prior to enrollment in the MPA Program in Public Policy and Administration may apply to the program director to transfer up to 12 credits from law school toward this concentration.

Courses in this specialization may be taken at CUNY Law School at Queens College, The City University of New York, or at other law schools offering comparable courses.

JUSTICE POLICY ANALYSIS (HONORS SPECIALIZATION)

This specialization prepares students as policy analysis in justice and inspection/oversight contexts. Admission is limited to students with a GPA of 3.5 or above, a grade of 3.5 or above in PAD 715, and GREV and GREQ scores comparable to those required by the CUNY Doctoral Program in Criminal Justice. Courses are completed in the Policy, Oversight and Administration (CRJPOA) Track of the CUNY Doctoral Program in Criminal Justice, or in cross-listed John Jay College graduate course sections. Students already admit-

ted to the CRJPOA track who seek the MPA degree may satisfy their MPA specialization with doctoral-level versions of these courses. Students who complete these courses and who are subsequently admitted to the CRJPOA track may satisfy CRJPOA course requirements with these courses.

REQUIRED COURSES

CRJU 88100 Criminology and Public Policy

CRJU 84100 Advanced Policy Analysis

ACC 701 Analytical Methods in Inspection and Oversight

Total Credits: 42