

MEMORANDUM

TO: Fort Wayne Senate

FROM: David S. Cochran, Chair
Graduate Subcommittee

DATE: July 10, 2017

SUBJ: Nonprofit Management Concentration in the Masters of Public Management (MPM)
Degree Program

The Graduate Subcommittee approved on July 10, 2017 the attached four documents regarding subject concentration in the MPM degree program.

The committee finds that the proposed concentration requires no Senate review.

David Cochran, Ph.D.
Chair, Graduate Subcommittee
Department of Electrical and Computer Engr.

Approving:

David S. Cochran
Kerrie Fineran
Shannon Johnson
Mark Jordon
David Liu

Not Approving:

Abstain:

Cigdem Gurgur

Degree/Certificate/Major/Minor/Tracks/Specialization/Concentration Cover Sheet

Date:

Institution:

Campus:

School or College:

Department:

Location: 50% or more online: Yes No

County:

Type:

Program name:

Graduate/Undergraduate:

Degree Code:

Brief Description:

Rationale for new or terminated program:

CIP Code:

Name of Person who Submitted Proposal:

Contact Information (phone or email):



Liaison Librarian Memo

Date: 10/21/2016

From: Tiff Adkins, Liaison Librarian to the Department of Public Policy

To: Brian Fife, Chair, Department of Public Policy

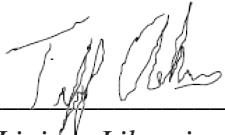
Re: Helmke Library resources available to support a new concentration for the Master of Public Management (MPM) in nonprofit management.

Describe availability of library resources to support proposed new program:

Generally speaking, the online and physical resources available from Helmke Library that support the current Public Management major for the Master of Public Management (MPM), will support the addition of a Nonprofit Management concentration.

Comments:

As the department seeks out accreditation from NASPAA (Network of Schools of Public Policy, Affairs, and Administration), seeking additional funding for new library resources would be beneficial. A Helmke Library *Special Needs Grant*, would be one possibility for purchasing needed materials to help build the collections in this area. Along with continuing collection development efforts, students and faculty will also have the support of a superb intra- and interlibrary loan system.


Liaison Librarian Signature

10-21-2016

Date

IPFW

Request for a New Major, Track, Concentration, or Specialization

- I. Name of proposed major, track, concentration or specialization

Nonprofit management (concentration in the Master of Public Management degree program)

- II. Title of degree to be conferred

Master of Public Management

- III. Field of study, department, and college involved

Department of Public Policy (College of Education and Public Policy)

- IV. Objectives of the proposed major, track, concentration or specialization

Current MPM students have two choices for concentrations: health systems administration and policy and public administration and policy. A nonprofit management concentration would afford students enrolled in the degree program a third option, one that currently does not exist in the northeastern Indiana region. At present there are about 15 students in each existing concentration. It is projected that the nonprofit concentration will mirror the other two concentrations in terms of enrollments, with the net result of expanding the program by approximately one-third.

- V. Proposed Date of Initiation

The proposed implementation date is Fall 2018.

- VI. Describe the relationship of the proposed major, track, concentration or specialization to the mission of the campus or the department

The mission of the Department of Public Policy at IPFW is to improve the quality of public service through teaching current and prospective public servants, through research on public issues, and through service to organizations with public policy interests. The proposed new concentration would be another opportunity for interested students to engage in public service as a career after completing their master's degrees at IPFW.

- VII. Describe any relationship to existing programs within the campus

There has never been a nonprofit management option at the graduate level at the IPFW campus. As such, it does not conflict with any existing program.

VIII. Describe any cooperative endeavors explored and/or intended with other institutions or organizations

No joint endeavors with other institutions or organizations are envisioned at this time.

IX. Describe the need for the major, track, concentration or specialization

Fort Wayne is the second largest city in Indiana with an estimated population in excess of 260,000; Allen County has an estimated population of more than 360,000 people. According to officials at the School of Public and Environmental Affairs at Indiana University, Allen County has more than 4,000 nonprofit organizations in existence at the present time (see <http://www.indiana.edu/~nonprof/profiles/featured/fortwayne.php>). There is clearly a critical mass of potential students in this particular field of public service.

The Department of Public Policy has also submitted a new undergraduate proposal for a nonprofit management and leadership concentration in the Bachelor of Science in Public Affairs (BSPA) degree. The members of the department believe that this region of the state could be better served with formal higher education programs focused on the nonprofit sector. Currently, Indiana University-Bloomington and Indiana University-Purdue University Indianapolis have similar programs at both the undergraduate and graduate levels. These programs are thriving in their respective settings and there is no reason to believe that the same scenario cannot be replicated in Fort Wayne. In addition, the department has the unanimous support for both nonprofit proposals by its Community Advisory Board (CAB). For a current list of the CAB members, see <http://www.ipfw.edu/departments/cepp/depts/public-policy/about/community-advisory-board.html>.

X. Describe the resources required over and above current levels to implement the proposed major, track, concentration or specialization*

To fully implement this new concentration if endorsed at the campus level, the Department of Public Policy would have to be authorized by the Vice Chancellor for Academic Affairs to hire one additional full-time tenure-track colleague. The department could not implement this new major by relying exclusively on the personnel that currently exist. A new faculty position will be requested to the Vice Chancellor for Academic Affairs in the summer of 2017.

XI. A Liaison Library Memo

See attached

XII. Proposed curriculum

If approved by the appropriate entities, the new concentration would have the following curriculum:

The MPM degree requires 39 credit hours for completion. There are four components to the degree:

1. Core requirements (21 credit hours)
2. Concentration requirements (12 credit hours)
3. Experiential requirement (3 credit hours)
4. One elective (3 credit hours)

MPM Core Requirements (21 credit hours)

PPOL V502 (Public Management) 3 credit hours. Analysis of concepts, methods, and procedures involved in managing public organizations. Problems of organization, planning, decision making, performance evaluation, and management of human resources are considered. Cases are drawn from a variety of public services found at federal, state, and local levels of government.

PPOL V506 (Statistical Analysis for Effective Decision Making) 3 credit hours. Noncalculus survey of concepts in probability, estimation, and hypothesis testing. Applications of contingency table analysis and analysis of variance, regression, and other statistical techniques. Computer processing of data emphasized.

PPOL V509 (Administrative Ethics in the Public Sector) 3 credit hours. Ethical conduct in the public sector is examined. Topics covered could include personal ethical responsibility, deception, corruption, codes of ethics, policy-making, morality, politics, and whistle blowing. Case studies and media material will be used to illustrate these and other such issues affecting the workplace.

PPOL V560 (Public Finance and Budgeting) 3 credit hours. The fiscal role of government in a mixed economy; sources of public revenue and credit; administrative, political, and institutional aspects of the budget and the budgetary process; problems and trends in intergovernmental fiscal relations.

PPOL V562 (Public Program Evaluation) 3 credit hours. Examination of how the programs of public agencies are proposed, established, operated, and evaluated. Discussion of the role and conduct of research in the program evaluation process. In addition, techniques of effective evaluation and analysis are discussed.

PPOL V566 (Executive Leadership) 3 credit hours. The course offers an in-depth examination of factors that contribute to successful executive leadership practice in a wide variety of organizational settings. Topics include what leadership is, what impact leadership has, and how leaders use various approaches and powers to achieve their goals.

PPOL V600 (Capstone in Public and Environmental Affairs) 3 credit hours. Interdisciplinary course designed to give students exposure to the realities of the policy process through detailed analyses of case studies and projects. Course integrates science, technology, policy, and management.

MPM Concentrations (12 Credit Hours)

Currently, the MPM has two concentrations available for students: Health Systems Administration and Policy and Public Administration and Policy.

Health Systems Administration and Policy

PPOL H517 (Managerial Epidemiology) 3 credit hours. Examines general epidemiologic methods such as population descriptive techniques, use of health indicators, and secondary data sources. Includes design, administration, and analysis of observational and experimental studies. Emphasis will be on the use of epidemiologic techniques to assess community health, determine community risk factors, and evaluate community-based programs.

PPOL V543 (Health Services Management) 3 credit hours. A course that integrates theory and applications with respect to management of health service organizations. Emphasis on the role of managers and management within formal health service organizations. Current management and organization theories are applied to an understanding of health care delivery settings.

PPOL V545 (The U.S. Health Care System) 3 credit hours. An analysis of the delivery of health care in the United States from 1900 to the present. Major system components are defined and studied with an emphasis on current health care policy. Topics include the organization of health care delivery on federal, state, and local levels, in both public and private sectors.

PPOL V546 (Health Services Utilization) 3 credit hours. An examination of problems of access to health care and the utilization of health services. The social, political, and individual factors associated with utilization are studied, along with social change and control strategies. Special emphasis is given to power and the definition of power in the system.

Public Administration and Policy

PPOL V504 (Public Organizations) 3 credit hours. This course focuses on the behavior and theory of public organizations in four areas: (1) individuals and groups in public organizations, (2) the design of public organizations, (3) organization-environment relations, and (4) interorganizational relations.

PPOL V 512 (Public Policy Process) 3 credit hours. An examination of the role of public affairs professionals in policy processes. Focuses on relationships with political actors in various policy areas.

PPOL V539 (Management Science for Public Affairs) 3 credit hours. Focuses on management science methods as applied to public affairs. Includes treatment of decision theory, constrained optimization, and probability simulation.

PPOL V540 (Law and Public Affairs) 3 credit hours. Explanation of law in society and its influence on public sector operations. Examination of some of the central substantive areas of the study of law, including regulatory processes, administrative adjudication, the Administrative Procedures Act, ombudsmen, and citizen rights, among others.

Proposed Nonprofit Management Concentration

PPOL V521 (The Nonprofit and Voluntary Sector) 3 credit hours. The theory, size, scope, and functions of the nonprofit and voluntary sector are covered from multiple disciplinary perspectives including historical, political, economic, and social.

PPOL V525 (Management in the Nonprofit Sector) 3 credit hours. An examination of nonprofit organizations and their role in society. Management issues and public policy affecting these organizations are discussed. Primary emphasis is upon U.S. organizations, but attention is given to the global nature of the sector.

PPOL V557 (Proposal Development and Grant Administration) 3 credit hours. This course provides the opportunity for each student to develop a complete proposal through participation in the entire grant application process. The integration of case studies, visual media, printed materials, and class discussions provides students with practical knowledge for writing successful proposals.

PPOL V558 (Fund Development for Nonprofits) 3 credit hours. Important aspects of the fund raising process in nonprofit organizations are covered, including techniques and strategies for assessing potential sources of support; effective use of human resources; process management; theory to underlay practice; analysis of current practice; practice standards; and discussion of ethical problems.

Experiential Component (3 Credit Hours)

Each student in the MPM degree program must complete the three credit hour experiential component. Students with at least one year of full-time management and/or policy experience can apply for an exemption. Students who do not meet this criterion must take PPOL V585 (Practicum in Public Affairs).

One Elective Course (3 Credit Hours)

A student may take other PPOL graduate courses not listed to satisfy the elective requirement. Other IPFW graduate courses must be approved by the director of graduate studies.

*** The library resource questionnaire available at:**

<http://www.ipfw.edu/offices/oa/programs/curriculumdev.html>

When developing a new degree program, major, certificate, minor, concentration, track, or specialization please review the questions below when developing your response to the library or additional resources sections. Please consult your liaison librarian for assistance.

Library Resources

Address the following issues regarding the impact of the new program on the library's budget and personnel. Please respond to each item below indicating the library sources and services required to support the proposed program.

- Which databases/indexing sources will be used by the courses in this program?

A complete list of databases and indexing sources are available at:

<http://guides.library.ipfw.edu/publicpolicy>.

- What are the journals that will be used by students completing library research in this program? Please list three to five titles. Is there an expectation that access to new journals will need to be purchased for students in this program?

The following journals would be utilized by students in this major:

Public Administration Review

The American Review of Public Administration

Nonprofit and Voluntary Sector Quarterly

Nonprofit Management and Leadership

Journal of Public and Nonprofit Affairs

There is no expectation that access to new journals would have to be purchased for the student majors in this program.

- Are there any specific reference sources (e.g. encyclopedias, handbooks, standards, etc.) required to support the new program? No
- Is there an expectation for additional books to be purchased? What about DVD or audio/visual materials? What is the estimated dollar amount needed yearly to support this program with new books and media materials? No

- Will the new program use the Library's Document Delivery Services? Costs for this service come out of the Library's budget. What types of materials would the program be requesting through DDS? Yes; articles and books for the most part.
- Who is the liaison librarian for this program? The liaison librarian provides support through involvement in Blackboard-supported classes, one-on-one research consultations, in-class instructional sessions, and tailored course guides for research assignments. Which of these librarian services do you anticipate will be utilized in the new program? Tiff Adkins
- Memo from Liaison Librarian regarding resources. See attached
- Is there an accrediting body that will be overseeing this program? What are the statements of the accrediting body related to the library, e.g. holdings, personnel, services? No