

Memorandum

To: Dr. Eugene R. Kintgen, Associate Dean
IU Graduate School

From: Kim I. Manlove, Assistant Dean of Faculties
Academic and Faculty Records

Date: January 4, 2006

Re: SPEA Graduate Certificate for Bloomington: Certificate in Public
Budgeting and Financial Management

Attached you will find the SPEA Graduate Certificate for Public Budgeting and Financial Management for Bloomington. The certificate has been delayed in Academic Policies, Procedures and Documentation for quite some time, and we would appreciate any help in expediting the approval process.

If you have any questions regarding the certificate feel free to contact me at 274-5527.

Thank you

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INDIANA UNIVERSITY
REQUEST FOR NEW CERTIFICATE PROGRAM

School: School of Public and Environmental Affairs

Campus: Bloomington

Proposed Title of Certificate: Certificate in Public Budgeting and Financial Management

Proposed Date of Implementation: Fall 2005 or whenever approved.

Faculty Member Developing/Submitting Proposal: John Mikesell

Campus Address: 260 SPEA, IUB PH: 812-855-9485 e-mail: Mikesell@indiana.edu

- I. **Why is the certificate needed? (Rationale)** The certificate would provide a post-graduate specialization in public finance for pre-career and mid-career students, including those in other graduate programs at Indiana University, who do not desire the full Master of Public Affairs program. It will provide targeted skills for those interested in working for government and non-profit organizations.
- II. **List the major topics or curriculum of the certificate.** The certificate will encompass the full range of financial management concerns: managerial economics, budget and program analysis, revenue, debt, and financial accounting and reporting.
- III. **List the major student outcomes (or set of performance based standards) for the proposed certificate.** The certificate would be judged by whether it attracts a modest number of qualified students, whether the students complete the program, and whether the certificate makes the desired difference in the life of these graduates.
- IV. **Explain how student outcomes will be assessed (course-embedded assessments, graduate follow-up, employer survey, standardized tests, etc.).** Students in courses within this certificate program will be evaluated according to traditional standards. On graduation, the issue will be the extent to which their resulting employment is consistent the expectations of the student.
- V. **Describe the student population to be served.** This program would service a modest number of in-service professionals seeking an upgrading of their skills, students in other graduate programs of the university who seek an additional skill to complement their primary program, and some few students seeking to develop the skills without embarking on the entire Master of Public Affairs program. It is anticipated that at some point on-line versions of the courses included in the certificate will be developed. When these have been developed, the certificate will be aggressively marketed throughout the world because there is a great demand for these skills both throughout the United States and internationally and the outstanding reputation of the School of Public and Environmental Affairs in public finance would make the program particularly attractive.
- VI. **How does this certificate complement the campus or school mission?**
As stated in the governance document of the school, "The mission of the School of Public and Environmental Affairs is to examine the needs of the public sector and to provide educational and research programs that will aid in meeting these needs." The certificate responds to the continuing need for those skilled in public financial administration in government and non-profit organizations.

- VII. Describe any relationship to existing programs within Indiana University. The certificate will be based on offerings in the existing public financial administration and non-profit management concentrations of the Master of Public Affairs degree. The expected numbers from this certificate are not sufficient to require any increase in the offerings of these courses.**
- VIII. List and indicate the resources required to implement the proposed program. Indicate sources, e.g., reallocations, or any new resources such as personnel, library holdings, equipment, etc.) The resources used for the existing public financial administration concentration in the MPA degree are adequate for the proposed certificate. It will require no new costs for traditional implementation.**
- IX. Describe any innovative features of the program (e.g., involvement with local or regional agencies, offices, etc., cooperative efforts with other institutions, etc.). There are no special innovative features included in the proposed certificate.**

Certificate in Public Budgeting and Financial Management

The Certificate in Public Budgeting and Financial Management is a 15 credit hour program for those seeking graduate training in the fundamentals of budgeting and finance for government and non-profit organizations. It is designed for pre-career students, including graduate students in other disciplines who seek to addition additional capacity-building to their educational program, and for in-service professionals who seek additional expertise in their work or who plan to change their professional roles. The program is for those who wish to acquire additional knowledge and skills in public financial management and control, governmental or non-profit accounting, and public expenditure planning, management, and control.

Certificate Requirements

(15 credit hours)

Required Courses (9 credit hours)

SPEA-V 517 Public Management Economics (3 cr.)
SPEA-V 542 Governmental Financial Accounting and Reporting (3 cr.) OR
SPEA-V 526 Financial Management for Nonprofit Organizations
SPEA-V 560 Public Finance and Budgeting (3 cr.)

Electives (6 credit hours)

Select two from the following courses:

SPEA-V 609 Seminar in Revenue Theory and Administration (3 cr.)
SPEA-V 610 Seminar in Government Budget and Program Analysis (3 cr.)
SPEA-V 667 Seminar in Public Capital and Debt Theory (3 cr.)