

an understanding of the institutional, political, organizational, and ethical context of public management. Likewise, the course provides an overview of managing in the public and not-for-profit sectors – current practices, challenges, and contexts. Specifically, the course focuses on the application of up-to-date and wide-ranging managerial and leadership skills necessary to undertake the students' diverse responsibilities in the context of their respective organizations or institutions, thereby developing new perspectives and innovative approaches to leadership, ethics, economics, public policy, and public governance among students.

PA 204 - Project Development and Management **3 units**

The focus of the course lies on how to plan, start, lead and complete projects. A central element is that the students develop their own project plans in groups. Such should include all necessary components such as a project description, specification of the target group, possible financiers, time plan, and budget. The course also prepares the students for project development and work in project form within the culture and the cultural heritage field. On completion of the course, the student should be able to formulate and present a practicable project idea, prepare a realistic economic plan, describe models, and methods to lead, carry out, document and evaluate a project, describe an intended project in a complete project plan review and evaluate own and others' project plans critically.

PA 205 - Government Accounting and Auditing **3 units**

The course is designed for students to have adequate knowledge of the new government accounting system. It covers a discussion of the budget process and accounting operations involving the accounting of appropriations, allotment income and collection, expenditures, and disbursements.

ELECTIVE COURSES

PA 206 - Good Governance in Public Service **3 units**

The main objective of this course is to empower public sector professionals with an emphasis on the following: understanding and information of principles and concepts related to standard setting in the public services; capability and confidence to drive the setting of standards for various aspects of the organization; skill and knowledge to not only ensure standard-setting and implementation but also audit adherence to the same across all employees in the organization; exposure, experience, and information to review standards and make relevant changes, when needed; and a sense of pride in delivering consistently high-quality services to citizens, thus contributing to an improvement in their quality of life.

PA 207- Global Trends and Issues in Public Administration **3 units**

The course examines current and topical issues and controversies in government programs as well as environmental policy from the perspective of public policy and public administration. The course also tackles trends and economic issues pertaining to public administration and how they affect the global setting.

PA 208- Policy Implementation and Program Evaluation **3 units**

The course teaches hands-on knowledge about prominent program evaluation and policy analytical methods and implementation. Specific methods covered in this course include logic models, implementation evaluation, program monitoring, quasi-experimentation, randomized experiments, meta-analysis, systematic reviews, evaluation syntheses, meta-evaluation, decision analysis, and mixed quantitative and qualitative analyses of a broad spectrum of public policy problems and solutions.

PA 209 - Seminar in Government Management

3 units

The course focuses on the context (political, legal, and social) in which public administration takes place, the meaning of public service in a democratic society, and the importance of personal and professional ethics using cases to relate principles and theories of public administration to concrete, real-world problems. Students will integrate coursework and theory as well as real-world experiences into the analysis of a public policy or public management problem and produce a final seminar paper. This seminar course will also provide students with a comprehensive integration of content from the major and allow them to hone their research and writing skills in the preparation of a seminar paper. The course serves as a capstone for the major.

INSTITUTIONAL COURSE REQUIREMENT

MAJANSSEN - Janssen's Spirituality I

(3 units)

The course is a CHED-approved institutional course provided particularly for students doing graduate courses at the Divine Word College of Calapan. The Janssen spirituality course for MA students which cover the first of two parts will explain the current mission profile of the members of the Society of the Divine Word (SVD) as it flows from an explanation of the development of the spiritual lives and practices of Sts. Arnold Janssen and Joseph Freinademetz. This singular history and spirituality will be further contextualized with other selected spiritualities so that the student can identify and develop a related topic of research relevant to current realities and challenges.

CAPSTONE PROJECT

PA Paper 1 - Special Problems in Public Personnel Administration (3 units)

The course is designed to integrate information about the political environment of personnel administration with problem-solving exercises in such specific areas as job analysis, affirmative action, and flextime. A number of topics including the evolution of the civil service, the rights and responsibilities of government employees, the functions of public personnel management, and collective bargaining processes are also covered.

PA Paper 2- Political Administrative Accountability in Public Service3 units

The course introduces the key thinkers in public administration, examines broad outlines of public service processes, the boundaries of the field, and its overlaps with political science, international studies, and political economy. Students should develop an understanding, awareness, and appreciation for the classical and contemporary emergence of both the art and science of public administration and accountability as well as administrative policy in public service.

