Public Services Administration
Bachelor of Arts Degree Major

The Public Services Administration major is offered at one or more centers of the College for Professional Studies but is not available in the College of Arts and Sciences. Classes required for the Public Services Administration major may not be available on the Adrian campus.

The Public Services Administration major is a focused curriculum designed for law enforcement, fire science and emergency medical service professionals, and other public service professionals. This program is ideal for public service workers and government employees who seek administrative or managerial advancement. Students gain upper-level experience through administrative internships, and senior field projects researching contemporary issues or problems. Program instructors are active practitioners with hands-on knowledge of these very specific fields.

I. Course Requirements for Major
A. Program Requirements 21 semester hours
  1. PSA 331 Fund of Public Services Administration I 3
  2. PSA 332 Fund of Public Services Administration II 3
  3. PSA 341 Research in Social Sciences 3
  4. PSA 433 Budgeting for Public Services 3
  5. PSA 434 Critical Issues in Public Services Admin 3
  6. PSA 480 Public Services Administration Internship 3
  7. PSA 495 Senior Seminar ** 3
B. Cognate Requirements 18 semester hours
  1. SOC 379 Issues in Social Justice 3
     or PHI 320 Social Ethics 3
  2. A course in Economics or Political Science 3
  3. A course in Speech, Interpersonal Communications or Communications 3
  4. A course in Sociology, Anthropology, or Psychology 3
  5. Principles of Management 3
  6. Human Resource Development 3
C. Total for Major 39 semester hours

II. Other Requirements
1. **PSA 495 is the capstone course requiring the completion of several prerequisite courses: PSA 331, 332, 341 and 433. Enrollment requires advisor approval.
2. Two years of approved full-time administrative work experience in an appropriate field may satisfy the PSA Internship.
3. Internships are supervised through the Program Coordinator.
4. Internship enrollment is permitted after four major Siena classes have been completed. A letter of intent must be submitted two months prior to the semester of internship enrollment.
5. Internships may not be used to satisfy the Siena Heights University residency requirement.
6. All students must maintain a cumulative 2.50 grade point average in the major.
7. Grades below a 2.0 g.p.a. are not allowed in the Public Services Administration major.
8. A minimum of 15 semester hours of major coursework at the 300-400 level must be taken with Siena Heights University.

Program Learning Outcomes
The student will be able to understand and explain varieties of human behaviors in the workplace and seek solutions to problem behaviors in the workplace.
The student will identify issues critical to public service and human service administration and develop strategies to effectively deal with these issues.

The student will develop management skills for daily operation and long range planning strategies for the future.

The student will express recognition and understanding for different ethnicities, races, ages, classes, and genders and how these factors impact service delivery systems to the community.

The student will be able to develop a budget for a public service or human service agency and will understand the role of public policy in budgeting and financing for public and human service agencies.

**Minor in Public Services Administration**

**I. Course Requirements for Minor**

A. Program Requirements 15 semester hours

1. PSA 331 Fundamentals of Public Services Admin. I 3
2. PSA 332 Fundamentals of Public Services Admin. II 3
3. PSA 433 Budgeting for Public Services Admin. 3
4. Electives (choose two of the following) 6
   - PSA 341 Research In the Social Sciences
   - PSA 434 Critical Issues in Public Service Admin.
   - PSA 495 Senior Seminar
   - SOC 379 Issues in Social Justice
   - PHI 320 Social Ethics

B. Cognate Requirements 6 semester hours

1. American Government 3
2. Introduction to Sociology or
   - Introduction to Psychology 3

C. Total for Minor 21 semester hours

**II. Other Requirements**

1. Courses with a CR/NC basis are not allowed in the minor.
2. Grades below a 2.0 g.p.a. are not allowed in the course requirements for the minor.
3. All students pursuing the minor must maintain a 2.5 grade point average.
4. PSA 495 Senior Seminar has several prerequisites: PSA 331, 332, 341 and 433. Enrollment requires advisor permission.
5. A minimum of nine (9) semester hours of major coursework at the 300-400 level must be taken with Siena Heights University.