Request to Add/Change A Graduate Certificate

Name of Certificate: Election Administration

Dept. Making Request: Political Science

Date of Request: Apr 2, 2009

Dept. Responsible for Certificate Coordination (if different than originating unit):

Designated Certificate Coordinator: Dean Christa Stoton

Implementation Date: Spring 2010

E-Mail: sston@auburn.edu

Credit Hours in Certificate: 12-18

Note: Graduate certificates consist of 9-21 semester hours. A minimum GPA of 3.0 must be maintained on all graded course work in the certificate program.

Courses required for certificate (Indicate course prefix, number, credit hours, title, and course prerequisites if applicable.) To change a certificate, indicate changes in italics and in red.

Must take following three courses (9 credits):

POLI 6270 Election Administration 3 credits
POLI 6150 Intergovernmental Relations 3 credits
POLI 6170 Election Law 3 credits

Elective courses allowed to count toward the certificate (Indicate course prefix, number, credit hours, title, and course prerequisites if applicable.) To change certificate, indicate changes in italics and in red.

Take two from following menu (6 credits):

POLI 6180 Administrative Law 3 credits
POLI 7330 Administrative Leadership 3 credits
POLI 6370 NonProfit Administration 3 credits
POLI 7060 State Politics 3 credits
POLI 6320 Mediation 3 credits
COMP 7970 Voting Equipment 3 credits
Practice of Election Administration: Non-Credit available only to election officials who complete CERA program

Certificate Curriculum Model (if appropriate, include model):

Justification:

Auburn's Election Administration program is one of the leaders in the U.S. It partners with the national Election Center in Houston to conduct the national CERA (Certified Elections Registration Officials) training program. This proposed Graduate Certificate will build the CERA program in two distinct ways. First, a significant number of CERA participants have expressed a strong interest in such an academic Certificate. Second, because of our participation in CERA, approximately half a dozen students in Auburn's MPA and doctoral programs are now working in this field and would benefit professionally from a formal Certificate.

Additional resources or resource shifting required (if none, please explain):

No new resources would be required. The courses for the Certificate are already offered by the Department of Political Science.
Graduate Certificate in Election Administration

The Graduate Certificate in Election Administration is a 12-to-15 credit hour program within the Auburn University MPA Program. The certificate requirements include 3 required courses and 2 electives. One elective may be fulfilled by the demonstration of recognized accomplishment in the practice of election administration.

**Required Courses:**

- **Election Administration**
  - POLI 6270
  - 3 credit hours
- **Election Law**
  - POLI 6170
  - 3 credit hours
- **Intergovernmental Relations and Federalism**
  - POLI 6150
  - 3 credit hours

**Electives:**

- **Administrative Law**
  - POLI 6180
  - 3 credit hours
- **Administrative Leadership, Responsibility and Democratic Government**
  - POLI 7330
  - 3 credit hours
- **Nonprofits and Government**
  - POLI 6370
  - 3 credit hours
- **State Politics**
  - POLI 7050
  - 3 credit hours
- **Theory and Practice of Mediation**
  - POLI 6340
  - 3 credit hours
- **Computer Engineering [special topic on electronic voting equipment]**
  - COMP 7970
  - 3 credit hours
- **Practice of Election Administration**
  - (see below)

**Practice of Election Administration:**

Practitioners can use the following to fulfill one of the two electives:

a. Active professional certification as an election administrator or voter registrar through the CERA program conducted by The Election Center in partnership with the Auburn MPA Program; and

b. At least one presentation of professional work at a national or regional forum that is recognized by the field for its merit and contribution to the field of election administration and voter registration; examples include best practices and research findings.
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