



UNIVERSITY OF BELIZE
FACULTY OF MANAGEMENT AND SOCIAL SCIENCES
BACHELOR OF SCIENCE DEGREE IN PUBLIC SECTOR MANAGEMENT

SCOPE

The Bachelor Degree in Public Sector Management programme consists of 138 credit hours; seventy-two credit hours at the associate degree level (AA) and sixty-six credit hours at the bachelor level. This program is designed to be completed within a two and a half year period for those applicants that have met all the AA prerequisite requirements. Applicants who have completed the Diploma in Public Sector Administration program from UWI and have enrolled into this program will have some of their credits transferred into this bachelor degree programme. This bachelor degree programme is designed both as a terminal qualification and for further studies at the master's degree level.

PROGRAMME JUSTIFICATION

This programme was developed out of a feasibility study conducted in 2004 by the Faculty of Management and Social Sciences (FMSS) that showed that there is a need for such a program to train and develop the human resource and capacity of Belize's public service. Over the years there continues to be such a demand, and of recent, this demand has intensified with an ever increasing number of public servants completing the Diploma in Public Sector Administration at UWI and wanting to further their studies at the bachelor degree level and beyond.

Additionally, according to the CEO of the Public Service of Belize, in the next few years quite a number of senior public officers will be retiring and those below need to be trained and educated to step into their shoes. (Marian McNab, personal communication, November 16, 2012).

PROGRAMME GOALS

The major goal of this programme is to provide students with relevant training in public sector management by equipping them with the necessary skills, knowledge and attitudes necessary to become functional administrators in the public sector, nonprofit sector, and even in the private sector. The vision of this programme is to produce a cadre of high quality, independent thinking graduates that will be capable of transforming public sector activities as it relates to efficiency and productivity in Belize to an internationally accepted level. The programme entails a balance of:

- Business Administration and Social Sciences professional core requirements
- Public Sector Management core requirements
- General Education core requirements

CATEGORIES OF AWARD FOR THE B. SC. IN PUBLIC SECTOR MANAGEMENT

At UB Baccalaureate students can be honored in three categories of excellence: Cum Laude, Magna Cum Laude, and Summa Cum Laude. During graduation ceremonies, Baccalaureate students could be adorned with University of Belize's official white, gold and purple chords. The tri-cable white honor chords are designed to honor those graduates with 'cum laude' (honors); gold honor chords designate graduates with 'magna cum laude' (great honor); and purple honor chords distinguish graduates with 'summa cum laude' (highest honor).

Graduation Honors	Grade Point Average
Cum Laude	3.50 – 3.64
Magna Cum Laude	3.65 – 3.84
Summa Cum Laude	3.85 – 4.00

PROGRAMME OBJECTIVES

The B.Sc. in Public Sector Management programme allows students to be well rounded since they are taught and given the opportunity to research elements critical to the public sector. The programme also prepares students for supervisory/management positions in the public service, nonprofit agencies and the private sector. Students will learn how public agencies handle budgetary, financial, personnel and policy-making matters, which can differ significantly from the way private businesses operate. This major also prepares students for graduate study in Public Sector Management (UWI), general Public Administration, specialized planning and administrative fields or Public Policy and Administration.

They will:

- Develop knowledge, understanding and appreciation through general requirement courses.
- Attain a thorough understanding of local, regional, and international public sector management principles.
- Gain an insight into the workings of public management functions and principles in order to increase efficiency and effectiveness of our bureaucratic machinery.
- Engage in individual and group research activities to explore public sector management issues and enhance verbal and written communication.
- Understand the importance of a properly functioning public sector in the broader context of national development.
- Develop and implement strategic plans, critically analyze public sector issues and make informed and rational decisions.
- Develop a sense of professionalism, diligence, responsibility and accountability as it pertains to the civil servant's code of conduct.

PROGRAM STRUCTURE

The programme operates under a semester system with two semesters and a summer session to

each academic year. Each semester runs for 16 weeks and the summer session runs for six weeks of instruction inclusive of the examination period.

DURATION OF PROGRAM

The B. Sc. in Public Sector Management programme is scheduled for full-time students to complete all course requirements in a minimum time of two-and a half years given that they have already completed all the necessary prerequisite requirements. Students who have entered under the maturity clause are expected to take a minimum time of four years.

PROGRAM DELIVERY

In order to better serve the typical public servant and be responsive to his/her challenges of being a full-time employee and student, bachelor level courses will be scheduled in the evenings and on Saturdays. The B. Sc. in Public Sector Management programme will be delivered in a mixed-mode format. Some courses will be delivered in the traditional face-to-face format and some will be delivered using either a fully online format or a blended learning format. Therefore, it is a requirement that students must have access to a computer and the internet.

ASSESSMENT AND EVALUATION

Students in this programme will be assessed and evaluated on a course by course basis using both formative and summative methods including tests, final exams, group work and presentations, assignments, and class participation.

EMPLOYMENT PROFILE

Graduates from this programme will be highly valued and sought after by the various ministries and departments of government, nonprofit agencies and private sector since there is a shortage of academically trained personnel in this area in the country (Marian McNab, personal communication, November 16, 2012). This programme will prepare students to enter/re-enter the public service and nonprofit sector at Senior, Middle and Junior-Management positions, which will complement the experience and maturity of graduates.

Additionally, this degree provides an excellent avenue for public servants to climb the career ladder within the public service of Belize. This is especially true since the promotion policy of the public service is now based on educational qualification and not years of working experience. Furthermore, with the attainment of this degree, the average public officer will be able to increase his/her earning power through the awarding of increments as stipulated in public service policies.

ENTRY REQUIREMENTS

Students applying into the program for the Bachelor Degree in Public Sector Management should have completed an approved course of study leading to an Associate's Degree in Business Administration or other related field with a cumulative GPA of 2.0 on a 4.0 scale including a minimum cumulative grade of 2.0 in English and Math as per UB's entry requirements.

Since this program is primarily catering to public service employees, a maturity clause will be applicable to facilitate admission requirement(s) waiver (not pre-requisites waiver) for those applicants having only a high school diploma.

GRADUATION REQUIREMENTS

As per UB's programme requirements for graduation, all students in Bachelor programmes must complete their programme of study within ten (10) years.

Additionally, to be eligible for a degree, students are required to comply with the following:

1. Successfully complete all courses prescribed by the Bachelor's Degree Programme in Public Sector Management or equivalent courses recognized by UB;
2. Achieve a cumulative grade point average of 2.0 or above;
3. Meet the minimum residency requirement stipulated by UB;
4. Apply for graduation using the appropriate form by the deadline one semester before anticipated graduation;
5. Clear all financial obligations to UB;
6. Achieve a grade of C or above in all Support Core Courses;
7. Achieve an average grade of C+ or above in all Professional Core Courses combined and not less than C in each individual Professional Core Course.
8. Achieve a grade of C in all Math and all English courses from the General Core and achieve at least a passing grade in all the other courses of the General Core.

Course Sequence for Public Sector Management

THIRD YEAR

Semester 1

COURSE ID	COURSE NAME	CR
MGMT 3015	Organizational Behaviour	3
PSMG 3011	Introduction to Public Sector Admin & Management	3
PSMG 3101	Introduction to Politics and Political Institutions	3
PSMG3051	Ethics in Politics and Administration	3
		12

Semester 2

COURSE ID	COURSE NAME	CR
PSMG3402	Seminar in Public Administration	3
PSMG 3252	Public Policy and Analysis	3
PSMG 3352	Project Management	3
CMPS 3012	Management Information Systems	3
		12

Summer Semester

COURSE ID	COURSE NAME	CR
ENGL 3055	Technical Writing	3
PSMG 3151	Administrative and Constitutional Law	3
		6

FOURTH YEAR

Semester 1

COURSE ID	COURSE NAME	CR
PSMG 3202	Trends in New Public Admin. and Mgmt	3
PSMG 3302	Public Sector Marketing	3
PSMG 4101	Leadership & Change Mgmt. OR	3
CRES 4000	Conflict Resolution	
RSCH 4015	Research Methods for the Social Sciences	3
		12

Semester 2

COURSE ID	COURSE NAME	CR
PSMG 4011	Public Financial Administration and Accounting	3
PSMG 4151	Quantitative Analyses for Public Admin	3
PSMG 4051	Public Sector Human Resources Mgmt. and Labour Relations	3
PSMG 4202	Comparative Public Management	3
		12

Summer Semester

COURSE ID	COURSE NAME	CR
MGMT 4155	Business Strategy and Policy	3

FIFTH YEAR

Semester 1

COURSE ID	COURSE NAME	CR
MGMT 4995	Undergraduate Thesis OR	9
MGMT 4205	Internship	

Deadline for Application: June 18, 2016