

From: [Greenbaum, Rob](#)
To: [Smith, Randy](#); [Miriti, Maria](#)
Cc: [Reed, Katie](#); [Adams, Christopher](#); [LePere-Schloop, Megan](#); [Girth, Amanda](#)
Subject: Small changes to Glenn College DC programs
Date: Tuesday, February 24, 2026 12:08:31 PM
Attachments: [image001.png](#)
[Attachment 2 Proposal to Eliminate Washington Navigator MPADC FINAL.docx](#)
[Attachment 3 Proposal to Eliminate FEDPM Internship Requirement FINAL.docx](#)

Hi Randy and Maria,

At its January 9, 2026, meeting, the Glenn College's Graduate Studies Curriculum Committee made two small changes to its DC-based graduate programs.

1. The committee voted 9-0 to eliminate the requirement that students in the MPA-DC program take PUBAFRS 6545 Washington Navigator, a one credit hour skills class. The content in that class will now be covered in other activities while the students are in Washington. Instead, students will have the flexibility to take any other skills class to fulfill the MPA requirement to take 5 credit hours of skills classes.
2. The committee voted 9-0 to eliminate the internship requirement as part of the Certificate and Minor in Federal Policy and Management (FEDPM). The internship requirement had no credit hours attached to it.

Attached, you will find the two proposals that were adopted, which both include the updated advising sheets.

Please let me know if you have any questions about either change.

Sincerely,

Rob



THE OHIO STATE UNIVERSITY

Robert T. Greenbaum

Professor, Associate Dean for Curriculum
John Glenn College of Public Affairs
350E Page Hall, 1810 College Road, Columbus, OH 43210
614-292-9578 Office / 614-292-2548 Fax

<https://glenn.osu.edu/rob-greenbaum>

Pronouns: he/him/his

From: [Miriti, Maria](#)
To: [Reed, Katie](#); [Grad School Curriculum Services](#)
Subject: Re: Small changes to Glenn College DC programs
Date: Wednesday, February 25, 2026 8:55:51 AM
Attachments: [image001.png](#)

You can use the email as grad school approval.

Thanks,
Maria

From: Reed, Katie <reed.901@osu.edu>
Sent: Tuesday, February 24, 2026 5:19 PM
To: Miriti, Maria <miriti.1@osu.edu>; Grad School Curriculum Services <Grad-SchoolCurriculum@osu.edu>
Subject: RE: Small changes to Glenn College DC programs

Hi Maria,

I agree that these can be presented as informational items. Will I receive the typical email from your office, or should I use this email as Grad School approval?

Thanks,
Katie

From: Miriti, Maria <miriti.1@osu.edu>
Sent: Tuesday, February 24, 2026 4:01 PM
To: Reed, Katie <reed.901@osu.edu>; Grad School Curriculum Services <Grad-SchoolCurriculum@osu.edu>
Subject: Fw: Small changes to Glenn College DC programs

Hi Katie,

I'm assuming that this will be reported as an informational item. If this is incorrect, please let me know!

Best,
Maria

From: Greenbaum, Rob <greenbaum.3@osu.edu>
Sent: Tuesday, February 24, 2026 12:08 PM
To: Smith, Randy <smith.70@osu.edu>; Miriti, Maria <miriti.1@osu.edu>
Cc: Reed, Katie <reed.901@osu.edu>; Adams, Christopher <adams.615@osu.edu>; LePere-Schloop, Megan <lepere-schloop.1@osu.edu>; Girth, Amanda <girth.1@osu.edu>
Subject: Small changes to Glenn College DC programs

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Pronouns: he/him/his

Proposal to Eliminate Washington Navigator from MPA-DC Curriculum Submitted to the Graduate Curriculum Committee

Submitted by:

Amanda Girth, PhD, Associate Professor & Director of Washington Programs

Overview:

The Masters in Public Administration, Washington, D.C. (MPA-DC) offers students a unique opportunity to complete a year of coursework at The Ohio State University's Columbus campus, and a second year of coursework accompanied by an internship or full-time job to be completed in Washington, D.C. *Washington Navigator* (PUBAFRS 6545) is a required, one credit skills courses offered specifically to those completing the MPADC, meant to help students succeed in the D.C. landscape while working for a federal government agency, nonprofit, contractor, or intersecting organization. Primary skills taught in these courses include writing resumes and cover letters, interviewing, seeking out mentorship, networking, personal branding, and professional coaching.

The Washington Programs team proposes removing this course as a requirement for the MPA-DC program, as these topics will be covered on an ad-hoc basis through one-on-one student advising, and their removal will allow students to prioritize technical skills courses.

See Appendix for MPA-DC Advising Sheet

Rationale:

As a part of the MPA-DC Program, students work frequently with the Washington Programs Coordinator to achieve the same goals of PUBAFRS 6545. This will take the form of one-on-one advising with students submitting documents for review, such as their resume and cover letters, and practicing mock interviews in preparation for the internship search in their first program year. Rather than a credit-bearing requirement, this preparation will simply be a part of the program, which comports with how undergraduate students are prepared in the Washington Academic Internship Program. Allowing advising to take place on a more ad-hoc basis will offer students individualized attention to their needs, specific topics and organizations of interest, and potential shortcomings in professional development, which vary widely.

In Academic Year 2025-2026, the D.C. Program Team implemented a plan that transitioned elements of the PUBARS 6545 course to a one-day in-person orientation on the Columbus campus. Several touchpoints throughout the autumn were also conducted to strengthen ties between cohort members, build rapport with staff members, and cover a variety of DC-specific professional development topics to prepare students for the internship search process. More of these touchpoints are planned for spring 2026, which aim to help retention and keep students motivated for their second year in Washington.

Removing these courses from the D.C. curriculum also allows students space to complete an additional skills course. Program advisors will have a strong preference for technical skills, which are highly valuable to employers in an increasingly competitive job market. The Washington Programs team sees a strong need for technical skills due to fast-paced changes occurring to job opportunities. This course removal will further stipulate that students seek advisor permission to enroll in a skills course, allowing for more targeted coursework to address the current challenges to D.C. based programming.

Appendix

MPA-DC Advising Sheet

Total Credits Required: 52

Preparation in American Government, Microeconomics and Statistics strongly encouraged before the academic program begins.

A. Core Courses (32 credits – complete all courses)

Course	Hours
Policy Stream	
PUBAFRS 6000: Public Policy Formulation and Implementation	4
PUBAFRS 6010: Legal Environment of Public Organizations	4
Economics Stream	
PUBAFRS 6030: Public Sector Economics	4
PUBAFRS 6040: Public Budgeting and Finance (Prerequisite: 6030)	4
Management Stream	
PUBAFRS 6050: Managing Public Sector Organizations or PUBAFRS 7553: Nonprofit Management and Governance	4
PUBAFRS 6060: Managerial Leadership in Public and Nonprofit Organizations	4
Quantitative Decision-Making Stream	
PUBAFRS 6070: Public Affairs Statistics	4
PUBAFRS 6080: Public Affairs Program Evaluation (Prerequisite: 6070)	4

B. Skills Courses (4 required credit hours – one additional credit hour required)

Course	Hours
Required	
PUBAFRS 6500: Written and Oral Communication	2
PUBAFRS 6540: Professional Development Skills Class (DC specific)	1
PUBAFRS 5545: Make a Difference in Washington	1
One Additional Skills Course Required	
PUBAFRS 5513: Excel Basic Skills (session 1)	1
PUBAFRS 5514: Excel Advanced Skills (session 2)	1
PUBAFRS 5515: Conversing with Confidence Across Differences	1
PUBAFRS 6055: Judgement in Managerial Decision-Making	2
PUBAFRS 6505: Governmental Accounting	1
PUBAFRS 6510: Conveying Quantitative Data in Public Affairs	1
PUBAFRS 6515: Database Management	1
PUBAFRS 6525: Survey Design	1
PUBAFRS 6530: Negotiation	1

C. Elective Courses (12 credit hours from the following list)

Courses are separated by general area of relevance for the purposes of transparency for students. Not all courses are offered regularly. Students need not take courses from each subcategory and may take multiple courses from any category. Specific courses are not repeatable.

Course	Hours
Required	
PUBAFRS 7600: Federal Policy & Administration	3
Policy Related	
PUBAFRS 5110: Higher Education and Workforce Development	3
PUBAFRS 5120: Social Change Advocacy: Organization, Mobilization and Activism	3
PUBAFRS 5240: Race and Public Policy in the United States	3
PUBAFRS 5250: Poverty, Inequality, and Public Policy	3
PUBAFRS 5600: Science, Engineering, and Public Policy	3
PUBAFRS 5610: Innovation and Policy in a Global Economy	3
PUBAFRS 5700: Rebuilding Failed and Weak States	3
PUBAFRS 5750: Public Policy: The Business-Government Relationship	3
PUBAFRS 5890: US Food Policy	3
PUBAFRS 5895: Food Insecurity, Food Assistance Programming and Policy in the U.S.	3
PUBAFRS 7503: Higher Education Policy for Public Leaders	3
PUBAFRS 7505: Wicked Policy Problems	3
PUBAFRS 7507: Criminal Justice Policy	3
PUBAFRS 7508: Juvenile Justice Policy	3
Economics Related	
PUBAFRS 5531: Economic Development Policy and Practice	3
PUBAFRS 5900: Food System Planning and the Economy	3
Public Management Related	
PUBAFRS 5506: Administration of Criminal Justice Policy	3
PUBAFRS 5770: Risk and Decision Analysis	3
PUBAFRS 5591: Lobbying and Government Relations	3
PUBAFRS 7550: Contract Management	3
PUBAFRS 7554: Performance Measurement and Management in the Public Sector	3
PUBAFRS 7555: Project Management	3
PUBAFRS 7557: Strategy for Public Organizations	3
PUBAFRS 7650: Public Management in a Hybrid World	3
Nonprofit Management Related	
PUBAFRS 5590: Fundraising and Philanthropy for Nonprofit Organizations	3
PUBAFRS 5592: Social Marketing for Nonprofit and Public Organizations	3
PUBAFRS 7501 Grant Writing in the Public Sector	3
PUBAFRS 7533: Nonprofit Financial Management	3
PUBAFRS 7553: Nonprofit Management and Governance (if not used for core curriculum)	4
Methods Related	
PUBAFRS 5773: Qualitative Methods	3
PUBAFRS 7571: Multivariate Data Analysis for Public Policy and Management	3
PUBAFRS 7572: Policy Simulation and Modeling	3
PUBAFRS 7573: Public Affairs Qualitative Methods	3
PUBAFRS 7574: Mixed Methods Approaches for Policy-Related Research	3

The lists of skills and elective courses are fluid, as new courses are routinely developed. Additionally, not every course is offered each semester. The Glenn College cannot guarantee that a specific elective will be offered in any given term. For the most up to date list of electives, please consult the course offerings list on [Buckeyelink](#).

D. Capstone Course (3 credits required)

Not all capstone courses are offered regularly. Please be sure to consult the master schedule via [BuckeyeLink](#) to make sure you have the pre-requisites in place in order to take a specific course. Consult with your advisor to plan out a program that will best suit your interests and prepare you to meet requirements.

Course	Hours
PUBAFRS 7980: MPA-DC Capstone	3

Capstone Notes: Students should have PUBAFRS 6010, 6040, and 6080 completed prior to enrollment in any capstone course. Students interested in PUBAFRS 7950: Capstone: Nonprofit Topics should also have PUBAFRS 7553 completed prior to enrollment in that capstone course.

MPA Exit Requirements

- Fulfillment of credit hour requirements
- Fulfillment of course requirements
- Achievement of a cumulative GPA of at least 3.0 in all courses taken for graduate credit
- Registration during the final semester of the degree program for a minimum of three graduate credit hours
- Submission of the Application to Graduate to the Graduate School, via the [GradForms](#) system, by the deadline communicated by the Glenn College
- Please review the Graduate School Handbook for more detail on these requirements
- Successful completion of the capstone course with grade “B” or higher

Important Notes:

- MPA students are not permitted to take PUBAFRS 5060, 5062, 6045, 6051, or 6075.
- The MPA program is an accredited, in-person, professional master’s degree program. Students must complete a majority of their coursework in-person to align with accreditation standards. Students are highly recommended to take no more than one core or elective course online per term, and availability of online coursework is not guaranteed.
- With the permission of the Glenn College Graduate Studies Chair, students may count graduate-level graded coursework from outside the college to apply toward their total required elective hour total of 3 credits (e.g. one 3-credit course in most cases).
 - In order to obtain permission, a student must fill out “Petition to Count Outside Coursework” found at the [Graduate Advising](#) webpage and submit it to their advisor for approval PRIOR to enrolling in the course. You must submit a syllabus from the course you are seeking to take. Please consult with your advisor for ideas and suggestions for coursework that matches your areas of interest.
- Additional capstone courses may count toward the fulfillment of elective degree requirements. A grade of “C” or higher is required for a capstone course to count as an elective substitution. A grade of “B” or higher is required for the capstone course to count as your MPA exit requirement.

Proposal to Eliminate FEDPM Internship Requirement Submitted to the Graduate Curriculum Committee

Submitted by:

Amanda Girth, PhD, Associate Professor & Director of Washington Programs

Overview:

The Certificate and Minor in Federal Policy and Management (FEDPM) currently have an internship component to be completed concurrently with coursework. This internship component is waivable, with students able to receive the certificate and minor through the core coursework of 12 credit hours entirely online.

See Appendix for FEDPM Advising Sheet

Rationale:

Most students entering the program join with professional experience, especially for the certificate, which is designed for participants outside of The Ohio State University who are often already working full-time jobs in federal government or intersecting fields. The program is also advertised as having a flexible internship component and prerequisite, with the option to waive it “based on relevant, preexisting work experience or current job.”

Requiring an internship was meant to ensure students had the professional expertise and experience to succeed in a D.C. based role. As a part of FEDPM, students work one-on-one with an advisor from the Washington Programs team to prepare for their time in D.C. should they pursue this route, fulfilling the same purpose as the internship prerequisite.

This internship requirement runs counter to the stated goals of the FEDPM Certificate and Minor, which are to connect students from the Midwest with helpful resources and knowledge that can help them navigate the workspace of Washington, D.C. from a distance. While the Glenn College’s Washington Programs team and Student Services already remove barriers to entry by waiving the internship requirements, it would be a sound strategy to formally remove this requirement and is in line with the external communication we share regarding FEDPM.

Appendix

Federal Policy and Management Certificate Program Plan

Total Credits Required: 12

This Certificate can be done as part of a graduate program or on its own. The admissions requirements vary based on student's current status at the University. See "Entry procedures" below for details.

Course	Hours	Modality	Semester(s) offered
Core (all required)			
PUBAFRS 7600: Federal Policy and Administration	3	Online	Spring, Summer
PUBAFRS 7610: Follow the Money, Making Sense of the Federal Budget	3	Online	Summer
Electives (pick one)			
PUBAFRS 6000: Public Policy Formulation and Implementation	4	Online	Autumn, Spring
PUBAFRS 6050: Managing Public Sector Organizations	4	Online	Summer, Autumn
PUBAFRS 5620: Rapid Innovation for Public Impact	4	In Person	Autumn, Spring
PUBAFRS 6060: Managing Human Resources in Public Organizations	4	Online	Autumn, Spring
Skills (all required)			
PUBAFRS 5545: Make a Difference in Washington	1	Online	Autumn, Spring, Summer
PUBAFRS 6530: Negotiation	1	Online	Spring, Summer
Internship Component			
Approximately 20-30 hours a week. <i>Note: this DC internship requirement can be waived for students who fulfill the work experience requirement. The work experience requirement is defined as at least one year of full-time professional experience relating to the field of federal public affairs including experience such as the development and implementation of public policy, public management, nonprofit management, international relations, or government relations.</i>			

Entry Procedures

- Students outside of Ohio State: Complete application through [Graduate and Professional Admissions](#). Choose "GRAD" on application type. Required materials: Application form, statement of purpose, resume and transcripts.
- Current graduate students at Ohio State:
 - Outside of the Glenn College: Complete application through [Graduate and Professional Admissions](#). Choose "IGT" on application type. Required materials: Application form, statement of purpose, and resume.
 - Glenn graduate students: Complete [internal form](#) with a statement of purpose and resume.
- An interview is a required part of the process with the Washington, DC-based Glenn team.
- GPA of 3.0 or higher in last college degree, minimum of bachelor's degree required.

Exit Requirements

- Fulfillment of credit hour requirements with cumulative GPA of 3.0 or higher,
- Fulfillment of course requirements
- Submission of the "Application for Certificate Completion" to the Graduate School, via the [GradForms](#) system, at the start of the last semester of the certificate program.
- Please review the [Graduate School Handbook](#) for more detail on these requirements.