Shannon Greaves

From: Monica Reyes [mbreyes@vmail.svsu.edu]
Sent: Wednesday, October 21, 2009 3:40 PM
To: Robert (Bob) Moffit; Christopher Shannon
Subject: MCPM Key Points
Importance: High

Here is the information you requested and are the most important talking points of the program. I know you know all of this but this is what I use to assist me in making the key points. Additionally we are one of the first in the country to essentially be all on-line. There are 22 classes and 18 of them are online...the in class sessions are course that should not be online and use to network with other members of the class.

Additionally, students that complete the program are always invited to attend the in session programs because they will always feature key up to date useful information that any public administrator would be interested in. Just last week we had a national expert present on the topic of “Economic Gardening-Plus”. The program was very well recieved and current students as well as Alumni of the program gave rave reviews on the program.

Last year alone in the state of Florida where their program has been in place for over 10 years, they had a total of 200 graduates to the CPM program. A group of Michigan graduates attended the American Academy of CPM’s for networking and professional development the organization offers annually. For the first time Michigan’s flag was carried by a graduate of the Michigan CPM program along with 40 other states at the flag ceremony.

Is the program nationally accredited?

The Certified Public Manager® (CPM) Program is a nationally recognized professional development program for supervisors and managers in government. It is a training system that develops and measures competencies in the field of public management. The National Certified Public Manager® Consortium establishes accreditation standards, monitors and reviews for continued accreditation the member programs. Only accredited programs are authorized to award the CPM designation and only one entity in each state is given that accreditation – in this case that is this program Michigan CPM program at Saginaw Valley State University. This designation is trademarked and registered just as the CFP and a CPA is – that is the CPM is a designation.

What are the program benefits?

10/21/2009
The Certified Public Manager® Program has many different benefits it offers to both the participants and their respective agencies. Some of the many benefits to CPM participants include the following:

- The enhancement of personal leadership strengths.
- An increase in intergovernmental networks and communication.
- An increase in personal effectiveness.
- Innovative solutions.
- The promotion of quality in public service.

Successful graduates are eligible for membership in the American Academy of Certified Public Managers.

In addition, in many of the member programs, participants can earn undergraduate and graduate credit upon completion of the program.

Some benefits to the participants’ agency include the CPM projects, which illustrate effective, efficient, or cost-saving alternatives. Agencies also experience improved management skills from the participants. The benefits listed above are only a few of the many ways the participant and the agency can benefit by earning the certified public manager® designation.

What is the Certified Public Manager® (CPM) Program?

A Certified Public Manager® program is a nationally accredited comprehensive management development program specifically for managers in federal, state, and local government. The program’s primary goal is to improve the performance of public sector managers and the organizational performance of state, local and federal government. It is a comprehensive course of study by which public managers can acquire and apply the best practices and theory to their management behaviors and strategies using prescribed sets of professional competencies. The curriculum uses theory as the foundation and applies it to practical problems facing the participant, their agency/department, and the citizens. Those who complete the program are awarded the certified public manager® (CPM) designation which is a registered service mark of the National Certified Public Manager Consortium.
Michigan’s Certified Public Manager Program Overview

What is CPM?

The Certified Public Manager (CPM) Program is a nationally recognized and nationally accredited leadership development program for public managers and supervisors. There are over 26 states and the federal government participating in the National CPM Consortium, which accredits and establishes the requirements and standards for the CPM designation. The vision of the CPM Program is to develop “world class leaders and managers for public service.”

The Michigan Certified Public Manager (MCPM) Program officially became an Active Member of the National program in 2007. The program is administered and implemented by Saginaw Valley State University – Office of Continuing Education and Professional Development. The MCPM Program will incorporate systematic training and structured learning activities to improve and maintain public service performance to achieve optimal levels of effectiveness and service.

During our pilot year of 2007 – 2008, a limited number of positions from state, county and local agencies participated in this exciting program the first year in the state of Michigan. Candidates will be selected based on application into the program.

Contact us today at 989.964.4048!

What are the MCPM Program Requirements?

Michigan’s Certified Public Manager curriculum consists of core training that includes outside readings, job-related projects, and elective courses based on development of key management/leadership skills, an Executive Seminar, and examinations on all core course curriculum.

The training format will use practical, hands-on learning activities to successfully join theory with practical application, benefiting the MCPM participants, their sponsoring agencies and their customers. The MCPM curriculum covers the full spectrum of management and leadership skill building, beginning with individual performance and expanding to broader organizational and public policy issues.

Who can attend?

Applicants for the MCPM Program must be employed with a Michigan: governmental, county, city, local government, quasi government, non-profit or educational organization and have direct
or functional supervision of people, major projects or major programs. Participants may also be
elected officials of Michigan government offices. Individuals who are currently laid-off from any
of the above agencies are qualified to enter this program.

The MPCM program’s intent is to guide public managers to incorporate theory and best
practices into their behaviors and strategies. Saginaw Valley State University and the National
CPM Consortium, through a joint effort, will provide developmental opportunities to public
managers to enhance their ability to provide effective public sector service.

The goals of the Michigan CPM program are:

- To strengthen organizational performance by improving the effectiveness of Michigan’s
  public managers.
- To recognize and promote public management as a profession.
- To provide a course of study by which public management principles and skills can be
  acquired and applied.
- To foster access to such training and education to Michigan’s public managers.
- To establish an objective assessment of a public manager’s professional knowledge and
  performance.
- To establish a standard by which public managers can be recognized.

The benefits for the Organization are:

- Improved services through process improvement projects,
- Building a pool of internally developed leaders,
- Retaining employees with leadership potential,
- Implementing new approaches to agency challenges and opportunities,
- Sharpening skills through networking and continuing education.

The benefits for the Individual are:

- Recognition of your commitment to professional standards and achievement in
  public management through the attainment of the professional designation
  organizational systems and cultures.
- Knowledge of state government infrastructure & trends.
- Association in a network of professional public managers in Michigan and other
  member states of the American Academy of Certified Public Managers.
- Continued training opportunities, workshops and seminars offered to participants
  and graduates of the MPCM program.
- Awareness of new developments in the theory and practice of public management
  and innovation through the application of new ideas and approaches gained
  through participation in the MPCM Program.
- Opportunity to contribute to the development of professional public management
  through special projects.
- Satisfaction of having professional preparation for assuming the responsibilities of
  public management.
**Program Accreditation**

The CPM program is a nationally recognized professional development program for government supervisors and managers. At its heart is the development and measurement of core competencies in the field of public administration.

**What is the Admission Requirements & Application Procedures**

If you wish to apply for participation in the MCPM Program, you should:

- Hold a supervisor or managerial position for at least one year; or hold a program management position responsible for technical or professional support to the agency; or be identified by the agency as an individual showing interest/potential for advancement into such position and;

- Submit a letter of recommendation from your supervisor;

- Commit to complete requirements for certification.

**How long does it take to complete the program?**

There is no prescribed time period for completing the MCPM program. Most managers move through the curriculum in 13 months, which the MCPM program staff has found to be optimal.

**SCHEDULING**

**How will I be notified of upcoming Michigan Certified Public Manager courses?**

Please contact the MCPM Coordinator at 989.964.4048 or visit our web site at [http://www.svsu.edu/ocepdp](http://www.svsu.edu/ocepdp)

All students enrolled or previously enrolled will receive a direct email of up-coming courses so it is important that all emails are kept up-to-date.

**Does the MCPM send out a memo on where and when training will be held?**

About two weeks prior to the each scheduled class, each participant will receive a confirmation of enrollment notice. The notice will include the following information: dates, times, location, instructor, parking and contact number. MCPM Administration will have a direct link to participants through email. Participants are provided names and addresses of fellow participants and communication among them is encouraged.

**Transfer Credit Hours**

The full program provides invaluable interaction with other public-sector employees and unique opportunities to translate management theory into practice. With that in mind we may accept credit for those college level course that meet MCPM course objective and specifics. The course acceptance will be determined by the Program Director and the course instructor. If course is accepted, there will be a $100 course transfer fee. When submitting your course for transfer you must include transcript, official course description, course requirements and
indicate if exams were required in the course.

**Program Locations**

Online and some courses are offered each year at the beautiful Saginaw Valley State University campus located at 7400 Bay Road, University Center, Michigan when minimum enrollment numbers are met.

**ATTENDANCE**

**Do I have to take the courses sequentially?**

Yes, at this time our courses are offered in order as cohorts. This enables the participant to integrate and correlate the skills acquired from each level with subsequent training. Exercises performed in the classroom may be linked to prior levels. Projects and readings should also be completed in a systematic, sequential manner to provide the full benefits of clarification and linkage of instructional training.

**What are the attendance requirements?**

Full attendance is expected. Participants will complete all requirements of each course/program. In cases where attendance is impossible, make-up must be completed the next time the same class is held. To ensure proper course credit and attendance credit each participant is responsible for signing in on the provided attendance sheet. If the signature does not appear on the course sign-in sheet the participant may be required to provide proof of attendance in the form of course materials, instructor verification or other information deemed necessary. It will be the students' responsibility to provide proof for credit and the Director for Office of Continuing Ed & Professional Development will determine proper verification.

**What are Cancellation Guidelines?**

If a participant must cancel a scheduled course, every effort should be made to notify the Office of Continuing Ed & Professional Development as soon as possible. Cancellations made no later than 14 day prior will receive a refund less a $100 cancellation fee. Cancellations made 13 day or less prior to start of class will not be eligible for refund but students may transfer to the next MCET program. Emergencies will be handled on an individual basis by the Director for Office of Continuing Ed & Professional Development.

**What are the Removal Guidelines?**

Participants may be removed from the program due to poor attendance, poor behavior in the classroom or behavior unfitting a MCET candidate. Criteria of expectations for appropriate behavior and examples of inappropriate behavior will be provided to participants at the orientation session. Any discipline or removal actions will be the responsibility of the respective participant's agency.
At what point is a student placed in “inactive Status”?

Participants may be placed in “Inactive Status” for up to one year due to valid reasons of increased workload, relocation, or family issues. An inactive participant may rejoin the MCPM program without reapplying and when mutually convenient between the participant and the Director of Office of Continuing Ed & Professional Development during the one-year period.

EXAMINATIONS, READING APPLICATIONS, AND PROJECTS

Project Requirements

To receive the MCPM designation, participants are required to complete a job-related project. The project is completed individually. Participants are expected to apply the theories, principles and techniques learned in the MCPM program training sessions to a situation, problem concern, or opportunity in their work agency or organization.

This project is the Capstone course for the MCPM program. Students will be challenged to develop a comprehensive project plan and implement this in their work domain. The challenge should involve your management responsibilities and reflect what you have learned in this course. This will be a year-long project, woven into various modules of the MCPM Program. The final paper and formal presentation will be due at the end of the Management Practices III module. The process for deciding on and reporting on your project is outlined below.

Overview

The project should consist of identifying a problem or situation that could use improvement in your work unit, section, division, or agency. Project planning will involve following the steps of the problem solving process and implementing the solution(s) identified to make the change in your work.

Your project will be planned with appropriate stakeholder approval. Solicit supervisory input and support as a step in the implantation plan.

The Situation Scenario and Problem Statement will be due during Management Basics. This will permit trainers to assist you, keep your project on schedule, and encourage your evaluation of the project process. The final written project assignment (due in Management Practices III) will describe the progress you have made on your project following the steps of the problem solving process.

What is the minimum passing score for an exam, reading application or project?

Participants must successfully complete test requirements for all core courses. Test requirements will require a minimum score of 70% and will be scored on a Pass/Fail basis.
FEES

How much does the program cost (individual and agency)?

The full course fee is $4,995

Early Registration Discount is $4495*

*Once first course has begun on full payment program, refund cannot be made - you may however, transfer to the next year's program.

Contracting Option: The Michigan Certified Public Manager program will deliver the MCPM training program to any state or local government group in Michigan for a fee of $4185 per student with a minimum of 15 participants. Total fee for all students must be paid at start of program.

GENERAL INFORMATION

Inclement Weather Policy

MCPM classes may be canceled during inclement weather in accordance with Saginaw Valley State University policy. If adverse conditions necessitate the closing of campus and/or canceling classes and activities, the decision to do so will be made prior to 6:30 a.m. for day classes which begin before 4:00 p.m. Information about class cancellations/closings will be relayed to radio and television stations as soon as the decision has been made or the SVSU Weather/Information line - 989.964.4477. A faculty member may cancel a class or event if he/she is unable to attend due to adverse driving conditions along the route of travel to the University. Permission for cancellation must be received from the Director for Office of Continuing Ed & Professional Development or designee. Please visit the SVSU web site at http://www.svsu.edu/operationsmanual/manual.cfm?doc_id=1799 for complete policy.

What happens after I've completed the program?

Individuals who have earned the MCPM designation are eligible for membership in the American Academy of Certified Public Managers. The American Academy offers an annual Professional Development Symposium which is also an excellent opportunity for graduates to interact with members from other states.

Questions

Call the Office of Continuing Education at 989.964.4048 for more information.
Alabama
(Accredited 1989, Continued Accreditation 2004)

Leslie Meadows
Auburn University at Montgomery
Alabama Training Institute
400 South Union Street, Suite 100
Montgomery, AL 36104
Phone: 334.244.3051
Fax: 334.244.3066
Email: imeadows@ati.aum.edu

Alaska
(Accredited 1997, Continued Accreditation 2007)

Bruce Rowe
University of Alaska
1815 Bragaw Street, Suite 102
Anchorage, AK 99508
Phone: 907.786.1168
Fax: 907.786.1181
Email: bruce.rowe@alaska.edu

Arizona
(Accredited 1979, Continued Accreditation 2006)

Catherine Eden
Bob Ramsey Executive Education Program
Arizona State University
502 E. Monroe, Suite 105
Phoenix, AZ 85004
Phone: 602.496.1308
Fax: 602.496.1304
Email: catherine.eden@asu.edu

Sally Manatt
CPM Program
Bob Ramsey Executive Education Program
Arizona State University
502 E. Monroe, Suite 105
Phoenix, AZ 85004
Phone: 602.496.1303
Fax: 602.496.1304
Email: manatt@asu.edu

Arkansas
(Accredited 1991, Continued Accreditation 2006)

Michael Waters, CPM
Arkansas Public Administration Consortium
UALR Ross Hall 600
2801 S. University
Little Rock, AR 72204-1099
Phone: 501.569.3044
Fax: 501.569.3021
Email: mawaters@ualr.edu

Naomi Fletcher
Arkansas Public Administration Consortium
UALR Ross Hall 634
2801 South University
Little Rock, AR 72204-1099
Phone: 501.569.8469
Fax: 501.569.3021
Email: nfiletcher@ualr.edu

California
(Accredited 2007)

Peggy Stewart
The Centre for Organization Effectiveness
1250 Sixth Avenue, Suite 150
San Diego, CA 92101
Phone: 619.251.2952
Fax: 619.685.1345
Email: pstewart@tcioe.com

Keren Stashower
10293 Rue Cannes
San Diego, CA 92131
Phone: 858.566.2575
Fax: 858.566.3511
Email: kstash@san.rr.com

District of Columbia
(Accredited 1996, Continued Accreditation 2008)

Camille Stillwell
Government of the District of Columbia
Workforce Development Administration
1 Judiciary Square
441 Fourth Street, N.W., Suite 850 N
Washington, DC 20001
Phone: 202.442.9631
Fax: 202.727.1744
Email: camille.stillwell@dc.gov

Jim Robinson
Center for Excellence in Public Leadership
George Washington University
2033 K. Street, NW, Suite 240
Washington, DC 20052
Phone: 202.994.5307
Fax: 202.994.5389
Email: jarcb@gwu.edu

Florida
(Accredited 1980, Continued Accreditation 2005)

Shawn Baldwin, CPM
Florida Center for Public Management
Florida State University
102 Herb Morgan Building
2035 E. Paul Dirac Drive
Tallahassee, FL 32306-2821
Phone: 850.644.8987
Fax: 850.644.0152
Email: sbaldwin@admin.fsu.edu

Dan Vicker
Florida Center for PUblic Management
Florida State University
102 Herb Morgan Building
2035 E. Paul Dirac Drive
Tallahassee, FL 32306-2821
Phone: 850.644.6460
Fax: 850.644.0152
Email: drv8897@garnet.acns.fsu.edu

Idaho
(Accredited 2003; Continued Accreditation 2007)

Nancy Walker (interim)
Division of Technical/Professional Education
650 W. State Street
Boise, Idaho, 83720-0095
Phone: 208.334.3216 X 308
Fax: 208.334.2365
Email: nwalker@pte.gov.idaho

Illinois
(Accredited 2008)
Lorena Johnson  
Institute for Legal and Policy Studies  
University of Illinois at Springfield  
One University Plaza, MS PAC 451  
Springfield, IL 62703-5407  
Phone: 217.206.6079  
Fax: 217.206.7397  
Email: ljohn04s@uis.edu

David Racine  
Institute for Legal and Policy Studies  
University of Illinois at Springfield  
One University Plaza, MS PAC 451  
Springfield, IL 62703-5407  
Phone:  
Email: draci2@uis.edu

_Iowa_  
(Accredited 2003; Continued Accreditation 2008)

**Judy Akre**  
Hoover Building  
1305 E. Walnut  
Des Moines, IA 50319-0150  
Phone: 515.281.6383  
Fax: 515.242.5070  
Email: judy.akre@iowa.gov

_Kansas_  
(Accredited 1993, Continued Accreditation 2008)

**Terri Callahan**  
University of Kansas  
Public Management Center  
715 SW 10th Street  
Topeka, KS 66612  
Phone: 785.296.2353  
Fax: 785.296.2580  
Email: tcallahan@ku.edu

_Kentucky_  
(Accredited 1989, Continued Accreditation 2004)

**Katy Cave, CPM**  
Governmental Services Center  
Kentucky State University  
400 East Main Street  
Frankfort, KY 40601  
Phone: 502.564.7455 x243  
Fax: 502-564-2732  
Email: katy.cave@ky.gov

**Jeanne Olivas, CPM**  
Office for Employee and Organizational Development  
Academic Services Building
Kentucky State University
400 East Main Street
Frankfort, KY 40601
Phone: 502-597.5612
Fax: 502-564-2732
Email: jeanne.olivas@ky.gov

Louisiana
(Accredited 1984, Continued Accreditation 2000)

Karen Puckett
Comprehensive Public Training Program
PO Box 94095
Baton Rouge, LA 70804-9095
Phone: 225.342.7002
Fax: 225.219.4191
Email: karen.puckett@la.gov

Sharon Naquin
School of Human Resource Development
201 Old Forestry Building
Louisiana State University
Baton Rouge, LA 70803-6326
Phone: 225.578.2453
Fax: 225.389.6473
Email: snequin@lsu.edu

Metropolitan Washington Council of Governments
(Accredited 2003)

Imelda Roberts
Metro. Washington Council of Governments
777 North Capitol Street, NE, Suite 300
Washington, DC 20002-4239
Phone: 202.962.3240
Fax: 202.962.3715
Email: iroberts@mwcog.org

Janet Ernst
Metro. Washington Council of Governments
777 North Capitol Street, NE, Suite 300
Washington, DC 20002-4239
Phone: 202.962.3228
Fax: 202.962.3715
Email: iernst@mwcog.org

Michigan
(Active 2007)
Mentor State: Texas

Monica Reyes
Office of Continuing Education
Saginaw Valley State University
7400 Bay Road
Mississippi
(Accredited 1993, Continued Accreditation 2008)

Ronna Owens, CPM
301 N. Lamar Street, Suite 203
Jackson, MS 39201
Phone: 601.359.2721
Fax: 601.359.2717
Email: ronews@spb.state.ms.us

Jennifer Sledge, CPM
301 N. Lamar Street, Suite 203
Jackson, MS 39201
Phone: 601-359-4115
Fax: 601.359.2717
Email: jsledge@spb.state.ms.us

Missouri
(Active 2008)
Mentor State: Arkansas

Marilyn Martin
Management Development Institute
Missouri State University
901 S. National Ave
Springfield, MO 65897
Phone: 417-836-5567
Fax: 417-836-7666
Email: MMartin@missouristate.edu
Scot Scobee
Management Development Institute
Missouri State University
901 S National Ave
Springfield, MO 65897
Phone: 417-836-5567 or 1-800-733-320
Fax: 417-836-7666
Email: sscobee@missouristate.edu

Nebraska
(Accredited 2008)

Mary R. Hamilton
School of Public Administration
University of Nebraska Omaha
6001 Dodge Street
Omaha, NE 68182-0276
Phone: 402.315.9509
Fax: 402.554.2682
Email: mrmhamilton@mail.unomaha.edu
Mike McCrory
State Personnel Division
Department of Administrative Services
PO Box 94905
Lincoln, Nebraska 68509-4905
Phone: 402.471.2833
Fax:
Email: mike.mccrory@nebraska.gov

Nevada
(Accredited 2005)

Patricia Hoppe
Nevada State Department of Personnel
555 E. Washington Avenue, Suite 1400
Las Vegas, NV 89101
Phone: 702.486.2928
Fax: 702.486.2661
Email: phoppe@dop.nv.gov

Laurie Hamilton
Nevada State Department of Personnel
555 E. Washington Avenue, Suite 1400
Las Vegas, NV 89101
Phone: 702.486.2663
Fax: 702.486.2661
Email: hamilton@dop.nv.gov

New Hampshire
(Accredited 1998, Continued Accreditation 2008)

Dennis Martino
Bureau of Education and Training
Division of Personnel
State House Annex
School Street
Concord, NH 03301
Phone: 603.271.2793
Fax: 603.271.1422
Email: dennis.martino@nh.gov

Kate McGovern
Bureau of Education and Training
Division of Personnel
State House Annex
School Street
Concord, NH 03301
603.271.1429
Email: mary.mcgovern@nh.gov

New Jersey
(Accredited 1984, Continued Accreditation 2004)
Wanda McNeill
Department of Personnel
Human Resource Development Institute
200 Woolverton Avenue, Bldg. #20
PO Box 318
Trenton, NJ 08625
Phone: 609.777.0364
Fax: 609.777.3985
Email: wanda.mcneill@dop.state.nj.us

Paulette Laubsch, CPM
School of Administrative Science
Fairleigh Dickinson University
1000 River Road, H-DH2-13
Teaneck, NJ 07666-1914
Phone: 201.692.7173
Fax: 201.692.7179
Email: plaubsch@fd.edu

Additional Contacts

New Mexico
(Active 2008)
Mentor State: Texas

Diane-Michele Prindeville
Government Department
P.O. Box 30001/MSC 3BN
New Mexico State University
Las Cruces, NM 88003-8001
Phone 575-646-4935
Fax: 575-646-2052
Email: dmprindev@nmsu.edu

North Carolina
(Accredited 1988, Continued Accreditation 2007)

Ann Cobb
Human Resource Development Group
Personnel Development Center
1333 Mail Service Center
Raleigh, NC 27699-1333
Phone: 919.733.8343
Fax: 919.733.8359
Email: ann.cobb@osp.nc.gov

Ohio
(Accredited 2000; Continued Accreditation 2005)

Brandi Robinson
Department of Administrative Services
Office of Training & Development
30 East Broad Street, 29th Floor
Columbus, Ohio 43215
Phone: 614-728-5429
Fax: 614-728-9464
Email: brandi.robinson@das.state.oh.us

Charles Phelps
Leadership Programs
Levin College of Urban Affairs
Cleveland State University
1717 Euclid Avenue, Room 244
Cleveland, Ohio 44115-2105
Phone: 216-523-7498
Fax: 216-287-9342
Email: charles@urban.csuchio.edu

Additional Contacts

Oklahoma
(Accredited 1988, Continued Accreditation 2008)

Lisa Fortier
Office of Personnel Management
2101 N. Lincoln, Room G-41
Oklahoma City, OK 73105-4904
Phone: 405.521.6345
Fax: 405.524.6942
Email: lisa.fortier@opm.ok.gov

Carrie Rohr, CPM
Office of Personnel Management
2101 N. Lincoln
Oklahoma City, OK 73105-4904
Phone: 405.521.6344
Fax: 405.524.6942
Email: carrie.rohr@opm.ok.gov

South Carolina
(Accredited 1996, Continued Accreditation 2008)

Stephanie Duncan
Office of Human Resources
1401 Senate Street
Columbia, SC 29201
Phone: 803.737.0969
Fax: 803.734.9889
Email: sduncan@ohr.sc.gov

Laurette Burdyl
Office of Human Resources
1401 Senate Street
Columbia, SC 29201
Phone: 803.737.0934
Texas
(Accredited 1996, Continued Accreditation 2006)

Howard Balanoff
William P. Hobby for Public Service
Texas State University
601 University Drive
San Marcos, TX 78666-4616
Phone: 512.245.3453
Fax: 512.331.7293
Email: hb02@txstate.edu

Marilyn Balanoff
William P. Hobby for Public Service
Texas State University
601 University Drive
San Marcos, TX 78666-4616
Phone: 512.245.3453
Fax: 512.331.7293
Email: mb39@txstate.edu

Graduate School, USDA
(Accredited 1996, Continued Accreditation 2006)

Alvin Officer
Graduate School USDA, CPM Program
National Capitol Training Center
600 Maryland Ave, SW, Suite 3320
Washington, DC 20024-2520
Phone: 202.314.3432
Fax: 202.479.6810
Email: alvin_officer@grad.usda.gov

Robert Shick
School of Public Affairs and Administration
701 Hill Hall
360 MLK Blvd.
Newark, NJ 07102
Phone: 973.353.5093
Fax: 973.353.5907
Email: rshick@newark.rutgers.edu

Utah
(Accredited 1989, Continued Accreditation 2004)

Sherry Saracino, CPM
Dept. of Human Resource Management
2120 State Office Building
PO Box 141531
Salt Lake City, UT 84114-1531
Phone: 801.538.3075
Fax: 801.538.3081
Email: ssaracino@utah.gov

**JJ Acker, CPM**
Dept. of Human Resource Management
2120 State Office Building
PO Box 141531
Salt Lake City, UT 84114-1531
Phone: 801.537.9096
Fax: 801.538.3081
Email: jacker@utah.gov

---

**Virginia**
(Accredited 2003)

**Bob Vilcheck**
Department of Human Resource Management
James Monroe Building
101 N. 14th Street, 12th Floor
Richmond, VA 23219
Phone: 804.225.2724
Fax: 804.786.9127
Email: bob.vilcheck@dhrm.virginia.gov

---

**Washington**
(Accredited 2003; Continued Accreditation 2007)

**Margaret Hoyer**
South Puget Sound Community College
2011 Mottman Road, SW
Phone: 360.596.5743
Fax: 360.273.8289
Email: mhoyer@spsc.cvic.edu

**Cindy Colvin**
South Puget Sound Community College
2011 Mottman Road, SW
Olympia, WA 98512-6292
Phone: 360.858.1402
Fax: 360.407.0483
Email: ccolvin@earthlink.net

---

**Wisconsin**
(Accredited 1993, Continued Accreditation 2007)

**Susan Paddock**
610 Langdon Street, Room 313
UW-Madison
Madison, WI 53703-1195
Phone: 608.262.2576
Fax: 608.265.4284
Email: spaddock@wisc.edu

---

Robbi Dreifuerst
Ex-Officio-President of the American Academy of Certified Public Managers

President: (two votes on Consortium matters)
Gregory D. Hyland, CPM
PO Box 13014
Yuma, AZ 85366-3014
Phone: 928.373.5023
Email: greg.hyland@ci.yuma.az.us

President-Elect
Steve Mastro, CPM
200 Maritime Academy Drive
Vallejo, CA 94590
Phone: 707-654-1074
Fax: 707.654.1001
Email: smastro@csum.edu

Associate Members

Maryland
(2005; Renewed 2007)
Mentor State: Ohio

Ann Cotten
Schaeffer Center for Public Policy
University of Baltimore
1304 Saint Paul Street
Baltimore, MD 21202
Phone: 410.837.6185
Email: acotten@ubalt.edu

New Mexico
(Active 2008)
Mentor State: Texas

Diane-Michele Prindeville
Government Department
P.O. Box 30001/MSC 3BN
New Mexico State University
Las Cruces, NM 88003-8001
Phone 575-646-4935
Fax: 575-646-2052
Email: dmprindev@nmsu.edu
New York

(2008)
Mentor State: TBA

Marilyn Rubin
John Jay College of Criminal Justice
The City University of New York
445 W. 59th
New York, NY 10019
Phone: 212-237-6091
Fax:
Email: mmr2@optonline.net

U.S. Virgin Islands
2004; renewed 2006)
Mentor State: Wisconsin

Sunday I. Odezah
University of the Virgin Islands
Social Sciences Division, MPA Program
#2 John Brewer’s Bay
St. Thomas, VI 00802-9990
Phone: 340.693.1283
Email: sodezah@uvi.edu

Wyoming
(2008)
Mentor State: TBA
Maryellen Tast
Business Training & Workforce Development
Laramie County Community College
1400 East College Drive
Cheyenne, WY 82007
307.778.1146
mtast@lccc.wy.edu

Veronica Pedersen
Workforce & Community Development
Laramie County Community College
1400 East College Drive
Cheyenne, WY 82007
307.778.1356
vpeder@lccc.wy.edu
What is the Michigan Certified Public Manager Program?

The Michigan Certified Public Manager Program (MCPM) is a nationally accredited management development program of public managers in Michigan, which includes middle to upper-level training to state agency personnel, local and county government officials and staff, and non-profit personnel. Participants are trained in subject areas that enhance their productivity and effectiveness as managers. The programs primary goal is to develop public sector managers to meet a prescribed set of professional standards.

The MCPM Program will guide public managers to incorporate theory and best practices into their behaviors and strategies. MCPM Program, and the National CPM Consortium, through a joint effort, will provide effective public sector service. The curriculum consists of 300 hours of professional training classes in the following areas of learning and CPM competency requirements: General Administration & Organizational Skills; Analytical & Conceptual Skills; Technical, Quantitative, & Qualitative Skills; Human Relation Skills; Personal & Organizational Integrity; Managing Work; Public Service focus; Change Leadership.

Michigan Certified Public Manager Program Benefits:

For the participants:
- Recognition of your commitment to professional standards, your attainment to professional standards and professional designation.
- Enhancement of managerial skills while learning and applying innovative theories and approaches gained through participation in the MCPM Program.
- Association with a network of professional public managers in Michigan and other CPM associated states.
- Opportunity to work with highly regarded course instructors who have considerable management and training expertise.

For the agency or organization:
- Recognizable Improvement in efficiency and effectiveness of skills.
- Fresh approaches and new ideas implemented.
- Each member completes a work-related project to engage in research, problem solving and planning that benefits the agency or organization.
- Attainment of improved networking and visibility in the region and state.

Admission Requirements:
- Be selected/recommended by your employer;
- Hold a supervisory or managerial position for at least one year; hold a program management position responsible for technical or professional support to the agency; or be identified by the agency as an individual showing interest/potential for advancement into such a position, and
- Submit a letter of recommendation from your supervisor;
- Commit to complete requirements for certification.

Sessions

The program, as required by the National CPM Consortium, must total 300 hours of structured learning activities. Such learning activities will include application projects, structured readings, comprehensive examinations and other approved workshops/courses. In addition, there will be a requirement for a written demonstration or participants’ effectiveness in applying core materials to their job environment.

MCPM Program sessions are offered online and in one-day, two-day, and half-day sessions depending on the topic. Participants are required to complete a total of 300 hours. Lastly, the program will provide a substantive evaluation of all major curriculum objectives.

For more information, please visit our website at www.svsu.edu/ocpd
<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Orientation/Leadership &amp; You/Capstone Discussion</td>
<td>8</td>
<td>April 23, 2010</td>
</tr>
<tr>
<td>Public Service in the 21st Century</td>
<td>12</td>
<td>April 30, 2010</td>
</tr>
<tr>
<td>The Growth of Government &amp; Administration</td>
<td>12</td>
<td>May 14, 2010</td>
</tr>
<tr>
<td>Ethics &amp; Public Organizations</td>
<td>12</td>
<td>May 28, 2010</td>
</tr>
<tr>
<td>The Political Ecology of Public Administration</td>
<td>12</td>
<td>June 11, 2010</td>
</tr>
<tr>
<td>Federalism &amp; Public Administration</td>
<td>12</td>
<td>June 25, 2010</td>
</tr>
<tr>
<td>Civil Society &amp; Public Administration</td>
<td>12</td>
<td>July 9, 2010</td>
</tr>
<tr>
<td>Public Administration Law Review</td>
<td>12</td>
<td>July 23, 2010</td>
</tr>
<tr>
<td>Economic Gardening</td>
<td>12</td>
<td>August 13, 2010</td>
</tr>
<tr>
<td>The Organizational Dimensions of Public Administration</td>
<td>12</td>
<td>August 20, 2010</td>
</tr>
<tr>
<td>Motivation, Decision Making, &amp; Organizational Culture</td>
<td>12</td>
<td>September 3, 2010</td>
</tr>
<tr>
<td>Leadership in Public Administration</td>
<td>12</td>
<td>September 17, 2010</td>
</tr>
<tr>
<td>The Policy Process</td>
<td>12</td>
<td>October 1, 2010</td>
</tr>
<tr>
<td>Team Building</td>
<td>8</td>
<td>November 11, 2010</td>
</tr>
<tr>
<td>Working with councils, Boards &amp; Commissions</td>
<td>12</td>
<td>November 29, 2010</td>
</tr>
<tr>
<td>Public Budgeting &amp; Finance</td>
<td>12</td>
<td>December 13, 2010</td>
</tr>
<tr>
<td>Human Resource Administration in Public Organizations</td>
<td>12</td>
<td>January 14, 2011</td>
</tr>
<tr>
<td>Conflict Resolution</td>
<td>8</td>
<td>January 28, 2011</td>
</tr>
<tr>
<td>Managing Information Systems &amp; Policy in Public Organizations</td>
<td>12</td>
<td>February 4, 2011</td>
</tr>
<tr>
<td>Building Relationships in a Diverse World</td>
<td>12</td>
<td>February 18, 2011</td>
</tr>
<tr>
<td>History &amp; Culture of Michigan</td>
<td>12</td>
<td>March 4, 2011</td>
</tr>
<tr>
<td>Time Management &amp; Decision Making</td>
<td>10</td>
<td>March 25, 2011</td>
</tr>
<tr>
<td>Selected Reading</td>
<td>12</td>
<td>Independent</td>
</tr>
<tr>
<td>Capstone Project</td>
<td>38</td>
<td>Independent</td>
</tr>
<tr>
<td>Capstone Written Reports Deadline</td>
<td></td>
<td>April 8, 2011</td>
</tr>
<tr>
<td>Cohort 4 Graduation Ceremonies</td>
<td></td>
<td>April 22, 2011</td>
</tr>
<tr>
<td>Program Completion:</td>
<td>300</td>
<td></td>
</tr>
</tbody>
</table>
# MICHIGAN CPM MEMBERSHIP APPLICATION

## PROGRAM ELIGIBILITY REQUIREMENTS
- Hold a supervisor or managerial position for at least one year; or hold a program management position responsible for technical or professional support to the agency; or be identified by the agency as an individual showing interest/potential for advancement into such position and
- Submit a letter of recommendation from your supervisor.
- Commit to complete requirements for certification.

## APPLICANT INFORMATION

<table>
<thead>
<tr>
<th>Name:</th>
<th>Date of birth:</th>
<th>SSN:</th>
<th>Phone:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current address:</td>
<td></td>
<td>State:</td>
<td>ZIP Code:</td>
</tr>
<tr>
<td>Birth Date:</td>
<td>Email:</td>
<td>Cell Phone:</td>
<td></td>
</tr>
</tbody>
</table>

## EMPLOYMENT INFORMATION

- Current employer:
  - Check Employer Type: [ ] State [ ] County [ ] Local [ ] Federal [ ] Non Profit [ ] Other
  - Employer address: Phone: How long?
  - City: E-mail: Fax: ZIP Code: Position:
  - Supervisor Name: Phone: Supervisor Title: Email:

## EMERGENCY CONTACT

- Name of a relative not residing with you:
  - Address: Phone: City: State: ZIP Code:
  - Relationship:

## METHOD OF PAYMENT

- [ ] PERSONAL CHECK/MONEY ORDER
- [ ] CREDIT CARD (PLEASE CONTACT OFFICE)
- [ ] COMPANY CHECK/SPONSOR

## ADDITIONAL INFORMATION

## SIGNATURES

I certify that, to the best of my knowledge, all information entered in this application is accurate and true.

<table>
<thead>
<tr>
<th>Signature of applicant:</th>
<th>Date:</th>
</tr>
</thead>
</table>
RESPONSES FROM OTHER STATE CPM PROGRAMS THAT HAVE RELATIONSHIPS WITH THE STATE MUNICIPAL LEAGUES

From: "Charles David Taylor" <cdtaylor@bsu.edu>
To: "Monica Reyes" <mbreyes@svsu.edu>
Sent: Sunday, October 18, 2009 5:25:42 AM GMT -05:00 US/Canada Eastern
Subject: RE: CPM Connection

Monica:
We have what you might call a budding relationship with the Indiana Municipal Management Association (town managers). I'd be glad to discuss it with you.

Chip

Dr. Charles Taylor
Assistant Professor of Political Science
Ball State University
Muncie, IN 47306

From: "Dr. Paulette Laubsch" <plaubsch@fdu.edu>
To: "Monica Reyes" <mbreyes@svsu.edu>
Sent: Friday, October 16, 2009 8:50:07 PM GMT -05:00 US/Canada Eastern
Subject: RE: CPM Connection

Monica,
We have a number of relationships. We will be attending New Jersey League of Municipalities this November. There are hundreds of vendors and all municipalities in our state have representatives who attend. While we are there, we market our college programs as well as the CPM program. Another link we have is that there is a Police Expo every June that we attend. This expo is similar to the League, but the attendees are generally the various law enforcement agencies. Does this help?

Paulette Laubsch, DPA, CPM
Fairleigh Dickinson University

From: "Terri Callahan" <tcallahan@ku.edu>
To: "Monica Reyes" <mbreyes@svsu.edu>
Sent: Friday, October 16, 2009 11:13:59 AM GMT -05:00 US/Canada Eastern
Subject: RE: CPM Connection

Hi Monica,
I have a partnership agreement with the Kansas League of Municipalities. This has been very beneficial to us. Basically, they market the program for me, give me booth space at their conference, have me present at their conferences, and serve on my CPM Advisory Board. I charge $2700 per student and if they are from a city, I give the League $500. This has been mutually beneficial for both of us. I have the same agreement with the Kansas Association of Counties.

Take Care,
Terri
Monica,

Here in Arkansas, we have a relationship with the Municipal League. We promote a connection in our training brochures, with their permission. Two or three times a year we coordinate training for planning commissioners and members of boards of zoning and adjustment. The municipal league provides information in their monthly magazine. They also help provide us with current mayoral contact information. We are also a consortium of three universities with MPA programs, so I represent the three universities when the Arkansas City Managers Association presents scholarships for graduate students in the three programs each year. The Municipal League and I work together to coordinate the delivery of those scholarships. I hope to develop something with them in the next two years.

Michael

_We are all in this together_

Michael A. Waters, MPA, CPM, CVM
Administrator
Arkansas Public Administration Consortium
UALR Ross Hall 600
2801 S University
Little Rock, AR 72204
501.569.3044
www.uarl.edu/apac

Diane

Diane-Michele Priordeville, Ph.D.
Director, Masters of Public Administration Program and
Academic Director NM Certified Public Manager Program
Department of Government
New Mexico State University
PO Box 30001
Las Cruces, NM 88003-8001
575-646-4712
dmprinde@nmsu.edu
www.nmsu.edu/~govdept

We are sure that there are more this is just a sample from those that did respond.
Relationship vary.