Location
CPM classes are held at the University of Houston. The Hobby Center for Public Policy provides convenient parking for its CPM participants at no charge.

Admission & Completion
Enrollment is open to all professionals. A college degree is preferred but not required.

The program curriculum includes lectures, class discussions, reading assignments, take-home exams, and an applied research project and paper. Those who complete the program earn a national trademark designation of CPM (Certified Public Manager).

Continuing Education & Academic Credit
The CPM program is approved for continuing education credit with a number of public and nonprofit organizations, including the Texas Commission on Law Enforcement Standards and Education, Texas State Board of Public Accountancy, and the County Commissioners Education Committee.

The University of Houston’s College of Liberal Arts and Social Sciences may permit up to six hours of elective credit toward its Master of Public Administration degree. For details, please visit www.class.uh.edu/mpa/.

CPM participants who are interested in earning academic credit for their CPM courses at other universities must meet the academic transfer rules and regulations of the university in which they are enrolled.

Questions? Browse our FAQ at
www.uh.edu/hcpp/cpm

or contact us at
713 743 4804
mmanzano@central.uh.edu

The Hobby Center for Public Policy CPM Program
The Hobby Center for Public Policy’s CPM courses are flexible to meet the busy schedules of working professionals, and class size is limited to provide more attention to each student.

CPM graduates gain broadened understanding of the complex issues facing today’s public manager. They leave the program with improved skills for coping with the political and management challenges facing their current organizations as well as those in the future.

In addition, the Hobby Center for Public Policy has many ties to governmental and non-profit entities in the greater Houston metropolitan area. Such ties will allow unique networking opportunities for its CPM participants and alumni.

About the Hobby Center for Public Policy
Established in 1981, the Center for Public Policy serves the Houston community as an impartial research organization within the College of Liberal Arts and Social Sciences at the University of Houston.

The Center is supported by an advisory board of Houstonians prominent in business and civic affairs, and maintains cooperative relationships with many educational and public service entities in the Houston area and the state of Texas. The Center’s receives funding from legislative appropriations, grants, and from corporate and private donations.

In addition to conducting the highest level of social science research, the Hobby Center for Public Policy is committed to preparing future leaders through its government internships in Houston, Washington and Austin, study tours for visiting professionals and the Certified Public Manager Program.

University of Houston
Hobby Center for Public Policy
CPM Program
306 McElhinney Hall
Houston, Texas 77204-5021

The Certified Public Manager Program offers a challenging professional program designed to help today’s manager become tomorrow’s leader with innovative curriculum, problem-solving and networking opportunities.

The University of Houston’s Hobby Center for Public Policy’s Certified Public Manager Program is fully accredited by the National Certified Public Manager Consortium.
About the CPM Program

The University of Houston's Hobby Center for Public Policy’s Certified Public Manager (CPM) Program is accredited by the National Certified Public Manager Consortium (http://www.cpmconsortium.org/). Texas State University’s William P. Hobby Center for Public Service (www.txstate.edu/cpm) is the state's coordinating entity and manages the nationally recognized program in cooperation with the University of Houston and other universities throughout Texas.

The program is designed for employees, administrative staff, supervisors and managers in the public and non-profit sectors who are interested in enhancing their skills and abilities needed to deal with "real-world" problems and situations. It is a comprehensive course of study in which current managers and aspiring leaders can acquire and apply the best practices and theory to their management behaviors and strategies.

Faculty

Each track of the Hobby Center for Public Policy’s CPM Program is taught by instructors with extensive experience in the field ranging from university faculty to professionals working in city, county, nonprofits, schools, state and the federal government. Guest speakers include public officials and private sector leaders.

Curriculum

The Texas Certified Public Manager curriculum includes theory and application to practical problems in the public sector. CPM students take seven courses (tracks) over a 14 month period. Each of the seven courses normally meets 1.5 days a month. Participants must complete 6 courses (tracks) and a final capstone project (track 7) where the student demonstrates the management skills and knowledge learned in the previous six tracks.

All tracks, with the exception of the Track 7 applied project, may be taken in any order.

The Hobby Center for Public Policy’s CPM schedule is available at www.uh.edu/hcpp/cpm.

Track 1: Personnel & Human Resources Administration

Track 1: Personnel & Human Resources Administration focuses on personnel and labor relations to public administrators. Examples of topics include recruitment and selection, equal employment opportunity, affirmative action, discipline and termination, health and safety, employee classification, compensation and employee benefits, and performance evaluation.

Track 2: Managing for Quality

Track 2: Managing for Quality focuses on the practice of building quality into public and non-profit organizations. Practices such as re-engineering, strategic planning and Total Quality Management (TQM) will be explored in detail. The course also addresses how a systems approach can help public administrators to understand the way in which organizations can improve their operations.

Track 3: Organizational Communication

Track 3: Organizational Communication focuses on the practice of communication within and outside of the organization. Topics include communicating with government and oversight entities, barriers to effective communication, and dealing with disagreement, conflict and group-think. Effective oral and written skills are also covered.

Track 4: Public Finance & Budgeting

Track 4: Public Finance & Budgeting focuses on the public finance and budgeting practices. The basics of finance, budgeting, accounting and auditing are explored in detail.

Track 5: Productivity & Program Evaluation

Track 5: Productivity & Program Evaluation focuses on how to conduct public administration research leading toward the evaluation of public and non-profit sector programs. Topics include the tools and techniques of public administration research, benchmarking, program evaluation and the basic principles of legal research.

Track 6: Information Systems for Managers

Track 6: Information Systems for Managers focuses on management information systems used by public sector and non-profit sector managers. Topics include the Internet, online federal and state data bases, data archiving and GIS mapping techniques.

Track 7: Applied Project Practicum

Track 7: Applied Project Practicum is the preparation of an applied project of special interest to the participant. This track is the capstone of the CPM Program and incorporates lessons and information provided in the previous six tracks.

Registration and Fees

The registration fee per course/track is $595. The total cost for the entire seven track program is $4,165 when paying for individual courses. However if paying for the entire program in advance, the program fee is $3,695, a savings of $470. Course fees include textbooks, class materials and lunches for full-day sessions. The Hobby Center for Public Policy provides complimentary parking at the University of Houston.

Registration and Fees

Name: ____________________________

Job Title: __________________________

Organization: ______________________

Address: __________________________

City: ______________________________

State: __________ Zip: __________

Telephone(s) Office: ____________________

E-mail: ____________________________

Total Fee Enclosed: ____________________

Credit Card Payment Option (VISA or MasterCard):

Cardholder Name: __________________________

Credit Card #: __________________________

Expiration Date: ________________________

Cardholder Address (if different from above): ____________

________________________________________

Please make check payable to the University of Houston.

Cardholder Name: __________________________

Credit Card #: __________________________

Expiration Date: ________________________

Cardholder Address (if different from above): ____________

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