

**COURSE OUTLINE**  
**GVAD 101WWW**  
Government Administration  
3 credit hours

**The Community Colleges of Baltimore County**  
**Catonsville**

Description

**Government Administration**

Explores the various administrative, managerial, strategic, and decision making processes facing contemporary local government leaders; current methods and theories in resource allocation are introduced and explored.

Overall Course Objectives (Learning Objectives)

1. Explain the core challenges facing local government leaders.
2. Discuss the legal aspects of governing.
3. Examine the various operating departments in a local government model.
4. Understand the public sector system of budget and finance.

Major Topics

1. The challenges of community government.
2. The legal aspects of government.
3. The office of the clerk of the court.
4. Community planning functions.
5. Economic development principles.
6. Public works.
7. Leisure and human services/recreation and parks.
8. Public safety.
9. Budgeting and finance.
10. Public personnel management.
11. Communications and media relations.
12. Intergovernmental relations.