Public Administration

Degree Offered

• Master of Public Administration

The Department of Public Administration offers a public administration curriculum for graduate students seeking the degree of master of public administration (M.P.A.) or a specialization as part of another graduate degree program. This program provides a professional orientation to the primary facets of public management.

Curriculum

The master of public administration curriculum serves the needs of students from a variety of backgrounds who wish to pursue careers in public service. It directs particular attention to developing an understanding of the management function in the public context as well as preparation in utilizing advanced management techniques applicable to all levels of government—local, state, national, and international—as well as the not-for-profit sector, particularly health and hospital organizations.

The study program is designed to supply an academic foundation for comprehension of the range of processes and management approaches employed in public administration. These include public management theory and practice, personnel administration, budgetary and financial management, organizational dynamics, legal and ethical concerns, practically-oriented research, and leadership. Particular stress is placed on those functions and issues that require the greatest degree of adaptation, innovation, and responsiveness on the part of the professional administrator. The curriculum reflects the diversity of skills required by all levels of government. The range of needs is broad in scope; students apply from diverse backgrounds, including political science, other social sciences, physical sciences, humanities, and from positions in public service (not-for-profit) and private sectors.

Faculty

Chair
• John C. Kilwein - Ph.D. (Ohio State University)
  Associate Professor, Constitutional Law, Public Law and Policy

Associate Professor
• L. Christopher Plein - Ph.D. (University of Missouri)
  Eberly Professor of Outstanding Public Service, Legal and Political Foundations, Public Policy Analysis, Social Policy, Community and Economic Development

Assistant Professor
• Maja Husar Holmes - Ph.D. (Syracuse University)
  Public Management, Public Leadership, Environmental and Energy Policy
• Karen Kunz - D.P.A. (University of Illinois, Springfield)
  Financial Management, Corporate Use of Public Funds, Political Economy
• Margaret Stout - Ph.D. (Arizona State University)
  Local Government, Community Development, Public Policy and Public Planning

Clinical Assistant Professor
• Nancy L. Adams - Ph.D. (Fielding Institute)

Professors Emeriti
• Gerald M. Pops - Ph.D. (Syracuse University)
• David G. Williams - Ph.D. (State University of New York at Albany)

Admission

Candidates must meet the WVU general admission requirements for graduation from an accredited college and grade point average. Admission into the M.P.A. program is competitive with decisions based on the following:

• Application for admission and transcripts (submitted to the Office of Admissions)
• Graduate Record Exam (GRE) test scores (GMAT and LSAT scores can be submitted in place of the GRE.)
• Two letters of reference (Students can request a form from the Division or download the form from our webpage: http://publicadmin.wvu.edu/graduate/master-of-public-administration/mpa-admission-process http://publicadmin.wvu.edu/graduate/master-of-public-administration/mpa-admission-process / (http://publicadmin.wvu.edu/future_students/mpa_admission_process) .)
• Personal Statement
• Resume/Curriculum Vitae

In the case of practicing administrators, a record of accomplishment in administrative performance will be weighed heavily in combination with the criteria outlined above.

Application Deadline

Applicants may request admission to the M.P.A. program in the fall, spring, and summer terms. The deadline for all application materials to be turned in for fall and summer admission is April 1; applicants will be notified of the committee’s decision around April 15. The deadline for all application materials to be turned in for spring admission is October 15; applicants for the spring term will be notified around October 31. Applications for admission may be considered after these deadlines on a space-available basis. Incomplete applications will not be considered.

For further information, please contact:

Department of Public Administration
P.O. Box 6322
Morgantown, WV 26506
Debbie.Koon@mail.wvu.edu
(304) 293-2614
or publicadmin.wvu.edu

General Requirements

The M.P.A. degree requires the completion of forty-five credit hours. The requirements are listed below. Elective courses can be tailored to the student’s needs with revisions agreed upon by both the student and advisor.

A minimum GPA of 3.0 is required in all courses

A grade of C or higher must be earned in all required courses

<table>
<thead>
<tr>
<th>Integrative Seminar</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBA 600 Scope and Practice</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Foundation Courses</th>
<th>12</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBA 610 Public Mangmnt Theory/Practice</td>
<td></td>
</tr>
<tr>
<td>PUBA 620 Public Financial Management</td>
<td></td>
</tr>
<tr>
<td>PUBA 630 Research Methods</td>
<td></td>
</tr>
<tr>
<td>PUBA 640 Legal/Political Foundations</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Advanced Courses</th>
<th>9</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBA 720 Public Budgeting</td>
<td></td>
</tr>
<tr>
<td>PUBA 730 Applied Research-Public Admin</td>
<td></td>
</tr>
<tr>
<td>PUBA 741 Human Resource System</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Elective Courses</th>
<th>12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Internship</td>
<td>6</td>
</tr>
<tr>
<td>PUBA 751 Public Service Internship</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Integrative Capstone</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBA 700 Capstone Seminar</td>
<td></td>
</tr>
</tbody>
</table>

Total Hours 45

* Concentrations using electives from Public Administration and other fields as developed with your advisor.

Degree Completion

It usually takes four semesters for full-time students to complete the M.P.A. degree. Coursework can be completed in two semesters and a summer. In addition, the internship is generally one semester in length, although a variety of internship arrangements are possible. For those individuals who have had substantial public service experience, internship credit can be awarded.
Healthcare Administration Specialization

Description
The Public Administration Department offers a healthcare administration specialization for students who are interested in a career in a variety of healthcare settings, including hospitals, health departments, nursing homes, mental health services, home health services, nonprofit voluntary agencies, health research foundations, public and private insurance, and a variety of governmental agencies.

Curriculum
The specialization consists of fifteen credit hours:

Required Courses
- PUBA 670 Health Systems 3
- PUBA 671 Healthcare Organizatn/Operatn 3
- PUBA 672 Healthcare Finance 3

Healthcare Electives
See electives listed on web page 3

Capstone Experience
- PUBA 780 Healthcare Administrtn Practcm (or equivalent capstone course approved by the Director.) 3

Total Hours
15

Students who desire to specialize in this area as part of their M.P.A. degree take elective courses offered in healthcare administration. A certificate program is also available for students who are just interested in the healthcare specialization as a non-degree seeking student. For more information, please consult: http://publicadmin.wvu.edu/.

Graduate Certificate in Public Management
The Department of Public Administration offers a Graduate Certificate in public management as part of its programming.

Description
The Public Management Certificate Program provides fifteen credit hours in graduate Master of Public Administration (M.P.A.) courses to students. The program utilizes the same coursework, numbers, and titles as courses in the M.P.A. program.

The certificate program is designed to provide an opportunity for students to pursue graduate-level training in key aspects of public administration and management without pursuing the entire Master of Public Administration degree. However, students who begin the certificate may apply to the M.P.A. program and, if accepted, convert their certificate courses to the M.P.A. degree program.

Curriculum
The Graduate Certificate in public management consists of fifteen credit hours. Students in the program must take the following courses:

- PUBA 610 Public Mangmnt Theory/Practice 3
- PUBA 620 Public Financial Management 3
- PUBA 640 Legal/Political Foundations 3
- PUBA 720 Public Budgeting 3
- PUBA 741 Human Resource System 3

For more information concerning the Public Management Certificate, please visit: http://publicadmin.wvu.edu/.

Dual Degrees
The department has established both joint degree and dual degree programs with a number of other graduate programs. A dual J.D./M.P.A. degree program has been established with the College of Law to provide preparation in both law and public administration. A dual M.S.W./M.P.A degree has been developed in cooperation with the School of Social Work to provide preparation for administrators in the social services. Dual degree programs may also be arranged with other academic programs and professional schools. Graduate studies regulations permit limited credit from one graduate degree to be applied to a second degree. Students may pursue two degrees and use approved coursework for both degrees. For more information: http://publicadmin.wvu.edu/.