Public Administration

Degree Offered

- Master of Public Administration

The Master of Public Administration (MPA) degree prepares individuals for a career in public service. WVU's Department of Public Administration offers the only nationally accredited MPA program in West Virginia. The MPA degree prepares individuals to work in government and nonprofit agencies to develop and implement public policies and programs. The MPA program offers flexible class times, full and part-time enrollment, small class settings, and opportunities to work directly with community and government organizations through team-based class projects, the internship experience, professional development activities and community service.

Dual Degrees

The department has established dual degree programs with a number of other graduate programs. A dual JD/MPA degree program established with the College of Law provides preparation in both law and public administration. A dual MSW/MPA degree in cooperation with the School of Social Work provides 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.

FACULTY

CHAIR
- Maja Husar Holmes - Ph.D. (Syracuse University)
  Public Management, Public Leadership, Environmental and Energy Policy

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

ASSOCIATE PROFESSORS
- 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

ASSISTANT PROFESSORS
- Matthew Barnes - Ph.D. (Princeton University)
  American, state and local politics, environmental and energy politics and policy, and public opinion
- Paolo Farah - LLM, JD (College of Europe, University of Paris)
  Energy, Environment, and Natural Resource Law, Human Rights

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 a bachelor's degree from an accredited college. Admission into the MPA program is competitive with decisions based on the following material:

- Application for admission and transcripts. Apply here (http://admissions.wvu.edu/admissions/how-to-apply)
- Two Recommendations. Recommendations from professional or academic references should be requested through the online Graduate Application portal.
- Current Resume. Please list work experience, volunteer activities, internships, academic degrees and honors, and other accomplishments you feel the admissions committee should take into account in reviewing your application.
• **Personal Statement.** Provide a letter of intent indicating your interest in a career in public service, what you hope to gain from the MPA program, and why WVU offers you the best opportunity for achieving your professional goals. Please note in the letter of intent if you are applying for a graduate exam waiver request in the application based on one of the exceptions noted below.

• **Graduate Exam Scores (GRE, GMAT or LSAT).** Submit standardized test scores from one of the following Graduate Exams:
  - Graduate Record Examination (GRE)
  - Graduate Management Admission Test (GMAT)
  - Law School Admissions Council Exam (LSAT)

**Exemptions to the Graduate Exam requirement**

The requirement that applicants submit GRE, GMAT, or LSAT scores will be waived under the following circumstances:

**Expedited Admission based on Undergraduate GPA:** The applicant who earned a bachelor’s degree from an accredited college or university in West Virginia and achieved a cumulative GPA of 3.4 or higher are eligible to waive the GRE/GMAT/LSAT requirement to apply for the program. Please note in your letter of intent that you are applying for an expedited admissions.

**Evidence of Graduate Level Competence:** Applicants who already hold a graduate degree or have successfully completed at least 18 semester hours in another accredited graduate program, may request a waiver of the GRE/GMAT/LSAT requirement. Please state in your letter of intent that you are requesting a waiver based on graduate level competence.

**Significant Managerial Administrative Experience:** Applicants with at least 5 years of managerial administrative experience after completing their undergraduate degree may request a waiver of the GRE/GMAT/LSAT requirement by providing a letter of intent about their verbal/written competency and quantitative competency. The letter of intent should provide specific examples of their ability to write effectively, analyze complex situations, and complete quantitative analysis.

**Application Deadline**

The MPA program accepts students for both Fall and Spring admission. The deadline for all application materials for Fall admission is April 1. Applicants will be notified of the committee’s decision around April 15. The deadline for all application materials 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 (dkoon@wvu.edu)
(304) 293-2614
or publicadmin.wvu.edu

**GENERAL REQUIREMENTS**

The MPA degree requires the completion of forty-five (45) credit hours in the following courses:

**Master of Public Administration**

**MAJOR REQUIREMENTS**

Minimum GPA of 3.0 is required.

Minimum grade of C is required 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 Management Theory and 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 and 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 in Public Administration</td>
<td></td>
</tr>
<tr>
<td>PUBA 741 Human Resources Systems</td>
<td></td>
</tr>
</tbody>
</table>
Elective Courses * 12

Internship
- PUBA 751 Public Service Internship 6

Integrative Capstone
- PUBA 700 Capstone Seminar 3

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. Students are required to complete 6 credit hours of internship experience. For those individuals who have had substantial public service experience, internship credit can be awarded.

Healthcare Administration Area of Emphasis

The Public Administration Department offers a healthcare administration area of emphasis 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.

HEALTHCARE ADMINISTRATION AREA OF EMPHASIS REQUIREMENTS

Required Courses 9
- PUBA 670 Health Systems
- PUBA 671 Healthcare Organization and Operation
- PUBA 672 Healthcare Finance

Healthcare Electives 3
- See electives listed on web page

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

Total Hours 15

Students who desire to specialize in this area as part of their MPA 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/.

Local Governance and Community Development Area of Emphasis

Counties and municipalities are the levels of government most directly involved in community and economic development. Localities are where we live, learn, work, and recreate. These and other local governments, like school districts and public utilities, comprise the largest sector of public employment in the United States. In fact, employment in local government has even been growing while it declines at other levels of government. Adding to this sub-sector the many nonprofit organizations that engage in community and economic development, the opportunities for employment in this field of public service abound.

LOCAL GOVERNANCE AND COMMUNITY DEVELOPMENT AREA OF EMPHASIS REQUIREMENTS

- PUBA 650 Local Governance 3
- PUBA 655 Public Engagement (or an approved elective) 3
- PUBA 750 Public Planning 3
- or PUBA 645 Public Administration and Policy Development
- PUBA 755 Sustainable Community Development 3

Total Hours 12

Healthcare Administration Certificate

The Public Administration Department offers a healthcare administration certificate 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. The certificate program is available to students pursuing a degree other than the MPA degree or as a non-degree seeking student. For more information, please consult: http://publicadmin.wvu.edu/.
CERTIFICATE REQUIREMENTS

Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBA 670</td>
<td>Health Systems</td>
<td>3</td>
</tr>
<tr>
<td>PUBA 671</td>
<td>Healthcare Organization and Operation</td>
<td>3</td>
</tr>
<tr>
<td>PUBA 672</td>
<td>Healthcare Finance</td>
<td>3</td>
</tr>
</tbody>
</table>

Healthcare Electives

See electives listed on web page

Capstone Experience

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBA 780</td>
<td>Healthcare Administration Practicum (or equivalent capstone course approved by the Director.)</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Hours 15

Major Learning Goals

MASTER OF PUBLIC ADMINISTRATION

1. Define democratic values and explain how they frame public service ethics.
2. Make personal choices among and synthesis of differing approaches to public service.
3. Integrate public service values into human resource management.
4. Explain the changes occurring in society as they affect human capital appropriate and recommend responses.
5. Interpret and apply concepts of multiculturalism, diversity, acculturation, culture, and theories of difference.
6. Define and differentiate public management concepts and leadership approaches.
7. Examine, select, and recommend appropriate management strategies and actions to address public issues.
8. Define, distinguish, and apply multiple theoretical frameworks to situational analysis and synthesize preferred approaches.
9. Define, frame, evaluate, and recommend responses to important public issues.
10. Examine the stages and actors involved in public policy making process.
11. Engage in evidence-based and empirical analysis and evaluation that informs policy.
12. Apply management tools and leadership skills in field-based activities.
13. Participate in the policy decision making process in the public or nonprofit context.
15. Define, frame, evaluate, and recommend responses to specific public contexts.
16. Generate, co-produce, and share innovative research with students.