

# Public Administration, M.P.A.

---

## Degree Offered

- Master of Public Administration

## Nature of the Program

The mission of the West Virginia University Master of Public Administration (MPA) program is to prepare recent college graduates and new professionals to make a difference through careers in public service in a wide array of settings. WVU's Department of Public Administration offers the only internationally 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 two dual degree programs within West Virginia University. 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 also may be arranged with other academic programs and professional schools. Graduate studies regulations permit limited credit hours from one graduate degree to be applied to a second degree. Students may pursue two degrees and use approved coursework for both degrees.

## Graduate Certificates Offered

The department offers a graduate certificate program in Community Development Policy & Practice.

---

## FACULTY

### PROFESSORS

- L. Christopher Plein - Ph.D. (University of Missouri)  
Regular Graduate Faculty, Eberly Professor of Outstanding Public Service, Legal and Political Foundations, Public Policy Analysis, Social Policy, Community and Economic Development
- Margaret Stout - Ph.D. (Arizona State University)  
Regular Graduate Faculty, Local Government, Community Development, Public Policy and Public Planning

### ASSOCIATE PROFESSORS

- Paolo D. Farah - Ph.D., LL.M., JD (College of Europe, University of Paris)  
Regular Graduate Faculty, Public Policy & Admin., Legal & Political Foundation, Sustainability, Socio-Economic & Cultural Rights & Justice, Human Rights, Technology & Innovation
- Maja Husar Holmes - Ph.D. (Syracuse University)  
Regular Graduate Faculty, Public Management and Public Leadership
- Karen Kunz - D.P.A. (University of Illinois, Springfield)  
Regular Graduate Faculty, Financial Management, Corporate Use of Public Funds, Political Economy

### PROFESSORS EMERITI

- Nancy L. Adams - Ph.D. (Fielding Institute)
- Gerald M. Pops - Ph.D. (Syracuse University)
- David G. Williams - Ph.D. (State University of New York at Albany)

## Admissions

### MASTER OF PUBLIC ADMINISTRATION

The Master of Public Administration (M.P.A.) program is a degree program designed to prepare recent college graduates and new professionals to make a difference through careers in public service in a wide array of settings. Graduates will be able to apply the knowledge and skills gained to work in government and nonprofit agencies to develop and implement public policies and programs. In addition to the university requirements (<http://catalog.wvu.edu/graduate/graduateeducationatwestvirginiauniversity/#classificationtext>) for admission, applicants must hold a bachelor's degree in any field from an accredited college. The GRE is not required for admission to this program.

**List of Admission Requirements:**

- See the steps to apply for admissions and access the application here (<https://graduateadmissions.wvu.edu/how-to-apply/>).
- Two letters of recommendations from professional or academic references.
- Resume or CV that lists 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.
- A 500-word statement of purpose that indicates why the applicant wishes to pursue a career in public service, specific target for employment (e.g., nonprofit, profit, and public; local, state, and federal government, or other), and how the M.P.A. program can help meet those professional goals.

**International Applicants:**

- See the steps to apply for admissions and access the application here (<https://graduateadmissions.wvu.edu/how-to-apply/>).
- International applications should view additional requirements here (<http://catalog.wvu.edu/graduate/graduateeducationatwestvirginiauniversity/#internationaltext>) and here (<https://graduateadmissions.wvu.edu/information-for/international-students/>).
- Language proficiency is required in order to hold a graduate teaching assistantship. See here (<https://elli.wvu.edu/testing-resources/english-proficiency-gtas/>).

**Application Deadlines:**

- The M.P.A. program accepts students for Fall admission only.
- The deadline for all application materials for Fall admission is April 1<sup>st</sup>.
- Applicants will be notified of the committee's decision by April 15<sup>th</sup>.
- Applications for admission may be considered after this deadline on a space-available basis.

For further information, please visit [publicadmin.wvu.edu](https://publicadmin.wvu.edu) (<https://publicadmin.wvu.edu/>)

**For questions, please contact:** [publicadmin@mail.wvu.edu](mailto:publicadmin@mail.wvu.edu)

Certain application requirements may be waived based on a preliminary review of an application by the program.

**ADMISSION REQUIREMENTS 2024-2025**

The Admission Requirements above will be the same for the 2024-2025 Academic Year.

Major Code: 1484

**Degree Requirements**

- **Credit Hours:** Students are required to complete a minimum of 39 credit hours in graduate coursework. Students may take PUBA courses or courses at the 400 level or above in another department as approved by faculty advisor as electives. Students with substantial experience in public administration may request to waive the MPA internship requirement.
- **Grade Point Average:** Students must earn a minimum cumulative GPA of 3.0 and a minimum GPA of 3.0 in courses applied to the degree.
- **Area of Emphasis:** The Public Administration Department offers two areas of emphasis - Healthcare Administration and Local Governance and Community Development. Students may either complete an Area of Emphasis or 12 credits of electives.
  - **Healthcare Administration:** 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.
  - **Local Governance and Community Development:** For students who are interested in a career in community and economic development with non-profit agencies and local governments, including counties and municipalities, school districts, and public utilities.
- **Graduation Requirement:** Students are required to complete 3 credit hours of internship which reflects 360 contact hours in the internship placement. The internship requirement may be waived for students who have substantial public service experience.
- **Benchmarks:** For details, go to the Public Administration Degree Progress tab (<http://catalog.wvu.edu/graduate/everlycollegeofartsandsciences/publicadministration/#degreeprogress>)

**Curriculum Requirements**

Code	Title	Hours
<b>Required Courses</b>		<b>24</b>
PUBA 600	Democratic Context of Public Administration	
PUBA 610	Public and Nonprofit Management	
PUBA 620	Public and Nonprofit Financial Management	
PUBA 630	Public Service Research	

PUBA 645	Public Policy and Administration
PUBA 710	Public Service Leadership
PUBA 720	Public and Nonprofit Budgeting
PUBA 700	Capstone Seminar

#### AOE or Elective Courses 12

Select one of the following options:

Any PUBA courses at the 600 or 700 level
Courses at the 400 level or above in another department as approved by faculty advisor
Healthcare Administration Area of Emphasis
Local Governance and Community Development Area of Emphasis

#### Internship 3

PUBA 751	Public Service Internship
----------	---------------------------

Total Hours 39

## Areas of Emphasis Offered:

- Local Governance and Community Development (p. 3)

## 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.

Code	Title	Hours
PUBA 650	Local Governance	3
PUBA 750	Public Planning	3
PUBA 755	Sustainable Community Development	3
Select 3 credit hours from the list below or an approved course by LGCD Advisor		3
PUBA 651	Social Equity in Public Service	
PUBA 655	Public Engagement	

Total Hours 12

## Dual Degree

- Doctor of Jurisprudence/Master of Public Administration (p. 3)

## DOCTOR OF JURISPRUDENCE/MASTER OF PUBLIC ADMINISTRATION

- Admission. Students seeking to enter the Program must apply separately and be admitted independently to the College of Law's JD and Eberly's MPA programs in accordance with each college's standard admission procedure.
- For additional details and requirements for each program, please visit the Law page (<http://catalog.wvu.edu/graduate/law/>) or the Public Administration page (<http://catalog.wvu.edu/graduate/eberlycollegeofartsandsciences/publicadministration/>).
- Students will develop a combined plan of study with their graduate advisers in Public Administration and in the Law School. Only courses included in an approved plan of study will satisfy graduation requirements.
- Students must meet the academic standards of both degrees earned.
- Students admitted to an approved dual degree program should plan to have their two degrees conferred simultaneously upon completion of all requirements for both degrees earned.

## MASTER OF PUBLIC ADMINISTRATION

Code	Title	Hours
<b>Required Courses</b>		<b>24</b>
PUBA 600	Democratic Context of Public Administration	
PUBA 610	Public and Nonprofit Management	
PUBA 620	Public and Nonprofit Financial Management	
PUBA 630	Public Service Research	

PUBA 645	Public Policy and Administration	
PUBA 710	Public Service Leadership	
PUBA 720	Public and Nonprofit Budgeting	
PUBA 700	Capstone Seminar	
<b>Elective Courses</b>		<b>6</b>
Any PUBA courses at the 600 or 700 level		
Courses at the 400 level or above in another department as approved by faculty advisor		
<b>Internship</b>		<b>3</b>
PUBA 751	Public Service Internship	
Total Hours		33

## DOCTOR OF JURISPRUDENCE

Code	Title	Hours
Minimum GPA of 2.50		
First-Year Required Courses		
LAW 641	Introduction to Legal Research	1
LAW 700	Legal Analysis, Research and Writing 1	2
LAW 703	Contracts 1	4
LAW 705	Criminal Law	3
LAW 707	Property	4
LAW 709	Torts 1	4
LAW 711	Legal Analysis, Research and Writing 2	2
LAW 725	Constitutional Law 1	4
LAW 793	Civil Procedure	4
LAW 793	Introduction to the Profession	1
LAW 793	Legal Writing Intensive	1
Upper-Level Requirements		
LAW 715	Appellate Advocacy	2
LAW 742	Professional Responsibility	3
Seminar (any 688, 689, or 796 course)		2
Administrative Law Requirement		3
Perspective		2
Capstone		4
Electives (credit may vary - used to reach the minimum of 91 hours for the degree)		39
Total Hours		85

## Degree Progress

**Academic Advising:** Each student is assigned a faculty advisor to guide students with their program of study, internship placement, and career development. All course selections must be approved by the student's MPA faculty advisor. Students are expected to meet at least once a semester with their faculty advisor to review their progress in the program of study.

**Plan of Study:** The Plan of Study should be discussed with the MPA faculty advisor to ensure appropriate sequencing of courses to meet graduation requirements.

**Evaluation Procedures:** The Public Administration faculty are committed to supporting all admitted students in their timely completion of the program. Students will annually receive a "good standing" letter from the Department Chair. MPA faculty advisors are available to discuss student progress in the MPA program and strategies to meet the MPA program requirements.

**Grade Point Average (GPA) and Course Grades:** Students must earn a minimum cumulative GPA of 3.00 in coursework applied to their graduate program. Students must also earn a minimum grade of B- in all required MPA courses. Students must earn a B- or better in non-PUBA courses that contribute to the MPA degree program of study.

**Timeline:** Master's degree students are permitted to continue in a program for a maximum of eight years following their term of admission to the program. Students who have been inactive for two or more years or who exceed eight years following their term of admission are required to apply for readmission to the University and their graduate program.

**Professional Behavior:** The MPA program is a professional program preparing people for careers in public service. Adherence to professional standards and ethics is expected of students.

**Benchmarks:** Students are expected to meet at least once a semester with their faculty advisor to review their progress in the program of study. More information is provided in the MPA Student Handbook.

**Degree Completion:** Full-time students usually complete the MPA degree in five semesters (Fall semester, Spring semester, Summer term, Fall semester, Spring semester).

More information is provided in the MPA Student Handbook (<https://publicadmin.wvu.edu/students/master-of-public-administration/student-resources/>).

## Major Program Learning Outcomes

### MASTER OF PUBLIC ADMINISTRATION

- Differentiate, synthesize, and apply leadership and management knowledge relevant to public administration theory, research, and practice
- Differentiate and evaluate the various roles, practices, and power dynamics in the public policy process
- Apply research methods and analytical approaches appropriate to public service that generate reasoned conclusions and effective recommendations
- Formulate appropriate and ethical administrative approaches to public service purposes
- Generate and apply culturally responsive interpersonal and communications skills