

# MASTER OF PUBLIC ADMINISTRATION (HUMAN RESOURCES CONCENTRATION)

## Program Description

The Master of Public Administration (MPA) is a 36-semester credit hour program accredited by the Network of Schools of Public Policy, Affairs, and Administration (NASPAA). The MPA Program's mission is to educate students about public administration's history, competencies, and quantitative skills needed by public administrators to become skilled and productive public and nonprofit employees. To this end, the MPA Program uses its curriculum to prepare students to compete nationally and internationally for professional careers in the public sector or for graduate study where the nature of the profession requires the master's degree as the entry criterion.

The program is designed to prepare professionals to resolve the increasingly complex problems of managing urban growth. It is intended to respond to the increasing importance of planning and management as major instruments in improving and developing solutions to problems of cities and metropolitan regions. The Program seeks to give students a balanced inventory of conceptual, quantitative, and professional skills.

To this end, the Program's curricular philosophy is to:

1. Educate students on analytical approaches to decision-making in the managerial sciences.
2. Provide students with problem solving skills and analytical competencies that are relevant to management positions.
3. Emphasize knowledge of the workings of governmental and non-governmental organizations.
4. Develop the student's ability to make use of academic research.
5. Provide a foundation in computer and information technology.
6. Sharpen writing and oral communication skills.
7. Emphasize knowledge of basic management processes and techniques.

## Admission Criteria

The Department seeks highly motivated, high-achieving oriented students who have a strong interest in pursuing a public service career. Prospective students must first apply for admission to the Graduate School. Applicants are then referred to the Barbara Jordan-Mickey Leland School of Public Affairs for acceptance.

In addition to meeting the general requirements for admission to the Graduate School applicants for admission to graduate standing in the MPA Program must submit:

1. The Texas Southern University Graduate School Application and a non-refundable application fee;
2. A typed essay, 250-300 words, which states career objectives and gives reasons for desiring admission to the program;
3. Three (3) letters of recommendation from individuals qualified to give an evaluation of the applicants past scholastic performance,

research, ability for advanced work in public administration (if any), and person motivation;

4. Two (2) copies of official transcripts from each college and graduate institution attended. Applicant's undergraduate cumulative GPA must be at least 2.70 or 3.0 in the final 60 hours; and
5. The MPA program uses Public Administration: Theory and Practice (PAD 500) as a measure of English proficiency. This requires students to earn a grade of B or better in PAD 500. Students that do not earn a grade of B or better, need to take English 501 - Graduate Professional Writing.

## Degree Requirements

The requirements for the Master of Public Administration are summarized below:

1. Completion of thirty-six (36) credit hours. Of the 36 credit hours, twenty-one (21) credit hours are required core courses. In addition to the core requirements, students are required to take nine (9) hours in specialization courses, internship for six (6) credit hours and the Capstone seminar course for three (3) credit hours. The remaining three (3) credit hours may be satisfied by electives.
2. At the beginning of the first semester, each student will prepare a degree plan in consultation with his or her advisor. This plan of study should be drawn up and submitted for approval to the Graduate School no later than the second semester in residence.
3. Satisfactory performance in PAD 710 Capstone **Seminar** course. A student is eligible to take the course if the student has:
  - a. Earned a 3.0 or above graduate GPA for each course or cumulative GPA in public administration courses and a cumulative GPA of 3.0;
  - b. Completed all core course requirements;
  - c. No outstanding incompletes; and
  - d. Filed a degree plan.
4. Fulfillment of general requirements for graduation as outlined by the Graduate School.

## MPA Course Requirements Curriculum Summary

Code	Title	Hours
Core Curriculum (p. 1)		21
Human Resources (p. 2)		9
Electives (p. 2)		3
Other Courses (p. 2)		3
<b>Total Hours</b>		<b>36</b>

## Core Curriculum

Code	Title	Hours
PAD 500	Theory & Practice	3
PAD 502	Research Meth In Pub Adm	3
PAD 503	Quantitative Methods I	3
PAD 507	Organization Behavior & Theory	3
PAD 631	Gov Budgeting & Financial Mgmt	3
PAD 640	Pub Pers Admin Th & Pract	3
PAD 710	Capstone	3
<b>Total Hours</b>		<b>21</b>

## Human Resources

Code	Title	Hours
Select nine (9) credits from the following:		9
PAD 641	Human Res & Org Pln	
PAD 642	Labor Rel Coll Barg	
PAD 643	Human & Employee Benefits	
PAD 705	Topical Seminar	
Choice of Elective		
<b>Total Hours</b>		<b>9</b>

## Elective Courses

Code	Title	Hours
Select one of the following:		3
PAD 501	Leadership & Decision Making	
PAD 506	Program Evaluation	
PAD 630	Pub Fin Mgmt	
PAD 633	Man Fin Anal Methods	
PAD 650	Intergovernmental Relations	
PAD 651	Urban Admin Systems	
PAD 652	Human Services Admin	
PAD 701	Independent Study	
PAD 708	Administrative Regulations	
<b>Total Hours</b>		<b>3</b>

Electives offered by other schools/colleges may be taken upon approval by faculty advisor and program coordinator.

## Other Requirements

Code	Title	Hours
"PAD 700	Internship"	3
<b>Total Hours</b>		<b>3</b>