



NEW STUDENT ORIENTATION MASTER'S IN PUBLIC ADMINISTRATION

SOUTHERN UNIVERSITY AND A & M COLLEGE, BATON ROUGE

NELSON MANDELA COLLEGE OF GOVERNMENT AND SOCIAL SCIENCES

WELCOME TO SUBR –MPA PROGRAM

- ▶ On behalf of the faculty and staff in the Nelson Mandela College of Government and social Sciences and Department of Public Administration, we would like to humbly welcome you to SUBR-Louisiana!
- ▶ This MPA-Students' orientation is designed to help you make the most of your academic career here at SUBR-Louisiana.
- ▶ Each section of this particular bulletin provides you with relevant tools to ensure your success as you make headway towards your academic goals and ambitions.



Master's in Public Administration

- ▶ Welcome and congratulation on your admission to the Master of public Administration program. We are excited that you are joining us for this next step in your leadership, academic and management career.
- ▶ The Master of Public Administration (MPA) degree is designed to prepare students' for leadership roles and management careers in the nonprofit and public sectors.
- ▶ The program is intended for experienced individuals employed in public service and/or non-profit positions who wish to pursue the Master's in Public Administration to broaden their educational backgrounds and prepare for increased leadership responsibilities across the globe.
- ▶ We therefore look forward to having you participate in our program at SUBR-Louisiana.

Department of MPA Mission

- ▶ The educational philosophy and mission of the Public Administration program is rooted in its environment and background. Within the context of a Historically Black institution, the Department of Public Administration is committed to offering educational opportunities to students who otherwise may not be afforded the opportunity or may not have the wherewithal to attain a graduate education. To this end, the Department's mission is tied to Southern University's commitment to educate graduate students for leadership positions in the public and non-profit sectors.
- ▶ The curriculum supports this mission by introducing students to academic materials and practical experiences that prepare them to become competent public managers. The program offers students an educational experience that prepares them to: (1) Competently manage public affairs in their respective communities, parishes (or counties), state and nation; (2) Satisfy ethical, policy and administrative challenges they experience while performing their duties; and (3) develop and implement changes as demands for services evolve.

Department of MPA Goals

- ▶ To accomplish our mission, we seek to;
- ▶ Prepare students for careers in the public sector
- ▶ Promote the diversity of the student body and faculty
- ▶ Cultivate faculty committed to teaching, scholarship, and service

Faculty Information



Kingsley Ebedo, Ph.D.
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Faculty Information



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Faculty Information



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Staff Information



Ms. Gloria Underwood - Crum
Department Administrator Coordinator
Department of Public Administration
409 Rodney G. Higgins Hall (Front Desk)
Office(225)771-3103/3104
Email: gloria_underwood@subr.edu

Advisor Information

Academic Advisor

- ▶ Program Information
 - ▶ Registration
 - ▶ Add/Drop
 - ▶ Course withdrawal
-
- ▶ Kingsley Esedo, Ph.D.
Department Chair
Office(225)771-4219
Kingsley_Esedo@subr.edu

Academic Services Administrator

- ▶ All Information about application
 - ▶ Information about conditional acceptance
 - ▶ For general questions about the program
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- ▶ Gloria Underwood
Department Secretary
Office(225)771-3104
Gloria_underwood@subr.edu

Curriculum Information

- ▶ For more information regarding suggested class schedule and for detailed course description, please click on the link below:
- ▶ **Program handbook & Course Descriptions**
- ▶ http://www.subr.edu/assets/subr/PublicPolicy/MPA/pdf/MPA_Handbook.pdf
- ▶ **Class Schedule**
- ▶ http://www.subr.edu/assets/subr/PublicPolicy/MPA/pdf/MPA_Handbook.pdf

Program Details

- ▶ Our program generally has more than 50 students enrolled in any one semester
- ▶ Our student body has roughly an equal number of full and part-time students
- ▶ Our classes range in size from about 15-20 students
- ▶ Our classes are usually offered once a year
- ▶ All of our core courses are offered once a year and our elective courses are usually offered at least once every two years.

Structure of the MPA Program

- ▶ Our MPA program is a 36 hour program:
 - ▶ 24 hours of core courses
 - ▶ 9 hours of elective courses in an area of emphasis of your choice
 - ▶ 3 hours of Capstone Project
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- ▶ Students may choose their area of emphasis from among an established elective course list.
 - ▶ Program of Study
 - ▶ http://www.subr.edu/assets/subr/PublicPolicy/MPA/pdf/MPA_Handbook.pdf

MPA Core Courses

a. Core curriculum

All students are required to complete the 9 core courses to complete the MPA Program. They are listed below (each is a 3 credit hour course):

- PADM 503 Principles of Public Administration
- PADM 508 Organizational Theory (or PADM 564 Org. & Sys. Man.)
- PADM 511 Statistics (prerequisite: undergraduate statistics)
- PADM 512 Research Methods
- PADM 530 Public Finance (or PADM 531 Government Financial Management)
- PADM 543 Information Systems
- PADM 556 Ethics and Public Policy
- PADM 562 Human Resources Management
- PADM 563 Managerial Economics (prerequisite: undergraduate economics)

MPA Elective Courses

- ▶ The purpose of elective courses is to allow students the option to specialize in a subject area of choice according to the student's interest and career goals.

Master of Public Administration (MPA) Elective /Concentrations

- Public Policy Analysis Health Care
- Administration Executive
- Generalist
- Finance
- Non-Profit Management

MPA Elective Courses

Elective Courses/Concentrations

Healthcare Administration Concentration Required Classes/Electives:

- PADM 520 Public Health Organizations & Programs (required)
- PADM 521 Health Services Administration (required)
- PADM 522 Marketing & Strategic Planning (required)
- PADM 525 Healthcare Economics (elective)
- PADM 526 Topics in Healthcare Management (elective)
- PADM 527 Legal Issues in Healthcare (required)

MPA Elective Courses

Public Policy Analysis Concentration Required Classes/Electives:

- PADM 515 Public Policy (required)
- PADM 523 Management Decision Models (required)
- PADM 540 Methods of Public Policy Analysis (required)
- PADM 544 Program Evaluation (required)
- PADM 564 Organization Systems Management (elective)

MPA Elective Courses

Public Finance Concentration Required Classes/Electives:

PADM 530 Public Finance

PADM 536 Public Budgeting

PADM 535 Public Financial Accounting and Auditing

PADM 538 Seminar in Public Finance

MPA Elective Courses

▶ **Non-profit Management Concentration Required Classes/Electives:**

- ▶ PADM 552 Grantsmanship and Fund Development (required)
- ▶ PADM 554 Program Evaluation (required)
- ▶ PADM 620 Management of Non-Profit Organizations (required)
- ▶ PADM 622 Marketing and Strategic Planning (required)
- ▶ Seminar in Non-Profit Management (elective)

▶ ***First Tier***

- ▶ PADM 552 Grantsmanship and Fund Development
- ▶ PADM 620 The Management of Non-Profit Organizations

▶ ***Second Tier***

- ▶ PADM 522 Marketing and Strategic Planning
- ▶ PADM 544 Program Evaluation

Research Project

- ▶ The research project, PADM 609 offers each student the opportunity to demonstrate mastery of the theory and practice of public administration by applying the knowledge and skills gained in the MPA program to a project of the student's choice.
- ▶ The course is intended only for students who are completing their Masters of Public Administration. The course prerequisite is PADM 512 (Research Methods) or its equivalent, the completion of 27 hours in the MPA program, and Program permission.
- ▶ Students must identify a genuine management problem or policy issue that concerns some level of government or quasi-government agency and then develop problem-resolution strategies to resolve the problem.

Thesis

- ▶ Students anticipating further graduate work or wanting an in-depth research experience should take the thesis writing very seriously.
- ▶ Students are expected to work closely with their faculty advisors towards completion of their thesis projects (**PADM 607-615 ---3 hours**).

Registration Procedures/Issues

- ▶ Incoming students are required to consult the Department Chair about their proposed courses of study and areas of emphasis/concentration.
- ▶ Once students have received their SUBR ID number's they may register online for their courses.
- ▶ If a student does not maintain continuous enrollment for each Fall and Spring, he/she will need to apply to the Graduate School for readmission.

Academic Progression

- ▶ All students are expected to maintain a 3.0 GPA
- ▶ Students whose GPA falls below 3.0 may be dropped from the MPA program
- ▶ No one may graduate with less than 3.0.
- ▶ An Incomplete grade must be satisfactorily removed during the next semester of enrollment or by the end of one calendar year if not enrolled, whichever comes first, or the symbol I will be changed to the grade of F.
- ▶ The University Calendar lists the deadlines for making up incompletes, dropping courses, and filing for graduation.

Expectations

- ▶ MPA students are expected to display the same characteristics and behaviors as students as will be expected of them as public sector officials or employees.
- ▶ MPA students are expected to behave with as professionals with a high degree of commitment and integrity in their personal interactions and in their academic work.
- ▶ Students are expected to ask questions and challenge their fellow student and the faculty.
- ▶ Above all, students, in turn, can expect the same behavior and professionalism from the faculty.

Typical Full-time Student Schedule

▶ YEAR ONE

▶ Fall

- ▶ Select any three core courses [by seeking advice from the Advisor or Chair]

▶ Spring

- ▶ Select any three core courses [by seeking advice from the Advisor or Chair]

Typical Full-time Student Schedule

- ▶ **Summer Session I, II, III**
- ▶ Select any 2 core or elective courses [by seeking advice from the Chair, **if needed**]

Typical Full-time Student Schedule

▶ YEAR TWO

▶ Fall

- ▶ Select any three core or elective courses [by seeking advice from the Chair]

▶ Spring

- ▶ Select any three core or elective courses [by seeking advice from the Chair]
- ▶ Capstone project
- ▶ Thesis

Typical Full-time Student Schedule

- ▶ **Summer Session I, II, III**
- ▶ Elective or Internship [by seeking advice from the Chair, **if needed**]

Typical Part-time Student Schedule

- ▶ **YEAR ONE**

- ▶ **Fall**

- ▶ Select any two core courses [by seeking advice from the Chair]

- ▶ **Spring**

- ▶ Select any two core courses [by seeking advice from the Chair]

Typical Part-time Student Schedule

- ▶ **Summer Session I, II, III**
- ▶ One elective course [by seeking advice from the Chair, **if needed**]

Typical Part-time Student Schedule

- ▶ **YEAR TWO**

- ▶ **Fall**

- ▶ Select any two core courses [by seeking advice from the Chair]

- ▶ **Spring**

- ▶ Select any two core courses [by seeking advice from the Chair]

Typical Part-time Student Schedule

- ▶ **Summer Session I, II, III**
- ▶ One Elective course or Internship [by seeking advice from the Chair, **if needed**]

Internship & Fellowship Opportunities

- ▶ There are a number of opportunities for MPA students to continue their learning beyond their degree and to gain valuable professional experience. These often lead to full-time positions afterwards.
- ▶ Please contact our MPA Internship and Placement Director:

Ms. Blanche Smith

Assistant Professor of Political Science and History

Office: (225) 771-3064

Email: Blanche_Smith@subr.edu

Graduation Procedures

- ▶ All incompletes and other degree requirements must be successfully met before one can graduate.
- ▶ The semester before students expect to graduate they should submit an Application for Graduation with the Registrar's Office/Graduate School Office.
- ▶ The MPA Program will confirm the student's academic progress with the Registrar's Office during the semester of graduation.
- ▶ All students must be enrolled during the semester in which they graduate.

Financing Your Graduate Education

- ▶ Graduate Assistantships
- ▶ Loans
- ▶ Out-of-State Tuition Remissions
- ▶ Federal Work Study
- ▶ Employment-sometimes in other academic units