

# Master of Public Administration

The M.P.A. program prepares students for public and nonprofit service by offering a professional, terminal degree grounded in political science. It combines a foundation in general public administration with the specialized knowledge and skills associated with one of the program's concentrations with focused attention to the needs of professionals in local government, non-profit agencies. It also serves the community by expanding and applying knowledge and providing leadership in addressing public service needs.

Students can choose from concentrations in public management, non-profit management, gerontology, health administration, human resources administration, land planning and development, organization management and public safety administration.

The program has been developed with your busy schedule in mind. It is conveniently offered at EMU–Livonia and on the main campus in Ypsilanti and features courses offered one-night-a-week or on weekends, with small class sizes and approachable faculty.

## Career Opportunities

The M.P.A., the traditional terminal degree for professional public administrators at the federal, state, and local levels of government, provides the knowledge and skills necessary to successfully manage and lead non-profit organizations, both governmental and non-profit. Public administrators work as planners, managers, policy analysts, personnel and labor relations specialists, and budgeting and public finance planners. They manage the environment, community centers, and schools and universities, and are leaders in health care, urban revitalization, and welfare reform. They manage virtually every aspect of federal, state and local public service, and redesign governance in cities, counties, and the state and federal government to make government more responsive, efficient and accountable.

## Accreditation

The M.P.A. program, which is fully accredited by the National Association of Schools of Public Affairs and Administration (NASPAA), also benefits its participants through its affiliation with the American Society for Public Administration (ASPA) and the Michigan Local Government Management Association (MLGMA).



## Number of Credits

- 24 credit hours of public administration required courses
- 8–12 credit hours of electives (four courses)
- 8–12 credit hours of concentration courses (four courses)
- 40 (minimum) credit hours total

## Program of Study

### Required courses: 24 credit hours

- PLSC 510 Modern Public Administration (3)
- PLSC 515 Public Personnel Administration (3)
- PLSC 540 Public Budget Administration (3)
- PLSC 610 Public Organization Theory (3)
- PLSC 615 Public Budget Applications (2)
- PLSC 630 Public Bureaucracies and Policy Formation (3)
- PLSC 677 Analytical Methods for Public Administration (2)
- PLSC 678 Analytical Techniques for Public Administration (3)
- PLSC 695 Research Seminar in Public Administration (2)

Complete your application for admission to Eastern Michigan University on the Web — <http://www.emich.edu/admissions/apply/>

**Elective courses (four courses): a minimum of 8 credit hours chosen from:**

- PLSC 565 Studies in State and Local Government (2)
- PLSC 587 Cooperative Education in Political Science (3)
- PLSC 620 Administrative Law (2)
- PLSC 625 Local Government Management (2)
- PLSC 635 Public Policy Analysis Techniques and Applications (2)

[PLSC 677 is a prerequisite for PLSC 635]

- PLSC 640 Modern County Government (2)
- PLSC 645 Intergovernmental Relations (2)
- PLSC 650 Urban Poverty Policy (2)
- PLSC 655 Politics of Local Planning (2)
- PLSC 660 Public Health Care Policy (2)
- PLSC 665 Basic Arbitration Training for Professionals (2)
- PLSC 688 Practicum (internship) in Public Affairs (3)
- PLSC 697/698/699 Independent Study (1 to 3)
- PLSC 590/591/592 Special Topics (1 to 3)

**Concentrations: Each student must choose one four-course, eight-hours-minimum concentration from the seven concentrations listed below:**

## 1. Public Management

**Required elective: PLSC 625 Local Government Management (2)**

Two courses each should be chosen from the following two categories: A and B

### A. Communication and Human Interaction

- GEOG 553 Urban and Regional Planning (2)
- ECON 505 Collective Bargaining in Public and Private Sectors (3)
- MGMT 625 Management in Unionized Settings (3)
- EDLD 710 Leadership Theory (3)
- CTAC \*\*\* one graduate course chosen with the approval of the M.P.A. director

### B. Techniques

- INDT 502 Microcomputer Applications in Administration and Research (3)
- SOCL 678 Methods in Social Program Evaluation (3)
- GEOG 579 Geographic Information Systems (2)
- SWRK/EDLD 680 Special Topics: Grant Writing (3)

## 2. Non Profit Management

**Required Courses:**

- ACC 646 Financial Management of Nonprofit Organizations (3)
- LAW 603 Legal Governance and Fundraising Issues in Nonprofit Organizations (3)
- PLSC 605 Leadership and Management in Nonprofit Organizations (3)

**Select two of the following:**

- ACC 605 Strategic Information and Control Systems (3)
- MGMT 509 Human Resource Management (3)
- MGMT 570 Starting New Ventures (3) (currently a part of the proposed revisions to the MBA program; if it is approved, it will be included in this concentration)
- MGMT 628 Human Resource Development (3)
- SWRK 570 Supervising Staff and Volunteers (3)
- SWRK 662 Grant Writing and Resource Development (3)
- SOC 678 Methods in Social Program Evaluation (3)

Students concentrating in Nonprofit Management will be required to enroll in PLSC 645 Intergovernmental Relations (2 credits) as an elective in the MPA curriculum.

## 3. Health Administration

- HLAD 510 Medical Care Organization (3)
- HLAD 511 Health Law (3)
- HLAD 512 Reimbursement for Health Care Services (3)

Select one additional course that is complementary to the particular area of interest. Students concentrating in health administration are required to enroll in PLSC 660 Public Health Care Policy as an elective in the M.P.A. curriculum.

## 4. Land Planning and Development

- GEOG 553 Urban and Regional Planning (2)

**Select three of the following courses:**

- PLSC 520 Land Use and Preservation Law (3)
- GHPR 530 Introduction to Historic Preservation (2)
- GEOG 555 Comprehensive Planning (3)
- GEOG 556 Zoning (2)
- GEOG 557 Community Development and Downtown Revitalization (3)
- GEOG 570 Rural Planning and Preservation (2)
- GEOG 581 Advanced Environmental Assessment (3)

Students concentrating in land planning and development are required to enroll in PLSC 655 Politics of Local Planning as an elective in the M.P.A. curriculum.

## 5. Gerontology

- GERT 512 Applied Psychosocial Aspects of Aging (3)
- SWRK 552 Policy Issues and Older People (3)
- SWRK 553 Ethnicity and Gender Issues Among the Aged (3)

### Select one of the following courses:

- GERT 411 Issues in Caring for People with Alzheimer's
- GERT 417 Work and Retirement (3)
- GERT 514 Caregiving and the Elderly (2)
- SOCL 681 Special Topics: Contemporary Issues in Aging (3)

Students concentrating in gerontology are required to enroll in PLSC 660 Public Health Care Policy as an elective in the M.P.A. curriculum.

## 6. Human Resources Administration

- MGMT 618 Staffing Organizations (3)
- MGMT 620 Compensation Management (3)
- MGMT 628 Human Resource Development (3)

### Select one of the following courses:

- ECON 505 Collective Bargaining in Public and Private Sectors (3)
- MGMT 625 Management in Unionized Settings (3)

Students concentrating in human resources administration are required to enroll in PLSC 665 Basic Arbitration Training for Professionals as an elective in the M.P.A. curriculum. (PLSC 565 is a required elective).

## 7. Organization Management

- MGMT 602 Theory and Techniques of Organizational Development (3)
- MGMT 610 Diagnostic and Quantitative Methods in Organizations (3)

### Select two of the following courses:

- MGMT 615 Organization Design and Strategy (3)
- MGMT 628 Human Resource Development (3)
- MGMT 638 Building Continuous Improvement Teams (3)
- MGMT 648 Communication and Organizational Development (3)

Students concentrating in organizational management are required to enroll in MGMT 505 Organizational Theory and Behavior or PSY 565 Industrial Psychology as a prerequisite to all courses in this concentration. MGMT 605 or PSY 565 will count as an elective in the M.P.A. curriculum.

## 8. Public Safety Administration

Students who have graduate staff and command credit may elect to apply four courses from the following as a concentration for the M.P.A. program:

- INDT 525 Managing a Police Agency (2)
- INDT 530 Administration of Police Agencies (2)
- INDT 535 Planning Skills for Police Agencies (2)
- INDT 540 Police Personnel Administration (2)
- INDT 545 Technical Skills for Effective Police Management (2)
- INDT 550 Issues and Skills for Senior Command and Staff Officers (2)

## Advising

An MPA program academic adviser will work with you to assist in the exploration of degree requirements, evaluation of applications for admission to a degree program, preparation of a plan of study, approval of program changes, and recommendation for graduation. For more information or to schedule an advising appointment, call 734.487.3113.

## Admission

In addition to meeting the Graduate School degree admission requirements, applicants must meet a stricter overall undergraduate grade point average (2.75, or 3.0 in the last half of the undergraduate program) in order to be admitted to the M.P.A. program.

1. Applicants may be required to also submit a 250-word statement describing their academic and professional history and their professional goals in public administration.
2. Applicants may be required to also meet with the program director for a personal interview.
3. Applicants whose native language is not English must demonstrate English language proficiency by submitting official test scores for the TOEFL/TWE or MELAB tests. Minimum scores for unconditional degree admission are available from the Office of Admissions or its Web site: [www.emich.edu/public/admissions/admissions.html](http://www.emich.edu/public/admissions/admissions.html).

## Non-Degree Admission

Promising applicants who do not meet the GPA requirements for regular degree admission and who have a GPA between 2.5 and 2.75 may be granted non-degree admission. Such applicants must arrange for an admissions interview with the program director and submit two letters of recommendation from employers or others who can testify to the applicant's suitability for the program. Applicants may be granted degree admission after completing at least 10 graduate hours approved by the program director, with a minimum grade of 3.0 (B) in each course.

## For More Information

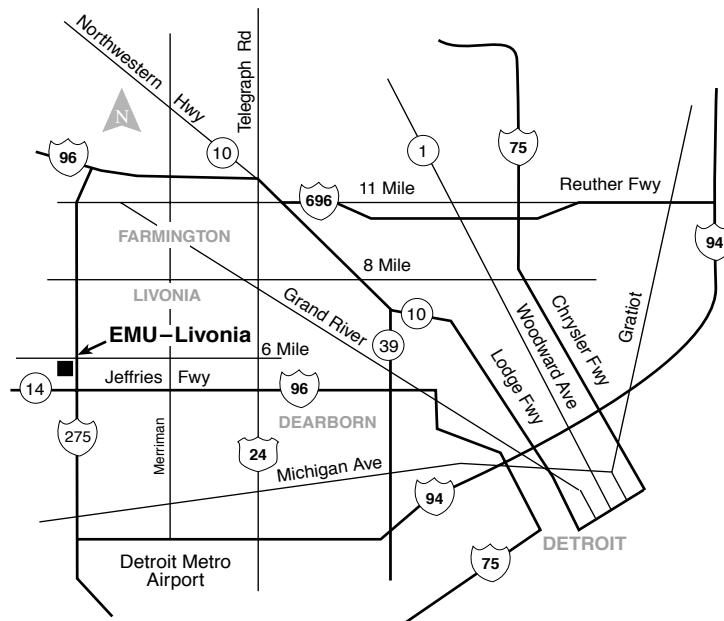
For an application packet and information about requirements for admission to the M.P.A. program, contact:

The Department of Political Science  
Don Koyluoglu  
Coordinator of Graduate Advising  
Eastern Michigan University  
601 Pray-Harrold  
Ypsilanti, MI 48197  
Phone: 734.487.0063  
FAX: 734.487.3340  
E-mail: [sukru.koyluoglu@emich.edu](mailto:sukru.koyluoglu@emich.edu)

## Site/Location

### EMU-Livonia

38777 W. Six Mile Road  
Suite 400  
Livonia, Michigan 48152  
Phone: 877.818.4368  
FAX: 734.542.0866  
E-mail: [livonia@emich.edu](mailto:livonia@emich.edu)



### Directions to EMU-Livonia

- From EMU take I-94 east to I-275 north.
- Take I-275 north to Six Mile Road.
- Turn west (left) onto Six Mile and entrance will be immediately on your left.