



Cal State **Fullerton**

# New Student Orientation

Master of Public Administration  
(MPA) Program

August 17, 2024 | Gordon Hall 339

**CSUF**

**Public Administration**

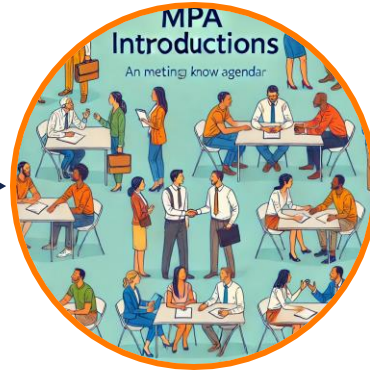
Division of Politics, Administration, and Justice  
COLLEGE OF HUMANITIES AND SOCIAL SCIENCES

# MPA Orientation Agenda



## Welcome

Start the day with a welcome and an overview of what's ahead.



## Introductions

Meet your peers and faculty to start building connections.



## About the Program

Discover the key details of the MPA program.



## Breakout Groups

New students meet with the program director to discuss program expectations.

Guests meet with faculty and recent alumni



## Wrap Up

Review the day's key points and clarify any final questions. Network with peers.







# Introduce Yourself

Faculty

New  
Students

Alumni



## CSUF MPA Program by the Numbers

Awarding  
degrees since  
1968

The only public  
MPA in OC

93 Students in  
the Program

~30 Graduates  
each Year

Four  
Concentrations

Three years is  
typical to  
complete the  
program

## Value of a CSUF MPA

We are the most selective public MPA program in Southern California

Our student to faculty ratio is 10.3—the lowest of any public MPA program in Southern California

1,200+ Alumni in our network serving in all levels of government, as well as nonprofit and private sectors

Continuously accredited by the Network of Schools of Public Policy, Affairs, and Administration (NASPAA) since 1983

# Distinguished Alumni in Local Government

## City Managers (current and former)

Anaheim	Orange
Costa Mesa	San Juan Capistrano
Garden Grove	South Pasadena
Fullerton	Stanton
Irvine	Tustin
Jurupa Valley	Walnut
La Mirada	Whittier
La Habra	
Lake Forest	

## Other Local Government (Current and Former)

Assistant City Manager, Newport Beach  
Assistant City Manager, Huntington Beach  
Chief HR Officer, Orange County  
Chief Operating Officer, Orange County Power Authority  
Assistant City Manager, La Mesa  
Director of Strategy, Detroit, MI  
Elected Director, Santa Margarita Water District  
Assistant City Manager, Port Hueneme  
Senior Management Analyst, San Juan Capistrano  
Assistant City Manager, Novato  
Supervisor, Brea Family Resource Center

## Distinguished Alumni (Federal, State, Nonprofit, Private)

- **Bruce G. Lawson (1972)**: Managing Director of Fox Lawson Associates, a Division of Gallagher Benefit Services, Inc.
- **Melissa Riordan (1998)**: Executive Director, Alumni & Community Relations at Cal Poly Pomona.
- **Jennifer Whyte (2008)**: Colorado Bureau of Land Management as Lead Realty Specialist/Renewable Energy Program Manager.
- **James Hodgson (2012)**: Industrial Operations Analyst for the US General Services Administration.
- **Samantha Marin Rivera (2013)**: Equal Opportunity Specialist for the USDA in the Animal Plant Health Inspection Services, Office of Civil Rights, Diversity and Inclusion.
- **Seon Chun-Burbank (2014)**: Chair of Early Childhood Education programs at Vanguard University of Southern California.
- **Claudia Keller (2017)**: Chief Mission Officer, Second Harvest Food Bank



## Our Mission

To prepare our students for a career in public service by providing a core set of competencies anchored in the foundations of scholarly research and professional practice. Our students develop knowledge, skills, and public service values that equip them to be ethical and exceptional leaders in their communities who act with a commitment to public service, democratic values, accountability, social equity, and diversity.

# David P. Adams, Ph.D.

Associate Professor and MPA Director

At CSUF since 2016

Ph.D. in Public Policy and Public Administration from Auburn University

Research: Policy Outcomes, Performance, Administrative Discretion, Collaborative Governance, Community Resilience

MPA Courses

POSC 509 Foundations of Public Administration

POSC 521 Capstone Seminar: Public Administration Theory

POSC 588 Collaborative Governance



# Shelly Arsneault, Ph.D.

Professor

At CSUF since 2002

Ph.D. in Political Science from Michigan State University

Editorial Board, *Journal of Public Affairs Education*

Research: Nonprofit Management, Education Policy

MPA Courses

POSC 509 Foundations of Public Administration

POSC 521 Seminar in Public Administration Theory

POSC 526 Public Organizational Theory & Behavior

POSC 539 Seminar in Nonprofit Sector Management





# Meriem Doucette, Ph.D.

Associate Professor

At CSUF since 2015

Ph.D. in Public Administration and Policy from the University of Georgia's School of Public and International Affairs

Admissions Coordinator

Research: Organizational Theory and Change, Feedback

MPA Courses

POSC 526 Public Organizational Theory & Behavior

POSC 446 Corruption, Ethics and Public Policy

POSC 475 Administrative Law

POSC 582 Organizational Development and Change



# Sarah A. Hill, Ph.D .

Professor

At CSUF since 2007

Ph.D. in Social Science from the California Institute of Technology

Research: Education Policy, Elections Administration

MPA Courses

POSC 426 Education Politics and Policy

POSC 519 State and Local Government

POSC 528 Seminar in Public Policy

POSC 423 Diversity in Public Management



# Myung-Jung “MJ” Kwon, Ph.D.

Professor

At CSUF since 2009

Ph.D. in Public Administration and Policy from Florida State University's Askew School of Public Administration and Policy

Research: Telework, Sustainability, Strategic Planning

MPA Courses

POSC 572 Human Resources Management for Public Organizations

POSC 522 Seminar in Public Personnel Administration

POSC 423 Diversity in Public Management





# Scott Spitzer, Ph.D.

Professor

At CSUF since 2006

Ph.D. in Political Science from Columbia University

Research: Urban politics, racial politics, social welfare policy, presidential leadership

MPA Courses

POSC 427 Metropolitan Politics and Policymaking

POSC 459 Social Welfare Politics and Policy



# Samuel B. Stone, Ph.D.

Professor

At CSUF since 2011

Ph.D. in Public Affairs from Indiana University's O'Neill School of Public & Environmental Affairs

Research Areas: Financial Condition Analysis, Fines, Fiscal Decentralization

MPA Courses

POSC 525 Local Government Management

POSC 571 Public Budgeting and Finance

POSC 583 Public Budgeting and Finance II



# Yuan Ting, Ph.D.

Professor

At CSUF since 1991

Ph.D. in Political Science from Northern Illinois University

Research: Performance Assessment, Job Satisfaction

MPA Courses

POSC 523 Administrative Research and Analysis

POSC 526 Public Organizational Theory & Behavior

POSC 572 Human Resources Management for Public Organizations

POSC 522 Seminar in Public Personnel Administration





# Campus Resources and Support

Career Center (Langsdorf Hall 208)

<http://www.fullerton.edu/career/>

Children's Center

<https://asi.fullerton.edu/childrens-center>

Student Wellness

<http://www.fullerton.edu/studentwellness/>

Disability Support Services

<http://www.fullerton.edu/DSS/>

Graduate Studies (McCarthy Hall 112)

<http://www.fullerton.edu/graduate/>

Graduate Student Success Center (Pollak Library South, Room 365)

<http://www.fullerton.edu/graduate/gssc/>

Parking and Transportation Services

<http://parking.fullerton.edu/>

Pollak Library

<http://www.library.fullerton.edu/>

SOAR Graduate Student Services

[http://www.fullerton.edu/graduate/soar/soar\\_services.php](http://www.fullerton.edu/graduate/soar/soar_services.php)

# Campus Resources and Support

Titan Dreamers Resource Center

<http://www.fullerton.edu/tdrc/>

Titan Shops

<http://www.titanbookstore.com/home.aspx>

TitanCard (Pollak Library 1st Floor – South Wing)

<http://www.fullerton.edu/IT/services/TitanCard/>

Tuffy's Basic Needs Services

[http://www.fullerton.edu/deanofstudents/tuffys\\_basic\\_needs/index.php](http://www.fullerton.edu/deanofstudents/tuffys_basic_needs/index.php)

Veterans Resource Center

<http://www.fullerton.edu/veterans/>

WoMen's Center

<http://www.fullerton.edu/womenscenter/>

Computer Labs

[http://www.fullerton.edu/STS/computer\\_labs/](http://www.fullerton.edu/STS/computer_labs/)

Career Center (Langsdorf Hall 208)

<http://www.fullerton.edu/career/>

Office of Financial Aid (Gordon Hall 146)

<http://www.fullerton.edu/financialaid/>

# Time for a Break

We'll start  
back in about  
10 minutes

Guests and  
Alumni in GH  
339

New  
Students in  
GH 335







Cal State **Fullerton**

# MPA Orientation

## Academic Information

August 17, 2024 | Gordon Hall 335

**CSUF**

**Public Administration**

Division of Politics, Administration, and Justice  
COLLEGE OF HUMANITIES AND SOCIAL SCIENCES

# Structure of the Program

- Total Units: 36 (12 courses)
- Prerequisites
- Core courses
- Concentration
- Electives
- Internship (only required for students without public sector experience)
- Comprehensive Exam

# Prerequisites

1. American Government or US History (must be completed before you begin program)
2. Economics
3. Statistics or Research Methods

Must be completed

- By the end of first year
- At an accredited college or university
- With a grade of “C” or better

When you have completed them, send transcripts to [MPAadvising@fullerton.edu](mailto:MPAadvising@fullerton.edu)

# Core Courses

Students must take ALL of the following courses:

- POSC 509** Foundations of Public Administration
- POSC 523** Administrative Research and Analysis
- POSC 526** Public Organizational Theory & Behavior
- POSC 571** Public Budgeting and Finance
- POSC 572** Human Resources Management for Public Organizations
- POSC 521** Capstone Seminar: Public Administration Theory

And at least one of the following:

- POSC 519** State and Local Government
- POSC 525** Local Government Management
- POSC 528** Seminar in Public Policy

For students with no previous public sector managerial working experience, the following course is required:

- POSC 497** Internship in Public Administration



# Internship

## Requirements:

- 3-unit class with written work requirements
- 300 hours of internship experience in a public or nonprofit organization

Most students intern in local government.

Students can also earn their internship credit by spending a summer in Washington, D.C. These students often intern with a federal agency or a nonprofit organization.

The internship coordinator (Antonia Castro-Graham) has a long list of placement leads with agencies/alumni who frequently contact the program to invite intern applications.

Our MPA students secure paid internships in about one-third of cases.

# Advising

The MPA Director and the MPA Advisor serve as advisors to all MPA students and assist students in

- academic program planning
- selection of a concentration
- application of transfer credits
- choice of electives

# Concentrations

All students must choose one of the existing concentrations:

Human Resource Management

Local Government Management

Public Finance

Public Policy

Concentrations should be *complementary*, not supplementary

# Concentration in Human Resources

## Concentration Core Course:

**POSC 572** Human Resources Management for Public Organizations

## Concentration Electives (at least two):

**POSC 423** Diversity in Public Management

**POSC 475** Administrative Law

**POSC 522** Seminar in Public Personnel Administration

**POSC 582** Organizational Development and Change

**MGMT 441** Labor-Management Relations



# Concentration in Local Government Management

## Concentration Core Course:

**POSC 525** Local Government Management

## Concentration Course (at least one):

**POSC 427** Metropolitan Politics and Policymaking

**POSC 519** State and Local Government

## Concentration Electives:

**POSC 588** Collaborative Governance

**ENST 595T** Selected Topics in Environmental Problems\*

**POSC/GEOG 478** Urban Planning Principles

**POSC/GEOG 484** Planning Methods

# Concentration in Public Finance

## Concentration Core Courses (take both):

**POSC 571** Public Budgeting and Finance

**POSC 583** Public Budgeting and Finance II

## Concentration Electives (at least one):

**POSC 421** Government & the Economy

**POSC 425** Policy Analysis

**ECON 416** Benefit Cost and Microeconomic Policy Analysis

**ECON 417** Public Finance

# Concentration in Public Policy

## Concentration Core Courses (take both):

**POSC 425** Policy Analysis

**POSC 528** Seminar in Public Policy

## Concentration Electives (take one):

**POSC 421** Government and the Economy

**POSC 426** Education Politics and Policy

**POSC 427** Metropolitan Politics and  
Policymaking

**POSC 459** Social Welfare Politics and Policy

**POSC 539** Seminar in Nonprofit Sector  
Management

**CRJU 405** Criminal Justice Policy

**CRJU/POSC 491** Applied Policy Research

**ECON 416** Benefit Cost and Microeconomic  
Policy Analysis

**PUBH 524** Public Health Administration

# Advisor Approved “General” Electives

**POSC 421** Government and the Economy  
**POSC 423** Diversity in Public Management  
**POSC 425** Policy Analysis  
**POSC 426** Education Politics and Policy  
**POSC 427** Metropolitan Politics and Policymaking  
**POSC 446** Corruption, Ethics and Public Policy  
**POSC 459** Social Welfare Politics and Policy  
**POSC 475** Administrative Law  
**POSC 519** State and Local Government  
**POSC 522** Seminar in Public Personnel Administration  
**POSC 525** Local Government Management  
**POSC 528** Seminar in Public Policy  
**POSC 539** Seminar in Nonprofit Sector Management  
**POSC 580** Emergency Management in Public Administration  
**POSC 582** Organizational Development and Change  
**POSC 583** Public Budgeting and Finance II  
**POSC 588** Collaborative Governance

**POSC/GEOG 478** Urban Planning Principles  
**POSC/GEOG 484** Planning Methods  
**CRJU 404** Capital Punishment  
**CRJU 405** Criminal Justice Policy  
**ECON 416** Benefit Cost and Microeconomic Policy Analysis  
**ECON 417** Public Finance  
**ENST 595T** Selected Topics in Environmental Problems  
(only certain sections will count- must get MPA advisor approval in advance)  
**GEOG 481** Geographic Information Systems: Introduction  
**GEOG 488** Land Use Analysis  
**PUBH 524** Public Health Administration  
**MGMT 441** Labor-Management Relations  
**MGMT 542** Labor and Employment Relations Seminar



# What your program will actually look like\*

1. POSC 509 Foundations of Public Administration
2. POSC 523 Administrative Research and Analysis
3. POSC 526 Public Organizational Theory & Behavior
4. POSC 571 Public Budgeting and Finance
5. POSC 572 Human Resources Management for Public Organizations
6. POSC 521 Capstone Seminar: Public Administration Theory
7. POSC 519 State and Local Government, or POSC 525 Local Government Management, or POSC 528 Seminar in Public Policy
8. Concentration Core Course/Elective
9. Concentration Elective
10. Advisor Approved Elective
11. Advisor Approved Elective
12. Advisor Approved Elective

\*if you don't do the internship

# Milestones

## First Semester:

Take POSC 509 Foundations of Public Administration and up to ONE other course:

POSC 523 Administrative Research and Analysis

POSC 526 Public Organizational Theory & Behavior

POSC 571 Public Budgeting and Finance

POSC 572 Human Resource Management

## Second Semester:

Choose concentration

## Completion of 18 Units:

Eligible to join Pi Alpha Alpha with a GPA of 3.70 or higher

## Third to last Semester:

Complete all of the core courses for the program and concentration

## Penultimate Semester (Fall):

Take POSC 521: Seminar in Public Administration Theory.

- Prepares students for taking the comprehensive exam
- Only offered in the fall
- Must be in your final year to enroll.

## Final Semester (Spring):

- Comprehensive Exam: Taken over the course of a week in mid-January.
- File Grad Check when you take comprehensive exams

# How many courses to take per semester

- No more than two
- Program is 36 units (12 courses)
- $2 \text{ courses/semester} \times 2 \text{ semesters per academic year} \times 3 \text{ years} = 12 \text{ courses}$
- We typically offer two courses over the summer occasionally one in winter
- The program *can* be completed in 3 years but does not have to be. You may take as long as 5 years. There is no rush!

# GPA

- Each course on the master's Study Plan must be completed with a grade of "C" (2.0) or better.
- Must maintain minimum overall GPA of 3.0 ("B") or better
- Grades in grad school: what "A"s, "B"s and "C"s mean



# Repeated Courses

- *Different from undergrad:*
- For master's degree students, if a grade less than "C" (2.0) is received, the course must be repeated and passed with a grade of "C" (2.0) or better.
- A course may be repeated *only once*.
- If a course is repeated, *both* grades are included when computing the student's Study Plan and cumulative CSUF grade point average.
- Repetition of a course carries no additional unit credit toward the degree

## 400-Level Courses

- Not all 400-level courses count for graduate credit.
- All of the 400-level courses in the MPA program do.
- The instructor must assign separate additional assignments to graduate students for the course to count.
- Make sure your instructor knows that you are a graduate student. This is a mutual responsibility.

## Academic Integrity

Academic dishonesty is a serious offense in higher education. It includes such things as cheating, inventing false information or citations, plagiarism, and helping someone else commit an act of academic dishonesty.

- Cheating is the act of obtaining or attempting to obtain credit for work by the use of any dishonest, fraudulent, or unauthorized means.
- Plagiarism is that act of taking the specific substance of another and offering it as one's own without giving credit to the source. For example, cutting and pasting from a website without quotation marks and a citation of the source, is an act of plagiarism.
- Use of AI without express permission or instruction from faculty is an act of academic dishonesty.

Proper Citations: each faculty member may have slightly different requirements. Read the *MPA Writing Guide*

# Leaves of Absence

A LOA may be granted to conditionally classified or classified graduate students who have completed at least 6 units while in residence at this university toward the degree.

Grounds for requesting a leave of absence include:

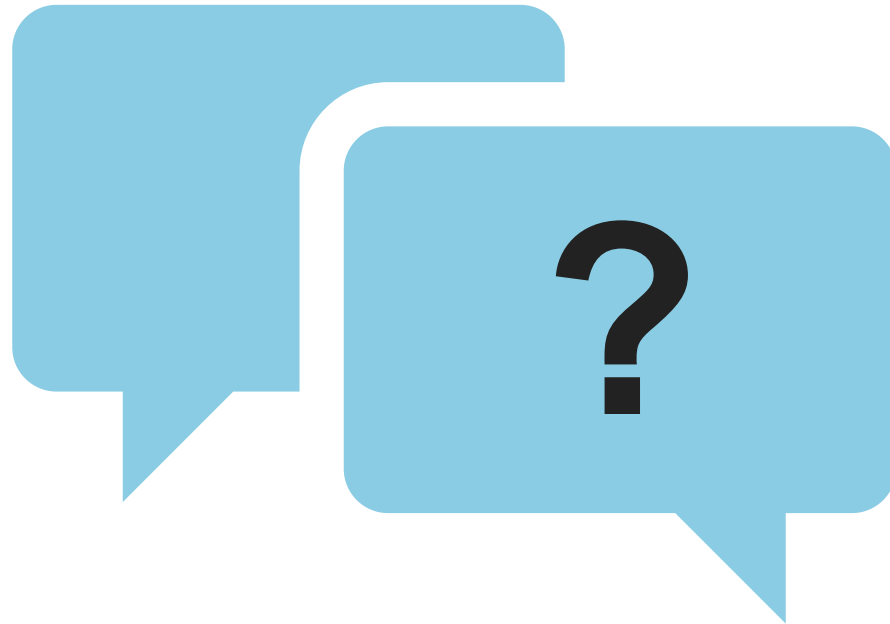
- Illness or disability (permanent or temporary) or similar personal exigencies including pregnancy that makes it impossible or inadvisable for a student to register for classes.
- Activities which enhance a student's professional career objectives.
- Active duty in the armed forces of the United States.
- Severe financial hardship.
- Other reasons at the discretion of the Associate Vice President for Academic Programs.

# Checklist for Starting the First Semester

- Register for **POSC 509 Foundations of Public Administration** and up to ONE other course:
  - POSC 523 Administrative Research and Analysis
  - POSC 526 Public Organizational Theory & Behavior
  - POSC 571 Public Budgeting and Finance
  - POSC 572 Human Resource Management
- Check your CSUF email account regularly
- Accept invitation to Canvas MPA Program course
- Read the *MPA Writing Guide*
- Get your Titan Card
- Complete the TDA tutorial: <https://www.fullerton.edu/ittraining/peoplesoft/student/tutorials/TDA/>



# Questions & Answers?



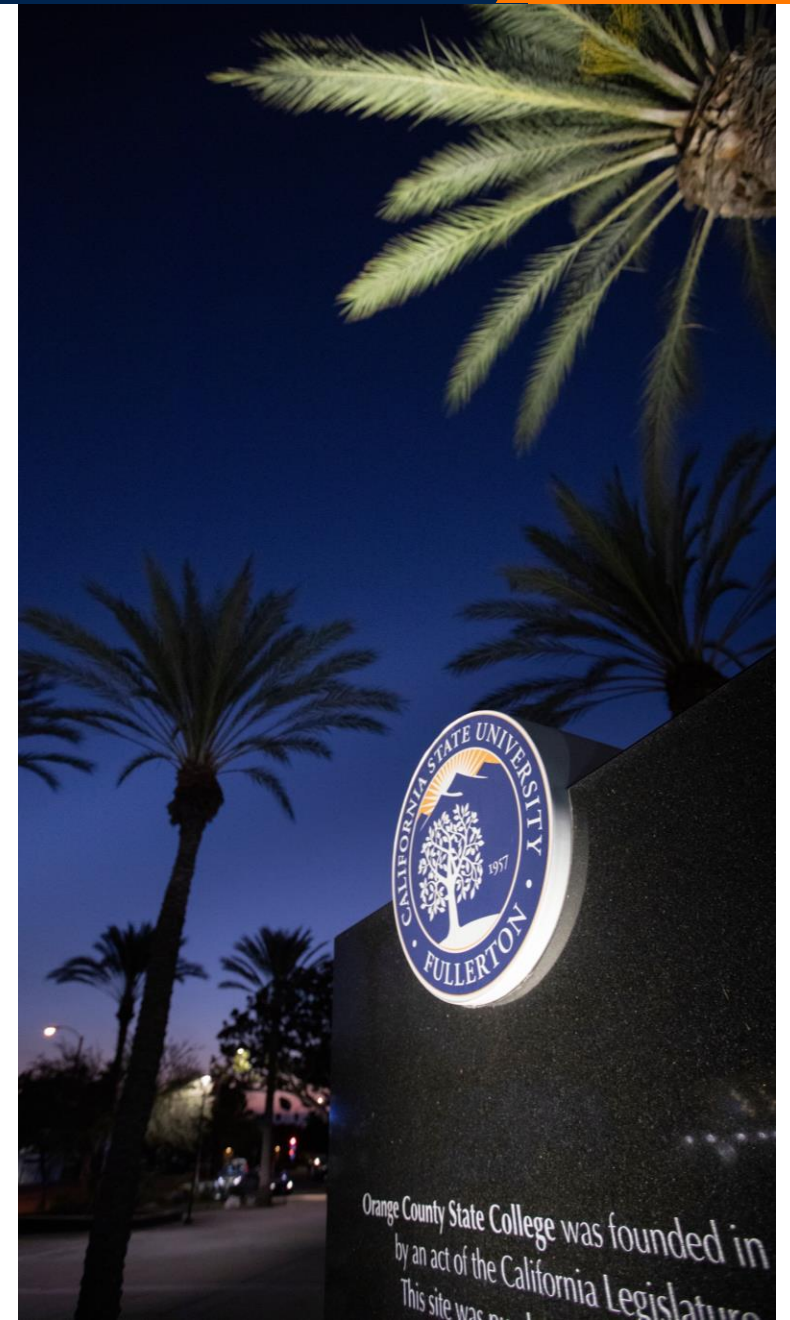
# Contact Information

## Division of Politics, Administration & Justice

- [pajdiv@fullerton.edu](mailto:pajdiv@fullerton.edu)
- [mpa.fullerton.edu](http://mpa.fullerton.edu)
- 657-278-3521

## David Adams – MPA Director

- [dpadams@fullerton.edu](mailto:dpadams@fullerton.edu)
- [dadams.io/appointments](http://dadams.io/appointments)
- 657-278-4770



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