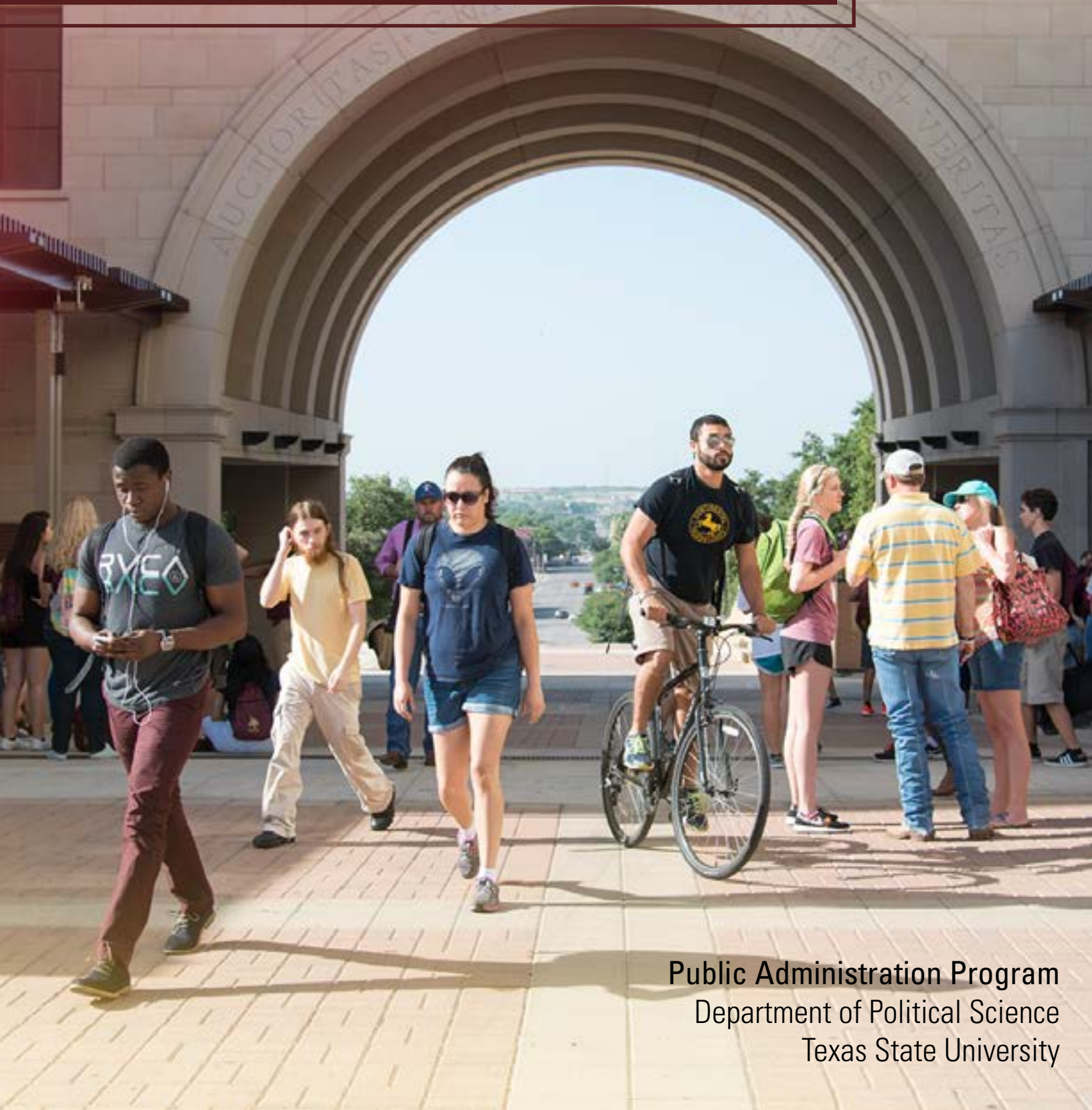


MPA Program Student Handbook



Public Administration Program
Department of Political Science
Texas State University



Public Administration Program
Department of Political Science
Texas State University

601 University Drive, UAC 355
San Marcos, TX 78666

512.245.2143
polisci.txst.edu



MEMBER
THE TEXAS
STATE UNIVERSITY
SYSTEM



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PROGRAM OVERVIEW

Purpose

The MPA Program is divided into three major components. These components consist of 1) coursework, 2) the applied research project or thesis or comprehensive essays and 3) an oral examination. Designed to prepare individuals for leadership and management positions, the MPA Program can either get careers started or aid in career advancement.

The MPA degree enables students to develop professional skills and take advantage of the many opportunities in the public or non-profit sector. The challenges and rewards in government have never been greater than today. Whether an individual is interested in local government administration, public finance, personnel management, or policy analysis, the MPA Program at Texas State University can help meet current training and education needs, and fuel future aspirations.

Classes

Classes consist of 15-20 students and are scheduled with the working student in mind. Students in the MPA Program have varied academic backgrounds and include practitioners at all levels of government, active duty military, private sector professionals, as well as students who have recently completed a baccalaureate degree.

Small classes allow students and instructors to have continuing opportunities to take advantage of the diversity represented in each course. Courses meet one night per week from 6:30 pm to 9:20 pm in the fall and spring semesters and from 6:30 to 10:15 pm in the summer sessions. Courses are offered on the main campus in San Marcos and the Round Rock campus.

Locations

San Marcos, Texas

The [Denise M. Trauth and John L. Huffman Undergraduate Academic Center](#) (UAC) building is located on the main campus in San Marcos, Texas. The UAC is home to the Department of Political Science and the Public Administration Program (Suite 355). Guest parking is located at the LBJ and Edward Gary Street Pay-to-Park Garages. Visit [Parking Services](#) for more information about [commuter parking](#).



Mission

The MPA Program is designed to cultivate practical, research-oriented students for careers as reflective practitioners guided by democratic values, integrity, and public service.

NASPAA Accredited

The Texas State Master of Public Administration (MPA) Program was originally accredited in 1988 by the National Association of Schools of Public Affairs and Administration (NASPAA) and has been re-accredited through September 2023.



Round Rock, Texas

Texas State University's [Round Rock campus](#) is located on 101-acres on University Blvd. in northeast Round Rock between I-35 and Highway 130, just off SH 1460.



PROGRAM REQUIREMENTS

Degree Plan

“Degree Works” is the online degree audit program used by Texas State University to assist students and advisors in reviewing their progress towards the degree. Degree Works organizes courses to easily identify courses completed and courses still needed to fulfill degree requirements. The degree audit is to be used by the student to determine which courses to select for each semester’s registration. Visit the [Graduate College’s Quick Steps](#) on how to access Degree Works”.

Any degree audit change request should be completed prior to the student’s registering for a course that is not included in the degree outline. Any courses taken without an approved degree outline change request is taken at the student’s own risk and may not count toward the degree.

Coursework Overview

Masters of Public Administration course work consists of required core courses and electives.

Core Courses

The MPA core consists of 24 hours of public administration courses. Courses range across many different areas in public administration and management (public finance, organization theory, public personnel administration research methods, and public law. In addition to the 8 core classes, students in the ARP track will take two additional core classes (PA 5397 and PA 5398) plus three electives and students in the Thesis track will take two additional core classes (PA 5399A and PA 5399B) plus three electives. Students in the non-thesis track will take 8 core classes and 5 electives. For a comprehensive listing of courses and course descriptions see pages 15-18.

Applied Research Project (ARP)

In addition to course work, students will be expected to complete a major research paper under the guidance of a professor supervising their work prior to completion of the MPA Program. Completed ARPs can be accessed at [Texas State’s Digital Library](#).

MPA students are eligible to enroll in PA 5398 (Applied Research Project) after the completion of 33-36 hours of the MPA degree program. Detailed information on the ARP is provided on page 11.

Thesis

Students in the thesis track will complete a thesis under the guidance of a thesis advisor and committee. Completed TXST theses can be accessed at [Texas State’s Digital Library](#). MPA students are eligible to enroll in PA 5399A after successfully

DID YOU KNOW?

Course of Completion

The course of study for the MPA degree must be completed within six years of the date of initial enrollment in the program. In certain cases, a waiver of the time limit for degree completion may be granted. Students should submit their request for a waiver to the director of the MPA Program.

completing PA 5390. Students will secure the commitment of a thesis advisor and two other faculty members for the committee.



Internships

The internship is primarily designed to provide practical experience to pre-service students. The academic component consists of part-time employment in a public service entity or government-related office. An internship is required for all pre-service students but is optional for practitioners.

DID YOU KNOW?

In-Service v. Pre-Service

Students who have previously been or are currently employed in the public sector are classified as in-service.

Students who have no public-sector experience are classified as pre-service.

EVALUATION OF THE PROGRAM

Evaluation of courses by students in the MPA Program is both desired and solicited. Prior to the close of each semester a MPA course evaluation form will be submitted to each student enrolled in a MPA course. On this form the student is encouraged to analyze and describe strengths and weaknesses of MPA courses, instructors, and procedures.

Every effort will be made to respond to student critiques. As a final step of the Applied Research Project process, students are asked to participate in an “exit review” which provides an opportunity for discussion of areas of program strengths and weaknesses and suggestions for improvement.



COURSE OF STUDY OUTLINE

Public Administration Graduate Courses

MPA COURSES

Leveling Course

PA 5389 Internship in Government

Core Courses

PA 5300 Introduction to Public Policy and Administration
PA 5310 Public Finance Administration
PA 5320 Organization Theory, Change & Behavior
PA 5330 Public Personnel Administration
PA 5340 Public Law
PA 5350 Public Policy Processes
PA 5370 Public Management and Ethics
PA 5390 Applied Research Methodology

ARP Track

PA 5397 Research Design & Proposal Development for Public Administration
PA 5398 Applied Research Project

Thesis Track

PA 5399A Thesis I
PA 5399B Thesis II

MPA ELECTIVES

Analytical Tools and Techniques

PA 5311 Introduction to Statistical Analysis
PA 5312 Program Evaluation & Advanced Statistical Analysis
PA 5313 Public Sector Economics
PA 5314 Public Administration & Information Technology
PA 5315 Public Performance Management

Human Resource Management

PA 5331 Labor Management Relations
PA 5332 Management Practices in Public Personnel Administration

Environmental Issues

PA 5353 Ecology and the Politics of Sustainability
PA 5355 Environmental Policy
PA 5308A Texas Water Law & Policy

Nonprofit Sector

PA 5361 Introduction to the Nonprofit & Voluntary Sector
PA 5362 Alternative Public Delivery Systems

Other Elective Courses

PA 5352 Comparative Public Administration
PA 5388 Directed Readings and Research
PA 5389 Internship in Government
PA 5387 Research Practicum

DO I NEED TO TAKE STATISTICS?

Did you take undergraduate statistics and scored a "B" or higher?

NO

Did you take undergraduate statistics and receive a "C" or lower?

YES

Has it been more than five years since you've taken a statistics course?

YES

DID YOU KNOW?

PA 5300 & PA 5390

It is advised that PA 5300 and PA 5390 be taken within the first 12 hours of course work.

Sequential Courses

It is advised that ARP students take PA 5390, PA 5397 and PA 5398 sequentially. Thesis students must take PA 5390, PA 5399A and PA 5399B sequentially.

Prior Coursework Credit

The director of the MPA Program has the responsibility of evaluating graduate courses taken at other universities to see if they can be applied toward the MPA degree and making a recommendation to the dean of the Graduate College. As a rule, up to nine credit hours may be transferred to Texas State University prior to admission to the graduate program prior to admission to the graduate program. ****Transfer credit may be accepted after admission.**

To be eligible for transfer, these courses must have been taken while enrolled and accepted in a graduate program at the prior institution. All transfers are subject to the final approval of the dean of the Graduate College.

Courses taken over six years prior to admission to the Graduate College normally cannot be transferred. To request transfer credit, a copy of the official transcript and a copy of the catalog course description must be provided to the director of the MPA Program. ****Courses must meet grad college requirement grade of "B" or better.**

Course Substitutions

Under certain circumstances, students may be unable to take all the courses required by their degree outline or may have a specific career need that is not met by the required curriculum. In such cases, the MPA graduate advisor may recommend a substitution of courses.

Any degree outline change request must be completed prior to the student's registering for the substitution course. All recommended course substitutions must be requested in writing to the Graduate College in the form of a petition.

The Dean of the Graduate College has the final authority to approve or disapprove course substitutions. **Any course taken without an approved degree out-line change request is taken at the student's own risk and may not count toward the degree.**

MPA ADVISORY COUNCIL

The MPA Advisory Council was created in January 1989 and meets twice a year. It is composed of alumni, practitioners at federal, state, and local levels of government, and current students. The Council and program faculty serve as an advisory body for program activities including, but not limited to, the following:

- Curriculum Development
- Program Improvement
- Networking for Program Graduates
- Assistance with New Student Orientation
- Career Development



DEGREE CHECKLIST: ARP Track

Leveling Course Requirements (if applicable)

SEMESTER	COURSE	TITLE	PROFESSOR	GRADE
	PA 5389	Internship in Government		

Core Course Requirements (30 hours total)

SEMESTER	COURSE	TITLE	PROFESSOR	GRADE
	PA 5300	Introduction to Public Policy and Administration		
	PA 5310	Public Finance Administration		
	PA 5320	Organization Theory, Change & Behavior		
	PA 5330	Public Personnel Administration		
	PA 5340	Public Law		
	PA 5350	Public Policy Processes		
	PA 5370	Public Management & Ethics		
	PA 5390	Applied Research Methodology		
	PA 5397	Research Design & Proposal Development for Public Administration		
	PA 5398	Applied Research Project		

Electives (9 hours total)*

SEMESTER	COURSE	TITLE	PROFESSOR	GRADE

*PLEASE NOTE: PA 5311 will become a required elective for students without an accepted background in statistics.

DEGREE CHECKLIST: Thesis Track

Leveling Course Requirements (if applicable)

SEMESTER	COURSE	TITLE	PROFESSOR	GRADE
	PA 5389	Internship in Government		

Core Course Requirements (30 hours total)

SEMESTER	COURSE	TITLE	PROFESSOR	GRADE
	PA 5300	Introduction to Public Policy and Administration		
	PA 5310	Public Finance Administration		
	PA 5320	Organization Theory, Change & Behavior		
	PA 5330	Public Personnel Administration		
	PA 5340	Public Law		
	PA 5350	Public Policy Processes		
	PA 5370	Public Management & Ethics		
	PA 5390	Applied Research Methodology		
	PA 5399A	Thesis		
	PA 5399B	Thesis		

Electives (9 hours total)*

SEMESTER	COURSE	TITLE	PROFESSOR	GRADE

*PLEASE NOTE: PA 5311 will become a required elective for students without an accepted background in statistics.

DEGREE CHECKLIST: Non-Thesis Track

Leveling Course Requirements (if applicable)

SEMESTER	COURSE	TITLE	PROFESSOR	GRADE
	PA 5389	Internship in Government		

Core Course Requirements (30 hours total)

SEMESTER	COURSE	TITLE	PROFESSOR	GRADE
	PA 5300	Introduction to Public Policy and Administration		
	PA 5310	Public Finance Administration		
	PA 5320	Organization Theory, Change & Behavior		
	PA 5330	Public Personnel Administration		
	PA 5340	Public Law		
	PA 5350	Public Policy Processes		
	PA 5370	Public Management & Ethics		
	PA 5390	Applied Research Methodology		

Electives (15 hours total)*

SEMESTER	COURSE	TITLE	PROFESSOR	GRADE

*PLEASE NOTE: PA 5311 will become a required elective for students without an accepted background in statistics.

Course Description

The MPA Internship is primarily designed to provide practical on-the-job experience to pre-service students. The academic component consists of part-time (paid or unpaid) on-the-job experience in a government-related office or a non-profit organization.

Ideally, the internship experience provides professional experience, and an opportunity to integrate theories learned in the classroom with practical experience. In addition, the student is exposed to the daily routines, processes, procedures, and expectations of work life in the public sector.

Course Objectives

The internship is a structured educational work experience, where students take a responsible role and contribute to a public administration organization. Through the internship, the student should learn new skills, expand their knowledge of a particular management of policy area, explore career options, and apply academic knowledge in a “real-life” situation. The internship should also facilitate the development of professional skills such as planning, organizing and leadership.

DID YOU KNOW?

Internships

Internships can be very useful for individuals wishing to make a career change.

Course Requirements

Students must meet with internship coordinator Dr. Howard Balanoff to register for PA 5389.

Number of Hours

The student is expected to work a total of 300 hours over the course of the internship. This usually averages to 20 hours a week for 15 weeks. The student should document the hours worked in the Internship Manual. Students should also keep a daily journal.

Forms on File

The student must complete the required paperwork that is found in the Internship Manual. The student should maintain a copy of the signed forms in the manual and provide a copy to the director of the MPA Program. All required forms can be found on the [MPA website](#).

Meetings

Over the course of the internship the student should have two meetings with the director of the MPA Program (one may be over the phone) and send weekly emails detailing progress in the internship. Document the meetings and keep all email communication in the Internship Manual.

Research Paper

10 – 15 Page paper on a management or policy area related to the internship.



INTERNSHIP PLACEMENTS

The following are examples of internships secured by MPA students:

- City of San Marcos, City Managers Office
- Attorney Generals Office, Family Initiatives
- City of Austin, Communications & Public Information Office
- Central Texas Medical Hospital
- Texas Department of Public Safety, Auditors Office
- Texas Veterans Commission
- Texas General Land Office
- Texas Commission on Environmental Quality
- Haven for Hope



Internship Manual

All materials collected in the Internship Manual should be turned in at the end of the internship.

DID YOU KNOW?

Internship Waiver

In order for the internship requirement to be waived, a letter from an employer or past employer briefly documenting the student's administrative experience needs to be sent to the director of the MPA Program.

WHERE TO FIND INTERNSHIPS

- Department of Political Science
- MPA Canvas Site
- Handshake
- Texas State Career Fairs
- The Texas Politics Project
- 501 (c)community
- City of Austin
- City of San Antonio

APPLIED RESEARCH PROJECT

Description

The Applied Research Project (ARP) is completed over two courses. In PA 5397, students review the literature and develop a conceptual framework around a specific research purpose.

After successful completion of PA 5397 with a B or better, the student turns in a prospectus and is granted permission to enroll in PA 5398

For both courses, the student and the professor will meet at hours to be arranged. The following faculty members currently teach PA 5397 and PA 5398

Nandhini Rangarajan: nr11@txstate.edu
Hassan Tajalli: tajalli@txstate.edu

Contact the professor for more information about meeting times and deadlines.

BEFORE ENROLLING

Before enrolling in PA 5398, the student should have completed 33 to 36 hours of MPA coursework, including both PA 5390 and PA 5397. The prospectus should be submitted to the faculty member who you plan to work with to complete the ARP.

Submission of the ARP

Professors will establish their own deadlines and procedures for submission of ARP at the beginning of each semester. As a general rule, students should be prepared to turn in their paper in final form by the last day of classes for that semester. If a student fails to turn in an acceptable first draft of the paper, he/ she will be advised to drop the course and re-register the following semester. Failure to drop by the required deadline could result in an "F" for the course.

Three copies of the final draft should be prepared for the committee review. If the student submits an acceptable first draft but fails to complete an approved final draft before the established end-of-the-semester deadline, the student may receive a grade of "I" for the course. Students must complete the applied research project in 12 months or the "I" grade will revert to an automatic "F."

The Applied Research Project (ARP) requires the review and signature of two committee members. The committee is assigned during the semester the student is enrolled.

Professors will establish their own individual quality standards

for research papers. All ARPs, regardless of approach and individual standards will contain the following: a research purpose statement, a conceptual framework table, an extensive bibliography, appropriate citations, and formatted according to APA Style.

The student must turn in one copy of the paper in final form to the supervising professor. Upon approval of the paper, the professor will assign a letter grade to the student. The student will then submit one electronic copy to the MPA program. If the student wishes, and the faculty member agrees, the ARP can be placed online with the Texas State institutional repository also known as digital collections. Papers placed in the digital collections are searchable and this will increase the visibility of your work. To view previous papers, visit [Texas State's Digital Library](#).



MPA COURSE DESCRIPTIONS

Background Courses

PA 5311 Introduction to Statistical Analysis (Elective Course)

This course applies quantitative methods to problems faced by public administration practitioners. Topics include the use of descriptive and inferential statistics as they apply to decision making in public management. Students gain hands-on experience with data collection, analysis, and interpretation. ***Students who do not have a statistics class in prior coursework with a “B” or better within the last 5 years are required to take PA 5311 as part of their 9 hour electives.**

PA 5389 Internship in Government (Background Requirement)

This course provides students with the opportunity to integrate classroom learning with practical experience. Students with little or no work experience related to public service are required to complete an internship. Students considering a career change should consider an internship. May be repeated once for additional credit.

Core Courses

PA 5300 Introduction to Public Policy and Administration

This course introduces students to the study and practice of US public administration and policy. It also focuses on the dynamics of the democratic governance process.

PA 5310 Public Finance Administration

The course examines the applied aspects of public finance including operating budgets, revenue estimation, capital budgeting, financial planning, budgetary decision-making, cost-benefit analysis, and life-cycle costing. In addition, strategies for budget justification, presentation, and implementation are examined. The use of various budgetary tools and techniques are emphasized.

PA 5320 Organization Theory, Change, and Behavior

This course analyses classic and contemporary literature on organizational theory and behavior in the public sector. Emphasis is placed on history and development of organizational theory and core concepts such as organizational culture, power, and change. The implications of organizational theory for democratic governance are explored.

PA 5330 Public Personnel Administration

This course introduces students to public personnel functions from a managerial perspective. Examples of topics covered include: recruitment and selection, performance evaluation, discipline, collective bargaining, classification, and compensation. Topics include constructive leadership of government personnel that encourages a more competent, motivated, and representative administrative workforce.

PA 5340 Introduction to Public Law

This course examines the regulatory environment, legal requirements, and constraints that public officials face when carrying out their duties. The use of on-line research tools to find administrative materials and analyze public law issues is emphasized.

PA 5350 Public Policy Processes

This course is an overview of the process of public policymaking including policy formulation and implementation. An emphasis is placed on actors in the policy process and the political environment.

PA 5370 Public Management and Ethics

This course explores issues of morality and ethics in the public sector. It also considers subjects such as administrative discretion, the public interest, democratic values, and dissent. The course aims to formulate a frame of reference for judging behavior and clarifying our role and responsibility as moral agents.

PA 5390 Applied Research Methodology

This course is an introduction to applied research methods in the public sector. Topics include the scientific method, research design, measurement, qualitative research, and sampling. Data collection methods such as survey research, content analysis, and secondary data analysis are also covered.

PA 5397 Research Design and Proposal Development for Public Administration

This course prepares students for the demands of academic and professional writing. Students learn how to identify a public problem, develop a research purpose statement, and complete a literature review around a conceptual framework. This course prepares the student for their Applied Research Project (ARP). (Prerequisite: PA 5390 with a grade of "B" or higher and instructor permission required).

PA 5398 Applied Research Project

This course serves as the capstone experience for MPA students. Students must complete an original and empirical Applied Research Project (ARP). Students must also complete an oral defense of the ARP. Prerequisite: Grade of "B" or better in PA5397 and instructor permission.

Electives

PA 5312 Program Evaluation and Advanced Statistical Analysis

This course is an advanced course in the application of quantitative methods for the evaluation of public policies and programs. The course emphasizes the administrative and managerial environment. (Prerequisite: PA 5311 or a graduate level statistics course, with a grade of "B" or better)

PA 5313 Public Sector Economics

This course presents basic concepts of economics as applied to the public sector. Principles of economics for policy analysis and management are examined in the context of collective action, public choice, resource allocation, and service delivery. The course also examines the financing of national, state, and local governments.

PA 5314 Public Administration and Information Technology

This course explores the use of information technology in the public sector. It emphasizes the issues that public administrators need to know concerning the impact of information technology on their organizations. The course covers E-Democracy, E-Governance, Enterprise Architecture, Public Management Information Systems (PMIS), E-Procurement, and E-Commerce.

PA 5315 Public Performance Management

This course examines public sector performance management and measurement as tools for improving strategic planning, resource allocation, organizational learning, and internal operational processes. It also examines accountability, managerial performance, and evaluation processes.

PA 5331 Labor Management Relations

This course examines the historical development of public employee unions and the effects of collective bargaining agreements on personnel policy development. Public laws concerning collective bargaining procedures and strategy on the part of public managers are covered.

PA 5332 Management Practices in Public Personnel Administration

This course examines selected topics in public personnel administration including job analysis, position classification, test construction, performance appraisal, succession planning, and affirmative action. The role of the personnel office as a strategic partner in accomplishing organizational goals is explored.

PA 5351 Transportation Policy

This course presents basic components of transportation policy and planning. In addition to building an understanding of the historic foundation of transportation policy, students explore the underlying concepts related to congestion management, transit and active transportation planning, and impacts on land use and sustainability.

PA 5352 Comparative Public Administration

This course considers differences in various national administrative systems and the role of international organizations. It explores differences that influence various public policy issues from countries around the world. Policy issues examined include poverty, human rights, health care, and the environment.

PA 5353 Ecology and the Politics of Scarcity

This course is an exploration of problems and policies dealing with air, water, waste, energy use, natural resources, sustainability, and global environmental issues. This class highlights the historical drivers of environmental policy. Implementation strategies, policy mechanisms, and compliance adherence are also examined.

PA 5355 Environmental Policy, Politics, and Law

This course examines the formulation and implementation of environmental policy and law at the state, federal, and international level. It highlights legislation, rulemaking, treaties and international conventions. **(This course will introduce students to the public policy process and the details of U.S. environmental policy and administration. Problems and policies dealing with air, water, solid waste, hazardous waste, energy use, natural resources, climate change, sustainability, and global environmental governance will be discussed.)**

PA 5361 Introduction to the Nonprofit and Voluntary Sector

This course provides a foundation for understanding the history, scope, and function of the American nonprofit and voluntary sector. It includes an examination of the conceptual and theoretical underpinnings of the sector, an assessment of the role of these organizations in society, and their impact on public policy.

PA 5362 Alternative Public Service Delivery Systems

This course examines alternative delivery of public services. The reliance on market mechanisms, contracting out, and privatization are explored.

PA 5380 Topics in Public Administration

This course examines contemporary topics in public administration, policy, and management. May be repeated once with a different emphasis for additional credit.

PA 5380A Texas Water Law & Policy

This course examines the chief policy issue that will determine the future of Texas: how state and local agencies administer the state's ground and surface water legal regimes. With the legal and regulatory framework in place, the course investigates pressing water policy issues that confront Texas.

PA 5387 Research Practicum

This course uses structured group research to analyze a current policy, management, or administrative issue. A professor-led research team completes a final report detailing findings and recommendations for action. The course may be repeated once for additional credit. Instructor permission is required.

PA 5388 Directed Readings and Research

This course guides students in directed reading and research on various topics in public policy and administration under the direction of a graduate faculty member. The course may be repeated once with a different emphasis for additional credit. Instructor permission is required.

MPA PROGRAM FACULTY



DR. HOWARD BALANOFF

Endowed Professor, Department of Political Science
Director of the William P Hobby Center for Public Service
Office: UAC 376 | Phone: 512.245.3453 | Email: hb02@txstate.edu

Areas of Interest: Personnel Administration, International and Comparative Public Policy and Administration, Organizational Theory



DR. CHRISTOPHER BROWN

Associate Professor, Department of Political Science
Office: UAC 345 | Phone: 512.245.4404 | Email: cb56@txstate.edu

Areas of Interest: Environmental and Natural Resources Law, Administrative Law, Constitutional Law, Law Related to Public Administration



DR. BILLY FIELDS

Associate Professor, Department of Political Science
Office: UAC 332 | Phone: 512.245.7726 | Email: wf16@txstate.edu

Areas of Interest: Place Management, Hazard Mitigation, and Sustainable Transportation Policy



DR. EMILY HANKS

Associate Professor, Department of Political Science
Office: UAC 348 | Phone: 512.245.5608 | Email: emily.hanks@txstate.edu

Areas of Interest: The Nonprofit and Voluntary Sector, Public Values, Applied Communication, and Public Administration



DR. THOMAS LONGORIA

Professor, Department of Political Science
Office: 359 | Phone: 512.245.7582 | Email: tl28@txstate.edu

Areas of Interest: Local Government Politics and Administration, Non-profit Management



DR. SHERRI MORA

Senior Lecturer, Department of Political Science
Associate Chair, Department of Political Science
Office: UAC 355 | Phone: 512.245.7427 | Email: sm43@txstate.edu

Areas of Interest: American Government, Public Policy-Emphasis, Education, and Finance



DR. DIANNE RAHM

Professor, Department of Political Science
Office: UAC 374 | Phone: 512.245.1565 | Email: dr37@txstate.edu

Areas of Interest: Environmental Policy, Energy Policy, Science & Technology Policy, Public Policy Formulation and Implementation, Public Administration



DR. NANDHINI RANGARAJAN

Associate Professor, Department of Political Science
Director, MPA Program
Office: UAC 351 | Phone: 512.245.3285 | Email: nr11@txstate.edu

Areas of Interest: Public Management, Organizational Creativity



DR. PATRICIA SHIELDS

Regents' Professor, Department of Political Science
Office: UAC 352 | Phone: 512.245.7582 | Email: ps07@txstate.edu

Areas of Interest: Civil Military Relations, Pragmatism of Public Administration



DR. HASSAN TAJALLI

Professor, Department of Political Science
Office: UAC 377 | Phone: 512.245.3284 | Email: tajalli@txstate.edu

Areas of Interest: Methodology, Statistics, Public Policy, American Foreign Policy



DR. MIHA VINDIS

Professor of Practice, Department of Political Science
Office: UAC 381 | Phone: 512.245.2143 | Email: mvindis@txstate.edu

Areas of Interest: Organizational Behavior, Civic Engagement, Leadership Studies

STUDENT RESOURCES

Student Organizations

Student organizations are critical to your professional development. There are many opportunities to network and connect with each other and professionals including:

The Public Administration Student Association (PASA)

The purpose of PASA is to bring students together to develop professional development opportunities and support each other through the program. PASA also provides a way for students to receive university support to travel to regional and national conferences.

*For additional information contact:
Dr. Emily Hanks at emily.hanks@txstate.edu*

Pi Alpha Alpha

Pi Alpha Alpha is the Public Administration Honors Society. Selection to Pi Alpha Alpha indicates that the student has exceeded academically and is an important recognition that illustrates the student's dedication to the study and practice of public administration.

*For additional information contact:
Dr. Howard Balanoff at hb02@txstate.edu*

International City/County Management Association (ICMA) Student Chapter

The purpose of the student chapter of the ICMA is to introduce and integrate students into local government and the management profession and familiarize students with ICMA members, resources, and policies. The chapter ensures that all student members abide by the ICMA Code of Ethics. Other related resources include access to TCMA Region 7 meetings and support to attend the Texas City Managers Association annual meeting in June.

*For additional information contact:
Dr. Miha Vindis at mvindis@txstate.edu*

CenTex American Society for Public Administration (ASPA) Chapter

Established in 1939, the American Society for Public Administration is the largest and most prominent professional association in public administration. ASPA advances the art, science, teaching and practice of public and nonprofit administration fosters core public service values including: accountability and performance, professionalism, social equity, and ethics. ASPA seeks to improve public service by helping members acquire the knowledge,

technical skills and resources necessary to be excellent public servants. CenTex ASPA is one of the most active chapters in the county and brings together practitioners from the region and students and faculty from the University of Texas and Texas A&M together each year for an awards banquet during Public Service Recognition Week.

*For additional information contact:
CenTex President at president.centexaspa@gmail.com*



MPA Student Canvas Webpage

The [MPA student Canvas webpage](#) provides information pertaining to Texas State, the MPA program, and various employment, internship and scholarship opportunities.

Posts on the page are made by the administrative assistant specifically for students. Students can also post comments and search through previous postings.

Helpful Links

[Alkek Library](#)

[Applied Research Projects](#)

[Applied Research Project Information](#)

[Career Services](#)

[The Graduate College](#)

[Graduate Scholarships](#)

[Financial Aid](#)

[International Student & Scholar Services \(ISSS\)](#)

[Texas State University Registrar](#)

[MPA Website](#)

[Writing Center](#)

STUDENT POLICIES

You are joining a learning community that is committed to the highest academic standards. As a member of this community, you agree to uphold the fundamental standards of honesty, respect and integrity, and you accept the responsibility to encourage others to adhere to these standards. You also have a responsibility to conduct yourself in adherence to the University's Student Conduct Code, and to maintain good academic standing in the program. In addition to these expectations of responsibilities, you also have rights and recourses to address grievances. This section describes these rights and responsibilities.

It is your responsibility to understand these expectations:

Student Conduct Code

The first expectation is that Texas State MPA students adhere to the University's Code of Student Conduct.

University Honor Code

Information regarding the University Honor Code can be found under policy [UPPS No. 07.10.01](#).

Satisfactory and Unsatisfactory Academic Performance

Students who wish to appeal a grade received for a course in the Department of Political Science can find more information on the [College of Liberal Arts' website](#).



ASPA CODE OF ETHICS

Since 1984, ASPA has promoted a commitment to high standards of ethical practice by public servants. The Code of Ethics presents the key principles that public servants should advance, and its educational and review activities support the ethical behavior of members and hold them accountable for adhering to these principles. In its current strategic plan, ASPA's first goal is to advocate strong, effective and ethical public governance."

The American Society for Public Administration (ASPA) advances the science, art, and practice of public administration. The Society affirms its responsibility to develop the spirit of responsible professionalism within its membership and to increase awareness and commitment to ethical principles and standards among all those who work in public service in all sectors. To this end, we, the members of the Society, commit ourselves to uphold the following principles:

- 1. Advance the Public Interest:** Promote the interests of the public and put service to the public above service to oneself.
- 2. Uphold the Constitution and the Law:** Respect and support government constitutions and laws, while seeking to improve laws and policies to promote the public good.
- 3. Promote democratic participation:** Inform the public and encourage active engagement in governance. Be open, transparent and responsive, and respect and assist all persons in their dealings with public organizations.
- 4. Strengthen social equity:** Treat all persons with fairness, justice, and equality and respect individual differences, rights, and freedoms. Promote affirmative action and other initiatives to reduce unfairness, injustice, and inequality in society.
- 5. Fully Inform and Advise:** Provide accurate, honest, comprehensive, and timely information and advice to elected and appointed officials and governing board members, and to staff members in your organization.
- 6. Demonstrate personal integrity:** Adhere to the highest standards of conduct to inspire public confidence and trust in public service.
- 7. Promote Ethical Organizations:** Strive to attain the highest standards of ethics, stewardship, and public service in organizations that serve the public.
- 8. Advance Professional Excellence:** Strengthen personal capabilities to act competently and ethically and encourage the professional development of others.

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Texas State University is an Equal Employment Opportunity/Affirmative Action Employer, committed to inclusive thought and action in support of our diverse community. Individuals from historically underrepresented groups and all those who share our commitment to inclusivity and passion for the strength of our diversity are strongly encouraged to apply.

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