

Curriculum Reference for MPA Students Admitted Prior to Fall 2015

(Graduate Catalogs are also an excellent reference.)

DEGREE REQUIREMENTS (39 Credit Hours)

- I. *Maintain a GPA of 3.2 or above during the first 12 hours of public administration course work. Provisional students can earn no grade below a "B" in the first 12 hours of course work or the student will be dismissed or placed on probation. A grade of "C-" or below in any course will result in automatic dismissal.*

- II. *Successfully Complete the Beginning Core Classes:*
 - PA 8050 Public Administration and Democracy
 - PA 8010 The Public Economy
 - PA 8090 Seminar in Organization Theory & Behavior
 - *Beginning core classes must be taken prior to the mid-program classes. Mid-program classes may be taken in the same semester as beginning core classes as long as the beginning core is completed at the end of that semester.*

- III. *Successfully Complete the Mid-Program Classes:*
 - PA 8120 Research Methods or equivalent (PSCI 8000 at UNO or POLS 800 at UNL)
 - PA 8300 Policy Design and Implementation (pre-requisites: PA 8010, PA 8050, PA 8090, and PA8120)
 - *Five Concentration/Specialization courses (15 credit hours). See details about requirements for each concentration and specialization later in the Handbook. Note: PA 8120 must be completed before taking PA 8300.*
 - *Dual degree students should refer to the dual degree section of the Handbook for number of required hours.*

- IV. *Successfully Complete Ending Core Classes:*
 - PA 8440 Organizational Development or PA 8530 Strategic Planning and Management (pre-requisites: 24 credit hours completed)
 - PA 8320 Policy Evaluation or PA 8330 Policy Analysis or PA 8450 Advanced Management Analysis (Note: POLS 836 at UNL is an accepted substitute) (pre-requisites: 24 credit hours completed)
 - PA 8990 Capstone Project (pre-requisites: 30 credit hours completed). The instructor must approve a student's capstone project proposal prior to enrollment in this course.

AREAS OF CONCENTRATION

AVIATION CONCENTRATION (Advisor: Becky Lutte)

Required courses (15 hours)

- AVN 8060 Transportation Security

- AVN 8250 Airport Administration
- AVN 8360 Transportation Safety
- AVN 8370 Airport Development
- AVN 8750 Transportation Finance

EMERGENCY MANAGEMENT CONCENTRATION (Advisor: Patrick O'Neil)

Required courses (12 hours)

- PA 8400 Public Budgeting OR PA 8480 Public Finance
- PA 8566 Intergovernmental Management
- EMGT 8060 Planning, Preparedness & Mitigation
- EMGT 8340 Response, Recovery & Resilience

Elective courses (3 hours)

- EMGT 8600 Contemporary Issues in Emergency Management
- PA 8110 Managing Information in the Public Sector
- PA 8420 Public Works Management
- PA 8496 Public Sector Labor Relations
- PA 8520 Seminar in Grant Writing
- PA 8530 Strategic Planning & Management in Public & Nonprofit Organizations
- CRCJ 8366 The Nature of Crime
- CRCJ 8020 Seminar in Administration Justice
- CRCJ 8040 Seminar in Policy & Society
- CRCJ 8100 Criminal Justice Organization, Administration & Management
- CRCJ 8230 Terrorism
- CRCJ 8800 Special Problems in Criminal Justice

HEALTHCARE ADMINISTRATION CONCENTRATION (Advisors: Bryce Hoflund or Carl Ameringer)

Required courses (9 hours)

- PA 8740 Health Care Policy
- HRSA 872 Health Care Finance at UNMC
- HRSA 810 U.S. Health Care Systems at UNMC

Elective courses (6 hours)

- PA 8730 Health Care Administration
- PA 8030 Internship in Public Administration
- GERO 8516/PA 8516 Long Term Care Administration
- GERO 8556/HED 8556 Health Aspects of Aging
- GERO 8676 Programs and Services for the Aging

- GERO 8696 Working With Minority Elderly
- HED 8850 Health Aspects of Stress Management
- HED 8700 Women's Health Issues
- HED 8600 Health Behavior or HPRO 860 Health Behavior
- BIOS 806 Biostatistics I at UNMC
- EPT 820 Epidemiology: Theory and Applications at UNMC
- HSRA 802 Ethics in Health Care at UNMC

LOCAL GOVERNMENT CONCENTRATION (Advisor: Robert Blair)

Required courses (9 hours)

- PA 8436 Municipal Administration
- PA 8480 Seminar in Public Finance Administration or PA 8400 Public Budgeting
- PA 8410 Public Human Resource Management

Elective courses (6 hours)

- PA 8030 Internship
- PA 8040 Internship
- PA 8110 Managing Information in the Public Sector
- PA 8470 Administrative Ethics and Leadership
- PA 8566 Intergovernmental Management
- PA 8600 Administrative Law
- PA 8616 Municipal Law
- UBNS 8020 Race, Ethnicity, and American Urban Culture
- UBNS 8060 Introduction to Urban Planning
- AVN 8250 Airport Administration
- CIVE 8610 Urban Transportation
- CRP 8006 Introduction to Planning
- ECON 8850 Seminar in Urban Economics
- GEOG 8126 Urban Geography

NONPROFIT CONCENTRATION (Advisors: Angela Eikenberry or Tara Bryan)

Required courses (6 hours)

- PA 8550 Introduction to the Non-Profit Sector
- PA 8896 Nonprofit Budgeting and Financial Management or PA 8480 Public Finance Administration

Elective courses (9 hours)

- PA 8030 Internship in Public Administration
- PA 8040 Internship in Public Administration
- PA 8106 Marketing for Aviation, Public and Nonprofit Organizations
- PA 8110 Managing Information in the Public Sector

- PA 8206 Community Organizing and Social Change
- PA 8470 Administrative Ethics and Leadership
- PA 8520 Grant Writing
- PA 8580 Management and Administration of Nonprofit Organizations
- PA 8596 Techniques and Topics in Nonprofit Management
- PA 8710 Fundraising in Nonprofit Organizations
- PA 8930 Negotiation Skills Management

Other courses from other fields of study where nonprofit organizations are active may be included for elective credits. Examples include health specialization courses, courses in fine arts, administration, museum studies, and social work. Your Academic Advisor and the MPA Graduate Program Committee must approve any electives taken outside the School of Public Administration.

PUBLIC MANAGEMENT CONCENTRATION

The Public Management concentration is for students seeking administrative generalist careers in the public sector.

Required courses (6 hours)

- PA 8400 Public Budgeting
- PA 8410 Public Human Resource Management

Elective courses (9 hours)

- PA 8030 Internship in Public Administration
- PA 8040 Internship in Public Administration
- PA 8106 Marketing in Public, Nonprofit and Aviation Organizations
- PA 8110 Managing Information in the Public Sector
- PA 8320 Policy Evaluation
- PA 8330 Policy Analysis
- PA 8420 Public Works Management
- PA 8436 Municipal Administration
- PA 8440 Organization Development
- PA 8450 Advanced Management Analysis
- PA 8470 Administrative Ethics and Leadership
- PA 8480 Public Finance Administration
- PA 8500 Issues in Public-Private Cooperation
- PA 8520 Seminar in Grant Writing
- PA 8530 Strategic Planning
- PA 8550 Introduction to the Nonprofit Sector
- PA 8566 Intergovernmental Management
- PA 8600 Administrative Law
- PA 8710 Fundraising in Public and Nonprofit Organizations
- PA 8896 Special Topics in Public Administration
- PA 8930 Negotiation Skills in General Management
- UBNS 8060 Introduction to Urban Planning

PUBLIC POLICY CONCENTRATION (Advisors: Robert Blair)

Required Courses (12 hours – see note below)

- PA 8320 Policy Evaluation
- PA 8330 Policy Analysis
- PA 8400 Public Budgeting
- PA 8600 Administrative Law

Elective Courses (6 hours)

- PA 8450 Advanced Management Analysis
- Other approved methods course
- Advanced course in a policy area

Note: Both PA 8320 and PA 8330 are required for this concentration. One of the two will count as an ending core class, while the other will count as a required course for the concentration. Therefore, six hours of elective courses are required in addition to the required concentration courses, for a total of 18 hours.

AREAS OF SPECIALIZATION

Areas of specialization are interdisciplinary in nature. They require students to choose from courses within other academic areas. Students should work closely with both their MPA and specialization advisors to develop a plan of study. Please note that areas of specialization will not be noted on UNO transcripts.

CRIMINOLOGY AND CRIMINAL JUSTICE SPECIALIZATION (Advisor: Lisa Sample)

Students should have a background in criminal justice.

Required Courses (6 hours)

- PA 8400 Public Budgeting or PA 8480 Public Finance Administration
- PA 8410 Public Human Resource Management

Elective Courses (9 hours)

- CRCJ 8010 The Nature of Crime
- CRCJ 8020 Seminar in Administration of Justice
- CRCJ 8040 Seminar in Police and Society
- CRCJ 8050 Seminar in Corrections
- CRCJ 8060 Seminar in the Criminal Court
- CRCJ 8080 Seminar in Juvenile Justice
- CRCJ 8130 Seminar in Women and Criminal Justice
- CRCJ 8230 Terrorism
- CRCJ 9030 Seminar on Minorities and the Criminal Justice System
- CRCJ 9040 Comparative Criminology and Criminal Justice Systems
- CRCJ 9090 Special Problems in Research Methods
- CRCJ 9150 Special Topics in Criminology and Criminal Justice

- CRCJ 9160 Seminar in Community-Based Corrections
- CRCJ 9170 Seminar in Institutional Corrections

INFORMATION & TECHNOLOGY MANAGEMENT SPECIALIZATION (Advisors: Jooho Lee or Yu-Che Chen)

Required Courses (9 hours)

The first two courses must be taken prior to enrolling in the rest of the specialization:

- PA 8110 Managing Information in the Public Sector
- ISQA 8206 Information & Data Quality Management
- PA 8400 Public Budgeting or PA 8480 Seminar in Public Financial Administration

Elective Courses (6 hours)

- ISQA 8196 Process Reengineering with IT
- ISQA 8230 Telecommunications Management
- ISQA 8250 Facilitation of Collaborative Problem Solving
- ISQA 8420 Managing the IS Function
- ISQA 8570 Information Security Policy and Ethics
- ISQA 8736 Decision Support Systems
- ISQA 8810 Information Technology Project Fundamentals

Other Areas of Specialization

Students may design a specialization to fit their career and vocational goals. These courses must contain definable substantive area, be congruent with the MPA Program, and provide a cohesive set of educational objectives. The specialization should also include a minimum of 6 hours in public or non-profit management, and receive the approval of the Graduate Program Committee.

DUAL DEGREE PROGRAMS

MSW/MPA DUAL DEGREE PROGRAM

The School of Public Administration and the School of Social Work at UNO collaborate to offer prospective candidates the option to receive both the MPA and MSW degrees through the Dual Degree Program.

NOTE: Students who have already graduated with an MPA or MSW degree are ineligible for a dual degree.

Admission Requirements

Students who identify the MPA/MSW dual degree option prior to admission will complete a single application which includes:

- Graduate Application for Admission
- Graduate Application Fee
- Two official transcripts from each college/university attended
- GRE Scores
- 2 Letters of Recommendation for MPA

- 3 Letters of Recommendation for MSW (forms)
- Social Work essay
- MPA essay
- Updated resume or work history

The completed application will be electronically sent to both the School of Public Administration and the School of Social Work for review.

Students who decide after admission to either the Master of Public Administration or Master of Social Work Program that they want to pursue the dual degree program will need to submit a new application, application fee, and additional application materials to the appropriate department/school for review. The public administration advisor will assist public administration students and the social work advisor will assist social work students with this process.

There are two options for students entering the dual degree program, a 57 credit program and a 81 credit program. The 57 credit program is for students who have completed an accredited BSW degree. The 81 credit program is for all other students; it includes foundation course work in social work.

MSW/MPA Dual Degree Requirements

For both options, students must choose the "Integrated Practice" concentration in social work and be willing to take a minimum of two courses per semester, excluding the summer semesters.

57 Credit Program

- PA 8010 Public Economy
- PA 8050 Public Administration & Democracy
- PA 8090 Organizational Theory and Behavior
- PA 8300 Policy Design & Implementation
- PA 8400 Public Budgeting or PA 8480 Public Finance Administration or PA 8720 Health Care Finance
- PA 8530 Strategic Planning & Implementation or PA 8440 Organizational Development & Change
- PA 8320 Policy Evaluation or SOWK 8940 Evaluation of Social Work Programs
- PA 8990 Capstone Project
- SOWK 8190 Research Skills in Social Work Practice
- SOWK 8220 Clinical Social Work with Individuals
- SOWK 8250 Social Work Practice with Families
- SOWK 8510 Supervision and Personnel Administration
- SOWK 8540 Social Welfare Planning
- SOWK 8560 Advanced Community Practice
- SOWK 8570 Social Work Administration
- SOWK 8400 Advanced Social Work Practicum I
- SOWK 8410 Advanced Social Work Practicum II
- SOWK Any one approved social work social issues/policies/service delivery courses
- SOWK Any one approved social work elective

81 Credit Program

Students must complete the courses listed in the 57 credit program, plus the following 24 credit hours:

- SOWK 8070 Human Behavior & Social Environment I
- SOWK 8080 Human Behavior & Social Environment II
- SOWK 8090 Social Policy I
- SOWK 8110 Social Policy II
- SOWK 8130 Generalist Practice I
- SOWK 8150 Generalist Practice II
- SOWK 8160 Generalist Practicum I
- SOWK 8170 Generalist Practicum II

MIS/MPA DUAL DEGREE PROGRAM

The School of Public Administration and the College of Information Science and Technology offer the option to complete both the MPA and the MS in MIS degrees jointly and by completing 54 to 57 hours of course work beyond foundation requirements.

NOTE: Students who have already graduated with an MPA or MIS degree are ineligible for a dual degree.

Admission Requirements

Students who identify the MIS/MPA dual degree option prior to admission will complete a single application which includes:

- Graduate Application for Admission
- Graduate Application Fee
- Two official transcripts from each college/university attended
- GRE Scores
- 2 Letters of Recommendation for MPA
- 3 Letters of Recommendation for MIS
- MIS/MPA essay
- Updated resume or work history

MIS/MPA Dual Degree Requirements

The degree requirements for the dual MPA and MS in MIS program include the completion of 54 or 57 semester hours of graduate credit beyond foundation courses identified at the time of admission. These hours will be completed as follows. Please note that in case a core course is waived, students will be required to take an elective course to replace those credits.

Core Courses

- PA 8010 The Public Economy
- PA 8050 Public Administration and Democracy
- PA 8090 Organization Theory and Behavior
- ISQA 8210 Management of Software Development
- ISQA 8220 Advanced Systems Analysis and Design

- ISQA 8310 Data Communications
- ISQA 8380 Managing the Distributed Computing Environment
- ISQA 8410 Database Management
- ISQA 8420 Managing the IS Function
- PA 8120 Research Methods for Public Administration or ISQA 8060 Research in Management Information Systems.
- PA 8300 Policy Design and Implementation
- PA 8320 Public Policy Evaluation or PA 8330 Policy Analysis or PA 8450 Seminar in Advanced Management Analysis in Public Agencies
- PA 8440 Organization Development or PA 8530 Strategic Planning & Mgmt in Public & Non-Profit Organizations

Electives

Students will take a minimum of 6 hours each of ISQA elective courses and PA elective courses. Students may choose to specialize in the following areas, or in another area with the approval of their faculty advisor. In any case, one of these courses must be PA 8400, PA 8480, PA 8720, or PA 8896 (Non-Profit Financial Management); and all courses must be at the 8000-level.

Program Management

PA 8450 Seminar in Advanced Management Analysis in Public Agencies
 PA 8400 Public Budgeting
 ISQA 8810 IT Project Fundamentals
 ISQA 8820 Project Risk Management

Financial Management Information Systems

PA 8480 Seminar in Public Financial Administration
 PA 8400 Public Budgeting
 ISQA 8596 IT Audit and Control
 ISQA 8570 Information Security Policy and Ethics

Health Care Information Systems

PA 8720 Health Care Finance
 PA 8740 Health Care Policy
 ISQA 8570 Information Security Policy and Ethics
 ISQA 8400 Clinical Systems Architecture and Function

Integrative Experience (Required): 3-6 credit hours

Thesis Option: To take this option, a student will be required to enroll in six hours of thesis credit either in the MPA program (PA 8980) or in the MS in MIS program (ISQA 8990). The thesis must be in an area that relates to both the public administration and information systems domains.

Foundation Courses: A student must have completed some basic courses either as an undergraduate student or prior to enrolling in the first MS in MIS course. Students may start MPA courses while completing

the MIS foundation courses. More information on specific foundation requirements are available on the IS&T/ISQA web site at: www.isqa.unomaha.edu for the MS in MIS program.