Minor Change to a Graduate Program

Program Name: Master of Public Administration

Complete only if applicable

Program named above is:
□ Option within __________________________
(degree program name)

□ Certificate

Department Contact(s) w/phone #s:

Mahalley Allen, 898-6506, mdallen@csuchico.edu

Brief rationale for change:

Add comp exam option for culminating activity. Remove POLS 600 from core requirements & add to electives. For general MPA, students will take 15-18 units of electives. For option in health administration, students will select 9 units from option's course requirements and 6-9 units of electives. Culminating activity will be 0-4 units depending on whether student selects comprehensive exam, professional paper, or thesis option. Reduce units of degree to 36-37 units.

Does the proposed change enhance or support the Diversity Action Plan (see definition & Task 3.1)?

no
If yes, please explain.

Required Signatures

The Department of Political Science and Criminal Justice

has reviewed and approved this program change

Mahalley Allen
Chair, Department Curriculum Committee

Date 11/1/14

Department Chair

Date 11/1/14

The College of BSS

has reviewed and approved this program change

Chair, College Curriculum Committee

Date 12/19/16

College Dean

Date 12/19/16
Minor Change to a Graduate Program

The Graduate School has reviewed and approved this program change

[Signature]
Dean of Graduate School

3/2/17
Date

Send signature page with proposal attached to Curriculum Services at Undergraduate Education, zip 680
Curriculum Technical Review Completed

[Signature]
Date
The Master of Public Administration

Course Requirements for the Master's Degree: 42 36-37 units

Continuous enrollment is required. At the discretion of the academic program, a maximum of 6 semesters units of special session credit earned in non-matriculated status combined with all transfer coursework may be counted toward the degree requirements. This applies to special session credit earned through Open University, or in courses offered for academic credit through the Center for Regional and Continuing Education.

Graduate Time Limit:

All requirements for the degree are to be completed within five years of the end of the semester of enrollment in the oldest course applied toward the degree. See Master's Degree Requirements in the University Catalog for complete details on general degree requirements.

Prerequisites for Admission to Conditionally Classified Status:

1. Satisfactory grade point average as specified in Graduate and Postbaccalaureate Admission Requirements in the University Catalog.

2. Approval by the department and the Office of Graduate Studies.

3. An acceptable baccalaureate from an accredited institution, or an equivalent approved by the Office of Graduate Studies.

While taking 600-level courses, all new students enter as conditionally classified graduate students.

Conditionally classified students are expected to make no grade lower than a B- and finish all course work (no "Incomplete" or "Satisfactory Progress").

Prerequisites for Admission to Classified Status:

In addition to any requirements listed above:

1. Completion of a minimum of 9 units of graduate study as a conditionally classified student, including a graduate seminar.

2. Formation of a graduate advisory committee. This should be done as early as possible, after completion of 9 units of graduate study, and in consultation with the Graduate Coordinator. Generally, no more than 15 units will be counted toward the graduate degree program in Public Administration taken before the formation of the graduate committee. Students selecting the
thesis option must have a committee of three faculty members. At least two of the three faculty members on the committee, including the chair, must be chosen from the Department of Political Science. Students selecting the professional paper plan must have a committee of two faculty members. The chair of the committee must be the faculty member instructing POLS 680 the semester that it is taken. For students who select the Comprehensive Exam Plan, the Graduate Coordinator organizes the graduate advisory committee and is responsible for the guidance of the student through completion of the degree.

3. Development of an approved master's degree program plan. The graduate advisory committee works with the student in the development of the student's master's degree program plan. The plan must be approved by the graduate advisory committee, the Graduate Coordinator, and the Office of Graduate Studies.

**Advancement to Candidacy:**

In addition to any requirements listed above:

1. Completion of at least 15 units of the student's approved master's degree program plan.

2. Graduate advisory committee approval of the student's thesis proposal or POLS 680 instructor's approval of policy analysis topic and enrollment in POLS 680.

3. A minimum grade point average of 3.0.

**Requirements for the Master of Public Administration:**

Completion of all requirements as established by the departmental graduate committee, the graduate advisory committee, and the Office of Graduate Studies, to include:

1. Completion of an approved program consisting of 42 36-37 units of 600-level courses, as follows:

   (a) At least 36 30 units in the discipline of Public Administration.

   (b) At the discretion of the academic program, a maximum of 6 semesters units of special session credit earned in non-matriculated status combined with all transfer coursework may be counted toward the degree requirements. This applies to special session credit earned through Open University, or in courses offered for academic credit through the Center for Regional and Continuing Education. (Correspondence courses and UC Extension coursework are not acceptable for transfer.) Not more than 6 units from another department within the University, and only with approval by the graduate advisory committee.

   (c) Not more than 3 units of internship coursework and only if the student's graduate committee or the Graduate Coordinator agrees that the internship is a meaningful educational experience. Internships are encouraged for pre-service students.
(d) Not more than 9 units of independent study, Master's Thesis (POLS 699T), or Culminating Practicum (POLS 680) combined; not more than 6 units of Master's Thesis (POLS 699T). Independent Study (POLS 697) topics cannot be the same as POLS 680 papers or thesis topics.

2. Completion and final approval of one of the following three plans as specified by the student’s graduate advisory committee.

a. Comprehensive Examination Plan

1) Written Comprehensive Examinations: The candidate shall complete and pass a written examination in public administration.
2) Preparing for the Comprehensive Exam: Students are provided lists of suggested readings. The exam involves synthesis and practical application of public administration theory, knowledge, and skills acquired in the program.
3) Grading: Each examination shall be graded as pass or fail.
4) Repeating the Written Examination: The candidate may repeat the examination once.
5) Approval by the departmental graduate committee and the Graduate Coordinators Committee on behalf of the faculty of the university.

b. Professional Paper Plan

Enrollment in POLS 680A and POLS 680B and successful completion of a professional research paper (Policy Analysis) of sufficient range in subject and method to demonstrate a broad acquaintance with the relevant theory and methodology and a capacity for in-depth analysis and investigation. The completed paper shall be presented before interested faculty and graduate students and approved by both members of the graduate committee.

c. Thesis Plan

The candidate shall submit an acceptable thesis based upon research developed by the student and agreed to by the student’s graduate advisory committee.

1) Thesis Proposal: A proposal (prospectus or detailed outline) of the thesis must be submitted and approved by the graduate advisory committee before the student begins the thesis. The proposal includes at least a statement of the problem or hypothesis, the basic research methods to be employed, justification of the study’s value, and estimated time of completion. The proposal is a formal document that must have appropriate attention given to the matters of format, documentation, and quality of writing.
2) Registration in POLS 699T, Master’s Thesis: The student should register for POLS 699T no earlier than the third semester in the program and in accordance with his/her thesis plan. However, it is advisable that students complete most of the program course work before registering for POLS 699T. An approved thesis proposal is required for registration in POLS 699T.
3) Approval of Thesis: The thesis shall be approved by all three members of the graduate advisory committee.
4) Oral Defense: A required oral defense of the thesis shall be conducted by the candidate’s graduate advisory committee. Interested faculty may attend. The oral defense is generally limited to matters within the scope of the thesis. The candidate may repeat the oral defense one time if failed by the committee on the first attempt. The time and place of the defense must be noted in print and circulated to the Office of Graduate Studies at least one week prior to the date. The Political Science Department should be notified of the oral defense two weeks prior to the date.

3. Approval by the department graduate committee and the Graduate Coordinators Committee on behalf of the faculty of the University.

Completion of the following core courses is required of all candidates for this degree. Additional required courses for the general MPA and the Option in Health Administration are outlined following the core course requirements.

Core Requirements:

21-22 units required:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>POLS 600</td>
<td>American Institutions and Public Organizations</td>
<td>3.0 FA</td>
</tr>
<tr>
<td>POLS 602</td>
<td>Public Administration and Democracy</td>
<td>3.0 FA</td>
</tr>
<tr>
<td>POLS 631</td>
<td>Seminar in Research Methods</td>
<td>3.0 FS</td>
</tr>
<tr>
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<td>3.0 FA</td>
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<td>3.0 SP</td>
</tr>
<tr>
<td>POLS 660C</td>
<td>Seminar in Administration of Public Financial Resources</td>
<td>3.0 SP</td>
</tr>
<tr>
<td>POLS 662</td>
<td>Seminar in Organizational Theory in the Public Sector</td>
<td>3.0 FA</td>
</tr>
</tbody>
</table>

Culminating Activity

3-4 units

1. Comprehensive Examination
   For Students who select the Comprehensive Examination, 3 units are fulfilled by taking an additional elective course

OR

2. Professional Paper
   POLS 680A Culminating Professional Paper Proposal          1.0 FS
   POLS 680B Culminating Professional Paper                    3.0 FS

OR
The following courses are required dependent upon whether the students choose the general MPA or the Option in Health Administration. Students must select one of the following paths for completion of the degree.

**General MPA Electives:**

15–18 units selected from:

<table>
<thead>
<tr>
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<th>Units</th>
<th>Term</th>
</tr>
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<td>American Institutions and Public Organizations</td>
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<td>FA</td>
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<td>POLS 601</td>
<td>Seminar in State and Local Government</td>
<td>3.0</td>
<td>FA</td>
</tr>
<tr>
<td>POLS 652</td>
<td>Legal and Ethical Issues in Health and Human Services</td>
<td>3.0</td>
<td>FA</td>
</tr>
<tr>
<td>POLS 653</td>
<td>Environmental Policy and the Law</td>
<td>3.0</td>
<td>INQ</td>
</tr>
<tr>
<td>POLS 659</td>
<td>Collaborative Community Management</td>
<td>3.0</td>
<td>FA</td>
</tr>
<tr>
<td>POLS 661</td>
<td>Seminar in Public Administration</td>
<td>3.0</td>
<td>SP</td>
</tr>
<tr>
<td><strong>POLS 663</strong></td>
<td><strong>Seminar in Health and Human Services Management</strong></td>
<td>-</td>
<td>3.0</td>
</tr>
<tr>
<td>POLS 664</td>
<td>Seminar in Public Policy in Health and Human Services</td>
<td>3.0</td>
<td>FA</td>
</tr>
<tr>
<td>POLS 665</td>
<td>Economic and Global Finance Issues in Health and Human Services</td>
<td>3.0</td>
<td>FA</td>
</tr>
<tr>
<td>POLS 666</td>
<td>Mental Health Policy and Administration</td>
<td>3.0</td>
<td>SP</td>
</tr>
<tr>
<td>POLS 667</td>
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<td>3.0</td>
<td>SP</td>
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<td>POLS 668</td>
<td>Seminar in Public Policy Formation</td>
<td>3.0</td>
<td>FA</td>
</tr>
<tr>
<td>POLS 669</td>
<td>Public and Non-Profit Program Evaluation</td>
<td>3.0</td>
<td>SP</td>
</tr>
<tr>
<td>POLS 671</td>
<td>Topics in American Politics</td>
<td>3.0</td>
<td>FS</td>
</tr>
<tr>
<td><strong>POLS 672</strong></td>
<td><strong>The U.S. Presidency</strong></td>
<td>3.0</td>
<td>INQ</td>
</tr>
</tbody>
</table>
OR (the following course may be substituted for the above)

POLS 673  The U.S. Congress  3.0  INQ
POLS 689  Intern/Fieldwork Public Admin  1.0 - 3.0  FS
Prerequisites: Faculty permission.

OR (the following course may be substituted for the above)

POLS 689P  MPA Professional Internship  3.0  FS
Prerequisite: Faculty permission.
POLS 697  Independent Study  1.0 - 6.0  FS
Prerequisites: Faculty permission.

2. Completion and final approval of one of the following two plans as specified by the student's graduate advisory committee.

a. Professional Paper Plan

Enrollment in POLS 680, Culminating Practicum, and successful completion of a professional research paper (Policy Analysis) of sufficient range in subject and method to demonstrate a broad acquaintance with the relevant theory and methodology and a capacity for in-depth analysis and investigation. The completed paper shall be presented before interested faculty and graduate students and approved by both members of the graduate committee.

b. Thesis Plan

The candidate shall submit an acceptable thesis based upon research developed by the student and agreed to by the student's graduate advisory committee.

(1) Thesis Proposal: A proposal (prospectus or detailed outline) of the thesis must be submitted and approved by the graduate advisory committee before the student begins the thesis. The proposal includes at least a statement of the problem or hypothesis, the basic research methods to be employed, justification of the study's value, and estimated time of completion. The proposal is a formal document which must have appropriate attention given to the matters of format, documentation, and quality of writing.

(2) Registration in POLS 699T, Master's Thesis: The student should register for POLS 699T no earlier than the third semester in the program and in accordance with his/her thesis plan. However, it is advisable that the student complete most of the program course work before registering for POLS 699T. An approved thesis proposal is required for registration in POLS 699T.
(3) Approval of Thesis: The thesis shall be approved by all three members of the graduate advisory committee.

(4) Oral Defense: A required oral defense of the thesis shall be conducted by the candidate’s graduate advisory committee. Interested faculty may attend. The oral defense is generally limited to matters within the scope of the thesis. The candidate may repeat the oral defense one time if failed by the committee on the first attempt. The time and place of the defense must be noted in print and circulated to the Office of Graduate Studies at least one week prior to the date. The Political Science Department should be notified of the oral defense two weeks prior to the date.

3. Approval by the department graduate committee and the Graduate Coordinators Committee on behalf of the faculty of the University.

The Option in Health Administration

Core Requirements:

21 units required:

<table>
<thead>
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</tr>
</thead>
<tbody>
<tr>
<td>POLS 600</td>
<td>American Institutions and Public Organizations</td>
<td>3.0 FA</td>
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<td>POLS 602</td>
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<td>3.0 FA</td>
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<td>Seminar in Administration of Public Financial Resources</td>
<td>3.0 SP</td>
</tr>
<tr>
<td>POLS 662</td>
<td>Seminar in Organizational Theory in the Public Sector</td>
<td>3.0 FA</td>
</tr>
</tbody>
</table>

Option:

15 units required: 9 units selected from

<table>
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<tr>
<th>Course</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>POLS 652</td>
<td>Legal and Ethical Issues in Health and Human Services</td>
<td>3.0 FA</td>
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<tr>
<td>POLS 663</td>
<td>Seminar in Health and Human Services Management</td>
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</tr>
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<td>POLS 664</td>
<td>Seminar in Public Policy in Health and Human Services</td>
<td>3.0 FA</td>
</tr>
<tr>
<td>POLS 665</td>
<td>Economic and Global Finance Issues in Health and Human Services</td>
<td>3.0 FA</td>
</tr>
<tr>
<td>POLS 666</td>
<td>Mental Health Policy and Administration</td>
<td>3.0 SP</td>
</tr>
</tbody>
</table>

Electives:

1 course selected from: 6 units selected from
POLS 600  American Institutions and Public Organizations  3.0 FA
POLS 601  Seminar in State and Local Government  3.0 FA
POLS 652  Legal and Ethical Issues in…  3.0 FA
POLS 653  Environmental Policy and the Law  3.0 INQ
POLS 659  Collaborative Community Management  3.0 FA
POLS 661  Seminar in Public Administration  3.0 SP
POLS 664  Seminar in Public Policy in Health and…  3.0 FA
POLS 665  Economic and Global Finance Issues…  3.0 FA
POLS 666  Mental Health Policy and Administration  3.0 SP
POLS 667  Seminar in Administration and Planning  3.0 SP
POLS 668  Seminar in Public Policy Formation  3.0 FA
POLS 669  Public and Non-Profit Program Evaluation  3.0 SP
POLS 671  Topics in American Politics  3.0 FS
POLS 672  The U.S. Presidency  3.0 INQ
OR  (the following course may be substituted for the above)
POLS 673  The U.S. Congress  3.0 INQ
POLS 689  Intern/Fieldwork Public Admin  1.0 -3.0 FS
Prerequisites: Faculty permission.
POLS 689P  MPA Professional Internship  3.0 FS
Prerequisite: Faculty permission.

Recommended for pre-service students

POLS 697  Independent Study  1.0 -6.0 FS
Prerequisites: Faculty permission.

Culminating Activity:

POLS 680  Culminating Practicum - 3.0 FS -

OR  (the following course may be substituted for the above)
POLS 699T  Master's Thesis - 1.0 –6.0 FS -

The Option in Local Government Management

Core Requirements:

21 units required:
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Semester(s)</th>
</tr>
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<tbody>
<tr>
<td>POLS 600</td>
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<td>POLS 602</td>
<td>Public Administration and Democracy</td>
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<td>FA</td>
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<td>POLS 634</td>
<td>Seminar in Research Methods</td>
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<td>Seminar in Public Management</td>
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**Option:**

**15 units required:**

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<tr>
<td>POLS 601</td>
<td>Seminar in State and Local Government</td>
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<td>Collaborative Community Management</td>
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<td>Seminar in Public Policy Formation</td>
<td>3.0</td>
<td>FA</td>
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<tr>
<td>POLS 669</td>
<td>Public and Non-Profit Program Evaluation</td>
<td>3.0</td>
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**Electives:**

1 course selected from:

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<tbody>
<tr>
<td>POLS 653</td>
<td>Environmental Policy and the Law</td>
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<td>3.0</td>
<td>SP</td>
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<tr>
<td>POLS 689</td>
<td>Intern/Fieldwork Public Admin</td>
<td>1.0–3.0</td>
<td>FS</td>
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<td>POLS 689P</td>
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<td>FS</td>
</tr>
<tr>
<td>POLS 697</td>
<td>Independent Study</td>
<td>1.0–6.0</td>
<td>FS</td>
</tr>
</tbody>
</table>

Prerequisites: Faculty permission.

Recommended for pre-service students.

**Culminating Activity:**
A local government topic must be selected.

3-6 units required:

POLS 680 Culminating Practicum - 3.0 FS -

OR (the following course may be substituted for the above)

POLS 699T Master's Thesis - 1.0-6.0 FS -

Graduate Requirement in Writing Proficiency:

Writing proficiency is a graduation requirement.

Graduate students in Public Administration will demonstrate their writing competence through POLS 602 or the first graduate seminar in which they enroll. The instructor of that seminar will certify to the Graduate Coordinator that the student has met the requirement. Students should consult with the Graduate Coordinator for specifics.

Graduate Grading Requirements:

All courses in the major program (with the exception of POLS 689 Internship/Fieldwork in Public Administration, POLS 689P MPA Professional Internship, and POLS 699T Master’s Thesis) must be taken for a letter grade, except those courses specified by the department as ABC/No Credit (400/500-level courses), AB/No Credit (600-level courses), or Credit/No Credit grading only. A maximum of 10 units combined of ABC/No Credit, AB/No Credit, and Credit/No Credit grades may be used on the approved program (including 697, 699P, 699T and courses outside the major). While grading standards are determined by individual programs and instructors, it is also the policy of the University that unsatisfactory grades may be given when work fails to reflect achievement of the high standards, including high writing standards, expected of students pursuing graduate study.

Students must maintain a minimum 3.0 grade point average in each of the following three categories: all coursework taken at any accredited institution subsequent to admission to the master's program; all coursework taken at CSU, Chico subsequent to admission to the program; and all courses on the approved master's degree program.

In addition, no course in which a grade lower than B- is earned will be counted toward the fulfillment of any graduate degree requirements.

Graduate Advising Requirement:

Advising is mandatory each semester for all Public Administration majors. Units taken outside the discipline of Public Administration must be approved by the Graduate Coordinator and the student's graduate advisory committee. Consult with the Graduate Coordinator for specifics.
The Master of Public Administration

Course Requirements for the Master's Degree: 42 36-37 units

Continuous enrollment is required. At the discretion of the academic program, a maximum of 6 semesters units of special session credit earned in non-matriculated status combined with all transfer coursework may be counted toward the degree requirements. This applies to special session credit earned through Open University, or in courses offered for academic credit through the Center for Regional and Continuing Education.

Graduate Time Limit:

All requirements for the degree are to be completed within five years of the end of the semester of enrollment in the oldest course applied toward the degree. See Master's Degree Requirements in the University Catalog for complete details on general degree requirements.

Prerequisites for Admission to Conditionally Classified Status:

1. Satisfactory grade point average as specified in Graduate and Postbaccalaureate Admission Requirements in the University Catalog.

2. Approval by the department and the Office of Graduate Studies.

3. An acceptable baccalaureate from an accredited institution, or an equivalent approved by the Office of Graduate Studies.

While taking 600-level courses, all new students enter as conditionally classified graduate students.

Conditionally classified students are expected to make no grade lower than a B- and finish all course work (no "Incomplete" or "Satisfactory Progress").

Prerequisites for Admission to Classified Status:

In addition to any requirements listed above:

1. Completion of a minimum of 9 units of graduate study as a conditionally classified student, including a graduate seminar.

2. Formation of a graduate advisory committee. This should be done as early as possible, after completion of 9 units of graduate study, and in consultation with the Graduate Coordinator. Generally, no more than 15 units will be counted toward the graduate degree program in Public Administration taken before the formation of the graduate committee. Students selecting the
thesis option must have a committee of three faculty members. At least two of the three faculty members on the committee, including the chair, must be chosen from the Department of Political Science. Students selecting the professional paper plan must have a committee of two faculty members. The chair of the committee must be the faculty member instructing POLS 680 the semester that it is taken.

3. Development of an approved master's degree program plan. The graduate advisory committee works with the student in the development of the student's master's degree program plan. The plan must be approved by the graduate advisory committee, the Graduate Coordinator, and the Office of Graduate Studies.

**Advancement to Candidacy:**

In addition to any requirements listed above:

1. Completion of at least 15 units of the student's approved master's degree program plan.

2. Graduate advisory committee approval of the student's thesis proposal or POLS 680 instructor's approval of policy analysis topic and enrollment in POLS 680. **For students who select the Comprehensive Exam Plan, the Graduate Coordinator organizes the graduate advisory committee and is responsible for guidance of the student through completion of the degree.**

3. A minimum grade point average of 3.0.

**Requirements for the Master of Public Administration:**

Completion of all requirements as established by the departmental graduate committee, the graduate advisory committee, and the Office of Graduate Studies, to include:

1. Completion of an approved program consisting of 42-36-37 units of 600-level courses, as follows:

   (a) At least 36 units in the discipline of Public Administration.

   (b) At the discretion of the academic program, a maximum of 6 semesters units of special session credit earned in non-matriculated status combined with all transfer coursework may be counted toward the degree requirements. This applies to special session credit earned through Open University, or in courses offered for academic credit through the Center for Regional and Continuing Education. (Correspondence courses and UC Extension coursework are not acceptable for transfer.) Not more than 6 units from another department within the University, and only with approval by the graduate advisory committee.

   (c) Not more than 3 units of internship course work and only if the student's graduate committee or the Graduate Coordinator agrees that the internship is a meaningful educational experience. Internships are encouraged for pre-service students.
(d) Not more than 9 units of independent study, Master's Thesis (POLS 699T), or Culminating Practicum (POLS 680); not more than 6 units of Master's Thesis (POLS 699T). Independent Study (POLS 697) topics cannot be the same as POLS 680 papers or thesis topics.

2. Completion and final approval of one of the following three plans as specified by the student's graduate advisory committee.

a. Comprehensive Examination Plan

1) Written Comprehensive Examinations: The candidate shall complete and pass a written examination in public administration.
2) Preparing for the Comprehensive Exam: Students are provided lists of suggested readings. The exam involves synthesis and practical application of public administration theory, knowledge, and skills acquired in the program.
3) Grading: Each examination shall be graded as pass or fail.
4) Repeating the Written Examination: The candidate may repeat the examination once.
5) Approval by the departmental graduate committee and the Graduate Coordinators Committee on behalf of the faculty of the University.

b. Professional Paper Plan

Enrollment in POLS 680A and POLS 680B and successful completion of a professional research paper (Policy Analysis) of sufficient range in subject and method to demonstrate a broad acquaintance with the relevant theory and methodology and a capacity for in-depth analysis and investigation. The completed paper shall be presented before interested faculty and graduate students and approved by both members of the graduate committee.

c. Thesis Plan

The candidate shall submit an acceptable thesis based upon research developed by the student and agreed to by the student's graduate advisory committee.

1) Thesis Proposal: A proposal (prospectus or detailed outline) of the thesis must be submitted and approved by the graduate advisory committee before the student begins the thesis. The proposal includes at least a statement of the problem or hypothesis, the basic research methods to be employed, justification of the study's value, and estimated time of completion. The proposal is a formal document that must have appropriate attention given to the matters of format, documentation, and quality of writing.

2) Registration in POLS 699T, Master's Thesis: The student should register for POLS 699T no earlier than the third semester in the program and in accordance with his/her thesis plan. However, it is advisable that students complete most of the program course work before registering for POLS 699T. An approved thesis proposal is required for registration in POLS 699T.

3) Approval of Thesis: The thesis shall be approved by all three members of the graduate advisory committee.
(4) Oral Defense: A required oral defense of the thesis shall be conducted by the candidate's graduate advisory committee. Interested faculty may attend. The oral defense is generally limited to matters within the scope of the thesis. The candidate may repeat the oral defense one time if failed by the committee on the first attempt. The time and place of the defense must be noted in print and circulated to the Office of Graduate Studies at least one week prior to the date. The Political Science Department should be notified of the oral defense two weeks prior to the date.

3. Approval by the department graduate committee and the Graduate Coordinators Committee on behalf of the faculty of the University.

Completion of the following core courses is required of all candidates for this degree. Additional required courses for the general MPA and the Option in Health Administration are outlined following the core course requirements.

Core Requirements:
21-22 units
21-18 units required:

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<tr>
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</tr>
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<tr>
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</tr>
<tr>
<td>POLS 662</td>
<td>Seminar in Organizational Theory in the Public Sector</td>
<td>3.0</td>
<td>FA</td>
</tr>
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</table>

Culminating Activity (0-4 units):

1. Comprehensive Examination

For students who select the Comprehensive Examination, 3 units are fulfilled by taking an additional elective course.

OR

2. Professional Paper

POLS 680A Culminating Professional Paper Proposal 1.0 FS
POLS 680B Culminating Professional Paper 3.0 FS

OR
3. Master's Thesis (in exceptional circumstances)

POLS 699T Master's Thesis 3.0 FS

The following courses are required dependent upon whether students choose the general MPA or the Option in Health Administration. Students must select one of the following paths for completion of the degree.

**General MPA Electives:**

15-18 units selected from:

**POLS 600 American Institutions and Public Organizations**

- POLS 601 Seminar in State and Local Government 3.0 FA
- POLS 652 Legal and Ethical Issues in Health and Human Services 3.0 FA
- POLS 653 Environmental Policy and the Law 3.0 INQ
- POLS 659 Collaborative Community Management 3.0 FA
- POLS 661 Seminar in Public Administration 3.0 SP
- POLS 663 Seminar in Health and Human Services Management 3.0 SP
- POLS 664 Seminar in Public Policy in Health and Human Services 3.0 FA
- POLS 665 Economic and Global Finance Issues in Health and Human Services 3.0 FA
- POLS 666 Mental Health Policy and Administration 3.0 SP
- POLS 667 Seminar in Administration and Planning 3.0 SP
- POLS 668 Seminar in Public Policy Formation 3.0 FA
- POLS 669 Public and Non-Profit Program Evaluation 3.0 SP
- POLS 671 Topics in American Politics 3.0 FS

**POLS**  The U.S. Presidency 3.0

672  (one or the other)

**POLS**  The U.S. Congress 3.0

673
POLS 689 Intern/Fieldwork Public Admin

Prerequisites: Faculty permission.

OR (the following course may be substituted for the above)

POLS 689P MPA Professional Internship 3.0 FS
Prerequisite: Faculty permission.

POLS 697 Independent Study 1.0 -6.0 FS
Prerequisites: Faculty permission.

Note: Students may count either POLS 672 The U.S. Presidency or POLS 673 The U.S. Congress as 3 units of electives.

2. Completion and final approval of one of the following two plans as specified by the student's graduate advisory committee.

a. Professional Paper Plan

Enrollment in POLS 680, Culminating Practicum, and successful completion of a professional research paper (Policy Analysis) of sufficient range in subject and method to demonstrate a broad acquaintance with the relevant theory and methodology and a capacity for in-depth analysis and investigation. The completed paper shall be presented before interested faculty and graduate students and approved by both members of the graduate committee.

b. Thesis Plan

The candidate shall submit an acceptable thesis based upon research developed by the student and agreed to by the student's graduate advisory committee.

(1) Thesis Proposal: A proposal (prospectus or detailed outline) of the thesis must be submitted and approved by the graduate advisory committee before the student begins the thesis. The proposal includes at least a statement of the problem or hypothesis, the basic research methods to be employed, justification of the study's value, and estimated time of completion. The proposal is a formal document which must have appropriate attention given to the matters of format, documentation, and quality of writing.

(2) Registration in POLS 699T, Master's Thesis: The student should register for POLS 699T no earlier than the third semester in the program and in accordance with his/her thesis plan. However, it is advisable that the student complete most of the program course work before registering for POLS 699T. An approved thesis proposal is required for registration in POLS 699T.
(3) Approval of Thesis: The thesis shall be approved by all three members of the graduate advisory committee.

(4) Oral Defense: A required oral defense of the thesis shall be conducted by the candidate's graduate advisory committee. Interested faculty may attend. The oral defense is generally limited to matters within the scope of the thesis. The candidate may repeat the oral defense one time if failed by the committee on the first attempt. The time and place of the defense must be noted in print and circulated to the Office of Graduate Studies at least one week prior to the date. The Political Science Department should be notified of the oral defense two weeks prior to the date.

3. Approval by the department graduate committee and the Graduate Coordinators Committee on behalf of the faculty of the University.

The Option in Health Administration

Core Requirements:

21 units required:

POLS 600 American Institutions and Public Organizations - 3.0 FA -
POLS 602 Public Administration and Democracy - 3.0 FA -
POLS 631 Seminar in Research Methods - 3.0 FS -
POLS 660A Seminar in Public Management - 3.0 FA -
POLS 660B Seminar in Public Personnel Administration - 3.0 SP -
POLS 660C Seminar in Administration of Public Financial Resources - 3.0 SP -
POLS 662 Seminar in Organizational Theory in the Public Sector - 3.0 FA -

Option in Health Administration Requirements:

15 units required 9 units selected from:

POLS 652 Legal and Ethical Issues in Health and Human Services 3.0 FA
POLS 663 Seminar in Health and Human Services Management - 3.0 SP -
POLS 664 Seminar in Public Policy in Health and Human Services 3.0 FA
POLS 665 Economic and Global Finance Issues in Health and Human Services 3.0 FA
POLS 666 Mental Health Policy and Administration 3.0 SP

Option in Health Administration Electives:

1 course selected from 6 units selected from:
POLS 600 American Institutions and Public Organizations 3.0 FA
POLS 601 Seminar in State and Local Government 3.0 FA
POLS 652 Legal and Ethical Issues in Health and Human Services 3.0 FA
POLS 653 Environmental Policy and the Law 3.0 INQ
POLS 659 Collaborative Community Management 3.0 FA
POLS 661 Seminar in Public Administration 3.0 SP
POLS 664 Seminar in Public Policy in Health and Human Services 3.0 FA
POLS 665 Economic and Global Finance Issues in Health and Human Services 3.0 FA
POLS 666 Mental Health Policy and Administration 3.0 SP
POLS 667 Seminar in Administration and Planning 3.0 SP
POLS 668 Seminar in Public Policy Formation 3.0 FA
POLS 669 Public and Non-Profit Program Evaluation 3.0 SP
POLS 671 Topics in American Politics 3.0 FS
POLS 672 The U.S. Presidency 3.0 INQ
POLS 673 The U.S. Congress 3.0 INQ

POLS 689 Intern/Fieldwork Public Admin 1.0-3.0 FS
Prerequisites: Faculty permission.
POLS 689P MPA Professional Internship 3.0 FS
Prerequisite: Faculty permission.

Recommended for pre-service students

POLS 697 Independent Study 1.0-6.0 FS
Prerequisites: Faculty permission.

Note: Students may count either POLS 672 The U.S. Presidency or
POL 673 The U.S. Congress as 3 units of electives.

Culminating Activity:

POL 680 Culminating Practicum - 3.0 FS -

OR (the following course may be substituted for the above)

POL 699T Master's Thesis - 1.0–6.0 FS -

The Option in Local Government Management

Core Requirements:

21 units required:

POL 600 American Institutions and Public Organizations - 3.0 FA -
POL 602 Public Administration and Democracy - 3.0 FA -
POL 631 Seminar in Research Methods - 3.0 FS -
POL 660A Seminar in Public Management - 3.0 FA -
POL 660B Seminar in Public Personnel Administration - 3.0 SP -
POL 660C Seminar in Administration of Public Financial Resources - 3.0 SP -
POL 662 Seminar in Organizational Theory in the Public Sector - 3.0 FA -

Option:

15 units required:

POL 601 Seminar in State and Local Government - 3.0 FA -
POL 659 Collaborative Community Management - 3.0 FA -
POL 667 Seminar in Administration and Planning - 3.0 SP -
POL 668 Seminar in Public Policy Formation - 3.0 SP -
POL 669 Public and Non-Profit Program Evaluation - 3.0 SP -

Electives:

1 course selected from:
POLS 653 Environmental Policy and the Law 3.0 INQ -
POLS 663 Seminar in Health and Human Services Management 3.0 SP -
POLS 664 Seminar in Public Policy in Health and Human Services 3.0 FA -
POLS 666 Mental Health Policy and Administration 3.0 SP -
POLS 689 Intern/Fieldwork Public Admin 1.0–3.0 FS -
Prerequisites: Faculty permission.
POLS 689P MPA Professional Internship 3.0 FS -
Prerequisite: Faculty permission.
POLS 697 Independent Study 1.0–6.0 FS -
Prerequisites: Faculty permission.

Recommended for pre-service students.

Culminating Activity:
A local government topic must be selected.
3-6 units required:
POLS 680 Culminating Practicum - 3.0 FS -

OR (the following course may be substituted for the above)
POLS 699T Master's Thesis - 1.0–6.0 FS -

Graduate Requirement in Writing Proficiency:

Writing proficiency is a graduation requirement.

Graduate students in Public Administration will demonstrate their writing competence through POLS 602 or the first graduate seminar in which they enroll. The instructor of that seminar will certify to the Graduate Coordinator that the student has met the requirement. Students should consult with the Graduate Coordinator for specifics.

Graduate Grading Requirements:

All courses in the major program must be taken for a letter grade. (With the exceptions of Independent Study—697, Master's Project—699P, and Master's Thesis—699T) must be taken for a letter grade, except those courses specified by the department as ABC/No Credit (400/500-level courses), AB/No Credit (600-level courses), or Credit/No Credit grading only. A maximum
of 10 units combined of ABC/No Credit, AB/No Credit, and Credit/No Credit grades may be used on the approved program (including 697, 699P, 699T and courses outside the major). While grading standards are determined by individual programs and instructors, it is also the policy of the University that unsatisfactory grades may be given when work fails to reflect achievement of the high standards, including high writing standards, expected of students pursuing graduate study.

Students must maintain a minimum 3.0 grade point average in each of the following three categories: all coursework taken at any accredited institution subsequent to admission to the master's program; all coursework taken at CSU, Chico subsequent to admission to the program; and all courses on the approved master's degree program.

In addition, no course in which a grade lower than B- is earned will be counted toward the fulfillment of any graduate degree requirements.

**Graduate Advising Requirement:**

Advising is mandatory each semester for all Public Administration majors. Units taken outside the discipline of Public Administration must be approved by the Graduate Coordinator and the student's graduate advisory committee. Consult with the Graduate Coordinator for specifics.
The Master of Public Administration

Course Requirements for the Master's Degree: 42 36-37 units

Continuous enrollment is required. At the discretion of the academic program, a maximum of 6 semesters units of special session credit earned in non-matriculated status combined with all transfer coursework may be counted toward the degree requirements. This applies to special session credit earned through Open University, or in courses offered for academic credit through the Center for Regional and Continuing Education.

Graduate Time Limit:

All requirements for the degree are to be completed within five years of the end of the semester of enrollment in the oldest course applied toward the degree. See Master's Degree Requirements in the University Catalog for complete details on general degree requirements.

Prerequisites for Admission to Conditionally Classified Status:

1. Satisfactory grade point average as specified in Graduate and Postbaccalaureate Admission Requirements in the University Catalog.

2. Approval by the department and the Office of Graduate Studies.

3. An acceptable baccalaureate from an accredited institution, or an equivalent approved by the Office of Graduate Studies.

While taking 600-level courses, all new students enter as conditionally classified graduate students.

Conditionally classified students are expected to make no grade lower than a B- and finish all course work (no "Incomplete" or "Satisfactory Progress").

Prerequisites for Admission to Classified Status:

In addition to any requirements listed above:

1. Completion of a minimum of 9 units of graduate study as a conditionally classified student, including a graduate seminar.

2. Formation of a graduate advisory committee. This should be done as early as possible, after completion of 9 units of graduate study, and in consultation with the Graduate Coordinator. Generally, no more than 15 units will be counted toward the graduate degree program in Public Administration taken before the formation of the graduate committee. Students selecting the
thesis option must have a committee of three faculty members. At least two of the three faculty members on the committee, including the chair, must be chosen from the Department of Political Science. Students selecting the professional paper plan must have a committee of two faculty members. The chair of the committee must be the faculty member instructing POLS 680 the semester that it is taken. For students who select the Comprehensive Exam Plan, the Graduate Coordinator organizes the graduate advisory committee and is responsible for the guidance of the student through completion of the degree.

3. Development of an approved master's degree program plan. The graduate advisory committee works with the student in the development of the student's master's degree program plan. The plan must be approved by the graduate advisory committee, the Graduate Coordinator, and the Office of Graduate Studies.

Advancement to Candidacy:

In addition to any requirements listed above:

1. Completion of at least 15 units of the student's approved master's degree program plan.

2. Graduate advisory committee approval of the student's thesis proposal or POLS 680 instructor's approval of policy analysis topic and enrollment in POLS 680.

3. A minimum grade point average of 3.0.

Requirements for the Master of Public Administration:

Completion of all requirements as established by the departmental graduate committee, the graduate advisory committee, and the Office of Graduate Studies, to include:

1. Completion of an approved program consisting of 42-36-37 units of 600-level courses, as follows:

(a) At least 36-30 units in the discipline of Public Administration.

(b) At the discretion of the academic program, a maximum of 6 semesters units of special session credit earned in non-matriculated status combined with all transfer coursework may be counted toward the degree requirements. This applies to special session credit earned through Open University, or in courses offered for academic credit through the Center for Regional and Continuing Education. (Correspondence courses and UC Extension coursework are not acceptable for transfer.) Not more than 6 units from another department within the University, and only with approval by the graduate advisory committee.

(c) Not more than 3 units of internship coursework and only if the student's graduate committee or the Graduate Coordinator agrees that the internship is a meaningful educational experience. Internships are encouraged for pre-service students.
(d) Not more than 9 units of independent study, Master's Thesis (POLS 699T), or Culminating Practicum (POLS 680) combined; not more than 6 units of Master's Thesis (POLS 699T). Independent Study (POLS 697) topics cannot be the same as POLS 680 papers or thesis topics.

2. Completion and final approval of one of the following three plans as specified by the student’s graduate advisory committee.

a. Comprehensive Examination Plan

1) Written Comprehensive Examinations: The candidate shall complete and pass a written examination in public administration.

2) Preparing for the Comprehensive Exam: Students are provided lists of suggested readings. The exam involves synthesis and practical application of public administration theory, knowledge, and skills acquired in the program.

3) Grading: Each examination shall be graded as pass or fail.

4) Repeating the Written Examination: The candidate may repeat the examination once.

5) Approval by the departmental graduate committee and the Graduate Coordinators Committee on behalf of the faculty of the university.

b. Professional Paper Plan

Enrollment in POLS 680A and POLS 680B and successful completion of a professional research paper (Policy Analysis) of sufficient range in subject and method to demonstrate a broad acquaintance with the relevant theory and methodology and a capacity for in-depth analysis and investigation. The completed paper shall be presented before interested faculty and graduate students and approved by both members of the graduate committee.

c. Thesis Plan

The candidate shall submit an acceptable thesis based upon research developed by the student and agreed to by the student’s graduate advisory committee.

1) Thesis Proposal: A proposal (prospectus or detailed outline) of the thesis must be submitted and approved by the graduate advisory committee before the student begins the thesis. The proposal includes at least a statement of the problem or hypothesis, the basic research methods to be employed, justification of the study’s value, and estimated time of completion. The proposal is a formal document that must have appropriate attention given to the matters of format, documentation, and quality of writing.

2) Registration in POLS 699T, Master’s Thesis: The student should register for POLS 699T no earlier than the third semester in the program and in accordance with his/her thesis plan. However, it is advisable that students complete most of the program course work before registering for POLS 699T. An approved thesis proposal is required for registration in POLS 699T.

3) Approval of Thesis: The thesis shall be approved by all three members of the graduate advisory committee.
4) Oral Defense: A required oral defense of the thesis shall be conducted by the candidate’s graduate advisory committee. Interested faculty may attend. The oral defense is generally limited to matters within the scope of the thesis. The candidate may repeat the oral defense one time if failed by the committee on the first attempt. The time and place of the defense must be noted in print and circulated to the Office of Graduate Studies at least one week prior to the date. The Political Science Department should be notified of the oral defense two weeks prior to the date.

3. Approval by the department graduate committee and the Graduate Coordinators Committee on behalf of the faculty of the University.

Completion of the following core courses is required of all candidates for this degree. Additional required courses for the general MPA and the Option in Health Administration are outlined following the core course requirements.

**Core Requirements:**

21–22 units required:

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<td>POLS 662</td>
<td>Seminar in Organizational Theory in the Public Sector</td>
<td>3.0 FA</td>
</tr>
</tbody>
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**Culminating Activity**

3–4 units

1. Comprehensive Examination  
   For Students who select the Comprehensive Examination, 3 units are fulfilled by taking an additional elective course

OR

2. Professional Paper  
   - POLS 680A Culminating Professional Paper Proposal 1.0 FS  
   - POLS 680B Culminating Professional Paper 3.0 FS

OR
3. Master's Thesis (in exceptional circumstances)
   POLS 699T Master's Thesis 1.0-6.0 FS
   Must be taken for 3 units

The following courses are required dependent upon whether the students choose the general MPA or the Option in Health Administration. Students must select one of the following paths for completion of the degree.

**General MPA Electives:**

15 -18 units selected from:

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OR (the following course may be substituted for the above)

POLS 673 The U.S. Congress 3.0 INQ
POLS 689 Intern/Fieldwork Public Admin 1.0 -3.0 FS

Prerequisites: Faculty permission.

OR (the following course may be substituted for the above)

POLS 689P MPA Professional Internship 3.0 FS
Prerequisite: Faculty permission.
POLS 697 Independent Study 1.0 -6.0 FS
Prerequisites: Faculty permission.

2. Completion and final approval of one of the following two plans as specified by the student's graduate advisory committee.

a. Professional Paper Plan

Enrollment in POLS 680, Culminating Practicum, and successful completion of a professional research paper (Policy Analysis) of sufficient range in subject and method to demonstrate a broad acquaintance with the relevant theory and methodology and a capacity for in-depth analysis and investigation. The completed paper shall be presented before interested faculty and graduate students and approved by both members of the graduate committee.

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(1) Thesis Proposal: A proposal (prospectus or detailed outline) of the thesis must be submitted and approved by the graduate advisory committee before the student begins the thesis. The proposal includes at least a statement of the problem or hypothesis, the basic research methods to be employed, justification of the study's value, and estimated time of completion. The proposal is a formal document which must have appropriate attention given to the matters of format, documentation, and quality of writing.

(2) Registration in POLS 699T, Master's Thesis: The student should register for POLS 699T no earlier than the third semester in the program and in accordance with his/her thesis plan. However, it is advisable that the student complete most of the program course work before registering for POLS 699T. An approved thesis proposal is required for registration in POLS 699T.
(3) Approval of Thesis: The thesis shall be approved by all three members of the graduate advisory committee.

(4) Oral Defense: A required oral defense of the thesis shall be conducted by the candidate's graduate advisory committee. Interested faculty may attend. The oral defense is generally limited to matters within the scope of the thesis. The candidate may repeat the oral defense one time if failed by the committee on the first attempt. The time and place of the defense must be noted in print and circulated to the Office of Graduate Studies at least one week prior to the date. The Political Science Department should be notified of the oral defense two weeks prior to the date.

3. Approval by the department graduate committee and the Graduate Coordinators Committee on behalf of the faculty of the University.

The Option in Health Administration

Core Requirements:

21 units required:

- POLS 600 American Institutions and Public Organizations - 3.0 FA -
- POLS 602 Public Administration and Democracy - 3.0 FA -
- POLS 631 Seminar in Research Methods - 3.0 FS -
- POLS 660A Seminar in Public Management - 3.0 FA -
- POLS 660B Seminar in Public Personnel Administration - 3.0 SP -
- POLS 660C Seminar in Administration of Public Financial Resources - 3.0 SP -
- POLS 662 Seminar in Organizational Theory in the Public Sector - 3.0 FA -

Option:

15 units required: 9 units selected from

- POLS 652 Legal and Ethical Issues in Health and Human Services 3.0 FA
- POLS 663 Seminar in Health and Human Services Management - 3.0 SP
- POLS 664 Seminar in Public Policy in Health and Human Services 3.0 FA
- POLS 665 Economic and Global Finance Issues in Health and Human Services 3.0 FA
- POLS 666 Mental Health Policy and Administration 3.0 SP

Electives:

1 course selected from: 6 units selected from
POLS 600 American Institutions and Public Organizations 3.0 FA
POLS 601 Seminar in State and Local Government 3.0 FA
POLS 652 Legal and Ethical Issues in... 3.0 FA
POLS 653 Environmental Policy and the Law 3.0 INQ
POLS 659 Collaborative Community Management 3.0 FA
POLS 661 Seminar in Public Administration 3.0 SP
POLS 664 Seminar in Public Policy in Health and... 3.0 FA
POLS 665 Economic and Global Finance Issues... 3.0 FA
POLS 666 Mental Health Policy and Administration 3.0 SP
POLS 667 Seminar in Administration and Planning 3.0 SP
POLS 668 Seminar in Public Policy Formation 3.0 FA
POLS 669 Public and Non-Profit Program Evaluation 3.0 SP
POLS 671 Topics in American Politics 3.0 FS
POLS 672 The U.S. Presidency 3.0 INQ
OR (the following course may be substituted for the above)
POLS 673 The U.S. Congress 3.0 INQ
POLS 689 Intern/Fieldwork Public Admin 1.0 -3.0 FS
Prerequisites: Faculty permission.
POLS 689P MPA Professional Internship 3.0 FS
Prerequisite: Faculty permission.

Recommended for pre-service students

POLS 697 Independent Study 1.0 -6.0 FS
Prerequisites: Faculty permission.

Culminating Activity:
POLS 680 Culminating Practicum - 3.0 FS -

OR (the following course may be substituted for the above)
POLS 699T Master's Thesis - 1.0–6.0 FS -

The Option in Local Government Management

Core Requirements:
21 units required:
POLS 600  American Institutions and Public Organizations  - 3.0 FA -
POLS 602  Public Administration and Democracy  - 3.0 FA -
POLS 631  Seminar in Research Methods  - 3.0 FS -
POLS 660A  Seminar in Public Management  - 3.0 FA -
POLS 660B  Seminar in Public Personnel Administration  - 3.0 SP -
POLS 660C  Seminar in Administration of Public Financial Resources  - 3.0 SP -
POLS 662  Seminar in Organizational Theory in the Public Sector  - 3.0 FA -

Option:

15 units required:

POLS 601  Seminar in State and Local Government  - 3.0 FA -
POLS 659  Collaborative Community Management  - 3.0 FA -
POLS 667  Seminar in Administration and Planning  - 3.0 SP -
POLS 668  Seminar in Public Policy Formation  - 3.0 FA -
POLS 669  Public and Non-Profit Program Evaluation  - 3.0 SP -

Electives:

1 course selected from:

POLS 653  Environmental Policy and the Law  - 3.0 INQ -
POLS 663  Seminar in Health and Human Services Management  - 3.0 SP -
POLS 664  Seminar in Public Policy in Health and Human Services  - 3.0 FA -
POLS 666  Mental Health Policy and Administration  - 3.0 SP -
POLS 689  Intern/Fieldwork Public Admin  - 1.0–3.0 FS -
Prerequisites: Faculty permission.
POLS 689P  MPA Professional Internship  - 3.0 FS -
Prerequisite: Faculty permission.
POLS 697  Independent Study  - 1.0–6.0 FS -
Prerequisites: Faculty permission.

Recommended for pre-service students.

Culminating Activity:
A local government topic must be selected.

3-6 units required:

POLS 680 Culminating Practicum - 3.0 FS -

OR (the following course may be substituted for the above)

POLS 699T Master's Thesis - 1.0-6.0 FS -

**Graduate Requirement in Writing Proficiency:**

Writing proficiency is a graduation requirement.

Graduate students in Public Administration will demonstrate their writing competence through POLS 602 or the first graduate seminar in which they enroll. The instructor of that seminar will certify to the Graduate Coordinator that the student has met the requirement. Students should consult with the Graduate Coordinator for specifics.

**Graduate Grading Requirements:**

All courses in the major program (with the exceptions of Independent Study—697, Master's Project—699P, and Master's Thesis—699T) must be taken for a letter grade except those courses specified by the department as ABC/No Credit (400/500 level courses), AB/No Credit (600 level courses), or Credit/No Credit grading only. A maximum of 10 units combined of ABC/No Credit, AB/No Credit, and Credit/No Credit grades may be used on the approved program (including 697, 699P, 699T and courses outside the major). While grading standards are determined by individual programs and instructors, it is also the policy of the University that unsatisfactory grades may be given when work fails to reflect achievement of the high standards, including high writing standards, expected of students pursuing graduate study.

Students must maintain a minimum 3.0 grade point average in each of the following three categories: all coursework taken at any accredited institution subsequent to admission to the master's program; all coursework taken at CSU, Chico subsequent to admission to the program; and all courses on the approved master's degree program.

In addition, no course in which a grade lower than B- is earned will be counted toward the fulfillment of any graduate degree requirements.

**Graduate Advising Requirement:**

Advising is mandatory each semester for all Public Administration majors. Units taken outside the discipline of Public Administration must be approved by the Graduate Coordinator and the student's graduate advisory committee. Consult with the Graduate Coordinator for specifics.
Looks good and, yes, POLS 680 is graded.

Sent from my iPhone

On Sep 18, 2017, at 1:00 PM, Mahalley D Allen <mdallen@csuchico.edu> wrote:

Hi Nicol and Lori,

According to the catalog, POLS 689, 689P, and 699T are all credit/no credit. How about this for the beginning of that first paragraph?

All courses in the program (with the exception of POLS 689 Internship/Fieldwork in Public Administration, POLS 689P MPA Professional Internship, and POLS 699T Master’s Thesis) must be taken for a letter grade.

Lori – can you confirm that POLS 680 is graded? It appears to be from the catalog, but I can’t remember for sure.

Thanks!
Mahalley

California State University, Chico
Mahalley D. Allen, J.D., Ph.D.
Department Chair, Professor, and Legal Studies Program Coordinator
Department of Political Science and Criminal Justice
530-898-6506

That would be great, thank you both.
No problem!

Nicol – can I get this to you later this week or early next week? Does that timeframe work?

Thanks,
Mahalley

California State University, Chico
Mahalley D. Allen, J.D., Ph.D.
Department Chair, Professor, and Legal Studies Program Coordinator
Department of Political Science and Criminal Justice
Office: 530-898-6506

Nicol (and Mahalley),

Thanks for circling back on this. All of our MPA courses, except for internship units, are taken for a grade. So it looks like these edits still are problematic.
--Mahalley, If it's boilerplate language, maybe we can keep most of it but make it clear that the MPA internship is the exception? Also, for some reason cannot recall if thesis units for a grade or not? Could you work up some small edits reflecting that (since I'm on sabbatical pretty please:-)?

Thanks!
Lori

From: Mahalley D Allen
Sent: Tuesday, September 12, 2017 2:17:47 PM
To: Nicol Gray; Lori M Weber
Subject: RE: MPA Program change question

Lori – what do you think? Are even MPA internships for a grade?

Thanks.
Mahalley

California State University, Chico
Mahalley D. Allen, J.D., Ph.D.
Department Chair, Professor, and Legal Studies Program Coordinator
Department of Political Science and Criminal Justice
Office: 530-898-6506

From: Nicol Gray
Sent: Tuesday, September 12, 2017 11:09 AM
To: Mahalley D Allen <mdallen@csuchico.edu>; Lori M Weber <LWeber@csuchico.edu>
Subject: MPA Program change question

Hello Mahalley and Lori,

I’m following up on one of the requested changes you submitted for the MPA program. The language in the catalog regarding Graduate Grading Requirements is boiler-plate text that is used for all graduate programs. That’s not to say we can’t change it, but the catalog editors would like to confirm this is the text you would like and are asking for an explanation for the changes. Thank you!

<image001.jpg>
Rosemary,

Hope you had a wonderful holiday as well. I'm glad I hunkered down here in CA, as my family kept me abreast of the treacherous driving conditions in MN!

I just read over the noted changes and they all look good to me. Thanks so much to you both for your efforts on this.

Best,
Lori

Sent from my iPhone

On Jan 12, 2017, at 3:21 PM, White, Rosemary <rwhite@csuchico.edu> wrote:

Hi Lori,

I hope you had a good holiday!

I'm writing to send you a scan of the Minor Change proposal for the MPA since Sharon Barrios had a chance to sit down and go over it with me. On the scan I have noted a few changes, so please let me know if you see any issues or have any questions once you've looked it over.

Thanks, and enjoy the last of your winter break.
Rose

Rosemary White
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<Minor change to MPA.PDF>