

CALIFORNIA STATE UNIVERSITY SAN BERNARDINO

PA 6980: Culminating Activity for the Master of Public Administration (MPA) Course Information

Course Purpose

PA 6980 is the final course for the Master of Public Administration degree. Its purpose is to:

- 1) Assess whether potential graduates have achieved satisfactory competence in public administration knowledge.
- 2) Assist graduates in their career development.
- 3) Assess the MPA degree program.

This zero-unit course assesses your knowledge of public administration and enables the MPA faculty to evaluate the effectiveness of its program. The course will also develop your career and professional aspirations via a career workshop and advisement session.

There are three components to the course which you must complete:

1. Comprehensive Exam
2. Exit Survey
3. Career Development Activities

NOTE: You must complete all 3 parts of the course in order to graduate.

1. Comprehensive Exam

The comprehensive exam is the culminating activity of the MPA program. You must pass the exam to attain your degree. Essay responses are expected to be (a) very well organized and well written, (b) fully discussed, and (c) highly focused. Please review the advice provided in the 26 Points advising letter found on the program website [MPA Advising](#) page.

Grades

Grades for PA 6980 are either credit (CR) or no credit (NC). The department assigns grades of High Pass, Pass or Fail to the Comprehensive Exam and these results will be mailed to you. Typically, about 85% of students pass the exam. The reasons for students not passing is usually because of lack of preparation, organization or neglecting to answer parts of the questions. Because there are only three questions, failing one question results in failing the exam. Students who do not receive a passing grade may repeat the examination, one additional time only, with the written approval of the MPA Graduate Coordinator. This is not automatic. If you wish to take the exam a second time, you must fill out a "[Petition to Repeat the MPA Comprehensive Examination](#)."

2. Exit Survey

The second component to the course is an exit survey in which you evaluate the MPA program and provide feedback to improve the program for future students. This survey is provided online via Qualtrics and is anonymous. Please complete this as soon as you receive the link.

3. Career Development Activities

You returned to school to advance your career. You probably are looking to either secure a public administration position or get a promotion. To do this you will likely need a resume.

To fulfill the requirements of this portion of PA 6980 you must complete all three sections of the PA 6980 Blackboard course (full instructions and details are on Blackboard PA 6980):

1. Portfolio –complete all 2
 - a. 1 page resume
 - b. 3-5 page resume
2. Career Activities – complete 3 out of the 9 choices
 - a. Career webinars
 - b. Online interview practice
 - c. CA Career Zone Skills Profiler
 - d. CA Career Zone Work Importance Profiler
 - e. ONET Interest Profiler
 - f. Attend 2 Toastmasters meetings
 - g. Attend a resume webinar or workshop
 - h. Attend an interview skills webinar or workshop
 - i. Career appointment

NOTE: If you are unable to complete these items, please make a phone appointment with Dr. Abell immediately to discuss other options.

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