

# Program Change Request

Date Submitted: 10/08/18 1:20 pm

## Viewing: **MPS-PSAA : Executive Master of Public Service and Administration in Public Service and Administration**

Last approved: 03/04/18 4:16 pm

Last edit: 11/08/18 8:35 pm

Changes proposed by: cstorey

Catalog Pages Using this Program [Executive Master of Public Service and Administration in Public Service and Administration](#)

### In Workflow

1. **PSAA Department Head**
2. **Curricular Services Review**
3. **GB Committee Preparer**
4. **GB Committee Chair**
5. **GB College Dean**
6. **GC Preparer**
7. **GC Chair**
8. **Faculty Senate Preparer**
9. Faculty Senate
10. Provost II
11. President
12. Curricular Services

### Contact(s)

Name	E-mail	Phone
<b>Christina Storey &amp;</b> Lisa Brown	<b>cstorey@tamu.edu &amp;</b> lisabrown@tamu.edu	<b>979-862-4530</b> <del>(979)-862-8826</del>

Academic level Graduate  
 Effective Term 2019-2020  
 Department Public Service & Administration  
 College Bush School of Gov & Pub Serv  
 Program type Degree  
 Degree designation MPS - Master of Public Svc & Admin  
 With a major in Public Service & Administration (PSAA)  
 Associated Program **Not Applicable**  
 Catalog Program Title Executive Master of Public Service and Administration in Public Service and Administration  
 CIP and Fund code 44040100

### Rationale for Proposal

~~We are adding track coordinators to the EMPSA student's advisory committee. We have updated This ensures that the track coordinator appropriately reviews and clarified the language for approves courses pertinent to the Student's Advisory Committee to align with specific track the master's program departmental procedures and structures where the faculty advisor and the Department Head reviews the degree plans. student is pursuing.~~

Program hours 39  
 Is this program eligible for financial aid? Yes  
 Will program hours change (increase/decrease) due to the proposed curriculum changes? No  
 Program delivery mode On-campus Distance Education/Internet

### Approval Path

1. 09/26/18 11:08 am  
Lori Taylor (lltaylor): Approved for PSAA Department Head
2. 09/28/18 11:12 am  
Sandra Williams (sandra-williams): Approved for Curricular Services Review
3. 10/08/18 10:36 am  
Rane Cunningham (rane): Rollback to Initiator
4. 10/08/18 1:56 pm  
Lori Taylor (lltaylor): Approved for PSAA Department Head
5. 10/11/18 9:03 am  
Sandra Williams (sandra-williams): Approved for Curricular Services Review
6. 10/12/18 3:38 pm  
Rane Cunningham (rane): Approved for GB Committee Preparer
7. 10/12/18 5:35 pm  
Blease Graham (cole\_graham): Approved for GB Committee Chair
8. 10/13/18 4:32 pm  
Frank Ashley (fashley): Approved for GB College Dean
9. 10/29/18 8:50 am  
LaRhesa Johnson (lrjohnson): Approved for GC Preparer

% of Program a student  
can take off-campus or  
through Distance  
Education 100%

10. 11/01/18 3:54 pm  
LaRhesa Johnson  
(lrjohnson): Approved  
for GC Chair

## Catalog Program Requirements

## History

1. Aug 15, 2016 by clmig-jwehrheim
2. Aug 15, 2016 by clmig-jwehrheim
3. Mar 4, 2018 by Angela Allensworth (arankin)

[Student's Advisory Committee](#)

[Degree Plan](#)

[Credit Requirements](#)

[Transfer of Credit](#)

[Limitations on the Use of Transfer, Extension and Certain Other Courses](#)

[Final Examination](#)

## Student's Advisory Committee

The EMPSA student's advisory committee consists of the **student's designated EMPSA coordinator** faculty **advisor (who is member, the track coordinator faculty member of the student's specified track coordinator for area, and the student's specified track area) and head of the Head of the Bush School's PSAA Department**, who has **the** responsibility of approving **the** proposed degree plan **for an EMPSA for the EMPSA** student. When necessary, recommendations in cases of academic deficiency will be made to the Office of Graduate and Professional Studies.

## Degree Plan

The student in consultation with his or her advisory committee, will develop the proposed degree plan. **The degree plan must be completed and filed with the Office of Graduate and Professional Studies prior to the deadlines imposed by the student's college, and no later than the dates announced in the OGAPS calendar of deadlines for graduation.**

This proposed degree plan should be submitted through the online Document Processing Submission System located on the website <http://ogsdpps.tamu.edu>.

## Credit Requirement

A minimum of 39 semester credit hours of approved courses are required for the Executive Master of Public Service and Administration Program: six common courses, two track core courses, three track elective courses, and a two-semester capstone sequence.

## Transfer of Credit

Choose **one** of the transfer credit options below or a combination of the options, not to exceed 12 graduate credit hours of transfer credit approval into the degree:

Up to 12 credit hours of graduate courses successfully completed in the Bush School's Graduate Certificate in Advanced International Affairs, the Graduate Certificate in Homeland Security, ~~or~~ the Graduate Certificate in Nonprofit Management **program, or the Graduate Certificate in Public Management** program.

The **PSAA Department Head EMPSA program director** may approve up to six graduate credit hours from outside of the Bush School of Government and Public Service to transfer into the Executive Master of Public Service and Administration (EMPSA) from other accredited institutions.

A student who has earned 12 hours of graduate credit at Texas A&M University may be authorized to transfer courses in excess of the limits prescribed above upon the advice of the advisory committee and with the approval of the Office of Graduate and Professional Studies. Graduate and/or upper-level undergraduate courses taken at an accredited U.S. institution or approved international institution with a final grade of B or greater, **might** be considered for transfer credit if, at the time the courses were completed, the courses would be accepted for credit toward a similar degree for a student in degree-seeking status at the host institution. Otherwise, the limitations stated in the preceding section apply. Coursework in **which no formal grades are given or in which grades other than letter grades (A or B) are earned (for example, CR, P, S, U, H, etc.) is not accepted for transfer credit.** Courses appearing on the degree plan with grades of D, F or U may not be absolved by transfer work. Credit for thesis research or the equivalent is not transferable. Credit for coursework submitted for transfer from any college or university must be shown in semester credit hours or equated to semester credit hours. An official transcript from the university at which the transfer coursework was taken must be sent directly to the Office of Admissions.

Courses used toward a degree at another institution may not be applied for graduate credit. If the course to be transferred was taken prior to the conferral of a degree at the transfer institution, a letter from the Registrar at that institution stating that the course was not applied for credit toward the degree must be submitted to the Office of Graduate and Professional Studies.

Grades for courses completed at other institutions are not included in computing the GPR.

## Limitations on the Use of Transfer, Extension and Certain Other Courses

Some departments may have more restrictive requirements for transfer work. If otherwise acceptable, certain courses may be used toward meeting credit-hour requirements for the master's degree under the following limitations.

The maximum number of credit hours which may be considered for transfer credit is the greater of 12 hours or one-third (1/3) of the total hours of a degree plan. The following restrictions apply:

Graduate and/or upper-level undergraduate courses taken at an accredited U.S. institution, or approved international institution with a final grade of B or greater will be considered for transfer credit if, at the time the courses were completed, the student was in degree-seeking status at Texas A&M University, or the student was in degree-seeking status at the institution at which the courses were taken; and if the courses would be accepted for credit toward a similar degree for a student in degree-seeking status at the host institution.

Courses previously used for another degree are not acceptable for degree plan credit.

The maximum number of credit hours taken in post-baccalaureate non-degree (G6) classification at Texas A&M University which may be considered for application to the degree plan is 12.

A zero credit **681**, 684 and 685 course is only allowed for non-thesis **options** master's students. Other courses, including 691 research hours, are not eligible for zero credit.

Any combination of 684, 685, 690 and 695 may not exceed 25 percent of the total credit hour requirement shown on the individual degree plan:

A maximum of 8 hours of 684 (Professional Internship) and/or

A maximum of 8 hours of 685 (Directed Studies), and

Up to 3 hours of 690 (Theory of Research), and

Up to 3 hours of 695 (Frontiers in Research).

A maximum of 2 hours of Seminar (681).

A maximum of 9 hours of advanced undergraduate courses (300- or 400-level).

For graduate courses of three weeks' duration or less, taken at other institutions, up to 1 hour of credit may be obtained for each five-day week of coursework. Each week of coursework must include at least 15 contact hours.

No credit hours of 691 (Research) may be used.

Continuing education courses may not be used for graduate credit.

Extension courses are not acceptable for credit.

Exceptions will be permitted only in unusual cases and when petitioned by the student's advisory committee and approved by the Office of Graduate and Professional Studies.

## Final Examination

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A final comprehensive examination is not required for the Master of Public Service and Administration.

### Additional Requirements

[Residence](#)

[Time Limit](#)

[Foreign Languages](#)

[Internship or Practicum](#)

[Application for Degree](#)

## Residence

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A student must complete a total of two required weeks in residence, typically scheduled one week each summer, at Texas A&M University in College Station to satisfy the residence requirement for the Executive Master of Public Service and Administration degree.

See [Residence Requirements](#).

## Time Limit

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All degree requirements must be completed within a period of seven consecutive years for the degree to be granted. A course will be considered valid until seven years after the end of the semester in which it is taken. Graduate credit for coursework which is more than seven calendar years old may not be used to satisfy degree requirements.

## Foreign Languages

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A foreign language is not required for the Master of Public Service and Administration degree.

## Internship or Practicum

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An internship or practicum is not required for the Executive Master of Public Service and Administration degree.

## Application for Degree

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For information on applying for your degree, please visit the [Graduation](#) section.

Additional information ~~Editorial updated by OGAPS.3.4.18 — Standard language updates saved as requested by OGAPS.~~

Required Proposal  
Forms

Reviewer Comments **Rane Cunningham (rane) (10/08/18 10:36 am):** Rollback: Rollback as requested  
**Sandra Williams (sandra-williams) (10/10/18 5:22 pm):** OGAPS: please review to make sure updates to the catalog program requirements/additional requirements meet your standard language requirements for graduate programs.

Key: 671