The Doctorate in Public Administration for Practicing Managers in the Public Sector

Nova University

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THE DOCTORATE IN
PUBLIC ADMINISTRATION

FOR PRACTICING MANAGERS
IN THE
PUBLIC SECTOR

NOVA UNIVERSITY
CENTER FOR THE STUDY OF ADMINISTRATION
### DPA CURRICULUM PROFILE

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>CSA 6010</td>
<td>Administrative Theory and Practice</td>
<td>4</td>
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<tr>
<td>CSA 6020</td>
<td>Organization Behavior/Personnel Management</td>
<td>4</td>
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<tr>
<td>CSA 6030</td>
<td>Information and Decision Sciences</td>
<td>4</td>
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<tr>
<td>CSA 6040</td>
<td>Economic Analysis</td>
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<td>CSA 6050</td>
<td>Operations Management</td>
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<tr>
<td>CSA 6060</td>
<td>Business and Public Policy Seminar</td>
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<tr>
<td>CSA 6070</td>
<td>Seminar in Research Methods</td>
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<tr>
<td>CSA 6080</td>
<td>Professional Studies Workshop</td>
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<tr>
<td>CSA 6210</td>
<td>Ideology and Strategy of Administration</td>
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<tr>
<td>CSA 6220</td>
<td>Comparative Administrative Systems</td>
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<tr>
<td>CSA 6230</td>
<td>Public Budgeting and Finance</td>
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<tr>
<td>CSA 6240</td>
<td>Constitutional/Administrative Law and Ethics</td>
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<td>CSA 6250</td>
<td>Readings in Public Administration</td>
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<td>CSA 6090</td>
<td>Comprehensive Exam</td>
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<td>CSA 6091</td>
<td>Dissertation I—Proposal</td>
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<td>CSA 6092</td>
<td>Dissertation II—International/Literature Review</td>
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<td>CSA 6093</td>
<td>Dissertation III—Methodology and Data Identification</td>
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<td>CSA 6094</td>
<td>Dissertation IV—Data Analysis and Interpretation</td>
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<td>CSA 6095</td>
<td>Dissertation V—Summary/Conclusion and Defense</td>
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<td>CSA 6096</td>
<td>Professional Publication</td>
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**Total Credits: 60**
DOCTORATE IN PUBLIC ADMINISTRATION
FOR PRACTICING MANAGERS
IN THE PUBLIC SECTOR

PROGRAM OBJECTIVES

The doctorate in public administration (D.P.A.) curriculum seeks to prepare practicing public managers to assume greater managerial responsibility; to enhance problem-solving capability; to design, implement, and evaluate research; and to acquire advanced knowledge of management and decision making relating to improving public sector productivity.

The D.P.A. program assists the mature student in developing the most advanced techniques of decision making and in learning the necessary research skills that accompany high-level responsibility. A further objective is to develop executives, teachers, and consultants who are not only leaders but who can use their professional backgrounds to innovate, experiment, design, and manage large systems within complex organizations in our increasingly multifaceted and multisectored economy.
PROGRAM PHILOSOPHY

D.P.A. students are imbued with the philosophy that management is a professional discipline. The D.P.A. curriculum consists of courses and seminars that cover the spectrum of general knowledge in both quantitative and general areas of management. The material content of the curriculum also includes the development of the public administration profession; the public administration ethos; and substantive aspects of public budgeting and finance, of comparative administrative systems, and of the impact of ideology on strategies of administration.

PROGRAM SCHEDULE

The D.P.A. program operates on a year-round basis. All coursework, seminars, workshops, and the comprehensive examination can be completed within three years. Since each student progresses at his or her own pace in research and writing the dissertation, the total length of time in the program will be between three and four years. Classes meet monthly on a convenient weekend format in cluster locations. Attendance at a once-a-year, week-long institute is required. The Business and Public Policy Seminar meets in the Washington D.C., area generally in April, August, and December. Students may attend the session of their choice during their first year in the program. The Seminar in Research Methods meets at the Nova Campus in Fort Lauderdale, Florida, generally in April, August, and December. Students may attend the session of their choice during the second year of the program. The Professional Studies Workshop is held in conjunction with the American Society for Public Administration’s annual national conference, generally in late March or early April, at a location that varies from year to year. Students may attend this workshop anytime while they are in the program, though the faculty recommends attendance during the second or third year of studies.
FACULTY

All D.P.A. courses are conducted by professors with doctoral qualifications, as well as extensive practical experience in business management. A national core adjunct faculty augments Nova's full-time professional staff. The diverse background and years of experience of the faculty facilitate in-depth discussion across a broad spectrum. A special effort is made to integrate practical with theoretical points of view.

DEGREE REQUIREMENTS

The doctorate in public administration degree is awarded when the student has successfully completed 60 credits of doctoral level course work, including a professional publication, passing a comprehensive examination, and the successful completion of his or her dissertation. Comprehensive examinations are administered at the cluster site, as well as on campus in Fort Lauderdale. Oral defense of dissertations may be scheduled on campus or at regional cluster sites by petition based upon compatibility with faculty schedules. Degrees are awarded upon completion of the program requirements; an annual formal commencement ceremony is conducted in Fort Lauderdale, Florida, generally during the month of July. Participation in this ceremony is optional and has no bearing on the actual conferral of degrees.

TRANSFER POLICY

D.P.A. applicants will be allowed to transfer up to the equivalent of two courses from work previously completed in doctoral programs at other accredited institutions. The credits in question must be completed within the last five years with a grade of B or better and bear an equivalent course content and level to the Nova course work.
ADMISSION REQUIREMENTS

The admission requirements for individuals wishing to matriculate for the doctorate in public administration program are:
1. A master's degree from an accredited college.
2. Three letters of reference, either academic or professional.
3. A resume or "curriculum vita" with detailed explanation of previous and present employment responsibilities.
4. Official transcripts from all previously attended institutions.
5. A genuine intellectual capacity and motivation to pursue graduate work as determined by credentials and written essay and review of publications or research proposals by the applicant.
6. Satisfaction of graduate prerequisite course work.
7. A test score from the Graduate Management Admission Test (GMAT). The Graduate Record Examination (GRE) may be used as a substitute for the GMAT.

Students who lack any of the requirements for admission to the D.P.A. program may be granted, by the faculty, a conditional acceptance with the understanding that full acceptance is dependent on completion of all admission requirements within a reasonable time. International students may be required to submit evidence of English language competency enabling them to pursue advanced graduate work.

PROGRAM ADMINISTRATION

All admissions, counseling, registration, and related administrative functions are controlled from the program office on campus in Fort Lauderdale, Florida. Each cluster site is managed by a cluster coordinator to facilitate student/program liaison. Clusters are sited in regional locations throughout the United States to facilitate student participation and allow for professional mobility of students. Students may transfer from one cluster site to another without any academic or financial penalties.
TUITION AND FEES*

Application Fee (nonrefundable) $25
Tuition per Credit $225
Registration Fee per Term $15
Professional Studies Workshop Fee $50
Business and Public Policy Seminar Fee $125
Seminar in Research Methods Fee $75
Graduation Fee $25
Interrupted Studies Fee $50
*Tuition and fees are subject to change.

FINANCIAL ASSISTANCE

Students who may be eligible for Veterans Administration benefits are invited to consult the VA counselor in the University Financial Aid office at 305-475-7411. Information regarding Guaranteed Student Loans (GSL) and other forms of financial aid may also be obtained by contacting this office. Students are encouraged to investigate the availability of employee tuition assistance programs with their Employee Benefits office.

D.P.A. CLUSTER LOCATIONS

- Fort Lauderdale, Florida
- Tampa-Orlando, Florida, area
- Tallahassee, Florida
- Huntsville, Alabama
- Northern Virginia-Washington, D.C., area
- Philadelphia (Essington), Pennsylvania
- Chicago (Harvey), Illinois
- St. Louis, Missouri
- Kansas City, Missouri
- Austin, Texas
- Colorado Springs, Colorado
- Los Angeles, California
- San Francisco, California
- Phoenix, Arizona*
- Seattle, Washington*
- Nassau, Bahamas*
- Denver, Colorado*

*Currently under development
DOCTORATE IN PUBLIC ADMINISTRATION

Nova University, 3301 College Ave., Ft. Lauderdale, FL 33314
(305) 475-7648

Nova University programs are approved by the coordinator for Veterans Approval, State of Florida, Department of Education, for veterans’ educational benefits. This school is authorized under Federal Law to enroll non-immigrant alien students. The Nova University general policies on Student Relations are on file in the Office of the Registrar.

Nova University is accredited by the Southern Association of Colleges and Schools and admits students of any race, color, national or ethnic origin.