**MPA 101 (***go thru info. 15-20 min. then open for Q & A)*

Greetings, I’m Puanani Nihoa your support person in our MPA Tribal Governance Concentration. I’m glad that you’re here and I look forward to a productive year of academics.

We have organized this year’s orientation session for two days so you can become acquainted with the MPA program and familiarize yourself with the College. It’s also important for you to get to know the people who will be your companions, so we have worked to provide you with opportunities to get to know your fellow cohorts.

If you have any questions throughout the afternoon, please feel free to approach the MPA staff which includes Randee Gibbons, assistant director for Public & Nonprofit Administration/Public Policy Concentrations, Jan Hays, program assistant, myself, and of course our Director, Cheryl Simrell King all of us can be identified with our green EverGreen name tags. I’d like to take a moment to thank and recognize all the MPA staff and faculty for their contributions to this event, and especially want to thank the dedicated staff members of Facilities, Media and Conference Services, who have made this event possible.

I’d like to go over a few items I’ve sent you in the last couple of days electronically.

* Orientation agenda
* Social Contract-document provides the guiding principles for the College’s unique learning community. (sent out on 09/30/14)
* Listserv information (sent out on 09/30/14)
* Internship information (sent out on 09/30/14)
* Context of Public Administration Syllabus (posted on Canvas)
* Academic Progress worksheet (*you can use this to track your courses you’ve taken & what you still need to take in the future)*
* This worksheet will help align you with your end goal, earning your MPA graduate degree! You must earn 60 credits to achieve that goal.
* How are you going to get there, you may be wondering…the Academic Progress worksheet will assist you in what you will need to register for each quarter
* Your degree requirements for your graduation are:
* 36 Core courses
* 20 Concentration courses
* 4 Electives (graduate level)

These are the items you’ll need to fill out and *leave with us* on the check-in table before you leave and we will return these forms to their appropriate destination.

* **Measles immunization form**-either proof of immunization (request provider signature) or waiver, please read this and follow the directions. This **is required**, and you **will not be able to register for classes if you do not submit this document**
* **Photo Permission form** and leave on table at the end of the day.
* **Orientation evaluation form**-we’d like to know how we are doing, please let us know your thoughts. Your feedback on this form helps us to improve orientation for the next cohort.

MPA Student Handbook—<http://www.evergreen.edu/mpa/studenthandbook/home.htm> this is where you want to look when you have questions and to familiarize yourself with the College’s policies.

Smoking—Evergreen is a non-smoking campus EXCEPT in areas designated areas (blue-symbolic canopy or by signs indicating “Smoking Area”

**Staying Connected**

* You are always welcome to contact me via e-mail at nihoap@evergreen.edu although it is **best to e-mail me from your TESC e-mail as non-TESC e-mails will often get sent through a spam filter**, you are welcome to schedule an appointment for a person-to-person meeting, and you can call me at 360 867 6202. I usually respond within 24-48 hours; if you don’t hear from me feel welcome to check in and see why I haven’t responded to you.
* I will usually attend your Friday class and remain until break, should you have anything you’d like to discuss with me can do that during your break.

This is a lot of information to take in! I welcome the opportunity to talk with you more in depth about your MPA plans or concerns you may have.