

Department of Educational Leadership

James O. Huffman, Chair
Jones Hall 323

The Department of Educational Leadership offers the Specialist in Education degree (Ed.S.) and the Master of Education degree (M.Ed.) with majors in Administration and Supervision and Curriculum and Instruction. The Ed.S. in Administration and Supervision offers specializations in K-12 public schools and higher education. The Ed.S. Curriculum and Instruction major offers a specialization in technology and curriculum design and a specialization in English as a second language.

The M.Ed. in Administration and Supervision offers a concentration in Library Science and specializations in K-12 public schools and higher education. The M.Ed. in Curriculum and Instruction offers a concentration in English as a Second Language and a specialization for the professional education coursework for teacher licensure (Secondary Education Licensure Path). A graduate minor in Library Science is available.

Normally, for admission to the specialist's or master's programs, a satisfactory score on the Miller Analogies Test, the Graduate Record Exam, the Praxis II (Principles of Learning and Teaching), or a valid Tennessee teacher license is required.

Applicants for the Ed.S. and M.Ed. degrees should submit a completed application, transcripts, three reference forms, and verification of test scores or copy of teaching license to the Graduate Office. Once the completed file is received in the department, an advisor is assigned and the file is reviewed by the Educational Leadership Graduate Admission Board. Students should consult an advisor to determine what courses to schedule each semester.

Students pursuing an M.Ed. or Ed.S. degree must be fully admitted to the program prior to the completion of their initial semester of coursework.

Requirements for the Specialist in Education

Candidate must

1. hold a master's degree.
2. complete a minimum of 30 semester hours with a minimum of 15 at the 7000 level.
3. have teacher licensure. The licensure requirements will be waived for the higher education specialization and other special circumstances. In the event licensure is waived, some prerequisite courses may be required prior to full admission into the program. A student seeking a licensure waiver must initiate a written request with the advisor, seek approval from the chair and dean of the College of Education and Behavioral Science, and forward the request to the departmental office, Jones Hall 321.
4. be admitted by the Educational Leadership Graduate Admissions Board prior to their initial semester of coursework.
5. file a degree plan with the Graduate Office prior to the completion of 21 hours.
6. successfully complete a written comprehensive examination or oral presentation of research project during the semester of graduation (exam may be retaken once during a subsequent semester).

Administration and Supervision Major (Ed.S.) Specialization: K-12 Public Schools

Those seeking licensure should consult the department chair.

Required Courses (9-12 semester hours)

SPSE 7200 Administrative Behavior: Theory into Practice

FOED 7060 Seminar in Educational Foundations

and

Each student will select **either** the research path (SPSE 7010 and FOED 7610) **or** the practicum path (SPSE 7190)

Specialized Core (12 semester hours) with at least 3 hours at the 7000 level; selected with an advisor

Electives (6 semester hours) selected with advisor

Administration and Supervision Major (Ed.S.) Specialization: Higher Education

Required Courses (12 semester hours)

SPSE 7200 Administrative Behavior: Theory into Practice

FOED 7060 Seminar in Educational Foundations

and

Each student will select **either** the research path (SPSE 7010 and FOED 7610) **or** the practicum path (SPSE 7190)

Specialized Core (12 semester hours) with at least 3 hours at the 7000 level; selected with an advisor

Electives (6 semester hours) selected with advisor

Curriculum and Instruction Major (Ed.S.)

Required Courses (12 semester hours)

FOED 7130 The Curriculum: Structures and Functions

FOED 7060 Seminar in Educational Foundations

and

Each student will select **either** the research path (SPSE 7010 and FOED 7610) **or** the practicum path (SPSE 7190)

Specialized Core (12 semester hours) with at least 3 hours at the 7000 level; selected with an advisor

Electives (6 semester hours) selected with an advisor

Curriculum and Instruction Major (Ed.S.)**Specialization: Technology and Curriculum Design**

Teacher licensure is not required for the specialization in Technology and Curriculum Design. Instead, candidates must meet testing requirements as outlined by Graduate Studies for admission to the specialization (a GRE or MAT test score).

Required Courses (15 semester hours)

SPSE	6140	Teacher Leadership for School Improvement
SPSE	7010	Educational Research Methodology
SPSE	7130	The Curriculum: Structures and Functions
FOED	7060	Seminar in Educational Foundations
FOED	7610	Directed Individual Educational Research

Specialized Core (12 semester hours)

SPSE	6900	Learning Systems and Instructional Design
SPSE	6960	Preparation and Utilization of Instructional Materials
SPSE	7500	Studies in Education: Administration
YOED	6680	Issues and Trends in Teaching and Learning

Elective (3 semester hours)

SPSE	6600	Microcomputers in Educational Administration
SPSE	7090	Seminar: Conducting Program for School Improvement
SPSE	7520	Studies in Education: Curriculum
FOED	6030	School and Community Relations

Curriculum and Instruction Major (Ed.S.)**Specialization: English as a Second Language**

(Not a licensure add-on ESL program)

Required Courses (12 semester hours)

SPSE	7010	Educational Research Methodology
SPSE	7130	The Curriculum: Structures and Functions
FOED	7060	Seminar in Educational Foundations
FOED	7610	Directed Individual Educational Research

Specialized Core (15 semester hours)

SPSE	7520	Studies in Education: Curriculum
SPSE	6900	Learning Systems and Instructional Design
SPSE	7090	Seminar: Conducting Program for School Improvement
FOED	7080	Contributions of Psychology to Education
YOED	6680	Issues and Trends in Teaching and Learning

Electives (choose one - 3 semester hours)

SPSE	6390	School Law
SPSE	6520	Studies in Education: Curriculum

Requirements for the Master of Education

Candidate must

1. hold a bachelor's degree.
2. complete 33 semester hours with no more than 30 percent of the total degree hours dually listed as undergraduate/graduate hours. (Students should refer to the appropriate major for specific requirements.)
3. have teacher licensure. The licensure requirements will be waived for the higher education specialization and other special circumstances. In the event licensure is waived, some prerequisite courses may be required prior to full admission into the program. A student seeking a licensure waiver must initiate a written request with the advisor, seek approval from the chair and dean of the College of Education and Behavioral Science, and forward the request to the departmental office, Jones Hall 321.
4. be admitted by Educational Leadership Graduate Admissions Board prior to completion of their initial semester of coursework.

5. file a degree plan with the Graduate Office prior to the completion of 21 credit hours.
6. successfully complete a written comprehensive examination during the semester of graduation (may be retaken once during a subsequent semester).

Administration and Supervision Major (M.Ed.)**Specialization: K-12 Public School**

Students must be admitted to the program prior to the completion of 12 semester hours.

Completion of this program will meet course requirements for Tennessee administration licensure. Additional state requirements must be met. Requirements for licensure should be checked in the Teacher Licensing Office, McWherter Learning Resources Center 170.

NOTE: Due to State Board of Education requirements, the Administration and Supervision licensure program will be under revision. Please contact the Educational Leadership Department office for advising (615-898-2855) prior to applying for or beginning coursework in the program.

Required Courses (33 semester hours)

FOED	6020	Educational Foundations
FOED	6030	School and Community Relations
FOED	6610	Analysis and Application of Educational Research
SPSE	6010	Organization and Administration of Public Schools
SPSE	6040	Supervision of Instruction
SPSE	6050	Instructional Leadership
SPSE	6120	Professional Internship, 9 credits; (may substitute for SPSE 6040, 6400, 6600)
SPSE	6340	School Finance
SPSE	6390	School Law
SPSE	6400	The Principalship
SPSE	6430	Introduction to Curriculum Development
SPSE	6600	Microcomputers in Educational Administration

Administration and Supervision Major (M.Ed.)**Specialization: Higher Education****Required Courses (9 semester hours)**

FOED	6020	Educational Foundations
FOED	6610	Analysis and Application of Educational Research
SPSE	6080	Studies in Leadership

Specialized Core (12 semester hours)

FOED	6580	The College Student
SPSE	6530	Administration of Higher Education
SPSE	6600	Microcomputers in Educational Administration
SPSE	6210	Legal Issues in Higher Education

Electives (12 semester hours)

To be selected with approval of advisor

Administration and Supervision Major (M.Ed.)**Concentration: Library Science**

Students must be admitted to the program prior to the completion of their initial semester. Completion of this program will meet course requirements for Tennessee endorsement as a library information specialist. Additional state requirements must be met for initial teacher licensure. Requirements for licensure should be checked in the Teacher Licensing Office, McWherter Learning Resources Center 170. For students seeking initial licensure (library only), a student teaching experience (9 credits) is required in place of LIBS 6180 and 6190.

Please see the library science Web site at <http://mtsu32.mtsu.edu:11485>.

Required Courses (33-39 semester hours)

LIBS	5150	Books, Media, and Literacy for Children
LIBS	5160	Books, Media, and Literacy for Young People and Adults
LIBS	6110	School Library Administration
LIBS	6120	Classification and Cataloging Media and Materials
LIBS	6130	Principles of Librarianship
LIBS	6170	Basic Reference Materials
LIBS	6180	Library Science Practicum PreK-6
LIBS	6190	Library Science Practicum 7-12
LIBS	6200	School Library Media Center Skills and Issues
SPSE	6430	Introduction to Curriculum Development
FOED	6610	Analysis and Application of Educational Research

For students seeking initial teacher licensure, a student teaching experience (12 semester hours) is required.

Curriculum and Instruction Major (M.Ed.) Students must be admitted to the program prior to the completion of 12 hours of coursework.

The Curriculum and Instruction program is designed to foster the development of teaching skills that result in increased pupil performance. By analyzing curriculum choices and strategies, along with best teaching practices, those who complete this program will be better equipped to provide an environment in which students engage in relevant and meaningful learning activities.

Required Courses (9 semester hours)

FOED	6020	Educational Foundations
FOED	6610	Analysis and Application of Educational Research
SPSE	6430	Introduction to Curriculum Development

Specialized Core (18 semester hours)

YOED	6680	Issues and Trends in Teaching and Learning
SPSE	6140	Teacher Leadership for School Improvement
SPSE	6250	Seminar in Curriculum Improvement
SPSE	6450	Elementary and Middle School Curriculum OR
SPSE	6480	Instructional Excellence in Secondary Schools
SPSE	6640	Microcomputers in the K-12 Educational Setting
FOED	6630	Educational Tests and Measurements

Electives (6 semester hours)

To be selected with approval of advisor

Curriculum and Instruction Major (M.Ed.) Concentration: English as a Second Language

Core Courses (9 semester hours)

SPSE	6430	Introduction to Curriculum Development
FOED	6020	Educational Foundations
FOED	6610	Analysis and Application of Educational Research

Required Courses (15 semester hours)

YOED	6020	Reading, Writing, and Learning Methods for ESL
FOED	6850	Cultural Issues in Education
FL	6700	Introduction to Linguistics
FL	6900	Issues in Foreign Language Acquisition
ENGL	5540	Approaches to Teaching ESL Grammar and Writing

Electives (6 hours)

SPSE	6480	Instructional Excellence in Secondary Schools
ENGL	5510	Modern English Grammar and Usage*

*Prerequisite to ENGL 5540

The following courses may also be approved as electives if students have taken either SPSE 6480 or ENGL 5510 to satisfy degree requirements for a previous degree earned at MTSU:

SPED	6800	Exceptional Children and Youth
PSY	6530	The Psychology of Reading and Reading Development
READ	6710	Adolescent Literacy

Practicum (3 semester hours):*

SPSE	6710	Practicum in English as Second Language for PreK-3, 1 hour credit
SPSE	6720	Practicum in English as Second Language (4-8), 1 hour credit
SPSE	6700	Practicum in English as Second Language for Grades 9-12, 1 hour credit

*Ten hours of field experience must be completed at each level

Curriculum and Instruction Major (M.Ed.) Specialization: Secondary Education Licensure Path

Required Courses (9 semester hours)

FOED	6020	Educational Foundations
FOED	6610	Analysis and Application of Educational Research
SPSE	6430	Introduction to Curriculum Development

Specialized Core (24-30 semester hours)

SPSE	6480	Instructional Excellence in Secondary Schools
SPSE	6640	Microcomputers in the K-12 Educational Setting
YOED	6680	Issues and Trends in Teaching and Learning
SPSE	6140	Teacher Leadership for School Improvement
FOED	6630	Educational Tests and Measurement
SPED	6800	Exceptional Children and Youth
READ	5460	Teaching Reading in the Content Area
YOED	5510	The Teaching Internship, Grades 7-12

Minors

A minor in Library Science consists of 18 semester hours. A minor in Education consists of 12 semester hours selected with the consent of the advisor. The Master of Arts in Teaching and the Master of Science in Teaching degrees require a minor in Education to be approved by the minor advisor.

Non-degree, "Plus 30," and Add-on Endorsements

Students taking courses for licensure renewal, add-on endorsements, or "plus 30" upgrade on teacher licensure should register as non-degree students. Students enrolling in 6000-level courses must hold a bachelor's degree, and students enrolling in 7000-level courses must hold a master's degree. Non-degree-seeking students cannot register for 7000-level courses without departmental permission.

Courses in Foundations of Education [FOED]

6020 Educational Foundations. Three credits. Assists educational personnel in developing contexts and concepts in which educational problems and issues may be understood through awareness of findings in humanistic and behavioral studies.

6030 School and Community Relations. Three credits. The reciprocal relationship of the two and the skills necessary for analyzing problems and utilizing data and technical skills in planning effective school-community relations programs.

6520/ 7520 Problems of Evaluation in Higher Education. Three credits. Introduction to testing theory, design, and construction. Use of the evaluation process and instruments; instructions, advising, and research situations.

6570/ 7570 Issues in Higher Education. Three credits. Higher education in America and its historical, philosophical, political, and sociological background, development, and relationships. Current trends and problems, particularly those relating to the financial and legal aspects.

6580/ 7580 The College Student. Three credits. The changing nature of the college student with emphasis on institutional efforts to provide for the development of the student.

6610 Analysis and Application of Educational Research. Three credits. Qualitative and quantitative research applicable to the field of education. Both producers and consumers of educational research with a literature review presented to support possible solutions to significant hypotheses or problems.

6630 Educational Tests and Measurements. Three credits. Basic concepts in educational measurement and evaluation; evaluation as a part of the teaching-learning process; utilization of evaluation for instructional improvement.

6850 Cultural Issues in Education. Three credits. Ways the school and community can give greater understanding of and improve the life chances of minority group members.

6999/ 7999 Comprehensive Examination and Preparation. One credit. Open only to students who are not enrolled in any other graduate course and who will take the master's comprehensive examination during the term. The student must contact the graduate advisor during the first two weeks of the term for specifics regarding the details of this comprehensive examination preparatory course. Credit may not be applied to degree requirements.

7060 Seminar in Educational Foundations. Three credits. Opportunities to think reflectively and critically on the historical, philosophical, and psychological foundations of education and attendant implications.

7080 Contributions of Psychology to Education. Three credits. Concepts and generalizations of the various theories of psychology and their relationships to education in such areas as motivation, retention, evaluation, discipline, capacity, practice, understanding, transfer-creative thinking, problem solving, and methods of instruction.

7560 Seminar in College Teaching. Three credits. Development of the student with focus on teaching and learning.

7610 Directed Individual Educational Research. Three credits. Prerequisite: SPSE 7010. It is recommended that this class be taken the following semester after enrollment in SPSE 7010. Culmination of research sequence (FOED 6610 and SPSE 7010) which requires studying a professional educational problem through completing and presenting a research project.

7611 Directed Individual Educational Research. One credit. Prerequisite: FOED 7610. Must be taken each semester (not including summer) until research is completed. Completion of the research problem begun in FOED 7610. Students should continue to register for FOED 7611 each semester until completion. S/U grading.

Courses in Youth Education [YOED]

5110 Directed Teaching, Grades 7-12. Nine to twelve credits. Prerequisites: All required professional education courses; appropriate special methods course(s); admission to teacher education. A full-day, full-semester supervised teaching experience in a public school classroom. Pass/Fail. *NOTE: YOED 5110 will be offered for nine credits effective Fall 2005.*

5510 The Teaching Internship, Grades 7-12. Three to nine credits. Directed field experience which will meet specific needs related to individual needed competencies. Applicant must meet all prerequisites for directed teaching.

6020 Reading, Writing, and Learning Methods for ESL. Three credits. (Same as FL 6020.) Provides teaching ideas for promoting oral, reading, and writing development in English for K-12 English learners. Language acquisition theory, classroom organization, teaching strategies, and assessment procedures for effective English learner instruction.

6100 Aviation Workshop. Four credits. (Same as AERO 6100.) A first course in aerospace education; provides an overview of aerospace historically and in the future.

6110- International Aerospace Education Seminar. Three credits each.

6112 Acquaints teachers with aerospace implications on an international scale. Outstanding international points of interest in six or more countries visited. Offered in July Term of the summer.

6110 Europe/Mideast

6111 The Americas

6112 The Far East

6540 Problems in Aerospace Education. One, two, or three credits. (Same as AERO 6540.) Content varies with needs of individual students who are interested in making a specialized study of current problems in the field of aerospace education.

6680 Issues and Trends in Teaching and Learning. Three credits. Emphasis on examining current issues and trends in teaching and learning.

6700 Advanced Aviation Workshop. Four credits. (Same as AERO 6700.) Builds on prior experiences in aviation/aerospace. Essential for the prospective teacher of aerospace education courses at any level.

6999 Comprehensive Examination and Preparation. One credit. Open only to students who are not enrolled in any other graduate course and who will take the master's comprehensive examination during the term. The student must contact the graduate advisor during the first two weeks of the term for specifics regarding the details of this comprehensive examination preparatory course. Credit may not be applied to degree requirements.

Courses in School Personnel Services Education [SPSE]

5210 General Methods Including A/V. Three credits. A general course.

5220 Technology in Teaching. Three credits. Prerequisites: Admission to Teacher Education Program. Use of selected hardware and software in the teaching/learning process. Design and creation of inexpensive teaching and learning materials.

5260 Problems in Education. One, two, or three credits. Opportunity for individuals or groups to work on problems related to their individual topics. Credit to be determined at the time of scheduling.

6000/ 7000 Professional Negotiations. Three credits. Concepts and principles of operating a school district under the master contract. Special emphasis on the laws of various states relative to the professional negotiations process.

6010 Organization and Administration of Public Schools. Three credits. Basic concepts, principles, and practices in local, state, and federal organization and administration of education.

6040 Supervision of Instruction. Three credits. Development and purposes of supervision involving principles and techniques for organization and facilitation of programs at the school and system level.

- 6050 Instructional Leadership.** Three credits. Research on student learning, effective teaching, and effective schools. Attention given to processes for promoting school improvement.
- 6080/ 7080 Studies in Leadership.** Three credits. Roles, responsibilities, understandings, and behavior patterns in effective administrative and supervisory personnel. Developing sensitivity to individuals, the nature and structures of groups, and the problems of communication within and among groups and individuals.
- 6090/ 7090 Seminar: Conducting Program for School Improvement.** Three credits. Emphasizes motivation, identification of needs and goals, planning and organization, and utilization of various resources as components of successful school improvement programs.
- 6120/ 7120 Professional Internship.** Nine credits. Requires approval of departmental chair and agreement of superintendent of the school district. May be substituted for SPSE 6040, 6600, and 6400. Educational administration and supervision experiences learned in the school setting under the supervision of a sponsoring mentor. Internship in cooperating school systems.
- 6140 Teacher Leadership for School Improvement.** Three credits. Assessing standard teaching practices, analyzing the relationship between effective teaching and effective schools, and developing strategies for instructional and school improvement. Includes experiences to help students become more reflective in their daily teaching.
- 6210/ 7210 Legal Issues in Higher Education.** Three credits. The legal framework as it pertains to higher education and its operations. Special attention given to rights of students as well as professors. Law cases, constitutional provisions, attorney general's opinions, rules and regulations of the Tennessee Board of Regents, Tennessee Board of Trustees, and the Tennessee Higher Education Commission studied and discussed.
- 6250/ 7250 Seminar in Curriculum Improvement.** Three credits. For the advanced major in curriculum development utilizing small group or seminar approach. Issues and research in curriculum improvement analyzed critically.
- 6310 Supervising Student Teachers.** Three credits. Administration and supervision of student teaching.
- 6330 Elementary and Middle School Principalship.** Three credits. The organization and administration of elementary and middle schools with emphasis on current practices, trends, and problems.
- 6340 School Finance.** Three credits. State, local, and federal financing of education; includes taxation trends, school funds, and apportionment; evaluation of equalization plans; state bond loan programs; development and administration of school budgets; education and economy.
- 6380 Secondary School Administration.** Three credits. Organization and administration of the modern high school with emphasis on current practices and problems.
- 6390 School Law.** Three credits. Legal framework within which public schools operate. Special attention given to the legal rights and liabilities of school personnel and school board members. School laws, case laws, constitutional provisions, attorneys' general rulings, and regulations of the State Board of Education emphasized.
- 6400 The Principalship.** Three credits. Organization and administration of the modern K-12 school with emphasis on current practices and problems.
- 6430 Introduction to Curriculum Development.** Three credits. Opportunity to study, discuss, and evaluate modern practices and procedures in curriculum development and reorganization in schools and school systems.
- 6450 Elementary and Middle School Curriculum.** Three credits. Concepts, processes, and skills related to curriculum development and evaluation.
- 6480 Instructional Excellence in Secondary Schools.** Three credits. Development of creative approaches for secondary classroom teaching in order to stimulate creative and critical thinking abilities of students.
- 6500/ 7500 Studies in Education: Administration.** One, two, or three credits. Individual or small group study and/or research in educational administration which provides an opportunity for in-depth study and specialization for majors. To be structured for student needs by teacher. Repeatable up to six hours.
- 6520/ 7520 Studies in Education: Curriculum.** One, two, or three credits. Individual or small group study and/or research in the area of curriculum development. To be structured for student needs by teacher. Repeatable up to six hours.
- 6530/ 7530 Administration of Higher Education.** Three credits. Complexity of the structure of higher education (national, regional, state, and local) and how it is organized. Attention given to the interrelationships of the institution and its internal and external constituencies.
- 6540/ 7540 Overview of Higher Education.** Three credits. Higher education in America. Attention given to its historical, philosophical, political, and sociological background, development, and relationships. Includes current trends and problems, particularly those which relate to the financial and legal aspects of higher education.
- 6550 Supervised Field Experience.** Three credits. Direct field experience in appropriate areas of school operation which will meet specific needs related to such individual matters as career plan, position changes (principals, supervisors, superintendents, curriculum directors, etc.), or needed competencies.
- 6560/ 7560 Studies in Education: Supervision.** One, two, or three credits. Individual or small group study and/or research in the area of supervision of instruction. To be based on individual needs and structured by teacher. Repeatable up to six hours.
- 6590/ 7590 Independent Study in Higher Education.** One, two, or three credits. A practicum in higher education. Course will vary to meet the needs of individual students who are interested in making a specialized study of current problems in the field of higher education.
- 6600 Microcomputers in Educational Administration.** Three credits. Offers preparation for incorporating microcomputer technology into the school work-place. Student designs a model school administrative unit by applying the microcomputer skills and understanding acquired.
- 6640 Microcomputers in the K-12 Educational Setting.** Three credits. Offers preparation for incorporating microcomputer technology into the K-12 school environment. Student designs a computer-assisted instruction project by applying the microcomputer skills and understanding acquired.
- 6700 Practicum in English as Second Language for Grades 9-12.** One credit. A practicum course for the ESL teacher. Includes ten hours

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field experience in the ESL classroom with grades 9-12 students from different cultures.

6710 Practicum in English as Second Language for PreK-3. One credit. A practicum course for the ESL teacher. Includes ten hours field experience in the ESL classroom with preK-3 students from different cultures.

6720 Practicum in English as a Second Language (4-8). One credit. A practicum course for the ESL teacher. Includes ten hours field experience in the ESL classroom with grades 4-8 students from different cultures.

6900 Learning Systems and Instructional Design. Three credits. Assessment of effectiveness and efficiency of various learning systems and learning modules. Stresses need for systematic approaches to instruction. Practice in stating behavioral objectives, motivation, adaptation, evaluation, and systems assessment in which media are utilized as integral parts of learning modules.

6910 Problems in Learning Resources. Three credits. Consideration of recent developments in curriculum, teaching, physical facilities, and innovations in library service and media utilization. Includes participation in projects such as media and materials for handicapped, educational TV, library skills, graphic communication, library activities for specific subjects or groups, and individualization of instruction.

6920 Automation of Library Processes. Three credits. Application of data processing and computerization techniques to acquisitions, cataloging, circulation, and business operations of libraries and media centers. Includes an examination of newer developments such as MARC, facsimile transmission, and automated retrieval of data. Basic technical courses recommended prior to taking this course.

6960 Preparation and Utilization of Instructional Materials. Three credits. (Same as LIBS 6960.) Discussion and examination of technology-based learning materials and adaptation to classroom instruction and individual learning styles/needs. Design, creation, and production of technology-based learning materials that reflect professional standards, good design principles, understanding of curriculum design, and audience needs.

6999 Comprehensive Examination and Preparation. One credit. Open only to students who are not enrolled in any other graduate course and who will take the master's comprehensive examination during the term. The student must contact the graduate advisor during the first two weeks of the term for specifics regarding the details of this comprehensive examination preparatory course. Credit may not be applied to degree requirements.

7010 Educational Research Methodology. Three credits. It is recommended that this class be taken within the first 9 hours of the program. FOED 6610 or appropriate research course is recommended prior to this course. Designing research studies, including development of understandings, as well as skills and techniques, needed in gathering, structuring, interpreting, and presenting data required for educational research. SPSE 7010 is a prerequisite for enrollment in FOED 7610, which is recommended to be taken the following semester.

7020 Administration of School Personnel. Three credits. School district personnel problems. Consideration by school administrators of relationship between the school and the community with special reference to the administrative role.

7040 Seminar in Supervision. Three credits. Identification and investigation of the problems of supervision and research; experimentation in the use of supervisory techniques.

7050 School Business Management. Three credits. Reading, discussion, and problem solving in the field of business administration.

7100 The Junior Community College. Three credits. History, philosophy, organization, administration, current developments, and problems in two-year colleges.

7110 Readings in Educational Administration. Three credits. Review of the research literature on the social and political processes involved in the development and implementation of public policy and legislation relating to education at the national, state, and local levels.

7130 The Curriculum: Structures and Functions. Three credits. Scope, sequence, organization, and priorities involved in the development of "continuity of educational experience" from kindergarten through grades 13-14.

7150 Curriculum Study and Instructional Design. Three credits. Readings in current research relative to basic and emerging ideas of curriculum development and instructional design.

7160 Practicum in Curriculum Development. Three credits. Principles and practices of curriculum construction applied through simulated and field experiences.

7190 Professional Field Experience. Six credits. Provides direct field experience in appropriate areas of education in collaboration with the University, the school mentor, and the student.

7200 Administrative Behavior: Theory into Practice. Three credits. An exploration of the relevant new developments in the field of educational administration, including recent concepts and research.

7320 Educational Facilities and Transportation Services. Three credits. Development of competencies in the areas of school plant planning, maintenance and utilization, financing, analysis of transportation, survey of school plant, site selection, and educational specifications.

7550 Instructional Development in Higher Education. Three credits. Addresses effective college teaching, instructional strategies, and use of technology in teaching at the higher education level.

Courses in Library Science [LIBS]

5150 Books, Media, and Literacy for Children. Three credits. Materials suitable for elementary school children including a study of leisure time interests and curricular needs, criteria for evaluating materials, and related aids used in their selection.

5160 Books, Media, and Literacy for Young People and Adults. Three credits. Basically the same approach as LIBS 5150 but adapted to the secondary school and adult level.

6110 School Library Administration. Three credits. Purpose, structure, and function of the school library media center and the library program.

6120 Classification and Cataloging Media and Materials. Three credits. Simplified procedures for classifying books and audio/visual materials, cataloging routines, and filing.

- 6130 Principles of Librarianship.** Three credits. Presents the broad field of library service and librarianship as a profession. Emphasis on the place of the library in the instructional program of the school and on administrative details.
- 6170 Basic Reference Materials.** Three credits. Evaluation and use of basic reference materials for the PreK-12 school library. Discussion of the elements of reference work.
- 6180 Library Science Practicum PreK-6.** Three credits. Prerequisite: 12 hours of library science courses. Opportunity to observe successful materials specialists/librarians at work and to participate in actual operations followed by seminar opportunities for exchange of ideas. 100 contact hours required. Application for placement required.
- 6190 Library Science Practicum 7-12.** Three credits. Prerequisite: 12 hours of library science courses. Opportunity to observe successful materials specialists/librarians at work and to participate in actual operations followed by seminar opportunities for exchange of ideas. 100 contact hours required. Application for placement required.
- 6200 School Library Media Center Skills and Issues.** Three credits. Prerequisites: LIBS 5150, 6110, and 6120. Aspects of the school library media centers, including oral presentations, use of library collection maintenance software, instruction and teaching in the library, and research into a current issue in librarianship.
- 6511 Directed Student Teaching (Library Science).** Nine credits. Prerequisites: 18 hours of library science courses including FOED 6610 and SPSE 6430; FOED 1110 and 2110; SPED 3010; admission to teacher education. Taken in conjunction with YOED 4000. A full-day, full-semester supervised teaching experience in a public school library.
- 6960 Preparation and Utilization of Instructional Materials.** Three credits. (Same as SPSE 6960.) Discussion and examination of technology-based learning materials and adaptation to classroom instruction and individual learning styles/needs. Design, creation, and production of technology-based learning materials that reflect professional standards, good design principles, understanding of curriculum design, and audience needs.
- 6999 Comprehensive Examination and Preparation.** One credit. Open only to students who are not enrolled in any other graduate course and who will take the master's comprehensive examination during the term. The student must contact the graduate advisor during the first two weeks of the term for specifics regarding the details of this comprehensive examination preparatory course. Credit may not be applied to degree requirements.

Course in Education [TELC]

- 6006 Teachers as Agents for Change.** Three credits. Prerequisites: Program admission. Current issues, trends, and problems commonplace to teaching in public school settings. Offers analytic experiences designed to assist those teaching on Alternative C, Vocational, and Occupational licenses to meet requirements for professional licensure.