

**Office of the President
California State University, Chico**



Executive Memorandum 19-005

February 28, 2019

From: Gayle E. Hutchinson, President

Subject: Approval to Discontinue the Option in Curriculum & Instruction and the Option in Educational Leadership & Administration within the MA in Education

Upon the recommendation of the Academic Senate and the concurrence of the Provost, I approve the discontinuation of the Option in Curriculum & Instruction and the Option in Educational Leadership & Administration within the MA in Education. This change will be effective fall 2019.

Policy Title:	EM 19-005 Discontinuation of the Option in Curriculum & Instruction and the Option in Educational Leadership & Administration within the MA in Education
Contact:	School of Education
Supersedes:	
Revision:	
Enabling Legislation or Executive Order:	

Discontinue Graduate Program: See [EM 15-005](#)

Program Name: Curriculum and Instruction

Complete only if applicable
Program named above is:

Option within MA in Education
(degree program name)

Certificate

Rationale:

This change is happening in order to comply with the Chancellor's Office EO 1071 that states "an option, concentration, or special emphasis (or similar subprogram) must constitute less than one half of the units required in the major program."

See attached document for more information.

Required Signatures

The Department of Education
has reviewed and approved this program discontinuation.

Jennifer Cruz
Chair, Department Curriculum Committee

9/10/18
Date

Robert L. Johnson
Department Chair

9/16/18
Date

The College of _____
has reviewed and approved this program discontinuation.

Jennifer Cruz
Chair, College Curriculum Committee

9/26/18
Date

Angela Jutberg
College Dean

9/28/18
Date

The Graduate Council has reviewed and approved this program discontinuation

Shawn Bappuis
Dean of Graduate Studies

11/2/18
Date

Send signature page with proposal attached to Curriculum Services at Undergraduate Education, zip 128

CSU Chico
Curriculum Services

OCT 02 2018

RECEIVED

Discontinuation of the option Curriculum and Instruction in the MA in Education

Description and History

The Curriculum and Instruction Option within the MA in Education was designed to help educators broaden their knowledge of learning and the educational concepts, and advance their ability to develop curriculum and plan instruction for the improvement of learning. It has been the most common option for practicing teachers who wish to pursue a degree past their teaching credential. This change is not to eliminate the MA in Education, only to eliminate the specific C&I option in order to comply with EO 1071. This EO states “an option, concentration, or special emphasis (or similar subprogram) must constitute less than one half of the units required in the major program.”

The School of Education C&I option, within the General MA in Education, only has 12 core units shared across pathways. Because of EO 1071, all MA candidates in the MA in Education will need to take 18 core units. Discontinuing the C&I option is not a discontinuation of the MA in Education, rather all students completing the program will receive an MA in Education, with a common set of 18 units.

Areas of Concern

None. This change will streamline advising and potentially eliminate confusion for prospective students. It also allows the department to better align their conceptual framework and assessment practices.

Consultation Process

This change was discussed with and approved by both the MA faculty in the School of Education and the full body of the School of Education.

Submitted by Ann Schulte
Graduate Coordinator, School of Education

Discontinue Graduate Program: See [EM 15-005](#)

Program Name: Educational Leadership and Administration_____

Complete only if applicable
Program named above is:

 x Option within MA in Education
(Degree program name)

 Certificate

Rationale:

The CO is requiring suspended programs to enroll or discontinue.

Required Signatures

The Department of School of Education
has reviewed and approved this program discontinuation.

Jennifer Cox _____ Date 10/9/18
(_____) tee

Rebecca Johnson _____ Date 10/9/18
Department Chair

The College of _____
has reviewed and approved this program discontinuation.

[Signature] _____ Date 10/26/18
Chair, College Curriculum Committee

Angela Jethro _____ Date 10/29/18
College Dean

The Graduate Council has reviewed and approved this program discontinuation

Shawn Barrios _____ Date 11/2/18
Dean of Graduate Studies

Send signature page with proposal attached to Curriculum Services at Undergraduate Education, zip 128

Curriculum Review Completed

_____ Date

CSU Chico
Curriculum Services

OCT 29 2018

RECEIVED

Description and History of the Program

For several years, the School of Education enrolled students in the MA in Education Educational Leadership and Administration option. This MA allowed North State teaching professionals to get their administrative credential and earn their Masters at the same time. Because of the sparsely population region, the School of Education could enroll cohorts of students in this program regularly, but not always every year.

As the State changed administrative credential requirements and other entities such as county offices of education provided programs to earn an administrative credential at a more affordable rate, fewer students regularly enrolled in cohorts of the Educational Administration option in the MA in Education. This option has been suspended (on hiatus) for several years. In order to stay financially competitive and meet the needs of educational leaders in the North State, the School of Education created an Administrative Credential outside of the Masters program.

Additional information

In 2018, Graduate Studies and the School of Education agreed that twelve units of the Preliminary Administrative Services Credential are allowed to be applied as electives to the General MA in Education. This eliminates the need to have the Option. This change also facilitates meeting EO 1071 from the Chancellor's Office.

There are no serious concerns about the discontinuation of this Option.

Consultation Process

The Curriculum Committee of the School of Education approved this change. The School of Education discussed and voted to support this change on October 9, 2018.

Minor Change to a Graduate Program

Program Name: MA in Education - General

Complete only if applicable

Program named above is:

Option within _____
(degree program name)

Certificate

Department Contact(s) w/phone #(s):

Ann Schulte, x5248

Brief rationale for change:

To comply with CO requirement to have more than 50% core courses in a program. All students will be admitted to one MA program, not various pathways.

Does the proposed change enhance or support the [Diversity Action Plan](#) (see definition & Task 3.1)? If yes, please explain.

Yes - Required courses SPED 661 and BLMC 672 both relate significantly to the DAP.

Required Signatures

The Department of Education
has reviewed and approved this program change

Jennifer Owyx-Leub
Chair, Department Curriculum Committee

4/10/18
Date

[Signature]
Department Chair

4-11-18
Date

The College of CME
has reviewed and approved this program change

[Signature]
Chair, College Curriculum Committee

4/26/18
Date

[Signature]
College Dean

5/1/18
Date

CSU Chico
Curriculum Services

MAY 02 2018

RECEIVED

Minor Change to a Graduate Program

The Graduate School has reviewed and approved this program change

Shawn Bakewitz
Dean of Graduate School

6/7/18
Date

Send signature page with proposal attached to Curriculum Services at
Undergraduate Education, zip 128

Curriculum Technical Review Completed

Date

MA in Education – General (for all ^{students} ~~pathways~~)

The MA in Education is a multidisciplinary program that helps educators to create a strong democratic and sustainable society that honors diversity and inclusivity. The coursework supports the development of effective, reflective, and engaged educators who value the identities of all students, their families, and the communities they serve. The program endorses scholar-practitioner inquiry and responsible praxis-based pedagogies that serve as tools toward cultivating socially and ecologically just practices in classrooms, local communities, and beyond.

The MA in Education is designed for credentialed K-12 teachers or others who work in education settings. (MA program is a minimum of 30 units)

Required Core Courses	Fall	Spring
EDMA 600 Critical Perspectives in Education	X	
EDMA 610 Intro. to Inquiry in Education	X	
EDCI 611 Analysis of Instruction	X	
BLMC 672 Linguistically and Culturally Responsive Educational Theories and Practices		X
SPED 661 Inclusive Theories and Practices in Special Ed.		X
EDMA 611 Research Seminar in Education (required to be taken one semester before EDMA 699T/P)	X	X
Culminating Activity: Thesis, Project, or Comp Exam EDMA 699 T/P or EDMA 696*	X	X
Elective Options: Choose 3-4 courses* (limited to up to two 500-level courses)		
BLMC 518 Language and Communic. for EL (alt. w 536)	X(biennial)	
BLMC 536 Intro. to Multicultural Education (alt. w/518)	X(biennial)	
EDCI 656 Rural and Small School Education		X
EDCI 657 Literature for a Multicultural World		X
EDCI 675 Digital Media and Online Learning	X	
* If taking EDMA 696 (Comp exam), EDMA 611 is not required but an additional elective must be substituted.		

The Master of Arts in Education

Course Requirements for the Master's Degree: 30 units

Continuous enrollment is required. At the discretion of the academic program, a maximum of 30 percent of the units counted toward the degree requirements may be special session credit earned in non-matriculated status combined with all transfer coursework. This applies to special session credit earned through Open University, or in courses offered for academic credit through Regional and Continuing Education.

Graduate Time Limit:

All requirements for the degree are to be completed within seven years of the end of the semester of enrollment in the oldest course applied toward the degree. See [Master's Degree Requirements](#) in the *University Catalog* for complete details on general degree requirements.

Program Mission

The mission of the Master of Arts in Education is to address educational challenges in the belief that School of Education faculty, students, and educational partners will make a difference in the lives of those who learn and teach. The program instills respect for educational research and applications and a commitment to contribute to the heritage of scholarship in the field. The graduate program strives to improve the quality of education at all levels, to promote equality of opportunity for all learners, and to enhance the contributions that education makes to local communities and to society in general.

General Overview

MA in Education

The MA in Education is a multidisciplinary program that helps educators to create a strong democratic and sustainable society that honors diversity and inclusivity. The coursework supports the development of effective, reflective, and engaged educators who value the identities of all students, their families, and the communities they serve. The program endorses scholar-practitioner inquiry and responsible praxis-based pedagogies that serve as tools toward cultivating socially and ecologically just practices in classrooms, local communities, and beyond.

The MA in Education is designed for credentialed K-12 teachers or others who work in education settings. (MA program is a minimum of 30 units)

Required Core: (18 units)

EDMA 600	Critical Perspectives in Education	3	FA
EDMA 610	Intro. to Inquiry in Education	3	FA
EDCI 611	Analysis of Instruction	3	FA
BLMC 672	Ling. & Culturally Responsive Educ. Theories & Practices	3	SP
SPED 661	Inclusive Theories & Practices in Special Education	3	SP
EDMA 611*	Research Seminar in Education	3	FS

*(required to be taken one semester before EDMA 699T/P – thesis/project.
See note below if taking EDMA 696 Comp Exam instead of thesis or project.)*

Culminating Activity: (3 units)

EDMA 699 T/P (Thesis/Project - <i>must be taken for 3 units</i>)	3	FS
OR		
EDMA 696* (Comp Exam)	3	FS

** EDMA 611 is not required but an additional 3-unit elective must be substituted*

General Electives: (9 units)

(limited to up to two 500-level courses)

BLMC 518	Language and Communication for English Learners	3	FA
----------	---	---	----

(*biennial, alternating with BLMC 536*)

BLMC 536	Introduction to Multicultural Education (<i>biennial, alternating with BLMC 518</i>)	3	FA
EDCI 656	Rural and Small School Education	3	SP
EDCI 657	Literature for a Multicultural World	3	SP
EDCI 675	Digital Media and Online Learning	3	FA
SPED 580	Introduction to Autism	3	FA
SPED 664	Assistive Technology	3	SP

Admission and Advancement in the MA in Education

To be admitted to the MA in Education, students must hold an acceptable baccalaureate from an accredited institution and have attained grade point averages of at least 2.5 overall, 2.75 in the last 60 units, and 3.0 in the last 30 units. Students must also pass the Initial Education Writing Assessment sent to them at the time of application for admission. Students meeting these requirements will be admitted to Classified Status.

Students who do not meet all requirements above may be admitted to Conditionally Classified status to address needs through additional preparation. Conditionally Classified students will complete 12 units of courses designated by the department's Graduate Coordinator with a minimum GPA of 3.0 and will satisfy any program specified criteria for admission to Classified Status.

Graduate students having Classified Status can apply for Advancement to Candidate status after successfully completing 15 units of program courses, including EDMA 610 (Introduction to Inquiry in Education), with a GPA of 3.0 or higher, the second writing proficiency assessment, and filing a master's degree program plan. Students submit an application for Advancement to Candidate status to their MA advisor/committee chair. Approval of the department's Graduate Coordinator is also required.

For additional information, see the Graduate Education section of this catalog and check with department offices in the School of Education.

Requirements for the Master's Degree:

Requirements for the Master's Degree in Education are established by the School of Education, the student's master's advisory committee, and the Office of Graduate Studies. They include:

1. Completion of an approved program consisting of a minimum of 30 units of 400/500/600-level courses as follows:

(a) At least 18 units in the discipline of Education.

(b) At least 18 units required for the degree in 600-level courses.

(c) A maximum of 30 percent of the units counted toward the degree requirements may be Open University or other special session credit earned in non-matriculated status combined with all transfer coursework.

(d) Not more than a total of 10 units of Independent Study (EDMA 697) and Master's Project (EDMA 699P) or Master's Thesis (EDMA 699T) may be applied to the degree. The Master's Project (EDMA 699P) or Master's Thesis (EDMA 699T) may not be more than 6 units.

(e) Completion of 15 units of required courses-

(f) Completion of a culminating activity, courses associated with that culminating activity, and approval by the MA advisor and the department graduate coordinator. The specific culminating activity is determined in consultation with assigned advisor and/or student's masters committee.

Thesis or project: students complete EDMA 611 and EDMA 699T or EDMA 699P.

Comprehensive examination: students complete one additional 3-unit elective in lieu of EDMA 611 and EDMA 696 or EDMA 696P.

(g) Completion of courses prescribed for the option.

(h) Master's degree students are required to be enrolled continuously from the time they begin their program until the degree is awarded. Continuous enrollment may be maintained either through registration as a matriculated student or through adjunct enrollment. See "Regulations Governing Graduate Students" for a full description of continuous enrollment.

2. Recommendation for the degree by the department graduate coordinator and the Graduate Coordinators Committee on behalf of the faculty of the University. All forms and approvals requiring the signature of the graduate coordinator must be processed by the department housing the option.

It is the student's responsibility to meet all requirements and submit application forms for changes in graduate status. Forms for advancement in status are available from the Office of Graduate Studies and the department offices. Forms must be submitted to the appropriate graduate coordinator for approval.

Graduate Requirement in Writing Proficiency:

Writing proficiency is a graduation requirement.

Students in the MA in Education program demonstrate writing proficiency through a combination of exercises beginning with the Initial Education Writing Assessment, submitted as part of the program application process, and continuing throughout the program.

Specifically, with the application for Advancement to Candidate status, students submit a selected EDMA 610 writing assignment and a second writing assignment determined in consultation with faculty advisor. These assignments are evaluated to determine graduate level writing proficiency.

Graduate Grading Requirements:

All courses in the major (with the exceptions of Independent Study - 697, Comprehensive Examination - 696, Master's Project - 699P, and Master's Thesis - 699T) must be taken for a letter grade, except those courses specified by the department as ABC/No Credit (400/500-level courses), AB/No Credit (600-level courses), or Credit/No Credit grading only. A maximum of 10 units combined of ABC/No Credit, AB/No Credit, and Credit/No Credit grades may be used on the approved program (including 697, 696, 699P, 699T and courses outside the major). While grading standards are determined by individual programs and instructors, it is also the policy of the University that unsatisfactory grades may be given when work fails to reflect achievement of the high standards, including high writing standards, expected of students pursuing graduate study.

Students must maintain a minimum 3.0 grade point average in each of the following three categories: all course work taken at any accredited institution subsequent to admission to the master's program; all course work taken at CSU, Chico subsequent to admission to the program; and all courses on the approved master's degree program.

Graduate Advising Requirement:

Advising is recommended each semester for MA in Education students. Upon admission to the program, graduate students are assigned a faculty advisor. Graduate students are encouraged to meet with their assigned advisors as they begin their program and each semester thereafter. The School of Education Graduate Coordinator oversees the MA in Education faculty advisors. All forms and approvals requiring the signature of the graduate coordinator must be processed by the department housing the advising option.