

## Chapter 16 – Graduate Professional Studies

The University awards master's degrees, as well as an educational administrative/supervision license in education. Master's degree requirements may or may not include a thesis.

**Master of Accountancy (M.Acc.)**  
**Master of Business Administration (M.B.A.)**  
**Master of Arts in Professional Communication**  
**Master of Education (M.Ed.)**  
**Master of Fine Arts (M.F.A.) in Arts Administration**  
**Master of Social Work (M.S.W.)**  
**(University of Utah Degree at SUU)**

Website: <http://www.suu.edu/academics/grad.html>

University Advisement for Graduate Students Who Are Pursuing a Graduate Degree:

MAcc	David Christensen	865-8058
MBA	Alan Hamlin	586-5417
MAC	Jon Smith	586-7973
MEd	Prent Klag	586-7803
MFA	Matthew A. Neves	586-7873
MSW	Scott R. Sorensen	865-8261

### GRADUATE ADMISSION

#### Steps for Admission

1. Apply to the University. Applicants for graduate study who hold bachelor's degrees from accredited institutions must first apply to the University. Applications should submit an application for admission and an official transcript for each institution attended to:

SUU Graduate Admissions Office  
351 West University Blvd.  
Southern Utah University  
Cedar City, UT 84720

Graduate applications can be found on-line at:  
<http://www.suu.edu/prostu/gradapply.html>

Applicants must be eligible for readmission at the last school attended. A non-refundable processing fee must accompany the application.

2. Review Specific Graduate Program Requirements. Graduate studies requirements for admission to a SUU graduate degree program are as follows:

- a bachelor's degree that will be completed before matriculation in the graduate program
- a 3.0 or higher grade point average on the last 60 semester or 90 quarter credits
- appropriate admissions test
- three letters of recommendation

Each academic unit or department offering graduate degrees has written policies and procedures governing admission to its programs. These include the policies and procedures for accepting or denying admission and other information relevant to the admissions process. All requests for specific academic program information, including admission requirements, should be directed to the department or other academic unit housing the degree program.

3. Complete Necessary Admission Exams. Take the Graduate Record Exam (GRE), Millers Analogy or, if applicable, Graduate Management Admissions Test (GMAT) as appropriate and ask that scores be directly submitted from Educational Testing Service (ETS) to the appropriate department. Applicants to certain programs must submit scores from the appropriate subject test of the GRE. Check with your department for this requirement.

#### Returning Student Policy

1. Students may "stop-out" for up to three semesters without submitting a new admissions application and appropriate documents.
2. The student must be in good standing (eligible to return) at SUU and at any institution attended since the last period of enrollment at SUU.
3. If the student has attended another institution since the last period of enrollment at SUU, official transcripts must be forwarded directly to the SUU Admissions Office by the Registrar of the other institution(s).

#### Undergraduate Preparation, Prerequisite Courses and Departmental Requirements

1. Undergraduate preparation of candidates for the master's degree will correspond to requirements for the same or a similar bachelor's degree at SUU. Candidates lacking such preparation may be required to complete additional coursework.

2. Each applicant for admission to graduate study should consult the portion of the catalog that deals with the academic program the student wishes to pursue. Additional evidence may be required by individual colleges and/or departments. Each applicant should make an appointment with the appropriate college official to plan an individual program.

#### International Student Admission

International applicants must satisfy all University and College requirements for admission that apply to U.S. citizens. In addition, applicants are required to:

1. Provide a professional transcript evaluation for all students who have attended a college/university outside the United States.
2. Furnish evidence of proficiency in English. This will generally be accomplished by submitting scores on the Test of English as a Foreign Language (TOEFL). A score of 500 (CBT- 173) is required unless higher scores are specified by the College or department.
3. Complete the Certification of Financial Responsibility form, provide evidence of sufficient financial resources and the exact amount expected from each source of income (this is required for students who need a Student Visa).
4. Submit a Health Form to the Wellness Center attesting to the good health and current immunizations of the applicant, with proof of major medical insurance coverage.

International students on F-1 or J-1 visas are not eligible to enroll as non-degree-seeking students. Students on F-1 visas are required to register for a full-time course load.

#### Exceptions, Waivers and Appeals

##### Admission Appeals

An applicant who has been denied admission to graduate study at SUU may request reconsideration by writing to the University within 30 days of the date of denial. Requests should be sent to the Graduate Council and should include the reasons for requesting

reconsideration. Supporting materials and information justifying the request should be supplied. The applicant will be provided timely notification of this determination.

#### **Conditional Admission**

Applicants who do not meet all departmental admission criteria or who meet quantitative criteria but lack an appropriate undergraduate course background may be admitted for up to one year on a conditional basis. By (or before) the end of the conditional admission, the department must notify the Admissions Office of the final action to be taken on the student's admission, either fully accepting the student or dropping the student from degree-seeking status.

#### **Applicants and Students with Disabilities**

Students with disabilities may contact the Disability Support Center for assistance. The Center may, at its discretion, based upon the facts of a particular situation, authorize accommodations, auxiliary aids, or services for temporary disabilities.

#### **Transfer of Graduate Credit from Other Institutions**

Up to 12 semester graduate-level credits from an accredited university may be transferred to a graduate program at SUU. All transfer credits must be evaluated as graduate credits by the major department, be approved by the major college/school, have been completed with grades of B or higher, and have been completed within the six years preceding admission to the program.

#### **Recency of Credit**

No credit that is more than seven years old at the time the degree is awarded may be counted toward a graduate degree at SUU. Credits transferred into, or applied to, a SUU program are considered as earned in the first semester of enrollment.

#### **Classification of Residency**

For the purpose of assessing registration and tuition fees, a student is classified as a Utah® or Non-Utah® student. Additional information on Utah residency may be obtained from the admissions office. Residency status is determined at the time of application.

## **GRADUATE DEGREE REQUIREMENTS**

#### **First Master's Degrees**

1. A minimum of 30 credits is required for any master's degree.
2. At least two-thirds of the credits in any master's degree program (including thesis or project) must be designated as 6000-level courses, or above, or meet departmental approved standards. The student's department chair or designee must approve other courses.
3. A minimum cumulative grade point average of 3.0 is required on all work completed in a graduate program.
4. If a thesis is required that deals with research involving any federally mandated compliance issues, approval by the appropriate dean or designee must be received prior to any collection of data. All students conducting human subjects research are required to comply with policies and procedures of the Institutional Review Board on Human Subject (IRB) before they may begin data collection on their study. Students should consult that portion of the catalog dealing with his/her chosen program for any special or additional requirements for the graduate degree sought.

#### **Second Graduate Degree Requirements**

A second master's degree may be earned at SUU. Students should consult the sponsoring department for details. A second degree

represents additional work in residence and until all of the requirements of the College awarding the degree have been fully met.

#### **Residence Requirements**

The number of hours taken in residence will be determined by the college/school offering the degree.

## **STUDENT ADVISEMENT**

#### **Academic Advising**

Upon entry to a graduate degree program, each student will be assigned an advisor by the department chair or program director. Initial advisement will focus on determining deficiencies, requesting transfer credit where applicable, and establishing a proposed program of study (academic plan). If applicable, the advisor should be succeeded by a supervisory or research committee, as defined below, as soon as possible.

## **ACADEMIC POLICIES AND REGULATIONS**

#### **Continuous Enrollment**

Unless otherwise exempted by the college/school dean, depending on program requirements, graduate students may be required to enroll for at least one credit during at least two consecutive semesters (fall, spring, or summer) or at least two consecutive summer sessions in order to remain eligible for the degree. Students should consult their department for more information.

#### **Grading System**

The grading system for graduate students is the same as the undergraduate grading system. SUU has a plus/minus (+/-) grading system. However, at the graduate level, the grades of A through C and P are passing grades. The grades of C+, C, while considered passing for graduate students, may be indicative of unsatisfactory work and may not be accepted for some programs. The grades of C-, D+, D, D-, and F, are failing grades. In extraordinary circumstances, the faculty may record "I" or "T", which will appear on the transcripts until the situation is resolved. No credits are earned in courses in which grades of F, W, U, I, T, AU are received.

All thesis grading will be Pass (P)/Fail (F). Students who register for a course but fail to meet the course requirements, without officially dropping the course, will receive a grade of F in the course. See Add/Drop section. Please refer to the catalog Grading section for further information (page 55).

#### **Satisfactory Academic Performance**

Continuation in a graduate program at SUU requires satisfactory progress toward a graduate degree. Evidence of such progress includes, but is not limited to, maintenance of at least a 3.0 cumulative GPA throughout the course of graduate study.

#### **Academic Appeals/Exceptions to Policies and Procedures**

Students have the right to appeal decisions that affect them academically according to established University policies and procedures. Exceptions to graduate policies and procedures must be approved by the college/school dean and in some cases the Provost. The student may contest a ruling by submitting an appeal to the University Graduate Council for final review through their college/school's representative.

### REGISTRATION AND RECORDS

#### Registration for Entering Degree-Seeking Students

New graduate students may register during the registration period by internet, telephone or in-person. Qualified seniors may enroll in graduate courses for no more than six credit hours before they graduate.

#### Course Load

Students are considered full-time if they are registered for a minimum of nine (9) semester hours of course work. Students who drop courses during a regular semester and reduce their registration below 9 semester hours will be regarded as part-time students.

#### Transcripts

Transcripts of a student's SUU academic record are available from the Registrar's Office upon written request from the student. Transcripts will be released to the student or sent to a designated address. A reasonable amount of time should be allowed for processing and delivery. There is a fee for an official transcript.

### AWARD OF DEGREE

#### Graduation Procedure

Students are responsible for meeting all degree requirements. Each student who plans to graduate is required to submit to the Registrar's Office an Application for Degree form. This form, supplied by the Registrar's Office, must be submitted before the deadline stated in the Academic Calendar. No charge is made for applying for graduation. The Application for Degree form must be signed by the academic advisor or program designee prior to being submitted to the Registrar's Office.

#### Conditions and Timetable for Graduation

Formal course work for a master's degree should be completed in a timely manner within limits set by each degree program. Students are urged to form their thesis or project committees as early as possible. SUU will confer the master's degree when the following conditions have been met:

- 1) submission of the required application for degree
- 2) positive recommendation of the faculty of the college or program awarding the degree
- 3) certification by the academic dean that all requirements of the degree being sought have been completed
- 4) achievement of the grade requirements as defined by the department
- 5) satisfactory completion of a project or thesis, if required, and submission of one copy of the approved thesis to the dean by the date specified in the academic calendar. After approval by the dean, three final, approved copies of the thesis with the appropriate paperwork and fees, one week before the date of graduation.

The Registrar will promptly notify the candidate and the college or school if graduation is not approved for any reason.

### FINANCIAL ASSISTANCE OPPORTUNITIES

Various forms of financial aid, including federal work study, are available to students in SUU graduate programs. Information can be obtained from the department or academic unit, and the Office of Financial Aid.

### STUDENT RESPONSIBILITY AND DISCIPLINE

Utah's universities are dedicated to the intellectual, social and moral development of students in order to provide responsible leaders who can work effectively in a democratic society. Under the authority granted by the Utah State Board of Regents, universities have the right and responsibility to determine: who will be admitted to the institution, student conduct or behavior acceptable to the institution, and under what conditions one may continue as a student. As a condition for admission to one of the state universities, students agree to abide by the policies and regulations of the institution.

The President of the University or his designee has responsibility for student conduct and discipline. Every student is subject to federal and state law, respective county and city ordinances, and all University rules and regulations. Violations of these laws, ordinances, or rules and regulations may subject the violator to appropriate disciplinary action by University authorities. The President has the authority, after notice to the student of the charges and a hearing thereon, to expel or otherwise discipline any student who shall be found to have violated a rule or regulation of the Regents or the University or any law or ordinance. The President will have the authority to order any student to cease and desist any activity which in his/her judgment disrupts the orderly operation of the institution. Any student failing to abide by the cease and desist order will be subject to suspension, pending a hearing.

The conviction of a student for a criminal offense of a kind that interferes with the educational or orderly operation of the University or of a kind that, if the student were allowed to remain enrolled, would endanger the health, safety or property of members of the academic community, will be sufficient grounds for expulsion or other disciplinary action against such student.

Except as provided above, in all student violations of non-academic rules and regulations, a student will be afforded adequate notice of charges, a reasonable time to answer, a fair and impartial hearing and a decision. The final administrative appeal will be to the President or approved designee who may make or accept determination of punishment.

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### GRADUATE BUSINESS STUDIES

**Dean:** Carl R. Templin  
Business 303 ~ (435) 586-5462

**Advisors:** David Christensen (435) 865-8058 (MAcc)  
Alan Hamlin (435) 586-5417 (MBA)

#### Graduate Faculty

*Professors:* Rhead Bowman, David Christensen, Alan Hamlin, Tim Lewis, David Rees, Carl Templin; *Associate Professors:* Katherine Black, Gerald Calvasina, John Groesbeck, Roy Johnson, Wayne Roberts, David Tufte, Denise Woodbury.

#### Degrees Offered

- Master of Accountancy (MAcc)
- Master of Business Administration (MBA)

#### Requirements for Admission into School of Business Graduate Programs

Admission to the SUU School of Business graduate programs is based upon adequate academic preparation. It is necessary to have obtained an undergraduate degree in a business field, or prove competency by satisfying the foundation courses prior to admittance into either graduate program. Students taking the foundation

courses must obtain a 3.0 GPA for consideration into the program or are subject to review by the Graduate Committee. Similar course content will be reviewed for equivalencies, as determined by the graduate admissions committee. Necessary foundation courses vary between the two masters programs (see advisor for details). Acceptance to either program will depend on undergraduate GPA and GMAT/GRE test scores and other factors. An applicant's undergraduate degree should be from a nationally accredited business program (ACBSP or AACSB). Applicants from a non-accredited business program will be evaluated on a case-by-case basis.

Students are encouraged to complete an application for either graduate program by March 31. GMAT/GRE scores must be included with the student's application file for consideration. Applicants are required to complete a Graduate Application and return it along with the following items:

- (1) A non-refundable application fee
- (2) Two official transcripts from each college or university previously attended. The transcript must be sent directly to the SUU School of Business.
- (3) Three letters of recommendation
- (4) An official copy of a recent GMAT/GRE score

## Master Of Accountancy (MAcc)

### Mission Statement

The mission of the Accountancy Program in the School of Business at Southern Utah University is to achieve excellence in accounting education through teaching, research, and service. The program endeavors to provide high-quality accounting preparation for professional careers to students, to make intellectual contributions to the field of accounting through the dissemination of research, and to provide service.

The primary mission is to provide high-quality accounting preparation for professional careers in public accounting, industry, and other organizations. The undergraduate program is devoted to providing basic accounting and business knowledge and skills, along with general education, needed for career development. The graduate program provides greater breadth and depth in accounting and other business disciplines to further develop the knowledge and skills to enter professional accountancy and related business careers. The fostering of an active student accounting organization is fundamental to the career development process.

Intellectual contributions to the field of accounting are secondary, but fundamental to the mission of the program. These include the dissemination of the results of accounting and pedagogical research, and the development and use of relevant accounting textbooks, case studies, and other instructional materials. The program seeks to address contemporary problems faced by the accounting profession, accounting education, or management primarily to enrich the educational experience of students in the classroom, and to advance knowledge.

Tertiary, but also fundamental to the mission of the program, is service to the University, the accounting profession, and society in general. Service is provided through participation in university committees, professional organizations and seminars, sponsoring student organizations, and consulting activities. In addition to assisting others, service experiences develop the knowledge and skills of those who serve, and provide relevant, practical examples for use in the classroom.

## Master of Accountancy Program

### Learning Objectives

1. Develop the ability to use knowledge from the core areas of accounting.
2. Use quantitative analysis and information technology to support decision making.
3. Effectively communicate accounting information, orally and in writing.
4. Develop interpersonal skills.
5. Develop an understanding of ethics as it applies to accounting.
6. Prepare for a professional career in accounting.

### Assistantships

Assistantships are financial awards, which are based primarily on GPA and graduate entrance exam scores. If interested, contact the SUU School of Business.

### Graduation Requirements

All graduate students must complete their program within 6 years of matriculation. Students must have a minimum cumulative GPA of 3.0 in all graduate courses to graduate. Students who fail to maintain a 3.0 average GPA may be dropped from the program. No grade below a "C" will be counted toward graduation. Any graduate course may be repeated only once.

### Degree Requirements

Master of Accountancy	
<i>Non-accounting students interested in the Master of Accountancy (MAcc) program will be advised to complete the foundation courses prior to acceptance in the graduate program. The graduate program is specific in nature and requires a sufficient background of content for success. It is imperative that the accounting core be completed in its entirety.</i>	
Master of Accountancy Requirements	
Eligible accounting undergraduates (or equivalent) will be encouraged to pursue the fifth-year graduate program in accounting to prepare for the CPA exam. Eligible applicants may pursue the MAcc program in a minimum of two semesters (15 credit hours per semester).	
Master of Accountancy Program (30 hours)	
Course Number and Title	Credits
Undergraduate Business Foundation Courses	
ACCT 2010 Accounting Principles	3
ACCT 2020 Management Accounting	3
ACCT 2050 Business Law I	3
MATH 2040 Business Statistics	4
MGMT 3180 Management and Organizations	3
MKTG 3010 Marketing Principles	3
ECON 2010 Principles of Microeconomics	3
FIN 3250 Managerial Finance	3
Undergraduate Accounting Foundation Courses	
ACCT 3010 Financial Accounting I	3
ACCT 3020 Financial Accounting II	3
ACCT 3100 Accounting Information Systems	3
ACCT 3200 Tax I	3
ACCT 3300 Cost	3
ACCT 3400 Auditing I	3

ACCT 4030 Advanced Accounting	3
ACCT 4200 Tax Research & Advanced Topics	3
<b>TOTAL NUMBER OF UNDERGRADUATE FOUNDATION COURSE HOURS</b>	<b>49</b>
<b>MASTER OF ACCOUNTANCY (30 Hours)</b>	
Required:	
ACCT 6360 Business Law II	3
ACCT 6400 Auditing II	3
ACCT 6600 Practice and Theory Seminar	3
*At least 15 additional hours of MAcc courses	15
*At least 6 hours of MBA or Master of Accounting courses	6
<b>Total Credits</b>	<b>30</b>

\* ACCT 6360 Business Law II is not considered an accounting course for accreditation purposes.

### Master of Business Administration Program (MBA)

The Southern Utah University MBA program produces capable business leaders who are prepared with the necessary management and research skills to make high quality business decisions in either an entrepreneurial or staff capacity.

While we provide our MBA students with a solid foundation of human and technical management knowledge and skills, a hallmark of our program is the opportunity for students to pursue projects and mentored study on issues of their own interest. Our commitment to this process of active learning is driven by our desire to produce confident leaders who can think critically, engage in a process of discovery, and implement appropriate policies.

The MBA further supports the vision and mission of the School of Business by increasing the level of academic opportunity for the region, while enhancing the visibility and reputation of the School and University.

#### MBA Learning Objectives

1. Develop the ability to use and integrate knowledge from the core areas of business.
2. Communicate effectively, orally and in writing.
3. Develop teamwork and leadership skills.
4. Effectively use strategic analysis and decision-making skills, supported by appropriate quantitative methods and information technology.
5. Develop an understanding of the global, ethical and socio-political context of business.

#### Assistantships

Assistantships are financial awards, which are based primarily on GPA and graduate entrance exam scores. If interested, contact the SUU School of Business.

#### Graduation Requirements

All graduate students must complete their program within 6 years of matriculation. Students must have a minimum cumulative GPA of 3.0 for all graduate courses to graduate. Students who fail to maintain a 3.0 average GPA may be dropped from the program. No grade below a "C" will be counted toward graduation. Any graduate course may be repeated only once.

## Degree Requirements

<b>Master of Business Administration</b>	
<i>Students without business degrees are required to complete either the Foundation requirements or the Accelerated MBA Preparatory program and the MBA section. Business-degree students only need to complete the MBA section requirements.</i>	
Course Number and Title	Credits
<b>Undergraduate Foundation Classes (34 hours)</b> (Required for Students Without Business Degrees)	
ACCT 2010 Accounting Principles	3
ACCT 2020 Managerial Accounting	3
ACCT 2050 Business Law	3
ECON 2500 Quant. Methods for Business OR	
MATH 1100 Business Calculus	3
MATH 2040 Business Statistics	4
MKTG 3010 Marketing Principles	3
MGMT 3180 Management & Organizations	3
MGMT 3100 <b>Operations Management</b>	3
ECON 2010 Principles of Microeconomics	3
ECON 2020 Principles of Macroeconomics	3
FIN 3250 Managerial Finance	3
<i>One MBA course prior to completion of pre-requisite work is allowed</i>	
<b>Accelerated MBA Preparatory Sequence (25 hours)</b> (offered as funding permits)	
MATH 1100 Business Calculus or equivalent	3
MATH 2040 Business Statistics - Prerequisite undergraduate	4
ACCT 6000 Foundations of Accounting	3
BA 6010 Legal/Social Environment of Business	3
MKTG 6000 Foundations of Marketing and Market Research	3
MGMT 6000 Foundations of Management & Operations	3
ECON 6000 Foundation of Economics	3
FIN 6000 Foundation of Finance	3
<b>MBA (30 Credits Minimum)</b>	
Required (18 hours)	
ACCT 6100 Accounting for Decision Making and Control	3
ECON 6200 Managerial Economics	3
FIN 6100 Advanced Topics in Finance	3
MGMT 6100 Organizational Behaviors and Issues	3
MGMT 6400 Strategic Analysis	3
MKTG 6200 Marketing Management	3
Electives (Select 12 hours)	
ACCT 6320 Advanced Cost Accounting	3
ACCT 6360 Business Law II	3
ECON 6100 Quant. Methods for Business	3

BA 6100 Advanced Issues in Business**	1-3
ECON 6210 International Economics & Finance	3
MGMT 6300 HR Management and Law	3
MGMT 6900 Project/Thesis	1-3
Graduate level accounting courses up to 12 hours or Other graduate courses approved by the graduate admissions committee. Must have written proposal & rationale.	
<b>Total Credits (Business degree students [min])</b>	<b>30</b>
<b>Total Credits (Core Competency Option, [min])</b>	<b>64</b>
<b>Total Credits (Accelerated MBA Preparatory Option, minimum)</b>	<b>55</b>

\*\* Scheduled class offerings and individual study

## Master of Arts in Professional Communication

(approved April 25, 2005)

**Director:** Dr. Suzanne Larson  
Room: CN 213K  
(Phone) 865-8105

**Faculty:** *Professors:* Suzanne Larson, Stanford P. Gwin, Jon M. Smith; *Associate Professors:* Arthur T. Challis, Lionel A. Grady, Brian Heuett, L. Paul Husselbee, Patricia Paystrup, *Assistant Professors:* Matthew H. Barton.

Website: <http://www.suu.edu/hss/comm/masters/>

## Degrees Offered

- Master of Arts in Professional Communication

### Program Overview

The SUU Master of Arts in Professional Communication is designed to provide graduate education for people seeking jobs, promotions or increased competence in communication industries — especially those driven by new technologies.

As an applied professional degree, it is sufficiently broad-based to span a variety of professions. It extends SUU's top-quality bachelor's program in Communication to the managerial level by focusing on career competencies and applied research capabilities.

This is a practice-oriented, applied degree, intended for individuals already working or planning to work in communication fields. Required courses include seminars in communication and media theory, applied research, professional writing, training and consulting, communication ethics, and current issues in communication industries.

### Learning Objectives

1. Develop the ability to research, compile, and present information useful for communication practitioners.
2. Communicate effectively, orally, and in writing.
3. Effectively use the tools for communication research and delivery including different research methods and supporting technologies.
4. Develop effective and ethical communication practices useful for the complex communication situations in society.

### Assistantships

Assistantships are financial awards, which are based primarily on GPA, graduate entrance exam scores, and applicant's skill and professional experience. If interested, contact the SUU Department of Communication Graduate Director.

### Graduation Requirements

All graduate students must complete their program within 6 years of matriculation. Students must have a minimum cumulative GPA of 3.0 for all graduate courses to graduate. Students who fail to maintain a 3.0 average GPA may be dropped from the program. No grade below a "C" will be counted toward graduation. Any graduate course may be repeated only once.

## Degree Requirements

Master of Communication	
Course Number and Title	Credits
<b>Required Courses</b>	
<b>18 semester hours required</b>	
COMM 6010 Communication Theory	3
COMM 6020 Introduction to Communication Research	3
COMM 6890 Masters Capstone Internship	6
COMM 6892 Masters Capstone Project	6
COMM 6900 Masters Capstone Thesis	6
<b>Interpersonal/Corporate Emphasis 6 Semester hours required</b>	
COMM 6110 Seminar in Interpersonal Communication	3
COMM 6120 Seminar in Organizational Communication	3
<b>Electives</b>	
12 Semester hours required from the following elective courses or from communication areas outside the student's concentration listed above	
COMM 6000 Graduate Teaching Seminar (only required for GTAs)	1
COMM 6310 Seminar in Mass Communication	3
COMM 6800 Graduate Readings	1-3
MKTG 6200 Advanced Marketing Management	3
MGMT 6100 Advanced Organizational Issues	3
MGMT 6300 HR Management and Law	3
AA 6230 Leadership Training and Development	3
<b>Total Credits, M.A. degree</b>	<b>36</b>

## Graduate Studies in Education

**Director:** Prent Klag  
CC 103 C

**Graduate Admission & Records Specialist:** September Lutterman  
CC 103

**Field Service Coordinator:** Mark Marriott  
MC 205J  
435-865-8339

**Field Service Placement and Records Specialist:** Sandy Ward  
**Secretary:** MC 205  
(435) 865-8140

**Full-time Graduate Faculty:** *Associate Professors:* Verlinda Angell, Prent Klag, *Assistant Professors:* Katy Herbold, Deborah Hill, Ward Gubler

**Part-time Graduate Faculty:** Professors: Bruce Barker, Lee Montgomery, Associate Professors: Peggy Cramer, Kevin Robinson. Assistant Professors: Gerald Bowler, Judy Higbee, David Lund, Tony Pellegrini.

**Adjunct Graduate Faculty:** Damon Bahr, Roberta Hess, Mark Balzotti

### Degrees Offered

- Master of Education, Educational Supervisory/Administration License Emphasis
- Master of Education, English as a Second Language (ESL) Emphasis
- Master of Education, Gifted & Talented Education Emphasis
- Master of Education, Instructional Technology Emphasis
- Master of Education, Mathematics Emphasis (Level II, K-6 Endorsement)
- Master of Education, Reading Endorsement/Specialist Program Emphasis (Endorsement/Specialist Program)
- Master of Education, Integrated Studies Emphasis

#### Graduate Educator Licensure Program (GELP)

- Graduate Educator Licensure in Elementary Education
- Graduate Educator Licensure in Secondary Education
- Graduate Educator Licensure in Special Education Mild/Moderate Program
- Graduate Educator Licensure in English as a Second Language Program
- Graduate Educator Licensure in Reading Endorsement and Specialist Licensure Program
  
- Graduate Educator Licensure in Library/Media K-12 Licensure Program
- Graduate Educator Licensure in Administrative/Supervisory Licensure Program

#### Program Overview

The College of Education's Nationally Accredited Graduate Studies in Education Program has been especially tailored to meet the needs of in-service teachers and those individuals who desire to advance their educational training and expertise. The Graduate Studies in Education program at Southern Utah University believes that educators are faced with a variety of unique challenges and needs. SUU's Graduate Studies in Education provides multiple options to individuals who desire to obtain advanced M.Ed. degree status, educational licensure/endorsements, or become highly qualified in critical areas of need.

#### Mission Statement

The mission of Graduate Studies in Education Program is to develop dynamic professional educators and educational administrators and leaders who constantly search for truth, excellence and knowledge through effective practice, collaboration and scholarship.

#### Alignment to NBPTS Standards:

The Graduate Studies in Education Program at Southern Utah University is closely aligned with the standards of the National Board of Professional Teaching Standards (NBPTS). These standards represent a commitment to maintaining high and rigorous expectations for what accomplished teachers should know and be able to do. The Five Core Principles of the NBPTS which guide and provide a conceptual framework for the operation of the M.Ed. Program are outlined below:

1. Teachers are committed to students and their learning.
2. Teachers know the subjects they teach and how to teach those subjects to students.
3. Teachers are responsible for managing and monitoring

student learning.

4. Teachers think systematically about their practice and learn from experience.
5. Teachers are members of learning communities.

These Five Core Propositions address the fundamental requirements and formal knowledge of proficient teaching. Master's candidates may elect to pursue national board certification while completing the requirements for the Master's Degree. Successful completion and submission of application and portfolio materials to the NBPTS will meet the requirements for the M.Ed. thesis/project.

#### Program Goals:

The Graduate Studies in Education Program in the College of Education at Southern Utah University has the following 4 goals:

1. To provide a rigorous, cutting edge graduate course of study that leads to a **Master's of Education degree**. (7 Areas of Emphasis - Educational Leadership, Reading, ESL, Technology, Mathematics, Gifted/Talented, and Integrated Studies)
2. To provide licensure options for educators (**Graduate Educator Licensure Program**) that lead to advanced certification and licensure in 7 areas - Elementary Education License, Secondary Education License, Special Education/Mild-Moderate License, Educational Leadership - Utah Administrative/Supervisory License, Library/Media Endorsement, Reading Endorsement/Specialist, and ESL Endorsement.
3. To provide high quality graduate coursework for educators to promote **Professional Development**, re-licensure/re-certification, and meet the needs of school districts in facilitating local, state, and national initiatives.
4. To provide a **flexible, innovative, and visionary approach** to Graduate Studies that is student centered and responsive to the changing needs of professional educator audiences and the school districts which they serve in Utah and the Nation.

The courses required for completing the Master's Degree and licensure options are offered Fall, Spring, and Summer semesters on the Southern Utah University campus. Selected graduate courses are also delivered via the EDNET system and online. For more information on course offerings, please contact the SUU Office of Graduate Studies in Education, College of Education 865-8383.

#### Admission

The M.Ed. Program at Southern Utah University is committed to excellence in the preparation of public school educators, administrators, and leaders. Admission to the M.Ed. Program is a separate process from admission to the Southern Utah University School of Graduate Studies.

Admission is competitive with a limited number of applicants being admitted each year. Candidates for admission to SUU's Teacher Education M.Ed. Program must meet a series of rigorous standards, competencies, and skills. Upon completion of requirements and verification of competencies and skills, candidates may become admitted to the program. Once admitted, candidates have six (6) years to complete their M.Ed. studies. Through its program, the Department prepares graduates to identify, describe, understand, apply, develop, and internalize the skills necessary to meet the learning changing needs of public schools and school districts.

Candidates desiring admission to SUU's Graduate Studies in Education M.Ed. Program must follow the process listed below. Applicants are evaluated using a 100 point system for the 2005-2006 academic year. A minimum score of 85 is needed for admission:

- a. Application must be submitted to the Graduate Studies in Education M.Ed. Program. Application packets, forms, and

admission criteria are available in the Graduate Studies in Education Office, CC103. The Graduate Studies in Education M.Ed. Program Application Packet asks candidates to do the following:

- Complete an official application for admission into Graduate Studies and the Master's of Education Program.
- Candidate is to include a handwritten statement expressing (1) reasons the applicant wants to be admitted to the M.Ed. Program, (2) why the applicant believes he/she can succeed in the program.
- A \$40 nonrefundable application processing fee must accompany application

**Points = 0 or 20**

Admission can be made to the SUU Admissions Office and the Graduate Studies in Education Master's Degree Program three (3) times each year. The deadlines for admission are:

- October 15 (Spring)
- February 15 (Summer)
- July 15 (Fall)

All application materials must be submitted in their entirety by deadlines for admission consideration. Application materials are available in the Graduate Studies in Education Office, CC103.

Completed applications should be returned to:

Graduate Studies in Education  
 c/o September Lutterman- Admissions and Records Specialist,  
 CC 103  
 Southern Utah University  
 351 W University Blvd.  
 Cedar City, Utah 84720

b. Submit verification of a Bachelor's Degree from an accredited college or university.

**Points = 0 or 10**

c. Submit official transcripts of all undergraduate and graduate studies. Transcripts must verify a minimum GPA of 3.25 on the last 60 semester hours (90 quarter hours) of approved undergraduate/graduate coursework

OR  
 minimum GPA of 3.00 - 3.24 on the last 60 semester hours (90 quarter hours) of approved undergraduate/graduate coursework and comparative scores on the Miller's Analogies Test (MAT) or the Verbal, Quantitative, and Analytical portions of the Graduate Record Examination (GRE) as listed in the chart below.

**Scores are assigned points based upon the chart below.**

Pts	Miller's	GRE	GPA
10	42 and above	1380 and above	3.24
9	41	1340-1379	3.20
8	40	1300-1339	3.16
7	39	1260-1299	3.12
6	38	1220-1259	3.08
5	37	1180-1219	3.04
4	36	1140-1179	3.00
0	Below 36	Below 1140	Below 3.00

**Points = 0 - 10**

d. Submit a copy of a current, valid teaching certificate or verification of at least 2 years of successful teaching or professional experience in an accredited private or public P-12 school.

**Points = 0 or 10**

e. Submit three (3) M.Ed. Recommendation Forms from school administrators/supervisors, assigned mentors or former/current college instructors. Emphasis to be placed on (1) perceived ability to perform academically at the graduate level e.g., communication and writing skills, research skills, leadership, work ethic (2) teaching experience and exceptionality (3) collaboration and cooperation skills.

**Points = 0 - 30**

f. A sample of formal written work e.g., a paper from a college class (with references), an article prepared for publication, a paper presented at a professional conference, etc.

**Points = 0 - 20**

**General Information:**

1. Courses assigned 5000 level numbers will not be accepted as part of the "Required M.Ed. Core." They may only be used as elective credit, upon approval of the Office of Graduate Studies in Education.

2. The Master's program must be completed within six years of the date of matriculation.

3. Upon admission all graduate students must maintain a 3.0 GPA.

4. Information on Graduate Independent Study Courses and Learning Contracts through the School of Continuing and Professional Studies can be acquired through the Office of Graduate Studies in Education.

5. For details on Southern Utah University's Graduate Studies in Education Programs, see Graduate Handbook.

**Graduate Studies in Education –Programs of Study**

Master's Degree in Education (M.Ed.) (27 Credit Hours)	
Course Number and Title	Credits
<b>Core Requirements (27 credit hours)</b>	
(It is highly recommended that courses be taken in the following sequence)	
EDUC 6000 Issues in Psychology and Measurement	3
EDUC 6010 Classroom Management	3
EDUC 6030 Action Research in Technology	3
EDUC 6410 Curriculum & Philosophical Foundations	3
EDUC 6440 Creativity in Education	3
EDUC 6650 Standards for Proposal Writing in Education	3
EDUC 6740 School Law	3
EDUC 6910 Becoming a Master Teacher	3
EDUC 6933 Capstone M.Ed. Project	3

Note: Master's candidates must confer with the Office of Graduate Studies in Education early in their program for the purpose of advising and approval of research proposal and project. Additional hours of approved credits/coursework must be added. Total Credits Required M.Ed. Program - 36 credit hours. (minimum). Successful completion and submission of application and portfolio materials to the NBPTS will meet the requirements for the M.Ed. thesis/project. See Office of Graduate Studies for advisement.

Candidates completing the Master of Education degree have the option of completing the requirements for the Utah State Office of Education, Administrative/Supervisory License, as part of the regular degree program. This license qualifies candidates to administer or supervise at the elementary, middle, secondary, or district office level in public schools.

For more information about M.Ed. Options, contact the Graduate Studies in Education Office, CC103, (435) 854-8383.

<b>M.Ed. Core Coursework with Educational Leadership Emphasis (42 Credit Hours)</b>	
<b>Course Number and Title</b>	<b>Credits</b>
<b>Core Requirements (42 credit hours)</b>	
(Courses to be taken in the following sequence)	
EDUC 6000 Issues in Psychology and Measurement	3
EDUC 6410 Curriculum & Philosophical Foundations	3
EDUC 6540 Organization of American Schools	3
EDUC 6036 Leadership in Technology	3
EDUC 6380 Ethics & Decision Making for Educational Leaders	3
EDUC 6500 School Finance	3
EDUC 6740 School Law	3
EDUC 6560 Leadership of Pupil Services/Programs	3
EDUC 6080 Leadership & The School Principal	3
EDUC 6100 Practices of Instructional Supervision	3
EDUC 6890 Elem Public School Administrative Intern	4
EDUC 6901 Sec Public School Administrative Internship	4
EDUC 6892 Capstone Public School Administrative Internship*	4
* Serves as M.Ed Project Courses/Finalization of Program (See Admission Procedures)	

<b>SUU "Master Teacher eAcademy" Online M.Ed. Program (42 Credit Hours)</b>	
<b>Course Number and Title</b>	<b>Credits</b>
<b>Core Requirements (42 credit hours*)</b>	
This program will provide a rigorous, cutting-edge course of study that equips educators with the knowledge, skills, and dispositions to enable them to become "Master Teachers." Provided in an innovative and dynamic manner, this online program is designed to support nontraditional learners in their quest to improve professional skills and abilities.	
<b>Master Teacher Core</b>	
EDUC 6010 Classroom Management	3
EDUC 6190 Theories & Practices of Teaching	3
EDUC 6380 Ethics & Decision Making for Educational Leaders	3
EDUC 6740 School Law	3
EDUC 6910 Becoming a Master Teacher	3
<b>Curriculum Core</b>	
EDUC 6410 Curriculum and Philosophical Foundations	3
EDUC 6440 Creativity in Education	3
EDUC 6710 Multicultural Education	3
EDGR 6340 Foundations of Literacy	3
SPED 6100 Programming & Management of Students with Mild/Moderate Disabilities	3
<b>Research Core</b>	
EDUC 6000 Issues in Psychology and Measurement	3
EDUC 6030 Action Research	3
EDUC 6650 Standards for Proposal Writing in Education	3
EDUC 6933 Capstone M.Ed. Project	3

### Tracks and Licensure

Candidates completing the Master of Education degree have the option of completing one of six tracks (areas of emphasis) to fulfill the 36 minimum hour M.Ed. degree requirement. Those tracks include:

1. Utah Educational Administrative/Supervisory License
2. English as a Second language (ESL)
3. Gifted and Talented
4. Mathematics
5. Reading Endorsement/Specialist Program
6. Instructional Technology

M.Ed. candidates may also establish an individualized area of emphasis (minimum 9 credit hours) upon approval of the Office of Graduate Studies in Education.

### Utah Educational Administrative/Supervisory License

**Goals and Objectives:** The Educational Leadership Program at Southern Utah University has the following goals and objectives.

1. To provide all Administrative/Supervisory candidates with a high quality, dynamic, and cutting edge curriculum in educational leadership that aligns with all ELCC standards.
2. To provide all Administrative/Supervisory candidates with current educational leadership theories, philosophies, and practices that promote administrative success in a variety of educational settings.
3. To provide all Administrative/Supervisory candidates with the knowledge, skills, and professional competencies necessary to becoming critical and creative problem solvers, effective communicators, and visionary leaders in Utah's public school settings.
4. To provide all Administrative/Supervisory candidates with meaningful internship opportunities in elementary, secondary, special education, district level, and community educational settings.

All Educational Administrative/Supervisory License Candidates must hold a current, valid teaching license. Candidates are required to develop a collection of Professional Leadership Internship Artifacts as part of the candidate's professional Portfolio. Candidates will be required to take and pass the PRAXIS Educational Leadership Administration and Supervision Exam in preparation for State Licensure and be required to present and defend their Professional Work Sample, Leadership Portfolio, and Internship Artifact Log at a culminating interview.

#### Admission:

Candidates desiring admission to the Educational Leadership - Utah Administrative/Supervisory Program, must have or submit the following:

1. Submit an application to the Educational Leadership Program. (See Application for Graduate Programs Admission form - <http://www.suu.edu/ed/masters/requirements.html> and go to the links for mail-in or on-line versions of the application.)

2. New graduate students to SUU will need to include a \$40.00 application fee. Graduates of SUU's M.Ed. program who wish to add the Administrative/Supervisory License will need to include a \$45.00 License fee. Graduate Exam Scores are not needed if a Master's degree is held.

**Application Checklist:**

- Application form and appropriate fees.
- Submit evidence of a Master's degree from an accredited institution of higher education (official transcripts). (Licensure can be obtained as an area of emphasis in the SUU M.Ed. Program; however, separate application must be made to the M.Ed. Program. See Academic Advisor for advisement).
- Submit official transcripts from all institutions of higher education if Master's degree has not been completed. (Transcripts must verify a minimum GPA of 3.25 on the last 60 semester hours (90 quarter hours) of approved undergraduate / graduate coursework OR minimum GPA of 3.00 - 3.24 on the last 60 semester hours (90 quarter hours) of approved undergraduate/graduate coursework and comparative scores on the Miller's Analogies Test (MAT) or the Verbal, Quantitative, and Analytical portions of the Graduate Record Examination (GRE).
- Submit three (3) letters of recommendation from individuals who know you well (not family) in support of your plans to become a school administrator. A letter from your school district is highly recommended. The school district letter should include a statement that includes support for the needed release time to complete all internships.
- Graduate Exam Scores if seeking M.Ed. with Administrative/ Supervisory License. (See chart at <http://www.suu.edu/ed/masters/requirements.html> )
- Other Information

Submit a letter to the Graduate Studies in Education Office describing the reasons you are seeking the Utah Administrative/ Supervisory License. Include what characteristics you possess that would qualify you to become a successful school or district administrator.

Include evidence that you have a valid and current teaching license approved by the Utah State Board of Education and have a criminal background check clearance on file with the Utah State Office of Education. (See Department if either of these requirements are not current.)  
Individuals desiring admission should send the above documentation to:

*SUU Graduate Programs  
Admissions Office  
PO Box 8008  
Cedar City, Utah 84720*

Admission is on a provisional basis until candidate demonstrates mastery of the knowledge, skills, and dispositions necessary for a professional educator. Candidates must also be willing to be in compliance with school district dress and behavior codes as well as the Standards of Ethical Conduct for Utah Educators (USOE).

Once admitted, all candidates must maintain a 3.0 GPA and submit appropriate Professional Work Samples, Portfolio Artifacts and exams that may be required by the program or the State of Utah.

Candidates who fail to meet these criteria may be revoked from the program.

For questions about the SUU Educational Leadership - Utah Administrative / Supervisory License Program please contact:

Office of Graduate Studies in Education  
Educational Leadership - Utah Administrative/Supervisory Program  
c/o September Lutterman - Secretary  
CC 103  
Southern Utah University  
351 W University Blvd.  
Cedar City, Utah 84720  
435-865-8383

<b>Tracks – Areas of Emphasis</b>	
<b>Course Number and Title</b>	<b>Credits</b>
<b>1. Educational Administrative/Supervisory License (33 credits)</b>	
<i>(Courses must be taken in the following sequence)</i>	
EDUC 6540 Organization of American Schools	3
EDUC 6036 Leadership in Technology	3
EDUC 6500 School Finance	3
EDUC 6740 School Law	3
EDUC 6560 Leadership in Pupil Services & Programs	3
EDUC 6080 Leadership & The School Principal	3
EDUC 6100 Practices of Instructional Supervision	3
EDUC 6890 Elementary Public School Administrative Internship	4
EDUC 6891 Secondary Public School Administrative Internship	4
EDUC 6892 Capstone Public School Administrative Internship	4
Note: Master of Education candidates seeking state licensure in educational administration must achieve a passing score on the PRAXIS Educational Leadership: Administration and Supervision test. Candidates must also demonstrate professional competency through presenting a professional portfolio and work sample addressing ELCC Standards at an exit interview. Combined M.Ed. and Supervisory/Administrative Endorsement Program – 42 credit hours.	
<i>Application dates for Administrative/Supervisory internships are as follows:</i>	
February 15 (Spring Semester)	
October 15 (Summer Semester - Limited Enrollment)	
July 15 (Fall Semester)	
<b>2. English as a Second Language (ESL) Track (16 credits)</b>	
<i>(Emphasis May Lead to Advanced Endorsements)</i>	
EESL 5300/ 6300 Foundations of Bilingual/ESL Instruction	2
EESL 5310/6310 Understanding Language Acquisition and Cognition	2
EESL 5320/6320 Assessment for a Diverse Linguistic Population	2
EESL 5330/6330 Methods and Materials for the Bilingual/ESL Classroom I	2
EESL 5335/6335 Methods and Materials for the Bilingual/ESL Classroom II	2

## Chapter 16 - Graduate Professional Studies

EESL 5340/6340 Integrating Language Acquisition Into Content Instruction I	2	In addition to the above seven (7) courses, the following three courses lead to a Utah State Advanced Reading Endorsement/Specialist.
EESL 5345/6345 Integrating Language Acquisition into Content Instruction II	2	
EESL 5350/6350 Family/Parent Involvement in Education	2	
Note: 5000 level courses are available to students who want English as a Second Language (ESL) Endorsement only.		
<b>3. Gifted and Talented Emphasis (15 credits)</b>		<b>6. Technology Track (18 credits)</b>
EDUC 6420 Education of the Gifted and Talented	2	
EDUC 6430 Practicum: Individual Case Study	1	
EDUC 6440 Creativity in Education	3	
EDUC 6460 Identification/Evaluation in Gifted Education	2	Note: 5000 level courses are available to students who want Reading Endorsement only.
EDUC 6470 Practicum: Team Consultation	1	
EDUC 6480 Materials/Methods in Gifted Education	2	
EDUC 6490 Practicum: Classroom Applications	1	
EDUC 6380 Ethics and Decisions Making for Educational Leaders	3	
<b>4. Mathematics Track (18- 21 credits)</b>		
K-6 Mathematics Licensure (18 Credits)		
EDUC 5580 Mathematical Pedagogy Focused on the K-6 Learner	2	
EDUC 5900 Analysis of Teaching and Learning	2	
EDUC 5560 Utah State Mathematics Core Curriculum	2	
EDUC 5570 K-6 Mathematics Content and Selected Topics in Algebra and Geometry	4	
EDUC 5990 New Perspectives on the K-6 Learner	2	
EDUC 5690 Technology for Enriching K-6 Mathematics Instruction	2	
EDUC 5920 Foundations of Arithmetic/Algebra/Geometry	4	
Level II Mathematics Licensure (21 credits)		
MATH 5450 Survey of Algebra & Geometry for Level II	4	
MATH 5500 College Algebra for Level II	4	
MATH 5510 Trigonometry for Level II	3	
MATH 5520 Introduction to Calculus for Level II	4	
MATH 5530 Introduction to Statistics and Probability for Level II	4	
MATH 5540 Methods of Teaching Mathematics Level II	2	
Note: 5000 level courses are available to students who want Math Endorsement only		
<b>5. Reading Track (20-29 credits)</b>		The following seven (7) courses lead to a Utah State Basic Reading Endorsement
EDRG 5320/6320 Advanced Content Literacy	2	
EDRG 5330/6330 Teaching with Children's and Adolescent Literature	3	
EDRG 5340/6340 Foundations of Literacy	3	
EDRG 5341/6341 Advanced Early Literacy and Language Development	3	
EDRG 5350/6350 Reading Assessment and Instructional Interventions	3	
EDRG 5370/6370 Teaching Process Writing	3	
EDRG 5380/6380 Advanced Reading Comprehension	3	
<b>Graduate Educator Licensure Program (GELP)</b>		
<b>Introduction</b>		
The Graduate Studies in Education Program at Southern Utah University has seen a dramatic increase in interest and Admissions. Due to teacher and administrative shortages in Utah and the Nation, and due to the recent "No Child Left Behind" legislation, many individuals with bachelor's and/or master's degrees are seeking educator licensure and retooling in a variety of high need areas. The Graduate Educator Licensure Program (GELP) will provide delivery of licensure needs to educators in seven areas of emphasis in a revised, expedited, and efficient manner. The Graduate Studies Program in Education provides the following Graduate Educator Licensure Program to meet the growing needs of individuals, schools, and districts. Courses may be delivered on-campus, EDNET or online.		
<ol style="list-style-type: none"> <li>1. Elementary Education Licensure Program</li> <li>2. Secondary Education Licensure Program</li> <li>3. Special Education Mild/Moderate Licensure Program</li> <li>4. English as a Second Language Licensure Program</li> <li>5. The Reading Endorsement and Specialist Licensure Program</li> <li>6. The Library/Media K-12 Licensure Program</li> <li>7. The Administrative/Supervisory Licensure Program</li> </ol>		
<b>Admission to the Graduate Educator Licensure Program (GELP)</b>		
Candidates desiring admission to the Graduate Educator Licensure Program, with the desire of obtaining one or more of these licensures, must have or submit the following:		
<ul style="list-style-type: none"> <li>• Letter of application, and graduate application packet (A nonrefundable application processing fee must accompany application.)</li> <li>• Two (2) letters of recommendation from individuals who know you well (not family) in support of your plans to become a licensed teacher.</li> <li>• A Bachelors or Master's degree from an accredited institution of higher education. (Licensure can be obtained as an area of emphasis in the SUU M.Ed. Program; however, separate application must be made to the M.Ed. Program).</li> <li>• Successfully complete Admission Interview.</li> <li>• Official transcripts from all institutions of higher education.</li> <li>• Meet the specific requirements and conditions for the licensure they</li> </ul>		

- are seeking.
- All candidates must successfully complete a criminal background check approved by the State of Utah.
  - Candidates must be able to complete licensure requirements in the time frame allowed (Fall, Spring, Summer or consecutive summers).
  - Once admitted all students must maintain a 3.0 GPA.
  - Professional Portfolio and competency testing, using external measures, are required of most licensure programs. See advisor for specific requirements.

Graduate Studies in Education Licensure Program (GELP)  
 Tony Pellegrini  
 CC 103 H  
 (435) 865-8084  
 Southern Utah University  
 351 W University Blvd.  
 Cedar City, Utah 84720

**Graduate Educator Licensure Program (GELP)**

<b>Elementary Education License (37-45 credits)</b>	
<b>Course Number and Title</b>	<b>Credits</b>
EDUC 6020 Information & Technology in Education	3
EDUC 6190 Theories & Practices of Teaching	3
EDUC 6440 Creativity in Education	3
EDUC 6000 Issues in Psychology and Measurement	3
EDRG 6350 Reading Assessment and Instructional Interventions	3
EDUC 6410 Curriculum and Philosophical Foundations	3
EDUC 6710 - Multicultural Education	3
EDUC 6010 Classroom Management	3
EDUC 6700 Science & Mathematics Curriculum & Instruction	3
EDUC 6840 Language Arts & Social Science Curriculum & Instruction	3
<b>Clinical Practice</b>	
ELED 6980 – Clinical Practice	6-12
EDUC 6670 Graduate Public School Practicum	1-3
Some courses may be waived if transcripts verify comparable coursework. Courses should be taken in the sequence described. All coursework must be completed prior to Clinical Practice. Clinical Practice will only be available summers if appropriate placements exist.	

<b>Secondary Education License (28-30 credits)</b>	
<b>Course Number and Title</b>	<b>Credits</b>
All candidates must show evidence of approved coursework for the SUU Major/Minor they are seeking licensure.	
EDUC 6020 Information & Technology in Education	3
EDUC 6190 Theories & Practices of Teaching	3
EDUC 6710 Multicultural Education	3
EDUC 6000 Issues in Psychology and Measurement	3

EDUC 6010 Classroom Management	3
EDUC 6410 Curriculum and Philosophical Foundations	3
EDRG 6320 Advanced Content Literacy	2
EDUC 6670 Graduate Public School Practicum	1-3
<b>Clinical Practice</b>	
SCED 6980 Clinical Practice	7
Some courses may be waived if transcripts verify comparable coursework. Courses should be taken in the sequence described. All coursework must be completed prior to Clinical Practice. Clinical Practice will only be available summers if appropriate placements exist.	

<b>Special Education Mild/Moderate License (39 credits)</b>	
<b>Course Number and Title</b>	<b>Credits</b>
<i>All candidates must have an Elementary or Secondary Teaching degree and license. Candidates who have a teaching license may complete this licensure concurrently with the SUU M. Ed. Program. Courses should be taken in the following sequence:</i>	
EDUC 6190 Theories & Practices of Teaching	3
EDUC 6020 Information & Technology in Education	3
SPED 6100 Programming & Management of Students with Mild/Moderate Disabilities	3
SPED 6110 Principles of Special Education Law	3
SPED 6120 Applied Behavior Analysis & Management	3
SPED 6130 Curriculum Strategies & Procedures in Reading, Writing, and Math for Students with Mild/Moderate Disabilities	3
<b>SPED 6145 Transition and Collaboration Planning for Students with Mild/Moderate Disabilities</b>	<b>3</b>
SPED 6160 Measurement, Assessment, and Report Writing for Students with Mild/Moderate Disabilities	3
SPED 6170 Advanced Teaching Strategies	3
SPED 6185 Elementary/Secondary Practicum: Programming for Students with Learning and Emotional/Behavior Problems	3
SPED 6980 Special Education Clinical Practice	6
Some courses may be waived if transcripts verify comparable coursework. Courses should be taken in the sequence described. All coursework must be completed prior to Clinical Practice. Clinical Practice will only be available summers if appropriate placements exist.	
* Some candidates may qualify for the Special Education Alternative License (SEAL) Program. Contact the Department for more information on requirements and eligibility.	

<b>English as a Second Language License (16 credits)</b>	
<b>Course Number and Title</b>	<b>Credits</b>
<i>All candidates must have an Elementary or Secondary Teaching degree and license. Candidates who have a teaching license may complete this licensure concurrently with the SUU M. Ed. Program. Courses should be taken in the following sequence:</i>	
EESL 5300/6300 Foundations of Bilingual/ESL	2

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Instruction	
EESL 5310/6310 Understanding Language Acquisition and Cognition	2
EESL 5320/6320 Assessment for a Diverse Linguistic Population	2
EESL 5330/6330 Methods and Materials for the Bilingual/ESL Classroom I	2
EESL 5335/6335 Methods and Materials for the Bilingual/ESL Classroom II	2
EESL 5340/6340 Integrating Language Acquisition into Content Instruction I	2
EESL 5345/6345 Integrating Language Acquisition into Content Instruction II	2
EESL 5350/6350 Family/Parent Involvement in Education	2
Some courses may be waived if transcripts verify comparable coursework. Courses should be taken in the sequence described. Note: 5000 level courses are available to students who want English as a Second Language (ESL) Endorsement only.	

All candidates must have an Elementary or Secondary Teaching degree and license. Candidates who have a teaching license may complete this licensure concurrently with the SUU M. Ed. Program. Courses should be taken in the following sequence. Library Media K-12 license courses are also offered online in the following sequence.	
EDUC 6020 Information & Technology in Education	3
LM 6160 Library Computer & Reference Skills	3
EDRG 6330 Teaching with Children's & Adolescent Literature OR LM 6180 Utilization of Literature in the Classroom	3
LM 6190 Managing a Media Center	3
LM 6200 Collection Development & Cataloging	3
LM 6980 Library Media Clinical Practice	6
Some courses may be waived if transcripts verify comparable coursework. The Library/Media Clinical Practice will only be available summers if appropriate placements exist.	

Reading Endorsement License (20-29 credits)	
Course Number and Title	Credits
<i>All candidates must have an Elementary or Secondary Teaching degree and license. Candidates who have a teaching license may complete this licensure concurrently with the SUU M. Ed. Program. Courses should be taken in the following sequence:</i>	
The following seven (7) courses lead to a Utah State Basic Reading Endorsement. (Courses should be taken in the following sequence)	
EDRG 5320/6320 Advanced Content Literacy	2
EDRG 5330/6330 Teaching with Children's and Adolescent Literature	3
EDRG 5340/6340 Foundations of Literacy	3
EDRG 5345/6345 Advanced Early Literacy and Language Development	3
EDRG 5350/6350 Reading Assessment and Instructional Interventions	3
EDRG 5370/6370 Teaching Process Writing	3
EDRG 5380/6380 Advanced Reading Comprehension	3
In addition to the above seven courses, the following three courses lead to a Utah State Advanced Reading Endorsement/Specialist.	
EDRG 6385 Research in Reading	3
EDRG 6390 Supervision of Literacy Programs	3
EDRG 6890 Reading Specialist Internships	3
Some courses may be waived if transcripts verify comparable coursework. The Reading Specialist Internship will only be available summers if appropriate placements exist.	

Library/Media K-12 License (21 credits)	
Course Number and Title	Credits

Administrative/Supervisory Licensure (33 credits)	
Course Number and Title	Credits
All candidates must have a Master's Degree and an Elementary or Secondary Teaching degree and license. Candidates who have a valid educator license may complete this licensure concurrently in the SUU M.Ed. Program. (Courses must be taken in the following sequence)	
EDUC 6540 Organization of American Schools	3
EDUC 6036 Leadership in Technology	3
EDUC 6500 School Finance	3
EDUC 6740 School Law	3
EDUC 6560 Leadership of Pupil Services and Programs	3
EDUC 6080 Leadership & The School Principal	3
EDUC 6100 Practices of Instructional Supervision	3
EDUC 6890 Elementary Public School Administrative Internship	4
EDUC 6891 Secondary Public School Administrative Internship	4
EDUC 6892 Capstone Public School Administrative Internship	4
Some courses may be waived if transcripts verify comparable coursework. Courses will run in the sequence described and as blocks in consecutive summers. The Administrative/Supervisory Internship will take more than one semester to complete and will only be available summers if appropriate placements exist.	
Note: Master of Education candidates seeking state licensure in educational administration must achieve a passing score on the PRAXIS Educational Leadership: Administration and Supervision test. Candidates must also demonstrate professional competency through presenting a professional portfolio and work sample addressing ELCC Standards at an exit interview. Combined M.Ed. and Supervisory/Administrative Endorsement Program - 42 credit hours.	

## Master Of Fine Arts In Arts Administration (M.F.A.)

**Director:** Matt Neves  
 Burch Mann House  
**Department Secretary:** Jacque Marchant  
 Marchantj@suu.edu  
 (435) 865-8663

Website: <http://www.suu.edu/pva/mfa>

**Graduate Faculty**

*Professors:* William J. Byrnes, Carl Templin, Kay Cook, Alan Hamlin, David Christensen; *Associate Professor:* Brian Heuett; *Assistant Professor:* Matt Neves; *Instructor:* Lydia Johnson.

**Program Description**

The M.F.A. program is offered in a two-calendar year format beginning each fall and consisting of 60 semester hours combined with work opportunities with the professional affiliates, including the Utah Shakespearean Festival and the Braithwaite Fine Arts Gallery and the College of Performing and Visual Arts.

A limited number of students are accepted to the program each year, thereby providing the highest level of personal instruction and mentoring to each student. Students receive the opportunity to participate in a series of scholarly and practical activities which result in the combination of knowledge and experience necessary to compete in today's job market upon completion of the program.

Faculty and professional guests exemplify excellence in teaching, scholarship, and professional contributions to the field of arts administration. This creates an exhilarating environment which enhances and provides a pathway of lifelong learning.

**Mission Statement**

The M.F.A. Arts Administration program seeks to provide a practical interdisciplinary education that develops well-rounded generalists, employable in any of the arts disciplines as professional arts administrators. The program provides a solid curriculum that focuses on practical applications and philosophies of nonprofit management necessary to prepare each student with the skills and knowledge necessary to pursue a professional leadership position in the field of arts administration.

**Goal Statement**

The M.F.A. Arts Administration program's goal is to develop graduates who can balance administrative structure with artistic process in an effort to ensure artistic integrity and fiscal responsibility of arts organizations.

**Intended Outcomes and Objectives**

A successful student will:  
 Articulate and define the field of arts administration.  
 Develop and integrate practical approaches to functions of arts administration.  
 Identify future challenges and opportunities in the arts through administrative practice.  
 Recognize behavior and skill sets of professionals in the field.  
 Apply their scholarship firsthand in professional rotations in the offices of the professional affiliates, gaining experience in management, budgeting, personnel, fundraising, leadership, and marketing.

**Implementation and Assessment**

A successful student will:

- Demonstrate in the classroom, in graded exercises, understanding of the general principles and practices of arts administration.
- Successfully apply critical and analytical thinking to practical problems presented in class as they relate to readings, case studies, and through personal experience with the professional affiliates of the M.F.A. program.

- Evidence through examination of a comprehensive base of knowledge regarding the field of arts administration including roles, functions, theories, and applications.
- Undergo a formal assessment after the first year in the program. Coursework, rotations and preparation for a career in arts administration will be evaluated by program faculty and staff. Individual goals will be set to help ensure educational and practical success.
- Complete a Professional Capstone in which the student interns in a professional nonprofit arts organization. Capstones include a portfolio demonstrating successful communication and skills while working in the organization. Each capstone will be presented to the faculty and assessed through an oral and written defense.

**Implementation and Assessment**

The Program Director and the M.F.A. Applications Screening Committee will assess the quality of the applicant based on the following areas:

- Leadership skills evidenced through the applicant's undergraduate leadership activities, civic volunteerism, internship with a professional arts organization and/or a paid professional experience in the arts or nonprofit related work
- Demonstration of communications skills as evidenced through a written statement of purpose addressing their intent as well as their career goals, and an oral communication through a personal interview
- Earned Bachelor's degree, preferably in an arts discipline with an overall undergraduate GPA of 3.0 or higher

**Admission Materials**

The following materials should be sent to the program by March 31 for full priority consideration:

- 1) Official transcripts from each college or university attended
- 2) Resume including academic, professional and volunteer experience
- 3) Three (3) letters of recommendation
- 4) Written Statement of Purpose

**Other requirements**

In addition, applicants must schedule an interview with the Director either on campus or at selected national conference sites (January 2 through March 31 for the following Fall semester). Please contact the program secretary for specific off-campus sites and dates for interviews. Exceptions to admissions policies may be made by the Program Director and the M.F.A. Screening Committee on a case by case basis.

**Assistantships**

Students admitted to the program are automatically qualified to be considered for assistantships. Work will include an assignment in an arts organization for a set number of hours per week. Assistantships range between \$6,500 and \$8,000 annually and usually include a full tuition waiver. Student fees are the responsibility of the student.

**Graduation Requirements**

Students must have a minimum cumulative GPA of 3.0 for all graduate courses to graduate. Students who fail to maintain a 3.0 average GPA may be terminated from the program. A student may continue in the program if it can be demonstrated that satisfactory progress is being made toward graduation. Any graduate course in which a "D+" grade or lower is earned must be repeated, and can be repeated only once. Students who, for valid reasons, are unable to remain in the program, will be allowed to re-enter at the stage where they left, with the approval of administration and faculty, and with satisfactory qualifications. Students must complete the M.F.A. Arts Administration program within six years of their first semester's enrollment.

**Degree Requirements**

<b>Master of Fine Arts in Arts Administration</b>	
<b>Course Number and Title</b>	<b>Credits</b>
<b>Required Courses</b>	
AA 6010 Principles of Arts Administration	3
AA 6030 Professional Writing and Communications	3
AA 6040 Arts and Society/Governmental Relations	3
AA 6060 Fund Development for Arts Administrators	3
AA 6080 Practices and Principles of Visual Arts	3
AA 6990 Professional Rotation (repeat 5 times)	5
AA 7100 Board Relations	3
AA 7240 Marketing the Arts II	3
AA 7250 Practices and Principles of Arts Organizations (practicum)	3
ACCT 6000 Foundations of Accounting	3
ACCT 6100 Advanced Management Accounting	3
BA 6100 Advanced Issues in Business	1-3
ECON 6000 Foundations of Economics	3
MGMT 6100 Organizational Behavior and Issues	3
MGMT 6300 Human Resource Management & Law	3
MKTG 6000 Foundations of Marketing & Market Research	3
AA 7950 Final Rotation Internship	6
AA 7990 Professional Capstone	4
<b>Total Credits, M.F.A. degree</b>	<b>60</b>

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### **Rural Master of Social Work**

Southern Utah University cooperates with the University of Utah in making this degree available on the SUU campus. For more information contact Scott Sorensen at (435) 586-1938. Offices are in the Centrum, CN 213L.