

Program Overview

Are you interested in becoming an innovative leader in the field of higher education—helping to find solutions to issues confronting contemporary colleges and universities, and gaining the expertise to design and implement those solutions? The Master of Education in Higher and Postsecondary Education program at Mary Lou Fulton Teachers College allows you to gain the skills to do this and more.

Higher education administration encompasses a broad range of areas—from student and academic affairs to athletics, financial aid and development/fundraising. As a student in this program, you will develop the foundational content knowledge and skill sets necessary to succeed as an administrator and leader in your chosen area, and will benefit from being a part of Arizona State University. The nation's largest public university, ASU serves as an incredible learning laboratory for current and aspiring higher education practitioners to learn about the complexity and diversity of contemporary higher education.

Program curriculum consists of 30 credits (10 courses) comprised of a set of core requirements, as well as three specialization areas (student success, leadership and organizations, and law and finance). Coursework is designed to combine theories about how colleges work—and what administrators can do to positively impact students' experiences and outcomes—with actual application of these ideas in practice.

Course activities and assignments are designed to be flexible so you can tailor your learning experience to personal career goals. In your courses, you will learn about:

- the history of higher education in the United States
- organizational characteristics of colleges and universities
- important laws and policies pertaining to administrative practice in higher education
- how colleges and universities are funded
- how to successfully work with the diverse stakeholders in contemporary higher education
- how to collect and use data to improve decision-making

During the program's capstone experience, you will implement your newly gained knowledge by designing and performing a small-scale applied research study, and will summarize and present your project in a public poster session—akin to those that are organized at academic conferences.

All courses (with the exception of the required practicum) are offered in an intensive seven-and-a-half (7.5) week hybrid format with 50 percent of the content delivered face-to-face (weekday evenings) and 50 percent delivered through independent or technology-supported learning experiences and fieldwork. Most students complete the program in one-and-a-half (1.5) years.

ASU Higher Education Program Mission and Vision

Program Mission: to develop leaders who are characterized by a strong foundation in the theory and practice of higher education administration; a capacity to analyze the issues confronting contemporary colleges and universities; expertise in designing data-driven solutions to innovate administrative decision-making; and equipped with the necessary tools to promote success among diverse student populations.

Program Vision: to establish Arizona State University as the model for educating innovative higher education leaders

The HED program reflects the values and principles of Arizona State University and the Mary Lou Fulton Teachers College:

- We are guided by an ethos of discovery, relying on inquiry and analysis to better understand the challenges that face contemporary colleges and universities
- We are committed to innovation, applying new technology and knowledge to success in the profession of higher education administration
- We are committed to excellence through inclusion and collaboration
- We are committed to local impact, supporting the success of higher education in the state of Arizona

Quick Facts

Tempe Campus

Start Terms: Fall and Spring

Number of Credits: 30 Credit Hours

Delivery Method: Open model

Class Times: 4:30 - 7:15 pm

Program Fee: \$47 per credit (starting in Spring 2016)

Time to Completion: Average 4 Semesters

Application Deadlines: <http://education.asu.edu/application-deadlines>

Downtown Phoenix Campus

Start Terms: Fall only

Number of Credits: 30 Credit Hours

Delivery Method: Cohort model

Class Times: 7:30 - 10:15 pm

Program Fee: \$47 per credit (starting in Spring 2016)

Time to Completion: 15 months (Fall, Spring, Summer, Fall)

Application Deadlines: <http://education.asu.edu/application-deadlines>

Contact Information

Office of Student Services – Graduate Programs

For general inquiries – please contact us at (602)543-6358.

For admissions information – please contact Donna Parris, Student Recruitment Coordinator, at Donna.Parris@asu.edu or (480)727-1745.

For academic advising – please contact Robin Boyle, Academic Success Specialist, at Robin.Boyle@asu.edu or (480)965-3225.

Application Requirements & How to Apply

Graduate Admissions Application Requirements

- Earned a bachelor's degree or higher from a regionally accredited institution in the U.S. or the equivalent of a U.S. bachelor's degree from an international institution that is officially recognized by that country
- Must have maintained a "B" (3.00 on a 4.00 scale) grade point average (GPA) in the last 60 semester hours or 90 quarter hours of undergraduate coursework
- Proof of English proficiency – International students only
 - If you are from a country whose native language is not English (regardless of where you may now reside), you must provide proof of English proficiency. For more information including additional requirements for international students, please visit the [ASU Graduate Admissions website](#).
 - Applicants to Non-Certification Masters, Graduate Certificates, and Doctoral Programs:
 - Must meet the English Proficiency score established by [ASU Graduate Education](#)

Items Needed to Apply to the Program

- Items that will be uploaded into the online application:
 - **Personal Statement:** ASU's M.Ed. in Higher and Postsecondary Education program provides students with a broad-based grounding in the theory and practice of how contemporary colleges and universities work and prepares leaders for success in the higher education enterprise of the future. With this in mind, please describe your personal interest in the field of higher education, the goals you wish to achieve while in the program, and your short and long-term career aspirations once you earn your degree. Please note that the Admissions Committee pays particular attention to the quality of writing, the ideas expressed, and the relevant match between the students' and program goals. Personal statements should be approximately 500 words (2 pages, double spaced) and prepared in an MS Word (.doc), Rich Text (.rtf), Portable Document Format (.pdf), or Text (.txt) file format.
 - **3 professional recommenders** (names, emails, and institution/company) who will submit electronic letters of recommendation. Your recommenders will be asked to comment on your leadership, professionalism, flexibility, and other qualities that indicate you are a suitable candidate for graduate study.
 - **Resume** that includes relevant personal, professional, educational, and community activities (one – two pages). The resume should be prepared in an MS Word (.doc), Rich Text (.rtf), Portable Document Format (.pdf), or Text (.txt) file format.
- Items that need to be mailed to [Graduate Admissions Services](#):
 - **Official transcripts** from every college and university from which you have earned a Bachelor's degree or higher
 - **Proof of English proficiency** – International students only

Complete and submit the Graduate Admission online application

- Review the application deadlines prior to applying: <http://education.asu.edu/application-deadlines>
- Start the online application at this website: www.asu.edu/gradapp
- Select the degree: Higher and Postsecondary Education (MEd)
- Select the appropriate term for Planned Semester and Year of Enrollment
- For Location, select Downtown Phoenix or Tempe campus
- Upload required items listed above
- Submit the application and pay the [appropriate application fee](#)
- Send the remaining items to Graduate Admissions

Requirements and Program of Study

The MEd in Higher and Postsecondary Education is a 30 credit hour program consisting of required core courses, required foundation area courses, and a selection of electives. Current courses offered include:

Core Requirements

HED 510	Introduction to Higher Education (<i>First course taken</i>)	3
HED 580	Practicum in Higher Education	3
HED 573	Applied Inquiry	3
HED 593	Applied Project (<i>Capstone; last course taken</i>)	<u>3</u>
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Foundation Requirements

HED 691	Student Development Theory	3
HED 689	Leadership in Higher Education	3
HED 649	Law of Higher Education	3
HED 644	Higher Education Finance & Budgeting	<u>3</u>
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Elective Courses (Select 2*)

HED 679	American College Student	3
HED 620	Diversity in Higher Education	3
HED 688	Organizational Theory in Higher Education	3
HED 634	The American Community College	3
HED 598	Enrollment Management	3
HED 598	Higher Education Philanthropy & Grants	3
HED 598	Administration of Intercollegiate Athletics	<u>3</u>
		6

Total Credit Hours 30

*The selection of courses is only available for students attending the Tempe campus. The Downtown campus is a cohort model with all courses pre-determined (see next page for schedule).

Curriculum and tuition for all programs subject to change based on Arizona Board of Regents and Arizona Department of Education updates.

To review course descriptions please visit the ASU Catalog: <http://asu.edu/catalog>.

Culminating Experience

The culminating experience for this degree is an action-research, applied project. This project is conducted in the HED 593: Applied Project course in the final semester of the program and taken directly after the conclusion of the HED 573: Applied Inquiry course. Students work with faculty mentors within these classes to propose and conduct a project in their local context.

Downtown Phoenix campus – cohort model

The Downtown program relies on a cohort model, with all courses taken sequentially as indicated by the schedule below. The classes, other than the Practicum*, are offered in an intensive 7.5 week hybrid format with half of each course's content delivered face-to-face (weekday evenings) and the other half delivered online and through independent fieldwork. The course sequence for the Fall 2015 cohort is as follows:

Year One

Fall semester

HED 510	Introduction to Higher Education	Session A	Tuesdays 7:30-10:15pm
HED 649	Law of Higher Education	Session B	Tuesdays 7:30-10:15pm
HED 689	Leadership in Higher Education	Session B	Wednesdays 7:30-10:15pm

Spring semester

HED 644	Higher Education Finance & Budgeting	Session A	Tuesdays 7:30-10:15pm
HED 688	Organizational Theory in Higher Education	Session B	Tuesdays 7:30-10:15pm
HED 691	Student Development Theory	Session B	Wednesdays 7:30-10:15pm

Summer semester

HED 580	Practicum in Higher Education	Session C*	Tuesdays 7:30-10:15pm
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Year Two

Fall semester

HED 573	Applied Inquiry	Session A	Tuesdays 7:30-10:15pm
HED 620	Diversity in Higher Education	Session A	Wednesdays 7:30-10:15pm
HED 593	Applied Project	Session B	Tuesdays from 7:30-10:15pm

* Practicum course meets face-to-face four times only over the Summer. The majority of work for this course occurs in the practicum setting.

Additional Resources

- Application Deadlines: <http://education.asu.edu/application-deadlines>
- How to Apply: <http://education.asu.edu/graduate-programs-how-to-apply>
- Faculty: <http://education.asu.edu/faculty>
- ASU Graduate Education Policies: http://graduate.asu.edu/faculty_staff/policies
- Tuition and Fees: <https://students.asu.edu/tuitionandfees>
- Financial Aid: <https://students.asu.edu/financialaid>
- Apply for Positions at ASU: <http://www.asu.edu/hr/>

Frequently Asked Questions

What is the profile of the successful MEd applicant?

Students represent diverse cultural identities and perspectives, enroll full-time and part-time, and are recent graduates, returning students, or working professionals. Students enter from a variety of academic areas such as Education, Political Science, Business, Ethnic Studies, Kinesiology, and others.

What can I do with the MEd in higher education?

The MEd program is designed to facilitate the development of skills, knowledge, and perspectives required of successful entry-level and mid-level administrators/leaders in community colleges and four-year colleges and universities. Examples of typical positions held by MEd graduates include: leadership coordinator, academic advisor, student engagement coordinator, athletic advisor, residence hall director, assistant director of international programs, athletic coach/trainer, director of admissions, and assistant dean for multicultural services (Note: information compiled from ASU MEd alumni)

Does the program offer funding for graduate students?

Many students seek management intern (MI) positions in various academic departments, student services, residential life, or intercollegiate athletics at all of the ASU campuses. The MI is a .50 time (20 hours/week) state employee position. It is the responsibility of the prospective student to search ASU human resources for posted positions (also look 25% or 50% time positions under "staff").

The MI provides salaries that range from \$10-\$17k, health benefits, a retirement plan, and a tuition waiver. The MIs are competitive and we encourage interested students to continually check ASU Human Resources at <http://www.asu.edu/hr/> for up to date postings.

How large are the class sizes?

Our average class size is 26, and the maximum size of any course is 35.

What is the difference between ASU's MEd program on the Tempe campus and the MEd program on the Downtown Phoenix campus?

There are a number of similarities between the Tempe and Downtown programs. If you earn a MEd in Higher and Postsecondary Education from ASU, your diploma won't specify whether it was Tempe or Downtown – both degree programs are equally rigorous! Both degrees are 30 credit hours, and the Core set of courses that anchor both programs are the same (i.e. HED 510 Introduction to Higher Education; HED 580 Practicum, HED 591 Applied Inquiry, HED 593 Applied Project). Both programs also rely on the accelerated hybrid format for courses, though Tempe classes meet on weekdays from 4:30-7:15pm and Downtown classes meet on weekdays from 7:30-10:15pm. HED faculty are not assigned to a specific campus, and most teach at both Tempe and Downtown.

Yet also, there are important distinctions between the two programs. The Downtown program uses a cohort model, and all students start together in Fall. At Tempe, degree-seeking students may begin their program in either Fall or Spring. Summer courses are offered at Tempe, but they are optional. Downtown students are required to take the Practicum course in the summer in order to complete the degree in 15 months. Due to the cohort model, the Downtown course sequence and requirements are fully specified. Tempe students select among a menu of courses in the Student Success (6 credits), Administrative Practice (6 credits), and Financial and Legal Foundations (6 credits) areas. Downtown students also take 6 credits from each of these three areas, but the exact courses are pre-determined (see Program of Study).

Can I take some classes at Tempe and some Downtown?

No. The Downtown program relies on a cohort model, which means that students move through coursework and other phases of the program together. Often used in accelerated programs similar to ASU's HED design, the cohort model encourages the development of close working relationships, networks, and cooperative learning among members that extends beyond a single course. Having students come in and out of the course sequence defeats the purpose of a cohort model.

What do the HED program demographics look like?

According to the most recently available data (2011-12 graduating class), 62 percent of our students were female and 38 percent were male. Approximately 62 percent self-identified as White, 19 percent as Hispanic, 7 percent as Black, 7 percent as multi-racial, and 5 percent as Asian.

As students, do we get a specific academic/program advisor or do we strictly go to our faculty?

After you are admitted to the program, you will be assigned an Academic Success Specialist as well as a faculty advisor. The Academic Success Specialist is a professional advisor who will help you complete your program of study, register for classes, and direct you to university administrative resources. Your faculty advisor can offer insight into your career plans and how to help ensure your academics will maximize your opportunity to achieve your goals.

Am I required to take a Practicum even if I already work in higher education?

Yes. All HED students are required to take the Practicum course regardless of past or current professional experiences. The rationale for this is twofold: first, our program mission is to instill in our students a strong foundation in the theory *and practice* of higher education administration. While application and practice extend across the curriculum, the Practicum course is designed as an intentional learning experience to ensure that all graduates apply the theories that they've learned throughout the program in a practice-based setting, with the processing of that learning facilitated by a HED faculty member. Second, we have received feedback from higher education employers that practicum experience during the master's degree is a highly desirable characteristic in potential employees. For those who are currently working in higher education, we strongly encourage seeking a practicum assignment outside of your current area, to better understand how the different functions of college and university administration work.

Am I required to find my own Practicum site?

No. You can certainly find your own Practicum site if you choose (with faculty approval), but the HED Program will work with you to identify a Practicum that matches your own career interests. ASU is the largest public university in the United States, and there are exponentially more opportunities for practice-based learning than we have students! Also, the HED Program has close working relationships with local community colleges and other institutions in the Phoenix area, if you prefer a learning experience outside of ASU.

Do I have to take courses in the summer?

Downtown students are required to take one course in the summer, the Practicum, in order to complete the degree in 15 months. Summer coursework is optional for Tempe students.

This degree can be completed in a year and a half, but some of the other universities I have looked at are about 2-3 years. Could you go over the reasoning for it being a little less time?

Most other Higher Education programs do not offer summer courses. We do, which shortens the time to degree.

Could you explain why we are required to take classes in law and finance?

Our program aims to prepare higher education administrators. We believe that knowledge of law (i.e., key federal / state legislation and case law that affect administrators like the Higher Education Act, Title IX, FERPA, the Clery Act, affirmative action) as well as finance (e.g., budgets, student aid, tuitions) are critical for all administrators in higher education today, who are increasingly tasked with a diverse array of responsibilities in all areas and at all levels.

Do you have any counseling courses in the curriculum that we are required to take?

Our degree program emphasizes administration and leadership. While we require a course in Student Development Theory that helps practitioners to better work with college students, we do not have a heavy counseling emphasis.

To be considered for a management internship do you need to be accepted to ASU before you apply for the internship?

For the most part, no. Some individual positions may have different policies (and they'll specify the requirements on the position descriptions), but generally, you may apply for management internships before formally being accepted to the HED program.

Is there a student organization?

Yes. The Higher Education Student Association (HESA) involves all of our master's students. HESA has officers, who provide leadership in planning professional workshops, organizing networking events, providing new student outreach, and assisting with new student orientation and convocation.