Master of Science in Education—Educational Administration

Department Chair

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Program Description

The Department of Educational Foundations, Research, Technology, and Leadership prepares reflective administrative practitioners who are capable of providing effective management and instructional leadership in public and nonpublic school settings (also see the Doctor of Education in Educational Leadership section of this catalog). Post-master's programs are also provided, which lead to Ohio administrative licensure as elementary principal for ages three through 12; middle school principal for ages eight through 14; secondary principal for ages ten through 21; administrative specialist in curriculum, instruction, and professional development; administrative specialist in pupil services administration; and superintendent. In addition, the department offers programs for Pennsylvania administrative certification as principal for grades K–12 and the letter of eligibility for superintendent.

Faculty Research Interests

Robert J. Beebe, Ed.D., Professor
Administrative theory; human resources administration; leadership development

Jane A. Beese, Ed.D., Assistant Professor
Organizational leadership; economics of education; program evaluation

Karen H. Larwin, Ph.D., Assistant Professor
Assessment; research design and methodology; statistics

Charles Vergon, J.D., Professor
Education law; policy development; educational change

Admission Requirements

In addition to the minimum School of Graduate Studies and Research admission requirements, the Department of Educational Foundations, Research, Technology, and Leadership requires that master's applicants have the following:

- Qualification for a teaching certificate or license (Ohio provisional or equivalent) if enrolled in a program leading to additional certification, licensure, validation, or endorsement. Students without a teaching certificate or license may be admitted on an individual basis to graduate programs leading to certification or licensure in certain areas.
- A satisfactory score on the aptitude portion of the Graduate Record Examination or on the Miller Analogies Test if the student's undergraduate grade point average is below 3.0
- One reference letter from the applicant's principal, superintendent or other administrator to evaluate your professional knowledge, skills, professionalism and leadership potential
- Two professional recommendations
- Professional résumé
• A brief essay (500-750 words) addressing why you aspire to be a principal or building level leader and why you think you will be an effective one
• Personal interview upon departmental request

**DEGREE REQUIREMENTS**

A minimum of 33 semester hours is required for the degree. In addition to the following educational administration and foundations courses, students must successfully complete a comprehensive examination covering the educational administration courses listed under Special Notes.

**Master's Degree**

**Introduction to School Leadership and Educational Organizations**
This program introduces students to the realities of school leadership, providing them a broader vision and deeper understanding of educational policy and organizations and the role of leadership in promoting effective instruction. It begins to transform their perspectives from that of a classroom teacher to one of an administrator with broader perspectives and responsibilities. Other courses develop leadership knowledge and skills specific to building level operations, focusing on the role of the principal in relation to staff and the community, and how legal and fiscal considerations shape and influence administrative decision making and the exercise of leadership.

Students must complete a minimum of 30 hours satisfying the following distributional requirements

**Foundations (6 hours)**
- **FOUN 6904** Introduction to Educational Research 3 s.h.
- **FOUN 6902** Sociological Bases of Education or
- **FOUN 6905** Educational Challenges in Historical Perspective 3 s.h.

**Leadership Courses (9 hours)**
- **EDAD 6915** Learning, Teaching, and Instructional Leadership 3 s.h.
- **EDAD 6931** Leadership in Educational Organizations 3 s.h.
- **EDAD 6933** Educational Policy, Politics, and Change 3 s.h.
- **EDAD 6947** School Building Leadership: Models and Processes 3 s.h.

**Administrative Specialty Courses (12 hours)**
- **EDAD 6949** Legal and Ethical Issues in Public Administration 3 s.h.
- **EDAD 6952** School Finance, Resource Planning, and Management 3 s.h.
- **EDAD 6954** Marketing and Community Relations 3 s.h.
- **EDAD 6955** Professional Development and Human Resources 3 s.h.

**Clinical Practice (3 hours)**
- **EDAD 6975** Introduction to Administration Clinical Experience 3 s.h.

**Special Notes**
Before granting the degree, candidates must successfully complete a comprehensive examination covering leadership and administrative specialty courses.

This program provides no license in administrative areas. Upon completion of the M.S. in Education in Educational Administration degree or the equivalent thereof as evaluated by the Department, students have the opportunity to enroll in specific licensure and certification fields.*

All transfer students, including those seeking a master's degree and those who hold a master's degree, will be evaluated using the criteria listed previously. Students who have been evaluated through direct contact with the Ohio State Department of Education should be aware that they must meet the criteria established by the

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* Completion of the minimum number of semester hours indicated for each program and of any other Ohio State Department of Education requirements must be achieved before recommendation for any license. Those seeking initial administrative licensure in the State of Ohio must also provide YSU an official score report indicating a passing score on the state-prescribed administrative licensure exam for the license they seek.
Department of Educational Foundations, Research, Technology, and Leadership at YSU before the M.S. in Education in Educational Administration will be granted.

**POST-MASTER’S LICENSURE REQUIREMENTS**

Candidates for Ohio administrative license must have completed the 30 semester hours for the M.S. in Education degree in Educational Administration as required by YSU or its equivalent as evaluated by the Department of Educational Foundations, Research, Technology, and Leadership.

**PRINCIPAL LICENSE (OHIO)**

**Elementary Principal License Ages 3-12**  
**Middle School Principal License Ages 8-14**  
**Secondary Principal License Ages 10-21**

15 s.h.**

This program module emphasizes the leader’s role in promoting collaboration and continuous school improvement across several major components of the school program from curriculum and instruction to the administration of student discipline and the provision of support services to students with disabilities and non-disabled students experiencing academic or behavioral problems. The licensure program require 15 hours of coursework, including the following.

- **EDAD 7014** Systematic Use of Information for Continuous School Improvement  
- **EDAD 7018** School Discipline and Student Support Services: Policies, Programs, and Prevention Strategies  
- **TCED 6936** Fundamentals of Curriculum  
- **SPED 7077** Leadership in Gifted and Disabilities Education

Choose one clinical experience course as appropriate to the licensure level being sought:

- **EDAD 7022E** Clinical Experience: Elementary Principalship
- **EDAD 7022M** Clinical Experience: The Middle School Principalship
- **EDAD 7022S** Clinical Experience: Secondary Principalship

Candidates must qualify for/hold a valid professional teacher certificate/license at the same level as the administrative license being sought; and have two years of successful teaching under a professional teaching certificate/license at the same level as the administrative license being sought. In addition, candidates must have an official score report indicating a passing score on the state-prescribed administrative licensure exam for the principalship.

**ADMINISTRATIVE SPECIALIST LICENSE**

**Administrative Specialist License in Curriculum, Instruction, and Professional Development**

Master’s degree in educational administration, plus 18 hours of course work from the following list, which must include the Clinical Experience for the Administrative Specialists (EDAD 7040):

- **TCED 6922** Principles of Instruction  
- **TCED 6934** Assessment in Education  
- **TCED 6936** Fundamentals of Curriculum  
- **SPED 6900** Issues, Trends & Foundations in Special Education  
- **SPED 7077** Leadership in Gifted and Disabilities Education  
- **EDAD 7014** Systematic Use of Data for Continuous School Improvement  
- **EDAD 7018** School Discipline and Student Support Services: Policies, Programs, and Prevention Strategies  
- **EDAD 7040** Clinical Practice for Administrative Specialist

**Or**

**Individuals qualifying for licensure at the Elementary or Secondary level are also issued licensure at the Middle School level.**
Master’s degree in curriculum at YSU, plus coursework as follows:

- **EDAD 6915**   Learning, Teaching, and Instructional Leadership   3 s.h.
- **EDAD 6947**   School Building Leadership: Models and Processes   3 s.h.
- **EDAD 6949**   Legal and Ethical Issues in Public Administration   3 s.h.
- **EDAD 6952**   School Finance, Resource Planning, and Management   3 s.h.
- **EDAD 6954**   Marketing and Community Relations   3 s.h.
- **EDAD 6955**   Professional Development and Human Resources   3 s.h.
- **EDAD 6975**   Introduction to Administration Clinical Experience   3 s.h.
- **EDAD 7014**   Systematic Use of Data for Continuous School Improvement   3 s.h.
- **EDAD 7018**   School Discipline and Student Support Services: Policies, Programs, and Prevention Strategies   2 s.h.
- **EDAD 7040**   Clinical Practice for Administrative Specialist   3 s.h.

Candidates must qualify for/hold a valid professional teacher certificate/license and have two years of successful teaching under a professional teaching certificate/license. In addition, candidates must have completed the prescribed number of hours and have an official score report indicating a passing score on the state prescribed administrative licensure examination required for the license.

**SUPERINTENDENT LICENSE (OHIO)**

Candidates must hold an administrative certificate or license issued upon the recommendation of YSU or the equivalent thereof as evaluated by the Department of Educational Foundations, Research, Technology, and Leadership at YSU, complete the following course sequence, and meet any other Ohio State Department of Education requirements.

This model shifts the leadership focus from the micro (school site) to the macro (school systems) level and familiarizes prospective superintendents with systems knowledge and perspective on leadership in areas from educational governance to human resource administration to technology and facilities.

- **EDAD 7024**   Collective Bargaining and System Issues in Human Resources Administration   3 s.h.
- **EDAD 7025**   Educational Governance: Advanced Law and Policy Seminar   3 s.h.
- **EDAD 7026**   Technology and Facilities Issues for Learning Organizations   3 s.h.
- **EDAD 7035**   The Superintendency and Evolving Ways of Looking at Leadership   3 s.h.
- **EDAD 7050**   Clinical Experience: Superintendency   3 s.h.

**PRINCIPAL CERTIFICATE K-12 (PENNSYLVANIA)**

Candidates must hold a Master’s degree from an accredited program. The professional education program provides evidence that School Principal certification candidates demonstrate knowledge of and competence in working in the elementary and secondary public school settings, including completion of the 33 semester hours listed below, many of which are included in the typical master’s degree in educational administration. They must also provide an official score report indicating a score of at least 143 on Praxis II Specialty Test #0411 in Educational Leadership: Administration and Supervision; or a 163 score on Praxis Specialty Test #6011 in School Leadership Licensure Assessment (SLLA); and satisfy any other Pennsylvania Department of Education Requirements, plus:

Completion of 33 s.h. below (to extent not already taken as part of a master’s degree program):

- **EDAD 6915**   Learning, Teaching, and Instructional Leadership   3 s.h.
- **EDAD 6931**   Leadership in Educational Organizations: Theory to Best Practice   3 s.h.
- **EDAD 6947**   School Building Leadership: Models and Processes   3 s.h.
- **EDAD 6949**   Legal and Ethical Issues in Public Administration   3 s.h.
- **EDAD 6952**   School Finance, Resource Planning, and Management   3 s.h.
- **EDAD 6954**   Marketing and Community Relationships   3 s.h.
- **EDAD 6955**   Professional Development and Human Resources   3 s.h.
- **EDAD 7014**   Systematic Use of Information for Continuous School Improvement   3 s.h.
- **TCED 6936**   Fundamentals of Curriculum   3 s.h.
SPED 7077  Leadership in Gifted and Disabilities Education  3 s.h.
Choose one clinical experience course as appropriate to the licensure level being sought:
EDAD 7022E  Clinical Experience: Elementary Principalship  
or
EDAD 7022S  Clinical Experience: Secondary Principalship  3 s.h.

The professional education program provides evidence that each certification candidate demonstrates knowledge and competencies that foster professionalism and ethical practices in school/community settings including:

a. Professional organizations, professional literature, resources and advocacy groups.
b. Integrity and ethical behavior, professional conduct as stated in Pennsylvania's Code of Professional Practice and Conduct for Educators; and local, state, and federal laws and regulations.
c. Communicating effectively (orally and in writing) with students, colleagues, faculty, families, paraprofessionals, related service personnel, outside agencies and the community.
d. Recognizing the professional responsibilities of administrators' and teachers' roles as collaborators, team members, advocates, and service coordinators.

Certification for the Pennsylvania Superintendent's Letter of Eligibility

Candidates must hold a Master's degree from an accredited program; have six years of professional service in schools, three of which shall have been in supervisory or administrative positions; have an official score report indicating a score of at least 160 on the School Superintendent Assessment Exam #6021; and all other Department of Education, State of Pennsylvania requirements must be met; plus completion of the 57 semester hours listed below, many of which may already have been completed as part of the candidate's master's degree in educational administration or principalship certification program.

EDAD 6915  Learning, Teaching, and Instructional Leadership  3 s.h.
EDAD 6947  School Building Leadership: Models and Processes  3 s.h.
EDAD 6949  Legal and Ethical Issues in Public Administration  3 s.h.
EDAD 6952  School Finance, Resource Planning, and Management  3 s.h.
EDAD 6954  Marketing and Community Relationships  3 s.h.
EDAD 6955  Professional Development and Human Resources  3 s.h.
EDAD 7014  System use of Information for Continuous School Improvement  3 s.h.
EDAD 7024  Collective Bargaining and systems Issues in Human Resources  3 s.h.
EDAD 7025  Educational Governance: Advanced Law and Policy Seminar  3 s.h.
EDAD 7026  Technology and Facilities for Learning Organizations  3 s.h.
EDAD 7035  The Superintendency and Evolving Ways of Looking at Leadership  3 s.h.
EDAD 7050  Clinical Experience: The Superintendency  3 s.h.
FOUN 6901  Philosophical Analysis of Education  3 s.h.
FOUN 6902  Sociological Bases of Education  3 s.h.
FOUN 6904  Introduction to Educational Research  3 s.h.
FOUN 6905  Educational Challenges in Historical Perspective  3 s.h.
TCED 6936  Fundamentals of Curriculum  3 s.h.
TCED 6946  Supervision of Instruction  3 s.h.
TCED 6951  Interpersonal Communication for Educators  3 s.h.