BOARD OF HIGHER EDUCATION

REQUEST FOR COMMITTEE AND BOARD ACTION

COMMITTEE: Academic Affairs	**NO**.: AAC 14-10
	COMMITTEE DATE: October 22, 2013
	BOARD DATE: October 29, 2013

APPLICATION OF UNIVERSITY OF SOUTHERN CALIFORNIA TO AWARD THE MASTER OF EDUCATION

MOVED: The Board hereby approves the Articles of Amendment of the **University of Southern California** to offer **the Master of Education.**

Authority: Massachusetts General Laws Chapter 69, Section 30 et seq.

Contact: Dr. Shelley Tinkham, Assistant Commissioner for Academic, P-16 and Veterans Policy

BOARD OF HIGHER EDUCATION

October 2013

University of Southern California
Master of Education

INTENT

The University of Southern California has filed a Foreign Corporation certificate seeking authority to offer an online Master of Education (ME) degree. The institution is accredited by the Western Association of Schools and Colleges. The proposed ME will be delivered through an online learning management system, known as the 2SC. In addition to the online instruction, ME students are required to complete two, two credit, on the ground, capstones that will take place in their own classroom or in a classroom approved by the University. These online programs are identical in content and rigor as the programs offered on the University's main campus. The online ME is housed in the Rossier School of Education (RSOE).

The mission of the USC RSOE is to strengthen urban education locally, nationally, and internationally by preparing and developing teachers and educational leaders with competencies to address the complex educational and social issues facing urban communities. The ME intends to enhance teaching professionals' theoretical and practical training, which will in turn better prepare them as practitioners and, in some cases, help them meet the requirements of the state they are teaching in. The ME program serves to improve the abilities of their students by recognizing and addressing problems of practice in the classroom, understanding the social factors that affect learners in many different types of learning environments, and provide more useful tools to effectively teach all types of students.

The institutions curriculum review committee approved the ME program in November 2011.

INSTITUTIONAL OVERVIEW

Established in 1880, the University of Southern California (USC) is located in Los Angeles, California. USC's University Park campus, located in the heart of Los Angeles' downtown arts and education corridor, is home to the USC Dana and David Dornsife College of Letters, Arts and Sciences and many professional schools. The Health Sciences campus, northeast of downtown Los Angeles, is home to the Keck School of Medicine of USC, the School of Pharmacy, three major teaching hospitals and programs in Occupational Science and Occupational Therapy, and Biokinesiology and Physical Therapy. USC also has programs and centers in Marina Del Rey, Orange County, Sacramento, Washington, D.C., Catalina Island, Alhambra and around Southern California. Children's Hospital Los Angeles, staffed by USC faculty from the Keck School of Medicine, is often referred to as USC's third campus.

In June 2012, the Board approved USC's petition to offer the Master of Arts in Teaching and the Master of Social Work to Massachusetts residents. Both programs required on the ground components.   The University has now requested the authority to offer the Master of Education. This program will be delivered online through a learning management system. In addition to the online instruction, ME students are required to complete two on the ground capstones.

Online programs and courses that require the following activities, conducted within

Massachusetts, as part of the curriculum: internships, externships, clinicals, mentorships, shadowing experience, student teaching experiences, etc. are subject to Massachusetts Board of Higher Education approval.

ACADEMIC AND RELATED MATTERS

Admission Requirements

Admission requirements include the following:
- an undergraduate grade point average of 3.0 (on a scale in which A=4.0);
- three letters of recommendation;
- completion of three essay prompts;
- Evidence of employment as a full-time teacher or having already acquired a teaching credential

Projected Massachusetts Enrollment

The ME program anticipates that at capacity, nation-wide, 100 students will enroll per year. Given that Massachusetts represents approximately 2% of the nation's population, the institution expects to have approximately 2 students per year from Massachusetts.

Tuition and Fees

The University of Southern California currently charges $1,473 per credit for graduation programs. The Master's of Education program is 32 credit hours or $47,136.

Curriculum (Appendix A)

Degree completion for the ME program requires 32 credits. The program will include the same core courses as the Master of Arts in Teaching (previously approved by the Board), three advanced pedagogy courses targeting the students selected area of expertise, two multi-media literacy courses, two capstone, field-based courses and one course in teacher leadership. Students can choose one of four unique specialties: Elementary: STEM, Secondary: STEM, Secondary: Humanities, and Differing Abilities.

RESOURCES

Library

The USC Libraries house more than four million volumes, three million photographs, six million microforms and subscribe to more than 50,000 serials and 33,000 electronic journals. USC's digital library resources include a collection of article indexes, catalogues, dictionaries, encyclopedias, electronic journals and visual materials. USC's online library catalogue, HOMER, provides a list of books, periodicals, government documents and dissertations held in libraries on the University Park campus. The Scholars Portal enables simultaneous searching of selected research databases, including HOMER and core bibliographic tools in all major subject areas. The USC Libraries are also engaged in numerous digital initiatives, such as the USC Digital Archive and the Shoah Foundation Institute Visual History Archives.

Faculty

All faculty teaching in the core courses (including adjuncts) have a terminal degree (either a PhD or EdD) in a related field.   There are twelve full-time faculty members who will teach in the proposed program.

Technology

All courses will be offered online through USC's 2SC online platform. The 2SC platform can support both synchronous (live) and asynchronous (self-paced) online learning experiences.

Fiscal (Appendix B)

The institution submitted a multi-year budget.

INTERNAL REVIEW

The institution's proposal was internally reviewed. The proposed program will include the same core courses as the Master of Arts in Teaching (previously approved by the Board). This program was externally reviewed. Based upon the similarity of the proposed program to the MAT and the sharing of resources, including the online delivery platform, faculty, etc. and review of the proposed program, including faculty qualifications, syllabi, etc. Department staff have determined that the proposed program meets or exceed the standards contained in the 610 CMR 2.07 in the Degree Granting Regulations for Independent Institutions of Higher Education.

PUBLIC HEARING

The required public hearing was held on October 21, 2013 at the Department of Higher Education, located at One Ashburton Place in Boston, Massachusetts. No objections to the petition were presented.

STAFF ANALYSIS AND RECOMMENDATION

After a thorough evaluation of all documentation submitted, staff is satisfied that the proposal of the **University of Southern California** to award the **Master of Education** meets the requirements set forth in 610 CMR 2.07 in the Degree Granting Regulations for Independent Institutions of Higher Education. This program will be delivered online with the exception of the capstones which will be conducted in Massachusetts. Recommendation is for approval.

Graduate Program Curriculum Outline
(Insert additional rows as necessary.)

Major Required (Core) Courses (Total # of courses required = 9)		
Course Number	*Course Title*	*Credit Hours*
EDUC 516	Framing the Social Context of Urban Schools	3
EDUC 518	Learning Theories	3
EDUC 506	New Media Literacies in High Needs Schools	2
EDUC 550	Multi-media Literacy	3
EDUC 529	Academic Issues Affecting Gifted and High Ability Students	3
EDUC 569A	Capstone A in Learning and Instruction	2
EDUC 569B	Capstone B in Learning and Instruction	2
EDUC 564	Teacher Leadership	2
EDUC 573	Introduction of Special Education	3
	SubTotal # Core Credits Required	**23**
Elementary/Differing Abilities (Total # of courses required = 3)		
EDUC 530	Differentiated Curriculum and Pedagogy for Gifted Students	3
EDUC 575	Assessment and Curriculum for Students with Disabilities	3
EDUC 576	Establishing and Maintaining an Effective Classroom Ecology	3
	SubTotal # Credits Required	**9**
Elementary/STEM (Total # of courses required = 3)		
EDUC 585	Action Research Project	3
EDUC 581	STEM Education from a Project-Based Learning Approach	3
EDUC 584	Facilitating Creativity and Innovation in STEM Classrooms	3
	SubTotal # Credits Required	**9**
Secondary/Humanities (Total # of courses required = 3)		
EDUC 552	Literacies in the Content Area	3
EDUC 557	Civics Education	3
EDUC 578	Integrating the Arts into the Secondary Curriculum	3
	SubTotal # Credits Required	**9**
Secondary/STEM		
EDUC 555	STEM Education in Secondary Classrooms	3
EDUC 559	Disclosure Analysis and Technology in STEM Classrooms	3

EDUC 580	Transforming STEM Education into Teaching Science	3
	SubTotal # Credits Required	**9**

Elective Course Choices (Total courses required = [0]) *(attach list of choices if needed)*

[Course Number]	[Course Title]	[0]
[Course Number]	[Course Title]	[0]
[Course Number]	[Course Title]	[0]
[Course Number]	[Course Title]	[0]
[Course Number]	[Course Title]	[0]
[Course Number]	[Course Title]	[0]
[Course Number]	[Course Title]	[0]
	SubTotal # Elective Credits Required	

Curriculum Summary	
Total number of courses required for the degree	12
Total credit hours required for degree	32

Prerequisite, Concentration, Dissertation or Other Requirements:
As noted above, the program will consist of a total of 32 units of required coursework and will offer four unique specialties/concentrations: Elementary: STEM, Secondary: STEM, Secondary: Humanities, and Differing Abilities.

Appendix B – Budget

	INCOME	Year 1 Dollar Amount	Year 1 % Total Income	Year 2 Dollar Amount	Year 2 % Total Income	Year 3 Dollar Amount	Year 3 % Total Income
1	Student tuition (Specify tuition or credit hour in narrative)	$ 1,246,732.00	5%	$ 3,784,113.00	15%	$ 5,851,779.00	23%
2	Student fees						
3	Other (Specify in narrative)						
	EDUCATIONAL & GENERAL INCOME TOTAL	$ 1,246,732.00	5%	$ 3,784,113.00	15%	$ 5,851,779.00	
4	Student Aid Income	$ 500,000.00	33%	$ 1,000,000.00	50%	$ 3,000,000.00	75%
	INCOME GRAND TOTAL	$ 1,746,732.00		$ 4,784,113.00		$ 8,851,779.00	

	EXPENDITURES	Year 1 Dollar Amount	Year 1 % Total Expenditures	Year 2 Dollar Amount	Year 2 % Total Expenditures	Year 3 Dollar Amount	Year 3 % Total Expenditures
5	Salaries	$ 529,400.00	5%	$ 811,900.00	7%	$ 835,075.00	7%
6	Benefits	$ 171,238.00	5%	$ 267,163.00	7%	$ 276,978.00	7%
7	Travel	$ 35,032.00	7%	$ 53,953.00	10%	$ 55,603.00	10%
8	Library Resources	$ -	0%	$ -	0%	$ -	0%
9	Student Services	$ 87,580.00	6%	$ 134,883.00	8%	$ 139,007.00	8%
10	Plant Operations & Maintenance	$ 33,750.00	1%	$ 63,000.00	1%	$ 76,500.00	1%
11	Computer/Capital	$ 26,274.00	1%	$ 40,465.00	2%	$ 41,702.00	2%
12	Printing/Xeroxing	$ 8,758.00	1%	$ 13,488.00	1%	$ 13,901.00	1%
13	Other (Specify in narrative)	$ 17,516.00	0%	$ 26,977.00	0%	$ 27,801.00	0%
	EDUCATIONAL & GENERAL EXPENDITURES TOTAL	$ 909,548.00		$ 1,411,829.00		$ 1,466,567.00	
14	Student Aid	$ 400,000.00		$ 1,000,000.00		$ 2,000,000.00	
	EXPENDITURES GRAND TOTAL	$ 1,309,548.00		$ 2,411,829.00		$ 3,466,567.00	