

# Master of Education: Higher Education Administration

The M.Ed. in Higher Education Administration program comprises 36 semester hours of study combining a 24 semester hour foundational set of courses plus various 12 semester hour concentrations. The program foundational courses feature a broad base of exposure to key elements integrating historical, social, ethical, financial, legal, political, cultural, and student affairs aspects of higher education administration and management. The three specialized concentration options are Online Administration, Leadership and Supervision, and Professional Coaching. The program focuses on current and prospective educators and administrators whose desire is to gain knowledge and skills which are often required in fields such as academic administration, college/university leadership, community college administration/leadership, program and curriculum development and evaluation, institutional research and advancement, online education, educational technology, financial supervision, and enrollment management.

Completion of this program does not lead to state certification or licensure.

This program has specific admission requirements.

## Degree Program Objectives

In addition to the institutional and degree level learning objectives, graduates of this program are expected to achieve these learning outcomes:

- Integrate higher educational history, philosophy, values, governance, economics, and policies into the professional practice of administration of higher education
- Create an effective learning environment that results in student success while honoring social and cultural diversity
- Implement appropriate leadership/management theories and concepts for the purpose of institutional advancement, stakeholder support, financial resource growth, community collaboration, and staff/faculty development
- Evaluate the use of educational technology to promote student learning and extend communication among stakeholders
- Develop institutional policies that align with ethical and legal standards in response to current societal and cultural realities
- Assess performance-based data regarding organizational effectiveness and student success, and implement appropriate intervention plans that effectively address diverse learner needs
- Assess faculty performance and institutional alignment to fulfill the overall mission and vision of the institution

## Programmatic Admission Requirements

The following documentation is required for admission into M.Ed. in Higher Education Administration program, and must be provided prior to course registration:

- Official bachelor's transcript showing conferral of degree with a minimum GPA of 2.5 on a 4.0 scale, or a master's transcript showing conferral of degree
- Graduate writing sample
- Signed statement of understanding (SOU)

Please visit our AMU (<https://www.amu.apus.edu/admissions/graduate-requirements.html>) or APU (<https://www.apu.apus.edu/admissions/graduate-requirements.html>) graduate admission page for more information on institutional admission requirements.

## Need help?

If you have questions regarding a program's admission requirements, please contact an admissions representative at 877-755-2787 or [info@apus.edu](mailto:info@apus.edu).

## Degree at a Glance

| Code | Title                                       | Semester Hours |
|------|---|----------------|
|      | Core Requirements                           | 21             |
|      | Select one of the following concentrations: | 12             |
|      | Leadership and Supervision (p. 2)           |                |
|      | Online Administration (p. 2)                |                |
|      | Professional Coaching (p. 2)                |                |
|      | Final Program Requirements                  | 3              |
|      | Total Semester Hours                        | 36             |

## Degree Program Requirements

### Core Requirements (21 semester hours)

| Code    | Title  | Semester Hours |
|---------|--|----------------|
| EDUC511 | Foundations of Higher Education <sup>1</sup>                       | 3              |
| EDUC517 | Ethics, Law, and Policies in Higher Education                      | 3              |
| EDUC638 | Social & Cultural Diversity in Higher Education                    | 3              |
| ADHE601 | Introduction to Higher Education Administration                    | 3              |
| ADHE605 | Enrollment Management, Admissions, and Finance in Higher Education | 3              |

|                      |                                    |    |
|----------------------|------------------------------------|----|
| SAHE501              | Student Development Theory         | 3  |
| SAHE508              | Organizations, Culture, and Change | 3  |
| Total Semester Hours |                                    | 21 |

<sup>1</sup> Required as first course in this program.

Students must choose a concentration for this degree program and may select from a Concentration in Leadership and Supervision, a Concentration in Online Administration, or a Concentration in Professional Coaching.

## Concentration in Leadership and Supervision (12 semester hours)

This 12-semester-hour concentration advances the student's acumen regarding leadership and governance as related to higher education administration, supervision, and institutional improvement and advancement.

### Objectives

Upon completion of this concentration, the student will be able to:

- Integrate appropriate leadership theories, concepts, and practices into the various contexts of college and university administration.
- Differentiate philosophical and ethical foundations of leadership and influences in higher education.
- Develop processes related to institutional innovation and advancement in applicable contexts.
- Synthesize relevant leadership and planning strategies into an effective application to organizational work in higher education.

### Concentration Requirements (12 semester hours)

| Code                                | Title  | Semester Hours |
|-------------------------------------|--|----------------|
| EDUC604                             | Leadership in Higher Education   | 3              |
| ADHE631                             | Higher Education Strategic Planning, Innovation, and Institutional Advancement | 3              |
| EDUC640                             | Research Methods in Education <sup>1</sup>                                     | 3              |
| Select 1 course from the following: |  | 3              |
| EDUC516                             | Financial Management in Higher Education                                       |                |
| ADHE639                             | Community College Administration   |                |
| ADHE644                             | Crisis Management in Higher Education  |                |
| ADHE649                             | Critical Issues in Higher Education  |                |
| SPMT602                             | Collegiate Sports Administration   |                |
| Total Semester Hours                |  | 12             |

<sup>1</sup> Student may select an alternative course from the program with the approval of the Program Director.

## Concentration in Online Administration (12 semester hours)

This 12-semester-hour concentration examines the unique circumstances surrounding administering online education in colleges and universities. Topics include instruction regarding online learning platforms and modalities, curriculum and instructional design and implementation, effective communication of a team working remotely, and unique accreditation and compliance issues that face online education.

### Objectives

Upon completion of this concentration, the student will be able to:

- Evaluate online classroom platforms for use in higher education.
- Design instructional standards for use in an online context.
- Create a functioning team and organizational structure to house or to extend a college or university onto an online campus.
- Appraise compliance and accrediting standards in relation to their application to an online institution of higher education.

### Concentration Requirements (12 semester hours)

| Code                 | Title   | Semester Hours |
|----------------------|---|----------------|
| ADHE611              | Technology, Curriculum, and Instruction for the Online Campus       | 3              |
| ADHE613              | Communication Strategies for Online Higher Education Administration | 3              |
| ADHE621              | Online Campus Compliance Issues and Accreditation                   | 3              |
| EDUC640              | Research Methods in Education <sup>1</sup>                          | 3              |
| Total Semester Hours |   | 12             |

<sup>1</sup> Student may select an alternative course from the program with the approval of the Program Director.

## Concentration in Professional Coaching (12 semester hours)

This 12-semester-hour concentration provides a comprehensive conceptual and skill-based exposure to executive and life coaching construct and practice that has a strong impact on the personal development of higher education administrators and their influence on the people they lead and manage. The courses that make up this

concentration contribute to the student's preparation for applicable national coaching boards and exams.

## Objectives

Upon successful completion of this concentration, the student will be able to:

- Use coaching models and practices to benefit their personal leadership trajectory as well as enhance the development of colleagues and staff.
- Appraise the level of emotional intelligence of themselves and others.
- Integrate a variety of coaching tools into their personal life and executive coaching practice with colleagues and subordinates.
- Integrate relevant concepts and practices for coaching groups and teams in higher education.

## Concentration Requirements (12 semester hours)

| Code                 | Title   | Semester Hours |
|----------------------|---|----------------|
| EDUC536              | Foundations of Coaching                           | 3              |
| EDUC633              | Emotional Intelligence and Coaching Assessments   | 3              |
| EDUC636              | Effective Instruction for the Inclusive Classroom | 3              |
| EDUC640              | Research Methods in Education <sup>1</sup>        | 3              |
| Total Semester Hours |   | 12             |

<sup>1</sup> Students may select an alternative course (elective) if they will conclude the program with the ADHE698 practicum course.

## Final Program Requirements (3 semester hours)

| Code                                | Title                  | Semester Hours |
|-------------------------------------|------------------------|----------------|
| Select 1 course from the following: |                        | 3              |
| ADHE695                             | Capstone <sup>1</sup>  |                |
| ADHE698                             | Practicum <sup>1</sup> |                |
| Total Semester Hours                |                        | 3              |

<sup>1</sup> Taken once all other requirements have been met.