

# MASTER OF SCIENCE IN EDUCATION IN HIGHER EDUCATION ADMINISTRATION (MSEd-HEA) Curriculum Effective Fall 2022

The MSEd-HEA program offers a curriculum that emphasizes higher education management, student services, personnel management, information systems, and institutional leadership.

## MSEd-HEA-at-a-Glance

### REQUIRED CORE (24 CREDITS)

PAF 9330	Introduction to Higher Education Administration: History, Structure, and Policy
PAF 9120	Public and Nonprofit Management I
PAF 9308	Leadership in Administrative Services in Higher Education
PAF 9317	Research for the Educational Administrator OR PAF 9270 Data Collection and Description
PAF 9336	Student Affairs in Higher Education
PAF 9339	The Financing of Higher Education
PAF 9344	Diversity in Higher Education

### INTERNSHIP COURSE (3 CREDITS)

PAF 9322	Internship in Higher Education Administration
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### ELECTIVE COURSES (12 CREDITS)

Students will need to take 12 credits worth of electives. (see next column)

### FINAL REQUIREMENT (3 CREDITS)

PAF 9390	Capstone Seminar in Higher Education Administration
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### ELECTIVES (12 CREDITS)

PAF 9318	Educational Policy
PAF 9325	Institutional Research
PAF 9332	Information Systems in Higher Education
PAF 9333	Curriculum and Instruction in Higher Education
PAF 9334	Collective Bargaining in Higher Education
PAF 9335	The Community College
PAF 9337	Issues in Urban Higher Education
PAF 9338	Higher Education, Politics, and Public Policy
PAF 9343	International Higher Education: Policies and Practices
PAF 9345	The Law of Higher Education
PAF 9346	Student Development Theory and Practice
PAF 9399	Selected Topics in Educational Administration

Approved non-HEA courses that students may consider as electives.

PAF 9103	Communications in Public Settings
PAF 9104	Media, Politics and Public Culture
PAF 9110	Ethics and Public Decision Making
PAF 9127	Managing Cultural Diversity in the Workplace
PAF 9140	Budgeting and Financial Analysis 1
PAF 9152	Fund Raising and Grants Administration
PAF 9157	Introduction to Philanthropy
PAF 9160	Public & Nonprofit Management II
PAF 9165	Race, Inequality, and Public Policies
PAF 9174	Program Evaluation
PAF 9271	Data Analysis for Public Service OR PAF 9272 Casual Analysis and Inference (*Pre-Req: PAF 9270)

STUDENT'S FIRST NAME: \_\_\_\_\_ STUDENT'S LAST NAME: \_\_\_\_\_ EMPL ID: \_\_\_\_\_

**REQUIRED CORE COURSES**

*Introductory courses should be taken in the beginning of the program and preferably before elective courses.*

**(7 courses; 21 Credits)**

Course No.	Course Title	Credits	Term/Year	Status
PAF 9330	Introduction to US Higher Education	3		
PAF 9120	Public & Nonprofit Management I	3		
PAF 9308	Leadership in Administrative Services in Higher Ed.	3		
PAF 9317 <b>OR</b> PAF 9270	Research Seminar <b>OR</b> Data Collection & Description	3		
PAF 9336	Student Affairs in Higher Education	3		
PAF 9339	Financing of Higher Education	3		
PAF 9344	Diversity in Higher Education	3		

**ELECTIVE COURSES**

*Elective courses build on concepts taught in the core classes should be taken after most core requirements are completed. (4 courses; 12 Credits)*

Course Number	Course Title	Credits	Term/Year	Status
PAF		3		
PAF		3		
PAF		3		
PAF		3		

**INTERNSHIP REQUIREMENT\***

*\* Students without at least one year of full-time administrative work experience in higher education are also required to complete an additional 3-credit internship for a total of 39 credits.*

**(1 course; 3 credits)**

Course Number	Course Title	Credits	Term/Year	Status
PAF 9322	Internship in Higher Education	3		

**CAPSTONE REQUIREMENT**

*Should be taken in final semester of the degree program*

**(1 course; 3 credits)**

Course Number	Course Title	Credits	Term/Year	Status
PAF 9390	Capstone Seminar for Educational Administration	3		

**Total No. of Credits required for Degree Completion:**

**36 Credits**

**39 Credits**

**DEGREE SUMMARY:**

<b>Total Core Credits</b>	<b>=</b>	<b>21 credits, 7 classes</b>
<b>Total Elective Credits</b>	<b>=</b>	<b>12 credits, 4 classes</b>
<b>Internship Credits</b>	<b>=</b>	<b>3 credits, only required of some students*</b>
<b>Capstone Credits</b>	<b>=</b>	<b>3 credits, 1 class</b>
<b>Total # of Credits*</b>	<b>=</b>	<b>36-39 credits, 12-13 classes</b> (*depending on Internship Requirement)

**PROGRAM REQUIREMENTS**

*(For students who entered the MEd-HEA program in Fall 2022 or later)*

The MEd is a 36-credit (12 courses) degree program that includes 8 required courses and 4 elective courses. Students without one year of full-time work experience in higher education are also required to complete an additional 3-credit internship for a total of 39 credits.



The Core courses are designed to introduce higher education students to the knowledge and skills necessary for having a broad understanding of the field of higher education.



The required Capstone is the program's culminating class where students demonstrate that they have achieved program and personal learning goals.



Elective courses provide students with the opportunity to delve more deeply into a particular area of interest such as student success and institutional research or further their professional development in selected areas of interest. Electives can be selected from those offered by the Program that are higher education specific or relevant courses offered in the Marxe School, Baruch or CUNY, with prior approval.



HEA students may take courses in the MPA and MIA programs for elective credit with their Advisor's prior approval. MPA and MIA courses listed under Model Programs are already approved.

**NOTES:**

**Advisor Name:**

**Date:**

**Advisor Signature:**

**Student Signature:**