

## Program Overview

The Department of Organization, Workforce, and Leadership Studies also offers the Master of Education (M.Ed.) degree for those interested in supervision. The M.Ed. degree has a major in Management of Technical Education and is a highly specialized degree program. It is designed to assist an individual in learning skills that would enhance his or her performance in managing technical education in either an education or an industrial setting. The degree provides the broad skills necessary for an educator or trainer to become a better instructor and manager of instruction. In this program, students develop instructional and managerial competencies through various courses in curriculum design and delivery, instructional improvement, human performance technology, class organization, management, teaching/learning styles, diversity, understanding organizations, and program evaluation. Course schedules are flexible to accommodate the needs of working professionals, and many courses are offered in online and hybrid formats. This option allows students to complete courses from home and study whenever and wherever is convenient. Hybrid courses meet three times each semester, and the remainder of the work is online. Contact the department chair of Department of Organization, Workforce, and Leadership Studies or go to <http://www.owls.txstate.edu/> (<http://www.oced.txstate.edu/>) for more information.

## Application Requirements

The items listed below are required for admission consideration for applicable semesters of entry during the current academic year. Submission instructions, additional details, and changes to admission requirements for semesters other than the current academic year can be found on The Graduate College's website (<http://www.gradcollege.txstate.edu>). International students should review the International Admission Documents page (<http://mycatalog.txstate.edu/graduate/admission-documents/international/>) for additional requirements.

- completed online application
- \$55 nonrefundable application fee
- or
- \$90 nonrefundable application fee for applications with international credentials
- baccalaureate degree from a regionally accredited university (Non-U.S. degrees must be equivalent to a four-year U.S. Bachelor's degree. In most cases, three-year degrees are not considered. Visit our International FAQs (<https://www.gradcollege.txst.edu/international/faqs.html>) for more information.)
- official transcripts required from **each institution** where course credit was granted
- a 2.75 overall GPA or a 2.75 GPA in the last 60 hours of undergraduate course work (plus any completed graduate courses)
- GRE not required
- statement of purpose (one page)

### Approved English Proficiency Exam Scores

Applicants are required to submit an approved English proficiency exam score that meets the minimum program requirements below unless they have earned a bachelor's degree or higher from a regionally accredited U.S. institution or the equivalent from a country on our exempt

countries list (<http://www.gradcollege.txstate.edu/international/language.html#waliver>).

- official TOEFL iBT scores required with a 78 overall and minimum individual module scores of
  - 19 listening
  - 19 reading
  - 19 speaking
  - 18 writing
- official PTE scores required with a 52 overall
- official IELTS (academic) scores required with a 6.5 overall and minimum individual module scores of 6.0
- official Duolingo scores with a 110 overall
- official TOEFL 8.5 overall

This program does **not** offer admission if the scores above are not met.

## Degree Requirements

The Master of Education (M.Ed.) degree with a major in Management of Technical Education requires 36 semester credit hours. Please consult the advisor for timing of courses.

## Course Requirements

Code	Title	Hours
<b>Foundations Courses</b>		
CTE 5303	Interdisciplinary Studies in Occupational, Workforce, and Leadership Studies	3
CTE 5330	Overview of Interdisciplinary Research	3
<b>Level I Choose nine hours from the following:</b>		<b>9</b>
EDCL 5339	Understanding Self: Developing a Personal Vision of Leadership	
EDCL 5340	Shaping Organizations and Using Inquiry: Management and Leadership	
EDCL 5345	Understanding People: Professional Development	
EDCL 5347	Understanding Environments: Social, Political, Economic, Legal, and Technological	
EDCL 5348	Supervision of Instruction	
EDCL 6342	Curriculum Design	
EDCL 6344	Campus Leadership	
<b>Level II Choose 21 hours from the following:</b>		<b>21</b>
CTE 5301	Technology of Teaching	
CTE 5306	Instructional Materials Development Technology	
CTE 5314	Human Relations for Career and Technical Education Teachers	
CTE 5320	Effective Methods of Teaching and Training	
CTE 5321	Work-based Learning in Career and Technical Education	
CTE 5322	Teaching and Training as Professions	
CTE 5324	Human Performance in the Workplace	
CTE 5341		
CTE 5355	Career Education and Occupational Information in Career and Technical Education Guidance	
OCED 5310	Human Problems in the Workplace	
<b>Total Hours</b>		<b>36</b>

## Comprehensive Examination Requirement

The OWLS department requires both written responses and an oral defense to fulfill Requirements. All candidates for graduate degrees must pass one or more comprehensive examination requirements. examinations. If the committee is not satisfied with either the written or oral responses, they will specify areas for correction and the student will be given the opportunity to resolve the deficiencies in a timely manner. If necessary, a second oral defense will be held to satisfy committee requirements.

Students who do not successfully complete the requirements for the degree within the timelines specified will be dismissed from the program.

Master's level courses in Occupational, Workforce, and Leadership Studies: CTE (p. 2), OCED (p. 4)

## Courses Offered

### Career and Technical Education (CTE)

#### CTE 5301. Technology of Teaching.

This course presents the research and theory related to the technology of teaching. Topics include learning theories, effective teaching techniques, motivation and performance, evaluation, and classroom dynamics.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

#### CTE 5303. Interdisciplinary Studies in Occupational, Workforce, and Leadership Studies.

This course provides an overview of interdisciplinary studies' frameworks in the fields related to occupational, workforce, and leadership studies. Students investigate career options, develop plans of study, integrate interdisciplinary academic material, and refine interdisciplinary writing skills.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

#### CTE 5306. Instructional Materials Development Technology.

This course provides students opportunities to develop knowledge, skills, and abilities relevant to assessing instructional materials in education and training, within the context of real-world settings.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

#### CTE 5308. Problems in Cooperative Training.

This course provides a review of basic standards for cooperative education, underlying reasons for standards, and current issues/problems in cooperative education programs. Students will discuss and provide solutions to current dilemmas of cooperative education, through the use of organizational research techniques and organizational problem solving.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

#### CTE 5312. Development, Organization, and Use of Instructional Material.

This course involves the selection of lesson content, lesson planning, and instructional material development. The emphasis is on the effective development and evaluation of instructional materials. A variety of methods will be taught to gather and utilize instructional materials.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

#### CTE 5313C. Teaching Entrepreneurship in Career and Technical Education.

This course includes a study and analysis of ownership, marketing strategies, location, financing, regulations, managing, and protecting a business. Students will analyze current research and techniques in teaching entrepreneurship in CTE settings. (MULT).

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Course Attribute(s):** Exclude from 3-peat Processing|Multicultural Content|Topics

**Grade Mode:** Standard Letter

#### CTE 5313L. Emergent Workplace Perspectives.

This course examines the emergent and evolving nature of the modern workplace. Students will explore topics related to interdisciplinary perspectives in the workplace such as inequality related to gender and race, workers' rights, knowledge, control, the role of technology, and globalization.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Course Attribute(s):** Exclude from 3-peat Processing|Topics

**Grade Mode:** Standard Letter

#### CTE 5313M. Program Evaluation in Career and Technical Education.

Students will gain an in-depth understanding of terminology and program evaluation, guiding principles, approaches and models, and professional standards utilized while conducting program evaluations of career and technical education (CTE) programs. Students will apply these concepts to design a program evaluation proposal for an existing or proposed CTE program.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Course Attribute(s):** Exclude from 3-peat Processing|Topics

**Grade Mode:** Standard Letter

**CTE 5313R. ACCEYSS Community-Engaged, Participatory Action Program Evaluation in STEM Education Research.**

This course is a Service-Learning Section designated course that introduces students to culturally responsive, community-engaged, participatory action (CEPA) program evaluation in the context of STEM education research. During this course, students will work with the ACCEYSS (Association of Collaborative Communities Equipping Youth for STEEAAM Success) Network, a local community partner, and its network of faith-based and community partners across the Greater San Marcos region. Students will learn data collection, data analysis, and methodological approaches to conducting program evaluation using the ACCEYSS CEPA framework as part of STEM education research with assigned ACCEYSS network partners.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Course Attribute(s):** Exclude from 3-peat Processing|Topics

**Grade Mode:** Standard Letter

**CTE 5314. Human Relations for Career and Technical Education Teachers.**

This course includes a study of methods of establishing and maintaining effective relationships with students, co-workers, families, business and industry, and community members. Strategies for teaching students and mentoring employees on the dynamics of human relations are highlighted.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

**CTE 5315. Leadership and Professional Development.**

This course provides an overview of leadership approaches used in various educational, training, and workplace settings. Students will explore current research on leadership and engage in activities geared toward building leadership skills.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

**CTE 5320. Effective Methods of Teaching and Training.**

This fundamental course is for trade and industrial educators seeking certification and technical trainers who are not seeking certification. It is designed to prepare them to apply effective teaching principles and techniques. Lesson plans will be prepared, classrooms managed, and practice teaching included.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

**CTE 5321. Work-based Learning in Career and Technical Education.**

This course is intended for teacher coordinators of work-based programs in trades and industrial cooperative education. There is an emphasis on selection of occupations and training stations, student recruitment, instructional coordination in numerous on-the-job experiences, state and local reports, and recordkeeping requirements. Research is conducted on local districts.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

**CTE 5322. Teaching and Training as Professions.**

This course emphasizes the professional requirements of teaching and training in a variety of settings. Professional topics include licensure and preparation for the profession, organizations, philosophical foundations of teaching and training, and the socio-political landscape of teaching and training. Research is conducted on reform efforts.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

**CTE 5323. Technology Applications.**

This course covers the use of computers in the classroom or office. Topics include history of computers, philosophies of computer integration, research in computer use, overview of common computer programs, and history and use of the Internet.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

**CTE 5324. Human Performance in the Workplace.**

The course provides an overview of current quality improvement strategies utilized in business and industry settings. Topics include the teaching of Human Performance Technology (HPT), organizational culture, teamwork, leadership, measuring improvement, statistical process control, and restructuring of work.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

**CTE 5330. Overview of Interdisciplinary Research.**

Students will become familiar with various interdisciplinary research methods, learn concepts related to research, and conduct reviews and critiques of academic research articles. The application of academic research to practical problems will be emphasized.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

**CTE 5355. Career Education and Occupational Information in Career and Technical Education Guidance.**

This course deals with the collection, evaluation, and interpretation of common occupational, career, and personal information. It includes an overview of current theory and research in occupational selection techniques, psychological and sociological factors in career selection, and job analysis. The emphasis is on the practical application in CTE settings.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

**CTE 5360. Organization Development in the Workplace.**

This course introduces theories and practices related to organizational development (OD), including strategies to improve organizational, group, and individual performance. Topics include major theories, concepts, skills, and techniques for the practice of OD and the interventions used to lead and manage organization change in various contexts.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

**CTE 5390. Independent Study in Career and Technical Education.**

This is an independent study course involving the study of important and timely topics in CTE. Students complete the study at the direction of the faculty member. This course may be repeated with different topics with departmental permission.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Course Attribute(s):** Exclude from 3-peat Processing

**Grade Mode:** Standard Letter

**Occupational Education (OCED)****OCED 5101. Instructional Skill Development.**

Graduate assistants are required to enroll in this course to be prepared to instruct/assist with classes in Occupational/Career and Technology Education. Topics covered are essential teaching strategies, techniques, evaluation design, online instruction, and effective instructional, motivational techniques. This course does not earn graduate degree credit. Repeatable with different emphasis.

**1 Credit Hour. 1 Lecture Contact Hour. 0 Lab Contact Hours.**

**Course Attribute(s):** Graduate Assistantship|Exclude from Graduate GPA

**Grade Mode:** Leveling/Assistantships

**OCED 5300. Interdisciplinary Research Methods.**

Basic and advanced concepts related to interdisciplinary research. Special emphasis will be placed on technical writing skills, electronic analysis of databases, appropriate statistical treatment of data, development and validation of instruments, and interdisciplinary research design and procedures.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

**OCED 5301. Applied Interdisciplinary Research Part 1.**

The instructional intent is to provide the graduate students with an opportunity to apply their research skills. Students are carefully monitored and mentored in initiating, performing, and documenting their individualized research project. Prerequisite: OCED 5300 with a grade of "C" or better and instructor approval.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

**OCED 5302. Applied Interdisciplinary Research Part 2.**

This course is the final course in the interdisciplinary research series. It requires the development of a comprehensive final research report including extensive tables and graphs. Students must also be prepared to present the findings of the research to the Occupational Education faculty and students at the Graduate Research Forum. Prerequisite: OCED 5301 with a grade of "C" or better.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

**OCED 5303. Reflective and Experiential Learning Techniques.**

This course prepares graduate students for a field-based practicum. Students learn reflection and experiential learning techniques useful in the domain of careers, workplace, and leadership. They also locate, develop, and propose a professional practicum experience. Corequisite: CTE 5330 with a grade of "C" or better.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

**OCED 5304. Professional Practicum.**

This course engages students in a field based experience designed in OCED 5360C, the previous course in the sequence. Students implement their practicum of approximately 120 hours in a work-based setting and concurrently collect ongoing reflections of their experience.

**3 Credit Hours. 1 Lecture Contact Hour. 8 Lab Contact Hours.**

**Grade Mode:** Standard Letter

**OCED 5310. Human Problems in the Workplace.**

Overview of problems that supervisors, teachers, and co-workers encounter in business/industry, social service, military, or education. This range of problems interferes with communication, performance, and development of proficiency in school/work. Perspectives and reports on the incidence of these problems will be presented, as well as actions for these human problems.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

**OCED 5311. Technology, Change, and Innovation in Organizations.**

This course provides students with opportunities to discover and apply theoretical perspectives on managing innovations within various organizational settings, such as work teams, departments, non-profits, governmental, businesses, and educational institutions.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

**OCED 5315. The Principles of Extramural Funding.**

This course explores competencies of locating external agency funding for occupational, workforce, and leadership research, teaching and extension. The principles of producing a competitive proposal that includes multi-, cross- and inter-disciplinary collaborations are also discussed. The development of the grant proposal, implementation, budget, and evaluation plan will be emphasized.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

**OCED 5360B. Critical Thinking in the Workplace.**

This course provides students with an opportunity to examine workplace decision making in terms of critical thinking. Current occupational approaches to critical thinking will be emphasized. Students will participate in simulations and case studies of critical thinking for the workplace.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Course Attribute(s):** Topics

**Grade Mode:** Standard Letter

**OCED 5360F. The Basics of Extramural Funding.**

Emphasizing professional relationships of mutuality, collaboration, and respect for the client system, this course helps students develop knowledge and skills to enhance organizational resources, particularly in developing programs, raising funds, writing grant proposals, and marketing.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Course Attribute(s):** Exclude from 3-peat Processing|Topics

**Grade Mode:** Standard Letter

**OCED 5361. Human Systems in the Workplace.**

This course provides an overview of complexity science and systems theory. Students will explore how systematic inquiries are conducted within organizations, examine topics related to organizational dynamics, and apply systems theory to practical problems in organizations.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter

**OCED 5362. Leadership Development.**

This course examines leadership within the contexts of organization and workforce settings. Students will explore interdisciplinary approaches to leadership roles, topics related to leadership in organizations and the workplace, and practical application of leadership theories in real-life situations.

**3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.**

**Grade Mode:** Standard Letter