



SCHOOL OF EDUCATION

Engaging diverse communities through leading and learning for social justice.

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Course Number	EDUC 698 - 04			
Course Title	Master's Culminating Experience Seminar			
CRN	22231			
Semester / Year	Spring 2016			
Committee Chair:	Office:	Office Hours:	Phone:	E-Mail:
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Committee Member(s)				

SCHOOL OF EDUCATION MISSION & VISION STATEMENT

(Adopted by SOE Governance Community, January 2013)

Vision

To serve the educational needs of local, regional, and global communities, the School of Education advances innovative practice and leadership by generating, embracing, and promoting equitable and creative solutions.

Mission

The mission of the School of Education community is to collaboratively transform education. We:

- Create community through partnerships
- Promote and foster social justice and educational equity
- Advance innovative, student-centered practices
- Inspire reflective teaching and learning
- Conduct purposeful research
- Serve the School, College, University, and Community

BASIC TENETS OF OUR CONCEPTUAL FRAMEWORK

- Student centered education
- Research and theory specific to the program field inform practice
- Connections and links between coursework and application
- Strong engagement between faculty and candidates
- Co-teaching clinical practice
- Culturally responsive pedagogy and socially just outcomes

COURSE DESCRIPTION

Students engage in the planning, preparation, and completion of their culminating experience, which may take the form of a research thesis, a curricular project within a schooling context — including the National Board Certification Teacher (NBCT) process, or a comprehensive examination. *Note: Students must continually enroll in this course until successful completion of the culminating experience. Graded Credit/No Credit. Enrollment Requirement: Successful completion of the master's option coursework and advancement to candidacy.*

Course Objectives

Candidates will:

1. plan and prepare a scholarly culminating experience under advisement of a Committee Chair and at least one additional Committee Member.
2. complete a scholarly culminating experience in accordance with professional expectations, including approval of the Committee members.
3. apply the explicit style requirements of the APA Publication Manual (current edition).
4. successfully present and/or defend their scholarly culminating experience in accordance with option protocol.

REQUIRED TEXTS, MATERIALS AND/OR ACCOUNTS

American Psychological Association (2009). *Publication Manual of the American Psychological Association*. Washington, DC: Author.

For additional information regarding Graduate Studies Policies and Procedures, please refer to the following Graduate Studies link: www.csusm.edu/gsr/graduatestudies/index.html

GENERAL CONSIDERATIONS

School of Education Attendance Policy

Due to the dynamic and interactive nature of courses in the School of Education, all candidates (course participants) are expected to attend all classes and participate actively. At a minimum, candidates (course participants) must attend more than 80% of class time, or s/he may not receive a passing grade for the course at the discretion of the instructor. Individual instructors may adopt more stringent attendance requirements. Should the candidate (course participants) have extenuating circumstances, s/he should contact the instructor as soon as possible. (*Adopted by the COE Governance Community, December, 1997*).

CSUSM Academic Honesty Policy

Students will be expected to adhere to standards of academic honesty and integrity, as outlined in the Student Academic Honesty Policy. All assignments must be original work, clear and error-free. All ideas/material that are borrowed from other sources must have appropriate references to the original sources. Any quoted material should give credit to the source and be punctuated accordingly.

Academic Honesty and Integrity: Students are responsible for honest completion and representation of their work. Your course catalog details the ethical standards and penalties for infractions. There will be zero tolerance for infractions. If you believe there has been an infraction by someone in the class, please bring it to the instructor's attention. The instructor reserves the right to discipline any student for academic dishonesty, in accordance with the general rules and regulations of the university. Disciplinary action may include the lowering of grades and/or the assignment of a failing grade for an exam, assignment, or the class as a whole.

Incidents of Academic Dishonesty will be reported to the Dean of Students. Sanctions at the University level may include suspension or expulsion from the University.

Refer to the full Academic Honesty Policy at:

http://www.csusm.edu/policies/active/documents/Academic_Honesty_Policy.html

Plagiarism

As an educator, it is expected that each candidate (course participant) will do his/her own work, and contribute equally to group projects and processes. Plagiarism or cheating is unacceptable under any circumstances. If you are in doubt about whether your work is paraphrased or plagiarized see the Plagiarism Prevention for Students website <http://library.csusm.edu/plagiarism/index.html>. If there are questions about academic honesty, please consult the University catalog.

Students with Disabilities Requiring Reasonable Accommodations

Students with disabilities who require reasonable accommodations must be approved for services by providing appropriate and recent documentation to the Office of Disabled Student Services (DSS). This office is located in Craven Hall 4300, and can be contacted by phone at (760) 750-4905, or TTY (760) 750-4909. Students authorized by DSS to receive reasonable accommodations should meet with their instructor during office hours or, in order to ensure confidentiality, in a more private setting.

Graduate Writing Requirements

The California State University maintains a Graduation Writing Assessment Requirement (GWAR) for master's students, to be completed before Advancement to Candidacy can be approved. A student may satisfy the graduate writing requirement in one of two ways: an acceptable standardized test score, or a paper that receives a passing score as described in the GWAR rubric. Toward the goal of providing opportunity for graduate students in the School of Education to satisfy the writing requirement, all papers in all graduate classes must adhere to the rules of style (for writing and format style) detailed in the *Publication Manual of the American Psychological Association, 6th ed.* (2009). This is a required textbook for all CSUSM School of Education graduate courses.

Course Format

Hybrid (HY): Face-to face and online instruction.

Contact Information for Technical Support Assistance

The CSUSM Help Desk is available for technical support: <http://www.csusm.edu/iits/students/index.html>
Office location: Kellogg Library, #2013.

Use of Technology

Candidates (Course participants) are expected to demonstrate competency in the use of various forms of technology (i.e. word processing, electronic mail, Moodle, use of the Internet, and/or multimedia presentations). Specific requirements for course assignments with regard to technology are at the discretion of the instructor. Keep a digital copy of all assignments for use in your teaching portfolio. All assignments will be submitted online, and some will be submitted in hard copy as well. Details will be given in class.

Electronic Communication Protocol

Electronic correspondence is a part of your professional interactions. If you need to contact the instructor, e-mail is often the easiest way to do so. It is my intention to respond to all received e-mails in a timely manner. Please be reminded that e-mail and on-line discussions are a very specific form of communication, with their own nuances and etiquette. For instance, electronic messages sent in all upper case (or lower case) letters, major typos, or slang, often communicate more than the sender originally intended. With that said, please be mindful of all e-mail and on-line discussion messages you send to your colleagues, to faculty members in the School of Education, or to persons within the greater educational community. All electronic messages should be crafted with professionalism and care.

Things to consider:

- Would I say in person what this electronic message specifically says?
- How could this message be misconstrued?
- Does this message represent my highest self?
- Am I sending this electronic message to avoid a face-to-face conversation?

In addition, if there is ever a concern with an electronic message sent to you, please talk with the author in person in order to correct any confusion.

COURSE REQUIREMENT

Culminating Experience Options

The Culminating Experience is a requirement for completion of the Master's Program. The Culminating Experience can be completed through one of the following ways. Not all Masters program options utilize all of the following means of fulfilling the culminating activity requirement. Please check with your Masters option before proceeding.

Thesis

Conduct a research study of interest according to the appropriate research design approved by a committee and reported in a format using the APA Style Manual.

Project

Define a need relating to curriculum or professional development through a review of existing programs. Meet the need through the design, development, and implementation of curriculum or a professional development program that has not been previously addressed by others. The project must be approved by the committee and reported in a format using the APA style Manual.

National Board Application Process

Investigate the options provided by the National Board for Professional Teaching Standards (NBPTS), complete application and portfolio for the National Board Certification. The portfolio must be submitted to the committee prior to submission for the National Board Certification process.

Exam

Written exam – Candidate identifies area of focus for in-depth investigation. The candidate works closely with the chair and reader to develop a customized list of readings. The candidate obtains a set of customized questions from a mutually defined set of study areas. Questions will be posed requiring analysis, synthesis, and application of the area of study with a defined time limit to electronically submit responses. Responses are assessed by the chair and reader.

Culminating Experience Committee

You will need a committee composed of:

1. A Chair from your option unless there is a special need for expertise that is not available. Selecting someone outside your area must be approved by the coordinator of your option and the Associate Dean.
2. A Second Reader who usually provides input at the initial stage in developing the culminating experience and provides feedback/approval at its completion.

Defense with Committee

A thesis or a research project must be completed, orally defended and approved by the committee.

- Student and thesis advisor schedule the thesis defense. The student provides copies of the thesis to all committee members prior to the defense.
- After successfully defending the thesis, the student makes revisions required/ suggested by the thesis committee. The thesis committee is responsible for ensuring that the thesis is written in an acceptable style for the discipline.
- After the changes have been made, each member of the thesis committee signs the signature page of the official copy of the thesis.

Director Assessment

Following the completion of the work and defense with committee, the student will schedule an interview and assessment with the Director of the School of Education. The Director will also be a signatory on the Master's Thesis Sign-Off Form.