

# EDUCATION PROGRAMS

## EDUCATION ADMINISTRATION LICENSURE

The College of Santa Fe at Albuquerque (CSFA) recognizes the growing need for a training program for prospective education administrators in the greater Albuquerque area. To address this need, the College is offering an 18-credit hour Education Administration Licensure Program. Students will be supervised in the schools or districts in which they work, or they can request a placement by CSFA.

Requirements for admission into the program include:

1. A Master of Arts degree from a regionally accredited college or complete an Administrative License as part of an MA.
2. A valid New Mexico Level 2 (or higher) instructional License.
3. Passing scores on the Core Battery of
  - a) The National Teacher's Examination if taken before July 1, 1999,

*Or*

  - b) The New Mexico Teacher Assessments

During the course of the 18-credit hour program, candidates will complete a 180-hour, yearlong internship. The program will conclude with two integrating capstone experiences that the candidates must successfully complete. These include:

1. A passing final evaluation in EDU 569: Educational Administration Internship,
- and*
2. A passing evaluation on the Educational Administration Portfolio (EDU 569 Instructor and Peer Evaluation)

Candidates are expected to commit to the 18-credit hour, 3-semester cycle and may enter at various points, depending on their previous coursework. The course sequence for this program is shown below:

### EDUCATION ADMINISTRATION LICENSURE GENERAL PARADIGM

<u>Summer</u>		<u>Credit Hours</u>
EDU 557	Issues in Education Administration	3
EDU 559	School Law and Education Policy	3
<u>Fall</u>		
EDU 558	Supervision in Schools	3
EDU 569 (Fall)	Educational Administration Internship	3
<u>Spring</u>		
EDU 561	School Finance & Facilities Management	3
EDU 569 (Spring)	Educational Administration Internship	3
	<b>TOTAL CREDIT HOURS</b>	<b>18</b>

### **EDU 557 Issues in Education Administration - 3**

This course will provide students with theory, research and practice in leadership for educational organizations. Students will look at administration from a broad perspective: how educational leaders influence organizations by building a vision; stimulating innovation, and encouraging performance. They will also examine the more technical aspects of leadership, the daily exercise of functional responsibilities, what “makes things happen”, and assures that the organization’s tasks are accomplished.

### **EDU 558 Supervision in Schools - 3**

The course addresses theory and practice of supervising licensed and unlicensed personnel in educational settings. It is designed to engage students in the analysis of adult-learning processes, communication, practical applications of research on schools, human relations and participatory management, problem solving, and the impact of internal and external factors, which affect supervision, including issues relating to a multicultural population.

### **EDU 559 School Law and Educational Policy - 3**

This course addresses the study of the history of law and policy decision as they relate to education at the federal, state, and local levels. Students will become familiar with the current State Department of Education school code and current legal policy issues affecting schools. Procedures for establishing and changing policies at all levels will be reviewed. Application of policies and legal mandates in creative, constructive ways is emphasized.

### **EDU 561 School Finance and Facilities Management - 3**

Local, state and federal policies relating to educational financial management. Budget development, monitoring and reporting; special programs and grants management general fiscal management of school programs. School facility management in relation to plan management, personnel and special programs. *The course includes practice in the application of technology to financial and facilities management.*

### **EDU 569 Fall/Spring Educational Administration Internship - 6**

This course provides aspiring administrators with more practical experience-based activities to prepare for leadership. This intensive one-year clinical experience unites the student with a mentor. The mentor will facilitate a collaborative process, which will enable the student to learn the multiple dimensions of administration. The internship, as required by the State Board of Education, includes a minimum of 180 supervised contact hours. Regular seminars give students the opportunity to share experiences, explore specific issues, and develop their portfolios.