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GRADUATE STUDIES

**MEMORANDUM**

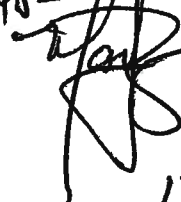
DATE: November 18, 2014

TO: CEHD Graduate Instruction Committee

THROUGH: George Cunningham  
Associate Dean 

FROM: Fredrick M. Nafukho *Fredrick M. Nafukho*  
Professor & Department Head

SUBJECT: Masters of Education in Educational Administration

*Approved by GE:*  
  
*Mark T. Zeman*  
*Chair*  
*12-15-14*

The Masters of Education (MEd) in Educational Administration requests the approval for the following changes:

- A. Allow students filing the official Office of Graduate and Professional Studies degree plan to select a chair only rather than a three person committee.
- B. Allow students to be exempt from the final exam but instead complete a common core course, EDAD 606, Instructional Development Training. Students submit a portfolio with reflections and artifacts of their work they have completed throughout the program. This is completed in this course as a culminating activity.

The Masters of Education in Educational Administration is offered as an online non-thesis degree. This program has grown significantly and we anticipate on admitting approximately 40 students each year. With this increase in students, these changes are necessary to ensure that students are able to move through the program in a timely manner.

Thank you for your consideration in this request.