Program Change Request

Date Submitted: 10/18/18 2:19 pm

Viewing: MED-EPSY : Master of Education in Educational Psychology

Last approved: 02/22/18 9:23 am
Last edit: 12/13/18 4:31 pm
Changes proposed by: skallina

Catalog Pages Using this Program

- Master of Education in Educational Psychology

Contact(s)

<table>
<thead>
<tr>
<th>Name</th>
<th>E-mail</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sally Kallina</td>
<td><a href="mailto:skallina@tamu.edu">skallina@tamu.edu</a></td>
<td>979-845-1833</td>
</tr>
<tr>
<td>Russell Ramirez</td>
<td><a href="mailto:rramirez@tamu.edu">rramirez@tamu.edu</a></td>
<td></td>
</tr>
</tbody>
</table>

Academic level: Graduate
Effective Term: 2019-2020
Department: Educational Psychology
College: Education & Human Development
Program type: Degree
Degree designation: MED - Master of Education
With a major in: Educational Psychology (EPSY)
Associated Program: Not Applicable

Catalog Program Title
Master of Education in Educational Psychology

CIP and Fund code: 42280600

Rationale for Proposal
Update catalog to provide consistent information and common language throughout all of the department’s master’s programs.

Program hours: 36
Is this program eligible for financial aid? Yes
Will program hours change (increase/decrease) due to the proposed curriculum changes? No
Program delivery mode: On-campus
Distance Education/Internet
% of Program a student can take off-campus or online: 100%

In Workflow
1. EPSY Department Head Review
2. Curricular Services Review
3. ED Committee Preparer GR
4. ED Committee Chair GR
5. ED College Dean GR
6. GC Preparer
7. GC Chair
8. Faculty Senate Preparer
9. Faculty Senate
10. Provost II
11. President
12. Curricular Services

Approval Path
1. 09/24/18 2:33 pm Shanna Hagan-Burke (shaganburke): Rollback to Initiator
2. 10/12/18 4:18 pm Shanna Hagan-Burke (shaganburke): Approved for EPSY Department Head
3. 10/15/18 10:12 am Sandra Williams (sandra-williams): Rollback to Initiator
4. 10/25/18 1:16 pm Shanna Hagan-Burke (shaganburke): Approved for EPSY Department Head
5. 10/26/18 9:28 am Sandra Williams (sandra-williams): Approved for Curricular Services Review
6. 11/16/18 9:40 am Melanie Robideau (mrobideau): Approved for ED Committee Preparer GR
7. 11/26/18 10:59 am Beverly Irby (irbyb): Approved for ED Committee Chair GR
8. 11/26/18 11:00 am Beverly Irby (irbyb): Approved for ED College Dean GR
9. 11/27/18 11:23 am LaRhesa Johnson (lrjohnson): Approved for GC Preparer

https://nextcatalog.tamu.edu/courseleaf/approve/?role=Faculty%20Senate
Catalog Program Requirements

Program Requirements

Student's Advisory Committee

Degree Plan
Credit Requirement
Transfer of Credit
Limitations on the Use of Transfer, Extension and Certain Other Courses
Final Examination

Student’s Advisory Committee

On-Campus and Distance Education Degree Programs

Upon After receiving admission to graduate studies and enrollment, enrolling for coursework, the student will be appointed a chair for his or her advisory committee. The advisory committee will be comprised consult with the head of one or more members (one the department concerning appointment of whom will serve as the chair) and may include up to three members, the chair of his or her advisory committee. The student’s advisory committee for the master’s degree will consist of no fewer than three members of the graduate faculty representative of the student’s fields of study and research. The chair or one of the co-chairs of the advisory committee must be from the student’s department, and at least one or more of the members must be from a department other than the student’s major department. The chair, in consultation with the student, will select the remainder of the advisory committee. The student will interview each prospective committee member to determine whether he or she is willing to serve. Only graduate faculty members located on Texas A&M University campuses may serve as chair of a student’s advisory committee. Other graduate faculty members located off-campus may serve as a member or co-chair (but not chair), with a member as the chair. The chair of the committee, who usually has immediate supervision of the student’s degree program, has the responsibility for calling meetings at any other time considered desirable.

The if the chair must be of a student’s advisory committee voluntarily leaves the University and the student is near completion of the degree and wants the chair to continue to serve in this role, the student is responsible for securing a current member of the graduate faculty University Graduate Faculty, from the student’s department, and academic program and located on a near Texas A&M University campus. Other Texas A&M University graduate faculty members located off-campus may serve campus site, to serve as member or the co-chair (but not chair) of student advisory committees. of the committee. If the chair voluntarily leaves the University near completion of a student’s degree, the student The Department Head or Chair of Intercollegiate faculty may select another chair or has the option request in writing to the Associate Provost for Graduate and Professional Studies that a faculty member who is on an approved leave of working through the Department Head to secure permission absence or has voluntarily separated from the Office the university, be allowed to continue to serve in the role of Graduate and Professional Studies for the chair to continue in his or her role chair of a student’s advisory committee without a co-chair for up to one year. The students should be near completion of the degree. Extensions beyond the one year period can be granted with additional approval from the Dean.

If the chair of the student’s advisory committee is unavailable for an extended time in any academic period during which the student is involved in activities relating to an internship, thesis or professional paper and is registered for courses such as 684, 692 or 693, the student may request, in writing, that the department head appoint an alternate advisory committee chair during the interim period. The duties of the committee include responsibility for the proposed degree plan, any professional study or project, and the final examination. A chair’s signature on in addition, the degree plan indicates his or her willingness to accept committee, as a group and as individual members, is responsible for counseling the responsibility for guiding and directing student on academic matters, and, in the entire academic program case of the student and for initiating all academic actions concerning the student. The chair typically provides immediate supervision deficiency initiating recommendations to the Office of the student’s research and is responsible for counseling the student on academic matters, and, in the case of academic deficiency, initiating recommendations to the Office of Graduate and Professional Studies.

The committee members’ approval on the degree plan indicate their willingness to accept the responsibility for guiding and directing the entire academic program of the student and for initiating all academic actions concerning the student. Although individual committee members may be
Degree Plan

On-Campus and Distance Education Degree Programs

The student's advisory committee, in consultation with the student, will develop the proposed degree plan. The student's chair, in consultation with the student, will develop Office of Graduate and Professional Studies prior to the proposed degree plan. The degree plan must be completed and filed with the Office of Graduate and Professional Studies prior to the student's college, and no later than 90 days prior to the deadline imposed by the date of the student's college, and no later than 90 days prior to the date of the final oral examination. This proposed degree plan should be submitted through the online Document Processing Submission System located on the website https://ogsdpss.tamu.edu. Additional coursework may be added to the approved degree plan by petition if it is deemed necessary by the advisory committee to correct deficiencies in the student's academic preparation. Examination... This proposed degree plan should be submitted through the online Document Processing Submission System located on the website https://ogsdpss.tamu.edu. Additional coursework may be added to the approved degree plan by petition if it is deemed necessary by the advisory committee to correct deficiencies in the student's academic preparation. No changes can be made to the degree plan once the student's Request for Final Examination or Request for Exemption from the Final Examination is approved by the Office of Graduate and Professional Studies.

Credit Requirement

On-Campus and Distance Education Degree Programs

A minimum of 36 semester credit hours of approved courses is required for the Master of Education degree.

Transfer of Credit

On-Campus and Distance Education Degree Programs

A student who has earned 12 hours of graduate credit in residence at Texas A&M University may be authorized to transfer courses in excess of the limits prescribed above upon the advice of the chair advisory committee and program faculty and with the approval of the Office of Graduate and Professional Studies. Courses taken in residence at an accredited U.S. institution or approved international institution with a final grade of B or greater might be considered for transfer credit if, at the time the courses were completed, the courses would be accepted for credit toward a similar degree for a student in degree-seeking status at the host institution. Otherwise, the limitations stated in the preceding section apply. Coursework for which no formal grades were given or for which grades other than letter grades (A or B) are earned (for example, CR, P, S, U, H, etc.) is not accepted for fee-transfer credit. Courses appearing on the degree plan with grades of D, F or U may not be absoluted by transfer work. Credit for thesis research or the equivalent is not transferable. Credit for coursework submitted for transfer from any college or university must be shown in semester credit hours or equated to semester credit hours. An official transcript from the university at which the transfer coursework was taken must be sent directly to the Office of Admissions. Courses used toward a degree at another institution may not be applied for graduate credit. If the course to be transferred was taken prior to the conferral of a degree at the transfer institution, a letter from the registrar at that institution stating that the course was not applied for credit toward the degree must be submitted to the Office of Graduate and Professional Studies. Grades for courses completed at other institutions are not included in computing the GPR.

Limitations on the Use of Transfer, Extension and Certain Other Courses

On-Campus and Distance Education Degree Programs

Some departments may have more restrictive requirements for transfer work. If otherwise acceptable, certain courses may be used toward meeting credit-hour requirements for the master's degree under the following limitations. The maximum number of credit hours which may be considered for transfer credit is the greater of 12 hours or one-third (1/3) of the total hours of a degree plan. The following restrictions apply: Graduate and/or upper-level undergraduate courses taken in residence at an accredited U.S. institution, or approved international institution with a final grade of B or greater will be considered for transfer credit if, at the time the courses were completed, the student was in degree-seeking status at Texas A&M University, or the student was in degree-seeking status at the institution at which the courses were taken; and if the courses would be accepted for credit toward a similar degree for a student in degree-seeking status at the host institution. Courses previously used for another degree are not acceptable for degree plan credit. The maximum number of credit hours taken in post-baccalaureate non-degree (G6) classification at Texas A&M University which may be considered for application to the degree plan is 12. A zero credit 684 and 685 course is only allowed for non-thesis master's students. Other courses, including 691 research hours, are not eligible for zero credit. Any combination of 684, 685 or 690 may not exceed 25 percent of the total credit hour requirement shown on the individual degree plan: A maximum of 8 hours of 684 (Professional Internship) and/or A maximum of 8 hours of 685 (Directed Studies), and Up to 3 hours of 690 (Theory of Research). A maximum of 2 hours of Seminar (681). A maximum of 9 hours of advanced undergraduate courses (300- or 400-level). For graduate courses of three weeks' duration or less, taken at other institutions, up to 1 hour of credit may be obtained for each five-day week of coursework. Each week of coursework must include at least 15 contact hours. No credit hours of 691 (Research) may be used. Continuing education courses may not be used for graduate credit.
Extension courses are not acceptable for credit. Exceptions will be permitted only in unusual cases and when petitioned by the student's advisory committee and approved by the Office of Graduate and Professional Studies.

Final Examination

On-Campus and Distance Education Degree Programs
The candidate must pass a final examination by dates announced each semester or summer term in the Office of Graduate and Professional Studies Calendar. To be eligible to take the final examination, a student's GPR must be at least 3.000 for courses on the degree plan and for all courses completed at Texas A&M which are eligible to be applied to a graduate degree, and no unabsolved grades of D, F, or U can occur for any course listed on the degree plan. To absolve a deficient grade, the student must repeat the course at Texas A&M University and achieve a grade of C or better. All coursework on the degree plan must have been completed with the exception of those hours for which the student is registered. The final examination covers all work taken on the degree plan and at the option of the committee may be written or oral or both. The examination is conducted by the student's advisory committee as finally constituted. Persons other than members of the graduate faculty may, with mutual consent of the candidate and the major professor, attend final examinations for advanced degrees. Upon completion of the questioning of the candidate, all visitors must excuse themselves from the proceedings. A positive vote by all members of the graduate committee with at most one dissension is required to pass a student on his or her exam. A department can have a stricter requirement provided there is consistency within all degree programs within a department. A request to hold and announce the final examination must be submitted to the Office of Graduate and Professional Studies a minimum of 10 working days in advance of the scheduled date for the examination. The Office of Graduate and Professional Studies must be notified in writing of any cancellations. A student may be given only one opportunity to repeat the final examination for the master's degree and that must be within a time period that does not extend beyond the end of the next regular semester (summer terms are excluded). The final exam cannot be held prior to the mid-point of the semester if questions on the exam are based on courses in which the student is currently enrolled. A Master of Education student in the Department of Educational Psychology or a student majoring in Curriculum and Instruction is eligible to petition for an exemption from the final examination with departmental and committee approval. The petition should be submitted to the Office of Graduate and Professional Studies by the deadline announced for the student's final semester (or semester of graduation) in the Office of Graduate and Professional Studies Calendar. See the Office of Graduate and Professional Studies website for more information. The Report of the Final Examination is not required for the Master of Education in Educational Psychology. A form must be submitted with original signatures of only the committee members approved by the Office of Graduate and Professional Studies.

Additional Requirements

Residence

On-Campus Degree Program
A student must complete 12 credit hours in resident study at Texas A&M University to satisfy the residence requirement for the Master of Education degree. Students who are employed full-time while completing their degree may fulfill total residence requirements by completion of less-than-full-time course loads each semester. In order to be considered for this, the student is required to submit a Petition for Waivers and Exceptions along with verification of his/her employment to the Office of Graduate and Professional Studies. See Residence Requirements.

Distance Education Degree Program
The distance education modality does not have any residence requirement.

Time Limit

On-Campus and Distance Education Degree Programs
All degree requirements must be completed within a period of seven consecutive years for the degree to be granted. A course will be considered valid until seven years after the end of the semester in which it is taken. Graduate credit for coursework which is more than seven calendar years old at the time of the final examination (oral or written) may not be used to satisfy degree requirements.

Foreign Languages

On-Campus and Distance Education Degree Programs
No specific language requirement exists for the Master of Education degree.
**Internship or Practicum**

**On-Campus and Distance Education Degree Programs**

A student who undertakes a professional internship in partial fulfillment of master's degree requirements after completing all course requirements for the master’s degree must return to the campus for the final examination. The final examination is not to be administered until all other requirements for the degree, including any internship, have been substantially completed.

**Application for Degree**

**On-Campus and Distance Education Degree Programs**

For information on applying for your degree, please visit the Graduation section.

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<tr>
<th>Additional Information</th>
<th>Editorial updates by OGAPS 2.22.18—DE and standard language updates saved as requested by OGAPS.</th>
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<tbody>
<tr>
<td>Required Proposal</td>
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<td>Forms</td>
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<td>Reviewer Comments</td>
<td>Shanna Hagan-Burke (shaganburke) (09/24/18 2:33 pm): Rollback: Greater clarity and corrections needed.</td>
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<td></td>
<td>Also, does the M.Ed. committee actually require a member external to the department?</td>
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<td>Sandra Williams (sandra-williams) (10/15/18 10:11 am): Program previously approved for distance and 36 SCH</td>
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<td>(department simply updating form).</td>
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<td>Sandra Williams (sandra-williams) (10/15/18 10:11 am): OGAPS: please review to make sure updates to the</td>
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<td>catalog program requirements/additional requirements meet your standard language requirements for graduate</td>
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<td>programs. Also, what codes, if any, will be needed in COMPASS when program is fully approved?</td>
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<td>Sandra Williams (sandra-williams) (10/15/18 10:12 am): Rollback: Please include the rationale for the proposal</td>
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<td>on the form.</td>
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<td>Sandra Williams (sandra-williams) (10/26/18 9:28 am): Update received.</td>
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<td>Russell Ramirez (ramirez) (12/11/18 4:25 pm): The committee language has been edited to have two different</td>
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<td>committee types, one for students in Research, Measurement, and Statistics, or School Counseling (just a chair)</td>
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<td>and one for students in Creativity and Cognition or Developmental Sciences (3 member committee. And it</td>
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<td>appears that for the 3 member committee the outside committee member language has been removed? Having</td>
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<td>two types of committees may not be possible due to the committee rules being built in DPSS based on the</td>
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<td>approved program, not concentrations. Also, some of the standard committee language has been removed.</td>
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<td>What is the justification for these edits?”</td>
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<td>LaRhesa Johnson (lrjohnson) (12/13/18 4:31 pm): Committee language edited to be more general, per</td>
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<td>proposed language that was presented at Graduate Council.</td>
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