# ADMINISTRATIVE LEADERSHIP, MS: ADULT, CONTINUING, AND HIGHER EDUCATION ADMINISTRATION

The master's concentration in adult, continuing, and higher education administration prepares the student for positions of administration and leadership in business, community, and higher education environments. These environments can allow the student obtain careers as adult educators, trainers, human resource directors and administrators in vocational and technical education, university extension, continuing professional education; student advisors, managers of support programs for traditionally underrepresented students, student housing specialists, student programming specialists, business managers, and administrative positions at all levels of postsecondary education.

Students in the master's degree with the concentration in adult, continuing, and higher education administration can jointly earn a certification in Teaching and Learning in Higher Education or a certificate in Support Services for Online Students in Higher Education. In this case, the student must complete an application (including the application fee) for both programs (master's program and certificate program).

The master's degree programs are offered online and hybrid.

## Admission Requirements

### Application Deadlines

Application deadlines vary by program, please review the application deadline chart (http://uwm.edu/graduateschool/program-deadlines/) for specific programs. Other important dates and deadlines can be found by using the One Stop calendars (https://uwm.edu/onestop/dates-and-deadlines/).

### Admission

An applicant must meet Graduate School requirements (http://uwm.edu/graduateschool/admission/) to be considered for admission to the program. Applicants must also complete the reason statement in the application.

## Credits and Courses

Minimum degree requirement is 33 graduate credits, 24 of which must be in education and up to 9 of which may be in related fields. Credit distribution must be:

| Code | Title | Credits |
|---|---|---|
| ACHEA Specialty Area | | 18 |
| Related Electives | | 15 |
| **Total Credits** | | **33** |

The student must plan an individual program of studies in consultation with the faculty advisor.

### Required Core Courses

| Code | Title | Credits |
|---|---|---|
| *Specialty Area: Adult and Continuing Education* | | |
| AD LDSP 667 | Program Planning in Adult Education | 3 |
| AD LDSP 707 | Using Technology With Adult Learners | 3 |
| AD LDSP 757 | Principles and Foundations of Adult Education | 3 |
| AD LDSP 777 | Leadership in Multicultural Organizations | 3 |
| AD LDSP 787 | Administration of Adult Education Programs | 3 |
| AD LDSP 886 | Developing Your ePortfolio in ACHEA (Capstone Course) | 3 |
| *Specialty Area: Higher Education Administration* | | |
| AD LDSP 709 | Introduction to Higher Education Administration | 3 |
| AD LDSP 711 | Organization and Governance in Higher Education Administration | 3 |
| AD LDSP 747 | Strategic Planning and Budgeting in Adult, Continuing, and Higher Education | 3 |
| AD LDSP 778 | Introduction to College Student Personnel Administration | 3 |
| AD LDSP 797 | The Student in the Collegiate Context | 3 |
| AD LDSP 886 | Developing Your ePortfolio in ACHEA (Capstone Course) | 3 |

### Elective Courses

| Code | Title | Credits |
|---|---|---|
| AD LDSP 507 | Introduction to Group Leadership | 3 |
| AD LDSP 605 | Survey of Human Resource Development | 3 |
| AD LDSP 607 | Coordination of Staff Development and Training Program | 3 |
| AD LDSP 617 | Leadership in Youth-Serving Organizations | 3 |
| AD LDSP 630 | Field Work in Schools, Agencies and Institutions | 2-6 |
| AD LDSP 647 | Evaluation of Adult, Continuing, and Higher Education Programs | 3 |
| AD LDSP 687 | Instructional Design and Teaching Strategies | 3 |
| AD LDSP 703 | Resources for Self-directed Learning | 1 |
| AD LDSP 704 | Technologies for Online Student Support | 1 |
| AD LDSP 706 | Professional Development for Online Instruction | 1 |
| AD LDSP 708 | Online Support Services in Adult, Continuing, and Higher Education | 3 |
| AD LDSP 710 | Organizational Change and Team Leadership | 3 |
| AD LDSP 737 | Distance Education for Adults | 3 |
| AD LDSP 740 | Seminar in Innovative Technologies for Learning in Education | 3 |
| AD LDSP 750 | Internship in Administrative Leadership | 1-6 |
| AD LDSP 795 | Women and Leadership in Education | 3 |
| AD LDSP 827 | Seminar in Adult and Organizational Learning | 3 |
| AD LDSP 900 | Role of the Professoriate | 3 |
| AD LDSP 967 | Seminar in Urban Adult, Continuing, and Higher Education | 3 |

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|---|---|---|
| AD LDSP 978 | Seminar in Student Personnel Administration | 3 |

# Additional Requirements

## Major Professor as Advisor

The student must have a major professor to advise and supervise the program of studies as specified in Graduate School regulations. A student who is not assigned to an advisor at time of admission should immediately contact the Department Chair.

## Thesis or Master's Paper

Optional. See Credits and Courses above.

## Final Portfolio

As a capstone requirement, students who begin the program Fall 2011 and thereafter must develop and submit a comprehensive portfolio for review by faculty. The student must pass both the written part of the portfolio and the oral portfolio defense.

## Comprehensive Examination

Students who began the program before Fall 2011 have the option of passing a written and/or oral final comprehensive examination as the capstone requirement.

## Time Limit

The student must complete all degree requirements within seven years of initial enrollment.

# Administrative Leadership MS: ACHEA Learning Outcomes

Students graduating from the Adult, Continuing, and Higher Education Administration (ACHEA) program will be able to:

- Apply principles, theories, concepts, and research evidence guiding multicultural leadership in Adult, Continuing, and Higher Education Administration programs and organizations to communicate effectively with diverse populations and address issues of belonging, inclusivity, equity, and social justice.
- Apply principles, theories, concepts, and research on higher education services and adult learning and development to understand the nature, function, and history of ACHEA field.
- Use adult learning and college student development principles, theories, concepts, and research to develop and evaluate adult and college student affair processes and practices for quality and developmental impact, and to address challenges in professional practice.
- Design adult and higher education programs, interventions, and practices, articulating intended outcomes and employing evidence-based methods to determine the achievement of targeted results.
- Identify, explain, and contrast theories, concepts, principles, and research evidence that inform the use of technologies to enhance ACHEA instructional design, advising practices, and adult learning.
- Understand, interpret, and apply theories, principles, concepts, and research evidence to their current and future professional practice by utilizing critical thinking skills and evidence-based reasoning to address issues effectively.