

## **General Advisement Guide/Policies and Procedures Manual The Interdisciplinary Master of Arts (I.M.A.)**

### ***I Description of the Program***

The Interdisciplinary Master of Arts (I.M.A.) degree is an interdisciplinary degree within the Professional Education Unit, offered by the College of Education, in cooperation with various departments, schools and colleges of the university through the Graduate School of the University of South Carolina. The I.M.A. degree is designed for graduates from accredited colleges or universities who hold a professional teaching certificate or who are academically certifiable by virtue of course work previously earned. Major emphasis in this program is placed on course work in the teaching area. The I.M.A. degree requires a minimum of 33 hours of graduate-level course work including a minimum of: nine credits in professional education; 21 credits in the teaching area; and three credits in an elective course that addresses current issues and concerns of teachers. Content-based majors include art, business education, sciences (with options in biology, chemistry, earth science, natural science, or physics), and physical education.

### ***II Program Objectives***

The model on which the programs are based is the Professional Educator as Leader Model which is described in detail in Standard 1A of the NCATE Institutional Report. The objectives of the I.M.A. are:

- A. To prepare professional educators;
- B. To develop advanced knowledge and understanding in the student's specialty area by providing a program in which it is possible to include the majority of course work in the subject matter (teaching) area(s);
- C. To develop skill in applying, analyzing, synthesizing, and evaluating research and evaluation of literature in secondary education;
- D. To provide a mechanism for cooperative involvement in teacher education between education and subject matter faculty;
- E. To obtain a substantial commitment to teacher education in colleges and departments other than the College of Education and to further develop leadership qualities and skills in designing, implementing, and evaluating programs at the classroom level in the selected teaching area.
- F. To provide sufficient flexibility in the development of individual courses of study to better meet the needs of candidates in the field of education and in their subject matter (teaching) specialty based on the public school curriculum and program requirements;
- G. To provide a mechanism by which the candidates will have continuous contact for a longer period of time from the beginning to the completion of the program with those faculty in the subject matter (teaching) areas.
- H. More specifically, I.M.A. students will:
  - 1. Demonstrate the knowledge, skills, and attitudes associated with pedagogy which are necessary to be a professional educator in a variety of settings;
  - 2. Demonstrate knowledge of and competency in a specialized teaching field;
  - 3. Demonstrate a comprehensive knowledge of human growth and development, learning theory, educational foundations, school-community relations, information and instructional delivery systems, and professionalism;
  - 4. Demonstrate the ability to transform subject matter knowledge into a form appropriate for the classroom context and the learner and be able to: assess learner needs, plan appropriate instruction, deliver instruction effectively, teach problem-solving and thinking skills, manage classroom learning and student conduct, assess and monitor student progress and performance, evaluate instructional materials and strategies, evaluate instructional effectiveness;

5. Demonstrate knowledge of and show respect toward diverse cultural values and exceptionalities;
6. Demonstrate a positive personal and professional self-concept;
7. Demonstrate a basic understanding of applied research in education;
8. Demonstrate knowledge and use of educational technology in the classroom.

### ***III. Course of Study***

Each content area has specific program requirements which may be obtained from the I.M.A. Program Area Representative, who is also Chair of the graduate advisory committee for that area. Students must see their I.M.A. Program Area Representative prior to enrolling in any courses to determine which courses are to be taken and to complete and submit their *Program of Study* for approval. The general framework for the I.M.A. degree is described below.

- A. The I.M.A. program will include a minimum of 33 semester hours of graduate work with: 1) at least 21 hours of course work in the teaching area/specialty area (series of courses that include academic knowledge necessary to promote competence in the teaching area specialty); 2) at least 9 hours of professional education course work to include (a) an introductory graduate level course in educational research; (b) a research centered specialized course in advanced study of teaching in student's field; and an advanced course in educational psychology; and 3) an approved elective which may be either an education course or a teaching area course that addresses current issues and concerns of teachers.
- B. At least 50 percent of the total credits must be in upper level graduate courses (at the 700-800 level). Determination of the distribution and selection of courses will be made with the student by her/his graduate advisory committee appointed by the I.M.A. director. The guidelines and standards of professional associations and national learned societies relevant to different areas of specialization are used by programs and unit faculty in planning and developing a curriculum, courses, and experiences for specialty area studies at the advanced level. In addition, courses in each I.M.A. program are determined by advanced certification requirements, the student's previous academic work and the courses that are taught in the specialty area in schools.
  1. Kindergarten – 12<sup>th</sup> Grade (K-12) Education. The I.M.A. degree programs in K-12 education (art and physical education) are designed for certified teachers in the areas of art and physical education who desire more content course work and a master's degree in her/his area of certification.

Art Education. The K-12 degree program in art education is offered in conjunction with the College of Liberal Arts and consists of a minimum of the following graduate courses:

- a. Content Area Component – 21 hours to consist of courses in art education (ARTE) 6-15 hours; art history (ARTH) 0-6 hours; and art studio (ARTS) 3-15 hours.
- b. Professional Education Component – Nine hours to consist of three hours EDRM 700 Introduction to Research in Education; three hours educational psychology course (EDPY 706 or EDPY 707 recommended); and three hours ARTE 702.
- c. Elective Component – Three hours which address current issues of concern to art educators (Either ARTE 555, ARTE 701, ARTE 703, and ARTE 705 are advised).

Physical Education. The K-12 degree program in physical education is offered by the Department of Physical Education in the College of Education and consists of a minimum of the following graduate courses:

- a. Content Area Component – 21 hours to consist of PEDU 510, PEDU 710, PEDU 722, PEDU 730, PEDU 732, PEDU 750, and PEDU 784.
- b. Professional Education Component – Nine hours to consist of three hours of educational

research (EDRM 700 recommended but not required); three hours educational psychology course (EDPY 706 or EDPY 707 recommended); and three hours PEDU 731.

- c. Elective Component – Three hours which address current issues of concern to physical education teachers.
2. Secondary Business Education. The I.M.A. degree in secondary education is designed for certified teachers in the area of business education who desire more content course work and a master's degree in her/his area of certification. The secondary business education program is offered in conjunction with the College of Hospitality, Retail, and Sport Management and consists of a minimum of the following graduate courses:
    - a. Content Area Component – 21 hours of course work in the areas of AIME, BADM, ECON, MGMT, ACCT, RETL, MKTG, CLIS, and/or MGSC, as approved by program area representative.
    - b. Professional Education Component – Nine hours to consist of three hours of educational research (either EDRM 700 or EDRM 720); three hours educational psychology (either EDPY 705 or EDPY 706); and three hours advanced study in the field of business education (either AIME 528 or EDSE 727).
    - c. Elective Component – Three hours which address current issues of concern to business education teachers.
  3. Science Education. The I.M.A. in Sciences is offered in conjunction with the College of Science and Mathematics and their Center for Science Education. Different tracks within the program are available for elementary teachers and middle/junior high school teachers. As with all I.M.A. programs, each student's course of study is individually constructed based on that student's previous academic preparation in science and tailored to her/his teaching assignment and environment. The program is also designed to help classroom teachers better understand the cognitive development and learning styles of their students and become more effective in teaching science.

Required courses in the I.M.A. Sciences program consist of a minimum of the following:

- a. Content Area Component – 21 hours of course work in each of the areas of earth/space science (integrated earth science, geology, meteorology/weather science, and oceanography/marine science), physical science (integrated physical science, physics, chemistry), and life science (integrated life science, botany, zoology)
- b. Professional Education – Nine hours to consist of three hours of educational research (EDRM 700 recommended); three hours educational psychology (either EDPY 705 or EDPY 706 or EDPY 707 recommended); and three hours advanced science teaching methodology (EDSE 732 recommended).
- c. Elective Component – Three hours which address current issues of concern to science education teachers.

#### ***IV. Admission Requirements***

Admission to the Graduate School is based on the following:

- A. Completed application to the University of South Carolina Graduate School;
- B. Graduate Record Examination (GRE) scores or Miller Analogies Test (the Miller) scores; The I.M.A. Degree Program requires all applicants to submit scores on the GRE or the Miller for admission to the program. Not all programs accept the Miller. The appropriate test scores should be

submitted at the time of initial application to an I.M.A. program and must be no more than five years old. Appropriate test scores must be on file in the Graduate School prior to full admission to any I.M.A. Program. Students must contact the Program Area Representative for program-specific information.

Information about the administration of the GRE and the Miller may be obtained from the university testing office which is located in the Russell House, Room 345, or you may call them at (803) 777-2782 or visit their website at <http://www.ed.sc.edu/sa>;

- C. Graduation from an accredited college or university;
- D. South Carolina Class I Certificate (or the equivalent from another state) or academically certifiable by virtue of course work previously earned and other relevant requirements;
- E. Acceptance by the cooperating department and by the College of Education on the basis of an evaluation of the applicant's total academic profile.
- F. Requests for exceptions to admission policies will be referred to the M.A.T./I.M.A. Exceptions Committee, c/o Office of Student Affairs, College of Education, Wardlaw 113.

#### V. *Progression Requirements*

To remain and progress in the I.M.A. program, students are required to:

- A. Satisfy all contingencies and/or deficiencies, if any, required for full admission to the program within the stated time period;
- B. Complete one graduate course or part of the prescribed program within one calendar year of admission and allow no more than three calendar years to lapse between taking courses;
- C. Submit an approved *Program of Study* to the Graduate School within first year of admission to program;

#### VI. *Exit Requirements*

To receive the I.M.A. degree, students are required to:

- A. Apply for graduation by completing an *Application for Degree or Certificate* early in the last semester of work or before the announced deadline date. Submit the completed application along with the appropriate fee (if any) to the Graduate School;
- B. Successfully complete the approved *Program of Study* as evidenced by signed *Clearance for Graduate Degree Applicant* form;
- C. Successfully complete a final evaluation (comprehensive exams);

##### 1. Responsibility for preparation:

The examination is to be prepared by members of the program representing the student's area of specialization.

##### 2. Qualifications for taking the examination:

The student will apply for the exam and must meet program requirements to be eligible to take comprehensive examinations.

##### 3. Grading the examination:

- a. Scale - Fail, Pass or Pass with Honors
- b. Scorers - Scorers are appointed by the program responsible for preparing the examination.
- c. Retaking the examination - The student has a maximum of two opportunities to successfully complete the exam. Thus, a student may retake the exam one time.
- d. Pass with Honors - A score of Pass with Honors may be earned only on the first

administration of the examination.

## VII. Procedures

- A. Prospective students may apply to the Graduate School [3rd floor of the Byrnes Building (Building #1)] online at <http://www.gradschool.sc.edu>. In the case of students who have an application to a program other than the I.M.A. program on file in the Graduate School, a *Program Transfer Request* form must be filed.
- B. Prospective students submit the completed application or the *Program Transfer Request* to the Graduate School. Applicants indicate on the application or transfer form the particular I.M.A. program in which they wish to enroll. Applicants also submit a dated and signed statement indicating that they have held or currently hold teacher certification.
- C. The application or transfer form is processed by the Graduate School and a file is created for the student. A copy of the file material submitted by the applicant is sent to the appropriate departmental representative as identified by the I.M.A. Director.
- D. The Program Area Representative reviews the file, completes an *Admission Action Recommendation (Action Sheet)* form on the student, and sends the completed form to the I.M.A. Director.
- E. The file is then forwarded to the College of Education faculty advisor who reviews the file, completes the *Action Sheet*, and sends the completed form to the I.M.A. Director.
- F. The I.M.A. Director then forwards the completed *Action Sheet* to the Graduate School for action.
- G. The Dean of the Graduate School notifies the student (by mail) and College of Education (electronically) of the action taken by the I.M.A. Director and the Program Area Representative as to the student's admission to the program. Those students who are admitted to the degree program with contingencies are informed in writing by the Dean of the Graduate School as to the specific contingencies or conditions required to obtain full admission to the degree program.
- H. For those students admitted to degree program status, with or without contingencies, the Director of the I.M.A. program notifies the student and individuals concerned in writing of the appointment and names of the Chair (Program Area Representative) and members of the student's advisory committee. The student is directed to report immediately to the chair of his/her committee or the I.M.A. departmental representative for advisement. All requests for changes in admission status must be initiated by the student and accompanied by an *Action Sheet* signed by the appropriate Program Area Representative. The Program Area Representative sends the *Action Sheet* to the Director of the I.M.A. Program for review and action.
- I. In the first semester the student has been granted full admission status to the program, the Chair and student propose a *Program of Study* for the student with the approval of the other members of the advisory committee. The *Program of Study (Graduate Interdisciplinary Degree Programs for Teachers)* form is completed in full by the student. This *Program of Study* form is signed and dated by the student, the Chair of the committee and the advisory committee members and forwarded to the I.M.A. Director in the College of Education. The *Program of Study* is attached to the student's file and given to the Director of the I.M.A. program for review, action, and forwarding to the Graduate School. Final approval of the student's *Program of Study* is based on the specific I.M.A. program requirements. If the proposed *Program of Study* does not meet approval, a letter is sent to the student indicating the requirements that must be met for approval. It is the responsibility of the student to do what is necessary for the *Program* to meet approval. If any changes are to be made in the approved *Program*, the student must complete a *Request for Adjustment in Graduate Program* form, have the form signed as indicated and submit the form to the director of the I.M.A. program for review and action.
- J. It is the responsibility of the student to contact the Program Area Representative prior to each term for advisement and for information regarding required examination(s). It is also the responsibility of the student to consult the academic calendar in the current *Graduate Bulletin*. The student and Chair make arrangements for the student's final evaluation in the latter part of the last semester.
- K. The student applies for a degree by completing an *Application for Degree or Certificate* early in the last

semester of work or before the announced deadline date and submits the completed application along with the appropriate fees, if any, to the Graduate School. The Graduate School office examines the student's transcripts, *Program of Study* and records all work not completed on a *Clearance for Graduate Degree Applicant* form and sends it to the student's departmental representative. The student's departmental representative completes the form after all requirements have been met to clear the student for graduation and sends the signed form back to the Graduate School. The student is simultaneously informed in writing by the Graduate School of the requirements that have not been met and that approval for graduation is pending their completion. The I.M.A. Director confers with both the student and Program Area Representative if any problems arise. After the student has been cleared for graduation, the Graduate School double checks the application and clearance form. When everything is in order, the Graduate School sends the original application to the Office of the Registrar and places a copy in the student's file. The registrar directs the degree to be posted on the student's transcript and sends the diploma to the student.

All students admitted to the Interdisciplinary Master of Arts (I.M.A.) degree program are subject to the academic regulations of the content area, the Graduate School, and the College of Education. It is the responsibility of each student to be aware of these rules and regulations by obtaining a current *Graduate Studies Bulletin* (catalogue) during the first semester of enrollment.

Pending approval by I.M.A. Committee.

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