

Master of Arts in Education Major in Administration and Supervision
COURSE DESCRIPTION

BASIC COURSES

MARES - Methods of Research with Statistics **3 units**

This course covers the fundamental concepts of research design and methodology that practitioners must understand in order to become critical research evaluators and prepare to conduct research in their practices. Understanding each stage of the research process including qualitative and quantitative designs, program evaluation, measurement issues, and data analysis would be emphasized.

MAPHILO - Philosophical and Legal Foundations of Education **3 units**

This course provides an overview of the philosophical and legal foundations of the education system. Students will review local, state, and national policy, legislation, and regulations pertaining to PreK-12 education. Students will also reflect upon how these concepts drive instructional practices in today's challenging classroom environment. Using the cases as a launching point, students will be given opportunities to engage in online discussions, journal reflections, and workbook assignments focusing on beliefs, best practices, challenges, current research, and classroom applications.

MAINS - Instructional Leadership **3 units**

This course focuses on curriculum planning, implementation, and evaluation; and meeting the needs of a diverse learning community through content, social climate, instructional strategies, and the role of the learner. The course includes hands-on as well as theoretical/analytical sides of redefining curriculum; the role of staff, parents, students, and the community at large in curriculum development and planning are considered.

MAJOR COURSES

AS 200 - Principles, Theories, and Practices in School Administration and Supervision **3 units**

This course provides a broader and in-depth perspective of various principles, theories, and practices in school administration and supervision with the end in view of improving the competencies of school administrators. It also focuses on the various concepts, dimensions, trends, and approaches in the administration and supervision of educational institutions as well as the identification, analysis, and synthesis of issues and problems related to it.

AS 201- Advanced Curriculum Development **3 units**

This course deals with the principles, design, and processes of curriculum development, and change, materials development, and evaluation of teaching-learning outcomes curriculum development reforms and enhancement will be given emphasis.

AS 202 - Legal Bases of School Administration and Supervision **3 units**

This course is intended for future educational administrators, at whatever level of the school organization, who need to be exposed to, identify and understand the laws and regulations affecting the organization and operation of public and private educational institutions. Thus, the course is designed for future educational administrators as legal neophytes who should account for the legal aspects of decision-making.

AS 203 - Administrative Leadership and Public Relations of the School 3 units

This course deals with the nature, process and general approaches to the supervision of instruction and implementation of instructional programs. It also presents prospective school leaders with a fuller understanding of the theories of organization, leadership, and management and approaches in managing organizational behavior in the contemporary Philippine setting.

**AS 204 - School Finance, Educational Planning and 3 units
Human Resource Management**

This course is intended to provide the students with an understanding of the concepts of educational planning and finance and how these concepts are applied into practice. It also focuses on the roles and functions of human resource management in the school setting, specifically on the recruitment, development, compensation, and evaluation of human resources. Consideration was given to the environment of schools and their need for greater resource productivity and organizational effectiveness.

ELECTIVE COURSES

AS 205 - Educational Innovations 3 units

This course enables students to become aware and understand the innovations and developments taking place in education and to examine the rational and philosophical underpinnings of changes or innovations. The strategies to improve existing systems are analyzed with an emphasis on the transformational process. Moreover, this course deals with the use and applications of technology in educational management. Covers emerging trends, e.g. end-user computing experts system, MIS planning, and the use of MIS to achieve the competitive edge, technology-enabled educational delivery system

AS 206 - Current Trends and Issues in Education 3 units

This course is concerned primarily with vital issues educators face regarding teachers' professionalism, and non-academic tasks imposed on teachers. Upgrading qualifications of teachers, and the rapidly changing technological environment which influences learning methods.

AS 207 - Principles and Theories of Personality Development 3 units

This course deals with theories of personality development; the stages of development theories; key researchers in personality psychology; and the main influences on personality development. It delves into looking at personality traits, including values and beliefs. Students will learn about their own personalities and how they can use that information in dealing with stakeholders to put all the information together to use it to their personal or career advantage.

**AS 208 - Seminar on Problems of School Administration
and Supervision**

3 units

This course is problem-oriented with an emphasis on community relations, curriculum planning, school finance, decision-making, staff development, student relations, scheduling practices, and the activities program. It also provides an orientation to the structure and processes of administration and supervision leadership and to the program requirements. Solving real problems experienced by practicing leaders is a major part of this course.

INSTITUTIONAL COURSE REQUIREMENT

MAJANSSEN - Janssen's Spirituality I

(3 units)

The course is a CHED-approved institutional course provided particularly for students doing graduate courses at the Divine Word College of Calapan. The Janssen spirituality course for MA students which covers the first of two parts will explain the current mission profile of the members of the Society of the Divine Word (SVD) as it flows from an explanation of the development of the spiritual lives and practices of Sts. Arnold Janssen and Joseph Freinademetz. This singular history and spirituality will be further contextualized with other selected spiritualities so that the student can identify and develop a related topic of research relevant to current realities and challenges.

MARESCOLL- Research Colloquium and Seminar in Research Publication (3 units)

This course shall enable graduate students to make structured and periodic progress on their research papers and comply with program requirements. It enables them as well to complete and finish the research paper in time for formal research presentation and even in journal publication.

THESIS WRITING

ASTW1- Thesis Writing Proposal- Administration and Supervision

3 units

This is a process-oriented writing course that is designed for advanced MAEd students who want to improve their research skills beyond what they learned in methods classes. This course's goal is to get them started on their thesis proposal writing and to become competent in basic research designs, which includes making decisions about matching research designs to specific research problems. Furthermore, students will gain a better understanding of the issues to consider when deciding on the overall evaluation of their research. Students will learn how to develop literature for their research topic as well as potential methodological approaches. The emphasis during this training will be on how to construct a research question that can be empirically addressed. While the primary focus of this course is on thesis proposal writing, it also refreshes them on basic research concepts such as conducting literature reviews, understanding theory, defining research problems and methods, collecting and analyzing data, communicating findings, and applying research to solve educational problems. Students should also be able to understand the goals, assumptions, and logic underlying research methodologies.

MAEDTW2 - Thesis Writing Oral Defense

3 units

The final and most important requirement for receiving a Master of Arts in Education is the completion of a substantial and original independent research project. The creation of a master's thesis describing as the research project and its results, as well as the defense of the project against challenges posed by the student's faculty, Thesis Committee members, demonstrate successful completion of this requirement. The Thesis Committee assesses the quality of the thesis proposal and the thesis defense to determine whether the student has successfully completed this final requirement for the master's degree.