Department of Higher Education

Master of Arts in Higher Education (online)
Student Handbook

Academic Year 2020/21
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Welcome

Welcome to the online Master of Arts in Higher Education program in the Department of Higher Education at The University of Mississippi. The Master of Arts in Higher Education (online) provides professional preparation for persons who are (or who will be) employed in the administration of various areas of postsecondary education. Students in the program will develop the requisite skills, competencies, and dispositions to fulfill these leadership roles at a diversity of types of institutions serving a wide array of enrolled students. This degree program is delivered online.

This degree program is delivered online in a cohort model. Students complete 30 credit hours, taking two courses per semester. Admission is available beginning in either the Fall or Spring term.

This handbook contains information about the department, course offerings, and program policies. In addition to the handbook, students in the program should familiarize themselves with the university’s Graduate Catalog and Policy Directory. The Graduate Catalog contains specific information regarding admission policies, academic regulations, and requirements for degrees. Keep in mind that the Graduate Catalog establishes minimum university requirements, and it is within the right of a department or program to establish policies that exceed minimum standards.

The University of Mississippi is dedicated to supporting and sustaining a safe and scholarly community of learning dedicated to nurturing excellence inside and outside of the classroom. Each student has a duty to become familiar with University values and standards reflected in University policies, and each student has a duty to honor University values and standards reflected in University policies as outlined in the M Book.

Equity, Ethics, Inclusion, and Social Justice

The Higher Education Department notes the following definitions as informing its curricular and co-curricular offerings:

- **Equity** – Our programs seek to develop higher education leaders who are dedicated to equality of opportunity for all students, staff, and faculty as they engage in their educational and employment activities; who are aware of the ways in which societal, socioeconomic, cultural, familial, staffing, programmatic, instructional, assessment, and linguistic inequalities play themselves out in inhibiting that equality; and who call out and seek to address those inequities and to advocate for and promote fairness.

- **Ethics** – Our programs seek to develop higher education leaders who engaged in their professional responsibilities in ways that are congruent with the established ethical values of their chosen field and which are aligned with their commitment to equity and social justice.

- **Inclusion** – Our programs seek to develop higher education leaders who recognize the inherent worth and dignity of all people and who work to involve and empower people through both assuring opportunities for their knowledge and skills to be drawn upon and fostering belonging.
• Social justice – Our programs seek to develop higher education leaders who are committed to social justice and who evidence that commitment through their personal and professional engagement in social action to advance human dignity, justice, and equity across all human endeavors.

Program Curriculum

EDFD 609 The Cultural Context of Higher Ed
EDRS 605 Educational Research I
EDHE 655 Power, Persuasion, and Politics
EDHE 658 Organization and Governance of Higher Education
EDHE 660 History of Higher Education
EDHE 664 The Law and Higher Education
EDHE 665 Contemporary Issues in Higher Education
EDHE 669 Human Resources in Higher Education
EDHE 671 The College and the Student
EDHE 702 Program Planning & Assessment in Higher Education

Course descriptions are available at the following link: https://catalog.olemiss.edu/education/courses

Course Sequence for Fall and Spring Cohorts*

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*Students should be enrolled in six units each semester.

Continued Enrollment and Graduation Requirements

In addition to the policies outlined in the Graduate School catalog, students must (a) maintain an overall B average in all graduate courses; (b) earn a C or better in each graduate course; (c) not earn a C in more than one graduate course. Otherwise stated, students will be dismissed from the program for earning lower than a C in any course, a C in two or more courses, or having less than a B average (i.e., B-) in all graduate courses.

Students will be required to apply for re-admission into the program if they do not maintain continuous enrollment. According to the graduate school, “minimum enrollment to fulfill this
requirement is 3 hours of graduate-level course work for fall, spring, or summer terms, with enrollment for at least two of these three periods being required for any 12-month period.”

**Capstone Portfolio Project**

Students in the program are required to successfully complete a capstone portfolio project in their final semester of enrollment as a degree requirement. The capstone portfolio project will provide an opportunity to students to reflect on the knowledge, skills, and dispositions they have developed through their participation in the program and to integrate that reflection into professional development documents which may prove helpful as they move forward in their careers. More detailed information, including information on content, submission, and review, will be provided to students by the program’s Faculty Director throughout their program experience.

**Graduate School Graduation Process**

Students are required to adhere to the Graduate School’s policies, practices, and deadlines related to filing for graduation. Information on those is available here, and students are STRONGLY encouraged to review the information as they move into the final two semesters of their degree program. The [GS8 Application for Graduate Degree](#) is an important early step.

**Faculty Director for the M.A. in Higher Education (online) Program**

While any of the faculty or staff members in our department will be happy to help you in any way they can as you move through the degree program, an important part of the role of Faculty Director is to serve as a source of information, assistance, and advocacy for students when it comes to being successful in the program. The Faculty Director also serves as the advisor of record for all students in the program. The name and contact information for the Faculty Director is listed below:

Dr. George McClellan, Associate Professor
gsmcclel@olemiss.edu
(662) 915-4995
Higher Education Faculty

Neal H. Hutchens, J.D. (University of Alabama), Ph.D. (University of Maryland). Chair, Professor, and Co-Director of Ph.D. Program
Macey Lynd Edmondson, J.D. (University of Mississippi School of Law), Ph.D. (University of Mississippi). Graduate Program Coordinator and Clinical Assistant Professor of Higher Education.
Frank J. Fernandez, Ph.D. (Pennsylvania State University). Assistant Professor and Director of Ed.D. Program
Phillis George, Ph.D. (University of Wisconsin-Madison). Assistant Professor
Kerry Brian Melear, Ph.D. (Florida State University). Professor and Affiliate Faculty for School of Law and Director of M.A. in Higher Education/Student Personnel Program
Amy E. Wells Dolan, Ph.D. (University of Kentucky). Associate Dean, Professor, and Co-Director of Ph.D. Program
George S. McClellan, Ph.D. (University of Arizona). Associate Professor and Director of M.A. in Higher Education (online) Program
Whitney Webb, Ph.D. (The University of Mississippi). Assistant Dean and Assistant Professor

Higher Education Affiliated Faculty
Laura Antonow, Ph.D. (University of Mississippi). Instructional Assistant Professor and Director of College Programs for Outreach and Continuing Education
Katie Busby, Ph.D. (James Madison University). Instructional Assistant Professor and Director of Office of Institutional Research, Effectiveness, and Planning
Vera Chapman, Ph.D. (University of Mississippi). Adjunct Professor and Career Happiness Counselor, Vera V. Chapman, LLC and Career Advisor, Colgate University
Hilary Coulson, Ph.D. (University of California, San Diego). Visiting Assistant Professor
David Cox, Ed.D. (University of Illinois, Champaign-Urbana). Professor Emeritus of Educational Leadership, Arkansas State University
Kyle Ellis, Ph.D. (University of Mississippi). Instructional Assistant Professor and Director, Center for Student Services and First Year Experience
Deidre Faye Jackson, Ph.D. (University of Mississippi). Visiting Instructor of Writing, Department of Writing and Rhetoric
Sara Kaiser, Ph.D. (University of Mississippi). Adjunct Professor and Asst. Director, Office of Student Rights and Responsibilities, University of North Dakota
Janea McDonald, Ph.D. (University of Southern Mississippi). Adjunct Professor and Owner, Edge Consulting
Patrick Perry, Ph.D. (University of Memphis). Director, Lucky Day Program
Shannon Richardson, Ph.D. (University of Mississippi). Assistant Director of Campus Recreation
Mercy Roberg, J.D. (Stetson University College of Law). Adjunct Professor and Director, Office of Professional Education, Stetson University
Casey Cockrell Stuart, Ph.D. (University of Southern Mississippi). Instructional Assistant Professor and Program Manager, Women’s Council

Higher Education Staff
Kim Chrestman, Administrative Coordinator I
Student Personnel Association

The Student Personnel Association (SPA) is a registered student organization for individuals interested in the current status of higher education and the development of students. Our chapter of SPA at the University of Mississippi is made up of current graduate students, alumni, and faculty of the Higher Education/Student Personnel program as well as current professionals within the Division of Student Affairs. The SPA Executive Board works closely with the Department of Higher Education and the Student Affairs Professional Development Committee to offer professional development and networking opportunities for our members. More information about SPA is available here.

Needs Security

Any student who faces struggles to maintain secure food or housing and who believes this may affect their performance in the course is encouraged to contact the Dean of Students for support. Furthermore, please notify the Faculty Director if you are comfortable doing so. They will share any information on resources that they possess (adapted from Goldrick-Rab, 2017).

Information Technology Appropriate Use Policy

Students are reminded of their obligation under the university’s Information Technology Appropriate Use Policy. This policy sets forth the privileges of and restrictions on students, faculty, staff, and other users with respect to the computing and telecommunications systems offered by the University of Mississippi (UM). This includes desktop systems, hand-held computers, lab facilities, centralized servers, classroom technology, the wired and wireless campus networks, cloud-based services, etc. This policy defines and gives examples of various sorts of activities which are detrimental to the welfare of the overall community and which are therefore prohibited. It also describes the process by which violators are identified, investigated, and disciplined. It should be noted that certain legal activities are in violation of this policy and are prohibited with respect to University computing and network systems. This policy is designed to protect the University community from illegal or damaging actions by individuals, either knowingly or unknowingly. Inappropriate use exposes the University to risks, including virus attacks, compromise of network systems and services, and legal issues. This policy directly addresses copyright issues related to illegal downloads and peer-to-peer file sharing.

Student Information and Privacy in Online Education

The Student Information and Privacy in Online Education Policy applies to all credit-bearing online learning courses and programs offered by the University of Mississippi, beginning with the application for admission and continuing through to a student’s graduation, transfer, or withdrawal from study.
Students with Disabilities

It is University policy to provide, on a flexible and individual basis, reasonable classroom accommodations to students who have verified disabilities that may affect their ability to participate in course activities or meet course requirements. Students with disabilities are encouraged to contact their instructors to discuss their individual needs for accommodations. If a student is not already registered with the Office of Student Disability Services (SDS), that student should contact SDS as soon as possible by calling 662-915-7128.