Department of Higher Education

Program Leading to the

Master of Arts in Higher Education/Student Personnel

Residential MA—Emphasis in Student Affairs

Fall 2020

Student Handbook
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Welcome

Welcome to the Residential Master of Arts in Higher Education/Student Personnel program in the Department of Higher Education at The University of Mississippi!

The Residential M.A. program provides professional preparation for those who are or will be employed in the administration of student affairs, student life, student services, or other co-curricular positions at a college or university.

Most of our full-time master’s students hold graduate assistantships on campus. Half-time assistantships have a service commitment of 20 hours/week. In exchange, they cover fall and spring tuition and provide a stipend, the amount of which varies by site and the level of the graduate student. Quarter-time assistantships have a service commitment of 10 hours/week. In exchange, they cover 75% of fall and spring tuition and provide a stipend, the amount of which varies by site and the level of the graduate student.

This handbook contains information about the Department, course offerings, and program policies. In addition to the handbook, M.A. students 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.

Higher Education Faculty and Staff

Neal H. Hutchens, J.D., Ph.D.    Department Chair and Professor
Macey Edmondson, J.D., Ph.D.    Clinical Assistant Professor
Frank Fernandez, Ph.D.          Assistant Professor
Phillis George, Ph.D.           Associate Professor and Assistant Chair
George S. McClellan, Ph.D.      Associate Professor
Kerry Brian Melear, Ph.D.       Professor and Affiliate Faculty, School of Law
Whitney Webb, Ph.D.             Assistant Dean and Assistant Professor
Amy E. Wells Dolan, Ph.D.       Associate Dean and Professor

Kim Chrestman                  Administrative Coordinator I
MASTER OF ARTS (RESIDENTIAL) IN HIGHER EDUCATION/STUDENT PERSONNEL

The Residential Master of Arts in Higher Education/Student Personnel is a 36-hour program examining the various aspects of higher education administration. The program fosters a strong theoretical understanding of the underpinnings of college and university function, including the functions around student life. This program also provides professional preparation through practicum and graduate assistantship opportunities for those seeking full-time enrollment.

The program is designed for those who seek to work at a college or university in different administrative roles, such as financial aid, housing, or other areas of postsecondary education.

The Residential M.A. program is framed by the Professional Competencies articulated by the National Association of Student Personnel Administrators and the American College Personnel Association.1

A summary of those competencies follows:

Advising and Helping: Addresses the knowledge, skills and attitudes related to providing counseling and advising support, direction, feedback, critique, referral, and guidance to individuals and groups.

Assessment, Evaluation, and Research (AER): Focuses on the ability to use, design, conduct and critique qualitative and quantitative AER analyses; to manage organizations using AER processes and the results obtained from them; and to shape the political and ethical climate surrounding AER processes and uses on campus.

Equity, Diversity & Inclusions: Includes the knowledge, skills, and attitudes needed to create learning environments that are enriched with diverse views and people. It is also designed to create an institutional ethos that accepts and celebrates differences among people, helping to free them of any misconceptions and prejudices.

Ethical Professional Practice: Pertains to the knowledge, skills, and attitudes needed to understand and apply ethical standards to one’s work. While ethics is an integral component of all the competencies, this competency area focuses specifically on the integration of ethics into all aspects of self and professional practice.

History, Philosophy & Values: Involves knowledge, skills and attitudes that connect the history, philosophy and values of the profession to one’s current professional practice. This competency area embodies the foundations of the profession from which current and future research and practice will grow. The commitment to demonstrating this competency area ensures that our present and future practices are informed by an understanding or our history, philosophy and values.

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**Human & Organizational Resources**: Includes knowledge, skills and attitudes used in the selection, supervision, motivation, and formal evaluation of staff; conflict resolution; management of the politics of organizational discourse; and the effective application of strategies and techniques associated with financial resources, facilities management, fundraising, technology use, crisis management, risk management and sustainable resources.

**Law, Policy & Governance**: Includes the knowledge, skills and attitudes relating to policy development processes used in various contexts, the application of legal constructs, and the understanding of governance structures and their impact on one’s professional practice.

**Leadership**: Addresses the knowledge, skills and attitudes required of a leader, whether it be a positional leader or a member of the staff, in both an individual capacity and within a process of how individuals work together effectively to envision, plan, effect change in organizations, and respond to internal and external constituencies and issues.

**Personal Foundations**: Involves the knowledge, skills and attitudes needed to maintain emotional, physical, social, environmental, relational, spiritual, and intellectual wellness; be self-directed and self-reflective; maintain excellence and integrity in work; be comfortable with ambiguity; be aware of one’s own areas of strength and growth; have a passion for work; and remain curious.

**Student Learning & Development**: Addresses the concepts and principles of student development and learning theory. This includes the ability to apply theory to improve and inform student affairs practice, as well as understanding teaching and training theory and practice.

The degree culminates with a capstone project. The capstone project provides the opportunity for students to demonstrate the competencies developed in the program experience. More information on these competency areas is provided *infra*.

You should also regularly read higher education publications such as *The Chronicle of Higher Education* and insidehighereducation.com to remain current with developments in the field.
PROGRAM COURSES

Foundations Area:

EDFD 609: Cultural Context of Education  
EDRS 605 Educational Research I

Core Courses (required):

EDHE 656 Student Services in Higher Education (1st semester)  
EDHE 659 Finance of Higher Education  
EDHE 660 History of Higher Education  
EDHE 664 Law in Higher Education  
EDHE 665 Contemporary Issues of Higher Education  
EDHE 667 Practicum in Student Personnel Services  
EDHE 668 Practicum in Student Personnel Services (required only of students having no higher education work experience and no current assistantship in higher education)  
EDHE 671 The College and the Student (1st semester)

Elective Courses: (Six Semester hours if two practicum courses are taken and Nine semester hours if one practicum course is taken):

EDLD 630 Organization - Environment Interaction  
EDHE 651 Advanced Individualized Study (advisor approval required)  
EDHE 657 Comparative Higher Education  
EDHE 658 Organization & Governance of Higher Education  
EDHE 661 The Community College  
EDHE 662 College Teaching  
EDHE 663 Curriculum in Higher Education  
EDHE 668 Practicum in Student Personnel Services  
EDHE 669 Human Resources in Higher Education  
EDHE 670 Special Topics in Higher Education  
COUN 570 Multicultural Issues in Counseling  
COUN 680 Career Counseling  
EDRS 601 Educational Statistics I

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

The capstone project for the Residential M.A. in Higher Education/Student Personnel is designed to reiterate and highlight learning experiences developed throughout the course of the program and reflect the NASPA/ACPA competencies noted above. In its present format, it entails an online portfolio of learning experiences that are developed in EDHE 665, Contemporary Issues in Higher Education, which is to be taken in the final semester of coursework. More detailed information on the capstone provided is provided during that course, but students should be prepared to submit examples of sound academic work that supports their educational experience and to prepare an online portfolio to house that work. This will also aid completing students in the employment recruitment process.

GRADUATION REQUIREMENTS

Students should enroll in EDHE 656 (Student Services in Higher Education) and EDHE 671 (The College and the Student) during their first semester in the program. EDRS 605 (Educational Research I) is suggested during the first year of the program.

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.”

GRADUATE SCHOOL FORMS

All Residential M.A. in Higher Education/Student Personnel students should visit the Graduate School website and familiarize themselves with the various resources available. The general webpage is located here:

https://gradschool.olemiss.edu/home/

The Forms and Manuals Library, which contains information you will need as you proceed toward graduation is located here:
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. We strongly recommend that you become a member of SPA to further your professional development.

The SPA website is here:  https://www.highered.olemiss.edu/student-personnel-association-spa

OTHER USEFUL LINKS

COVID-2019 information:  https://coronavirus.olemiss.edu/

The academic calendar:  https://registrar.olemiss.edu/academic-calendar/

Student Disability Services:  https://sds.olemiss.edu/

Office of Diversity and Inclusion:  https://diversity.olemiss.edu/

J.D. Williams Library:  https://libraries.olemiss.edu/

Graduate Writing Center:  https://rhetoric.olemiss.edu/writing-centers/gwc/

Oxford/University Bus Routes:  https://outransit.com/

Graduate Student Organizations:  https://gradschool.olemiss.edu/student-organizations/

- Graduate Student Council
- Black Graduate and Professional Student Association
- Graduate Women’s Group
- International Student Organizations
- Oxford Campus Organization Listing