

Master of Education Program

STUDENT ORIENTATION



Concordia University's Mission:



**DEVELOPING
CHRISTIAN
LEADERS**



Student Support Coordinator

Your SSC will serve as your advisor during your entire program.

Your SSC is a good starting point for all questions.

If you do not know where else to go, contact your SSC.

Areas of Study

- **Our Program:**

- 600+ grad students working on the M.Ed. degree throughout the State of Texas and online

Educational Administration

Instructional Leadership

Differentiated Instruction

Advanced Literacy

Sports Administration

Special Education



Educational Administration

EDAD

- Will meet principal certification requirements as set forth by the State of Texas
- Will display ethical and Christian leadership skills necessary to help students grow in a healthy and productive manner
- Will display all the skills necessary to be a successful administrator in private or public schools
- Will be trained in federal, state and local laws, policies and procedures
- Will complete a practicum as an acting administrator at the campus or district level

Education Administration

MED 5303	Curriculum Design and Practice
MED 5308	Ethics and Leadership in Education (Benchmark One part 1)
MED 5309	Differentiated Instruction & Learning Theory
MED 5305	Educational Research (Benchmark One part 2)
EDAD 5154	Practicum One (Benchmark Two)
EDAD 5323	Evaluation and Assessment in Education
EDAD 5322	Legal Foundations of Education
EDAD 5155	Practicum Two (Benchmark Three)
MED 5351	School Diversity Leader
EDAD 5352	School Resource Leader
EDAD 5156	Practicum Three
EDAD 5353	School Professional Development & Continuing Education Leader

Instructional Leadership

MED 5303	Curriculum Design and Practice
MED 5308	Ethics and Leadership in Education
MED 5309	Differentiated Instruction & Learning Theory
EDAD 5323	Evaluation & Assessment in Education
EDAD 5322	Legal Foundations of Education
EDAD 5351	School Diversity Leader
EDAD 5352	School Resource Leader
MED 5305	Education Research
EDAD 5353	School Professional Development and Continuing Education Leader
MED 5312	Academic Coaching

Instructional Leadership

IL

The instructional leadership sequence will provide opportunities to develop appropriate academic and administrative skills and procedures vital to a successful educational setting in public or private schools. Candidates will gain knowledge about theories that drive the educational process. Candidates in this program will not be eligible to seek certification as a principal in Texas.

EDAD Benchmarks

1. First Benchmark:
 - Interview during MED 5308
 - Paper due during MED 5305
 - Must pass both to continue to EDAD 5154
2. Second Benchmark: EDAD 5154
 - Pass practice exam twice with 285 or higher during EDAD 5154 (using Certify Teacher software)
 - Must pass EDAD 5154 to continue into EDAD 5155
3. Third Benchmark: EDAD 5155
 - Take and pass TExES 068 (Texas State Exam) within first 4 weeks of course (if student does not, they will be required to attend remediation)
 - Must pass TExES 068 to continue to EDAD 5156
 - Submit paperwork for practicum EDAD 5156

*Students must pass all three benchmarks in order to move forward into the Principal Certification specialization

*If students do not pass the benchmarks, they will be counseled to move to MED 5312 (Instructional Leadership) and will not be eligible for the principle certification

EDAD Changes 2018

TEExES 268

- There will be six Principal Domains
 - School Culture
 - Leading Learning
 - Human Capital
 - Executive Leadership
 - Strategic Operations
 - Ethics, Equity, & Diversity
- Students will continue to take a 100 question (plus field test questions) multiple choice test which may include video – 60% of the final grade.
- New for 2018 will be the addition of 4-6 constructed response questions – 40% of the final grade.

EDAD Changes 2019

Performance Assessment for School Leaders (PASL)

- This is an untimed portfolio submission with three tasks based on fixed registration and submission dates
- The tasks will focus on instructional leadership in schools, allow for extended responses for candidates to show deep understanding and reflection, video responses will provide direct access to the candidates performance, & authentic personalized materials that reflect their own practice can be submitted
- PASL will include: data collection, research, communication, connecting instruction and student learning, feedback on impact, & the use of rationales/examples in a written commentary response to guiding prompts
- Candidates writing should be descriptive, analytic, and reflective and include artifacts and a 15 minute video in Task 3
- Three Tasks must be completed by each student:
 - Task 1 – Problem Solving in the Field
 - ID a problem, research & develop a plan, implement the plan, reflect on the plan and resolution
 - Task 2 – Supporting Continuous Professional Development
 - Design building level Professional Development, implement the PD, Analyze 3 participants' responses, & reflect on the PD
 - Task 3 – Creating a Collaborative Team
 - ID a team, develop a plan, implement the plan, & reflect on the effects

Other needed information

- You are responsible for finding a campus in which to do your internship.
- Your principal must give permission for you to do your internship. Get this permission now. Don't wait until the last minute and then get turned down. You will have a form to complete during EDAD 5154 to show your mentor is ready to work with you during the practicum semester.

Portfolio

- Complete an E-Portfolio based on your experiences in the educational administration program. The E-Portfolio must reflect the five standards you should have mastered in the program and during your practicum. Detailed information is available in the Educational Administration Handbook.



Faculty

- All faculty have terminal degrees (PhD or EdD)
 - Academic Deans
 - Principals / Assistant Principals
 - Superintendents
 - Educational Consultants
 - Researchers
-
- “Our M.Ed. program offers challenging opportunities creating a lifetime of inquiry and professional accomplishment.”
 - Adjunct Faculty



Attendance

You may miss up to 4 hours of total class time per course.

Missing more than 4 hours will result in being dropped from the class.

Missing the first night of class in the program can result in being dropped from the program.

Missing the first night of class of any subsequent class can result in being dropped from that class.

Communicate with your SSC and professor.



Academic Standing Progression

- All graduate students must maintain **at least a 3.0 GPA** throughout the program.
- Students are *automatically* placed on academic probation for the following term at the end of any semester in which their cumulative GPA falls below 3.0.
- The student will have one 16-week semester to get their GPA to 3.0 or better. If achieved the student will be returned to good standing. If after the probationary period ends the required GPA is not achieved the student will be dropped from the program.
- After a student has been placed on probation once, any subsequent cumulative GPA of less than 3.0 may result in dismissal from the program.

Tuition Refunds

- Prior to the first class meeting: 100% refund
- After the first class meeting and before the second class meeting: 50% refund
- After the second class meeting: 0% refund
- Communicate with your SSC or admissions



Academic Integrity

- Concordia Students are expected to practice academic honesty at all times. This includes avoiding all forms of dishonesty such as but not limited to:
 - Plagiarism
 - Fabrication
 - Cheating
 - Academic Misconduct such as tampering with grades or transcripts.

Textbooks

Order textbooks before class begins

CTX Bookstore:

512.313.4850

<http://www.concordiabookstore.com/>

cub@texasbook.com

- Provide Class Number
- Books can be shipped to your door



Book Vouchers

- Email your Tuition Planner **before** contacting the bookstore to confirm you are eligible to use a book voucher.
- Must be requested via email (cub@texasbook.com) or through the bookstore website (www.concordiabookstore.com) and include:
 - Student Name and Mailing Address
 - Course Name/Number
 - Student's Banner/CTX ID (B00)





Technology and IT Assistance

Helpdesk

512-313-HELP (4357)

helpdesk@concordia.edu



Technology and IT Assistance

- **CTX.edu e-mail**
- **MyInfo** – (<http://myinfo.concordia.edu>)
- **Blackboard**

MyInfo Access

Overview:

- Look up Classes
- View Schedule or Unofficial Transcript
- View Grades
- Student Account Information / Financial Aid Information

Accessing your MyInfo:

- From www.concordia.edu and select MyInfo
- Enter Secure Area.
- Use your Banner/CTX ID# as User ID (B00123456)
- Enter your 6-digit PIN number sent to your CTX email

Library Staff <http://www.concordia.edu/resources/ctx-library/about-the-library/library-staff/>

Three librarians:

- Mikail – Director of Library Services
- Marcus – Assistant Director and Systems Librarian
- Angelica – Head of Public Services



Concordia University Texas Library

www.concordia.edu/library

All available 24/7

From anywhere with an Internet browser

- **170,000+ eBooks**
- **Online Reference Tools** (e.g. Research Starters)
- **100 plus subscription databases** with access to 100s of thousands of full-text articles
- **50,000 plus in-house print and media resources**



“Jump Start”

CTX Library



Library Hours


Regular Hours

Spring 2016:
Jan. 11 - Apr. 22

Mon.-Thu. 7:15am-11pm
Fri. 7:15am-5pm
Sat. 10am-4pm
Sun. 2pm-10pm

See the [Library Calendar](#) for hours during the year.

All Resources | **Databases** | e-Books | Library Catalog



Jump Start is a Discovery (EBSCO) search function that retrieves resources across most of our library holdings.

Keyword

[Advanced Search](#)

Contact Information

Phone: 512.313.5050
Text: 512.981.7550

Questions? Email: library@concordia.edu

[Chat Live with Us](#)

[Library Staff](#)

Things to Know about *Jump Start*


Jump Start searches all standard databases

after you enter your search term, you can

- Limit resources by discipline (advanced search)
- Restrict by full-text and scholarly/peer reviewed journals* (limiters on the **left** on the main results page) **some non-scholarly stuff like book reviews still get in, but it is a good start (you still have to use your brain!)*
- Grab citations in MLA, APA, or Chicago/Turabian (humanities) format (options on **right** when an item is open).
- There are still **specialized databases** by discipline that you can't get from Jump Start: *Stat!Ref*, Standard & Poor's *NetAdvantage*, *Hoovers*, parts of *Lexis/Nexis* and *Eric*. Go to the **Databases** TAB and pick the ones you want by subject/title.
- Don't overlook **excellent newspaper resources** (you will exclude these if you always pick scholarly/peer-reviewed, so don't if you want news sources): *NY Times* (back to 1850s); *LA Times*; *Christian Science Monitor*; *Wall Street Journal*; and local papers on *Access World News*; etc. Go to **Databases** TAB (title).

Research Help

All Resources | Databases | e-Books | Library Catalog



Jump Start is a Discovery (EBSCO) search function that retrieves resources across most of our library holdings.

Keyword

Search

[Advanced Search](#)

[Tweet](#) [Like](#) [Share](#) 0

Contact Information

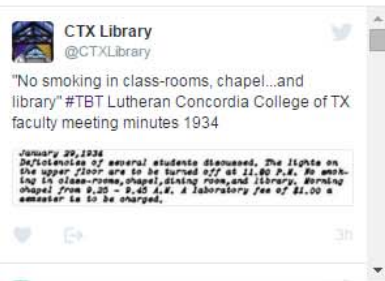
Phone: 512.313.5050
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Chat Live with Us

Library Staff

Tweets by @CTXLibrary



CTX Library
@CTXLibrary

"No smoking in class-rooms, chapel...and library" #TBT Lutheran Concordia College of TX faculty meeting minutes 1934

January 29, 1934
De/olences of several students discussed. The lights on the upper floor are to be turned off at 11:00 p.m. No smoking in class-rooms, chapel, dining room, and library. Smoking chapel from 9:00 - 9:45 a.m. A laboratory fee of \$1.00 a semester is to be charged.

3h

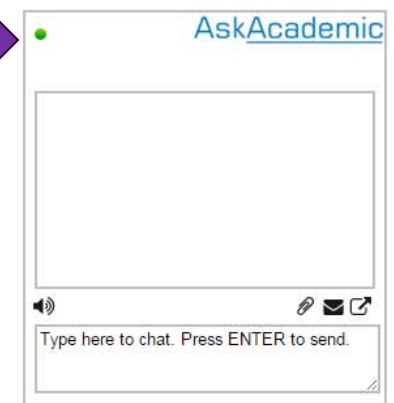
[Embed](#)

[View on Twitter](#)

CTX Library

- Research Help
- About the Library
- e-Books Online
- e-Books
- **Flipster**: a next-generation magazine e-reader for select popular titles (for enhanced features, mobile users may install the free Flipster app available for iOS and Android devices).

Chat Live with Us



[AskAcademic](#)

Type here to chat. Press ENTER to send.

Research Help



- *RESEARCH HELP*
- Handouts and Guides to help with **citations** (MLA, APA, Chicago/Turabian, others); **plagiarism and copyright issues** and how they differ; **writing resources** like the **punctuation pattern sheet** or **when to use a quotation, paraphrase or summary**.
- Information about **citation tools, like Zotero**, and others.

Research Help Continued!



- ***RESEARCH HELP***

- Under “Other Libraries” upper left in the box, you can find **links to other libraries** (which might be nearer if you want something specific or just a good place to study) and information about getting a **TexShare card**.

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- **Remember if you need help with these resources or anything else on the library page, you can email us at library@concordia.edu, you can text us as 512.981.7550, or you can call us at 512.313.5050, or you can chat with a librarian (24/7) at [AskAcademic](#).**

If it is a citation only, how can I get the text?

CTX Library uses interlibrary loan (ILL) to get you full text articles that are not available via our databases.

upside: little or no cost to you

downside: time (can take up to a week or more)

For an interlibrary loan, email:

library@concordia.edu

(Note: The more complete the citation you email us,
the faster you'll get it back; it helps to let us know cost limit too!)



Questions?

CTX Library Contact

Information:

512-313-5050

library@concordia.edu

Text-a-Question Option for Mobile Phone Users:

512-981-7550

AskAcademic (24/7 most days)

A live librarian on the other
side – chat whenever!

[http://www.concordia.edu/
resources/ctx-library/](http://www.concordia.edu/resources/ctx-library/)





Tutor.com



Online Dean's Welcome Message

Students,

I would like to personally welcome you to CTX's online community. We strive to provide a valuable college experience with coursework designed to fit your educational needs. Our goal is to deliver the same quality education to you that Concordia University Texas provides at its physical locations.

As you begin your coursework, please keep in mind our school's 2015-2016 academic year theme, "Think on These Things", which comes from Philippians 4:8. It is a reflection on Concordia Texas' purpose which, simply stated, is to cultivate truth, beauty and goodness.

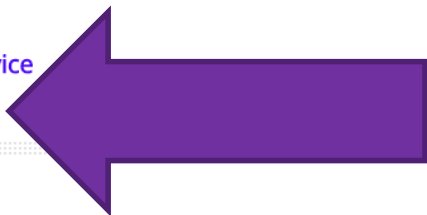
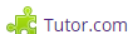
The Online Center looks forward to working with you!

Sincerely,

Alex Herron, Ed.D.
Online Center Dean

Online Student Handbook

24/7 Online Tutoring Service



Available courses

Faculty Resource Center

Faculty Portal



MED 5303 - 01 - Demo - Course

MED 5303 is a study of various models of curriculum development and how they are used at the local school level. Pedagogical approaches along with local ISD



HELP CENTER

- Knowledgebase
- Chat Support
- Email Support
- Phone Support

CONCORDIA GOOGLE APPS

<http://gmail.ctx.edu>

NAVIGATION

- Home
 - My home
 - Site pages
 - My profile
 - Courses

ONLINE STUDENT ORIENTATION

- Orientation Presentation
- Orientation Script
- Orientation Slides

Tutor.com

- Offers 24/7 assistance with an expert tutor
 - Writing Center offers real time writing assistance
 - Asynchronous writing assistance
 - For more information www.concordia.edu/onlinetutoring
 - Available through Moodle on any computer and on mobile devices

Services for students with disabilities

- Concordia University Texas makes every effort to provide reasonable accommodations for students with disabilities according to federal guidelines.
- Students needing accommodations should send a completed Intake form along with any documentation of a disability to Ruth Cooper, Director of the Student Success Center.
 - Ruth.cooper@concordia.edu
 - 512-313-5031 (office)
 - 512-313-5039 (fax)
- More information about services and the Intake form can be found at this link:
- http://www.concordia.edu/page.cfm?page_ID=1568

Course Expectations

- Read the syllabus carefully to understand course procedures and policies.
- Be prepared for class.
- Communicate with your professor.
- If you have a question, don't hesitate to ask!



Important Reminder

- If you have not already:
 - Please confirm your acceptance in order to be registered for the upcoming Fall semester

Required Forms

- Concordia Code of Ethics (signature page)



Questions?

THANK YOU!



**WELCOME TO
CONCORDIA
UNIVERSITY
TEXAS!**

