

Master of Art Education Handbook



TEXAS TECH UNIVERSITY
College of Visual & Performing Arts

School of Art™

2009

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A. The Texas Tech University (TTU) Master of Art Education (MAE) Program

The TTU MAE Program is unique in that it is a studio- based program designed to meet the needs of the working teacher through online courses and summer classes held at the TTU Center in Junction, Texas. Classes are also available during the Fall and Spring semesters at the main TTU campus in Lubbock, Texas. The MAE program supports art educators with contemporary social theories and strategies that strengthen their classroom, studio practice and research in relation to art and visual culture.

B. Eligibility for Application to the MAE Program

Typically, MAE Program applicants hold a Bachelor of Fine Arts (BFA) or Bachelor of Arts (BA) in Art Education. Persons with undergraduate or graduate degrees in related fields such as Architecture, Museum Science, and Art History are also encouraged to apply. Applications from undergraduate and graduate students in unrelated fields will be considered. However, for accepted unrelated field students, a number of leveling courses above the minimum MAE Program curriculum may be prescribed. The Graduate Record Exam (GRE) is not a requirement, and is not considered as a basis for program acceptance.

C. The Online Application Process

Applicants must complete and submit the TTU Graduate Admissions Application which is available online at www.depts.ttu.edu/gradschool/. Additionally, a separate application form must be submitted to the School of Art. This form is also available online at www.depts.ttu.edu/cvpa/. At these websites, student submissions of transcripts, a letter of intent, letters of recommendation, and applicable portfolios are directed. Lastly, an in-person or telephone interview with the coordinator of the MAE program is required. The phone number for the MAE coordinator is (806) 742-3825 x 257. The MAE coordinator is also available to answer questions for prospective applicants prior to the application process.

D. Notification of Acceptance

Official notification of acceptance or non-acceptance to the MAE program is made to the applicant via mail in a timely manner subsequent to the receipt of all required submissions.

E. Transfer Credit Hours

Up to six graduate hours from accredited universities or colleges may be applied toward a TTU MAE degree.

F. Curriculum and Program Graduation Requirements for MAE students

The MAE program is comprised of a minimum of 36 semester hours of graduate coursework which includes:

Art Education courses – 12 semester hours (required)

All required art education courses are taught by the School of Art faculty at either the main campus in Lubbock or at TTU Center in Junction, Texas during the summer.

- Art 5360: Art Seminar: Various topics (may be repeated)
- Art 5361: Critical Pedagogy in the Visual Arts (online)(required)
- Art 5362: Historical Survey of the Teaching of Art
- Art 5363: Research Methods in the Visual Arts (required) (may be repeated)

Related Art Courses – 9 to 12 semester hours (online)

All related art courses can be taken at the main campus in Lubbock or at TTU Center in Junction, Texas during the summer. For a complete listing of courses offered at TTU Center, Junction or at main campus Lubbock visit www.art.ttu.edu. Below are examples of types of related art courses offered:

- Photography
- Painting
- Ceramics
- Drawing
- Digital Imaging
- Jewelry
- Sculpture
- Printmaking
- Web Design/Video Editing
- Intermedia Arts
- Glassblowing

Minor – 6 – 9 semester hours (courses taken inside or outside the School of Art)

Courses shown below from related fields can be taken at the main campus in Lubbock, at the TTU Center in Junction, or approved as transfer hours from another accredited university or college. Classes from other disciplines will be considered on a case-by case basis.

- Education
- Anthropology
- Business
- Science
- Architecture
- Technology
- Literature, Music, or Dance
- Special Needs
- Additional Studio or Visual Studies Classes

Capstone Project – 6 semester hours (choose one option)

A student's MAE committee for any of the three options described below will include two art education faculty members from the School of Art. The third member may be selected by the student from the TTU graduate faculty. The choice of one of the following three options is in lieu of a comprehensive exam.

- Art 6000: thesis (for those planning to pursue a Ph.D. and publication)
- Art 6001: professional report (for those interested in developing a project)
- Art 6002: artistic/studio exhibition

The MAE program does not offer a comprehensive exam option.

The capstone of thesis, project development, or exhibition may be completed at a distance via advisor and committee electronic communication with one or two visits to campus for the proposal and final presentation. Exhibition location may be negotiated if the MAE committee is able to travel to the site selected.

G. Scholarship and Financial Aid Information

Scholarship and financial aid information is available at the following websites:

www.financialaid.ttu.edu; www.advising.ttu.edu; www.campuslife.ttu.edu

H. Potential for Paid Teaching Assistant or Graduate Assistant Positions

In order to be eligible for a paid teaching assistant or graduate assistant position, in a given semester, the MAE student must take a minimum of 9 graduate hours, have at least a 3.0 grade point average, and be located at the main campus in Lubbock. Applications are made through the School of Art.

I. MAE Courses Taught at TTU's Satellite Campus/Junction, Texas

TTU Center Junction, Texas is located in Texas' hill country skirting the Llano River just west of Kerrville. Here summer studio and visual studies courses are held during two sessions which run three weeks each session. A session provides three semester credit hours for the student. For a description of courses offered and for registration visit www.ttu.edu.

J. Process for Resolving Substantial Academic Issues

Following is the TTU College of Visual and Performing Arts process for resolving issues which may present themselves during the course of the program. This information is also available at <http://www.depts.ttu.edu/cvpa/students/academicdisputes&appeals.asp>

Procedures for addressing academic issues disputed by graduate students

Graduate students shall follow one of the two following procedures for resolving disagreements with faculty involving substantive academic issues. The first is a departmental process described herein; the second is a more formal process that requires several of the steps established within the departmental process and that may culminate in a hearing convened by the Graduate School (see OP64.07). Students must follow the departmental process as initial attempts to resolve academic disagreements; failure to do so could result in disciplinary action up to and including suspension from the program.

The departmental process requires the student to discuss the complaint with the Graduate Advisor or Graduate Coordinator (the student can proceed directly to Chair or Director if the Graduate Advisor / Coordinator is a party named in the complaint). If the matter is not resolved at this stage, the student discusses the complaint with the Chair or Director, who issues a summary judgment. (If the Chair or Director is involved in the complaint, the student contacts an Associate Chair or Director of the unit.) Should the student be dissatisfied with the outcome, he/she notifies the Chair, Director, or Associate and requests a hearing by a GAC. The unit administrator then confers with the Dean or Associate Dean charged with graduate and faculty issues to ascertain whether the dispute meets criteria for a hearing by the GAC as the culmination of the departmental process to resolve such issues (see also individual unit handbooks for graduate students).

The Graduate Academic Committee

The GAC decides substantive academic disputes between graduate students and faculty. Such disputes are referred to it as the final stage of the departmental process of complaint described above. The committee does not address issues for which other procedural means are specified, e.g., grade appeals, employment, harassment, and the like. Formal appeals proceed according to provisions specified in OP64.07.

The GAC is convened on behalf of the dean, ordinarily by the associate dean charged with graduate and faculty issues. Membership is selected ad hoc from (in order of preference) faculty members from the student's home unit who are not involved in the dispute, CVPA Graduate Committee members, CVPA Awards & Research Committee members, and/or other qualified faculty members in the CVPA. To the extent that it is feasible, the committee should include faculty who have experience with programs equivalent or similar to that of the complainant. The dean's representative, in consultation with the home unit's chair or director, invites a graduate student who participates as a fully-functioning member of the GAC.

Process for GAC Consideration

The student must provide a written statement specifying the nature of the disagreement, the faculty member(s) involved, and evidence or documentation supporting issues or charges to be addressed. Faculty member(s) involved in the disagreement will receive a copy of this statement and will be invited to provide a written response to issues raised by the complainant and to provide supporting documentation or evidence.

The GAC will meet to consider the disagreement; both student and faculty member(s) involved are invited to attend the meeting but need not do so. The GAC may require an additional meeting(s) should circumstances warrant, and concludes its deliberations in private session. If members cannot arrive at decisions by consensus, vote(s) shall be taken in which a simple majority prevails. The dean's representative votes only should a tie vote need to be broken. The dean's representative issues GAC findings, recommendations, and rationale for recommendations using a standardized form. This is addressed to the dean and is copied to chair or director, the parties involved in the disagreement, and to the unit's appropriate graduate advisor.

This policy is effective on the date of its publication.