Educational Administration (EADM)

Courses

EADM 514A. School Business Management and Service Functions: Purchasing, Warehousing and Inventory. 2 Units.
A variable topic course on management and service functions in the school business office. May be repeated for credit as topics change.

EADM 514B. School Business Management and Service Functions: Risk Management. 2 Units.
A variable topic course on management and service functions in the school business office. May be repeated for credit as topics change.

EADM 514C. School Business Management and Service Functions: Facilities Planning, Construction. 2 Units.
A variable topic course on management and service functions in the school business office. May be repeated for credit as topics change.

EADM 514D. School Business Management and Service Functions: Facilities Planning, Construction. 2 Units.
A variable topic course on management and service functions in the school business office. May be repeated for credit as topics change.

EADM 514E. School Business Management and Service Functions: Maintenance, Operations and Transportation. 2 Units.
A variable topic course on management and service functions in the school business office. May be repeated for credit as topics change.

EADM 514F. School Business Management and Service Functions: Employee Supervision. 2 Units.
A variable topic course on management and service functions in the school business office. May be repeated for credit as topics change.

EADM 542A. Seminar in Educational Administration. 1 Unit.
Prerequisites: graduate standing or consent of instructor
Intensive study of topics and problems in education. May be repeated for credit as subject matter changes and with consent of instructor.

EADM 542B. Seminar in Educational Administration. 2 Units.
Prerequisites: graduate standing or consent of instructor
Intensive study of topics and problems in education. May be repeated for credit as subject matter changes and with consent of instructor.

EADM 542C. Seminar in Educational Administration. 3 Units.
Prerequisites: graduate standing or consent of instructor
Intensive study of topics and problems in education. May be repeated for credit as subject matter changes and with consent of instructor.

EADM 542D. Seminar in Educational Administration. 4 Units.
Prerequisites: graduate standing or consent of instructor
Intensive study of topics and problems in education. May be repeated for credit as subject matter changes and with consent of instructor.

EADM 601. Educational Leadership and Ethics. 4 Units.
Prerequisites: admission to Educational Administration program or consent of program coordinator
Introduction to school administration including leadership, vision, and ethics. Explores the theory and practice of school administration and restructuring. The leadership focus includes shared decision-making, problem solving, change management, planning, conflict management, evaluation, and school culture and climate. Must be taken during the first quarter of the program concurrently with EADM 603.

EADM 602. Research Methods in Educational Administration. 4 Units.
Prerequisite/Corequisite: EADM 601, EADM 603, and consent of program coordinator
Introduction to qualitative, quantitative and action research for school administrators using APA guidelines. Includes a proposal for an action research project.

EADM 603. Application of Leadership, Ethics and Organizational Theory. 1 Unit.
Prerequisites: admission to Educational Administration program or consent of program coordinator
Introduction to the assessment and fieldwork component of school administration including leadership, vision, and ethics. Initial assessment of candidate competence on the California Standards of Quality and Effectiveness for Preliminary Administrative Services Credentials. Candidates apply concepts of leadership, ethics and organization developed in EADM 601. Must be taken during the first quarter of the program concurrently with EADM 601.

EADM 607. Culture, Politics and Communication in Diverse Society. 4 Units.
Prerequisite/Corequisite: EADM 601 and EADM 603 or consent of program coordinator
Impact of educational administrators and collaboration with families and community members, responding to diverse community interests and needs, and mobilizing community resources. Emphasis on understanding, responding to, and influencing the larger political, social, economic, legal and cultural context.

EADM 610. Supervision and Evaluation of Teachers. 4 Units.
Prerequisite/Corequisite: EADM 601 and EADM 603, or consent of program coordinator
Supervision of classroom instruction including behavior management, using a variety of theories and models including developmental and clinical supervision. Planning and implementing staff development programs, procedures of documenting classroom teacher performance, and techniques of improving achievement of all students.
EADM 613. School Personnel Management. 4 Units.
Prerequisite/Corequisite: EADM 601 and EADM 603 and admission to the Educational Administration program
Recruitment, selection and evaluation of personnel at all levels of employment, including progressive assistance, conflict management, and file building. Laws and policy development in relationship to school district and collective bargaining.

EADM 617. Cultural and Political Experiences. 1 Unit.
Prerequisite/Corequisite: EADM 601, EADM 603 and EADM 607 or consent of program coordinator
Cultural and political experiences in diverse communities. Additional hours entailed.

EADM 619. Policy, Governance and Legal Aspects of Education. 4 Units.
Prerequisite/Corequisite: EADM 601 and EADM 603
Current laws and court decisions affecting public education with special emphasis on the laws of the State of California.

EADM 620. Practicum in Educational Administration. 1 Unit.
Prerequisite/Corequisite: EADM 601 and admission to Preliminary Administrative Services Credential or consent of program coordinator
Practicum for the Preliminary Administrative Services Credential is designed to fulfill the experiences required in the students induction plan. Student must receive approval of the Practicum Application Form and documentation of completion of an entry level administrative experience selected in consultation with instructor and district mentor. Ninety hours of experience is required.

EADM 621A. Fieldwork in Educational Administration I. 2 Units.
Prerequisites: EADM 601, 603, 610, 620, advancement to candidacy and permission of the program coordinator
Administrative fieldwork at the elementary and the secondary school level, coordinated with the district. Consists of a minimum of 60 hours of administrative fieldwork experience at the elementary and repeated at the secondary level for 2 units and 60 hours at each level for a total of 4 units. Formerly EADM 628.

EADM 621B. Fieldwork in Educational Administration II. 2 Units.
Prerequisites: EADM 601, EADM 617, EADM 621A and EADM 622
Administrative fieldwork at the elementary and the secondary school level, coordinated with the district. Consists of a minimum of 60 hours of administrative fieldwork experience at the elementary and repeated at the secondary level for 2 units and 60 hours at each level for a total of 4 units. Formerly EADM 628.

EADM 622. Curriculum, Instruction and Assessment. 4 Units.
Examines the California and national accountability systems and their impact on curriculum and instruction for both the school district and school site. Includes issues of norm and criteria referenced testing, the role of California state content standards in defining curriculum, instruction and assessment, and how diversity issues relate to accountability, curriculum, and instruction. Practice in use of technology for assessment and instructional decision making. Prerequisites/corequisites: EADM 601 and EADM 603 or consent of program coordinator.

EADM 625. School Finance and Business Management. 4 Units.
Prerequisite/Corequisite: EADM 601 and EADM 603 and admission to the Educational Administration program
Economics of school finances; evolution of the California School Finance Programs; fiscal relationship to county, state and federal agencies; school budget procedures; school accounting; financial management of categorical and special education funds; and the planning, financing, and management of school facilities. Formerly EADM 624.

EADM 626. Issues and Trends in School Administration. 4 Units.
Current theories, research and program in school leadership with an emphasis in practice of social justice, access and student achievement.

EADM 626A. Issues and Trends in School Administration: School Reform. 1 Unit.
Current theories, research and program in school leadership with an emphasis in practice of social justice, access and student achievement.

EADM 626B. Issues and Trends in School Administration: Common Core Standards. 1 Unit.
Current theories, research and program in school leadership with an emphasis in practice of social justice, access and student achievement.

EADM 626C. Issues and Trends in School Administration: S.T.E.M. Programs. 1 Unit.
Current theories, research and program in school leadership with an emphasis in practice of social justice, access and student achievement.

EADM 626D. Issues and Trends in School Administration: Special Education. 1 Unit.
Current theories, research and program in school leadership with an emphasis in practice of social justice, access and student achievement.

EADM 626E. Issues and Trends in School Administration: Internship. 1 Unit.
Current theories, research and program in school leadership with an emphasis in practice of social justice, access and student achievement.

EADM 630A. Internship Fieldwork in Educational Administration. 2 Units.
Prerequisites: consent of program coordinator
Field experiences for students enrolled in the Preliminary Administrative Services Credential Program, Internship Option.

EADM 630B. Internship Fieldwork in Educational Administration. 2 Units.
Prerequisites: consent of program coordinator
Field experiences for students enrolled in the Preliminary Administrative Services Credential Program, Internship Option. May be repeated to a maximum of 10 units. Formerly EADM 630.
EADM 660. Advanced Field Studies: Assessment. 3 Units.
Prerequisites: admission to Professional Administrative Services Credential program and permission of the program coordinator
The student, university faculty, and selected district personnel will complete a comprehensive assessment of the candidates utilizing multiple assessment measures and develop a plan for addressing identified needs and continued personal growth. This course is a requisite for or can be taken concurrently with EADM 664, 667, 670, 672, 675, and 678.

EADM 664. Principles of Leadership, Organizational Theory and Decision Making. 3 Units.
Prerequisites: admission to Professional Administrative Services Credential program, completion of, or concurrent enrollment in EADM 660, or permission of program coordinator
Seminar in principles of leadership and organizational theory including a review of leadership styles, a variety of management strategies and human relations skills, dynamics of team building, and effective decision-making are also studied.

EADM 667. Instructional Leadership for Program Development and Evaluation. 3 Units.
Prerequisites: admission to Professional Administrative Services Credential program, completion of, or concurrent enrollment in EADM 660, or permission of program coordinator
Seminar in practical and theoretical issues related to leadership, including effective schools, teacher supervision and evaluation, staff development, instructional management and support, quality control, and computer technology needs of the administrator. These topics provide an opportunity for reflection and discussion on instructional leadership as it relates to program components and development, program evaluation, and evaluation designs and implementation.

EADM 670. School Law. 3 Units.
Prerequisites: admission to Professional Administrative Services Credential program, completion of, or concurrent enrollment in EADM 660, or permission of program coordinator
Seminar on the impact of education law upon the educational administrator and how it can facilitate school leadership, including the study of judicial structure and dynamics of law cases and interpretations on administrative settings.

EADM 672. Human Resource Management. 3 Units.
Prerequisites: admission to Professional Administrative Services Credential program, completion of, or concurrent enrollment in EADM 660, or permission of program coordinator
Seminar in the theory and function of personnel administration as it relates to instructional leadership in schools. School personnel law is reviewed and applied to understanding of political relationships. Fiscal management of personnel resources as related to strategic planning.

EADM 675. School Business and Facility Management. 3 Units.
Prerequisites: admission to Professional Administrative Services Credential program, completion of, or concurrent enrollment in EADM 660, or permission of program coordinator
Seminar on trends and issues in school finance with emphasis on current and innovative procedures including development of a site-based budget; fiscal issues, attendance and student activity accounting; strategic planning; and the planning and utilization of school facilities.

EADM 678. Social Business and Facility Management. 3 Units.
Prerequisites: admission to Professional Administrative Services Credential program, completion of, or concurrent enrollment in EADM 660, or permission of program coordinator
Seminar on the political forces that propel public education at the local, state, and national levels, and the social issues that impact the operation of schools and school districts.

EADM 680. Advanced Field Studies: Evaluation. 3 Units.
Prerequisites: admission to Professional Administrative Services Credential program, EADM 660, 664, 667, 670, 672, 675 and 678 or permission of program coordinator
Exit fieldwork structured to provide the student with an evaluation by university faculty and selected district personnel of progress on the initial program assessment plan and development of a plan for continued growth as an effective school leader.

EADM 681. Vision and Student Learning. 3 Units.
Prerequisites: admission to the Administrative Services Professional Credential program or consent of program coordinator
Development, articulation, implementation, and implementation stewardship of a shared vision among diverse stakeholders to address achievement of all student groups.

EADM 682. Instructional Leadership. 3 Units.
Prerequisites: EADM 681
Shaping a collaborative culture of teaching and learning focused on student and professional growth.

EADM 683. Resource Management of the Learning Environment. 3 Units.
Prerequisites: admission to the Administrative Services Professional Credential program or consent of program coordinator
Management of a safe, respectful learning environment with established structures, policies, organization, operations, procedures and alignment of fiscal and human resources to focus on meeting the intellectual, linguistic, cultural, social-emotion, and physical needs of each learner.

EADM 684. Family and Community Engagement. 3 Units.
Prerequisite/Corequisite: EADM 683. Prerequisite: admission to the Administrative Services Professional Credential program or consent of program coordinator
Collaboration with families and other stakeholders to address diverse student and community interests and mobilize community resources.
EADM 685. Ethics and Integrity. 3 Units.  
Prerequisites: admission to the Administrative Services Professional Credential program or consent of program coordinator  
Demonstrating professionalism, ethics, integrity, justice, and equity through decision-making, modeling and behavior as administrators and expecting staff to hold to same standard.

EADM 686. External Context and Policy. 3 Units.  
Prerequisites: admission to the Administrative Services Professional Credential program or consent of program coordinator  
Prerequisite/Corequisite: EADM 685  
Influencing political, social, economic, legal and cultural contexts affecting education to improve education policies and practices.

EADM 687. Coaching and Assessment Practicum I. 2 Units.  
Provide the educational leader an individual assessment and support plan. Student will work with a certified coach on development of their administrative skills based on the California Professional Standards for Educational Leaders (CPSELS). First of six courses in a sequence.

EADM 689. Coaching and Assessment Practicum III. 2 Units.  
Provide the educational leader an individual assessment and support plan. Student will work with a certified coach on development of their administrative skills based on the California Professional Standards for Educational Leaders (CPSELS). Third of six courses in a sequence.

EADM 690. Coaching and Assessment Practicum IV. 2 Units.  
Provide the educational leader an individual assessment and support plan. Student will work with a certified coach on development of their administrative skills based on the California Professional Standards for Educational Leaders (CPSELS). Fourth of six courses in a sequence.

EADM 691. Coaching and Assessment Practicum V. 2 Units.  
Provide the educational leader an individual assessment and support plan. Student will work with a certified coach on development of their administrative skills based on the California Professional Standards for Educational Leaders (CPSELS). Fifth of six courses in a sequence.

EADM 692. Comprehensive Evaluation in Educational Administration. 4 Units.  
Prerequisite/Corequisite: EADM 627; advancement to candidacy and permission of program coordinator. Corequisite: EADM 999  
Review and preparation for the written comprehensive examination. Formerly EADM 633. Prerequisites EADM 601, EADM 603, EADM 607, EADM 610, EADM 613, EADM 617, EADM 620, EADM 621A and EADM 621B (or EADM 630), EADM 622, and EADM 625.

EADM 693. Coaching and Assessment Practicum VI. 2 Units.  
Provide the educational leader an individual assessment and support plan. Student will work with a certified coach on development of their administrative skills based on the California Professional Standards for Educational Leaders (CPSELS). Sixth of six courses in a sequence.

EADM 699. Masters Thesis in Educational Administration. 4 Units.  
Prerequisites: advancement to candidacy, EADM 601, EADM 602, EADM 604, EADM 607, EADM 610, EADM 613, EADM 616, EADM 619, EADM 622, EADM 625 and EADM 628 and permission of program coordinator  
Independent graduate research conducted under the direction of two program faculty members.

EADM 730. Politics, Legislative Action and Educational Change. 4 Units.  
Prerequisites: admission to the Ed.D. program; COMM 522; and PA 662 or MGMT 641  
Processes governing the development of educational policy, including significant laws, legal principles, recent litigation, board relationships and labor management relations. Focuses on connections between legislative and judicial action and the social, political and economic forces affecting education. Covers the interactions and relationships between public and charter schools.

EADM 732. Fiscal Planning and Facilities Management. 5 Units.  
Prerequisites: admission to the Ed.D. program; COMM 522; and PA 662 or MGMT 641  
Methods of financing public education. Identifies budgeting and accounting techniques used by school districts in support of the instructional process and considers legal requirements and public reactions to the financing of education and resource allocation to achieve student outcomes. Explores facilities issues. Four hours lecture and two hours practicum.

EADM 736. Instructional Leadership and Learning Strategies. 4 Units.  
Prerequisites: EADM 730 and 732  
Covers standards, curriculum, instructional strategies, supervision, trends, and innovations.

EADM 738. Assessment and Evaluation. 5 Units.  
Prerequisites: EADM 734 and EADM 736  
Assessment and evaluation of student learning, tests and measurements, measurement theory and using data for improvement. Four hours lecture and two hours practicum.

EADM 999. Comprehensive Examination in Education Administration. 0 Units.  
Prerequisites: approval of prospectus by the students advisory committee, advancement to candidacy, completion of all other required courses for the M.A. or consent of department  
Independent graduate research culminating in a written thesis.