

Workforce Development & Education



M.A. and Ph.D. Degree Programs

PROGRAM OBJECTIVE

The Workforce Development and Education section within the School of Physical Activity and Educational Services (PAES), offers two graduate degree programs:

- Master of Arts
- Doctor of Philosophy (Columbus campus only)

In general, the M.A. and Ph.D. programs prepare practitioners and scholars who work on strengthening the linkage between learning and performance.

AREAS OF SPECIALIZATION

At the M.A. level students can specialize in one of the three following streams, Human resource development and adult learning, career and technical education, and family and consumer sciences.

At the PhD level students can specialize in adult learning and teaching, human resource development, workforce development policy, and career and technical teacher education.

CAREER OPPORTUNITIES

The M.A and Ph.D. programs in WDE prepare advanced practitioners to design and implement education, training, organization and career development, and performance improvement programs in a number of professional settings. This includes technical and vocational schools, educational institutions, business and industry, and community and governmental agencies.

Graduates from the program work in many different fields and organizations where they are poised to be leaders linking learning and work. Recent graduates are employed as secondary school teachers, community college administrators, human resource development professionals, union managers, college professors, and community educators.

TIME OF STUDY

The graduate school does not impose a time limit on completion of the master's degree; however, courses taken more than four years earlier are subject to review and may no longer be acceptable to advisors and advisory committees.

Part-time programs in WDE are possible, but learners must meet minimum credit requirements. Students enrolled in the WDE program must take a minimum of six credit hours a quarter in addition to meeting the graduate school residency requirement. Most Ph.D. students in WDE complete the program on a part time basis. The length of the program will vary depending on job, family, and community commitments. The faculty on an annual basis reviews student progress.

PROFESSIONAL JOURNALS

WDE Section faculty are active in professional and scholarly journals. Students benefit by having the opportunity to observe first-hand how a peer-reviewed research journal functions, review sample manuscripts, and perhaps prepare manuscripts for submission. The WDE faculty serve as editorial reviewers for a variety of professional publications.

FACULTY AREAS OF SCHOLARSHIP

Ruth Dohner, Ed.D. (Penn State), Family and consumer sciences.

Joshua Hawley, Ed.D. (Harvard University) School-to-work transition, workforce development policy, comparative and international education.

Ronald L. Jacobs, Ph.D. (Indiana University) Human resource development, structured on-the-job training; partnership research, past editor of *Human Resource Development Quarterly*.

Susan Nell, M.S. (University of Dayton), Corrections Education

Anne Marie Orr, M.A. (The Ohio State University), Career and Technical Education

G. James Pinchak, Ph.D. (Bowling Green State University) Career and Technical Education Consultant, Teacher Educator

Dawn Snyder, Ph.D. (Indiana University), Human Resource Development

David Stein, Ph.D. (University of Michigan) Distance education/on-line learning, adult teaching and learning, adult education and social change, training of older workers.

Connie Wanstreet, Ph.D. (The Ohio State University), Adult Learning, Distance Education

Christopher Zirkle, Ph.D. (The Ohio State University) Career and technical education, teacher education, school-to-career transition.

FINANCIAL AID OPPORTUNITIES

The Workforce Development and Education section offers a limited number of half time graduate teaching assistant positions. Preference for these positions is given to doctoral students. WDE graduate associates assist faculty in delivering certain WDE courses and with administrative responsibilities. Information about these positions can be obtained by contacting the WDE Section Head, Dr. David Stein. He can be reached at stein.1@osu.edu or (614) 292-0988.

Applicants interested in these positions should complete a Teaching/Research/Administrative Associate application, available from the PAES Office of Student Services and Academic Programs and on the PAES web page at <http://www.coe.ohio-state.edu/paes> (click on the link for "Graduate Applications and Forms", then "Prospective Students Applying to the Graduate School" and "Graduate Teaching/Research/Administrative (TRA) Associateship Application").

In addition, graduate research assistant positions are often available through the Center on Education and Training for Employment (CETE), depending on the availability of project funding. These positions do not require the associateship application mentioned above, but may have their own application, obtained from CETE. Contact the Director of CETE for additional information at (614) 292-4353 or writing:

Office of the Director
Center on Education and Training for Employment
1900 Kenny Road
Columbus, Ohio 43210-1090

M.A. CURRICULUM IN WORKFORCE DEVELOPMENT & EDUCATION

As a student pursuing a Master's Degree in the WDE program there are two options for the program, a WDE program for those pursuing teacher licensure as the primary objective and a WDE program for those seeking to serve in non teaching positions (e.g., adult education, human resource development or research. You will first determine the primary area you wish to study. Make an appointment to review your selection with your advisor and schedule courses.

In addition, you must review the list of required courses found in the PAES Handbook. The handbook and the forms, as well as a quarter-by-quarter spreadsheet to assist you with the requirements of the school of PAES is available at:

www.education.osu.edu/paes/student-services/graduate-students.htm.

You will need to file a formal program plan with PAES Officer of Student Services.

After the program plan is agreed upon by the student and the advisor, the student completes a Program Plan form (available in the PAES Handbook and on the PAES website), has his/her advisor sign the form, and submits it to Tim Graham in 100 PAES Building.

Course Requirements M.A. (Non Thesis Option):

Core Classes (10 Hours)

Research (3 Hours)

Planning (9 Hours)

Program Development (12 Hours)

Performance Improvement (6 Hours)

Electives (10 Hours)

TOTAL = 50

Details of the program requirements follow:

The Master of Arts core courses are as follows:

EDU PAES 624: Foundations of WDE (4 hours)

EDU PAES 672: Adult Learning in Society (3 hours).

EDU PAES 757: Aspects of Human Resource Development (3 hours).

Research Courses—select ONE

AGR EDU 885: Introduction to Research Methods (3 hours)

AGR EDU 886: Research Design (3 hours)

EDU P&L 765: Introduction to Educational Evaluation (3 hours)

EDU P&L 785: Introduction to Inquiry, Principles, Strategies, & Techniques (3 hours)

EDU P&L 786: Introduction to Inquiry: Quantitative Methods (3 hours)

Planning (9 Hours Total)

EDU PAES 662: Determining Instructional Content of Technical Skill Training Programs (3 hours) _

EDU PAES 817: Developing Instruction for Business & Industry (3 Hours) _____

EDU PAES 935: Program Planning in Adult Education (3 hours)

Program Development (12 Hours Total)

EDU PAES 648: Adult Literacy Education (3 Hours)

EDU PAES 649: General Methods in Adult Education (3 Hours)

EDU PAES 663: Organizing Technical-Skill Training Programs (3 Hours)

EDU PAES675: Measuring Student Outcomes in Career and Technical Education (3 Hours)

Performance Improvement (6 Hours Total)

EDU PAES 811: Performance Analysis

EDU PAES 925.40: Workforce Development and Organizational Change
Electives (including Independent Study) 10 hrs

Thesis Option:

The thesis student will take the same courses but is required to complete a total of 45 hours as well as a formal thesis. The paperwork for a thesis is on the PAES Graduate School Handbook.

PH.D CURRICULUM IN WORKFORCE DEVELOPMENT & EDUCATION

The Doctor of Philosophy program provides the advanced knowledge and understanding necessary for individuals to serve as scholars, researchers, senior administrators, and leaders in a wide range of institutional and organizational settings related to workforce development and education.

Students typically enter the Doctor of Philosophy degree program after having gained considerable experience as a practitioner within some related area of professional practice, thus, students should already have an understanding of the major issues of the field and areas of interest for scholarly pursuit already in mind.

The curriculum is designed to be responsive to the academic and scholarly interests of individual students within the conceptual framework of workforce development and education. 135 credit hours are required for the degree. Students can be awarded 45 hours for a master's degree, with the remaining 90 hours distributed in courses at the doctoral level.

Students admitted to the Doctor of Philosophy degree program will take courses as designated below:

- Core Courses: 15 hours
- Research Requirement: 12-20 hours
- Cognate Courses: 20-35 hours
- Dissertation Research: 20-30 hours

The Doctor of Philosophy core courses are:

EDU PAES 911: Theoretical Perspectives on Workforce Development and Education (3 hours)

EDU PAES 912: Scholarly Perspectives of Workforce Development and Education (3 hours).

EDU PAES 913: Knowledge Generation in Workforce Development and Education (3 hours)

EDU PAES 932: Adult Learning Theory (3 hours).

EDU PAES 961: Policy Issues in Workforce Development and Education (3 hours).

Students admitted to the Doctor of Philosophy degree will be expected to complete the M.A. core courses, or show that they have completed similar courses elsewhere. The M.A. core courses are:

EDU PAES 624: Foundations of Workforce Development and Education (4 hours)

EDU PAES 672: Adult Learning in Society (3 hours)

EDU PAES 757: Aspects of Human Resource Development in Workforce Development and Education (3 hours)

Students generally have four cognate areas: one within WDE, one in research methodology, and two additional cognates based on the individual student's academic or scholarly interests and advice from their advisor.

The Doctor of Philosophy is a research-oriented degree program. Students are expected to maintain specific levels of interest and scholarly activity, in addition to their course work.

Before completing the General Examination, the WDE faculty believes that each student should have:

1. Identified a research focus for the dissertation and have undertaken some advanced study on the topic
2. Presented a research paper on his or her research focus to peers and faculty
3. Completed at least one of the following:

- Submitted a paper for presentation at a professional conference
- Submitted a manuscript for publication in a scholarly journal
- Authored a partnership research report for an external audience

The research requirement can be met through completing an appropriate quantitative or qualitative research sequence and this should be agreed to both by the student and the advisor. To facilitate discussion with your advisor students might look into the following research sequences:

1. AGR EDU 885: Research Methods (Autumn, 3 hours)
2. AGR EDU 886: Research Design (Winter, 3 hours)
3. AGR EDU 887: Analysis and Interpretation of Data (Spring, 3 hours)
4. AGR EDU 888: Instrumentation and Procedures for Data Collection (Autumn, 3 hours)
5. AGR EDU 995: Applied Multivariate Statistical Analysis I (Autumn, 3 hours)
6. AGR EDU 995: Applied Multivariate Statistical Analysis II (Spring, 3 hours)

Or:

1. EDU P&L 785: Introduction to Inquiry I: Principles, Strategies, and Techniques (Autumn, 3 hours)
 2. EDU P&L 786: Introduction to Inquiry II: Quantitative Methods (Winter, 3 hours)
- (With additional classes selected in conjunction with your advisor)

For qualitative research you might consider the following:

1. EDU P&L 798: Qualitative Research For Educators (3 hours)
2. EDU P&L 800: Qualitative Research In Education (3 hours)
3. EDU P&L 808 Experimental Design In Education I (3 hours)
4. EDU P&L 809 Experimental Design In Education II (3 hours)
5. EDU P&L 810 Experimental Design In Education III: Multivariate Statistical Methods (3 hours class/2 hours lab)
6. EDU P&L 966: Practicum In Educational Research and Evaluation (3 hours)
7. EDU P&L 967: Analyzing Qualitative Data in Educational Research (5 hours)

APPLICATION AND ADMISSION PROCEDURE

ADMISSION CRITERIA

Students enter the Master of Arts degree program from a variety of backgrounds and experiences. Individuals who presently serve in the workforce development and education field and desire career growth are well suited to pursue an advanced degree in this area. Those who desire a change from their present careers also pursue this degree. Students are admitted to the program with undergraduate degrees in a wide array of areas, including in business management, education, engineering, human resources, psychology, social work, or liberal arts. Specific criteria include:

- For the M.A. program, undergraduate grade point average of 3.0 or better; for the Ph.D. program, a graduate cumulative grade point average of 3.3 or better.
- Submission of scores for the GRE general exam. Scores of at least 500 on each of the sections is desirable. Applicants with lower scores are also accepted.
- Appropriate professional experiences.
- Stated commitment as a future practitioner in some aspect of workforce development and education.

Students not meeting one or more of the admission requirements may be admitted conditionally, based on the strength of faculty letters of support and judgments about the appropriateness of the degree program.

The application deadline is **January 15** for admission the following Autumn Quarter. All application materials must be submitted to Ohio State's Admissions Office and the Office of Student Services and Academic Programs by this date. Materials must be received by **January 1** for domestic applicants who wish to be considered for a University Fellowship. International applicants who wish to be considered for a University Fellowship must submit all materials by **November 28th**.

Applicants begin the application process at: <http://education.osu.edu/paes/gradapply>

MATERIALS TO BE MAILED TO OHIO STATE'S ADMISSIONS OFFICE

- 1) A completed Graduate School Application for The Ohio State University (on-line only)
- 2) An application fee: \$40 for U.S. citizens and permanent residents of the US, \$50 for international applicants. **This fee will not be waived or paid by the School of PAES.**
- 3) An official transcript from each college or university attended. It is not necessary to submit transcripts for courses taken at OSU
- 4) Test scores for a GRE exam taken within the last 5 years

International students must also include:

- 1) A completed OSU financial statement. This is found in the Graduate School application materials for international applicants.
- 2) Test scores for Test of English as a Foreign Language (TOEFL) or the Michigan English Language Assessment Battery (MELAB). Scores must be from an exam taken within the last 2 years. Demonstrated proficiency in English is required if you are from a country where the native language is not English. For more information about TOEFL and MELAB, please see the Graduate School application instructions.

MATERIALS TO BE MAILED TO THE SCHOOL OF PAES:

- 1) Three letters of recommendation and Reference Forms. Recommendations are to be written on letterhead stationery and attached to the Reference Forms.
- 2) Statement of Intent.
- 3) Vita or Resume
- 4) A copy of the transcripts from each college or university attended.

For additional information regarding this program, please contact:

**Office of Student & Alumni Services
School of Physical Activity and Educational Services
A100 PAES Building
305 West 17th Avenue
Columbus, OH 43210-1224
Phone: (614) 292-6787
Fax: (614) 292-7229
Email: paes@osu.edu
Website: <http://education.osu.edu/paes>**

