

# Graduate Student Handbook

## Masters' Programs in Agricultural Education, Communications & Leadership

### MISSION STATEMENT

Oklahoma State University is a modern comprehensive land-grant university that serves the state, national, and international communities by providing its students with exceptional academic experiences, by conducting scholarly research and other creative activities that advance fundamental knowledge, and by disseminating knowledge to the people of Oklahoma and throughout the world. Since its creation in 1890, Oklahoma State University has met its land-grant mission while evolving into a comprehensive research university with statewide, national, and international responsibilities.

Through the Graduate College, Oklahoma State University offers 115 options at the master's level. The four masters' degree options in the Department of Agricultural Education, Communications, and Leadership are among them. People of all ages and circumstances attend graduate school to gain opportunities for career advancement, to change careers, to improve the way they do their current jobs, or sometimes just to improve themselves. While often expanding on a student's undergraduate education, a graduate education can be tailored more directly to individual goals. Many students even get a graduate degree in disciplines unrelated to their undergraduate program.

Typically, in graduate school, there are no liberal arts course requirements. Students explore in-depth the theories and ideas of the major writers in a discipline. To complete the degree, they have to take courses, critically analyze research performed in a discipline, and perform their own research in the library, in a laboratory, or in the field. Students are often asked to understand and apply their knowledge to real-world situations.

The masters' programs in the Department of Agricultural Education, Communications, and Leadership are designed to prepare leaders in agricultural education, communications, and related fields. The faculty, staff, and students aspire to make the department the preeminent agricultural education, communications and leadership program in the nation.

**Department of Agricultural Education,  
Communications & Leadership  
Graduate Coordinator  
448 Agricultural Hall  
Stillwater, OK 74078  
(405) 744-8036 (405) 744-5176  
<http://aged.okstate.edu>**

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# MASTER OF SCIENCE DEGREE PROGRAMS

## Master of Science Admission Criteria

Applications are reviewed by the agricultural communications and agricultural education work groups on a continuing basis. Admission to the Master of Science degree programs in Agricultural Communications or Agricultural Education requires the following:

1. A bachelor's degree in an appropriate field from an accredited university;
2. An acceptable GPA in undergraduate studies (a minimum of 2.80 or 3.0 in the last 30 hours for admission without qualification);
3. Recommendations from three people knowledgeable of the applicant's professional qualifications;
4. A statement of purpose for pursuing the master's degree; and
5. Acceptable scores on the Graduate Record Examination (School Code–6456, Dept. Code–3908). GRE scores are considered as a part of the applicant's overall credentials.

## Master of Science in Agricultural Education

Oklahoma State University's graduate program in agricultural education is designed to prepare students for entry into or advancement in formal and nonformal teaching careers. This program also provides development of professional leadership skills for other careers in agribusiness, government service, extension, or adult education. This graduate program is among the most respected in the nation, with internationally recognized faculty and state-of-the-art laboratories.

The master's degree program in agricultural education, with its multiple options, provides a flexible program, which can be tailored to meet each student's unique situation. In addition to the wide variety of professional courses in agricultural education, offerings are also available from all academic departments in the Division, including agricultural economics, biosystems and agricultural engineering, plant and soil science, animal science, biochemistry, entomology and plant pathology. Specialization areas such as educational administration, supervision, counseling, community education, occupational education, adult education, and career education are also available through cooperation with the College of Education.

## Master of Science in Agricultural Communications

Oklahoma State University's graduate program in agricultural communications is designed to prepare students for entry into or advancement in a variety of mass media and public relations positions. This program also provides development of professional communications skills for related careers in agribusiness, government service, and extension. The master's degree program in agricultural communications provides a flexible program, which can be tailored to meet each student's unique situation. Specialization areas such as marketing, mass media, and public relations are also available through cooperation with the School of Journalism and Broadcasting.

## Master of Science Degree Options

The Master of Science in agricultural education or agricultural communications is designed primarily for students interested in research. The programs develop the students' theoretical and research foundation for further graduate studies in addition to further knowledge and skills in agriculture and education or communications. Two options are available in the Master of Science degree programs.

**Thesis Option**—This program requires 30 approved credit hours of coursework including a six-credit-hour formal thesis. The thesis is a report of scholarly research conducted by the student. The scope of the study will normally be of state or national interest, and the thesis will include an in-depth analysis of the findings.

**Formal Report Option**—The program requires 32 approved credit hours of coursework including a two-credit-hour formal report. Although the formal report is the result of original research, the literature review or statistical analysis may lack the depth required of a thesis.

**Creative Component Option**—The program requires 32 approved credit hours of coursework including a two-credit-hour creative component. The creative component will normally be completed as a special project in AGED 5102. The student's committee will determine details of the creative component.

The summary of credit-hours requirements outlines the requirements for the plan of study. Both the thesis and the formal report must follow the Graduate College format outlined in the *Oklahoma State University Thesis & Dissertation Handbook* (which is available on the Graduate College home page at [www.gradcollege.okstate.edu](http://www.gradcollege.okstate.edu)).

**Table 1.**  
**Summary of credit-hour requirements for Master of Science plans of study.**

<b>Master of Science in Agricultural Education</b>	<b>Thesis</b>	<b>Formal Report</b>	<b>Creative Component</b>
Research or Creative Component (AGED 5000 or 5102)	6	2	2
Research Methods (AGED 5983)	3	3	3
Statistics (REMS 5953 or equivalent)	3	3	NA
Agricultural Education (two of the following: AGED 5813, 5823, 5863, 6103, 6223 or AGLE 5303)	6	6	6
Graduate Orientation (AGED 5101)	1	1	1
* Electives	11	17	20
<b>** Total</b>	<b>30</b>	<b>32</b>	<b>32</b>

<b>Master of Science in Agricultural Communications</b>	<b>Thesis</b>	<b>Formal Report</b>
Research & Seminar (AGCM 5000)	6	2
Research Methods (AGED 5983)	3	3
Statistics (REMS 5953 or equivalent)	3	3
AGCM 5103, AGCM 5203 & AGED 5863 or AGED 6223	9	9
Graduate Orientation (AGCM 5101)	1	1
* Electives	8	14
<b>** Total</b>	<b>30</b>	<b>32</b>

\* With committee approval, electives may be chosen from technical agriculture, journalism, education, other areas, or a combination of areas which most effectively achieve the student's educational goals.

\*\* Totals must include a minimum of 21 hours of 5000 or higher credit and a maximum of 9 transfer credit hours.

### **Summary of Procedures for the Master of Science Degree**

Throughout these procedures, "thesis" refers to a formal report or thesis unless otherwise noted. However, formal reports are no longer submitted to the Graduate College and remain within the Department. Again, refer to the University Catalog, the Graduate College home page, and the official thesis and dissertation handbook for additional information.

1. Apply to the Graduate College at [www.gradcollege.okstate.edu](http://www.gradcollege.okstate.edu), pay \$40.00 application fee (\$75.00 for international students), and provide copies of all college or university transcripts.
2. Submit statement of purpose, letters of recommendation, and GRE scores to the Graduate Coordinator, Ag. Ed., Comm., & Ldrshp, 448 Ag. Hall, Stillwater, OK 74078.
3. After the application is reviewed by the program workgroup, the student will receive notification of admission from the Graduate College.
4. Consult a requested or assigned temporary advisor regarding enrollment for your first semester.
5. Select a graduate committee of three graduate faculty (consisting of at least two members of the Agricultural Education, Communications, and Leadership graduate faculty, one of whom will serve as committee chair), and develop a plan of study.
6. Submit plan of study to the Graduate College at its on-line website ([gradcollege.okstate.edu](http://gradcollege.okstate.edu)) prior to completing the 17th credit hour of enrollment (which should include two of the five core courses in agricultural education and leadership).
7. Work with your advisor to select a thesis or formal report topic.
8. All students must indicate on their plans of study whether or not their research will involve human subjects. **If human subjects are to be used, approval must be received from the**

**Office of Research Compliance *prior to the beginning of the research.*** (See Office of Research Compliance information in Graduate Rules and Regulations, page 7.)

9. All students must be enrolled in at least 2 credit hours during the semester in which they graduate. (A waiver of this enrollment may be granted if the student completes all requirements for the degree before class work ends during the preceding semester.)
10. Students must file a Graduation Clearance for Graduate Students form ([gradcollege.okstate.edu](http://gradcollege.okstate.edu)), a revised plan of study (if needed), and a diploma application the middle of the semester they plan to graduate.
11. Students must attend a format review seminar offered by the Graduate College to assist them in the preparation of their format review draft copy of their theses.
12. A format review draft of the thesis (paper copy) must be submitted to the Graduate College by the stated deadline (See submission dates on the Graduate College website, [gradcollege.okstate.edu](http://gradcollege.okstate.edu)), signed by the student's advisor and containing all required parts of the final copy. The draft should be placed unbound in an envelope with the author's name and student ID on the top edge of the envelope.
13. When the thesis draft is submitted, the candidate is offered a thesis defense form. The thesis defense form must be returned to the Graduate College as soon as possible after the defense. The candidate then receives access to the on-line thesis submission website. The defense must be successfully completed before the final copy of the thesis may be submitted.
14. Approximately one week after the final (electronic) copy is submitted, the candidate will be notified by e-mail of any additional corrections which must be submitted before a student may be cleared for graduation.

## **MASTER OF AGRICULTURE DEGREE PROGRAMS**

### **Master of Agriculture in Agriculture Admission Criteria**

Applications are reviewed by the Agricultural Leadership work group on a continuing basis. Admission requirements for the Master of Agriculture degree in Agriculture with options in Agricultural Leadership are similar to those for the Master of Science degree programs. However, no standardized test scores are required. Admission to the Master of Agriculture degree program requires the following:

1. A bachelor's degree in an appropriate field from an accredited university;
2. An acceptable GPA in undergraduate studies (a minimum of 2.80 or 3.0 in the last 30 hours for admission without qualification);
3. Recommendations from three people knowledgeable of the applicant's professional qualifications;
4. A statement of purpose for pursuing the Master of Agriculture degree.

The Master of Agriculture degree program in Agriculture with an option in Agricultural Leadership is designed to further develop the knowledge and skills of students preparing for entry or advancement in extension, administration, and other professional careers in agriculture. Most students in these programs do not wish to conduct an original research study or continue beyond a master's degree. A total of 32 approved semester credit hours of coursework is required, including a two-credit-hour creative component. The creative component will normally be completed as a special project in AGED 5102. The student's committee will determine details of the creative component.

***Table 2. Summary of credit-hour requirements for the Master of Agriculture degree program.***

Option in Agricultural Leadership	Credit Hrs.
AGED 5102	2
AGED 5101 & AGED 5983	4
AGLE 5303 & 5353	6
Select one of the following: AGED 5823, 5863, 6103 or 6223.	3
* Area of Emphasis	17
**Total	32

\* Area of emphasis to be developed with student's committee.

\*\* Totals must include a minimum of 21 hours of 5000 or higher credit and a maximum of 9 transfer credit hours.

### **Summary of Procedures for the Master of Agriculture Degree**

1. Same as the procedures for the Master of Science degree with the following exceptions.
2. No scores are required on the Graduate Record Examination.
3. Work with graduate committee to select the creative component and enroll in the course which will serve as the basis of the creative component instead of research hours and thesis topic.
4. Submit the creative component to the graduate committee chair within two weeks of the final draft deadline for theses designated by the Graduate College (See the Graduate College website, gradcollege.okstate.edu for final submission dates.).

## **TEACHER CERTIFICATION IN AGRICULTURAL EDUCATION**

The master's degree programs in Agricultural Education offer students the opportunity to acquire a teaching certificate in agricultural education. This option is designed to meet the needs of those individuals with a B.S. degree in some field of agriculture who desire to teach it at the secondary level and earn a master's degree. The program includes courses and educational experiences that enhance the candidate's skills and knowledge in the processes of teaching and learning. The program is viewed as a practitioner's program, oriented strongly toward improving the candidate's professional proficiency.

Each student's record will be reviewed to determine if they meet standards for general education requirements for teacher education and for agriculture content requirements. Students may be required to take undergraduate courses to correct deficiencies. Specific requirements are summarized below.

**Foreign Language Competency** – This competency may be met in one of two ways: 1. The student has completed two years of a high school foreign language with grades of A or B. 2. The student completes a five-credit-hour college foreign language course.

**Grade-Point Average** – The student's minimum cumulative GPA (undergraduate/graduate) must be 2.50.

#### **Standardized Tests**

- Oklahoma General Education Test (OGET) is a general education test covering reading, writing, and mathematics.
- Oklahoma Subject Area Test (OSAT) is the subject matter test for the certification area, in this case, Agriculture. The test covers agricultural business, plant and soil science, animal science, agricultural mechanics, and leadership.
- Oklahoma Professional Teaching Exam (OPTE) is a test of a candidate's knowledge of teaching and learning. Because the certification is for grades 6-12, middle school and secondary school students are addressed in this examination.

**Agricultural Coursework** – Introductory coursework is required in the following agricultural areas: animal science, agricultural economics, horticulture, mechanized agriculture, plant science, soil science, natural resources, leadership, international dimensions, food science, and agricultural communications.

**Graduate Credit** Twelve credit hours of the required coursework in professional education may be taken for graduate credit: AGED 3203 (Planning the Community Program in Agricultural Education); AGED 4103 (Methods of Teaching Agriculture); EPSY 5103 (Human Development); and SPED 5633 (Exceptional Child).

**OSU Teaching Certificate Check Sheet and Recommendation for Agricultural Education (Grades 6-12)**

(Completion of these requirements DOES NOT result in a B.S. degree)

LAST \_\_\_\_\_ FIRST \_\_\_\_\_ MI \_\_\_\_\_ ID # \_\_\_\_\_

**Status Program Certification Requirements**

- \_\_\_\_\_ Submit “**Intent to Pursue Admission to OSU’s Professional Education Unit**” form. (See Professional Education @ <http://www.okstate.edu/peu>)
- \_\_\_\_\_ Gain and Retain Full Admission to Professional Education (See Professional Education @ <http://www.okstate.edu/peu>)
- \_\_\_\_\_ # Maintain a 2.50 Overall Cumulative Retention GPA; for graduate students this includes all undergraduate and graduate coursework
- \_\_\_\_\_ # Pass the Oklahoma General Education Test (OGET) for Admission to Professional Education
- \_\_\_\_\_ # Successfully complete a Foundations of Education Course **AND** a Clinical Experience
- \_\_\_\_\_ # Successfully complete the Professional Portfolio Submission (1) \_\_\_\_\_
- \_\_\_\_\_ # Successfully complete the Professional Education **Interview for Admission**
- \_\_\_\_\_ # Submit **Application for Admission to OSU’s Professional Education Unit**
- \_\_\_\_\_ Demonstrate Competency in a Foreign Language
- \_\_\_\_\_ Pass the other Professional Portfolio Submissions (2) \_\_\_\_\_ (3) \_\_\_\_\_
- \_\_\_\_\_ Pass the other Certification Exams for Oklahoma Educators: OPTE OSAT-Agriculture
- \_\_\_\_\_ Hold a bachelor’s degree from OSU in Agricultural Education (teaching option) **OR** approved double major **OR**
- \_\_\_\_\_ Hold a bachelor’s degree in another area or from another institution and complete the following coursework

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**Status Professional Education Courses (27 hours needed: 2.50 GPA with no grade below “C”)**

- \_\_\_\_\_ #Lab and Clinical Experiences: AGED 3101
- \_\_\_\_\_ #Foundations of Education: AGED 3103
- \_\_\_\_\_ Human Growth and Development: EPSY 3213, 3413 **OR** 5103\*
- \_\_\_\_\_ Exceptional Child: SPED 3202 **OR** 5633\*
- \_\_\_\_\_ Planning the Community Program in Ag Ed: AGED 3203\*
- \_\_\_\_\_ Teaching Methods: AGED 4103\* (*FL ADM*)
- \_\_\_\_\_ Laboratory Teaching Methods: AGED 4113 (*FL ADM*)
- \_\_\_\_\_ Student Teaching: AGED 4200 (9) (*FL ADM*)

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**Status Specialization Courses (48 hours needed: 2.50 GPA with no grade below “C”)**

- \_\_\_\_\_ Ag Economics: AGECE 1114
- \_\_\_\_\_ Animal Science: ANSI 1124
- \_\_\_\_\_ Plant Science: PLNT 1213
- \_\_\_\_\_ Horticulture: HORT 1013
- \_\_\_\_\_ Soil Science: SOIL 2124
- \_\_\_\_\_ Leadership: AGLE 2303, 3303 **OR** 5303\*
- \_\_\_\_\_ Communications: AGCM 3103 **OR** ENGL 3323
- \_\_\_\_\_ International Dimensions: AGED 4713 **OR** ANSI 3903
- \_\_\_\_\_ Mechanized Agriculture: 3 hours
- \_\_\_\_\_ Food Science: FDSC 1133 **OR** 2253
- \_\_\_\_\_ Environmental Science: RLEM 2913 **OR** FOR 3643
- \_\_\_\_\_ Enrichment: 12 hours (to be determined by certificate advisor)
- \_\_\_\_\_ **TOTAL HOURS NEEDED**

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# Required for Full Admission (FL ADM) Must be fully admitted to Professional Education prior to enrollment \* Course approved for graduate credit  
 Office of Professional Education 325 Willard Hall Stillwater, OK 74078-0431 405.744.6252 Fax: 405.744.1834 <http://www.okstate.edu/peu>

## ADDITIONAL INFORMATION

### Graduate College Rules and Regulations

All graduate students are expected to read and to comply with the written regulations as printed in the general University Catalog. All matriculating students are eligible for one free catalog upon their initial admission to the Graduate College.

**Enrollment Requirements**—Graduate students must complete a minimum of six hours during each 12-month period to be continuously enrolled. Failure to maintain continuous enrollment requires reapplication and readmission to the program. Graduate students must be enrolled in at least two hours during any semester in which they are utilizing university resources. Graduate assistants must meet minimum enrollment requirements as follows: 0.50 or greater FTE—6 hours in fall or spring; 3 hours in summer; less than 0.50 FTE—9 hours in fall or spring; 3 hours in summer. All students (including those enrolling in research hours only) must be enrolled by the deadlines listed in the Schedule of Classes.

**Time Limits**—All requirements must be completed within the following period calculated from initial enrollment in the program which for master's candidates is 7 years. No course on the plan of study may be more than 10 years old at the time of graduation. Students must follow deadlines for submission of theses and for completing final exams as listed in the University catalog.

**Grade Point Requirements**—Students whose cumulative graduate GPA falls below 3.0 are subject to being placed on Strict Academic Probation (SAP). Students on SAP may be suspended if they receive any grade below a B. To graduate, a student must have a minimum of a 3.0 GPA in all course work (excluding research and creative component hours) and also an "S" or "satisfactory" in research hours. No course in which the assigned grade is lower than a C can be placed on a plan of study.

**Transfer Hours**—Master's students may transfer a maximum of 9 hours from another university or from special student status at OSU.

**Plan of Study**—The plan of study for a master's student must be filed prior to the completion of the 17<sup>th</sup> graduate credit hour of enrollment. All students must indicate on their plans of study whether or not their research will involve human subjects. **If human subjects are to be used, approval must be received from the Institutional Review Board prior to the beginning of the research.**

**Office of Research Compliance**—Federal regulations and Oklahoma State University policy require review and approval of all research studies that involve human subjects before investigators can begin their research. The Office of Research Compliance conducts this review to protect the rights and welfare of human subjects involved in biomedical and behavioral research. In compliance with the aforementioned policy, each graduate student doing research involving human subjects is required to submit an application for Review of Human Subjects Research to the Office of Research Compliance at 219 Cordell North, (405) 744-5700. Applications are available from the Office of Research Compliance and its home page at <http://compliance.vpr.okstate.edu/hsp.htm>.

**Responsible Conduct of Research**—Oklahoma State University requires all graduate students to complete an on-line responsible conduct of research tutorial and examination, accessible through the Graduate College webpage: [www.gradcollege.okstate.edu](http://www.gradcollege.okstate.edu). Students admitted to a Master of Science program must complete the social sciences module for graduate students. Students admitted to a Master of Agriculture degree program may complete the social sciences module for undergraduate students.

**Graduation**—Students must file a graduation clearance form with the Graduate College and a diploma application with the Registrar's Office by the Registrar's deadline during the semester they plan to graduate. If they fail to graduate during that semester, students need to update their graduation status with the appropriate University offices. Students who need to submit a revised plan of study should do so with their graduation clearance form. Published deadlines for these are strictly enforced.

### Departmental Employment Opportunities

Graduate assistantships have been established at Oklahoma State University to encourage scholarship and the promotion of research. After admission by the Graduate College, a student who is making satisfactory progress toward a graduate degree may be appointed to an assistantship. A limited number of research and teaching assistantships are available in the Department of Agricultural Education, Communications, and Leadership each year. Assistantships are usually one-quarter (.25 FTE) or one-half time (.50 FTE). According to University guidelines, all graduate assistants work 10 hours per week for a quarter-time appointment and 20 hours per week for a half-time appointment.

**Graduate Research Assistantships**—A graduate research assistant (RA) conducts research under the supervision of a faculty member in the department to develop not only technical and manipulative skills but also to foster originality, imagination, judgment, and patience—the traits of an independent scholar. Specific research responsibilities for an RA are determined by the supervising faculty member.

**Graduate Teaching Assistantships**—Graduate teaching assistants share the faculty's responsibility for undergraduate teaching. Graduate teaching assistants are assigned to a specific course and faculty member in the department.

### **Student Organizations**

Graduate students at OSU can participate in a number of student organizations. There are many undergraduate organizations with which graduate students can become involved. Those affiliated with the Department include Collegiate Farm Bureau, Collegiate FFA, ATA, Collegiate 4-H, and Agricultural Communicators of Tomorrow. Gamma Sigma Delta, the Honor Society of Agriculture, and Phi Delta Kappa, an honorary educational society, also meet monthly at OSU.

The Oklahoma State University Graduate Student Association is composed of representatives from every graduate degree-granting department. It operates independently of the undergraduate Student Government Association and is the voice of graduate students on all issues. Its goal is to improve all aspects of graduate education. Most work is completed through a committee structure and non-representatives are encouraged to become involved. The Association sponsors travel to professional meetings, professional development seminars, and external speakers for graduate students.

The Agricultural Education, Communications, and Leadership Department also has its own Graduate Student Association. The group holds monthly business meetings, discussing upcoming events and OSU Graduate Student Association updates as well as sponsoring various social and educational events throughout the year.

### **Course Options**

#### **Agricultural Education, Communications & Leadership Options**

- AGCM 5100** *Issues in Agricultural Communications.* Prerequisite: graduate standing. Discussion of issues, problems and trends in agricultural communications (1-3 hrs., max. 6)
- AGCM 5101** *Orientation to Graduate Programs in Agricultural Education, Communications & Leadership.* Prerequisite: graduate standing. Orientation to graduate programs in agricultural education and communication including degree expectation, understanding scholarship, orientation to the discipline, introduction to research agendas, and identification of support systems. (Same course as AGED 5101)
- AGCM 5103** *History & Philosophical Foundations of Agricultural Communications.* Prerequisite: graduate standing. Discussion of the history, philosophical foundations and current issues regarding agricultural communications and the land-grant system.
- AGCM 5203** *Theory & Practice in Agricultural Communications.* Prerequisite: graduate standing. The study of major communication theories and theorists in the context of agricultural communications.
- AGCM 5213** *Advanced Concepts in Agricultural Publishing.* Prerequisite: graduate standing. Analysis, redesign and creation of agricultural publications. Evaluation of audience, production, advertising and editorial content.
- AGCM 5303** *Communicating Ethical Issues in Agriculture.* Prerequisite: graduate standing. An introduction to communicating ethical theories in the context of agriculture. Ethical theory and current research are used to critique contemporary issues in agriculture.
- AGCM 5990** *Studies in Agricultural Communications.* Prerequisite: Consent of supervising professor. Individual and small group study or research in agricultural communications topics and issues.
- AGED 5101** *Orientation to Graduate Programs in Agricultural Education, Communications & Leadership.* Prerequisite: graduate standing. Orientation to graduate programs in agricultural education and communication including degree expectation, understanding scholarship, orientation to the discipline, introduction to research agendas, and identification of support systems. (Same course as AGCM 5101)
- AGED 5102** *Creative Component in Agricultural Education.* Prerequisites: 5983 or equivalent; consent of instructor. Independent research or project management under the direction



- and supervision of a major advisor.
- AGED 5123 *Adult Programs in Agriculture & Extension Education.*** Determining adult needs, priorities, participation in educational activities, and adoption of new ideas and practices. Designing, organizing, conducting, and evaluating adult education programs in agricultural and extension education.
- AGED 5203 *Grant Seeking.*** Prerequisites: Graduate standing or consent of instructor. External funding proposal development for foundation and government agencies. Conceptualizing projects, identifying funding sources, and developing proposals that follow RFP guidelines, including a literature review, need for the project, approach, timeline and budget.
- AGED 5500 *Directing Programs of Supervised Experience.*** Prerequisite: consent of instructor. Determining the supervised training needs and opportunities of individual students. Planning for supervision of agricultural education training programs and 4-H club projects. Analysis of training opportunities in production agriculture, agricultural businesses, and individual career development. (1-3 hrs., max. 6)
- AGED 5623 *Volunteer Management in Agricultural and Extension Education.***
- AGED 5813 *College Teaching of Agriculture and Natural Resources.***
- AGED 5823 *Advanced Methods of Teaching Agriculture.*** Advanced concepts and methods relevant for both formal and informal presentations. Effects methods may have on individuals involved in the learning experience. Demonstrations of proficiency in use of various advanced methodologies, technologies and concepts.
- AGED 5863 *Methods of Technological Change.*** Processes by which professional change agents influence the introduction, adoption, and diffusion of technological change. Applicable to persons who work closely with people in formal and non-formal educational settings.
- AGED 5900 *Graduate Internship in Agriculture.*** Prerequisite: admission to Master of Agriculture program; consent of graduate coordinator. Supervised internship in agricultural education, government agency, industry, Cooperative Extension, or not-for-profit organizations. (1-6 hrs., max. 6)
- AGED 5990 *Problems in Agricultural & Extension Education.*** Securing and analyzing data related to special problems or investigation in designated areas of agricultural education. (1-3 credits, max. 8)
- AGED 6100 *Graduate Seminar in Agricultural Education.*** Discussion of issues, problems and trends in agricultural education. (1-3 hrs., max. 6)
- AGED 6103 *History & Philosophical Foundations of Agricultural & Extension Education.*** Prerequisite: graduate standing. History and philosophical foundations of agricultural and extension education. Philosophy and its role in life, rise of education in America, philosophical foundations of education in America, legislation having an impact on agricultural and extension education, education in agriculture and current issues in agricultural extension education.
- AGED 6223 *Program Evaluation in Agriculture & Extension.*** Prerequisite: graduate standing. Program evaluation theory and methodology (quantitative and qualitative) presented through a service learning framework. Problem-based approach having students submit a proposal that addresses an evaluation need presented by a community-based program.
- AGLE 5303 *Foundations of Leadership Theory.*** Study of leadership theory including definitions of leadership, a history of modern leadership theory, and current trends in leadership practice and research. Models of leadership including contingency models, situational leadership, and transformational leadership.
- AGLE 5353 *Leadership in Agriculture.*** Prerequisite: AGLE 5303 or consent of instructor. Concepts, principles and philosophies of leadership applied to agricultural contexts. Importance of traits, perceptions and behaviors to success of agricultural professionals in leadership roles. Dimensions and style of leadership for varying situations.

**AGLE 6203** *Extension Program Development.* A systematic study of the history, culture and functions of the Cooperative Extension System in America. Focus on program planning, including needs assessments, involvement of local constituent groups, use of the logic model, teaching methods, program evaluations, marketing and planning for the future.

### **Statistics and Research Options**

**AGCM 5000** *Research & Thesis.* Prerequisite: graduate standing. Independent research under the direction and supervision of a major professor. (1-6 hrs., max. 6)

**AGED 5000** *Research & Seminar.* Independent research and thesis under the direction and supervision of a major professor. (1-6 hrs., max. 6)

**AGED 5983** *Quantitative Research Methods in Agricultural Education.* Prerequisite: graduate standing. A comprehensive examination of quantitative research methods including identifying a problem, data collection, statistical analysis, ensuring validity and reliability, and reporting.

**AGED 5993** *Data Analysis & Interpretation in Agricultural Education.* Prerequisites: graduate standing; 5983 or equivalent; REMS 5953 or equivalent. A course designed for Agricultural Education students, who have gathered or are gathering data for a research study, to analyze and interpret that data. Both quantitative and qualitative data analysis techniques will be studied. The discovery method will allow the students and instructor to work together to identify resources to analyze and interpret the data sets.

**AGED 6983** *Qualitative Research Methods in Agricultural Education.* Prerequisites: graduate standing and AGED 5983 or other graduate level social science research methods course. A comprehensive examination of qualitative research methods including identifying a problem, data collection, interpretative analysis, ensuring trustworthiness, theory construction and reporting.

**REMS 5953** *Elementary Statistical Methods in Education.* Elementary statistical methods needed by consumers of educational research. Descriptive and inferential statistics.

(All courses are 3 credit hours unless otherwise noted.)

### **Graduate Student Timeline and Planning Schedule**

By following these steps, students will be able to complete their thesis on time, and they will allow enough time to receive the full benefit of the advice of their committee and major advisor. Most of the dates referred to here are announced in advance by the Graduate College and are strictly enforced.

1. Submit preliminary draft to major advisor two weeks before final draft due date (one week during the summer session).
2. Submit final draft to advisor by final draft due date and give copies to all committee members.
3. After the final draft is submitted, the major advisor will schedule a seminar and defense date.
4. The seminar and defense should be held at least two weeks before the final electronic copy is due (one week during the summer session).
5. Submit final electronic copy of the thesis by the due date.

## **Agricultural Education, Communications & Leadership Faculty**

**Robert Terry, Jr.**, Department Head and Roger Howell Professor of Agricultural Education (Ph.D., Texas A&M University). Research Interests: Teaching and learning in agriculture and natural resources including agricultural literacy, teacher development, content design and delivery.

**Marshall Baker** (Ph.D., Oklahoma State University). Research Interests: Teacher education strategies, experiential learning, school leadership, and at-risk education.

**Dwayne Cartmell** (Ph.D., University of Missouri). Research Interests: Media evaluation, urban/rural interface, and gatekeeping strategies.

**Craig Edwards**, Graduate Coordinator (Ph.D., Texas A&M University). Research Interests: Time and teacher behaviors in student learning, preparation and induction of beginning agriculture teachers, the student teacher-cooperating teacher relationship, in-service education for mid- and late-career agriculture teachers, agricultural education in post-communist countries.

**James Key** (Ed.D., North Carolina State University). Research Interests: Water quality, evaluation, and distance education.

**Jon Ramsey** (Ph.D., Oklahoma State University). Research Interests: Teacher induction, professional development of agricultural educators.

**Angel Riggs** (Ph.D., Oklahoma State University). Research Interests: Student usage and perception of media, developing students' judgement, ethics, and news skills.

**Shane Robinson** (Ph.D., University of Missouri). Research Interests: Preparation of beginning agriculture teachers; recruitment and retention of secondary agriculture teachers; assessment of the employability skills and job satisfaction levels of college-wide graduates in agricultural sciences.

**Jeff Sallee** (Ph.D., Oklahoma State University). Research Interests: Enhancement of youth development through adult interactions; enhancement of youth development through community service activities requiring the application of science, technology, engineering, and mathematics.

**Shelly Sitton** (Ph.D., Oklahoma State University). Research Interests: Agricultural communications, content analysis and curriculum evaluation.

**Penny Weeks** (Ph.D., Texas A&M University). Research Interests: Leadership education and studies.

**William Weeks** (Ph.D., Texas A&M University). Research Interests: Leadership, teaching and learning.

10/24/2016

## GRADUATION CLEARANCE for GRADUATE STUDENTS

STUDENT: Complete this form in consultation with your advisor. Use one form per degree program. Please be advised that to allow for any necessary schedule changes, this form should be completed by the end of the second week of the semester (first week in summer) in which you anticipate completing degree requirements. However, you are encouraged to complete this form as soon as practical (e.g., in the semester prior to graduation). See the web for all deadlines [<http://gradcollege.okstate.edu/student/calendar2.htm>].

Return the signed and completed form to: Oklahoma State University Graduate College  
202 Whitehurst Hall • Stillwater • OK • 74078 • FAX: 405-744-0355

### GRADUATE STUDENT INFORMATION

LAST NAME	FIRST NAME	INITIAL	SID NUMBER	EMAIL ADDRESS
			Circle one: <b>FALL</b> <b>SPRING</b> <b>SUMMER</b>	
PRINT ADVISOR NAME	MAJOR	ADVISOR PHONE	[ANTICIPATED GRADUATION TERM]	
YEAR				

**STUDENT: Obtain a copy of your Plan of Study (from your department) and your most recent unofficial OSU transcript. Using those two documents, place a checkmark in each box (as appropriate) indicating that you have met the listed requirement. You may wish to propose amendments to your POS to reflect courses actually taken. Once this form is complete please take it to your graduate advisor for approval. Submit the signed, completed form (this form ONLY—no transcripts required) to the Graduate College.**

<input type="checkbox"/>	I will be enrolled in at least two hours my final semester, six hours in the last 12 months, and in enough hours to complete my POS.	<ul style="list-style-type: none"> <li>Plan of Study course GPA will be <math>\geq 3.00</math> (excluding research).</li> <li>All courses are for graduate credit.</li> <li>All accepted transfer courses have a grade of B or better.</li> <li>If necessary, approved variations from department requirements have been initialed on the POS by the Advisor and approved by the Department Head.</li> <li>No course on my POS will be older than 10 years at the time of graduation.</li> <li>Course prefix and number on POS match what is listed in the transcript.</li> </ul>
<input type="checkbox"/>	I have checked my Plan of Study (POS) ( <i>see list to the right</i> ) and it meets departmental and Graduate College requirements.	
<input type="checkbox"/>	I should complete all departmental requirements by the end of my graduation term.	
<input type="checkbox"/>	My Creative Component, Formal Report, or thesis/ dissertation should be submitted by all deadlines.	
<input type="checkbox"/>	A revised POS ( <i>if needed</i> ) is attached to this form.	
<input type="checkbox"/>	I have filed a diploma application with the Registrar.	

#### Grades

<input type="checkbox"/>	I have checked my transcript and grades—all courses required for graduation should be completed by the time final grades are due (courses where I have 'I' or 'R' grades will be completed and grade changes requested).
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Student Signature:	DATE
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### ADVISOR, PLEASE COMPLETE THE FOLLOWING SECTIONS:

#### Required exams

<input type="checkbox"/>	Formal exams ( <i>e.g., comprehensive, qualifying</i> ) are not required for this degree plan, <b>OR</b> Student will take all required exams ( <i>e.g., comprehensive, qualifying</i> ) by the Graduate College deadlines.
<input type="checkbox"/>	SPECIALIST AND DOCTORAL STUDENTS: Paperwork reporting successful completion of qualifying exam has been submitted to the Graduate College by the deadline. Student has been admitted to candidacy.

#### Thesis/dissertation [SEE DEADLINES ON THE WEB AT: [HTTP://GRADCOLLEGE.OKSTATE.EDU/STUDENT/CALENDAR2.HTM](http://gradcollege.okstate.edu/student/calendar2.htm)]

<input type="checkbox"/>	The student is making progress and should meet Graduate College deadlines for draft copy of thesis/dissertation.
<input type="checkbox"/>	The student is making progress and should meet the Graduate College final defense deadlines.
<input type="checkbox"/>	The student's defense date is/should be scheduled with enough time for the student to make corrections and meet Graduate College deadlines for final submission of thesis/dissertation (all corrections made).

#### Departmental action

<input type="checkbox"/>	I approve further action toward graduation clearance for this student.
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Advisor/Committee Chair Signature:	DATE
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Graduate Coordinator or Department Head (optional):	DATE
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