

Master of Arts Program in Educating Adults (MAEA)
“...graduate study in learning how to help adults learn”

The MAEA Program Guidebook 2020-21

Main Campus Address:	1 E. Jackson Blvd., Chicago, IL 60604
<i>(Office Location)</i>	<i>(14 E. Jackson, 14th floor)</i>
Program Phone:	312-362-8448
Program Email:	scpsgrad@depaul.edu
Program Website:	http://www.scps.depaul.edu

The **MAEA Program Guidebook** as well as other resources posted on the program’s website serve as the primary policy and procedure materials for the **Master of Arts Program in Educating Adults (MAEA)**. As such, their purpose is to promote understanding between and among ALL program participants (graduate students, staff, instructors, faculty mentors, project advisors and outside assessors) and to enhance a smooth progression for all throughout the curriculum.

At the beginning of each MAEA cohort, a “hard-copy” of the **MAEA Program Guidebook** (current version) is distributed to each new student during the first core course, Developing Professional Identity, EA 515. Notwithstanding this “hard-copy” version of the guidebook, the guidebook’s OFFICIAL version is available on the program’s website. (See Guidebooks at: http://www.scps.depaul.edu/StudentResources/Graduate_Resources/Guidebooks.asp)

All materials posted on the program website (including the **MAEA Program Guidebook**, Graduate Registration Bulletin and an array of Student Resources) are the most recent and take precedence over all previous versions. Such materials are “in effect” unless otherwise superseded by University directives and/or more recent editions posted on the program website.

See Table of Contents on next pages...

TABLE OF CONTENTS

A. Title Page & CONTENTS	
• Title Page	A-1
• Table of Contents	A-2...
B. Program CONTEXT	
• About <i>DEPAUL UNIVERSITY</i>	B-2
• About <i>THE SCHOOL OF CONTINUING AND PROFESSIONAL STUDIES (SCPS)</i>	B-2...
• About Graduate Study	B-3...
• About Adult Learning	B-5...
C. Program OVERVIEW	
• Program Goals	C-2
• Degree and Certificates Awarded	C-2
• Focus Area Option	C-2...
-Community-engaged Learning	
-Learning and Development	
-Technology-enhanced Learning	
-TBD/Individualized	
• Requirements & Approval Process for Focus Areas	C-3
• Five Major Components	C-4
-Core Courses	
-Applied Inquiry Project	
-Reflective Practice Seminars	
-Electives	
-Liberal Learning Seminars	
• Sample Schedule	C-5
• Program Portfolio	C-7
• Assessment	C-5
• Qualities of Assessment	C-5
• Principles Guiding Assessment	C-5
D. MAEA CORE	
• Course Descriptions	D-2
• Elective Options, Registration, Tuition, Transcription	D-4...
• Electives D-4	
-DePaul University Graduate Courses	
-Transfer Courses	
-SCPS Undergraduate Courses	
-Individualized Study Options (GILP & GGIS)	
-Possible Learning Activities	
• Volunteering	D-7
• Elements of Reflective Practice	D-11
E. LIBERAL LEARNING	
• Intro to Liberal Learning in Reflective Practice	E-2...
• Domains of Liberal Learning	E-3
• Liberal Learning Seminars per Domain	E-4
• Seeking Feedback from Self & Others	E-5...
F. Program PARTICIPANTS	
• Graduate Student	F-2...

	-Agreements -Contact Information -Attendance Policy	
	• The Faculty -Faculty Mentor -MAEA Course Instructor -Liberal Learning Seminar Instructor	F-4...
	• Facilitator/Assessor for Individualized Study Pursuits	F-6
	• Project Guide	F-6...
	• Academic Advisor	F-7
	• MAEA Program Director	F-7
G.	Applied Inquiry PROJECT	
	• The Applied Inquiry Project Proposal – Template and Guidelines	G-2
	• The Applied Inquiry Project – Final Product	G-4
H.	GRAD. STUDENT RESOURCES	
	• List of Resources (available on Program Website)	H-1
I.	KEY DOCUMENTS & FORMS	
	• MAEA Program Brochure	I-2
	• MAEA Program Guidebook	I-2
	• Project Guide for Applied Inquiry Project (AIP)	I-3
	• Guidelines: Proposal for Applied Inquiry Project	I-4...
	• Proposal Template for Applied Inquiry Project	I-8...
	• Proposal for Applied Inquiry Project- Assessment Form	I-10...
	• Final AI Project – Assessment Form -Graduate Guided Individualized Study – Learning Agreement and Assessment Form (GGIS)	I-17...
	• Graduate Individualized Learning Pursuit – Agreement and Assessment Form (GILP)	I-22...
	• MAEA Course – Student Self-Assessment	I-25
	• MAEA Course – Instructor Feedback and Assessment	I-26
J.	INDEX	

