

Occupational Education Program

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Degree Program Offered

- BAAS, major in Applied Arts and Sciences

The BAAS is a nontraditional program designed to allow adult students to earn a degree with a major in an individualized academic area. In addition, it allows adults to assist in the choice of courses that would complement their career goals. The following are unique characteristics of the BAAS:

- Delivery of academic courses may be at nontraditional times, locations other than the parent campus, by DVD, and via the internet.
- Academic course work is individualized to meet student needs, but course work does not duplicate an existing traditional academic program.
- Work-life credit may be awarded for competencies gained through employment.
- The major for the BAAS is Applied Arts and Sciences and for purposes of calculation of the major GPA, the 18 hours taken in the Professional Development will be utilized.
- Numerous methods for attainment of academic credit may be employed toward the BAAS degree, including correspondence, extension courses, and credit by examination. Students may use unlimited number of CLEPs as long as the examinations meet degree plan requirements and the student obtains at least 32 hours of resident courses with Texas State.
- Students choosing the BAAS program through the Occupational Education program must complete 32 hours of residence credit with Texas State in order to be awarded the degree.
- Students who have earned at least 60 semester hours at Texas State are eligible to graduate with honors if they have a minimum Texas State GPA of 3.40.
- Due to individualization and the unique nature of the program requirements, students should consult the Occupational Education website, and attend a special orientation and degree audit report session.
- Occupational Education has specialized Career and Technology Education courses for those who desire to perform training/development in the work place or be certified in technical areas within the public school.

Bachelor of Applied Arts and Sciences

Major in Applied Arts and Sciences

Minimum required: 120 semester hours

The BAAS degree plan includes the following four modules:

Occupational Emphasis Module (48 semester hours)

This module may be satisfied by credits earned from experiential learning (work/life experience, non-collegiate sponsored instruction, credit by examination), transfer work from other accredited institutions of higher learning, or a comprehensive cooperative education program. OCED 4350 (Occupational Assessment) is the required entry course for this module.

Core Curriculum (46 plus hours)

This module may be satisfied through a number of options including traditional course work from Texas State and transfer credit from accredited institutions of higher learning plus limited numbers of hours from nontraditional methods including correspondence, extension, and forms of testing including CLEPs. See the University College section of the catalog for core requirements.

Elective Module

Elective hours to complete the 120 hour degree are chosen with the advice of the student's degree advisor.

Professional Development Module (18 hours)

Professional development sequences are individualized to students' educational needs. Students will choose courses with the assistance of the degree advisor from at least three academic departments. This module of 18 hours constitutes the major for GPA calculation purposes.

Internship

This is a required independent activity completed during the student's last semester.

- Cooperative Occupational Education Readiness (OCED 4360)
- Practicum in Cooperative Occupational Education (OCED 4361) (Prerequisite:

successful completion of OCED 4360)

Foreign Language (8 hours)

Students who have not had two years of the same foreign language in high school or who do not have one year of the same foreign language from an accredited college must take the two courses of same foreign language, which may include American sign language.

Career and Technology Education

The Occupational Education Program offers teacher certification programs in the areas of trade and industrial education and marketing education. Students who desire other teaching fields must contact the College of Education. Students who choose one of the Career and Technology Education (CATE) certification sequences are prepared for employment in the public schools of Texas provided they satisfactorily complete all required courses and other Texas Education Agency criteria including two to five years of approved work experience and teaching on an emergency permit.

Prospective teachers must submit a statement of qualifications (SOQ) which can be downloaded from www.oced.txstate.edu in order to receive a deficiency plan, which identifies CATE required coursework.

Students who pursue the BAAS degree may use CATE teacher certification courses to satisfy the professional development and occupational emphasis sequences for that degree. Occupational Education approves teachers in the following areas:

Trade and Industrial Education. Trade and industrial education for secondary students includes any subject or program designed to develop manipulative skills, technical knowledge, and related information necessary for employment in any craft or skilled-trade occupation which directly functions in designing, producing, processing, fabricating, assembling, testing, maintaining, servicing, or repairing any product or commodity. Training is also available in service and certain semiprofessional occupations.

Marketing Education. Marketing Education is designed to prepare, maintain, and advance people in marketing occupations. The program of instruction is provided through high schools and adult education centers and involves a combination of the following: (1) classroom instruction in marketing or in any specialized marketing area; (2) practical and/or simulated job-oriented experiences; and (3) supervised on-the-job training.

Technological Focus

Students holding a two-year technical associates degree or work experience in a technical area may wish to pursue the BAAS with a technological focus. These students may enroll in upper- and lower-division technological coursework in the Occupational Emphasis module and also additional upper-division technological courses in the Professional Development module of the degree plan. In addition, those students with technical work experience may apply for extra institutional credits, as do other students in the BAAS degree plans.

Courses in Career and Technology Education (CATE)

3301 Methods of Teaching Career and Technology Education Subjects. (3-0) Introduction to fundamentals of teaching as applied to CATE subjects. Required for pre-employment laboratory teachers.

3302 Development, Organization and Use of Instructional Material. (3-0) The course provides the learner with opportunities to select, develop, and organize instructional materials related to the area in which the instructor provides or will provide instruction. Required for pre-employment laboratory teachers.

3303 Aims and Objectives of Career and Technology Education. (3-0) Basic principles involved in development and operation of CAT programs under state and federal laws. Required for pre-employment laboratory teachers.

3304 Human Relations for Career and Technology Education Teachers. (3-0) Combination of psychological and sociological factors which influence relationships of CATE teachers in their pursuit of professional duties. Required for pre-employment laboratory teachers.

3305 Shop and Classroom Organization and Management. (3-0) Organization of procedures to facilitate teaching: setting up roll-checking devices, issuing procedures for tools and materials, keeping material inventory, using assignment and progress charts, using student leadership in non-teaching class and laboratory routine, and keeping records. Required for pre-employment laboratory teachers.

3306 Analysis and Course Making. (3-0) Analysis made of occupations to obtain content for instructional information, jobs and operations studied to determine order and content of operation, job evaluation, and job safety. Each student will make a course of study for some particular occupational subject. Required for pre-employment laboratory teachers.

3307 Selection, Placement, and Follow-up in Career and Technology Education. (3-0) Selecting occupations suitable for young people to learn, placing students in suitable employment on part-time basis, coordinating their school duties with their work activities. Required for all part-time cooperative coordinators.

3308 Problems in Cooperative Training. (3-0) Organization and presentation of content material necessary in part-time cooperative programs, and direction of study of students engaged in such programs. Required for all part-time cooperative coordinators.

3313 Special Topics in Career and Technology Education. (3-0) Selected topics in CATE taught through study and research. Course can be offered as individual instruction or as an organized class. No prerequisites are required. May be repeated 3 times with different emphases for additional credit. For career advancement and application toward Bachelor of Applied Arts Sciences degree.

3313A Special Needs. (3-0)

3313B Using Microcomputers. (3-0)

3313C Entrepreneurship. (3-0)

3313D Leadership and Professional Development. (3-0)

3313G Delivery, Design, and Management. (3-0)

3313H Work-based Instruction. (3-0)

3313I Profession of Teaching. (3-0)

3313J Technology in the Classroom. (3-0)

3313K Human Problems in the Workplace. (3-0)

3320 Effective Methods of Teaching and Training. (3-0) This is an introductory/fundamental course for instructors in trade and industrial education seeking certification and technical trainers who are not seeking certification. It is designed to prepare these individuals to apply effective teaching principles and techniques, to prepare lesson plans, and manage classrooms. Practice teaching will be included.

3321 Work-based Learning in Career and Technology Education. (3-0) This course is intended for teacher coordinators of work-based programs in trade and industrial cooperative education. There is an emphasis on selection of occupations and appropriate training stations, student recruitment, instructional coordination in on-the-job educational experiences, state and local report preparation and required record keeping systems.

3322 Teaching/Training as a Profession. (3-0) Designed to emphasize the professional requirements of teaching and training in a variety of settings. Professional topics include organizations and management of facilities, effective inventory systems, designing challenging course outlines that embrace reform efforts and industry expectations of a global economy and the information age.

3323 Technology Applications. (3-0) This course covers the use and integration of computers and multimedia in the classroom or office. Topics include computing hardware and software, word processing, spreadsheets, databases, desktop publishing, graphics, presentation software, the Internet, email, and web-page creation. Opportunity is provided for review of SBEC examination in Trade and Industry.

3380 Management of Business Office Education Training Programs. (3-0) For instructors in educational and industry settings. Identification of federal, state, and local policies, coordinating a work-based learning program, benefits of student and professional associations, importance of public relations, site visit to inspect facilities of a classroom or training facility use of technology, and program improvement and evaluation.

3381 Instructional Strategies in Business Office Education Training Programs. (3-0) For instructors in educational and industry settings. Identifying curriculum, individual learning styles, instructional strategies, students with special needs requiring modifications, non-gender biased instruction, appreciation of diversity, use of technology and assessment. (MC)

4302 Coordination Techniques. (3-0) The cooperative program in Marketing and Distributive Education; program establishment; guidance; selection; placement of students; work adjustment; student objectives; evaluation; labor laws; public relations.

4304 Organization and Management of Marketing Education Programs. (3-0) Organization and administrative structure in the United States; objectives; programs; practices; teacher selection and supervision; evaluative criteria for business; and distributive education requirements.

4310 Independent Study in Career and Technology Education. (3-0) Senior level study of various subjects important to the CATE educator. Work done on an independent study basis with permission of major advisor. Repeatable for credit with different emphasis.

Courses in Occupational Education (OCED)

Students desiring to enter the Occupational Education program must take OCED 4350 as their initial entry course. All students must have an overall transfer GPA of 2.25 and if the students have Texas State University coursework, a Texas State GPA of 2.25 is required.

(WI) **4350 Occupational Assessment.** (3-0) Theory and techniques related to the identification, documentation, and assessment of various forms of prior extra-institutional learning. Career and occupational information, career decision-making, and academic planning are included as a central part of the course. Students are encouraged to have completed their English prior to enrollment in the course.

(WI) **4360 Cooperative Occupational Education Readiness.** (3-13) This course prepares the student for supervised on-the-job experience in an occupational area. Proposal development, review of literature, creation of timelines, and task analysis are stressed. Limited on-the-job experience begins in the course.

(WI) **4361 Practicum in Cooperative Occupational Education.** (3-13) Course is supervised on-the job experience in an occupation related to the BAAS professional development. Requires extensive reports and documentation. Prerequisites include successful completion of OCED 4360.