Welcome to the SPD Master of Arts in Liberal Studies Cohort Program. This program is offered through contracts with human services agencies. The courses are offered online both asynchronously and synchronously (live zoom sessions). Classes will begin in Spring 2023 (January 3, 2023) and are expected to run through Fall 2025.

Overview
The Master of Arts in Liberal Studies is a 33-credit degree program. Four foundation courses and one capstone course are required. Six courses focusing on human services content, including one course that meets the Liberal Studies science requirement, will be selected by the agency administration as defined within this document. The course of study is scheduled one course per term and four courses per calendar year. All course offerings will be scheduled in 10-week sessions. The program is offered fully online as scheduled each term. The program will be completed in 2.5 years. Student FAQs are located on the SPD website: www.stonybrook.edu/spd

Cohort Program Cost
The current cohort program cost is $1,214.60* per 3-credit course. Payments to be made to the agency directly, per employer guidelines. This program cost includes a School of Professional Development Human Services cohort scholarship and waived fees. *In the event of a SUNY tuition increase, the program cost will be raised proportionately.

Applying for the MA in Liberal Studies
- Contact Poonam Rampal (ACLD- Human Resources) for pre-approval to begin application process.
- Select **MA in Liberal Studies Off-Campus Cohort** as your program on the application form (this will automatically waive the $100 application fee).
- No letter of reference is needed – submit your agency representative email on the application where reference information is required on the application.
- No GRE (graduate record exam) is required.
- **Application deadline for *Spring 1, 2023* is December 15, 2022.**

Master of Arts in Liberal Studies Curriculum:
Liberal Studies Required Core Courses – *12 credits*
- LSF 501 Effective Professional Communication (includes mandatory library session)
- LSF 502 Effective Professional Thinking
- LSF 503 Effective Professional Global and Cultural Awareness
- LSF 504 Effective Professional Action and Leadership

Human Services Sample Course of Study Options – *15 credits (5 courses from list to be selected by agency-additional courses may be added as appropriate)*
- CEL 536 Advocacy and Legislation
- CEL 537 Foundations of the Non-Profit Organization
- CEL 538 Financial Accounting in Non-profit Organizations
- CEL 596 Leadership Theories and Practice
- CEL 597 Leading High Performing Teams
- CEF 562 Transition Planning for People with Intellectual/Developmental Disabilities
- CEZ 545 Autism Spectrum Disorders Today

Required Science Course – *3 credits*
CEI 511 Communication Technology (science requirement – subject to change)

Required Capstone Course – *3 credits* (offered as final course of program)
- CED 595 Capstone Course Project Seminar

LSF 501 Effective Professional Communication
Concepts and practice in different modes of professional communication: writing in a variety of genres; designing effective, accessible presentations; speaking, and effective group problem solving and writing/communicating strategies, as well as using selected technologies to support these skills. Library session required.

LSF 502 Effective Professional Thinking
Examines how to use, synthesize and analyze the vast amount of data professionals are exposed to daily. The course will be infused with how to utilize technologies in decision making processes. Competencies include using inductive versus deductive reasoning, learning how to effectively schedule, create and analyze spreadsheets and budgets, problem solving, thinking creatively, and using critical thinking skills.

LSF 503 Effective Professional Global and Cultural Awareness
Explores issues surrounding diversity and inclusion, beginning with a broad consideration of geographical and cultural globalization topics. Students will leverage the knowledge and skills garnered from readings on intercultural communication, diversities of ethnicity, religion, disability, gender and sexuality, in order to articulate best practices regarding justice and ethics in the workplace and on a national stage.

LSF 504 Effective Professional Action and Leadership
Provides a professional roadmap for individuals who wish to navigate an enriched personal and professional path. This course focuses on helping learners to understand themselves as professionals and to take action for further and future development. Attention will be given to individual and group dynamics, leadership, self-monitoring, time management, and other important concepts for professional success.

CED 595 Capstone Course Project Seminar
The goal of the Project Seminar is to teach students to understand and conduct graduate level research. Research may be either original or applied. Prior approval of topic by faculty required; methodology and resources will be reviewed throughout writing process. Successful completion of the Project Seminar requires a grade of "B" or better; otherwise, the course must be repeated in order to graduate.

CEF 562 Transition Planning for People with Intellectual/Developmental Disabilities
This course examines concepts of human development and developmental variations as a foundation for understanding human growth, development and challenges as applied to the field of human services. By examining the life span, students will explore the various stages of human development to developmental challenges experienced by persons with disabilities and their families at different stages of life. Through guided field experiences, students will observe and reflect on the development of personal identity, cultural and developmental variations, as well as cognitive, social and vocational implications for persons with disabilities living in 21st century communities. Students will also consider ways in which interpersonal relationships, roles and relationships in home and community living settings, can be designed to support the developmental process throughout the lifespan.

CEL 537 Foundations of the Not-for-Profit Organization
This foundations course will provide an overview of the principles and practices of nonprofit organizations, through both philosophical perspectives as well as hands-on managerial procedures. Students will study the role of these entities in the larger business environment, and investigate what successful ventures have in common. Missions, Leadership, Ethics, Financial, Governing, and other related challenges will be explored. Measurements of effectiveness will be surveyed for ongoing productivity on all levels; with an eye on Sustainability of well-run companies and other outfits.

CEI 511 Communications Technology (meets MA in Liberal Studies Science Requirement*)
The expansion of technology within the communications field in the past decade has substantially influenced how society interacts. Students will explore how modern communications devices and web-based communications tools impact education, business and personal life while building knowledge to harness the power of these tools for personal and professional growth. Topics include the ethics surrounding the use of modern communications. The class will examine ways that communication technologies can increase opportunities for people to network in multiple settings, have greater access to others and to certain needed resources and supports where applicable. Advancements in technology, especially in communication systems, has been especially life-saving/enhancing for people with disabilities.

CEZ 545 Autism Spectrum Disorders Today
This course provides an overview of Autism Spectrum Disorders (ASD) aimed towards an understanding of current issues regarding possible causes, prevalence, diagnosis and classification, early identification, educational interventions, medical and behavioral treatment options, individual differences and co-morbidities. Students will explore these areas to achieve an acceptable level of competency in recognizing autism in its various forms, understanding the cognitive, social and behavioral deficits associated with each subtype, and preparing for more in-depth instruction on the education and treatment practices currently in place for children and adults with this disorder.

CEL 597 Leading High Performing Teams
Exceptional leaders assemble and direct a team that maintains a high level of effective performance. This course examines how leaders leverage the dynamics of their teams to achieve their goals. Topics, such as team diversity of thought, creating a collaborative environment, establishing a shared vision, and facilitating effective self-motivation will be examined in depth.

CEL 538 Financial Accounting in Non-Profit Organizations
This course will introduce and explore basic financial accounting terminology, principles and concepts and their relevant business applications to a nonprofit organization. Students will review and interpret nonprofit financial statements such as the Statement of Financial Position (Balance Sheet) and Statement of Financial Activities (Income Statement). Focus is on how nonprofit revenue producing transactions such as: contributions, gift & pledge transactions, contracts & grants and fundraising affect the financial performance of a nonprofit entity. Emphasis will be on identifying key accounting concepts such as revenue recognition principle and accrual accounting. Other topics include strategic planning and budgeting, financial reporting and analysis needed to make informed nonprofit business decisions. Through a combination of discussion, lecture, review of nonprofit financial data and illustrative exercises, students will gain basic financial skills needed to be effective in their respective nonfinancial roles within the nonprofit world. No prerequisites.

Next Steps

Start Application:

PLEASE CONTACT POONAM RAMPAL (ACLD-HUMAN RESOURCES) FOR PRE-APPROVAL TO BEGIN APPLICATION PROCESS.

Terms for Program starting Spring 2, 2023

Spring 1, 2023 – begins January 2, 2023
Spring 2, 2023 – begins March 20, 2023
Summer 2023 – begins June 5, 2023
Fall 2023 – begins September 11, 2023
Spring 1, 2024 - tbd
Spring 2, 2024 - tbd
Summer 2024 - tbd
Fall 2024 – tbd
Spring 1, 2025 - tbd
Spring 2, 2025 – tbd
Summer 2025 – tbd
Fall 2025 – tbd (for makeup)