

Graduate Program Degree Requirements

Studio Art

Master of Fine Arts in Studio Art

(11.5 semester course credits)

Required:

ARTS 201 Concentrations in Painting, Sculpture, Ceramics, Photography, Electronic Arts, Video (1; 1; 1; 1). This course must be taken each semester.

ARTS 287 Topics in Contemporary Art (1)

ARTS 288 Contemporary Art and Critical Thinking (1)

ARTS 291 Graduate Seminar (.5; .5). This course must be taken twice in the first year.

ARTS 293 Degree Exhibition and Artist Statement (.25; .25). This course must be taken twice in the second year.

And select four courses from the following list, or other courses in consultation with faculty advisor:

ARTS 143 Contemporary Photographic Practice I (1)

ARTS 145 Contemporary Photographic Practice II (1)

ARTS 149 Contemporary Photographic Practice III (1)

ARTS 151 Advanced Drawing (1)

ARTS 161 Advanced Painting (1)

ARTS 164 Advanced Ceramics (1)

ARTS 173 Advanced Sculpture (1)

ARTS 205 Concentrations in Ceramics, Painting, Photography, Sculpture/Intermedia (1). This course may be taken four times.

IART 219 Electronic Arts (1)

IART 220 Advanced Electronic Arts (1)

IART 247 Video I (1)

IART 248 Video II (1)

Or one upper-division course in art history or in another academic subject in consultation with faculty advisor.

Biochemistry & Molecular Biology

Biochemistry and Molecular Biology Certificate Program

(16 semester course credits)

Required:

BIO 001–002 General Biology I and II (1.25; 1.25)

BIO 133 Molecular Cell Biology (1)

BIO 135 Genetics (1)

BIOC 141 Protein Chemistry and Enzymology (1)

BIOC 142 Metabolism and Proteomics (1)

BIOC 143 Analytical Biochemistry (1)

CHEM 017–018 General Chemistry I and II (1.25; 1.25)

CHEM 105–106 Organic Chemistry I and II (1.25; 1.25)

PHYS 061–062 General Physics I and II (1.25; 1.25)

BIO 191 Senior Seminar (1) or
CHEM 191 Senior Seminar (1)

Note: It is recommended that students complete at least two upper-division biology courses prior to taking BIO 191.

Computer Science

Master of Arts in Interdisciplinary Computer Science

(11 semester course credits)

Required:

CS 111 Introduction to Computer Architecture (1)

CS 124 Data Structures and Algorithms (1)

CS 214 Programming Languages (1)

CS 222 Operating Systems (1)

CS 232 The Interdisciplinary Computer Science Research Process (1)

CS 250 Thesis for the Degree of Master of Arts in Interdisciplinary Computer Science (1)

And select one additional interdisciplinary course in a discipline related to your prior background or professional interest for 1 graduate or upper-division undergraduate credit.

And select four elective computer science courses, at least two of which must be at the 200 level, from the following:

CS 113 Compiler Design and Implementation (1)

CS 225 (125) Theory of Algorithms (1)

CS 227 (127) Linear Optimization (1)

CS 228 (128) Theory of Computation (1)

CS 231 (131) Computer Networks (1)

CS 270 (170) Software Engineering (1)

CS 280 (180) Topics in Computer Science (1)

CS 286 (186) Web Programming (1)

Other elective courses may be accepted at the discretion of the department.

Note: For courses offered at both the 100 and the 200 level, students enrolled at the 200 level will be required to do additional work in the course.

Post-baccalaureate Programs in Computer Science

Since the fall of 1982, Mills has provided a certificate program in computer science for college graduates, especially women, who intend to pursue employment, advancement, or graduate studies in computer science and need to acquire the proper background.

The Mills post-baccalaureate program has two tracks for students with different goals. The post-baccalaureate certificate program, for students interested in entering the professional computing workforce, has no programming or mathematics prerequisites. The advanced-degree preparatory track is for students whose goal is further graduate study (MS or PhD) in computer science and has the same special admission requirements as the MA program in interdisciplinary computer science. This small program offers support and personal attention while students study computer science. It also provides substantial opportunity for hands-on experience with programming on a variety of computer systems. Each student's course of study is tailored to individual needs and includes independent study options.

Post-baccalaureate Certificate Program

(8 semester course credits)

Required:

CS 063 Introduction to Computer Science (1)

CS 064 Computer Concepts and Intermediate Programming (1)

CS 111 Introduction to Computer Architecture (1)

CS 124 Data Structures and Algorithms (1)

CS 214 (114) Programming Languages (1)

MATH 004 Discrete Mathematics I (1)

And select two courses from the following:

CS 113 Compiler Design and Implementation (1)

CS 222 (122) Operating Systems (1)

CS 225 (125) Theory of Algorithms (1)

CS 227 (127) Linear Optimization (1)

CS 228 (128) Theory of Computation (1)

CS 231 (131) Computer Networks (1)

CS 270 (170) Software Engineering (1)

CS 280 (180) Topics in Computer Science (1)

CS 286 (186) Web Programming (1)

Other elective courses may be accepted at the discretion of the department.

Advanced Degree Preparatory Track

(8 semester course credits)

Required:

CS 111 Introduction to Computer Architecture (1)

CS 124 Data Structures and Algorithms (1)

CS 214 (114) Programming Languages (1)

CS 222 (122) Operating Systems (1)

CS 225 (125) Theory of Algorithms (1)

CS 228 (128) Theory of Computation (1)

And select two courses from the following:

CS 113 Compiler Design and Implementation (1)

CS 227 (127) Linear Optimization (1)

CS 231 (131) Computer Networks (1)

CS 270 (170) Software Engineering (1)

CS 280 (180) Topics in Computer Science (1)

CS 286 (186) Web Programming (1)

Other elective courses may be accepted at the discretion of the department.

Dance

Master of Arts in Dance

(10.5 semester course credits, 7 at the graduate level)

Prerequisites:

The following prerequisites may be taken concurrently with other course work if not already completed elsewhere.

DNC 133 Dance Kinesiology (1)

DNC 157 Music for the Dancer (1)

Students who have had a music for dance course must take the rhythmic exemption exam.

Required:

History/Theory (2 course credits):

DNC 265 Modern to Contemporary Performance: History, Theory, and Practice (1)

DNC 288 Critical Acts: Dancing Strategies, Theories, and Contexts (1)

Technique (1 course credit) selected from:

DNC 014 (114) Techniques in International Dance Styles: Selected Form (.25)

DNC 015 Jazz (.25)

DNC 016 (116) African Haitian and Dunham Technique (.25)

DNC 101 Elementary Ballet (.25)

DNC 103 Intermediate Ballet (.25)

DNC 105 Elementary Modern Dance (.25)

DNC 107.01 Intermediate Modern Dance (.25)

DNC 107.02 Intermediate Modern Dance (.25)

DNC 107.03 Intermediate Modern Dance (.25)

DNC 107.04 Intermediate Modern Dance (.5)

DNC 107.05 Intermediate Modern Dance (.5)

DNC 107.06 Intermediate Modern Dance (.5)

DNC 109.01 Advanced Modern Dance (.25)

DNC 109.02 Advanced Modern Dance (.25)

DNC 109.03 Advanced Modern Dance (.5)

DNC 109.04 Advanced Modern Dance (.5)

DNC 113 Somatic Arts (.25)

All students must take .25 credit value of technique per week for four semesters. Two semesters must be modern technique.

Thesis (2 course credits):

DNC 250A Thesis: Research Project (.5)

DNC 250B Thesis: Writing (1.5)

(spring/fall sequence)

And select 5.5 more graduate or upper-division undergraduate course credits from the following:

DNC 134 Dance Improvisation (.5)

DNC 152 Action Lab (.5)

DNC 159 Dance Production (.25)

DNC 176 Dance Cultures (1)

DNC 179 Laban Studies (.5)

DNC 180 Special Topics in Dance (.25)

DNC 181 Solo Choreography (.5)

DNC 231 Dance for the Camera (.5)

DNC 243 Independent Project (.5–1)

DNC 253 Theory of Teaching Dance (1)

DNC 254 Laboratory Teaching of Dance (.5)

DNC 270 Seminar in Interdisciplinary Collaboration (1)

DNC 293 Contemporary Issues in Choreography (.5)

DNC 296 Live and Media Performance (1)

DNC 297 Ideas about Space (.5)

Once a student has applied to and is accepted to the MA course of study she/he is not eligible to change her/his dance degree tracks mid-stream without reapplying to the MFA program.

Master of Fine Arts in Dance

(12 semester course credits, 8 at the graduate level)

Prerequisites:

DNC 133 Dance Kinesiology (1)

DNC 157 Music for the Dancer (1)

DNC 159 Dance Production (.25)

DNC 181 Solo Choreography (.5)

Students who have had a music course must nevertheless take the rhythmic exemption exam.

Prerequisite credits will not count toward the 12 core credits required.

Required:

Choreography (2 course credits):

DNC 282 Group Choreography (.5)

DNC 285 Sources and Inventions (.5)

DNC 286 Contemporary Choreography: Stylistic and Contextual Investigations (.5)

DNC 297 Ideas about Space (.5)

History/Theory (2 course credits):

DNC 265 Modern to Contemporary Performance: History, Theory, and Practice (1)

DNC 288 Critical Acts: Dancing Strategies, Theories, and Contexts (1)

Technique (2.5 course credits):

All students must take four semesters of modern technique equaling .5 credit value per semester. Students must also take .5 credit value of intermediate level ballet over two semesters, or .25 credit value of intermediate ballet and .25 credit value of somatics each semester.

Note: .25 credit equals two technique class sessions per week; .5 credit equals four class sessions per week.

DNC 101 Elementary Ballet (.25)

DNC 103 Intermediate Ballet (.25)

DNC 107.01 Intermediate Modern Dance (.25)

DNC 107.02 Intermediate Modern Dance (.25)

DNC 107.03 Intermediate Modern Dance (.25)

DNC 107.04 Intermediate Modern Dance (.5)

DNC 107.05 Intermediate Modern Dance (.5)

DNC 107.06 Intermediate Modern Dance (.5)

DNC 109.01 Advanced Modern Dance (.25)

DNC 109.02 Advanced Modern Dance (.25)

DNC 109.03 Advanced Modern Dance (.5)

DNC 109.04 Advanced Modern Dance (.5)

DNC 113 Somatic Arts (.25)

Thesis (2 course credits):

DNC 250A Thesis: Research Project (.5)

DNC 250B Thesis: Writing (.5)

DNC 250C Thesis: Concert (.5; .5)

NOTE: DNC 250A is taken in spring semester of first year. DNC 250B is taken in fall semester of second year. DNC 250C must be taken twice, fall semester second year for .5 credit and spring semester second year for .5 credit.

Students must participate each year in thesis concert pieces and other student choreographic projects to satisfy the performance requirement.

And select one or more graduate electives or upper-division course credits for a total of 3.5 credits from the following list with at least one course chosen from DNC 270 or above. (Electives or seminars in other fine art departments, with approval from dance faculty, may apply.)

DNC 113 Somatic Arts (.25)

DNC 152 Action Lab (.5)

DNC 159 Dance Production (.25)

DNC 176 Dance Cultures (1)

DNC 179 Laban Studies (.5)

DNC 180 Special Topics in Dance (.25)

DNC 231 Dance on Camera (.5)

DNC 243 Independent Project (.5–1)

DNC 253 Theory of Teaching Dance (1)

DNC 254 Laboratory Teaching of Dance (.5)

DNC 255A/B Repertory Dance Company (.5; .5)*

DNC 270 Seminar in Interdisciplinary Collaboration (.5–1)

DNC 284 Choreographic Project (.5)

DNC 293 Contemporary Issues in Choreography (.5)

DNC 296 Live and Media Performance (1)

*Two consecutive semesters, .5 credit per semester.

Note: Also see the undergraduate courses listed in the Undergraduate Catalog in which graduate students may enroll.

Education

Early Childhood Education

The master's degree programs in early childhood education generally require two years of study and provide options for specialization either in child life in hospitals, in early childhood education, or in early childhood special education. The curriculum includes content and theory in special areas of focus: research, history, public policy, parent education, child development, special education, and practical applications through individualized special fieldwork.

Comprehensive exams include a written project (a research paper or a professional project), an oral presentation, and an oral examination at the end of the second year.

Master of Arts in Education (MA) with an Emphasis in Early Childhood Education

(13 semester course credits)

This two-year degree program offers the possibility of specializing in one of two strands of early childhood education: either development and teaching, or administration and policy. The degree prepares students for professional leadership in preschool, childcare services, and other programs for children and families. Students will also be prepared to enter the fields of public policy, research, adult education, and parent education. Graduates also enter professional fields such as program development for private organizations and public agencies, and prepare for more advanced graduate work. It is possible to complete both a master's degree and a multiple subject credential.

Degree Requirements:

Year 1

EDUC 234 Research Methodology for Observing Children (.5)

EDUC 236 Development and Learning in Young Children (1)

EDUC 238 Social, Emotional, and Moral Development and Learning (1)

EDUC 291A/B Theory and Practice of Early Childhood Education: Infants and Preschoolers (1; 1)

Year 2

EDUC 227 (427) Issues of Race and Ethnicity in Education (1)

EDUC 290 Advanced Seminar in Child Development (1)

EDUC 294A Graduate Seminar: Research in Education—ECE (1)

EDUC 294B Research Seminar—ECE (1)

If your focus is development and teaching you are required to take the following courses:

EDUC 237 Child Language Acquisition (1)

EDUC 246 Working with Families and Community (.5)

EDUC 260 History and Theories of Play in Human Development, Culture, and Education (.5)

Select an additional 2.5 credits from the School of Education and College offerings.

If your focus is leadership and policy you are required to take the following courses:

EDUC 203 Public Policy: Children, Youth, and Family Issues (1)

EDUC 276 Leadership in Early Childhood Education (1)

Select an additional 2.5 credits from the School of Education and College offerings.

In addition, students are encouraged to pursue their own interests, either through course work in other departments on campus or through the educational exchange with other local college campuses.

Master of Arts in Education (MA) with an Emphasis in Child Life in Hospitals

Child life in hospitals prepares students to work with children in medical and community settings. The curriculum includes content and theory in the special areas integrated with hospital and community observation and field practica.

Degree Requirements:

Year One

EDUC 231 Assessment and Intervention for Children with Special Needs (1)

EDUC 242 The Hospitalized Child (1)

EDUC 254 Medical Information: Children in Hospitals and Clinics (.5)

EDUC 256 Topics in Child Health and the Exceptional Child (.5)

EDUC 291A/B Theory and Practice of Early Childhood Education: Infants and Preschoolers (1; 1)

Select one of the following:

EDUC 214 Diversity in Children with Special Needs: Cultural and Family Systems (.5)

EDUC 255: Children with Special Needs: Infants and Young Children (1)

Select one of the following:

PSYC 242 Attachment and Loss (1)

PSYC 265 Infancy (1)

Year Two

EDUC 253 Administering Early Childhood Programs (.5)

EDUC 260 History and Theories of Play in Human Development, Culture, and Education (.5)

EDUC 263 Administrative Practicum in Early Childhood Programs (.5–1)

EDUC 273A and /or EDUC 273B Field Experience in Child Life in Hospitals (.5–3)

EDUC 294A Graduate Seminar: Research in Education—ECE (1)

EDUC 294B Research Seminar—ECE (1)

Select one of the following:

EDUC 236 Development and Learning in Young Children (1)

EDUC 238 Social, Emotional, and Moral Development and Learning (1)

Select one of the following (or other with advisor's approval):

PSY 110 Stress and Disease (1)

PSY 243 Parents and Caregiving (1)

SOC 142 Medical Sociology (1)

SOC 147 Social Aspects of Cancer (1)

SOC 148 Sociology of Death and Dying (1)

Early Childhood Special Education Credential Program

(15 semester course credits)

Students can earn both the Preliminary Level I and the Clear Professional Level II credentials. These credentials enable teachers to provide educational services to children from birth to pre-kindergarten who are eligible for early intervention or special education. It can be earned with either a master's degree in early childhood education with an emphasis in early childhood special education, or a master's degree in infant mental health combined with early childhood special education.

The master's degree in early childhood education or master's degree in infant mental health combined with the specialist credential provides students with academic preparation and training for work with infants and young children with developmental disabilities and their families in early intervention and preschool special education settings. This California-approved education specialist instruction credential in early childhood special education enables teachers to provide services to children, ages birth to pre-kindergarten, diagnosed with mild/moderate and moderate/severe disabilities and traumatic brain injury. Further, the Mills credential program provides added authorization in the areas of autism spectrum disorders and emotional disturbance.

Credential Requirements for Masters in Education with an Emphasis in ECE with ECSE Credential Preparation

Preliminary Credential:

Year One

EDUC 214 Diversity in Children with Special Needs: Cultural and Family Systems (.5)

EDUC 231 Assessment and Intervention for Children with Special Needs (1)

EDUC 236 Development and Learning in Young Children (1)
EDUC 253 Administering Early Childhood Programs (.5)
EDUC 255 Children with Special Needs: Infants and Young Children (1)
EDUC 260 History and Theories of Play in Human Development, Culture, and Education (.5)
EDUC 291A/B Theory and Practice of Early Childhood Education: Infants and Preschoolers (1; 1)
EDUC 379 Teaching Language Arts and Literature in the Primary Grades (1)

Year Two

EDUC 242 The Hospitalized Child (1)
EDUC 254 Medical Information: Children in Hospitals and Clinics (.5)
EDUC 258 Early Childhood Curricula for Children with Special Needs (1)
EDUC 263 Administrative Practicum in Early Childhood Programs (.5–1)
EDUC 275A/B Field Experience and Seminar in Early Childhood Settings (1; 1)
EDUC 294A Graduate Seminar: Research in Education—ECE (1)
EDUC 294B Research Seminar—ECE (1)

Select one of the following:

EDUC 237 Child Language Acquisition (1)
EDUC 238 Social, Emotional, and Moral Development and Learning (1)

Level II Credential*:

(2.5 semester course credits)

At this level, each student develops an individual induction plan in consultation with an advisor. This requires enrollment in special education pre- and post-induction planning seminars for .25 credit each, and the following courses:

EDUC 203 Public Policy: Children, Youth, and Family Issues (1)
EDUC 277 Special Education Pre-Induction Seminar (.25)
EDUC 278 Special Education Post-Induction Seminar (.25)
EDUC 352 English Language Development and Content Instruction Methods—Multiple Subjects (1)

Non-college activities offered at employing school districts or the special education professional community (.5)

Under the master's degree in early childhood education, the early childhood special education emphasis can be combined with the child life emphasis for an additional semester of course work. Students who choose to study both emphases will graduate with a California education specialist instruction credential in early childhood special education and will qualify to take the national child life certification exam.

* Tentative, subject to CTC (California Commission on Teacher Credentialing) approval.

Teacher Education

Multiple Subject Credential with an Early Childhood Emphasis

The multiple subject credential program prepares students to teach in any self-contained P–8 classroom. This work is completed in conjunction with an early childhood master's degree program (with an emphasis in either early childhood or child life).

EDUC 236 Development and Learning in Young Children (1)
EDUC 246 Working with Families and the Community (.5)
EDUC 260 History and Theories of Play in Human Development, Culture, and Education (.5)
EDUC 300A/B Curriculum and Instruction in the Elementary School (1; 1)

EDUC 303 Mathematics in the Elementary School (1)

EDUC 347A/B Introduction to the Profession of Teaching Diverse Learners (.5; .5)

EDUC 348 Building Structures for Equity, Excellence, and Access (.5)

EDUC 352 English Language Development and Content Instruction Methods—Multiple Subject (1)

EDUC 373A/B Student Teaching in the Elementary School (1–3; 1–3)

EDUC 379 Teaching Language Arts and Literature in the Primary Grades (1)

EDUC 380 Teaching Reading and Language Arts in the Elementary School (1)

Note: See Master of Arts in Education with an Emphasis in Early Childhood Education section for additional course work.

Note: With regard to the core courses for the MA in education with an emphasis in early childhood, students enrolled in this program are not required to take EDUC 234.

Multiple Subject Credential

While the multiple subject credential program prepares students to teach in any self-contained K–8 classroom, it is recommended for those interested in teaching grades K–6. This work is generally completed in conjunction with a master of arts degree program with an emphasis on teaching.

Requirements:

EDUC 236 Development and Learning in Young Children (1)

EDUC 300A/B Curriculum and Instruction in the Elementary School (1)

EDUC 303A/B Mathematics in the Elementary School (1; 1)

EDUC 347A/B Introduction to the Profession of Teaching Diverse Learners (.5; .5)

EDUC 348 Building Structures for Equity, Excellence, and Access (.5)

EDUC 352 English Language Development and Content Instruction Methods—Multiple Subject (1)

EDUC 373A/B Student Teaching in the Elementary School (.5–3; .5–3)

EDUC 379 Teaching Language Arts and Literature in the Primary Grades (1)

EDUC 380 Teaching Reading and Language Arts in the Elementary School (1)

Single Subject Credential: Art, English, Foreign Language, or Social Studies

This single subject credential program prepares students to teach art, English, foreign language (French or Spanish), or social studies in grades 6–12. This work is generally completed in conjunction with a master of arts degree program with an emphasis on teaching.

Requirements:

EDUC 301A/B Curriculum and Instruction for Secondary Teachers (1; 1)

EDUC 339 Development and Learning in Adolescents (1)

EDUC 347A/B Introduction to the Profession of Teaching Diverse Learners (.5; .5)

EDUC 348 Building Structures for Equity, Excellence, and Access (.5)

EDUC 353 English Language Development and Content Instruction Methods—Single Subject (1)

EDUC 385A/B Student Teaching in the Secondary School (1–3; 1–3)

EDUC 389 Teaching Reading and Writing in the Secondary Schools (.5)

Plus one additional course from your subject area or an upper-level language course.

Single Subject Credential: Math or Science

This single subject credential program prepares students to teach mathematics, life sciences, or physical sciences in grades 6–12. There is a midcareer mathematics and science track within the single subject credential program which offers special opportunities for those who have chosen to leave the private

sector or other professional roles in order to pursue a career in mathematics or science teaching. This work is generally completed in conjunction with a master of arts degree program with an emphasis on teaching.

Requirements:

EDUC 305A/B Curriculum and Instruction for Secondary Math and Science Teachers (1; 1)

EDUC 339 Development and Learning in Adolescents (1)

EDUC 347A/B Introduction to the Profession of Teaching Diverse Learners (.5; .5)

EDUC 348 Building Structures for Equity, Excellence, and Access (.5)

EDUC 353 English Language Development and Content Instruction Methods—Single Subject (1)

EDUC 385A/B Student Teaching (1–3; 1–3)

EDUC 389 Teaching Reading and Writing in the Secondary Schools (.5)

Two of the following:

EDUC 393 Topics in Chemistry (.5)

EDUC 394 Topics in Mathematics (.5)

EDUC 395 Topics in Biology (.5)

EDUC 396 Topics in Physics (.5)

The Master of Arts in Education with an Emphasis in Teaching (MEET)

MEET is a 10–12 credit MA program designed to prepare teachers for professional practice in urban schools. At the end of the first year students receive their preliminary California teaching multiple or single subject credential. After this year students teach or work in some capacity with school-aged students on a regular basis while taking seminar-style courses designed to facilitate the continued building of their inquiry stance and professional practice. Classes after the credential year of study are held late afternoon or early evening to accommodate working schedules. Post-credential students engage in a range of classroom-based research projects, which they design and conduct to build their knowledge of their students' learning and their teaching practice.

Any time within five years of completing their credential, students can enter the post-credential program. Given the demands of the program, however, students completing their credential at Mills who want to continue in the MEET program directly will be required to enroll in the program part time. Exceptions to this rule will be made on a case-by-case basis. To petition for an exception students must write a letter indicating the reasons for making the request, which must be signed by their advisor. A decision on full-time enrollment for first-year teachers will be made in consultation with the student, the student's advisor, and the MEET program director.

Degree Requirements:

Successful completion of master's project within five years of commencing post-credential course work,

4–6 Mills course credits from the Mills credential program,

4–6 additional Mills course credits from the following:

EDUC 207A/B Inquiry into the Teaching Process: Practice into Theory (1; 1)

EDUC 293A/B Graduate Seminar: Research in Education (1; 1)

Recommended:

EDUC 201 Social Foundations of Education (1)

EDUC 203 Public Policy, Children, Youth, and Family Issues (1)

EDUC 246 Working with Families and the Community (.5)

EDUC 427 Race and Ethnicity in Schools (1)

Educational Leadership

Each credential or degree program emphasizes the preparation of educational leaders with the knowledge, skills, and commitment needed to transform organizations and institutions in order to create conditions for optimal learning. The Educational Leadership Program seeks individuals with capacity, passion, and purpose who can envision and implement changes to improve our educational system or related social institutions.

Administrative Services Credential (ASC)

Professional educators can earn both the preliminary California ASC (Tier I) as well as the professional ASC (Tier II). This program is designed for working professionals and classes take place in the evening or occasionally on weekends.

Credential Requirements

ASC, Tier I:

EDUC 401 School Leadership (1)

EDUC 404 Instructional Leadership (1)

EDUC 406 Fiscal and Business Services (.5)

EDUC 407 Human Resource Management (1)

EDUC 409A/B Field Experience (1; 1)

EDUC 412 School Law and Public Policy (.5)

EDUC 446 Working with Families and the Community (1)

ASC, Tier II:

Students enroll in EDUC 417A/B Individualized Professional Development Plan in their first year in Tier II and EDUC 418 A/B in their second. Students also receive extensive mentoring and field supervision in Tier II.

Master of Arts in Educational Leadership (MA)

(10 semester course credits)

Students may complete the master's degree alone or in conjunction with the administrative services credential. The master's degree program may serve as preparation for the EdD program, but completion of this program is no guarantee of admission to the doctoral program at Mills.

Degree Requirements:

A total of 10 Mills credits are required to earn the master of arts degree in educational leadership. Students select courses from among the Educational Leadership Program offerings listed below. The faculty advisor works with the student to develop the sequence of courses. Credits earned toward the preliminary administrative services credential may be applied to the MA, and MA course work may be applied toward the doctorate.

EDUC 227/427 Issues of Race and Ethnicity in Education (1)

EDUC 229 Schools, Sexuality, and Gender (1)

EDUC 230 History of Education in the United States (1)

EDUC 421A Inquiry into Leadership: Practice into Theory I (1)

EDUC 421B Inquiry into Leadership: Practice into Theory II (1)

EDUC 424 Educational Program Evaluation (1)

EDUC 426 Ethical and Moral Considerations in Educational Leadership (1)

EDUC 428 Organizational Development and School Improvement (1)

EDUC 432 Curricular Leadership (1)

Master of Arts in Education (MA) with an Emphasis in Leadership in Early Childhood

(10 semester course credits)

The Early Childhood Leadership Program is a two-year masters degree program with a doctoral option. Developed for working professionals with at least five years of experience in early childhood or a related field, the program offers courses in the evenings and, occasionally, on weekends. Students take classes in leadership theories and development; the application of child development theory to current issues in early childhood practice and policy; family, school and community relationships; public policy; organizational change; administrative and fiscal practices; and ethics and moral issues in education. Students engage in year-long field placements to expand their professional network and to deepen their knowledge of the complex issues challenging the profession.

Degree Requirements:

Year One

EDUC 203 Public Policy: Children, Youth, and Family Issues (1)

EDUC 246 Working with Families and the Community (.5)

EDUC 263 Administrative practicum in Early Childhood Programs (1)

EDUC 265 Child Development for Early Childhood Leaders (1)

EDUC 276 Leadership in Early Childhood Seminar (1)

Year Two

EDUC 290 Advanced Seminar in Child Development (1)

EDUC 426 Ethical and Moral Considerations in Educational Leadership (1)

Plus 3.5 elective credits selected in consultation with the student's advisor

Master of Arts in Education (MA) with an Emphasis in Independent School Leadership

(10 semester course credits)

The master's degree in education leadership with a concentration in private/independent school leadership is designed to enhance students' knowledge, skills, values, and practical experience so they can achieve their potential as leaders in independent school settings. The core curriculum of this program builds on the current school leadership program and is complemented with electives focused on independent school leadership. Within the context of their coursework, students will experience integrative projects and related fieldwork. The special features of the program include course work and guided fieldwork experiences specifically geared to meet the needs of independent school educators as well as connections to an extensive network of cooperating schools.

Degree Requirements:

EDUC 401 School Leadership (1)

EDUC 404 Instructional Leadership (1)

EDUC 407 Perspectives on Human Resource Management (1)

EDUC 409A Field Experience (1)

EDUC 409B Field Experience (1)

EDUC 411A Independent School Leadership I (1)

EDUC 411B Independent School Leadership II(1)

Select one of the following:

EDUC 403 Administrative Leadership: Theory, Concepts-and Practice (1)

EDUC 406 Fiscal and Business Services (.5)

EDUC 412 School Law and Public Policy (.5)

EDUC 426 Ethical and Moral Considerations in Educational Leadership (1)

EDUC 427 Issues of Race and Ethnicity in Education (1)

Joint MBA/MA in Educational Leadership

The joint MBA/MA in educational leadership degree is a 22-credit full-time program. Students earn a single master's degree that reflects the education and business knowledge and skills needed to lead and manage organizations in the education sector or to consult or provide services to this sector. Foundation, core and elective courses have been selected to give students the breadth of knowledge needed for both programs, while substantially reducing the total number of credits required to complete what would otherwise be two degrees. The joint program also enables students to reduce the time invested in securing both graduate degrees while ensuring the academic quality and standards of each degree. It is expected that students will complete this program within two and a half (2.5) to four (4) years, depending on the number of foundation courses transferred into the program, the availability of summer courses, and the student's course load. The residency requirement is four (4) semesters.

Foundation Courses

(8 semester course credits)

Foundation courses in educational leadership represent topic areas rather than specific courses. The education foundation courses may be completed at other institutions and counted towards the joint degree requirements with the approval of the Dean of the School of Education. Students may take a maximum of three (3) of the MBA listed foundation courses at an accredited, four-year college or university as long as the courses are equivalent to a Mills 1 semester credit, are approved by the Dean's office, and were taken within five (5) years prior to the date of entrance into the MBA program. To fulfill a foundation

course requirement, the students must have earned a grade of B or better in each course. (Financial and Managerial Accounting may be taken at an accredited junior/community college or continuing education program in which the courses have been certified for credit eligibility towards the CA Certified Public Accountancy exam). All remaining courses are to be taken at Mills.

MGMT 200 Microeconomic Theory (1)*

MGMT 214 Financial Accounting (1)*

MGMT 215 Managerial Accounting (1)

MGMT 216 Corporate Finance (1)

MGMT 236 Managerial Economics (1)

Leadership (EDUC 401 or EDUC 403) (1)

Teaching and Learning (EDUC 265, EDUC 339, EDUC 347A, or EDUC 404) (1)

Issues of Race and Ethnicity (EDUC 402 or EDUC 427) (1)

*Courses must be taken within the first three (3) semesters of the program.

Core Courses

(9 semester course credits)

The required core courses are central to the degree and cannot be substituted from outside programs.

MGMT 226 Management Information Systems (1)

MGMT 230 Marketing Management (1)

MGMT 232 Operations Management (1)

MGMT 263 Quantitative Methods for Business (1)*

MGMT 290 Strategy Management (1) or
PPOL 220 Organization Efficacy (1)

EDUC 407 Perspectives on Human Resource Management (1)

EDUC 421A Inquiry into Leadership: Practice into Theory (1)

EDUC 421B Inquiry into Leadership: Practice into Theory (1)

EDUC 426 Ethical and Moral Dimensions in Educational Leadership (1)

*Courses must be taken within the first three (3) semesters of the program.

Approved Electives

(4 semester course credits)

Students must take a total of four semester credits in electives at Mills with two credits from MBA offerings and two credits from educational leadership. Electives must be selected from the approved electives below:

MBA Electives

ECON 141 Economics of Education (1)

MGMT 201 Macroeconomic Theory (1)

MGMT 202 Administrative Behavior (1)

MGMT 223 Advertising and Public Relations (1)

MGMT 224 Communications for Business (1)

MGMT 227 Negotiations (1)

MGMT 228 Governmental and Nonprofit Accounting (1)

MGMT 231 Marketing Strategy (1)

MGMT 270 Nonprofit Management (1)

MGMT 271 Strategic Philanthropy and Social Enterprise (1)

MGMT 274 Innovation in Business (1)

MGMT 275 Entrepreneurship (1)

Educational Leadership Electives

EDUC 203 Public Policy: Children, Youth, and Families (1)

EDUC 220 Urban Education (1)

EDUC 229 Schools, Sexuality, and Gender (1)

EDUC 261 Interpersonal Communication (1)

EDUC 276A Leadership in Early Childhood Seminar (1)

EDUC 290 Advanced Seminar in Child Development (1)

EDUC 401 School Leadership (1)

EDUC 403 Administrative Leadership: Theory, Concepts, Practices (1)

EDUC 406 Fiscal and Business Services (.5)

EDUC 412 School Law and Public Policy (.5)

EDUC 427 Issues of Race and Ethnicity in Education (1)

Practicum

(1 semester course credit)

A practicum is required for students who do not have at least two years of professional or managerial experience in educational administration or consulting. The practicum can be supervised by a faculty member in either the MBA or Educational Leadership Program.

MGMT 288 Management Practicum (1)

EDUC 409A or B Field experience (1)

Doctor of Education (EdD)

Designed for accomplished practitioners, the doctoral program prepares individuals for professional leadership positions within the educational system and related organizations. Students may complete the doctoral degree alone or in conjunction with the administrative services credential, Tier I or Tier II. The EdD program is designed for working professionals and courses take place in the evening.

Degree Requirements:

Completion of the EdD requires a total of 20 Mills credits. Students who are admitted to the program may petition for transfer of some relevant prior graduate-level work. Upon admission to the program, each student develops a sequence of study in consultation with the academic advisor. This sequence will include core courses related to the theory and practice of leadership, a required set of courses in research methods, an area of specialization, and completion of the doctoral dissertation. The program generally requires two to three years of course work followed by the doctoral dissertation.

In students' first and possibly second year of course work, they work with their advisors to shape a course sequence that meets their educational and professional goals. These courses can consist of the Administrative Services Credential, the MA in Educational Leadership, the Leadership Program in Early Childhood MA, or any set of courses from those listed below. With the approval of the advisor, appropriate courses from other departments may also be included in the doctoral program.

EDUC 227/427 Issues of Race and Ethnicity in Education (1)

EDUC 229 Schools, Sexuality, and Gender (1)

EDUC 230 History of Education in the United States (1)

EDUC 419 Educational Technology and Information Systems (.5)

EDUC 420 Education Research Colloquium (.5)

EDUC 421A Inquiry into Leadership: Practice into Theory I (1)

EDUC 421B Inquiry into Leadership: Practice into Theory II (1)

EDUC 424 Educational Program Evaluation (1)

EDUC 426 Ethical and Moral Considerations in Educational Leadership (1)

EDUC 428 Organizational Development and School Improvement (1)

EDUC 432 Curricular Leadership (1)

Upon completion of at least 10 credits (including transfer credits), students enter the "doctoral core" phase of the EdD program. This consists of a year-long sequence of required courses outlined below:

EDUC 413 Qualitative Methods (1)

EDUC 414 Quantitative Methods (1)

EDUC 425 Introduction to Research Design (1)

EDUC 434 Research Methods: Proposal Design and Development I (1)

EDUC 497 Directed Reading for Dissertation (1)

EDUC 450 Dissertation Research (.5–1; may be repeated for credit)

English

Master of Arts in Literature

Master of Arts in English and American Literature

(a minimum of 11 semester course credits)

The basic curricular components for the MA program consist of one required course in the first semester (ENG 200), 8 literature course credits including the MA Research Project class (ENG 250A) and two electives:

- five of the 11 courses must be taken at the graduate (200) level only (excludes split-level courses)
- two of the 11 courses may be taken at the upper-division undergraduate (100) level
- no more than two Independent Study (ENG 295) courses may be taken to satisfy these requirements, and the graduate (200) level only requirement may not be satisfied through Independent Study

Also see 200-level courses in Book Art, Ethnic Studies, and Letters.

Literature Classes: To fulfill the literature requirement you must take literature and theory courses (craft classes cannot be taken for literature credit). Literature courses offered through the Ethnic Studies Department, as well as courses offered in English through the modern languages and literatures programs, may be included.

Electives: The two elective credits can be any graduate-level or upper division undergraduate course offered by the college for academic credit. Students are urged to consult with their advisor about which electives would be most useful for their course of study. Students may take literature and pedagogy classes* in the English Department, as well as classes offered through the modern languages and literatures programs, the Ethnic Studies Department, and the Book Art Program. Language courses taken through the modern languages and literatures programs can be particularly useful for students intending to pursue a PhD. If students take classes outside of the division in departments such as Dance, Music, and Art, they should check with individual departments for registration restrictions.

MA Research Project (ENG 250A): Taught in rotation by literature faculty, this course is the capstone experience for the MA degree, and allows the student to complete an advanced scholarly research project of her/his choice of topic. Taken in the last semester (offered spring only). The MA Research Project class fulfills one of the four required literature classes taken at the graduate-only level.

*Students interested in teaching composition in the future or in working as a teaching assistant (TA) at Mills through a partial-tuition graduate assistantship, may want to consider taking ENG 272 Theories and Strategies of Teaching Writing as an elective. Students who are awarded a partial-tuition graduate assistantship, either in the Writing Center or in the ENG 001 classroom, are required to take ENG 272.

Master of Fine Arts in Poetry

Master of Fine Arts in Creative Writing with an Emphasis in Poetry

(a minimum of 11 semester course credits)

The basic curricular components of this program consist of:

- four writing workshops (4)
- two craft credits (2)
- four elective credits (4)
- thesis credit (1)

Students are admitted to one of three genres: poetry, fiction, or creative nonfiction.*

Writing Workshop Credits (4):

At least three of the four required writing workshops must be in the admitted genre. Two of these workshops in the admitted genre must be taken consecutively during the first year. The department recommends that students work with several different instructors, as exposure to varied perspectives is crucial to one's development as a writer. Registration for workshops is facilitated through the graduate coordinator's office in the department, which places students in workshops based upon student requests and availability of seats. Please note that we can only guarantee each student one workshop in their admitted genre per semester. Students are welcome to take more than one workshop per semester on a space-available basis.

Craft Credits (2):

Students will be placed in ENG 204 The Craft of Poetry in each of their first two semesters.

Electives (4):

The 4 elective credits can be any graduate-level (200) or upper-division undergraduate (100) course offered by the College for academic credit. Note: Only two upper division undergraduate courses may count towards graduate degree requirements.

It is assumed that the majority of electives will be literature courses or additional craft courses. The Department regularly offers literature courses in contemporary poetry such as Listening to Reading, Poets of Color, and Queer Poetics. Students are urged to consult with their advisor about which electives would be most useful for their course of study.

More specialized workshops in young adult fiction, writing for magazines, and writing for performance, which may also be taken for elective credit when offered. Note: No more than one workshop may be used to satisfy the elective credit requirement. Courses taken outside the department in Music, Intermedia Arts, Book Art, Ethnic Studies, and Languages and Literatures may also be taken to fulfill elective credits.

Students interested in teaching in the future may want to take ENG 272 Theories and Strategies of Teaching Writing or ENG 271 Theories of Creativity and the Teaching of Creative Writing. Students who are awarded a graduate assistantship, either in the Writing Center or in the ENG 001 classroom, are required to take ENG 272.

Students may also gain teaching experience through a Mills classroom TA practicum (ENG 277). Off-campus teaching, publishing internships, or other professional experience can also be taken for practicum credit (ENG 297). Both courses may only be taken on a pass/no pass basis and may not be used to fulfill any degree requirements. However, these courses will appear on student transcripts as official record of valuable classroom and other professional experience, mentoring, and training.

Note: No more than one elective credit may be satisfied through Independent Study (ENG 295).

Thesis Credit (1):

ENG 250 is the two-semester course that is typically completed in the final year of study. The course does not have an assigned class period but requires regular meetings between the student and the thesis director. Students will submit their choices for thesis directors and readers and the department will finalize thesis committee assignments at the beginning of the final year of study. Please see the department's Blackboard site for full thesis schedule and guidelines.

*While students may apply to switch creative writing genres while they are in the MFA program, they should keep in mind that if their application is approved by the department, they are still required to take the three required workshop credits in the new genre of study which might extend their total number of semesters in the program. Students should contact the department's graduate programs coordinator for more information and procedures.

Master of Fine Arts in Prose

Master of Fine Arts in Creative Writing with an Emphasis in Prose

(a minimum of 11 semester course credits)

Students are admitted in either fiction or creative nonfiction.*

The basic curricular components of this program consist of

four writing workshops (4)

two craft credits (2)

four elective credits (4)

thesis credit (1)

Writing Workshop Credits (4):

At least three of the four required writing workshops must be in prose. Two of the required prose workshops must be taken consecutively during the first year.

All workshop credits must be taken at the graduate level (200) to fulfill this requirement. The department recommends that students work with several different instructors, as exposure to varied perspectives is crucial to one's development as a writer. Registration for workshops is facilitated through the graduate coordinator's office in the department. Students are welcome to take more than one workshop per semester on a space-available basis.

Craft Credits (2):

Students will be placed in ENG 203 The Craft of Prose in each of their first two semesters.

Electives (4):

The 4 elective credits can be any graduate-level (200) or upper-division undergraduate (100) course offered by the College for academic credit. Note: Only two upper-division undergraduate courses may count towards graduate degree requirements.

It is assumed that the majority of elective credits will be literature courses or additional craft courses. The Department regularly offers literature course in the novel, short story, young adult fiction, and creative nonfiction. Students are urged to consult their academic advisor about which electives would be most useful for their course of study.

More specialized workshops in young adult fiction, writing for magazines, and writing for performance, which may also be taken for elective credit when offered. Note: No more than one workshop may be used to satisfy the elective credit requirement. Courses taken outside the department in Music, Intermedia Arts, Book Art, Ethnic Studies, and Languages and Literatures may also be taken to fulfill elective credits.

Students interested in teaching in the future may want to take ENG 272 Theories and Strategies of Teaching Writing or ENG 271 Theories of Creativity and the Teaching of Creative Writing. Students who are awarded a graduate assistantship, either in the Writing Center or in the ENG 001 classroom, are required to take ENG 272.

Students may also gain teaching experience through a Mills classroom TA practicum (ENG 277). Off-campus teaching, publishing internships, or other professional experience can also be taken for practicum credit (ENG 297). Both courses may only be taken on a pass/no pass basis and may not be used to fulfill any degree requirements. However, these courses will appear on student transcripts as official record of valuable classroom and other professional experience, mentoring, and training.

Note: No more than one elective credit may be satisfied through Independent Study (ENG 295).

Thesis Credit (1):

ENG 250 is the two-semester course that is typically completed in the final year of study. The course does not have an assigned class period but requires regular meetings between the student and the thesis director. Students will submit their choices for thesis directors and readers and the department will finalize thesis committee assignments at the beginning of the final year of study. Please see the department's graduate programs coordinator for full thesis schedule and guidelines.

*While students may apply to switch creative writing genres while they are in the MFA program, they should keep in mind that if their application is approved by the department, they are still required to take the three required workshop credits in the new genre of study which might extend their total number of semesters in the program. Students should contact the department's Blackboard site for more information and procedures.

Master of Fine Arts in Book Art and Creative Writing

(a minimum of 12.5 semester course credits)

BOOK 230 Artists' Books: Conceptual Approaches (1)
BOOK 236 Work in Context: Writing, Book Art, and Public Presentation (1)
BOOK 250 Thesis for MFA in Book Art and Creative Writing (2)
BOOK 261 Seminar in Professional Practice (.5)
ENG 203 The Craft of Prose (1) or
ENG 204 The Craft of Poetry (1)

Graduate-level creative writing workshops (2 semester course credits). Both workshops must be taken in the genre in which the student was accepted to the program. Workshops in other genres may be taken for elective credit.

Choose from the following list (with approval of advisor; courses may be repeated for credit):

ENG 267 Graduate Prose Workshop (Creative Nonfiction) (1)
ENG 268 Graduate Prose Workshop (1)
ENG 270 Graduate Poetry Workshop (1)

Book art concentration courses (3 semester course credits). Choose three from the following list (with approval of advisor; courses may be repeated for credit):

BOOK 217 Visible Language: Typography, Books, and Printing (1)
BOOK 220 Bookbinding: Traditional Forms and Modern Variations (1)
BOOK 221 Bookbinding: Building the Contemporary Book (1)
BOOK 240 The Book in Time and Space (1)
BOOK 280 Special Topics in Interdisciplinary Book Art (1)
BOOK 284 The Book in an Edition (1)

Electives (2 semester course credits):

May include 100- or 200-level courses in literature or interdisciplinary seminars as well as courses in other disciplines that complement the student's particular field of inquiry. Examples would include courses in music, dance, studio and intermedia art, other book art courses such as BOOK 130 History of the Book, and craft and pedagogy courses offered through the English Department.

Course Sequence

Year one

Fall (3 semester course credits)

BOOK 230 Artists' Books: Conceptual Approaches (1)
ENG 203 The Craft of Prose (1) or
ENG 204 The Craft of Poetry (1)
Book art concentration 1 (1)

Spring (3 semester course credits)

Creative writing workshop 1 (1)
Book art concentration 2 (1)

Elective 1 (1)

Year two

Fall (3 semester course credits)

BOOK 236 Work in Context: Writing, Book Art, and Public Presentation (1)

Book art concentration 3 (1)

Creative writing workshop 2 (1)

Spring (2.5 semester course credits)

BOOK 250 Thesis for MFA degree in Creative Writing (1)

BOOK 261 Seminar in Professional Practice (.5)

Elective 2 (1)

Nonresident Semester (1 semester course credit)

BOOK 250 Thesis for MFA in Book Art and Creative Writing (1)

Infant Mental Health

Master of Arts in Infant Mental Health

The master's degree in infant mental health requires two years of study and is designed for students with a baccalaureate degree in psychology or a master's degree in child development.

Required:

(14 semester course credits)

EDUC 231 Assessment and Intervention in Young Children (1)

EDUC 238 (138) Social, Emotional, and Moral Development and Learning (1)

EDUC 242 (142) The Hospitalized Child (1)

EDUC 255 (155) Children with Special Needs: Infants and Young Children (1)

EDUC 275A/B Field Experience in Infant Mental Health (1; 1)

EDUC 291A/B Theory and Practice of Early Childhood Education (1; 1)

PSYC 161 Clinical Psychology (1)

PSYC 242 (142) Attachment and Loss (1)

PSYC 243 Parents and Caregiving (1)

PSYC 265 (165) Infancy (1)

PSYC 293A Graduate Thesis Project (1)

PSYC 293B Graduate Thesis Research (1)

In addition, students may take an elective or an independent study for up to 1 credit if the student has already met some of the above required courses.

4+1 BA/MA Program

(10 semester course credits)

The 4+1 BA/MA is designed for Mills students to earn a BA in psychology and an MA in infant mental health in five years. This specialized master's degree is unique to Mills College. The program integrates a carefully designed curriculum that combines undergraduate and graduate specialized course work and field placement with a broad background in the liberal arts and sciences. The undergraduate portion of the program requires students to complete the Mills College BA as psychology majors (see Undergraduate Catalog for the psychology infant mental health track). The +1 MA year begins fall of the student's fifth year at Mills.

+1 MA Courses:

EDUC 231 Assessment and Intervention for Children with Special Needs (1)

EDUC 238 (138) Social, Emotional, and Moral Development and Learning (1)

EDUC 242 (142) The Hospitalized Child (1)

EDUC 255 (155) Children with Special Needs: Infants and Young Children (1)

EDUC 275A/B Field Experience in Early Childhood Special Education or Infant Mental Health (1; 1)

PSYC 161 Clinical Psychology (1)

PSYC 243 Parents and Caregiving (1)

PSYC 293A Graduate Thesis Project (1)

PSYC 293B Graduate Thesis Research (1)

Master of Arts in Infant Mental Health with an Early Childhood Special Education Specialist Credential

(20.5 semester course credits)

The Infant Mental Health Program offers students an opportunity to earn both a master's degree in Infant Mental Health and preparation for a California credential that qualifies them to provide educational services to children from birth to kindergarten who are eligible for early intervention and special education. Students can complete the coursework for the master's degree and the preliminary credential in 2.5 years.

EDUC 214 Diversity in Children with Special Needs (.5)

EDUC 231 Assessment and Intervention (1)

EDUC 236 Development and Learning in Young Children (1)

EDUC 238 Social, Emotional and Moral Development and Learning (1)

EDUC 242 The Hospitalized Child (1)

EDUC 253 Administering Early Childhood Programs (.5)

EDUC 254 Medical Information: Children in Hospitals and Clinics (.5)

EDUC 255 (155) Children with Special Needs: Infants and Young Children (1)

EDUC 258 Early Childhood Curricula for Children with Special Needs (1)

EDUC 260 History of Theories of Play (.5)

EDUC 263 Administrative Practicum (.5)

EDUC 275A Field Experience: IMH (1)

EDUC 275A/B Field Experience: Special Education (1; 1)

EDUC 291A/B Theory and Practice of Early Childhood Education: Infants and Preschoolers (1; 1)

EDUC 379 Teaching Language Arts (1)

PSYC 161 Clinical Psychology (1)

PSYC 242 Attachment and Loss (1)

PSYC 243 Parents and Caregiving (1)

PSYC 265 Infancy (1)

PSYC 293A Graduate Thesis Project (1)

PSYC 293B Graduate Thesis Research (1)

MBA

Master of Business Administration Full-Time or Part-Time MBA

Students enrolled in three or more classes each semester are considered full-time and generally complete the program in two to three years. Students enrolled in fewer than three courses per semester are considered part-time and earn their MBA in three to five years. Full-time and part-time MBA students enroll in the same courses and have access to the same outstanding faculty.

Mills MBA students generally have at least two years of professional work experience. If students do not have work experience, an internship is required during their time in the program.

The curriculum consists of 17 courses: seven foundation courses, six core courses, and a choice of four electives. The core and elective courses are to be taken at Mills. The residency requirement for full-time track students is three (3) semesters and seven (7) semesters for part-time track students.

Foundation Curriculum

The seven required foundation courses in economics, accounting, quantitative methods, and finance include:

1. Microeconomic Theory (Intermediate level)
2. Macroeconomic Theory (Intermediate level)
3. Financial Accounting
4. Managerial Accounting
5. Quantitative Methods for Business
6. Managerial Economics
7. Corporate Finance

We encourage students to take the foundation courses early in the program. Except for Managerial Economics, all foundation courses must be completed prior to a student's last semester in the MBA Program. Students must also receive a satisfactory letter grade as outlined in the College's graduate grading structure to receive credit.

Students may take a maximum of three (3) of the above listed foundation courses at an accredited, four-year college or university as long as the courses are equivalent to a Mills 1 semester credit, are approved by the Dean's office, and were taken within five (5) years prior to the date of entrance into the MBA program. To fulfill this foundation course requirement, the students must have earned a grade of B or better in each course. (Financial and Managerial Accounting may be taken at an accredited junior/community college or continuing education program in which the courses have been certified for credit eligibility towards the CA Certified Public Accountancy exam). All remaining courses are to be taken at Mills.

Core Curriculum

Students are required to take the following 6 core course credits:

MGMT 226 Management Information Systems (1)

MGMT 230 Marketing Management (1)

MGMT 232 Operations Management (1)

MGMT 234 Human Resources Management (1)

MGMT 244 Leadership and Ethics (1)

MGMT 290 Strategic Management (1)

Elective Curriculum

The electives provide an opportunity for students to deepen their general business knowledge or focus on one of five areas through a concentration: accounting, finance, marketing, nonprofit management, or socially responsible business. A concentration requires that the student take at least three electives approved for the concentration. Some elective courses may be crosslisted with other departments to benefit from their breadth of knowledge. (Not all elective courses are offered annually, as indicated with an asterisk.)

General Electives

Required: (4 semester course credits chosen from the following)

MGMT 202 Administrative Behavior (1)

MGMT 203 Organizational Theory (1)

MGMT 211 Money and Financial Institutions (1)

MGMT 212 Intermediate Financial Accounting (1)

MGMT 213 Individual Investment (1)

MGMT 218 Financial Derivatives (1)

MGMT 219 International Finance (1)

MGMT 221 Labor Economics* (1)
MGMT 222 Legal Environment of Business (1)
MGMT 223 Advertising and Social Media (1)
MGMT 224 Communication for Business (1)
MGMT 225 Simulation and Modeling in the Social and Policy Sciences (1)
MGMT 227 Negotiations (1)
MGMT 228 Governmental and Nonprofit Accounting (1)
MGMT 231 Marketing Strategy (1)
MGMT 233 Marketing Research (1)
MGMT 237 Public Sector Economics: The Economics of Government (1)
MGMT 238 Environmental Sustainability and Business (1)
MGMT 239 Urban Economics* (1)
MGMT 240 Health Economics* (1)
MGMT 246 Global Business Strategy* (1)
MGMT 253 Environmental Economics* (1)
MGMT 255 International Trade (1)
MGMT 260 Capital Markets, Real Estate, and Consulting (1)
MGMT 265 Cost Accounting (1)
MGMT 266 Tax Accounting (1)
MGMT 267 Auditing (1)
MGMT 270 Nonprofit Management (1)
MGMT 271 Strategic Philanthropy and Social Enterprise (1)
MGMT 272 Socially Responsible Business (1)
MGMT 274 Innovation in Business (1)
MGMT 275 Entrepreneurship (1)
MGMT 280 Topics in Business (1)
MGMT 282 Modeling and Data Analysis* (1)
MGMT 286 Business of Being an Artist* (1)
MGMT 288 Management Practicum (1)

Concentration Electives

Accounting electives (courses required to sit for CPA exam) include:

MGMT 212 Intermediate Financial Accounting (1)
MGMT 228 Governmental Accounting and Nonprofit Accounting (1)
MGMT 265 Cost Accounting (1)
MGMT 266 Tax Accounting (1)
MGMT 267 Auditing (1)

Finance electives include:

MGMT 211 Money and Financial Institutions (1)

MGMT 213 Individual Investment (1)

MGMT 218 Financial Derivatives (1)

MGMT 219 International Finance (1)

MGMT 260 Capital Markets, Real Estate, and Consulting (1)

Marketing electives include:

MGMT 223 Advertising and Social Media (1)

MGMT 231 Marketing Strategy (1)

MGMT 233 Marketing Research (1)

Nonprofit management electives include:

MGMT 228 Governmental and Nonprofit Accounting (1)

MGMT 270 Nonprofit Management (1)

MGMT 271 Strategic Philanthropy and Social Enterprise (1)

Socially Responsible electives include:

MGMT 238 Environmental Sustainability and Business (1)

MGMT 253 Environmental Economics* (1)

MGMT 271 Strategic Philanthropy and Social Enterprise (1)

MGMT 272 Socially Responsible Business (1)

MGMT 274 Innovation in Business (1)

Master of Business Administration Accelerated MBA

The Accelerated MBA can be completed in two to three semesters and is designed for students who have completed all or most of the MBA foundation courses at other institutions. Students who have not completed all seven courses are encouraged to take the remaining courses at Mills.

Accelerated MBA students generally have at least two years of professional work experience. If students do not have work experience, an internship is required prior to or during their time in the program. The residency requirement for accelerated track students is two (2) semesters.

Foundation Curriculum

To be eligible for the Accelerated MBA Program, applicants and current students must complete seven required foundation courses (or approved equivalencies) in economics, accounting, quantitative methods, and finance. Students who have taken any of the listed foundation courses at an accredited, four-year college or university are eligible for this program, as long as the courses are equivalent to a Mills 1 semester credit, are approved by the Dean's office and were taken within five (5) years prior to the date of entrance into the MBA program. To fulfill this foundation course requirement, the students must have earned a grade of B or better in each course. (Financial and Managerial Accounting may be taken at an accredited junior/community college or continuing education program in which the courses have been certified for credit eligibility towards the CA Certified Public Accountancy exam).

1. Microeconomic Theory (Intermediate level)
2. Macroeconomic Theory (Intermediate level)
3. Financial Accounting
4. Managerial Accounting
5. Quantitative Methods for Business
6. Managerial Economics
7. Corporate Finance

These requirements can be satisfied in three ways:

1. As part of regular undergraduate studies at an accredited four (4) year college or university,
2. As post-baccalaureate course work at Mills or another accredited four (4) year college or university,
3. By taking the remaining MBA courses at Mills and choosing the three (3) semester option.

Accelerated MBA students are full-time students, taking four to five classes per semester. Except for Managerial Economics, all foundation courses must be completed prior to a student's last semester in the MBA Program. Students must also receive a satisfactory letter grade as outlined in the College's graduate grading structure to receive credit.

After satisfaction of the prerequisite foundation courses, the Accelerated MBA consists of two (2) to three (3) semesters of full-time study in the graduate curriculum.

Graduate MBA Curriculum

In addition to the seven foundation courses, a student must complete 10 graduate courses consisting of six required core courses and four electives in order to complete the Mills MBA degree. The core and elective courses are to be taken at Mills.

Core Curriculum

Students are required to take the following six core course credits:

MGMT 226 Management Information Systems (1)

MGMT 230 Marketing Management (1)

MGMT 232 Operations Management (1)

MGMT 234 Human Resources Management (1)

MGMT 244 Leadership and Ethics (1)

MGMT 290 Strategic Management (1)

Elective Curriculum

The electives provide an opportunity for students to deepen their general business knowledge or focus on one of five areas through a concentration: accounting, finance, marketing, nonprofit management, or socially responsible business. A concentration requires that the student take at least three electives approved for the concentration. Some elective courses may be crosslisted with other departments to benefit from their breadth of knowledge. (Not all elective courses are offered annually, as indicated with an asterisk.)

General Electives

Required: (4 semester course credits chosen from the following)

MGMT 202 Administrative Behavior (1)

MGMT 203 Organizational Theory (1)

MGMT 211 Money and Financial Institutions (1)

MGMT 212 Intermediate Financial Accounting (1)

MGMT 213 Individual Investment (1)

MGMT 218 Financial Derivatives (1)

MGMT 219 International Finance (1)

MGMT 221 Labor Economics* (1)

MGMT 222 Legal Environment of Business (1)

MGMT 223 Advertising and Social Media (1)

MGMT 224 Communication for Business (1)

MGMT 225 Simulation and Modeling in the Social and Policy Sciences (1)

MGMT 227 Negotiations (1)

MGMT 228 Governmental and Nonprofit Accounting (1)

MGMT 231 Marketing Strategy (1)

MGMT 233 Marketing Research (1)

MGMT 237 Public Sector Economics: The Economics of Government (1)

MGMT 238 Environmental Sustainability and Business (1)

MGMT 239 Urban Economics* (1)

MGMT 240 Health Economics* (1)
MGMT 246 Global Business Strategy* (1)
MGMT 253 Environmental Economics* (1)
MGMT 255 International Trade (1)
MGMT 260 Capital Markets, Real Estate, and Consulting (1)
MGMT 265 Cost Accounting (1)
MGMT 266 Tax Accounting (1)
MGMT 267 Auditing (1)
MGMT 270 Nonprofit Management (1)
MGMT 271 Strategic Philanthropy and Social Enterprise (1)
MGMT 272 Socially Responsible Business (1)
MGMT 274 Innovation in Business (1)
MGMT 275 Entrepreneurship (1)
MGMT 280 Topics in Business (1)
MGMT 282 Modeling and Data Analysis* (1)
MGMT 286 Business of Being an Artist* (1)
MGMT 288 Management Practicum (1)

Concentration Electives

Accounting electives (courses required to sit for CPA exam) include:

MGMT 212 Intermediate Financial Accounting (1)
MGMT 228 Governmental Accounting and Nonprofit Accounting (1)
MGMT 265 Cost Accounting (1)
MGMT 266 Tax Accounting (1)
MGMT 267 Auditing (1)

Finance electives include:

MGMT 211 Money and Financial Institutions (1)
MGMT 213 Individual Investment (1)
MGMT 218 Financial Derivatives (1)
MGMT 219 International Finance (1)
MGMT 260 Capital Markets, Real Estate, and Consulting (1)

Marketing electives include:

MGMT 223 Advertising and Social Media (1)
MGMT 231 Marketing Strategy (1)
MGMT 233 Marketing Research (1)

Nonprofit management electives include:

MGMT 228 Governmental and Nonprofit Accounting (1)
MGMT 270 Nonprofit Management (1)

MGMT 271 Strategic Philanthropy and Social Enterprise (1)

Socially Responsible electives include:

MGMT 238 Environmental Sustainability and Business (1)

MGMT 253 Environmental Economics* (1)

MGMT 271 Strategic Philanthropy and Social Enterprise (1)

MGMT 272 Socially Responsible Business (1)

MGMT 274 Innovation in Business (1)

Master of Business Administration Bachelor's to Master's Five-Year Degree Program

Master of Business Administration
Bachelor's to Master's Five-Year Degree Program

The BA/MBA option is designed to allow Mills undergraduates, majoring in economics or other fields, to earn both a BA degree and an MBA degree in five years, with all requirements for the bachelor's degree completed during the first four years.

This program requires business-related work experience or an internship to be completed prior to or during the time in the program. Completion of the foundation course work and the required internship ensures that bachelor's to master's degree participants enter the program prepared for the graduate business curriculum.

Interested economics majors should discuss their plans with their major advisor no later than the beginning of their junior year to ensure that they have time to satisfy the foundation courses. Students majoring in other subjects should begin curricular planning in their sophomore year. Undergraduates are not eligible to take graduate courses in the MBA Program for credit towards their Mills BA degree.

To receive the MBA degree, students must complete the prerequisite foundation courses, the internship, the six (6) course graduate core curriculum, and four (4) graduate elective courses. The core and elective courses are to be taken at Mills. The residency requirement for 4+1 track students is two (2) semesters.

Core Curriculum

Students are required to take the following six core course credits:

MGMT 226 Management Information Systems (1)

MGMT 230 Marketing Management (1)

MGMT 232 Operations Management (1)

MGMT 234 Human Resources Management (1)

MGMT 244 Leadership and Ethics (1)

MGMT 290 Strategic Management (1)

Elective Curriculum

The electives provide an opportunity for students to deepen their general business knowledge or focus on one of five areas through a concentration: accounting, finance, marketing, nonprofit management, or socially responsible business. A concentration requires that the student take at least three electives approved for the concentration. Some elective courses may be crosslisted with other departments to benefit from their breadth of knowledge. (Not all elective courses are offered annually, as indicated with an asterisk.)

General Electives

Required: (4 semester course credits chosen from the following)

MGMT 202 Administrative Behavior (1)

MGMT 203 Organizational Theory (1)

MGMT 211 Money and Financial Institutions (1)

MGMT 212 Intermediate Financial Accounting (1)

MGMT 213 Individual Investment (1)

MGMT 218 Financial Derivatives (1)
MGMT 219 International Finance (1)
MGMT 221 Labor Economics* (1)
MGMT 222 Legal Environment of Business (1)
MGMT 223 Advertising and Social Media (1)
MGMT 224 Communication for Business (1)
MGMT 225 Simulation and Modeling in the Social and Policy Sciences (1)
MGMT 227 Negotiations (1)
MGMT 228 Governmental and Nonprofit Accounting (1)
MGMT 231 Marketing Strategy (1)
MGMT 233 Marketing Research (1)
MGMT 237 Public Sector Economics: The Economics of Government (1)
MGMT 238 Environmental Sustainability and Business (1)
MGMT 239 Urban Economics* (1)
MGMT 240 Health Economics* (1)
MGMT 246 Global Business Strategy* (1)
MGMT 253 Environmental Economics* (1)
MGMT 255 International Trade (1)
MGMT 260 Capital Markets, Real Estate, and Consulting (1)
MGMT 265 Cost Accounting (1)
MGMT 266 Tax Accounting (1)
MGMT 267 Auditing (1)
MGMT 270 Nonprofit Management (1)
MGMT 271 Strategic Philanthropy and Social Enterprise (1)
MGMT 272 Socially Responsible Business (1)
MGMT 274 Innovation in Business (1)
MGMT 275 Entrepreneurship (1)
MGMT 280 Topics in Business (1)
MGMT 282 Modeling and Data Analysis* (1)
MGMT 286 Business of Being an Artist* (1)
MGMT 288 Management Practicum (1)

Concentration Electives

Accounting electives (courses required to sit for CPA exam) include:

MGMT 212 Intermediate Financial Accounting (1)
MGMT 228 Governmental Accounting and Nonprofit Accounting (1)
MGMT 265 Cost Accounting (1)
MGMT 266 Tax Accounting (1)

MGMT 267 Auditing (1)

Finance electives include:

MGMT 211 Money and Financial Institutions (1)

MGMT 213 Individual Investment (1)

MGMT 218 Financial Derivatives (1)

MGMT 219 International Finance (1)

MGMT 260 Capital Markets, Real Estate, and Consulting (1)

Marketing electives include:

MGMT 223 Advertising and Social Media (1)

MGMT 231 Marketing Strategy (1)

MGMT 233 Marketing Research (1)

Nonprofit management electives include:

MGMT 228 Governmental and Nonprofit Accounting (1)

MGMT 270 Nonprofit Management (1)

MGMT 271 Strategic Philanthropy and Social Enterprise (1)

Socially Responsible electives include:

MGMT 238 Environmental Sustainability and Business (1)

MGMT 253 Environmental Economics* (1)

MGMT 271 Strategic Philanthropy and Social Enterprise (1)

MGMT 272 Socially Responsible Business (1)

MGMT 274 Innovation in Business (1)

Joint MBA/MA in Educational Leadership

The joint MBA/MA in educational leadership degree is a 22-credit full-time program. Students earn a single master's degree that reflects the education and business knowledge and skills needed to lead and manage organizations in the education sector or to consult or provide services to this sector. Foundation, core and elective courses have been selected to give students the breadth of knowledge needed for both programs, while substantially reducing the total number of credits required to complete what would otherwise be two degrees. The joint program also enables students to reduce the time invested in securing both graduate degrees while ensuring the academic quality and standards of each degree. It is expected that students will complete this program within two and a half (2.5) to four (4) years, depending on the number of foundation courses transferred into the program, the availability of summer courses, and the student's course load. The residency requirement is four (4) semesters.

Foundation Courses

(8 semester course credits)

Foundation courses in educational leadership represent topic areas rather than specific courses. The education foundation courses may be completed at other institutions and counted towards the joint degree requirements with the approval of the Dean of the School of Education. Students may take a maximum of three (3) of the MBA listed foundation courses at an accredited, four-year college or university as long as the courses are equivalent to a Mills 1 semester credit, are approved by the Dean's office, and were taken within five (5) years prior to the date of entrance into the MBA program. To fulfill a foundation course requirement, the students must have earned a grade of B or better in each course. (Financial and Managerial Accounting may be taken at an accredited junior/community college or continuing education program in which the courses have been certified for credit eligibility towards the CA Certified Public Accountancy exam). All remaining courses are to be taken at Mills.

MGMT 200 Microeconomic Theory (1)*

MGMT 214 Financial Accounting (1)*

MGMT 215 Managerial Accounting (1)

MGMT 216 Corporate Finance (1)

MGMT 236 Managerial Economics (1)

Leadership (EDUC 401 or EDUC 403) (1)

Teaching and Learning (EDUC 265, EDUC 339, EDUC 347A, or EDUC 404) (1)

Issues of Race and Ethnicity (EDUC 402 or EDUC 427) (1)

*Courses must be taken within the first three (3) semesters of the program.

Core Courses

(9 semester course credits)

The required core courses are central to the degree and cannot be substituted from outside programs.

MGMT 226 Management Information Systems (1)

MGMT 230 Marketing Management (1)

MGMT 232 Operations Management (1)

MGMT 263 Quantitative Methods for Business (1)*

MGMT 290 Strategy Management (1) or
PPOL 220 Organization Efficacy (1)

EDUC 407 Perspectives on Human Resource Management (1)

EDUC 421A Inquiry into Leadership: Practice into Theory (1)

EDUC 421B Inquiry into Leadership: Practice into Theory (1)

EDUC 426 Ethical and Moral Dimensions in Educational Leadership (1)

*Courses must be taken within the first three (3) semesters of the program.

Approved Electives

(4 semester course credits)

Students must take a total of four semester credits in electives at Mills with two credits from MBA offerings and two credits from educational leadership. Electives must be selected from the approved electives below:

MBA Electives

ECON 141 Economics of Education (1)

MGMT 201 Macroeconomic Theory (1)

MGMT 202 Administrative Behavior (1)

MGMT 223 Advertising and Public Relations (1)

MGMT 224 Communications for Business (1)

MGMT 227 Negotiations (1)

MGMT 228 Governmental and Nonprofit Accounting (1)

MGMT 231 Marketing Strategy (1)

MGMT 270 Nonprofit Management (1)

MGMT 271 Strategic Philanthropy and Social Enterprise (1)

MGMT 274 Innovation in Business (1)

MGMT 275 Entrepreneurship (1)

Educational Leadership Electives

EDUC 203 Public Policy: Children, Youth, and Families (1)

EDUC 220 Urban Education (1)

EDUC 229 Schools, Sexuality, and Gender (1)

EDUC 261 Interpersonal Communication (1)

EDUC 276A Leadership in Early Childhood Seminar (1)

EDUC 290 Advanced Seminar in Child Development (1)

EDUC 401 School Leadership (1)

EDUC 403 Administrative Leadership: Theory, Concepts, Practices (1)

EDUC 406 Fiscal and Business Services (.5)

EDUC 412 School Law and Public Policy (.5)

EDUC 427 Issues of Race and Ethnicity in Education (1)

Practicum

(1 semester course credit)

A practicum is required for students who do not have at least two years of professional or managerial experience in educational administration or consulting. The practicum can be supervised by a faculty member in either the MBA or Educational Leadership Program.

MGMT 288 Management Practicum (1)

EDUC 409A or B Field experience (1)

Joint MPP/MBA

To receive a joint MPP/MBA degree, students will take a total of 23 semester credits. This program should be approached as a full-time commitment. Several core and elective courses for each of the degrees meet requirements for both degrees, substantially reducing the total number of credits required.

The curriculum interweaves core courses from both programs at each level. Degree requirements include 18 required courses and 5 electives.

First-Year Requirements

PPOL 210 Public Policy and Economic Analysis

PPOL 241 Law and Public Policy

MGMT 263 Quantitative Methods for Business

MGMT 200 Microeconomic Theory

PPOL 200 Methods of Policy Analysis

MGMT 201 Macroeconomic Theory

MGMT 214 Financial Accounting

One elective (see below)

Second-Year Requirements

PPOL 220 Organizational Efficacy

MGMT 216 Corporate Finance

MGMT 230 Marketing Management

PPOL 221 Political Efficacy

MGMT 215 Managerial Accounting

MGMT 226 Management Information Systems

Two electives (see below)

Third-Year Requirements

PPOL 230 Integrative Core I: Advanced Methods and Cases

PPOL 227 Local and Community Policy Making, Planning and Management

MGMT 232 Operations Management

PPOL 231 Integrative Core II: Master's Policy Report

MGMT/PPOL 292 Business, Policy, and Society

Two electives (see below)

Electives

Five graduate electives will be chosen by the student in consultation with the adviser. The following are appropriate elective options, but an adviser may occasionally approve another course (including one taken through cross-registration) in special circumstances. Electives should be chosen to enhance the student's depth of knowledge in a particular methodological or substantive area. At least two electives need to be taken in each program area.

Students should be aware that some electives have prerequisites and can only be taken after those are fulfilled. Advisers can provide guidance as to the most appropriate timing for particular electives.

PPOL 209 The Public Policy-Making Process

PPOL 214 Social Policy Analysis

PPOL 235 Environmental Policy Analysis

PPOL 217 Ethical reasoning in Politics and Public Policy

PPOL 225 Simulation in Social and Policy Science

MGMT 220 Competitive Strategy

MGMT 227 Negotiations

MGMT 231 Marketing Strategy

MGMT 222 Legal Environment of Business

MGMT 223 Advertising and Social Media

MGMT 228 Government and Non-Profit Accounting

MGMT 236 Managerial Economics

MGMT 238 Environmental Sustainability & Business Management

MGMT 260 Capital Markets, Real Estate, and Consulting

MGMT 270 Nonprofit Management

MGMT 271 Strategic Philanthropy and Social Enterprise

MGMT 272 Corporate Social Responsibility

MGMT 274 Innovation in Business

MGMT 275 Entrepreneurship

MGMT 282 Modeling and Data Analysis

MGMT 288 Management Practicum

ECON 134/PPOL 215/MGMT 237 Public Sector Economics

ECON 140/MGMT 240 Health Economics

ECON 153/MGMT 253 Environmental Economics

ECON 164/MGMT264 Econometrics and Business Forecasting

GOVT 102/MGMT 202 Administrative Behavior

Flexible Options for Meeting First-Year Requirements

We will review past course work to determine if an MPP/MBA candidate has met certain program foundation requirements already. The following courses may be accepted from other institutions prior to enrollment with permission of faculty.

- Financial Accounting
- Microeconomic Theory
- Macroeconomic Theory
- Public Policy and Economic Analysis

No more than three courses from other institutions will be accepted toward the joint MPP/MBA at Mills.

The residency requirement for full-time students is a minimum of five (5) semesters.

Mathematics

Master of Arts in Mathematics

(8 semester course credits)

Prerequisites

To be considered for the 4+1 BA/MA Mathematics Program, a Mills undergraduate student must have:

- declared a mathematics major (or be close to declaring);
- a mathematics GPA of at least 3.5 (including all Mills and transferred courses counted toward the BA mathematics major);
- earned at least an A- in each of the following four courses: MATH 047, MATH 048, MATH 049, and MATH 050 (or their equivalent, if transferred);
- an overall Mills GPA of at least 3.0; and
- demonstrated potential for graduate-level work in mathematics.

Exceptions shall be made at the discretion of the Mathematics Department. The 4+1 BA/MA program is highly selective. Candidates will be accepted to the program after a full evaluation by the Mathematics Department.

Maintaining High Standards

To continue in the 4+1 BA/MA program, every year the student must have:

- shown satisfactory progress toward the BA and MA degrees;
- maintained an undergraduate mathematics GPA of at least 3.5;
- maintained a graduate mathematics GPA of at least 3.0; and
- maintained an overall Mills GPA of at least 3.0.

Students in the graduate 4+1 BA/MA in Mathematics Program earn a BA degree in mathematics at Mills and then complete the following MA requirements:

Graduate mathematics courses, select six (6):

MATH 242 Real Analysis (1)

MATH 252 Abstract Algebra II (1)

MATH 254 Foundations of Geometry (1)

MATH 260 Complex Analysis (1)

MATH 280 Topics in Mathematics:

MATH 280A Topics in Algebra (1)

MATH 280B Topics in Algebraic Geometry (1)

MATH 280C Topics in Algebraic Logic (1)

MATH 280D Topics in Analysis (1)

MATH 280E Topics in Applied Linear Algebra (1)

MATH 280F Topics in Combinatorics (1)

MATH 280G Topics in Geometry (1)

MATH 280H Topics in Linear Algebra (1)

MATH 280I Topics in Mathematical Logic and Foundations of Mathematics (1)

MATH 280J Topics in Number Theory (1)

MATH 280K Topics in Representation Theory (1)

MATH 280L Topics in Topology (1)

Notes: For courses offered at both the 100 and the 200 level, students enrolled at the 200 level will be required to do additional work in the course.

Thesis Requirement:

Two semesters of thesis work during the last year of the BA/MA program, under the supervision of the student's MA advisor: MATH 250A/B Thesis for the Degree of Master of Arts in Mathematics (1; 1).

Special Skills Requirements:

One semester foreign language course or programming language course at the undergraduate level, counted toward the BA degree. Exemptions shall be considered at the discretion of the Mathematics Department.

Students taking MATH 242 and/or MATH 252 shall be exempted from the undergraduate mathematics major BA requirements MATH 142 and/or MATH 152. The latter will have to be replaced with two other approved courses for the mathematics major BA degree.

MATH 280 is in the format of independent study and can be taken repeatedly for a maximum of 2 credits. Cross-registering at the University of California, Berkeley, Mathematics Department for graduate-level courses is possible for a maximum of 2 credits and with the prior approval of the MA thesis advisor. Exceptions shall be granted at the discretion of the Mathematics Department.

After the MA thesis is written and approved by the MA thesis advisor, the student gives a public presentation of the MA thesis in front of the department, including a period for questions and answers. The MA thesis quality and the student's knowledge in the topic are then evaluated by a departmental committee for successful completion of the BA/MA program.

Music

Master of Arts in Composition

Two-year residency requirement during which all students must complete their degree.
(11 semester course credits)

MUS 210 Selected Issues in Contemporary Performance and Improvisation (1)

MUS 212 Seminar in 20th-Century Literature and Theory (1) or
MUS 237 Seminar in Music Literature and Criticism (1)

MUS 224 Contemporary Instrumentation and Orchestration (1) or
MUS 266 Advanced Orchestration Seminar (1)

MUS 248 Post-Tonal Theory and Analysis (1)

MUS 250 Thesis (1), which consists of the preparation and performance of a major work during the Signal Flow Graduate Thesis Festival and a written thesis. Students meet regularly during their final semester with their faculty Thesis Director, and also consult with a faculty Thesis Reader on the development of their thesis.

MUS 256 Tonal Analysis (1)

MUS 291 Composition Seminar (1)* or
MUS 205 Selected Issues in Composition (1)

And two courses (1 credit total) of either:

MUS 225 Individual Instruction in Performance and Composition (.5)

MUS 260 Practicum (.5)

And select 3 course credits in electives.

*MUS 291 may be taken a second time to fulfill an elective credit.

The following undergraduate courses are open to graduate students as well:

MUS 101 20th-Century Styles and Techniques I: 1900–1945 (1)

MUS 102 20th-Century Styles and Techniques II: 1945 to the Present (1)
MUS 112 Cross-Currents in Rock Music (1)
MUS 114 Musics of the World: The Pacific, Asia, and India (1)
MUS 116 Women and Creative Music (1)
MUS 117 History of European Music to 1750 (1)
MUS 118 Classic and Romantic Music (1)
MUS 120 American Music (1)
MUS 121 Film Music: Mood and Meaning (1)
MUS 147 Introduction to Electronic Music (.5–1)
MUS 154 Introduction to Computer Music (.5–1)
MUS 155 Advanced Chromatic Harmony and Post-Tonal Analysis (1)
MUS 159 (259) Seminar in Musical Performance, Composition, and Improvisation (1)
MUS 161 (261) Sound Techniques of Recording (1)
MUS 163 The World of Opera (1)
MUS 170 African American Music: The Meaning and the Message (1)
MUS 180 Special Topics in Music: Deep Listening (.5–1)

First-Year Review: All Candidates

Students in all graduate music programs must demonstrate professional standards of achievement in their chosen field. At the end of the first year of residence (two semesters of full-time enrollment or its equivalent), students must submit a portfolio representing the work accomplished during the period of enrollment. Only after completion of a successful faculty review will the student be permitted to proceed with the second year of study.

Inquiries concerning any of these requirements should be addressed to the Music Department at 510.430.2171.

Master of Fine Arts in Electronic Music and Recording Media

Two-year residency requirement during which all students must complete their degree.
(12 semester course credits)

Several concentrations are possible within this degree program:

- composition and performance utilizing electronic media;
- instrument building and systems design for interactive electronic music; and
- intermedia work based in music, but also involving a variety of other time-based forms, such as video, Internet, and installation-based works.

Classes in the Electronic Music and Recording Media Program take place in the studios of the Center for Contemporary Music (CCM), and students pursuing intermedia work may also enroll in IART 219 Electronic Arts and IART 220 Advanced Electronic Arts, which meet in the Prieto Multimedia Lab, as well as relevant courses in dance and video. Students should budget additionally for materials required for work in these media. An average of \$600 per semester is required to cover costs for CDs, DVDs, storage devices, software, and electronic supplies.

Required:

MUS 212 Seminar in 20th-Century Literature and Theory (1)

MUS 250 Thesis (1), which consists of a performance of a major work during the Signal Flow Graduate Thesis Festival, and a written thesis. Students meet regularly during their final semester with their faculty Thesis Director, and also consult with a faculty Thesis Reader on the development of their thesis.

MUS 251 Seminar in Computer Music (1)

MUS 252 Seminar in Electronic Music Performance (1)

MUS 291 Composition Seminar (1)* or

MUS 205 Selected Issues in Composition (1)

And select one course from:

MUS 210 Selected Issues in Contemporary Performance and Improvisation (1)

IART 219 Electronic Arts (1)

IART 248 Video II (1)

And select one course from:

MUS 224 Contemporary Instrumentation and Orchestration (1)

MUS 264 Advanced Audio Recording (1)

MUS 266 Advanced Orchestration Seminar (1)

And two courses (1 credit total) of either:

MUS 225 Individual Instruction in Performance and Composition (.5)

MUS 260 Practicum (.5)

And select 4 semester course credits in electives, which may include appropriate 100- or 200-level courses in other departments.

*MUS 251, MUS 252, and MUS 291 may be taken a second time to fulfill an elective credit.

The following undergraduate courses are open to graduate students as well:

MUS 101 20th-Century Styles and Techniques I: 1900–1945 (1)

MUS 102 20th-Century Styles and Techniques II: 1945 to the Present (1)

MUS 112 Cross-Currents in Rock Music (1)

MUS 114 Musics of the World: The Pacific, Asia, and India (1)

MUS 116 Women and Creative Music (1)

MUS 117 History of European Music to 1750 (1)

MUS 118 Classic and Romantic Music (1)

MUS 120 American Music (1)

MUS 121 Film Music: Mood and Meaning (1)

MUS 147 Introduction to Electronic Music (.5–1)

MUS 154 Introduction to Computer Music (.5–1)

MUS 155 Advanced Chromatic Harmony and Post-Tonal Analysis (1)

MUS 159 (259) Seminar in Musical Performance, Composition, and Improvisation (1)

MUS 163 The World of Opera (1)

MUS 170 African American Music: The Meaning and the Message (1)

MUS 180 Special Topics in Music: Deep Listening (.5–1)

First-Year Review: All Candidates

Students in all graduate music programs must demonstrate professional standards of achievement in the chosen field. At the end of the first year of residence (two semesters of full-time enrollment or its equivalent), students must submit a portfolio representing the work accomplished during the period of enrollment. Only after completion of a successful faculty review will the student be permitted to proceed with the second year of study.

Inquiries concerning any of these requirements should be addressed to the Music Department at 510.430.2171.

Master of Fine Arts in Performance and Literature

Two-year residency requirement during which all students must complete their degree.
(12 semester course credits)

Two different specializations are possible within this degree program, each having different requirements:

- specialization in solo and chamber music

- specialization in improvisation

Students should budget additionally for individual instrument or voice lessons that may be required for the degree (see below). The cost of these lessons per semester varies widely from instructor to instructor, in a range from \$800 to \$1,500. We offer scholarships every semester to help offset this extra expense. Auditions to determine the amount of these scholarships take place on the first Thursday of each semester.

Required for solo and chamber music specialization:

MUS 212 Seminar in 20th-Century Literature and Theory (1)

MUS 224 Contemporary Instrumentation and Orchestration (1)

MUS 237 Seminar in Music Literature and Criticism (1)*

MUS 250 Thesis (1), which consists of a full recital with well-researched program notes, accompanied by a written thesis. Students meet regularly during their final semester with their faculty Thesis Director, and also consult with a faculty Thesis Reader on the development of their thesis.

And select one course from:

MUS 210 Selected Issues in Contemporary Performance and Improvisation (1)

MUS 211 Improvisation Workshop (1)

And select one course from:

MUS 248 Post-Tonal Theory and Analysis (1)

MUS 256 Tonal Analysis (1)

And two courses (1 credit total) of:

MUS 231 Performance Collective (.5)

And four courses (2 credits total) of:

MUS 225 Individual Instrumental Instruction (.5)

or

MUS 260 Practicum (.5)

And select 3 semester course credits in electives.

*MUS 237 may be taken a second time to fulfill an elective credit.

Required for specialization in improvisation:

MUS 210 Selected Issues in Contemporary Performance and Improvisation (1)

MUS 211 Improvisation Workshop (1)

MUS 212 Seminar in 20th-Century Literature and Theory (1)

MUS 224 Contemporary Instrumentation and Orchestration (1)

MUS 250 Thesis (1), which consists of the preparation and performance of a major improvisational work during the Signal Flow Graduate Thesis Festival, and a written thesis. Students meet regularly during their final semester with their faculty Thesis Director, and also consult with a faculty Thesis Reader on the development of their thesis.

And three courses (1.5 credits total) of either:

MUS 225 Individual Instrumental Instruction (.5) or

MUS 260 Practicum (.5)

And four courses (2 credits total) of:

MUS 242 Music Improvisation Ensemble II (.5)

And 3.5 semester course credits in electives.

The following undergraduate courses are open to graduate students as well:

MUS 101 20th-Century Styles and Techniques I: 1900–1945 (1)

MUS 102 20th-Century Styles and Techniques II: 1945 to the Present (1)

MUS 116 Women and Creative Music (1)

MUS 117 History of European Music to 1750 (1)

MUS 118 Classic and Romantic Music (1)

MUS 120 American Music (1)

MUS 147 Introduction to Electronic Music (.5–1)

MUS 154 Introduction to Computer Music (.5–1)

MUS 159 (259) Seminar in Musical Performance, Composition, and Improvisation (1)

MUS 163 The World of Opera (1)

MUS 170 African American Music: The Meaning and the Message (1)

MUS 180 Special Topics in Music (.5–1)

First-Year Review: All Candidates

Students in all graduate music programs must demonstrate professional standards of achievement in the chosen field. At the end of the first year of residence (two semesters of full-time enrollment or its equivalent), students must submit a portfolio representing the work accomplished during the period of enrollment. Only after completion of a successful faculty review will the student be permitted to proceed with the second year of study.

Inquiries concerning any of these requirements should be addressed to the Music Department at 510.430.2171.

Pre-Med

Post-baccalaureate Pre-Medical Certificate

In order to earn the program certificate, students must complete one-half of the science courses required by medical schools at Mills and achieve a minimum 3.0 GPA.

Required Courses

- General Biology with Lab
- General Chemistry with Lab
- General Physics with Lab (one semester of calculus is required)
- Organic Chemistry with Lab

Some medical schools have additional requirements such as calculus and/or biochemistry; see *Medical School Admission Requirements* published annually by the Association of American Medical Colleges concerning the prerequisites at particular schools. Depending on the extent of their preparation and time, students often elect to take additional biology and chemistry courses beyond the basic medical school requirements. Some of the more popular classes include biochemistry, genetics, human physiology, neurobiology, immunology, developmental biology, microbiology, and molecular cell biology.

A full-time course load for students in the post-baccalaureate Pre-Medical Program is usually two or three courses per semester. Most courses have associated laboratories or workshops, which translate to between 2.5 and 4 credits total per semester. Physical education activity courses do not count toward this limit. Overloads of up to 5 credits may be permitted with approval of the program director, John Brabson. No student may enroll for more than 5 credits.

Typical course schedule for two years:

First Year:

CHEM 017 and 018 General Chemistry I and II with Lab
BIO 001 and 002 General Biology I and II with Lab

Second Year:

CHEM 105 and 106 Organic Chemistry I and II with Lab
PHYS 061 and 062 General Physics I and II with Lab

See schedule of courses in biology, chemistry, and physics.

Public Policy

Master of Public Policy (MPP)

The MPP is a two-year professional degree program. The degree includes two levels of requirements: the foundation courses and the professional curriculum. Previous course work (at Mills or elsewhere) may be applied to the foundation requirements, reducing the number of classes and time needed to graduate. Equivalent courses are those we determine to have covered the essential material covered in the Mills foundation courses.

Foundation Requirements

(may be completed at other institutions prior to enrollment in the MPP Program, or by Mills undergraduates on the 4+1 track)

- Introduction to Economics (micro and macroeconomics)
- Public Policy and Economic Analysis
- Ethics of Policy/Politics (multiple options)
- Law and Public Policy
- Introduction to Statistics
- Public Sector Economics
- Methods of Policy Analysis
- Dimensions of Diversity in Public Policy (multiple options)

Professional Curriculum

(8 credits, must be completed at Mills or through cross-registration). The professional curriculum consists of six required courses and two electives that offer students opportunities to augment and deepen their skills through practical application. Depending on the number of foundation requirements met prior to entry, students may take some courses from the professional curriculum in the first year of a two-year program. Note, however, that the following (or their equivalents) are prerequisites for PPOL 230/231: Essentials of Economics; Public Policy and Economic Analysis; Introduction to Statistics; Methods of Policy Analysis; and Public Sector Economics.

Required:

PPOL 220 Organizational Efficacy (1)

PPOL 221 Political Efficacy (1)

PPOL 227 Local and Community Policy Making, Planning, and Management (1)

Advanced Analytics and Research Methods (select 1 course from the following 3 courses):

PPOL 216 Qualitative Methods in Policy Research (1)

PPOL 225 Simulation in the Social and Policy Sciences (1)

MGMT 264 Econometrics and Business Forecasting (1)

PPOL 230 MPP Integrative Core I: Advanced Methods and Cases in Public Policy (1)

PPOL 231 MPP Integrative Core II: Master's Policy Report (MPR) Seminar (1)

Two electives (relevant to policy issues and methods)

Electives will be selected to deepen the student's knowledge of either analytic methods or a policy area of concentration and must be approved by the program director or advisor. Students should be aware that graduate-level courses in a substantive policy area or advanced methods may have prerequisites.

For full-time students in the two-year track, the minimum residency is three (3) semesters. For full-time 4+1-track students, the minimum residency is two (2) semesters. For part-time students in either track, residency requirements are pro-rated.

Joint MPP/MBA

To receive a joint MPP/MBA degree, students will take a total of 23 semester credits. This program should be approached as a full-time commitment. Several core and elective courses for each of the degrees meet requirements for both degrees, substantially reducing the total number of credits required.

The curriculum interweaves core courses from both programs at each level. Degree requirements include 18 required courses and 5 electives.

First-Year Requirements

PPOL 210 Public Policy and Economic Analysis

PPOL 241 Law and Public Policy

MGMT 263 Quantitative Methods for Business

MGMT 200 Microeconomic Theory

PPOL 200 Methods of Policy Analysis

MGMT 201 Macroeconomic Theory

MGMT 214 Financial Accounting

One elective (see below)

Second-Year Requirements

PPOL 220 Organizational Efficacy

MGMT 216 Corporate Finance

MGMT 230 Marketing Management

PPOL 221 Political Efficacy

MGMT 215 Managerial Accounting

MGMT 226 Management Information Systems

Two electives (see below)

Third-Year Requirements

PPOL 230 Integrative Core I: Advanced Methods and Cases

PPOL 227 Local and Community Policy Making, Planning and Management

MGMT 232 Operations Management

PPOL 231 Integrative Core II: Master's Policy Report

MGMT/PPOL 292 Business, Policy, and Society

Two electives (see below)

Electives

Five graduate electives will be chosen by the student in consultation with the adviser. The following are appropriate elective options, but an adviser may occasionally approve another course (including one taken through cross-registration) in special circumstances. Electives should be chosen to enhance the student's depth of knowledge in a particular methodological or substantive area. At least two electives need to be taken in each program area.

Students should be aware that some electives have prerequisites and can only be taken after those are fulfilled. Advisers can provide guidance as to the most appropriate timing for particular electives.

PPOL 209 The Public Policy-Making Process

PPOL 214 Social Policy Analysis

PPOL 235 Environmental Policy Analysis

PPOL 217 Ethical reasoning in Politics and Public Policy

PPOL 225 Simulation in Social and Policy Science

MGMT 220 Competitive Strategy

MGMT 227 Negotiations

MGMT 231 Marketing Strategy

MGMT 222 Legal Environment of Business

MGMT 223 Advertising and Social Media

MGMT 228 Government and Non-Profit Accounting

MGMT 236 Managerial Economics

MGMT 238 Environmental Sustainability & Business Management

MGMT 260 Capital Markets, Real Estate, and Consulting

MGMT 270 Nonprofit Management

MGMT 271 Strategic Philanthropy and Social Enterprise

MGMT 272 Corporate Social Responsibility

MGMT 274 Innovation in Business

MGMT 275 Entrepreneurship

MGMT 282 Modeling and Data Analysis

MGMT 288 Management Practicum

ECON 134/PPOL 215/MGMT 237 Public Sector Economics

ECON 140/MGMT 240 Health Economics

ECON 153/MGMT 253 Environmental Economics

ECON 164/MGMT264 Econometrics and Business Forecasting

GOVT 102/MGMT 202 Administrative Behavior

Flexible Options for Meeting First-Year Requirements

We will review past course work to determine if an MPP/MBA candidate has met certain program foundation requirements already. The following courses may be accepted from other institutions prior to enrollment with permission of faculty.

- Financial Accounting
- Microeconomic Theory
- Macroeconomic Theory
- Public Policy and Economic Analysis

No more than three courses from other institutions will be accepted toward the joint MPP/MBA at Mills.

The residency requirement for full-time students is a minimum of five (5) semesters.