Elementary/Secondary Education 422
Course Syllabus: Fall 2012

Instructor: Erin Swinson

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Course Credit: 3 semester hours

Course: Educational Aide
Internship or Residency Practicum

Course Dates: 08/27/2012 through 12/15/2012
Location: The Individual Educational Aide’s Classroom

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings:

The required textbook is dependent upon the grade level certification sought and is the same textbook as required in ELED 414/415. SED 414/415 has changed textbooks and therefore they are no longer aligned. We apologize for this.

Suggested Text – ELED 422

OR

Suggested Text – SED 422

Supplementary Text

Resources

Print and Web Resources:

- Alternative Certification Programs, Texas A&M University-Commerce: Internet: [www.texas.ets.org](http://www.texas.ets.org).
- AskTED, Texas Education Agency (TEA): Internet: [http://askted.tea.state.tx.us/](http://askted.tea.state.tx.us/).
- Texas Examinations of Educator Standards, Texas Examinations of Educator Standards (TExES), Texas A&M-Commerce: Internet: [https://www.tamu-commerce.edu/teacher/d/certs_texas.asp](https://www.tamu-commerce.edu/teacher/d/certs_texas.asp).

Course Description:

**ELED 422- Practicum I: Applied Management & Curriculum Development**

Three to Six semester hours. This course provides the prospective teacher candidate who is employed as an educational aide with supervised experiences in the elementary school classroom. ELED 422 is designed to coincide with ELED 415/515 and is to be taken simultaneously. The final grade for ELED 422 is determined by performance in the classroom and is determined by the University supervisor and mentor teacher. **This class does not meet face-to-face.**

**Pre-requisite** - Departmental approval. Limited to students admitted to educational aide program.

**OR**

**SED 422- Internship in Teaching**

Three semester hours. This course provides the undergraduate or graduate prospective teacher candidate with supervised experiences in the secondary school. In addition to the undergraduate level, the course is designed for the post-baccalaureate student who is seeking initial certification at the graduate level. SED 422 is designed to coincide with SED 415/515 and is to be taken simultaneously. The final grade for SED 422 is determined by
performance in the classroom and is determined by the University supervisor and mentor teacher. **This class does not meet face-to-face.**

**Student Learning Outcomes:**

**This course is designed to work as a resource for the educational aide experience:**

1. Provide the pre-certified, practicing teacher/intern with best teaching practices to assure equity in the classroom for diverse groups of learners. (Equity in Excellence for all Learners)

2. Provide the pre-certified, practicing teacher/intern with the necessary skills to develop pedagogy and technology in order to provide relevant and meaningful learning experiences for all students. (Learner-Centered Knowledge)

3. Provide the pre-certified, practicing teacher/intern with the necessary tools to develop a rich knowledge base and best teaching practices to create learner-centered communities; collaboratively identify needs; plan and implement technology-based classroom rich knowledge base and best teaching practices to content instruction; collect, analyze and assess data; and implement instruction utilizing data through technology and other resources. (Learner-Centered Instruction).

4. Assist the pre-certified teacher/intern in understanding the importance of serving as an advocate for all students and the school and demonstrating effective professional and interpersonal communication skills. Learner-Centered Communication).

5. The pre-certified, practicing teacher/intern will demonstrate oral proficiency. (Learner-Centered Communication).

6. **Note:** It is a State Board for Educator Certification requirement that all teacher preparation entities evaluate each student's oral proficiency. Hence, the **summative** evaluation point value under this proficiency must be at least (2.8) in order for you to successfully complete your **ELED/SED 422** requirement. The pre-certified, practicing teacher/intern will serve and demonstrate orally and verbally the ability to serve as a reflective practitioner dedicated to all students’ success.

7. The pre-certified, practicing teacher/intern will demonstrate a commitment to learn, to improve the profession, and to maintain professional ethics and personal integrity. (Learner-Centered Professional Development)

**Note:** Professional assignments and activities including but not limited to: class seminars, journals, and observation of a master teacher are an integral part of your professional development and will be reflected under the proficiency on formative and summative evaluations.

8. In addition to the practicum, the pre-certified, practicing teacher/intern will participate in activities designed to familiarize oneself with the domains and competencies of the appropriate TExES Pedagogy and Professional Responsibilities (PPR) exam;

9. The pre-certified, practicing teacher/intern will examine the rationale of planning and implementing a curriculum including the application of TEKS with creating effective unit lesson planning, the use of resources and media for instruction, the Lesson Cycle, Interdisciplinary Lessons, and Bloom’s Taxonomy;
COURSE REQUIREMENTS

Instructional / Methods / Activities Assessments
1. Attendance, punctuality and dependability in the assigned TEA recognized classroom as an educational aide.
2. Timely and professional quality work submitted while enrolled in ELED/SED 415/515.
3. Completion of written assignments and projects including lesson plans exhibiting scholarship and professionalism submitted through the 415/515 courses.
4. Written journal reflections based on classroom experiences submitted to the university supervisor/liaison (See Handbook).
5. Two observations of the Mentor/Master teacher submitted to the university supervisor (See Handbook).
6. Meaningful preparation for classroom experiences including, lesson planning and implementation, best teaching practices, and appropriate student assessment.
7. Model professionalism and ethical behavior reflective of a teacher in Texas.
8. The Educational Aide will be familiar with the domains and competencies of the TExES Pedagogy and Professional Responsibilities (PPR) with specific focus on the following:

TExES Competencies Aligned with ELED 422/SED 422

Pedagogy and Professional Responsibilities
- Competency 002: The teacher understands student diversity and knows how to plan learning experiences and design assessments that are responsive to differences among students and that promote all students’ learning.
- Competency 003: The teacher understands procedures for designing effective and coherent instruction and assessment based on appropriate learning goals and objectives.
- Competency 004: The teacher understands learning processes and factors that impact student learning and demonstrates this knowledge by planning effective, engaging instruction and appropriate assessment.
- Competency 005: The teacher knows how to establish a classroom climate that fosters learning, equity, and excellence and uses this knowledge to create a physical and emotional environment that is safe and productive.
- Competency 006: The teacher understands strategies for creating an organized and productive learning environment and for managing student behavior.
- Competency 007: The teacher understands and applies principles and strategies for communicating effectively in varied teaching and learning contexts.
- Competency 008: The teacher provides appropriate instruction that actively engages students in the learning process.

Grading: ELED 422/SED 422
A semester letter grade is earned based on the following evaluations.

ELED 422
Satisfactory = Unsatisfactory
80% – 100 % 70% and below

SED 422
A = 90 – 100 %  B = 80 - 89 %  C = 70 - 79 %  D = 60-69 %  F =59 % or below
<table>
<thead>
<tr>
<th>Component</th>
<th>%</th>
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</thead>
<tbody>
<tr>
<td>Mentor Teacher Observation/Evaluation</td>
<td>40%</td>
</tr>
<tr>
<td>Educational Aide’s Self Assessment</td>
<td>20%</td>
</tr>
<tr>
<td>University Supervisor’s Evaluation</td>
<td>40%</td>
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</tbody>
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TECHNOLOGY REQUIREMENTS

The following information is provided to assist you in preparing to use technology successfully as an educator. You will need Internet access/connection – high speed recommended (not dial-up). Word Processor such as MS Word or Word Perfect.

Additionally, the following hardware and software are necessary to use eCollege: A&M-Commerce is optimized to work in a Microsoft Windows environment. This means our courses work best if one is using a Windows operating system (XP or newer) and a recent version of Microsoft Internet Explorer (6.0, 7.0, or 8.0).

It is strongly recommended that you perform a “Browser Test” prior to the start of your course. To launch a browser test, login to eCollege, click on the “myCourses” tab, and select the “Browser Test” link under Support Services.

ACCESS AND NAVIGATION

This course will be web enhanced using eCollege, the Learning Management System used by Texas A&M University-Commerce. To get started with the course, go to: https://leo.tamu-commerce.edu/login.aspx

You will need your CWID and password to log into the course. If you do not know your CWID or have forgotten your password, contact Technology Services at 903.468.6000 or helpdesk@tamu-commerce.edu

Being a Successful Student
- What Makes a Successful Online Student?
  http://www.ion.uillinois.edu/resources/tutorials/pedagogy/StudentProfile.asp

- Self-Evaluation for Potential Online Students
  http://www.ion.uillinois.edu/resources/tutorials/pedagogy/selfEval.asp

- Readiness for Education at a Distance Indicator (READI)
  http://tamuc.readi.info/

Login Information: Login = tamuc; password = online

COMMUNICATION AND SUPPORT

Interaction with Instructor Statement: The quickest method of communication for you to communicate with me is through email: @tamuc.edu
Group emails will be sent via eCollege. The tamu email is checked continually with a response within 24 hours. The eCollege email will be checked at least once a week. If you have an emergency please indicate in the “Subject Line” Many emails are received daily and your emergency will need to be placed in a position of top priority.

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Academic Honesty Policy

Texas A&M University-Commerce does not tolerate plagiarism and other forms of academic dishonesty. Conduct that violates generally accepted standards of academic honesty is defined as academic dishonesty. "Academic dishonesty" includes, but is not limited to, plagiarism (the appropriation or stealing of the ideas or words of another and passing them off as one’s own), cheating on exams or other course assignments, collusion (the unauthorized collaboration with others in preparing course assignments), and abuse (destruction, defacing, or removal) of resource material.

http://www.plagiarism.org/ or http://www.unc.edu/depts/wcweb/handouts/plagiarism.html
or http://www.indiana.edu/~wts/pamphlets/plagiarism.shtml

Texas Code of Ethics and Standard Practices for Texas Educators

Students who are entering the profession of teaching are held to the highest of ethics and code of conduct. Please familiarize yourself with the Texas Administrative Code 19, Chapter 247. These practices will need to be a way of life for all prospective teachers in the Teacher Education program.


Attendance Policy

Punctuality, attendance and dependability are three effective ways to demonstrate professionalism as a pre-certified, practicing educational aide and are required for success in the educator certification program. A student who misses more than three (3) days in the field is considered at risk. The student’s punctuality and dependability will be reflected in the grade for ELED/SED 422. Excessive absences from the classroom can result in removal from the program and consequent withdrawal from ELED/SED 422.

Assignment Policy

Assignment dates for projects are listed in the Educational Aide Handbook. Changes in due dates may be made by the Mentor teacher and/or the University Supervisor.

Late Work

As a professional, you are expected to submit assignments in all educational aide courses and prepare professional quality work in a timely manner. Professional quality includes grammar, spelling, context, and complete references and resources cited properly.
University Specific Procedures:

ADA Statement

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services
Texas A&M University-Commerce
Gee Library 132
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
StudentDisabilityServices@tamu-commerce.edu
Student Disability Resources & Services

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See Code of Student Conduct from Student Guide Handbook and TAC 19: Chapter 247).


The Handbook is located on the right side of the screen. Many of the questions you may have may be addressed in the Handbook. Please do not hesitate to contact us if you need additional information.