ELED452 for all-level degrees
Residency for
Secondary Education Teacher Education Field-Based program
In conjunction with SED 302, SED 401, SED 404, SED 405, and ElEd 452 (for all-level degrees only)
COURSE SYLLABUS: Fall 2015

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COURSE INFORMATION

REQUIRED COURSE MATERIALS:
Journals, Weekly Lesson Plan Objectives/Activities, Formal Lesson Plan Format (Student Handbook), ILT Evaluations, Classroom Management, Lesson Planning, Teaching, Dependable, Ethical and Professional Behavior, Punctuality and Enthusiasm.

Course Description:
Directed teaching for one full semester in the secondary school. The first part of the semester is referred to as the Internship the second part of the semester is the Residency. This integrated curriculum course parallels the internship/ residency experience of the student teaching semester and emphasizes knowledge and skills required by educators to facilitate their management of the students and the learning environment. Topics include classroom management, discipline theories, and the use of routines and procedures. University faculty will be responsible primarily for establishing the theoretical foundations and mentor teachers will assist the Resident in translating educational theory into actual classroom practices. Mentor teachers and university faculty will comprise a collaborative team who will guide the Resident.

Student Learning Outcomes:
From Pedagogy and Professional Responsibilities Standards (EC- Grade 12)
1. The learner designs instruction appropriate for all students that reflects an understanding of relevant content and is based on continuous and appropriate assessment.
2. The learner creates a classroom environment of respect and rapport that fosters a positive climate for learning, equity and excellence.
3. The learner promotes student learning by providing responsive instruction that makes use of effective communication techniques, instructional strategies that actively engage students in the learning process, and timely, high-quality feedback.
4. The learner fulfills professional roles and responsibilities and adheres to legal and ethical requirements of the profession.

COURSE REQUIREMENTS

Instructional / Methods / Activities Assessments

1. The Contact Information Sheet from mentor(s) verifying receipt of
2. Mentor Handbook completed and submitted.
3. Formal Weekly Plans (SLO 1-4)
4. Mid-term Internship Instructional Leadership Team (ILT) Evaluation. (SLO 1-4)
5. Weekly Lesson Plan Objectives/Activities
6. Formal Weekly Lesson Plan Format
7. Mid-term Residency Instructional Leadership Team (ILT) Evaluation and a Final Residency Instructional Leadership Evaluation (ILT).

Grading

Final evaluation forms that are completed by mentors and liaisons for SED 405 include a grade for that course. Mentor and liaison grades will be averaged to determine each student's final grade (mentor grades should weigh 2/3, liaison grades should weigh 1/3).

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures:

Please note numerous small group projects take place during seminar meetings requiring your punctuality and presence to complete and receive credit. Students are required to sign-in at each seminar. Absences, tardiness, stepping out and leaving Seminar early will result in a deduction of grade points. Please act in a professional manner. If a student teacher misses more than one (1) seminar class during the semester, he or she is considered at risk and may be placed on a growth plan.

ATTENDANCE POLICY FOR THE FIELD BASED EXPERIENCE: Both the bi-weekly seminar class meetings (SED 302 / 401) and the intern-residency days in the field (SED 404/405) are considered to be class days.

SEMINAR ATTENDANCE - Because of the length of the **Seminar** sessions, **only one (1) excused** absence is allowed for the eight seminar sessions for SED 302 / 401. **Notify any one of the Seminar instructors of your absence immediately by telephone or email**. You may also call the main office at 972-882-7533 and leave a message on the morning of Seminar. Missing more than one Seminar and/or continual tardiness can result in a **lowering of your grade, being placed on a growth plan or removal from the program. You have a reached a level of professionalism that no longer tolerates a pattern of absences or tardiness. Please maintain your professional status. You are being observed daily and recommendations for employment will follow.**

RESIDENCY ATTENDANCE - **Only three (3) *excused* absences** are allowed during the entire semester during your field-based student teaching (SED 404/405). Any missed day/s in excess of the three (3) absences will need to be made up during the week prior to Commencement in order to receive a passing grade. Tardiness is not acceptable in the field. You

MUST arrive in your classroom on time. Again, your lack of attendance and/or punctuality will result in a poor evaluation, being placed on a growth plan, or removal from the program.

An excused absence is one for which the Resident has the approval of his or her mentor teacher(s), the university instructor, and the university liaison and follows the attendance policy stated in the college catalog and Student Handbook. **Approval for absences must be obtained prior to the start of the school day to be missed. If you are ill and will be absent from the field, you must notify your liaison, assigned mentor(s), university instructor, and school prior to the start of the school day.**

If the Resident has more than **three absences**, an ILT meeting will be held to determine the Resident's status. **Residents will be immediately removed from the program for any unexcused absences.**

University Specific Procedures:

Withdrawal Policy
Every student has the right to drop the course without penalty until the drop-date. Students dropping the course during this period will be given a DP (drop while passing). A grade of DP is GPA neutral, but a grade of DF counts as an F on your transcript. If you choose to stop attending class, you may be dropped from the course due to excessive absences. If you are not satisfied with your grade in the course and wish you to drop, it is YOUR responsibility to drop the course. Once a grade of DP or DF has been registered, I will not be able to change it. A student may drop a course by logging into their myLEO account and clicking on the hyperlink labeled 'Drop a class' from among the choices found under the myLEO section of the Web page.

Student Conduct
All students are expected to conduct themselves in a professional manner at all times. You are adults and will be treated as such. Discriminatory, rude, and inappropriate language will not be tolerated in this class and students will be asked to leave or drop the class (these same rules apply for online discussions). If a student continues to act in the same manner during future classes, the instructor reserves the right to drop the student from the course.

Academic Integrity
Academic integrity is the pursuit of scholarly work free from fraud and deception and is an educational objective of this institution. Texas A&M University-Commerce has explicit rules and regulations governing academic dishonesty and academic misconduct. As the University states, "All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment." These policies are stated in detail in the Student's Guide Handbook. Each student is expected to read the handbook.

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