



**Department of Literature and Languages**  
**SPA 335.01E (22097)**  
**“Advanced Conversation and LOTE Preparation”**  
**Spring 2018**

Instructor: Dr. Inma Cívico Lyons (DTH 311).

Class Meetings: Thursdays 4:30-7:10 (DTH 325).

Office Hours: 10:00-12:00 p.m. and 3:00-4:00 p.m. in Commerce; Tuesdays 2:30-4:30 UCD

Contact Information: [Inma.Lyons@tamuc.edu](mailto:Inma.Lyons@tamuc.edu) / 903-468-8774 (I will respond to e-mails within 24 hours during the work week, and by the next business day on weekends and holidays).

Preferred mode of communication: e-mail.

**Textbooks:**

TEXES (2009). *Preparation Manual 613 Languages Other than English / Spanish*. Austin, TX: Texas Education Agency. Available online.

TEXES (2010). *Preparation Manual 190 Bilingual Target Language Proficiency Test*. Austin, TX: Texas Education Agency. Available online.

Selected Articles, TBA

**COURSE INFORMATION**

**Description**

This course is designed to prepare future Bilingual and Spanish teachers seeking the Texas State Certification by helping advance their Spanish oral and written skills. In addition to Spanish advance level coursework on educational practices for bilingual classrooms, the course will present the content, format, and strategies to master the Bilingual Target Language Proficiency TEST (BTLPT) and the Languages Other Than English (LOTE) Spanish exam.

**Student Learning Outcomes:** Students who successfully complete the course will:

1. Demonstrate advanced competency in academic Spanish in the four language domains by completing diverse assignments in multimodal formats.

2. Describe and analyze the Texas bilingual language proficiency standards and its implementation as required competencies in the BTLPT and LOTE exams.
3. Produce writing samples, videos, and audio recordings to demonstrate understanding of the BTLPT and LOTE open-question formats.
4. Critically review language assessment design by analyzing the structure and content of the BTLPT and LOTE exams.

**GRADING:**

|                              |     |
|------------------------------|-----|
| Attendance and Participation | 15% |
| Homework                     | 35% |
| Opinion/position essays      | 15% |
| Oral presentations           | 20% |
| Test                         | 15% |

**Grade Scale:** A=100-90    B=89-80    C=79-70    D=69-60    F= 59>

More explanations regarding the course tasks will follow at a later date.

**Some rules of the class**

- Cellular phones and other electronic devices are to be turned off and stored away.
- No food is allowed in class.
- If you have special learning needs, please contact your instructor.

**COURSE AND UNIVERSIT PROCEDURES**

1. **Late work.** This is an intense course with no extended deadlines. No late work will be accepted in this course, without exceptions. Online homework should be submitted by midnight (CT) on the due date provided in the class schedule. Failure to submit an assignment on time will result in a zero (F) grade. In the case of an emergency or other reasonable situation which may affect your submissions, please contact me immediately.

2. **Withdraws & Incomplete grade** A student may drop a course by logging into his/her myLEO account and clicking on the hyperlink labeled "Drop a class" from among the choices found under the myLeo section of the Web page.

I reserve the right to drop a student from the course administratively for excessive absences or violations of the Code of Student Conduct. Incomplete grades (grade of "X") are granted only under rare and extraordinary circumstances which are fully documented.

3. **Grievance procedures.** Students who have concerns regarding their courses should first address those concerns with the assigned instructor in order to reach a resolution. Students

who are unsatisfied with the outcome of that conversation or have not been able to meet individually with their instructor, whether in-person, by email, by telephone, or by another communication medium, should then schedule an appointment with the Director of the Spanish Program, Dr. Flavia Belpoliti ([flavia.belpoliti@tamuc.edu](mailto:flavia.belpoliti@tamuc.edu)).

If there are still unresolved issues, students need to schedule an appointment with the Department Head, Dr. Hunter Hayes, or Assistant Department Head, Dr. Susan Stewart, by completing a Student Grievance Form (available in [the Main Office, HL 141](#)). In the event that the instructor is the Department Head, the student should schedule a meeting with the Dean of the College of Arts, Sciences, and Humanities after following the steps outlined above; if the instructor is the Assistant Department Head, students should schedule a meeting with the Department Head. Where applicable, students should also consult University Procedure 13.99.99.R0.05 (“Student Appeal of Instructor Evaluation”).

### Collection of Data for Measuring Institutional Effectiveness:

In order to measure the level of compliance with the university’s Institutional Effectiveness guidelines, I will collect some of the ungraded materials you will produce for the class. These materials will be part of a portfolio created on your behalf and will be measured to ensure that our program “promotes practices that result in higher student academic achievement; an enhanced student experience; aligned and transparent decisions; and readily available information for improvement, accountability, and accreditation” (see “Department of Institutional Effectiveness,” <http://www.tamuc.edu/aboutus/institutionalEffectiveness/default.aspx>). This is solely an assessment of program effectiveness and in no way affects students’ course grades or GPAs.

### **Academic Dishonesty – Appendix A**

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Department of Literature and Languages  
Texas A&M University-Commerce  
Policy #12  
ACADEMIC HONESTY

Preamble. Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all their scholastic work. Faculty members are expected to employ teaching practices that encourage academic honesty.

1. Academic Dishonesty Defined. Texas A&M University-Commerce defines “academic dishonesty” in the following way (Procedure A13.12 “Academic Honesty”): 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.

2. “Plagiarism” Further Specified. The Department of Literature and Languages builds on the university definition of “plagiarism,” given in 1, in the following manner (taken from “Defining and Avoiding Plagiarism: The Council of Writing Program Administrators’ Statement on Best Practices” undated, pages 1-2, 12, 2003. <http://www.ilstu.edu/~ddhesse/wpa/positions/WPAplagiarism.pdf>)

Plagiarism occurs when a writer deliberately uses someone else's language, ideas, or other original (not common-knowledge) material without acknowledging its source. [. . .] Ethical writers make every effort to acknowledge sources fully and appropriately in accordance with the contexts and genres of their writing. A student who attempts (even if clumsily) to identify and credit his or her source, but who misuses a specific citation format or incorrectly uses quotation marks or other forms of identifying material taken from other sources, has not plagiarized. Instead, such a student should be considered to have failed to cite and document sources appropriately.

3. "Collusion" Further Specified. Collusion specifically includes selling academic products. According to the Texas Penal Code (*Title 7 Offenses Against Property*, Chapter 32 Fraud, § 32.50 Deceptive Preparation and Marketing of Academic Product), an "'academic product' means a term paper, thesis, dissertation, essay, report, recording, work of art, or other written, recorded, pictorial, or artistic product or material submitted or intended to be submitted by a person to satisfy an academic requirement of the person."

The Texas Penal Code also specifies that person commits a Class C misdemeanor offense "if, with intent to make a profit, the person prepares, sells, offers or advertises for sale, or delivers to another person an academic product when the person knows, or should reasonably have known, that a person intends to submit or use the academic product to satisfy an academic requirement of a person other than the person who prepared the product."

4. Responsibility. Matters of academic dishonesty are handled initially by the instructor. If the instructor feels the problem warrants more attention, it should then be pursued through the department head. If the department head and instructor wish, it should be brought to the attention of the Dean of the college for study and review before being referred to the University Discipline Committee (adapted from Texas A&M University-Commerce Procedure A13.04, "Plagiarism").

Instructors may also Choose to refer cases directly to the University Discipline Committee (Texas A&M University-Commerce Code of Student Conduct 6.a[2]).

5. Statement for Course Outlines. Instructors of record in the Department of Literature and Languages are required to include an Academic Honesty statement in all course outlines. The following language is suggested for that statement:

*Instructors in the Department of Literature and Languages do not tolerate plagiarism and other forms of academic dishonesty. Instructors uphold and support the highest academic standards, and students are expected to do likewise. Penalties for students guilty of academic dishonesty include disciplinary probation, suspension, and expulsion. (Texas A&M University-Commerce Code of Student Conduct 5.b[1,2,3])*

6. This Policy supersedes Department of Literature and Languages Policy #12, "Plagiarism," dated October 10, 1990, and will be effective until further notice.

7. The Head of the Department of Literature and Languages is responsible for maintaining this policy current.

Dr. Hunter Hayes, Head, Department of Literature and Languages  
April 28, 2003

**Internship and State Exam Requirements**  
**Department of Literature and Languages**  
**SPANISH**

Students who are seeking to earn certification to teach Spanish need to know that the Department of Literature and Languages is responsible for permitting students to enter internship and to take the required state exams. Approval to take state certification examinations is based on admission to do an internship. Without departmental and College of Education approval to do an internship, students will not be permitted to take the certification exams in Spanish.

To earn certification in Spanish, the LOTE (Languages Other Than English) exam must be taken. Students must meet departmental requirements for internship before they will be able to sit for the certification examinations.

Department requirements for approval to internship are the following:

**UNDERGRADUATE**

1. Complete all required course work, including a minimum of 12 hours of upper-level (300 or 400) courses in Spanish while in residence at A & M-Commerce. Study abroad hours will NOT count toward the 12 hour residency requirement.
2. A GPA of 3.0 or above in Spanish courses at the 300- and 400-level.
3. A grade of "B" or above in the following courses: Spa 331 or 333, 332 or 334, 341, 353/354, 475, and 485. "C" grades in Spa 331, 332, 341, 353/354, or 485 will have to be replaced until a grade of "B" or better is earned.
4. An overall GPA of 3.0 in all Spanish and support course work (English 358, 457).
5. Students may have no more than two grades of "C" in all Spanish course work whether taken at A & M-Commerce or at another university or college.
6. A meeting with the Spanish Adviser prior to one's senior year and preferably at the beginning of the junior year.

Approval to enter internship is subject to positive recommendations from the students' instructors in Spanish and support courses, and to satisfying the above requirements.

For more information on certification in Spanish, contact the Department of Literature and Languages at 903-886-5260.

## Information related to the Spanish Program – Appendix C

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**Placement Exam:** If you have taken *any* Spanish in the past, or if you speak Spanish, you should take the Spanish placement exam. It is offered every day at the Testing Center in the One Stop Shop. You may possibly place out of lower-division classes and receive up to 6 hours of credit! This exam is to help you finish your language requirement sooner, or get you into upper-level classes without repeating work you have already done in the past.

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## Statements Required by the University – Appendix D

### 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 current Student Guidebook).

### Students with Disabilities

- Students with Disabilities information: 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, Gee Library, Room 132 (903) 886- 5150 or (903) 886-5835 phone (903) 468-8148 fax Email: [Rebecca.Tuerk@tamuc.edu](mailto:Rebecca.Tuerk@tamuc.edu)

### Nondiscrimination

- Nondiscrimination notice: A&M – Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.
- **Campus Concealed Carry**  
Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to (<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>) and/or consult your event organizer).

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

## TENTATIVE COURSE SCHEDULE

| Fecha                     | Temario                                                        | Tareas                                                        |
|---------------------------|----------------------------------------------------------------|---------------------------------------------------------------|
| SEMANA 1<br>18 de enero   | <i>Introducción y presentación del curso. BTLPT</i>            | Leer artículo                                                 |
| SEMANA 2<br>25 de enero   | Unidad 1. Educación y lenguas (parte I)                        | Leer artículo. Quiz                                           |
| SEMANA 3<br>1 de febrero  | Unidad 1. Educación y lenguas (parte II)                       | Ensayo. Leer artículo. Quiz                                   |
| SEMANA 4<br>8 de febrero  | Unidad 2. El español académico en la educación (parte I)       | Leer artículo. Quiz. Grabación                                |
| SEMANA 5<br>15 de febrero | Unidad 2. El español académico en la educación (parte II)      | Ensayo. Leer artículo. Quiz                                   |
| SEMANA 6<br>22 de febrero | Unidad 3. Enseñanza de español en Latinoamérica (parte I)      | Leer artículo. Quiz. Grabación                                |
| SEMANA 7<br>1 de marzo    | Unidad 3. Enseñanza de español en Latinoamérica (parte II)     | Ensayo. Quiz. Preparar presentación oral                      |
| SEMANA 8<br>8 de marzo    | Presentaciones orales                                          | Leer artículo. Quiz                                           |
| SEMANA 9<br>15 de marzo   | <b>VACACIONES</b>                                              |                                                               |
| SEMANA 10<br>22 de marzo  | Unidad 4. Las TICs en la enseñanza de español                  | Leer artículo. Quiz. Grabación                                |
| SEMANA 11<br>29 de marzo  | Unidad 4. Las TICs en la enseñanza de español                  | Ensayo. Leer artículo. Quiz.                                  |
| SEMANA 12<br>5 de abril   | Unidad 5. Evaluación en español como segunda lengua (parte I)  | Leer artículo. Quiz. Grabación                                |
| SEMANA 13<br>12 de abril  | Unidad 5. Evaluación en español como segunda lengua (parte II) | Ensayo. Leer artículo. Quiz.                                  |
| SEMANA 14<br>19 de abril  | BTLPT y LOTE: Comprensión auditiva y lectora                   | Ejercicios prácticos BTLPT y LOTE                             |
| SEMANA 15<br>26 de abril  | BTLPT y LOTE: Comprensión oral y escrita                       | Ejercicios prácticos BTLPT y LOTE. Preparar presentación oral |
| SEMANA 16<br>3 de mayo    | Presentaciones orales                                          | Estudiar BTLPT.                                               |
| Finals Week               | Examen de práctica                                             |                                                               |

*Este plan de curso puede estar sujeto a cambios durante todo el semestre. El instructor avisará de los cambios pertinentes con anterioridad; sin embargo, es responsabilidad del estudiante revisar cualquier cambio y preguntar al instructor en caso de duda*