



CHIPOLA COLLEGE

COURSE SYLLABUS

Chipola's website: www.chipola.edu

COURSE TITLE:

Student Teaching Seminar in Elementary Education

COURSE NUMBER:

EDE 4943

COURSE DESCRIPTION (with prerequisites):

This course is designed to provide students with instructional strategies, planning techniques, evaluation procedures and class management skills. Prerequisites: all program requirements complete. 3 semester hours credit. Corequisites: EDE 4945 or EDG 4940 and RED 4854.

NAME(S) OF INSTRUCTORS:

Casey Dowgul, M.S.
Office – Room 111, Building O
850.718.2449
dowgulc@chipola.edu
Office hours – Posted on door

EFFECTIVE ACADEMIC YEAR:

2016-2017

REQUIRED TEXTBOOKS AND INSTRUCTIONAL MATERIALS:

Since this is a field/clinical course, neither textbooks nor other reading materials are required.

Required: LiveText student membership, Field Experience Edition,
ISBN: 9780979663567

Appropriate dress for field experience: black slacks and School of Education polo
(Polos are available in the campus bookstore.)

GRADING POLICY:

The standing of a student in each course is expressed by one of the following letters and corresponding grading system:

A – 90 – 100

B – 80 – 89

C – 70 – 79

D – 60 – 69

F – 59 or less

The Chipola Catalog provides policies and procedures regarding the grading system. A student's Grade Point Average is derived from the grading system/quality point scale.

ATTENDANCE AND WITHDRAWAL POLICIES:

Chipola College expects regular attendance of all students, and all instructors record attendance daily. Students who are absent from classes for any reason other than official college activities must satisfy the instructor concerned that the absence was due to illness or other clearly unavoidable reasons. Otherwise, the student may suffer grade loss at the discretion of the instructor. Chipola policy allows each instructor to specify in the Instructor First Day Handout whether or not an absence is excusable and what affect the absence or tardy may have on the grade.

A student is allowed to repeat a course a maximum of three (3) times. **On the third attempt a student (1) must bear the full cost of instruction (unless waived by Student Services), (2) cannot withdraw, and (3) must receive a grade.**

MAKE-UP POLICY:

Chipola allows each instructor to specify in the Instructor First Day Handout the makeup policy.

ACADEMIC HONOR CODE POLICY:

Students are expected to uphold the Academic Honor Code. Chipola College's Honor Code is based on the premise that each student has the responsibility to (1) uphold the highest standards of academic honesty in his/her own work; (2) refuse to tolerate academic dishonesty in the college community; and (3) foster a high sense of honor and social responsibility on the part of students. Further information regarding the Academic Honor Code may be found in the Chipola Catalog, Student Governance section.

STUDENTS WITH DISABILITIES POLICY:

Chipola College is committed to making all programs and facilities accessible to anyone with a disability. Chipola's goal is for students to obtain maximum benefit from their educational experience and to effectively transition into the college environment. Students with disabilities are requested to voluntarily contact the Office of Students with Disabilities to complete the intake process and determine their eligibility for reasonable accommodations.

NOTICE OF EQUAL ACCESS/EQUAL OPPORTUNITY AND NONDISCRIMINATION:

Chipola College does not discriminate against any persons, employees, students, applicants or others affiliated with the college with regard to race, color, religion, ethnicity, national origin, age, veteran's status, disability, gender, genetic information, marital status, pregnancy or any other protected class under applicable federal and state laws, in any college program, activity or employment.

Karan Davis, Associate Vice President of Human Resources, Equity Officer and Title IX Coordinator, 3094 Indian Circle, Marianna, FL 32446, Building A, Room 183A, 850-718-2205, davisk@chipola.edu.

LIBRARY AND ON-LINE REFERENCE MATERIALS:

The library is a comprehensive learning resource center providing information in print, electronic, and multimedia format to support the educational objectives of the College. On-line catalogs, e-books and electronic databases can be accessed by using the *LINCCWeb* icon on the Chipola Library website at www.chipola.edu/library. If you have questions about database usage consult the “How to Use the Chipola Databases” on the Library website or call the Library at 850/718-2274 during regular hours. Library hours are posted each semester at the building entrance and on the Library website. See your Instructor First Day Handout for individual instructor recommendations and resources.

TECHNOLOGY RESOURCES:

The college’s learning management system is **Canvas**. Classes become available on Canvas on the first day of the semester. It is the student’s responsibility to log onto the Canvas system the first day of class to establish the first day of attendance and to check announcements. All official class communication must be through Canvas. For further information, contact your instructor or the Director of eLearning. The Canvas support hotline is available online in live chat and on the phone, toll-free, at 855-308-2812 for any issues in accessing or utilizing Canvas. The **Technology Center**, located in the library, is equipped with computer workstations. Lab hours are posted each semester at the building entrance and on the Library website.

FREE TUTORING RESOURCES:

The Academic Center for Excellence (**ACE**) Lab, located in Building L, offers free tutoring from 8 a.m. to 5 p.m. and is equipped with computer workstations. ACE lab hours are posted each semester at the room entrance and on the website. Additionally, Chipola College has contracted **Smarthinking**, a Pearson Company, for online tutoring services, accessible especially from 5 p.m. to 8 a.m. and weekends. Smarthinking can be accessed through Canvas.

ELECTRONIC DEVICE USAGE STATEMENT:

Classrooms should be free of all unnecessary distractions from the task of learning. Therefore, as a general rule, students should silence and avoid use of all electronic devices (laptops, phones, tablets, etc.) not being used for coursework. Consult first-day handouts for any specific policies related to the use of electronic devices in the classroom, as they may vary depending upon the nature of the course or the guidelines of the instructor. Faculty reserve the right to regulate the use of electronic devices and their accessories in class.

DISCIPLINE SPECIFIC COMPETENCIES / LEARNING OUTCOMES:

- E – 1 Demonstrates understanding of instructional design and lesson planning by applying concepts from human development and learning theories.
- E – 2 Demonstrates the ability to maintain a student-centered learning environment that is safe, organized, equitable, flexible, inclusive and collaborative.

- E – 3 Demonstrates effective instructional delivery and facilitation by utilizing deep and comprehensive knowledge.
- E – 4 Demonstrates understanding of assessment by analyzing and applying data from multiple assessments to diagnose learning needs and inform instruction.
- E – 5 Demonstrates continuous improvement by designing purposeful goals to strengthen instructional effectiveness and impact student learning.
- E – 6 Demonstrates professional responsibility and ethical conduct and fulfills expected obligations to students, the public, and the education profession.

STUDENT LEARNING OUTCOMES FOR EDE 4943 The student will:	NGSSS K-6	FEAPs (Discipline Outcomes)	FL Competencies and Skills:		Assessment Activities
			Elementary Education K-6	Prof Ed.	
Collaborate with supervisors and peers on internship experiences to enable professional growth.		E-5		3.1, 3.2	Attendance, participation and discussion on classroom observation forms
Keep an acceptable description of instructional activities in a K-6 approved plan book.	Appropriate for grade level assigned	E-1	Appropriate for grade level assigned	10.1	Task 10.2.2
Keep a journal of reflections on classroom experiences that show professional growth.		E-5		3.1, 3.2	Task 3.1.2
Attend and participate in seminar meetings.		E-5		3.1	Attendance log
**Assessment Codes					
T = Tests Pre/Post = Pre- and Post-Tests OT = Objective Tests UT = Unit Tests Q = Quizzes F = Final Examination CF = Cumulative Final EX = Departmental Exam SE = Nat'l or State Standardized Exam	RPT = Report/Presentation SP = Skills Performance SD = Skills Demonstration W = Writing Assignments E = Essays DE = Documented Essays RP = Research papers J = Jury R = Recital	Proj. = Projects Exp. = Experiments Cap. Proj. = Capstone Project Cap. Course = Capstone Course Prac. = Practicum Intern. = Internship H = Homework PS = Problem Solving DB = Discussion Board	BO = Behavioral Observation Clin. = Clinicals CS = Case Study CP = Case Plan Port. = Portfolio Obs. = Teacher Observation Sk. Check = Skills Check-off Curriculum Frameworks JP = Judged Performance/Exhibition		

MEANS OF ACCOMPLISHING STUDENT LEARNING OUTCOMES:

The education seminars will be held on a regular schedule (See First Day Handout). Each seminar will focus on field experiences as they relate to specific issues in teaching (e.g., assessment, small-group work, curriculum, questioning, lesson plans, and classroom management). Also, the seminar will focus on ways to document mastery of the standards. **Students MUST wear black slacks and a School of Education polo to all PK-12 campuses. The shirts are available at the campus bookstore for student purchase.**

ASSIGNMENT AND/OR COURSE OUTLINE

GRADING CRITERIA FOR NUMERICAL CALCULATION:

- You will receive three grades total for this course: They will each receive equal weight.
 - Task 10.2.2 Plan Book
 - Task 3.1.2 Weekly Journals
 - Attendance in seminars

STUDENTS ENROLLED IN EDE 4943 WILL BE REQUIRED TO COMPLETE THE FOLLOWING:

Task 10.2.2 Plan Book or Log

This is a simple task that will allow you to document during an entire semester how you are able to plan on a continuous basis and are capable of changing as needed. You will develop a log or teacher plan book to record your activities. Make sure you indicate how you are gradually taking over responsibility in the classroom and when you are teaching full-time. This will be checked periodically when supervisors are in your classroom (so it should be available and with you at all times) and turned in at the end.

Task 3.1.2 Journal

You need to keep a journal of your student teaching experiences. At least once per week you need to reflect on your experiences, set down ideas for what you wish to do in your classroom, engage in self-evaluation, and consider underlying assumptions you are making about mathematics/science, teaching, schools, and students. The journal should help you formulate and refine your philosophy of education and must be available at each observation. Therefore it should reflect continued growth in the profession. This will be checked periodically when supervisors are in your classroom (so it should be available and with you at all times) and turned in at the end.

See your Instructor First Day Handout for individual instructor assignment schedule.