

EDUC 4335-110, CRN: 80112, Course Title: Issues in Professional Development
Fall2017 rev. 08.16.2017
Texas A&M University-Central Texas

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Office Hours:

Virtual: Mon-Fri 5:00-8:00 (Email me anytime and I will get back to you with 24 hrs.)

Mode of instruction and course access:

This course is 100% online and accessible only through Canvas. It is your responsibility to stay up with the requirements of the course. It is highly recommended that you check your Canvas daily to ensure you do not miss any requirements or announcements.

Student-instructor interaction: As this course is critical in the growth and development of you as a teacher, I am readily available to you through Canvas and email. I will respond to you within 24 hrs; however, email is the fastest mode of communication. You may also contact me to set up an appointment if needed.

911 Cellular: Emergency Warning System for Texas A&M University – Central Texas. 911Cellular is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in 911 Cellular through their myCT email account.

Connect at [911Cellular](https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management) [https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management] to change where you receive your alerts or to opt out. By staying enrolled in 911Cellular, university officials can quickly pass on safety-related information, regardless of your location.

COURSE INFORMATION

Course Overview and description:

This course is to be taken in conjunction with Clinical Teaching. Students will synthesize and validate concepts encountered during clinical teaching. Students will also focus on professional issues related to teaching and the school environment. Prerequisites: Admission to Clinical Teaching and successful completion of designated exams such as; Content Area Texas Examination of Teacher Standards (TEXES) and the PPR.

Course Objective: The student will demonstrate effective practices in a field-based setting and reflect on his/her role as a professional educator as he/she moves forward on the continuum from pre-service to in-service educator. Upon completion of this course, the student will be a reflective professional educator who makes effective educational decisions that support the creation of dynamic learning environments.

Student Learning Outcomes (SLOs):

1. The pre-service teacher designs instruction appropriate for all students that reflects an

- understanding of relevant content and is based on continuous and appropriate assessment.
2. The pre-service teacher creates a classroom environment of respect and rapport that fosters a positive climate for learning, equity, and excellence.
 3. The pre-service teacher 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 pre-service teacher fulfills professional roles and responsibilities and adheres to legal and ethical requirements of the profession.

Standards:

Standard 1--The teacher designs instruction appropriate for all students that reflects an understanding of relevant content and is based on continuous and appropriate assessment

Standard 2--The teacher creates a classroom environment of respect and rapport that fosters a positive climate for learning, equity, and excellence.

Standard 3--The teacher 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.

Standard 4--The teacher fulfills professional roles and responsibilities and adheres to legal and ethical requirements of the profession.

Required Reading and Textbook(s): No required textbook (Course assigned reading will be provided)

COURSE REQUIREMENTS

Professional Development Reflections SLO 4: Students are required to attend and actively participate in all professional development activities that are required for of their mentor teacher (i.e. Professional Developments on campus or after school, PLC's, Open house, etc.). Students are expected to arrive in a timely manner, dressed appropriately for each activity, and remain the entire length of the activity. **(10 Total Points)**

School Data Report and Reflection SLO 1: Students will provide a data reports of their school and reflection on the information found and analyzed. **(5 Total Points)**

Mental Health Quiz SLO 4: Students will take the Mental Health Quiz related to the Texas Teacher Training. **(5 Total Points)**

Ethics Quiz SLO 4: Students will take the Ethics Quiz related to the Texas Teacher Ethics Training. **(5 Total Points)**

Law Assignment SLO 4: Students are responsible for reading and understanding all applicable laws for Texas teachers as found on the Texas Education Agency website .Understanding will be demonstrated by correctly completing an assignment on the laws. **(10 Total Points)**

Online Assignments: Various assignments (3) will be posted in Canvas that will address issues in the profession. **(15 Total Points)**

Teacher Work Sample SLO 1-4: **You must make an 80% or better to pass the class.** (See modules for specific expectations and rubrics) We have a Discussion Board open for Questions regarding the Teacher Work Sample in Canvas. Please post your questions, concerns, and input there. I will respond in a timely and appropriate fashion. **(50 Total Points)**

Grading Criteria Rubric and Conversion

ALL ASSIGNMENTS MUST BE COMPLETE TO RECEIVE A FINAL GRADE.

1.	Professional Development Reflections (2@5pt	10
2.	School Data Report and Reflection	5
3.	Mental Health Quiz	5
4.	Ethics Quiz	5
5.	Law Assignment	10
6.	Teacher Work Sample	50
7.	Online Assignments (5@3pts)	15
TOTAL POSSIBLE POINTS		100

Posting of Grades:

All grades will be posted in Canvas within a week of the due date. However, large projects or assignments may require more time to evaluate. It is encouraged that students monitor their status throughout the semester. Final grades will be posted in Canvas after completion of course requirements.

COURSE OUTLINE AND CALENDAR

Complete Course Calendar – All assignments for the week are due by Friday night at 11:59. The ONLY exception is the Final TWS which is Due Monday, November 13th. You may work ahead. The expectation is that you will develop and build your Teacher Work Sample over 9 weeks (spending about 3 hours per week) Additionally, you will participate in weekly module activities and quizzes.

Date	Time	Location	Topic
Week One August 28		Online	Discussion Board: Participate in the conversation regarding the first week of school. <i>August 28, Add/Drop/Late Registration begins August 30, Add/Drop/Late Registration ends, 16-week and 1st 8-week classes. September 1, Priority Deadline to Submit Graduation Application.</i>
Week Two September 4		Online	School Data Report and Reflection <i>September 4, Labor Day, CAMPUS CLOSED September 5, Last day to drop 1st 8-week classes with no record</i>

Week Three September 11		Online	How to do Part I of the Teacher Work Sample Module <i>September 13, Last day to drop 16-week classes with no record</i>
Week Four September 18		Online	Part I of the Teacher Work Sample Due Friday <i>September 22, Last day to drop a 1st 8-week class with a Q or withdraw with a W.</i>
Week Five September 25		Online	How to do Part II of the Teacher Work Sample Module
Week Six October 2		Online	Part II of the Teacher Work Sample Due Friday <i>October 6, Deadline to submit graduation</i>
Week Seven October 9		Online	How to do Part III of the Teacher Work Sample Module
Week Eight October 16		Online	Part III of the Teacher Work Sample Due Friday <i>October 20, Last day to withdraw from the University (1st 8-week classes WF)</i>
Week Nine October 23		Online	How to do Part IV of the Teacher Work Sample Module <i>October 23, Add/Drop/Late Registration begins, 2nd 8-week classes October 26, Add/Drop/Late Registration ends, 2nd 8-week classes</i>
Week Ten October 30		Online	Part IV of the Teacher Work Sample due Friday <i>October 30, Last day to drop 2nd 8-week classes with no record a 2nd 8-week class with a Q or withdraw with a W</i>
Week Eleven November 6			Refining and Revising Parts I- IV of the Teacher Work Sample Professional Development Reflection Due Friday <i>November 10, Veteran's Day November 10, Last day to drop with a Q or withdraw with a W (16-week classes)</i>
Week Twelve November 13		Online	TWS Final Version Due Monday by Midnight No Late Submissions will be accepted! <i>November 17, Last day to drop</i>
Week Thirteen November 20		Online	Ethics Quiz – This is a requirement of T.E.A. You are required to watch all of the videos and take the quiz. Remember it is all about the ethics. Do not cut corners. Your time on task is recorded in Canvas and will be checked. Due Friday <i>November 23-24, Thanksgiving, CAMPUS CLOSED</i>
Week Fourteen		Online	Classroom Management, Paperless Classroom and Being Good to You, Developing Control Over

November 27			Attention, and Sheltered Instruction Module Assignments 1-5 Due Friday
Week Fifteen December 4		Online	Mental Health Quiz Due Friday Law Assignment and Quiz Due Friday
Week Sixteen December 11		Bell County Expo Center	Commencement!!! <i>December 15, Last day to withdraw from the University (16-week and 2nd 8-week classes)</i> <i>December 15, Last day to file for Degree Conferral (Registrar's Office)</i> <i>December 15, Commencement (End of Fall Term)</i> <i>December 25-January 1, WINTER BREAK</i>

TECHNOLOGY REQUIREMENTS AND SUPPORT

It is your responsibility to access Canvas weekly. All assignments will be submitted through Canvas. You will find it necessary to ensure adequate internet and computer technology.

Technology Requirements

This course will use the [A&M-Central Texas Instructure Canvas learning management system](#).

Logon to A&M-Central Texas Canvas [<https://tamuct.instructure.com>].

Username: Your MyCTusername (xx123 or everything before the "@" in your MyCT e-mail address)

Password: Your MyCT password

Technology Support

For log-in problems, students should contact Help Desk Central.

24 hours a day, 7 days a week:

Email: helpdesk@tamu.edu

Phone: (254) 519-5466

[Web Chat](http://hdc.tamu.edu): [<http://hdc.tamu.edu>]

Please let the support technician know you are an A&M-Central Texas student.

For issues with **Canvas**, select "chat with Canvas support," submit a support request to Canvas Tier 1, or call the Canvas support line: 1-844-757-0953, links to all are found inside of Canvas using the "Help" link.

For issues related to course content and requirements, contact your instructor.

UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

Drop Policy

If you discover that you need to drop this class, you must complete a [Drop Request Form](#)

[https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf].

Professors cannot drop students; this is always the responsibility of the student. The Registrar's Office will provide a deadline on the University Calendar for which the form must be completed, signed and returned. Once you return the signed form to the Registrar's Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar's Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

Academic Integrity

Texas A&M University -Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student's academic performance and includes, but is not limited to, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student's work, collusion, and the abuse of resource materials. All academic misconduct concerns will be reported to the university's Office of Student Conduct. Ignorance of the university's standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

Academic Accommodations

At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier free education. The Department of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the University's programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Department of Access and Inclusion at (254) 501-5831. Any information you provide is private and confidential and will be treated as such.

For more information please visit our [Access & Inclusion](https://www.tamuct.edu/student-affairs/access-inclusion.html) webpage[https://www.tamuct.edu/student-affairs/access-inclusion.html].

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and guidance from US Department of Education's Office of Civil Rights, the Dean of Student Affairs' Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. For more information, please visit <https://www.tamuct.departments/index.php>. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these [requirements and guidelines online](http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf), please visit the website [http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

Tutoring

Tutoring is available to all A&M-Central Texas students, both on-campus and online. On-campus subjects tutored include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors are available at the Tutoring Center in Warrior Hall, Suite 111.

If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, or any other question, contact Academic Support Programs at 254-519-5796, or by emailing Larry Davis at Imdavis@tamuct.edu.

Chat live with a tutor 24/7 for almost any subject on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log-in and receive FREE online tutoring and writing support. This tool provides tutoring in over forty subject areas. Access Tutor.com through Canvas.

The University Writing Center

Located in 416 Warrior Hall, the University Writing Center (UWC) at Texas A&M University-Central Texas is a free workspace open to all TAMUCT students from 10am-5pm Monday-Thursday with satellite hours in the University Library on Mondays from 6:00-9:00pm. Students may arrange a one-on-one session with a trained and experienced writing tutor by visiting the UWC during normal operating hours (both half-hour and hour sessions are

available) or by making an appointment via [WOnline](https://tamuct.mywconline.com/)[https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu to schedule an online tutoring session. Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the University Writing Center is here to help!

If you have any questions about the University Writing Center, please do not hesitate to contact Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu.

University Library

The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 72,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On-campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available twenty-four hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our [Library website](https://tamuct.libguides.com/)[https://tamuct.libguides.com/].

OPTIONAL POLICY STATEMENTS:

A Note about Sexual Violence at A&M-Central Texas

Sexual violence is a serious safety, social justice, and public health issue. The university offers support for anyone struggling with these issues. University faculty are mandated reporters, so if someone discloses that they were sexually assaulted (or a victim of Domestic/Dating Violence or Stalking) while a student at A&M-Central Texas, faculty members are required to inform the Title IX Office. If you want to discuss any of these issues confidentially, you can do so through Counseling Services (254-501-5956) located on the second floor of Warrior Hall.

Sexual violence can occur on our campus because predators often feel emboldened, and victims often feel silenced or shamed. It is incumbent on ALL of us to find ways to actively create environments that tell predators we don't agree with their behaviors and tell survivors we will support them. Your actions matter. Don't be a bystander; be an agent of change. For additional information on campus policy and resources visit the [Title IX webpage](https://www.tamuct.edu/departments/compliance/titleix.php)[https://www.tamuct.edu/departments/compliance/titleix.php].

INSTRUCTOR POLICIES

Clinical Teaching: Texas A&M University-Central Texas students working toward being teachers are **guests**

in the schools in which they are placed. When you are on that campus you will remove facial and or multiple ear piercings. You will dress modestly. You will be clean and follow the rules of good hygiene.

Late Work: No late work will be accepted except under extenuating circumstances which are communicated with the professor in a timely manner. If extension is granted, the late work will be subjected to deduction of points up to 10% each day past the due date.

Attendance: Professional behavior and commitment to teaching are the expectations. Attendance and punctuality during clinical teaching are required. Your commitment to becoming the best teacher possible includes regular, timely attendance and participation at all required events.

Class Participation: Being prepared to participate includes completing weekly modules and online assignments. You are also expected to actively participate in professional development activities, online discussions and seminars.

Candidates for teacher certification at TAMUCT will demonstrate the following qualities and behaviors in pursuit if their goal of becoming a professional educator.

Quality	Behavior
Communication	communicate appropriately and effectively with colleagues, supervisors, students, parents, caregivers and community members using various forms
Collaboration	work collaboratively with colleagues, mentors and supervisors to achieve the local, state, and national goals of education
Commitment	demonstrate commitment to the teaching profession and exercise leadership for the advancement of the profession and public education; be responsible, punctual, regular in attendance, and prepared to participate in all aspects of professional development
Professional Development	Take responsibility for utilizing professional teaching practices and constantly strive to improve through professional growth
Ethical Conduct	Uphold the Code of Ethics for Texas Educators and abide by local, state, federal rules, regulations, and policies; demonstrate respect and maintain ethical conduct in relations with professional colleagues, students, parents and members of the community

Copyright Notice.

Students should assume that all course material is copyrighted by the respective author(s). Reproduction of course material is prohibited without consent by the author and/or course instructor. Violation of copyright is against the law and Texas A&M University-Central Texas’ Code of Academic Honesty. All alleged violations will be reported to the Office of Student Conduct.

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