Business and Public Services Tecehnologies Division

# Course Syllabus

**Course**: EDU 250:Teacher Licensure Preparation, Section 0001, Fall 2020

**Instructor**: Kathleen Worsdale
**Office Location**: Online at Teams
**Telephone**: (919) 866-5433
**E-mail**: kworsdale@waketech.edu
**Office Hours**:

Mon 12- 4 Tues 9:00-1:00  Wed 12:00-4:00 and Friday 9:00-12:00

Additional appointments available upon email request.

**Class Meeting Times**: Online via Blackboard.

**Monthly Synchronous meetings will take place in Teams. Day and time TBD following survey completion.**

## Required Text/Supplies

### Textbook(s)

No Textbook Required

### Supplies/Software

Consistent and reliable Internet access

Blackboard access

Student email access

Microsoft Office

--available to all students through the [My Wake Tech portal (opens in new window)](https://my.waketech.edu) [plain text link: https://my.waketech.edu]

## Course Usage of Blackboard

Copies of the course syllabus and major assignments may be found on Blackboard. You are responsible for regularly checking the online resources, which are accessed through [Wake Tech’s Blackboard site (opens in new window)](https://blackboard.waketech.edu).
[plain text link: https://blackboard.waketech.edu]

## Course Description

This course provides information and strategies necessary for transfer to a teacher licensure program at a senior institution. Topics include entry level teacher licensure exam preparation, performance-based assessment systems, requirements for entry into teacher education programs, the process to become a licensed teacher in North Carolina, and professionalism including expectations within the field of education. Upon completion, students should be able to utilize educational terminology and demonstrate knowledge of teacher licensure processes including exam preparation, technology-based portfolio assessment, and secondary admissions processes to the school of education at a senior institution

## Student agreement-responsibilities

When enrolling in the class the student enters into an agreement with the instructor, part of that agreement is purchasing the required materials and having the appropriate technology to complete the course.  It is not the instructor's responsibility to give you extensions because you have been unable to purchase the required materials.

## Program Learning Outcomes

1. Graduates will demonstrate proficiency in the application of foundational competencies for an early childhood educator.

2. Graduates will demonstrate proficiency in core knowledge learning grounded in child development.

3. Graduates will demonstrate proficiency in crafting an early childhood identity that reflects self-awareness about their commitment to the profession, applying ethical standards, and the ability and “grit” to continually improve the quality and effectiveness of one’s practice.

## Student Learning Outcomes

Upon completion of this course students will be able to:

**Student Learning Objectives**

1. Describe

 the teacher licensure process in North Carolina.

1. Discuss strategies for success as a university student including ethics, professionalism and student teaching expectations.
2. Prepare for the Praxis Core tests in Reading, Writing, and Math.
3. Identify the components of the portfolio assessment process including educational terminology, engaging children, reflective practice, and the related costs associated with this step in the teacher licensure process.

## Course Prerequisite

Take One: ENG-111 and MAT-143/ or ENG-111 and MAT-152/orENG-111 and MAT-171

## Credit Hours:

3 credit Hours

## Assignments and Grading Policy

Weighted Grade Distribution:

* Class Assignments – 50% (reflections, observations, other assignments)
* Journal Writings 25%
* Discussion Board – 15%
* Attendance – 10%

Description of all different assignments will be posted in the blackboard modules

Final Grade Scale for Wake Technical Community College:

* 90-100 A
* 80-89 B
* 70-79 C
* 60-69 D
* Below 60 F

## Final Exam Date/Time/Location:

Online exam date TBD

## College Policies and Campus Resources

### Email Policy

Wake Tech requires that every student use the provided my.waketech.edu e-mail account for all school related correspondence. Your instructors will not respond to e-mail from any other source. Do not forward my.waketech.edu e-mail to other accounts. Replies sent from most forwarded e-mail will not appear to come from your my.waketech.edu account and will not be acknowledged by your instructor. This is a strictly enforced school policy. Please review e-mail information carefully. If you have questions or concerns regarding your Wake Tech e-mail, contact Distance Education Support for guidance.

### Student Code of Conduct, Rights and Responsiblities

It is the student's responsibility to abide by Wake Tech's [Student Code of Conduct (opens in a new window)](http://handbook.waketech.edu/files/studentrights.pdf)
[plain text link: http://handbook.waketech.edu/files/studentrights.pdf]

## Academic Penalties

The following academic penalties will be imposed by the instructor.

### First Offense:

Instructors suspecting an academic integrity violation will initiate a discussion with the student to further evaluate the potential occurrence(s) and clarify the academic integrity policy with said student. Students are strongly encouraged to keep all copies of work, including drafts, in their original format in order to preserve the originality of the documents, such as electronic time stamps. If the instructor determines that no violation took place, the student will be thoroughly debriefed and the matter will be closed with no further action necessary. Should a breech in academic conduct be evident, the instructor will enact formal procedures. The following penalties for a first offense will be enacted:

* The loss of a grade on that assignment or test.
* If the offence is deemed severe, loss of credit in that class with the grade of “F” for the course and a loss of rights to attend remaining class sections. In addition, the Dean of Students shall be given written notice of any academic penalty.
* Student will receive written notification and may be requested to meet with the instructor.

### Second Offense:

A second offense may occur in one of two ways:

* Within the same course after receiving written notification from the instructor of that course.
* If evidence presents itself that an academic integrity violation occurred in another course and the student received written notification regarding academic integrity policies, that behavior will be considered a second violation.
* The following policies for a second offense will be enacted:
* The loss of credit in that class with a grade of “F” for the course and a loss of rights to attend remaining class sections.
* The Dean of Students shall be given written notice of any academic penalty.

### Resources

The following resources provide clarity regarding what is and is not cheating or behavior indicative of plagiarism.

* [Academic Integrity (opens in new window)](http://integrity.mit.edu/) explains that accepted levels of collaboration can vary greatly 'from class to class, even within the same department...". [plain text link: http://integrity.mit.edu/]

## Attendance Policy

It is the student’s responsibility to abide by the [Wake Tech Attendance Policy (opens in a new window)](http://catalog.waketech.edu/pdfs/WakeTechCatalog.pdf) [http://catalog.waketech.edu/pdfs/WakeTechCatalog.pdf]

Wake Technical Community College has an attendance requirement of 90%. The policy states “Students are expected to be in attendance at least 90% of all scheduled class hours. If the student misses more than 10% of the scheduled classes, it is the instructor’s option to withdraw the student from the class OR drop the student one grade level (for example, an average of an “A” would become a “B”.

### Attendance for EDU 216

If you miss 2 consecutive classes or 14 days (online for 2 consecutive modules) you will be automatically withdrawn from the course. Attendance counts for 10% of your final grade. In order to earn the full 10%, you are only allowed to miss 2 classes (this includes seated and online). Missing more than 2 classes will impact your final grade. Attendance will be taken each week.

Attendance will be noted and it will be deducted from your final grade for each day you are absent. Students will be required to demonstrate attendance for all online class meetings.

Two weeks of consecutive absences will lead to withdrawal from the course and you can petition the teacher for reinstatement. Reinstatement is at the discretion of the teacher.

Example:

Online – two weeks with no collaboration or discussion board post.

Assignments must be turned in on time; all due dates and times are Eastern Standard Time and will be posted in Blackboard. Assignments submitted after the due date and times will be accepted as long as communication with your instructor has occurred prior to the due date. Unusual circumstances that are documentable (e.g. serious illness) should be discussed with the instructor and, at the instructor’s discretion, alternative arrangements may be arranged.

## Disability Support Services

Disability Support Services is available for students who require academic accommodations due to any physical, psychological, or learning disability. To determine eligibility, contact the office at 124 Holding Hall or call 866-5670 (TDD 779-0668). [Disability Support Services web page (opens in a new window)](http://disabilityservices.waketech.edu/) [http://disabilityservices.waketech.edu/]

## ILC-Individualized Learning CEnter

The Individualized Learning Center (ILC) offers professional tutoring in a wide variety of courses. Our services are available without charge to Wake Tech students at each campus location and online. [ILC website (opens in a new window)](http://www.waketech.edu/student-services/individualized-learning-center/locations-hours). [http://www.waketech.edu/student-services/individualized-learning-center/locations-hours]

## Student Concerns

For a student complaint or grievance, BPST Division instructors follow the guidelines in the Wake Tech Student Handbook.

* The first step for resolving the situation is generally for the student to communicate concerns or complaints with the instructor, outside of class time.
* As a follow-up step, the student may contact the Department Head or Associate Department Head, if applicable
	+ Karen Ray at [kiray@waketech.edu](file:///C%3A%5CUsers%5CKathy%5CDownloads%5Ckiray%40waketech.edu)
* If the matter remains unresolved, the student should contact the Dean of the Business and Public Services Technologies Division. Students need to be prepared to explain the particular area of disagreement with the decision of the instructor and Department Head/Director to the BPST Dean, Dr. Catherine Lassiter (919-866-7106, HO156E, cblassiter@waketech.edu)

## Student Conduct

Student Code of Conduct, Academic Integrity Policy, Final Course Grade Appeal Form, Discrimination and Due Process (DRGC), Student Conduct Grievance Request Form, Title IX & Sexual Misconduct Complaints (Other Complaints) and Student Complaint Report Form can be found by clicking on the link below. You will be prompted to sign-in using your student ID and password.

[Student Code of Conduct Home Page (opens in a new window)](http://www.waketech.edu/student-services/catalog/student-code-conduct-rights-and-responsibilities)

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**Note: The agenda above is a preliminary; meaning that I reserve the right to change any of the information included therein at my discretion.  This includes but is not limited: Textbook, reading assignments, homework assignments, test dates, lecture dates etc.**

**Specific details for all assignments will be provided in the individual lessons.**

**Important Dates to Remember:**

**Oct.3-6 Fall Break**

**Nov 25-29th Thanksgiving**

**Dec 10-17 Final Exam Week**

## Course Schedule EDU250

**Note**: The agenda below is a preliminary; meaning that I reserve the right to change any of the information included therein at my discretion.  This includes but is not limited to: Textbook, reading assignments, homework assignments, test dates, lecture dates etc.

| Week | Date | Topics, Readings |  |
| --- | --- | --- | --- |
| 1 |  | Introduction to class | Discussion Board |
| 2 |  | Eligibility in North Carolina  | Discussion BoardJournal ReflectionWritten Assignment |
| 3 |  | Choosing a CollegeUnderstanding EPP | Discussion BoardWebquest/journal reflection |
| 4 |  | ApplicationsUniversity vs Program Applications | Discussion BoardJournal Reflection |
| 5 |  | College Essay | Discussion BoardWritten Assignment  |
| 6 |  | Required Assessments in North Carolina | Discussion BoardWritten Assignment |
| 7 |  | Praxis Preparation | Discussion Board |
| 8 |  | Praxis Preparation | Discussion BoardJournal Reflection |
| 9 |  | edTPA/PPAT portfolio preparation | Discussion BoardAssignment |
| 10 |  | College Success Topics | Discussion BoardJournal Reflection |
| 11 |  |  | Discussion Board  |
| 12 |  | Wrap Up information and Final Exam | Discussion Board  |

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