SED 300 – The Teaching Profession
COURSE SYLLABUS: Fall 2024
INSTRUCTOR INFORMATION

Instructor: Elizabeth Joslin
Office Location: EDS 224
Office Hours: Tuesdays 1p.m.-3p.m. or by appointment
Office Phone: 903-886-5537
University Email Address: Elizabeth.Joslin@tamuc.edu
Preferred Form of Communication**:** Email
Communication Response Time: 24 hours (Monday through Friday)

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

Carjuzaa, J., & Kellough, R. D. (2017). Teaching In The Middle And Secondary Schools. (11 ed.). Boston: Pearson Education, Inc. ISBN: 10: 0-13-406924-2

Software Required: Tk20—Must be purchased to successfully complete SED 300
https://tamuc.tk20.com/campustoolshighered/start.do

Course Description

The Teaching Profession. Three semester hours. The course provides prospective teachers with a beginning foundation for understanding learners, enhancing student achievement, and understanding the teaching environment. The course will emphasize the structure, organization, management, and governance of the American school system and current issues related to the teaching profession. The legal, ethical, and multicultural foundations of teaching will be discussed.

Student Learning Outcomes (Should be measurable; observable; use action verbs)

1. Design a safe and productive learning environment
2. Align lessons and assessments to state standards
3. Analyze and interpret assessment data
4. Evaluate lesson plans
5. Design and teach lessons using models of instruction

6. Reflect on teaching practices
7. Complete 30 hours of field experience

Support Objectives (State Requirements):
The learner will design clear, well-organized, sequential, engaging, and flexible lessons that reflect best practice, align with standards and related content, that are appropriate for diverse learners and encourage higher-order thinking, persistence, and achievement; Formally and informally collect, analyze, and use student progress data to inform instruction and make needed lesson adjustments; ensure high levels of learning, social-emotional development, and achievement for all students through knowledge of students, proven practices, and differentiated instruction clearly and accurately communicate to support persistence, deeper learning, and effective effort; organize a safe, accessible, and efficient classroom. Establish, communicate, and maintain clear expectations for student behavior; lead a mutually respectful and collaborative class of actively engaged learners; meet expectations for attendance, professional appearance, decorum, procedural, ethical, legal, and statutory responsibilities; reflect on his or her practice; effectively communicate with students, families, colleagues, and community members; demonstrate professional ethical conduct, practices, and performance including ethical conduct toward professional colleagues and ethical conduct toward students; and

COURSE REQUIREMENTS

Minimal Technical Skills Needed

All course materials will be available through D2L. Any virtual class meetings will be held on Zoom. Students will be asked to utilize different online platforms within the assignments for this course. Students must use and access TK20 for specific assignments for state requirements. Students will need access to word processing software and be able to submit work through D2L.

Instructional Methods

This course consists of a series of activities and assessments to assist you in achieving the outcomes/objectives for the course. Each week you will work on various combinations of assignments, activities, discussions, readings, research, etc. Class time is student-centered in which students' complete activities, discuss with peers, and reflect.

Student Responsibilities or Tips for Success in the Course
· Complete readings prior to class meetings.
· Attend all classes and participate in class activities and discussions.
· Complete assignments on time.
· Keep me (the instructor) informed.
· Be honest.
· Act like a teacher.

GRADING

Final grades in this course will be based on the following scale:

A = 90%-100%

B = 80%-89%

C = 70%-79%

D = 60%-69%

F = 59% or Below

Assessments

Classroom Management Plan	100 points
Formative Assessment and Student Achievement Chart	100 points
Lesson Plan and Reflection	100 points
Field Journal and Observation Hours	100 points
Online Discussions, Class Activities, etc.	(activities range from 5 – 25 points)

TECHNOLOGY REQUIREMENTS

LMS

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:
https://community.brightspace.com/s/article/Brightspace-Platform-Requirements

LMS Browser Support:
https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

Zoom Video Conferencing Tool
https://inside.tamuc.edu/campuslife/CampusServices/CITESupportCenter/Zoom_Account.aspx?source=universalmenu

ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu**.**

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact your Instructor.

Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

https://community.brightspace.com/support/s/contactsupport

Interaction with Instructor Statement

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies

Late Work

You are expected to turn in all assignments/assessments on time. If you have an extenuating circumstance, late work might be accepted; however, email me with your problem and a possible solution for late submission approval.

Attendance

Your attendance and participation are vital to your success in this course. You are expected to attend all class meetings and participate in all online activities. If absent, it is your responsibility to learn missed content. Excessive absences (more than 2) will result in consultation with the professor to determine if you are able to continue in the course.

Field Experience and Tk20

This course requires 50 hours of field experience and the purchase of Tk20. You cannot

successfully complete this course without completing 50 hours of approved field experience.

Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

University Specific Procedures

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the Student Guidebook.
http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: https://www.britannica.com/topic/netiquette

TAMUC Attendance

For more information about the attendance policy please visit the Attendance webpage and Procedure 13.99.99.R0.01.
http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf

Academic Integrity

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

Undergraduate Academic Dishonesty 13.99.99.R0.03
Undergraduate Student Academic Dishonesty Form

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf

Graduate Student Academic Dishonesty Form

http://www.tamuc.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.pdf

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf

Students with Disabilities-- 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
Velma K. Waters Library Rm 162
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
Email: studentdisabilityservices@tamuc.edu

Website: Office of Student Disability Resources and Services

http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/

Nondiscrimination Notice

Texas A&M University-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 Statement

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 the Carrying Concealed Handguns On Campus document and/or consult your event organizer.

Web url:
http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf

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.

A&M-Commerce Supports Students' Mental Health

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit **www.tamuc.edu/counsel**

Department or Accrediting Agency Required Content

COURSE OUTLINE / CALENDAR

Week	Topics
Unit 1 Introduction to Teaching, Classroom Environment, and Professionalism	
1	Introductions, Course Overview
2	Getting to know your students, Global objectives
3	Expectations and Procedures
4	Professionalism and Reflection
Unit 2 Standards and Assessments	
5	TEKS, Scope and Sequences, and Course Design
6	Writing Objectives, Assessments, and Alignment
7	Rubrics and Scoring Guides
Unit 3 Lesson Design and Instructional Strategies	
8	Differentiation and Special Populations
9	Lesson Plan Design: Evaluating Lessons
10	Lesson Plan Conferencing
11	Lessons Taught in Class
12	Lessons Taught in Class
13	Lessons Taught in Class
14	Technology Integration
15	Reflection, Wrap Up