



## SPED 449 Seminar in Assessment

**COURSE SYLLABUS: Fall 2025**

### INSTRUCTOR INFORMATION

**Instructor:** Michelle Hanks, MEd

Instructor/Field Supervisor

**Office Location:** Henderson 204

**Office Hours:** Tuesdays 10-3pm

**University email Address** [michelle.hanks@etamu.edu](mailto:michelle.hanks@etamu.edu)

**Preferred Form of Communication:** e-mail

**Communication Response Time:** *Responses to emails will be made Monday through Friday **within 48 hours unless out-of-office notification has been provided.** Please note I will not guarantee immediate response to emails during weekends, holidays, or in the evenings.*

### COURSE INFORMATION

**Textbook(s) Required:** **Spinelli, 3rd edition** Classroom Assessment for Students in Special & General Education, Pearson (no access code needed)

#### Course Description

Students will be presented with a variety of assessment and evaluation procedures. Normative and criterion referenced procedures will be examined. Emphasis will be placed on curriculum-based assessment, progress monitoring, and the use of formative and summative evaluation strategies in educational decision making. Prerequisite SPED 346. If you do not have a passing grade in SPED 346, or its equivalent, please contact the professor BEFORE enrolling in this course.

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

1. Apply knowledge of the evaluation and assessment process and of appropriate assessment strategies to inform instructional design and to support students.
2. Apply knowledge of formative and summative assessments administration, data collection, and record maintenance.
3. Apply knowledge of interpreting the results of a variety of assessment data to describe students' progress on and mastery of grade-level Texas Essential Knowledge and Skills (TEKS).

*The syllabus/schedule are subject to change.*

4. Apply knowledge of how to use a variety of formative and summative assessment data to identify learning goals and to plan, design, adjust, and adapt instruction or intervention.
5. Apply knowledge of how to interpret results of multiple assessments and evaluation data (e.g., state assessments; district assessments; measures of student functioning; students' educational, physical, and medical needs) to determine if a student is making progress toward measurable outcomes in functional, academic, and/or behavioral goals

## **COURSE REQUIREMENTS**

### **Minimal Technical Skills Needed**

Be able to use the learning management system, Microsoft Word and PowerPoint, also being able to use presentation and graphics programs

### **Instructional Methods**

The course will be a combination of in-class & online learning. There will be active participation activities, class assignments, lecture, quizzes & exams.

### **Student Responsibilities or Tips for Success in the Course**

You will need to regularly log into the course website, weekly/daily study and participation time expected are expected for you to be able to take the quiz at the end of each chapter.

## **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**

All modules, online activities, in class participation, quizzes, exams and assignments are worth 100 points. Your final grade will be based on the above scale.

## **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](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

Zoom Virtual Classroom Requirements:

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<https://support.zoom.us/hc/en-us/articles/201362023-Zoom-system-requirements-Windows-macOS-Linux>

## **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](mailto: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**

Responses to emails will be made Monday through Thursday within 48 hours. Please note that I will not respond to emails on Saturdays, Sundays, during holidays, or in the evenings. If you have any questions or need clarification on any aspect of the course, email me early in the week. I will make time during office hours or after class to review and collaborate with you regarding any concerns you have regarding assignments, quizzes, exams, etc.

## **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

### **Course Specific Procedures/Policies**

Late assignments will not be accepted unless with instructor's prior approval (before the deadline) due to extenuating circumstances. Quizzes and exams will not be reopened for students to access once the deadlines indicated on the tentative calendar have elapsed. Thus, please make very sure to note when all quizzes and exams are available to access. Attendance in class is mandatory in order to keep up with lecture and assignments. Please be present and on time.

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## **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](#)

<https://inside.tamuc.edu/admissions/registrar/documents/studentGuidebook.pdf>.

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 webpages below.

[Attendance](#).

<https://inside.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

### **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 Students Academic Integrity Policy and Form**

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

<https://inside.tamuc.edu/aboutus/policiesProceduresStandardsStatements/rulesProcedures/13student/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

[Undergraduate Student Academic Dishonesty Form](#)

<https://inside.tamuc.edu/aboutus/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf>

#### **Graduate Students Academic Integrity Policy and Form**

[Graduate Student Academic Dishonesty](#)

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<https://inside.tamuc.edu/aboutus/policiesProceduresStandardsStatements/rulesProcedures/13student/graduate/13.99.99.R0.10.pdf>

[Graduate Student Academic Dishonesty Form](#)

<http://www.tamuc.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.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 Services  
Velma K. Waters Library- Room 162

**Phone (903) 886-5930**

Fax (903) 468-8148

Email: [StudentDisabilityServices@tamuc.edu](mailto:StudentDisabilityServices@tamuc.edu)

**Website:** <https://www.tamuc.edu/student-disability-services/>

## **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.

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# A&M-Commerce Supports Students' Mental Health

## Counseling Center Services

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](http://www.tamuc.edu/counsel)

## COURSE OUTLINE / CALENDAR

Assignments and due dates are posted in D2L

<u>Date</u>	<u>Subject</u>	<u>W/F2F</u>
6-Sep	Intro/Chp 1	F2F
13-Sep	Chp 2	Web
20-Sep	Chp 3	F2F
27-Sep	Chp 4-6	Web
4-Oct	Chp 7-8	F2F
11-Oct	Chp 9	Web
18-Oct	Chp 10	F2F
25-Oct	Chp 11	Web
1-Nov	Chp 12	F2F
8-Nov	Research	Web
15-Nov	Group assign	F2F
29-Nov	Final review	F2F
6-Dec	Dead week	
	<b><i>Final - you must be online</i></b>	
13-Dec		

F2F - you must be online & actively participating

Web - we will not be online together - you will work on your assignment (due prior to the beginning of the next class)

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