



## EDCI 501.01W: Foundations of Instructional Coaching

**COURSE SYLLABUS:** Summer II 2026

### INSTRUCTOR INFORMATION

**Instructor:** Dr. Melanie Loewenstein, Associate Professor  
**University Email Address:** melanie.loewenstein@etamu.edu  
**Preferred Form of Communication:** Email  
**Communication Response Time:** 48 hours maximum (M-F)/Email

### COURSE INFORMATION

#### Materials – Textbooks, Readings, Supplementary Readings

**Dates and Times:** July 6-August 6, 2026

This course is 100% online and requires no face-to-face meetings. All work is completed asynchronously. There are no required synchronous meetings.

#### **Materials – Textbooks, Readings, Supplementary Readings:**

Your course textbook is required and may be purchased or borrowed from any source. Additional reading resources will be embedded within the D2L Course Shell.

Aguilar, E. (2013). *The art of coaching: Effective strategies for school transformation*. Jossey-Bass. ISBN:1118206533



**\*\*\*This book is accessible through the ETAMU library. Free online access.**

**\*\*\*Students will select a leadership book from a list provided by the instructor to read throughout the semester.**

## Course Description

### Course Description:

This course will build teacher leaders' understandings of the fundamentals of instructional coaching. It presents an in-depth coverage of the knowledge, strategies, skills, and processes needed to successfully guide classroom teachers as they work to create quality learning experiences for diverse learners within the classroom. This course provides current and future instructional coaches with learning experiences designed to help them support teachers and schools in transforming their instructional behaviors, routines, curriculum implementations, and beliefs.

**Student Learning Outcomes:** Through your experiences in this class, you should be able to:

1. Describe different coaching models and the theoretical principles that support them.
2. Describe issues and important topics related to Instructional Coaching.
4. Explain current and significant topics and issues relevant to instructional coaching in education.
5. Explore and apply transformational coaching concepts.
5. Construct a coaching philosophy based on effective coaching principles, practices, and adult learning theories.

## COURSE REQUIREMENTS

### Instructional / Methods / Activities Assessments

This course consists of a series of activities and assessments to assist you in achieving the outcomes/objectives for the course and instructional units/modules. During each unit, you will work on various combinations of assignments: activities, threaded discussions, readings, presentations, literature searches, video observations, training and workshop development, etc.

Course Assignments
<b>Textbook:</b> <i>The Art of Coaching: Effective Strategies for School Transformation By Elena Aguilar</i>
<ul style="list-style-type: none"><li>● Reflective Chapter Learning Journals &amp; Reflective Task Worksheets</li></ul>
<ul style="list-style-type: none"><li>● Peer Introduction &amp; Elena Aguilar's Coaching Perspectives Discussion</li></ul>
<ul style="list-style-type: none"><li>● Reflective Application Activities (Link To Chapter Readings)</li></ul>
<ul style="list-style-type: none"><li>● Interview An Instructional Coach (In A Content Area of Interest) Ex. Math Coach</li></ul>
<ul style="list-style-type: none"><li>● Research and Create a Presentation On A Current Coaching Issue/Topic</li></ul>
<ul style="list-style-type: none"><li>● Final Essay: instructional coach identity-Leadership Book Principles Integration (coaching philosophy etc.)</li></ul>

## 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

	<b>Assignments</b>	<b>Points</b>	<b>Weights</b>
<b>Chapter Learning Journals</b>	Chapter Learning Journal Chart Entries & Reflective Task Worksheets 4 Entries (100 ea)	400	40%
<b>Reflective Application Activities</b>	Reflective Application Activities (Link To Chapter Readings) 8 Entries (100 ea)	800	10%
<b>Major Assignments</b>	Peer Introduction & Elena Aguilar's Coaching Perspectives Discussion	100	50%
	Interviewing An Instructional Coach Assignment	100	
	Current Coaching Issues Assignment	100	
	Instructional Coach Identity Essay (Choice Leadership Book Integration)	100	

The final grade will be based on the total points of course assignments and your point completion rate. For example, if your final point percentage is within the 90% - 100% range, you will receive an A in this class. Your grades will be updated regularly in the D2L grade book. You may check your percentages as you go through the semester.

## Assessments

The following rubric is a general outline for assessing all assignments. Please use this rubric to plan your responses and anticipate the grade you will receive.

100-90=Highly impressive—well above average in thought, organization, and professional choices. Evidences significant control of own decision-making and learning processes.

89-80=Commendable—in command of thought, organization, and professional choices. Evidences acceptable control of own decision-making and learning processes.

79-70=Developing—probably functional in terms of thought, organization, and professional choices. Responsible, but in need of instruction. Evidences some control of own decision-making and learning processes.

69-60=Minimal—somewhat lacking in thought, organization, and responsibility. Lack of awareness of professional choices. Evidences minimal control of own decision-making and learning processes.

Students are responsible for alerting instructors to any errors seen in the Gradebook as soon as possible.

At the end of the semester, numerical scores are converted to percentages based on the total assignments for the semester. Percentage scores will be used to calculate a final grade on a scale of 91-100% (A), 81-90% (B), 71-80% (C), 61-70% (D), etc.

## 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 the 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 Video Conferencing Tool

[https://inside.tamuc.edu/campuslife/CampusServices/CITESupportCenter/Zoom\\_Account.aspx?source=universalmenu](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@etamu.edu](mailto:helpdesk@etamu.edu)

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all coursework 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

#### Questions about the Course, Assignments, Syllabus, etc.

Contact me via **email** anytime 24/7. I check my email Monday through Friday (8:00-4:00) and sometimes on the weekends. If you email me and do not receive a response within 24 office hours (not including the weekend), please resend the email. If you do not receive a response after several office days or have an urgent need to speak with me, call the EDCI Office (903-886-5307) and ask an office manager to contact me.

#### Office Hours

Email me to schedule an appointment.

#### Email Correspondence

All emails from me (and the University) will be sent to your University Email account, not your work or home email. Therefore, it is important to check your Leo Mail every day. Always send emails to me at the university email address provided on the first page.

## 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 (phone is answered 24 hours a day/ 7 days a week, except during university holidays) or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

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

## COMMUNICATION AND SUPPORT

### Brightspace Support

#### Need Help?

#### Student 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 or click on the **Live Chat** or click on the words “[click here](#)” to Submit an issue via email.



Texas A&M University-Commerce provides students with technical support. The student help desk may be reached by the following means 24 hours a day, seven days a week. If you encounter a technical issue that prevents you from completing an assignment, copy me the work order from the Tech Department.

**Best Phone Support:** Tech support is usually available 24/7 by a techie located in Commerce, Texas – call 903-468-6000.

## **System Maintenance**

Please note that on the 4th Sunday of each month, there will be System Maintenance, which means the system will not be available from 12 pm to 6 am CST.

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

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

#### **Late Work.**

Specific dates and times are established for every assignment. Students who feel they cannot submit the assignment by the deadline should contact the instructor prior to the due date to discuss the circumstances. Extra work is not allowed to compensate for missing or later work. Technology Failure is not an automatically approved excuse for submitting late work. If you experience a technology issue, you should: 1. Contact the Tech Support Team and send a copy of the "trouble ticket" to the instructor to document your efforts; 2.

Email the assignment directly to the instructor before the due date to document your efforts.

### **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.

According to the State of Texas HB 2504, this course syllabus must be submitted in advance of when the course is actually scheduled to begin. Therefore, the instructor has the right to modify this syllabus and course calendar at any time between submitting it for publication and the first day of class. Furthermore, the instructor has the right to modify the syllabus at any time during the course itself, provided that (1) such changes do not increase expectations or requirements beyond a reasonable equivalent and (2) students are given ample notification.

## **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).

<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: [Netiquette](http://www.albion.com/netiquette/corerules.html)  
<http://www.albion.com/netiquette/corerules.html>

### **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](#)

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

[Graduate Student Academic Dishonesty 13.99.99.R0.10](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.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](mailto:studentdisabilityservices@tamuc.edu)

Website: [Office of Student Disability Resources and Services](http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/)  
<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 connections 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

Modules	Week	Module Topics	Module Readings	Learning Journal/Discussion	Reflective Application Activity	Major Assignment/Discussion
1		<p><b>Introduction</b></p> <p><b>Foundations of Coaching</b></p> <p><i>Choice: Leadership Book</i></p>	<p>Ch. 1 Ch. 2 Ch. 3 Ch. 4</p>	<p>Peer Introduction &amp; Discussion</p> <p><b>Initial Response:</b> <b>Peer Response:</b></p> <p>Chapter Learning Journal Entries 1-4</p>	<p>See D2L for specific reflective application module activities (#1, &amp; #2).</p>	<p>Interviewing An Instructional Coach</p>
2		<p><b>Establishing Coaching With A Client</b></p> <p><i>Choice: Leadership Book</i></p>	<p>Ch. 5 Ch. 6 Ch. 7</p>	<p>Chapter Learning Journal Entries 5-7</p>	<p>See D2L for specific reflective application module activities (#1 &amp; #2).</p>	
3		<p><b>The Coaching Dance</b></p> <p><i>Choice: Leadership Book</i></p>	<p>Ch. 8 Ch. 9 Ch. 10 Ch. 11</p>		<p>See D2L for specific reflective application module activities. (#1, #2, &amp; #3)</p>	<p>Current Instructional Coaching Issues (Research &amp; Presentation Outline TED TALK)</p> <p><b>Initial Response:</b> <b>(1) Peer Response:</b></p>
4		<p><b>The Coaching Dance (cont'd)</b></p> <p><i>Choice: Leadership Book</i></p>	<p>Ch. 12 Ch. 13 Ch. 14</p>	<p>Chapter Learning Journal Entries 12-14 (no required journal entry for Ch. 15)</p>		<p>Instructional Coach Identity Essay (Integrating Choice Leadership Book Principles) (coaching core values, philosophy, etc.)</p>
5		<p><b>FINALS WEEK</b></p>				

