

# UTTC Teacher Education

---

Syllabus

**ENG 290 English for Elementary Teachers**

**Course Information**

Credit Hour: 3

Semester/Year: Fall 2015

Class Location: Ed. Building Rm 201

Time: MWF 1:00-1:50

**Instructor Information**

Instructor: Steven King

Phone: 701-255-3285 ext. 1382

Office Location: Ed. Building Rm 214

Office Hours: By Appointment

E-Mail: sking@olc.edu

---

**Special Circumstances:** Syllabus is subject to change. Instructor will inform candidates when changes have been made.

**Required Textbooks:**

Gaetz, L., & Phadke, S. (2011). *The Writers World: Sentences and Paragraphs*. Boston, MA: Prentice Hall

**Course Description:** This course is designed as a "skills building" course in the Teacher Education program. The course will cover parts of speech, word use, sentence construction, spelling, capitalization, punctuation and principles of effective writing. Not only will this class enhance speaking and writing skills, it will also prepare the student for the Praxis: PPST, the exam required for North Dakota teacher licensure.

**Prerequisite(s):** ENG 110

**Course Student Outcomes:**

Candidates will demonstrate the following knowledge and skills:	Assessment
1. Identify basic parts of speech and Standard English word usage.	Work book, Online, Quiz
2. Apply punctuation, capitalization, and spelling rules to proofreading tasks.	Work book, Online, Quiz
3. Construct sentences and paragraphs that conform to prescribed criteria.	Work book, Online, Quiz, Journal
4. Write persuasive and descriptive essays on various culturally-relevant topics.	Persuasive Essay, Descriptive Essay, Presentation
5. Complete a web-based practice Praxis I: PPST test.	Quizzes, Mid Term, Final

## Relationship between ND ESPB Elementary Education Standards, Outcomes and Course Assessments

ND ESPB Elementary Education Standard	Assessment	Program Outcome	Assessment
<b>50015.2 Curriculum</b> <b>2a. Central Concepts, Tools of Inquiry, and structures of Content</b> <b>2b. English Language Arts</b>	Lecture, discussion, and candidate reflection.	<b>TBA</b>	<b>Persuasive Essay, Descriptive Essay</b>
<b>50015.5 Professionalism</b> <b>5a. Practices and Behaviors of Developing Career Teachers</b>	Lecture, discussion, and candidate reflection.	<b>TBA</b>	<b>Presentations, Discussion, Collaboration with colleagues</b>

### United Tribes Technical College Teacher Education Conceptual Framework



The Teacher Education unit seeks to improve the quality of education in America by producing reflective professional educators who have demonstrated competency in the knowledge, skills and dispositions necessary for effective teaching through a coherent program of study. Using the INTASC (Interstate New Teacher Assessment and Support Consortium) standards, as well as the philosophy of the department's conceptual framework, Teacher Education has established candidate outcomes that are assessed throughout the Teacher Education program(s)

The Teacher Education program is based on shared core beliefs that incorporate the 4Rs - Relatedness, Relevance, Respect, and Responsibility.

**Relatedness** is evidenced by believing and behaving as if you are a relative to another person or thing. It is demonstrated and reinforced through collaborations with children and families.

**Relevance** is meaningful and authentic learning experiences tied directly to state and national standards. Candidates learn and experience reflective practice through hands-on practica in the classroom under mentor and instructor guidance. They are provided the opportunity to study concepts that are meaningful and relevant to one's life and interests.

**Respect** is an important traditional Native value. Respect is demonstrated through candidate contributions and their respect of others' contributions. The disposition of respect is demonstrated through courtesy, kindness, and acceptance of individuals and their contributions.

**Responsibility** is a core value of Native cultures as well as the culture of teaching. Candidates are expected to demonstrate accountability for their actions and decisions as they engage in their general education and teacher education curriculum.

## **POLICIES**

### **Course Attendance Policy**

Attendance and completion of assigned readings is the equivalent of participation since your ideas and your work with classmates contribute to everyone's understanding and achievement. Significant tardiness will be considered an absence. If you arrive late, you may be considered absent for that class period. Your assignments that are due the date you are absent or tardy, will be subject to the late assignment policy (see **Policy for Late Submission**). In addition, if you have more than 4 hours of unexcused absences for a 1 credit course; 8 hours of unexcused absences for a 2 credit course; or 12 hours of unexcused absences for a 3 credit course, you will automatically fail the course.

### **Policy for Late Submission**

Each candidate is responsible for obtaining the necessary information required in the event of an absence. It is the candidate's responsibility to contact one of your peers to obtain information concerning assignments, handouts, and any changes or announcements.

The assignments and course requirements (homework) must be completed by the due date and will be collected at the beginning of the class period. If an assignment is not handed in at the beginning of the class period, it is considered late. **Late work will not receive full credit if it is accepted at all.** All late work (if prior arrangements have been approved by the instructor) must be personally handed to the instructor. The amount of points deducted for late work is at the discretion of the instructor.

### **Student Behavior in the Classroom**

UTTC students will conduct themselves in the classroom during class time in a responsible and respectful manner. Student behavior that interferes with learning in the classroom will not be tolerated. This behavior includes chronic tardiness, threatening confrontations, intoxication, inappropriate physical contact, lewd or disrespectful language or gestures directed at the instructor or at fellow students, bullying, direct or indirect intimidation, and conversations with other students that are not related to classroom topics. Faculty are expected to maintain professional management of classroom activities prior to, during and after class times. As such, if a student demonstrates behavior that disrupts or interferes with classroom activities, an instructor reserves the right to ask the student to leave the classroom, to contact campus security, to request mediation by the academic department chair or an academic/personal counselor, or to file a formal complaint subject to a student disciplinary hearing.

### **Students with Disabilities:**

United Tribes Technical College recognizes its responsibility for making reasonable accommodations to ensure there is no discrimination on the basis of a disability. The Office of Disability Support Services coordinates reasonable support services, accommodations, and appropriate referrals aimed at removing barriers and providing an equitable learning environment. If you have a disability, please contact the Disability Support Services office located in the Education Building Room 123. The DSS department can also be reached at 701.255.3285 ext: 1516.

### **Cell Phones**

Out of respect for the other candidates, instructor, and yourself it is advised that cell phones are turned off during class times. If the candidate is expecting an important phone call (case worker, housing, clinic), the instructor must be informed ahead of time and the cell phone set to a silent ring. If such a phone call is received the candidate should answer the call by quietly removing him or herself from the classroom. This also includes texting during class; it is not acceptable. Cell phone use interferes with learning and teaching. Teacher candidates will be staffed if they are unable to meet the expectations of this policy.

### **Programmatic Procedures**

In an effort to monitor the quality of the courses and programs of the Teacher Education unit at United Tribes Technical College, work produced by candidates in this class may be randomly sampled for external review. This means that the instructor of this course may be asked to provide samples of student and/or candidate work for programmatic assessment purposes. All names and identifying information will be removed from any work samples provided for external review. In addition, the process of external review will in no way affect a grade or performance in this course.

### **Plagiarism and Academic Integrity**

Plagiarism is the term for taking credit for work that is not your own. This means you cannot take material from articles, books or websites you find in the library and present it as your own work, you cannot let your friends prepare your assignments, and you cannot copy an assignment from a student who took the same course another semester. Plagiarism is taken seriously because this is a place for learning and new ideas; your assignments are the evidence you provide of your learning, your original ideas.

Providing work that is not your own or that is not unique to the assignment is inappropriate because it is a form of dishonesty. The consequences of plagiarism are severe: you will be given an F on the specific assignment, or the entire course, at the instructor's discretion. If you need advice on how to appropriately cite the work of others, please ask. Briefly as long as you acknowledge that an idea is not your own, but give the original source, and so long as the assignment contains sufficient original work in addition to whatever is quoted from others, you are generally not going to get into trouble.

Other violations of academic integrity are also inappropriate though they do not generally have the same severe consequences as plagiarism. One example would be lying about the reason for an absence, or signing someone else's name to a sign-in sheet when they were not present. Please keep in mind that students generally ask their instructors for recommendations, whether for jobs or for scholarships.

### **Background Checks**

All Teacher Education candidates go through a background check through the state of ND. Because you will be working with children, prior offenses, serious or against children, will be cause for dismissal from the Teacher Education program. In addition, if you are under the influence of illegal drugs or alcohol while in class or working with children, a staffing will be called with the counseling department and you may be suspended from college indefinitely.

### **Extra-curricular Activities**

Academic achievement is a top priority in Teacher Education. If you are involved in extracurricular activities, you must be keeping up with your studies or instructors will not approve travel. Our job is to ensure that you have every opportunity for academic success by attending classes and completing assignments.

**Pregnancy Clause:**

In the event a candidate is absent due to pregnancy, all of the assignments missed are due no later than three weeks (21 calendar days) after the delivery date of the baby. In the event of extraordinary circumstances, the candidate must make arrangements with the instructor prior to the end of the three-week period.

**Class Cancellation Policy**

In every situation, the decision to cancel classes is taken very seriously. The reputation of the College and the integrity of the academic program rely on every class being conducted according to the schedule. On the course schedule for this syllabus, the dates you will not have class are identified. These are circumstances that your instructor is aware of at the beginning of the semester when the campus is closed or the instructor and/or students have other commitments.

On rare occasions, there are unexpected emergencies that require class to be cancelled. If you want your instructor to contact you prior to class to let you know of a cancellation, be sure the instructor has your current phone number. Otherwise, if your instructor is not able to come to class, one of the other Teacher Education instructors will cover to make sure you get the educational experience you deserve.

**Evaluation of Student Performance (Including Grading Policy)**

Grades	<b>A</b>	<b>90-100%</b>	<b>C</b>	<b>70-79%</b>
	<b>B</b>	<b>80-89%</b>	<b>D</b>	<b>60-69%</b>
	<b>F</b>		<b>Failing</b>	<b>Below 60%</b>

Evaluation Criteria: A course grade is earned based on the percentage of possible points and will be based on the UTTC grading system. The following is a breakdown of percentage points earned:

**Projects/Assignments-(60%)**

**Quizzes- (25%)**

**Final Exam-(15%)**

**Course Assignments**

**Journal:** The purpose of journal writing/reflection is to get you practicing writing. Plan to journal write the first 10 minutes of class. Keep in mind that you will be sharing what you write with your classmates. I will collect your journal 3 times through-out semester for grading.

**Workbook/Online:** Weekly drills and writing assignments will be practiced through-out semester. A combination of online and written assignments will be used. This will be due on a weekly basis.

**Persuasive Essay/Presentation-** “What is a Persuasive Essay?” Persuasive writing, also known as the argument essay, utilizes logic and reason to show that one idea is more legitimate than another idea. It attempts to persuade a reader to adopt a certain point of view or to take a particular action. The argument must always use sound reasoning and solid evidence by stating facts, giving logical reasons, using examples, and quoting experts. A short presentation of your essay will be required. You will be partnering with a classmate in the editing stages of this assignment. More information will be provided at a later date.

**Descriptive Essay/Presentation-** “What is a Descriptive Essay?” The descriptive essay is a genre of essay that asks the student to describe an object, person, place, experience, emotion, situation, etc. This genre encourages the student’s ability to create a written account of a particular experience. What is more, this genre allows for a great deal of artistic freedom (the goal of which is to paint an image that is vivid and moving in the mind of the reader). You will be partnering with a classmate in the editing stages of this assignment. More information will be provided at a later date.

**Quizzes-** There will be a total of 7 quizzes given throughout the semester.

**Mid-term/Final-** The mid-term and final will consist of portions of the PPST-Reading and Writing.

### **Course Policies**

For the Fall 2014 semester, you are allowed to miss 8 classes total. After the 8<sup>th</sup> missed class you will be dropped from the course. I will attempt to give you a verbal and a written warning on the 5<sup>th</sup> absence. The 8 classes that you miss can be any combination of excused and unexcused absences. Class will begin promptly and if you are more than 5 minutes late you will be counted tardy. Three (3) tardies will count as one (1) absence. Expect class to last the entire scheduled time. You may not leave class early without a valid excuse or without having made prior arrangements with the instructor. Choosing to do so may result in you being considered absent for that class period.

It is understood that things occur that are out of your control and one cannot be prepared for the unexpected.

- personal illness,
- the illness of a dependent,
- the death or funeral of an immediate family member,
- or required attendance at an official college activity

Work or activities for other classes are not excused. To be classified as excused, the absence must be officially documented (for example, an illness must be documented by a doctor’s note). The excused absence gives you, the student, the opportunity to hand in any missed assignments at a later date, which is determined by the instructor.

You are responsible for material covered in the classes you miss. You are responsible for the decision to be absent on the day of a scheduled examination well aware that you may not be able to take it later.

There will be no make-up quizzes. You may take a quiz in advance, with advance notice.

Students are required to participate in the classroom. Non-participation is defined as habitual failure to meet: assignment deadlines, turn in homework, do reading assignments, take tests, complete projects, engage in discussion, or engage in class discussions and activities. If students are not participating, I will schedule a meeting with student to come up with a plan on how student can actively participate in the classroom. This meeting/staffing will be documented. This attempt is only to make your experience at UTTC more effective and engaging for you as a student.

Assignments are due at the beginning of the class period on the day it is due. All class assignments and projects should be typed. All students' writings should have a type written body that is double-spaced. Be sure to proof read and correct your work. Your work will be graded on quality of content and accuracy of written work.

I will exempt you from taking the final if you meet all of the following criteria: (1) You have missed no classes, this includes excused and unexcused; (2) You have handed in all assignments and homework on the day it was due; (3) You are carrying a grade of 85% or better at the time that I make the final calculation on the class grades. Any student that is caught texting, using their cell phone or any other electronic device during regular class time will cause all students in the class to have to take the final. The second time this student is caught texting or using any electronic device I will ask them to leave the class and will be counted as absent for the day. I understand students have responsibilities outside of the classroom and I will make all efforts to accommodate students.

All students are required to take the final exam, unless I have exempted the student. If the student does not take the final exam, he/she will not pass this class. The student will receive an automatic grade of "F" if no final exam is taken by the student, and they have not been exempt from the final.

### **Class Cancellation Policy:**

In every situation, the decision to cancel classes is taken very seriously. The reputation of the College and the integrity of the academic program rely on every class being conducted according to the schedule. On the course schedule for this syllabus, the dates you will not have class are identified. These are circumstances that your instructor is aware of at the beginning of the semester when the campus is closed or the instructor and/or students have other commitments. On rare occasions, there are unexpected emergencies that require class to be cancelled. If you want your instructor to contact you prior to class to let you know of a cancellation, be sure the instructor has your current phone number. Otherwise, if your instructor is not able to come to class, one of the other Teacher Education instructors will cover to make sure you get the educational experience you deserve.