ED 452: Internship Seminar
Course Syllabus
Fall, 2011

Location: Online
Meeting Times: Tuesdays 6-8pm PST, Wednesdays 4-6pm PST

Instructor: Dr. Brandon Sternod
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Office Hours: Tue 1:30-4:15, Wed 10:30-11:45, Thu 1:30-2:45, or by appointment

Course Description: This seminar promotes self-reflection and the successful transition into the teaching profession through opportunities for interns to address and reflect upon their internship experiences and contemporary and perennial issues that affect and inform their praxis. Co-requisites: ED 460 and ED 461.

Required Texts: No texts required; instead, candidates will be expected to complete selected readings found on our course Blackboard site

Required Technology: This seminar utilized the Internet and Web-based conferencing software. Each candidate needs an LCMail account, high-speed Internet access, a browser such as Explorer or Firefox, a web camera, headphones, and microphone. Ability to connect successfully should be tested either while enrolled in ED 453, Media and Technology, or by arranging a test session with Division of Education technicians. Online assistance is available at http://education.lcsc.edu/tech. The login username is “lcstudent” and the password is “helpme.” Students should read the information at this site about video conferencing using MegaMeeting before this seminar begins.

Course Objectives: This course will provide opportunities for teacher candidates to acquire and/or refine the knowledge, skills, and dispositions needed to accomplish the following:

• Develop their pedagogical skills including but not limited to classroom management, instructional planning and delivery, and assessment
• Demonstrate their growth as professional educators by reflecting upon and engaging with contemporary and perennial issues in schools
• Assemble evidence appropriate for inclusion in their professional portfolios

Course Details: As a seminar-style course, the expectation for consistent, fully engaged participation may be higher than classes you have taken in the past. This is no accident. As professional educators in the field, you will be responsible for
making decisions and taking action independently and will be relied upon by parents and administrators to be there for your students day-in and day-out. There is no room in our profession for excuses or for passing the buck. Therefore, participation and attendance in this seminar is mandatory.

Seminar meetings will be held every-other week during the semester (see course schedule for more details). In addition to regular content presented and discussion led by the instructor, students will have ample opportunities to discuss educational issues of personal interest. For instance, each candidate will be tasked with presenting a selected topic and leading his or her peers in discussion on that topic. The selected topics we will be discussing this semester are as follows:

1. Nurturing the Individual in the Classroom
2. Facilitating Successful Student Collaboration
3. Helping Students Make Meaningful Connections
4. Making Schoolwork Significant in Students’ Lives
5. Engaging Students in Active, Self-Regulated Learning
6. Emphasizing Critical and Creative Thinking in the Classroom
7. The Importance of High Standards
8. Putting Authentic Assessment to Work

While discussion leaders will be provided with articles that will inform their presentations/discussions of their selected topics, additional independent research and preparation will also be required.

**Course Requirements:**

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<tr>
<th>Required Performances</th>
<th>Assessments</th>
<th>LCSC Professional Standard Met</th>
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| 1. Participate in all class session, making a positive contribution by critically engaging in discussion of seminar topics  
2. Involvement in at least 2 additional professional activities (e.g. school-sponsored extracurricular activities, department meetings, school board meetings, professional development workshops) | 1. Attendance and participation checklist  
2. Documentation of involvement (e.g. letter of appreciation from administrator or coach, meeting agenda signed by department chair/board member(s), professional development leader) | Dedicated Professional (DP): commitment to the profession of education, fostering relationships with colleagues, parents, and agencies in the larger community to support student learning and well-being |
| 3. Organize and maintain a chronological teaching journal consisting of lesson plans, materials, and reflections based upon your work in the field and the topics discussed in seminar  
4. Demonstrate ability to effectively manage a classroom, design and deliver instruction, | 3. Teaching Journal Checklist  
4. LCSC Lesson Evaluation Forms, LCSC Internship Evaluation Forms | Content Specialist (CS): Demonstrates and maintains knowledge of content area  
Educational Designer (ED): plans and creates learning experiences based on knowledge of content, students, community, and best practices  
Educational Facilitator (EF): |

| | | |
| | | |
and assess student learning

Utilizes a variety of instructional strategies and resources to engage students in meaningful environments

Educational Evaluator (EE): Uses appropriate formal and informal assessment strategies to insure continuous development of all learners

5. Create a demographic report concerning the school/district in which you teach

6. Write and/or revise a personal belief statement about teaching and learning

7. Observe and report on two other teachers in the field

8. Present a selected topic to your seminar classmates and lead a discussion of said topic

9. Development of a Professional Portfolio that contains a minimum of 2 events and their related artifacts for each standard

Evaluation and Grading: Successful completion of the required performances above and the results of their corresponding assessments will determine your level of achievement in this class. Commensurate with the professionalism expected of beginning and veteran teachers alike, teacher candidates are expected to turn in all assignments on time. Failure to do so will result in a drop of one letter grade for each day the assignment is overdue. If any assignment is past due after 3 days, it will not be accepted and will earn zero points.

Similarly, because attendance and participation are mandatory, absence and/or tardiness, unless otherwise arranged with the instructor, are unacceptable and will result in the loss in attendance/participation points. Each tardy in excess of 10 minutes will result in a 50% loss of points for the class session in question, while each absence will result in a full loss of points. Three or more unexcused absences and/or five or more unexcused tardies will result in the loss of ALL attendance/participation points.

Overall achievement in the course will be measured by the culmination of points associated with each of the above performances. All performances and the total points possible for each are listed below along followed by the grading scale:

<table>
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<tr>
<th>Evaluation and Grading</th>
<th>Rubric</th>
<th>Standard</th>
<th>Knowledgeable Professional (KP): Demonstrates knowledge of how students learn, both individually and in groups, and how instruction facilitates such learning; understands schools as organizations within larger, community, state, and national contexts</th>
<th>Reflective Professional (RP): Continually evaluates effects of his or her choices on others (students, parents, other professional educators) and actively pursues opportunities to grow as a professional</th>
<th>All LCSC Professional Standards for Teaching addressed</th>
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<tbody>
<tr>
<td>5. Demographic Report Rubric</td>
<td>6. Belief Statement Rubric</td>
<td>7. Lesson Observation Form</td>
<td>8. Discussion Leaders Rubric</td>
<td>Knowledgeable Professional (KP): Demonstrates knowledge of how students learn, both individually and in groups, and how instruction facilitates such learning; understands schools as organizations within larger, community, state, and national contexts</td>
<td>Reflective Professional (RP): Continually evaluates effects of his or her choices on others (students, parents, other professional educators) and actively pursues opportunities to grow as a professional</td>
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1. Participation and Attendance 200 points (8 classes X 25)
2. Additional Professional Activities 50 points (25 points per)
3. Teaching Journal 100 points
4. Lesson and Internship Evaluations 100 points
5. Demographic Report 50 points
6. Belief Statement 50 points
7. Observing Other Teachers 50 points (25 points per)
8. Discussion Leader Presentation 100 points
9. Professional Portfolio 100 points

**Total Points Possible: 800**

A=800-744  A-=743-720  B+=719-696  B=695-640

*Please note that in order to successfully complete this course, one must earn at least a “B,” or 640 points out of the 800 points possible.

**Policy Concerning Cell Phone and Computer Usage During Class:** Silence all phones while class is in session and refrain from texting, checking emails, playing games, etc. When using your computer to participate in class, also refrain from non-class related activities as a courtesy to your instructor and classmates.

**Plagiarism:** Plagiarism, or, the attempt to submit work or ideas as if they were your own (intentional or otherwise), will result in an immediate failing grade in the class and possible expulsion from the LCSC Secondary Education Program as determined by the Secondary Education Planning Team. Rule of thumb: cite your sources!

**Adaptations:** If you need course adaptations or accommodations because of a diagnosed disability, please notify the instructor within the first two weeks of class. See the syllabus addendum for more details.

**Final Note:** The instructor reserves the right to modify the syllabus and course schedule at any point during the course of the semester. All students will be notified if such changes occur.
Syllabus Addendum

Consumer Information

In 2008, the federal government required all post-secondary institutions offering federal financial aid programs to provide key data to both prospective and current students. To comply with this requirement, Lewis-Clark State College has developed a consumer information page, which may be accessed at http://www.lcsc.edu/studentconsumerinformation/

Disability Accommodations

Students requiring special accommodations or course adaptations due to a disability and/or a health-related issue should consult their course instructors and the LCSC Student Counseling Center immediately (RCH 111, 792-2211). Official documentation may be required in order to provide an accommodation and/or adaptation.

Student Rights and Responsibilities

Students have the responsibility for knowing their program requirements, course requirements, and other information associated with their enrollment at LCSC. Students should review the LCSC General Catalog (http://www.lcsc.edu/catalog/) and the LCSC Student Handbook (available at http://www.lcsc.edu/studentservices/contactus.htm) for more information.

Accidents/Student Insurance

Students participating in LCSC classes normally must look to their personal health insurance policy (Student Health Insurance Plan or comparable private coverage) should an accident occur. In the event of an accident, please seek medical help, if necessary, and report the incident to LCSC Security (792-2226). Fieldtrips or other special student activities may also require students to submit a signed participation waiver (forms can be obtained from the supporting Division Office).

Enrollment Verification/Attendance

Students who are not actively pursuing their classes may have to repay part or all of their financial aid awards depending upon the circumstances.

Academic Dishonesty

Academic dishonesty, which includes cheating and plagiarism, is not tolerated at LCSC. Individual faculty members will impose their own policies and sanctions regarding academic dishonesty. Students who are accused of being academically dishonest may be referred to the Dean of Student Services for official disciplinary action.

Illegal File Sharing

Students using LCSC’s computers and/or computer network must comply with the college’s appropriate use policies and are prohibited from illegally downloading or sharing data files of any kind. Specific information about the college’s technology policies and its protocols for combating illegal file sharing may be found on the Dean of Student Services’ web page (http://www.lcsc.edu/studentservices/).

Diversity Vision Statement

Regardless of race, color, age, sex, religion, national origin, disability, veteran status, or sexual orientation, you will be treated and respected as a human being. http://www.lcsc.edu/culturaldiversity/