Term Information

Effective Term                  Autumn 2015
Previous Value                 Summer 2012

Course Change Information

What change is being proposed? (If more than one, what changes are being proposed?)
Change from S/U to graded

What is the rationale for the proposed change(s)?
Our other field experiences, including student teaching internship, are all graded courses. This course was out of alignment and caused confusion as well as failed to give students an accurate prediction of success in student teaching.

What are the programmatic implications of the proposed change(s)?
(e.g. program requirements to be added or removed, changes to be made in available resources, effect on other programs that use the course)?
None

Is approval of the request contingent upon the approval of other course or curricular program request? No

Is this a request to withdraw the course? No

General Information

Course Bulletin Listing/Subject Area        Education: Teaching & Learning
Fiscal Unit/Academic Org                   School of Teaching & Learning - D1275
College/Academic Group                     Education & Human Ecology
Level/Career                                Graduate, Undergraduate
Course Number/Catalog                      5189
Course Title                               Planned Field Experience
Transcript Abbreviation                    Planned Field Exp
Course Description                         Planned field experience under supervision in a P-12 classroom.
Semester Credit Hours/Units                Variable: Min 1 Max 15

Offering Information

Length Of Course                          14 Week, 7 Week
Flexibly Scheduled Course                  Never
Does any section of this course have a distance education component? No
Grading Basis                              Letter Grade
Previous Value                             Satisfactory/Unsatisfactory
Repeatable                                 Yes
Allow Multiple Enrollments in Term         Yes
Max Credit Hours/Units Allowed             30
Max Completions Allowed                    4
Course Components                          Field Experience
Grade Roster Component                     Field Experience
Credit Available by Exam                   No
Admission Condition Course                 No
Off Campus                                 Never
Campus of Offering                         Columbus, Lima, Mansfield, Marion, Newark
**Prerequisites and Exclusions**

**Prerequisites/Corequisites**

Prereq: Permission of instructor.

**Exclusions**

**Cross-Listings**

**Subject/CIP Code**

<table>
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<tr>
<th>Subject/CIP Code</th>
<th>Subsidy Level</th>
<th>Intended Rank</th>
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<tbody>
<tr>
<td>13.0101</td>
<td>Doctoral Course</td>
<td>Junior, Senior, Masters, Doctoral</td>
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</table>

**Requirement/Elective Designation**

Required for this unit's degrees, majors, and/or minors

**Course Details**

- **Course goals or learning objectives/outcomes**
  - Work with mentor teacher to gain knowledge of best practices in lesson planning, teaching, and classroom management; student learning, interests, and perspectives; requirements of being a professional educator
  - Supervised field experience in a classroom

**Content Topic List**

- 5189 Graded Syllabus.pdf

*(Syllabus. Owner: Mercerhill, Jessica Leigh)*

**Attachments**

- Approved by UGSC April 3, 2015. *(by Mercerhill, Jessica Leigh on 04/17/2015 10:26 AM)*

**Workflow Information**

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<th>User(s)</th>
<th>Date/Time</th>
<th>Step</th>
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<td>Mercerhill, Jessica Leigh</td>
<td>04/17/2015 10:26 AM</td>
<td>Submitted for Approval</td>
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<td>Mercerhill, Jessica Leigh</td>
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<td>Unit Approval</td>
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<td>Pending Approval</td>
<td>Odum, Sarah A. Zircher, Andrew Paul Warnick, Bryan R. Achterberg, Cheryl L</td>
<td>04/17/2015 10:31 AM</td>
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Note: This syllabus is subject to change. Changes will be announced in class.

PURPOSE: The field experience is designed to provide you with an opportunity to work with a mentor teacher to gain insight into: (1) best practices in lesson planning, teaching, and classroom management; (2) student learning, interests, and perspectives; (3) the official and unofficial requirements of being a professional educator; and (4) how you can effectively bring together the work done in a university classroom with grade 4-9 classrooms.

REQUIREMENTS: You are required to complete three days per week (Mon-Tues-Fri) in a middle childhood classroom. To account for planning periods and other non-instructional periods and allow you to meet state and programmatic requirements, you will be in your placement from August 18 – December 5. Please note that you will be in your placement for an immersion week from August 18 – 22.

ATTENDANCE: You are required to be present at your placement each day. You are required to sign in at the school office each day. If you are ill or an emergency arises, you are to report this absence to your mentor teacher and University supervisor immediately. You are allotted two sick days throughout the semester. If you go beyond this, any and all missed time must be made up, scheduled with your mentor teacher, and reported to your supervisor. You will follow the CCS calendar for your placement.

PROFESSIONAL DEVELOPMENT: You are allotted two professional development days. Professional development days can take place with the Columbus City School district/school or you may take advantage of opportunities on campus, etc. If the professional development event takes place during the school day, you are permitted to be absent from your placement. You must plan accordingly with your mentor teacher and supervisor. For further details regarding your professional development requirements please see below.

Course policies related to grading, attendance, and e-mail, along with University statements about academic misconduct, grievances and solving problems, disability services, and diversity apply to the field experience and all related assignments.
GRADING AND EVALUATION

Assignments will be graded on the University system:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A</td>
<td>93 - 100%</td>
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<tr>
<td>A-</td>
<td>90-92%</td>
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<tr>
<td>B</td>
<td>83-86%</td>
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<tr>
<td>B-</td>
<td>80-82%</td>
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<tr>
<td>C</td>
<td>73-76%</td>
</tr>
<tr>
<td>C-</td>
<td>70-72%</td>
</tr>
<tr>
<td>D</td>
<td>63-67%</td>
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<tr>
<td>D-</td>
<td>60-62%</td>
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<tr>
<td>B+</td>
<td>87-89%</td>
</tr>
<tr>
<td>C+</td>
<td>77-79%</td>
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<tr>
<td>D+</td>
<td>67-69%</td>
</tr>
<tr>
<td>E</td>
<td>&lt; 59</td>
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ASSIGNMENTS

Throughout the semester you will be required to complete assignments relevant to your time in the classroom and school building. **At no time should you be using cell phones, iPads, laptops, or any other electronic device for any course assignments when students are in the classroom.**

1) **Recitations**
   You are required to meet with your University supervisor **10 times** throughout the semester. Meeting dates and times are to be determined. Each meeting will last one hour. During this time discussion of the field experience and equity and diversity, and reviewing of teaching methods and strategies will take place.

2) **Meeting with Supervisor**
   You will meet **one time** with your supervisor, individually or as a group, to review a recording of your teaching. You and your supervisor will complete the observation form while you watch the recording together. Meeting time and date to be determined. You will be expected to submit your notes and feedback from this meeting on Carmen.
   **Deadline: October 24 at 11:59pm**

3) **Professional Development**
   You are required to participate in **a total of six (6) professional development hours**. You must submit your professional development justification via email (how this professional development is important to your professional growth) for approval **prior** to attending the event. Please check with your mentor about attending professional development days through the district. You may also attend professional development on campus or seek other opportunities. You will submit a one-page (250 word minimum) synopsis of your learning for each event. Submit to Carmen dropbox.
   **Deadline: November 13 at 11:59pm**

4) **Goal Setting**
   Complete and submit to Carmen goals for both the first half and second half of student teaching. All forms are provided on Carmen. Your mentor must approve goals. After meeting with your mentor you are expected to type up the goals on the form and then obtain their initials for approval. With the exception on the final reflections – handwritten goals will not be accepted.

**Goal Setting #1 and #2**
Goals must be detailed and measureable, providing one example of how you will accomplish the goal. Goals must have depth and substance. Goals should focus on what you will do (1st section) to improve your teaching, lesson planning, or impact student learning and focus on student academic achievement (2nd section) – what students will learn.
Due Dates:
Goal Setting #1: September 3 (Carmen dropbox) at 11:59pm
Goal Setting #2: October 3 (Carmen dropbox) at 11:59pm

5) Lesson Planning
You are required to submit five lesson plans throughout the semester. These should be lessons that you teach in your placement when possible. We acknowledge this is a very busy semester, but also recognize the importance of giving you ongoing feedback on your lesson planning. Therefore, these may be lesson plans you also utilize for your methods or inclusion courses. This is the only time this “double-dipping” may take place.

While there is a rolling deadline for these lesson plans, final submissions will be November 26th at 11:59pm. Important points are listed below:

- You must use the template provided on Carmen.
- Co-planning is encouraged – this can be with your Mentor, the grade-level team, or with another member of the cohort. If co-planning with a cohort member takes place – I do expect to see variation in the lesson plan, as you need to meet the needs of your students.
- If you utilize a lesson plan that your mentor created and you are adapting, please note this on the lesson plan.
- Only the lesson plan is submitted. Supporting materials are not required for submission. You are expected to have these materials ready when you teach the lesson and we will be checking with mentors on your preparedness. If you have no supporting materials when you teach the lesson and this would be beneficial to best support student learning – this will raise a concern.

6) Final Evaluation
You are required to complete a final evaluation and to participate in a final evaluation meeting with your mentor teacher and supervisor. For the final evaluation, in order to meet CAEP/NCATE and accreditation standards, both the dispositions form and evaluation form must be completed.

Due Date: Final Meeting Week of December 1 - 5

SUPERVISOR: Each student is assigned a University supervisor. The supervisor will complete on-site observations, one introductory meeting, and one final evaluation meeting.

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<th>Assignment</th>
<th>Title</th>
<th>Point Value</th>
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<tr>
<td>1</td>
<td>Recitations</td>
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<tr>
<td>2</td>
<td>Meeting with Supervisor</td>
<td>10 points</td>
</tr>
<tr>
<td>3</td>
<td>Professional Development</td>
<td>35 points</td>
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<tr>
<td>4</td>
<td>Goal Setting</td>
<td>2 @ 10 points each = 20 points</td>
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<tr>
<td>5</td>
<td>Lesson Planning</td>
<td>5 @ 25 points each = 125 points</td>
</tr>
<tr>
<td>6</td>
<td>Final Evaluation</td>
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<td>Total</td>
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<td>300 points + overall performance and evaluations</td>
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