**AUBURN UNIVERSITY**

**SYLLABUS**

**Dr. Michael Cook**

1. **Course Number:** CTSE 7910/7916

 **Course Title:** Practicum in English Language Arts Education

 **Credit Hours:** 1-6 semester hours (may be repeated for credit not to exceed 6 hours)

 **Prerequisites:** Departmental Approval

 **Corequisites:** None

**2. Date Syllabus Prepared:** January 2018

**3. Texts:** Textbook and/or other resources (journals, research monographs, unpublished research, etc.) Selected as appropriate to the individual practicum topics.

**4. Course Description:**

Provides individual students with experiences relating theory and practice, usually in a school setting. The practicum is designed to provide performance-based experience related to the area of specialization. It is designed to provide students with cooperatively selected activities that will assist them in gaining expertise/experience within a selected area of theory and practice. Flexibility is allowed to provide input by students to identify meaningful problems/applications with regard to their current and future professional activities.

The approved project/product/research/activity effort associated with the practicum should entail a minimum of 30 hours of documented work or involvement for each one (1) hour of assigned credit.

**5. Course Objectives:**

The course is designed to:

• Provide experience closely relating theory and practice, usually in a school setting.

• Provide various and flexible learning activities to afford the student the opportunity to achieve required or desired experience in an area of specialization.

 Students will be able to:

• In consultation with the professor, select a topical area of study related to their areas of specialization.

• Write a proposal to guide completion of the study. The proposal will include a description of the study, objectives, methodology to be used in completing the study or project (including resources), and evaluation.

• Prepare an annotated bibliography.

• Submit evidence of study/project completion, such as a finished product or paper.

**Course Content and Schedule:**

• The course content is developed based upon the individual student’s approved practicum proposal.

• The length of time expended in the course will depend on the learning experience selected and credit hours awarded for the activity.

• The student is expected to spend a minimum of 30 hours of documented work or involvement for each hour of credit. Some learning experiences will require more hours than others, depending upon the activity to be accomplished.

7. **Course Requirements/Evaluation:**

• Attend an orientation session with the professor.

• Identify a topic and obtain approval from the professor.

• In conjunction with the professor, plan, write, revise, and submit two scholarly manuscripts. In this case, one will be a book chapter and the other an academic journal article.

• If the practicum is to be completed in a school, obtain appropriate written permission to do so. If the practicum involves research using human subjects, obtain the approval of Auburn University’s Institutional Review Board.

• Schedule a minimum of six visits with the professor during the semester. (Checkpoints will be established for each meeting.)

Orientation meeting during Week 1

Week 3 or Week 4

Week 6 or Week 7

Week 9 or Week 10

Week 11 or Week 12

Week 13 or Week 14

 Submit paper or finished product during Week 15

• The professor will determine whether the student has met the criteria established jointly by professor and student and will assign an S (Satisfactory) or U (Unsatisfactory) for the course. Weighted components will be the following:

 Work with the professor to establish topics and up to 10 points

 approaches for each manuscript

 Work with the professor to draft and revise manuscript 1 up to 20 points

 Work with the professor to draft and revise manuscript 2 up to 20 points

 Work with the professor to submit manuscript 1 up to 20 points

 Work with the professor to submit manuscript 2 up to 20 points

 Meeting with professor and checkpoints completed up to 10 points

 Satisfactory grades will be assigned only to practica that earn at least 80 points.

**Class Policy Statements**

Attendance: Although attendance is not required, students are expected to attend all classes, and will be held responsible for any content covered in the event of an absence.

Excused Absences: Students are granted excused absences from class for the following reasons: illness of the student or serious illness of a member of the student's immediate family, the death of a member of the student's immediate family, trips for student organizations sponsored by an academic unit, trips for university classes, trips for participation in intercollegiate athletic events, subpoena for a court appearance, and religious holidays. Students who wish to have an excused absence from class for any other reason must contact the instructor in advance of the absence to request permission. The instructor will weigh the merits of the request, and render a decision. When feasible, the student must notify the instructor prior to the occurrence of any excused absences, but in no case shall such notification occur more than one week after the absence. Appropriate documentation for all excused absences is required. Please consult the *Student Policy* eHandbook for more information on excused absences.

Make-Up Policy: Arrangement to make up a missed major examination (e.g.:hour exams, mid-term exams) due to properly authorized excused absences must be initiated by the student within one week of the end of the period of the excused absence(s). Except in unusual circumstances, such as the continued absence of the student or the advent of university holidays, a make-up exam will take place within two weeks of the date that the student initiates arrangements for it. Except in extraordinary circumstances, no make-up exams will be arranged during the last three days before the final exam period begins.

Academic Honesty Policy: All portions of the Auburn University student academic honesty code (Title XII) found in the Student Policy eHandbook will apply to university courses. All academic honesty violations or alleged violations of the SGA Code of Laws will be reported to the Office of the Provost, which will then refer the case to the Academic Honesty Committee.

Disability Accommodations: Students who need accommodations are asked to electronically submit their approved accommodations through AU Access and to arrange a meeting during office hours the first week of classes, or as soon as possible if accommodations are needed immediately. If you have a conflict with my office hours, an alternate time can be arranged. To set up this meeting, please contact me by e-mail. If you have not established accommodations through the Office of Accessibility, but need accommodations, make an appointment with the Office of Accessibility, 1228 Haley Center, 844-2096 (V/TT).

Distance Learning Students: Unless specific instructions have been given for a designated course, students in distance education courses shall take all closed resource examinations under the supervision of an approved proctor. Examples of approved proctors include a school superintendent, a principal of a high school, or a dean or department head of a college. Proctors shall be verified and exams shall be sent directly to the proctor who will manage the examination in a secure manner, requiring students to present a picture ID.

**Justification for Graduate Credit**

This course will allow individual graduate students to pursue in-depth study of advanced topics within their respective areas of specialization, usually in a school setting. Although guided by the professor at periodic checkpoints, the course requires independent work of the student to design, develop, and produce a product (i.e., two scholarly manuscripts submitted for publication).