

**Integrative Studies
The Professional Block
ELED 4351, 4352, 4353 4354
Master Syllabus
Fall 2009**

Professors	Methods' Section	Email
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ELED 4351: Organizing for Teaching and Learning in the Early and Middle Grades (2 hrs)

ELED 4352: Curriculum and Methods in the Early and Middle Grades (4 hrs)

ELED 4353: Thematic Instruction in the Early and Middle Grades in Urban Settings (4 hrs)

ELED 4354: K-8 Practicum, Integrative Learning in Urban Settings (2 hrs)

COEAS Key Assessments: See chart at end of document.

Class Time:

See Block Calendar

All time at your appointed schools is required, and must be made up.
(You are required to report to school at the same time
as your cooperating teacher.)

Attendance Policy:

Each BLOCK instructor has his/her own attendance/tardy policy. If there is an extenuating circumstance, all of the instructors will collaborate and reach a collective decision.

Your best strategy is to keep us informed at all times and call us immediately. We understand that medical and personal crises arise and we are willing to work with you on a reasonable basis.

Professionalism:

Professionalism is expected of all teacher candidates. You should exhibit professionalism in your classes and while working in the classrooms at your assigned schools. You are expected to arrive to and depart from classes and the school site at the appointed times.

Your attitude towards teaching also determines your professionalism. You should always exhibit a positive attitude and disposition towards your program, instructors, and peers as well as while working in the classroom with your mentor teachers and their students.

Please turn off or silence cell phones and no texting during class

When in the community schools, you are expected to dress professionally at all times. **You may NOT wear blue jeans, sweat pants, sweatshirts, or leggings with a shirt over it, regardless of what your mentor teacher wears.** All shirts and tops must come up to your collarbone. (In other words, no cleavage!) **YOUR MIDDLE MUST BE COVERED AT ALL TIMES—EVEN WHEN YOU RAISE YOUR ARMS.**

Confidentiality is a must while working in the schools!! You will have access to information concerning students that should not/**will not** be discussed with anyone other than your assigned cooperating teacher or school administrator.

Professional Disposition

In accordance with policy of the Elementary Education Group, Department of Instruction and Curriculum Leadership, The University of Memphis, students in the Integrative Studies Program will be expected to display the knowledge, skills, and dispositions of the Teacher Education Program and the INTASC Standards. When areas of concern arise, the Dispositional Deficiency Form will be completed by the course professor, discussed with the student, and kept in an ongoing file. Failure to meet the INTASC standards or failure to demonstrate improvement may result in a hearing before the Teacher Education Retention Committee. (A copy of form and explanations can be found at <http://www.memphis.edu/tep/pdfs/DispositionsAndRetention.pdf>)

Expectations for assignments and quizzes

All assignments must be turned in on the due date. If you are absent, the assignment is still due on the due date. When special circumstances arise, prior arrangements must be made with individual professors. **It is always best that YOU work with the faculty. (Do not send a message by another student.)**

All assignments must be word-processed and turned in to the professor who is grading the assignment unless otherwise stated. The work must be neat, double-spaced, in 10 or 12 point. References should follow the APA, 5th Edition format.

Writing is an assumed skill in the courses. Points can be deducted for writing errors including informal language, poor organization, spelling errors, and grammatical mistakes. Please proofread and get outside assistance if necessary. If difficulties persist, you may be referred to the University's Writing Center.

You must make prior arrangements with individual instructors to reschedule tests at the instructor's discretion. These prior arrangements **do not**

include leaving a message on an answering machine, sending an email at the last minute, or sliding a note under the door. Extreme emergency situations will be handled on an individual basis.

YOUR BEST STRATEGY IS TO TALK TO ONE OF US PERSONALLY IF THERE IS A PROBLEM. AS A GROUP WE WILL MAKE A DECISION ABOUT YOUR CASE.

Academic Integrity

If, upon investigation, we find that you misrepresented yourself or your work for a course assignment, we will follow the guidelines established by the University of Memphis regarding cheating and/or plagiarism*. This could mean a failing grade for an assignment and may include a failing grade for a course. Refer to your student handbook (*University of Memphis Code of Student Conduct*) for details. **To avoid plagiarizing a text passage, read the material, close the book or put the material aside, then write from memory. In other words, do your own work, use your own words, and truthfully account for any fieldwork.**

We expect professional and courteous participation in all course meetings, activities, and assignments. This includes, but is not limited to, items outlined in the *University of Memphis Code of Student Conduct*.

*** Your written work may be submitted to Turnitin.com, or a similar electronic detection method, for an evaluation of the originality of your ideas and proper use and attribution of sources. As part of this process, you may be required to submit electronic as well as hard copies of your written work, or be given other instructions to follow. By taking this course, you agree that all assignments may undergo this review process and that the assignment may be included as a source document in Turnitin.com's restricted access database solely for the purpose of detecting plagiarism in such documents. Any assignment not submitted according to the procedures given by the instructor may be penalized or may not be accepted at all. Please refer to the University's "Code of Student Conduct" for actions that may result from student academic misconduct.**

Grade Distribution:

A	94 – 100	ELED 4351	Social Studies Methods
B	87 – 93	ELED 4352	Math Methods
C	78 – 86	ELED 4353	Science Methods
D	70 – 77		
F	0 – 69		
Pass/Fail		ELED 4354	Teaching & Learning/Practicum

Please note that in keeping with the provisions of the Family Privacy Act, it is the policy of the Department of Instruction and Curriculum Leadership that grades not be posted. Additionally, information about grades can only be emailed to the University of Memphis email account. Office personnel are also instructed to only give course materials to the student owner. Proof of identification may be required.

Accommodations: It is the policy of the University of Memphis to accommodate students with disabilities pursuant to federal law, state law, and the University's commitment to equal educational opportunities. If you have a disability that may require assistance or accommodations, or if you have any questions related to any accommodation for testing, note taking, reading, etc., please speak with us as soon as possible. You must contact the Student Disability Services Office, 110 Wilder Tower, phone 678-2880, to officially request such accommodations/services. Further information is available at the SDS website <http://saweb.memphis.edu/sds>

Block COEAS Assessments

Course	COEAS Assessments
ELED 4351 ELED 4352 ELED 4353	Content knowledge test (within 1 st two weeks) Lesson plan (scored with rubric)
ELED 4354	Language Arts content knowledge test (within 1 st two weeks) Reflections (scored with rubric) Intern Evaluation (administered by Mentoring Teacher)