Preparing Effective Teachers who are Competent, Caring, and Committed!
SYLLABUS
EDUC 2001—Education Seminar
SPRING 2016

General Information:
School: Education
Course Number: EDUC 2001
Course Title: Education Seminar
Department: Education
Hours Credit: 1

Instructor:
Dr. R. Wayne Stewart, Dean of Education, Director of Student Teaching
Office: HMH 123
Telephone: 580-349-1408 or 1-800-664-OPSU, ext. 1408
Office Hours: 8A.M. to 5P.M. Monday through Friday
Email: rwstewart@opsu

Textbook:  None

Additional costs for this class: transportation for the 10 hours of observations, required background check ($39) through CertifiedBackground.com—see last pages of this syllabus.

Meeting times for this class will be:
- January 22—Conceptual Framework and Program Competencies/Assignments given
- February 26—Foliotek Training
- April 1—Lesson Plans/Oklahoma Academic Standards
- May 6—All assignments/observations/reflections due

Course Description:
This course serves as the introduction to the Oklahoma Panhandle State University Teacher Education Program. It will address the following questions:
1. What is the OPSU Teacher Education Program?
2. What is the OPSU Teacher Education Program’s Conceptual Framework?
3. What are the Competencies of Oklahoma Teacher Education?
4. What are the OPSU Teacher Education Program admission requirements?
5. What are the certification examination requirements?
6. What pre-service field experiences are required?
7. How are these experiences arranged?
8. What are the portfolio requirements?
9. What is Foliotek?
10. What are the Oklahoma Academic Standards?
11. What is a lesson plan?
12. What is the required OPSU lesson plan format?
13. What is the Internship? (student teaching)
14. What is the August Experience?
15. What are the teaching “shortage” areas in Oklahoma?
16. Other information as it becomes necessary or available.

Course Competencies:
1. The student will demonstrate a general education knowledge base through the use of Learning Express Library.
2. The student will begin his/her pre-service experiences by serving a minimum of 10 hours in a public school classroom.
3. The student will begin his/her portfolio process using Foliotek.
Assessment:

Assessment of this class will be based upon attendance, participation, and the successful completion of the required projects.

- Student will choose one (of four possible) Praxis I PPST: Mathematics Practice Tests, one (of four possible) Praxis I PPST: Reading Practice Tests, and one (of four possible) Praxis I PPST Writing Practice Test and must submit three (3) score sheets showing an 80% or higher score on all three tests. Each test has 40 questions—you must get 32 of them right to achieve a score of 80%.
  - Web site: http://www.learningexpresshub.com/productengine/LELIndex.html#/career-center/resources/prepare-for-an-occupation-exam/teaching/prepare-for-the-praxis-core-tests you must create an account (free)
- Student will receive public school placement from Field Placement Director; will complete 10 hours of observations; will return all forms (with all signatures) to Field Placement Director by the final class meeting; and will write a 1-2 page paper reflecting upon the student’s observations.
  - A reminder—if the paperwork is not completed and in the Field Placement Director’s office by the end of the last day of class, the observations did not happen.

Attendance and Academic Dishonesty/Plagiarism Policy:

Students are expected to attend all classes and other assigned activities. One absences will drop your grade one letter, and each subsequent absences drops another letter (1 absences drops an A to a B, 2 absences drops the B to a C, 3 absences drop the C to a D, etc.) THERE ARE NO EXCUSED ABSENCES. If you know you are going to be gone due to sports, etc. you might want to reconsider taking the class at this time.

Cheating/Academic Dishonesty/Plagiarism will not be tolerated. Anyone who is caught cheating and/or assisting with cheating will be removed from the class and lose the opportunity of admission into the OPSU Teacher Education Program.

Cheating/Academic Dishonesty/Plagiarism is defined as “Verbatim copying of an entire paper or other assigned work, not writing or composing your own work, submitting anyone else’s (student, friend, professional, parent, web) work structure, or ideas, in whole or in part, without adequate acknowledgement of the sources used to construct a paper or other assigned work, giving or obtaining answers on a test.”

Students are also instructed to visit the OPSU General Catalog and/or the OPSU Student Handbook for a list of specific items that constitute plagiarism and academic dishonesty.

Statement of Academic Accommodations:

If any member of the class feels that he / she has a disability and needs special accommodations of any nature whatsoever, the instructor will work with you and the university Office of Student Services to provide reasonable accommodations to ensure that you have a fair opportunity to perform in this class. Please advise the instructor of such disability and the desired accommodations at some point before, during, or immediately after the first scheduled class period.

Special Reminders:

- Jan. 26—Final Day to enroll or add a class
- Jan. 26—Final Day to change sections
- Feb. 2—No Refund on dropped courses or complete withdrawal after this date
- Feb. 2—Final Day to pay graduation fee and file graduation applications for this semester
- Feb. 3—Beginning Day of grade of “W” for dropped courses
- Mar. 14-18—SPRING BREAK
- Mar. 25-28—EASTER BREAK
- Apr. 18—Beginning Day of grade “W” or “F” for dropped courses
- Apr. 20—Pre-enrollment for spring 2016 begins
- Apr. 29—Final Day to drop a class
- May 17-20—Final Exams

Disclaimer: This syllabus is not a contract and may be changed at any time at the discretion of the instructor.
Background Checks
This also applies to students who may be seeking alternative certification after graduation, but are taking classes in the education minor that contain public school experiences.

Public school districts across that nation are implementing more restrictions regarding who is allowed on their campuses and who may interact with their students. The teacher education program at Oklahoma Panhandle State University will join other teacher preparation programs in Oklahoma to address this issue.

ANY OPSU student who will enter a public school building for the purpose of observing and/or participating in the instruction of public school students will be required to have a current background check on file in the office of OPSU's Field Placement Director. OPSU must have the completed report on file prior to the student being placed in a classroom to meet course requirements.

NO STUDENT WILL BE PLACED (OR ALLOWED TO PARTICIPATE) IN ANY PRE-SERVICE OBSERVATIONS WITHOUT A COMPLETED, SUCCESSFUL BACKGROUND CHECK.

The background check for each individual will include, but is not limited to, verifying residency history and social security status and accessing multiple county criminal records, statewide criminal records, and nationwide sex offender records. OPSU will use the same business most other Oklahoma institutions are using, Certified Background Company and the reports are typically available 72 hours after the information is submitted to the company. The initial background check will be valid for one year from the date it is performed and must be renewed annually as long as the student attends OPSU. The cost for the initial background check is $39 and for a recheck, the cost is $17. Instructions for initiating the background check will be given to each student in every OPSU course that contains pre-service observations and experiences.

In the event that an OPSU student is identified with a negative background check, the student will not be assigned any pre-service observations or student teaching and will immediately be instructed to drop the course(s) he or she is taking. The student will also be removed from the OPSU Teacher Education Program.

Please direct any questions to Dr. Wayne Stewart, OPSU's Dean of Education at 580.349.1408 or by email at rwstewart@opsu.edu.

Below is a link to the procedure for background checks:
http://www.opsu.edu/dwn/SCED_Certified_Background_Check_Student Information.pdf
STUDENT INSTRUCTIONS FOR OKLAHOMA PANHANDLE STATE UNIVERSITY EDUCATION

About CertifiedProfile

CertifiedProfile is a secure platform that allows you to order your background check online. Once you have placed your order, you may use your login to access additional features of CertifiedProfile, including document storage, portfolio builders and reference tools. CertifiedProfile also allows you to upload any additional documents required by your school.

Order Summary

➢ Required Personal Information
  - In addition to entering your full name and date of birth, you will be asked for your Social Security Number, current address, phone number and e-mail address.

➢ Payment Information
  - At the end of the online order process, you will be prompted to enter your Visa or Mastercard information. Money orders are also accepted but will result in a $10 fee and an additional turn-around-time.

Place Your Order

Go to www.CertifiedBackground.com and enter package code:

OK48 – Initial Background Check
OK48re – Recheck Background Check

You will then be directed to set up your CertifiedProfile account.

View Your Results

Your results will be posted directly to your CertifiedProfile account. You will be notified if there is any missing information needed in order to process your order. Although 95% of background check results are completed within 3-5 business days, some results may take longer. Your order will show as “In Process” until it has been completed in its entirety. Your school’s administrator can also securely view your results online with their unique username and password.

If you have any additional questions, please contact Student Support at 888-914-7279 or email studentservices@certifiedprofile.com

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888.666.7788
studentservices@certifiedprofile.com

WWW.CERTIFIEDPROFILE.COM

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