



## Instructor Syllabus

### **EDU3401 – Early Field Experience III**

0.5 credits

2021-22, Semester E

February 28 – March 4, 2022

March 7 – March 11, 2022

**Instructor:** Dr. Cindy Whaley

**Office:** WCC 128A

**Email:** whaleyce@mlc-wels.edu

**Phone:** 507-354-8224 Ext. 347

**Course Description:** A week of observation, participation, and teaching in an early childhood center; or an elementary, middle level, or secondary classroom. (Minimum 40 hours)

**Required Materials:** MLC reflection journal. No textbook required.

#### **Martin Luther College Mission Statement**

The mission of Martin Luther College is to train a corps of Christian witnesses who are qualified to meet the ministry needs of the Wisconsin Evangelical Lutheran Synod (WELS) and who are competent to proclaim the Word of God faithfully and in accord with the Lutheran Confessions in the Book of Concord.

#### **College Goals:**

Of the college's four goals, this course primarily endeavors

- to assist the student in acquiring the knowledge, attitudes, and skills needed for service in the church and for lifelong learning

#### **Student Learning Outcomes:** The student will:

1. become familiar with the general operation of an early childhood center or an elementary, middle level, or secondary classroom.
2. become familiar with certain age-characteristics of the children at the level in which the observation occurred.
3. become familiar with general characteristics of the curriculum at the level in which the observation occurred.
4. become acquainted with the evidences and manifestations which make Christian education unique.
5. become familiar with some of the methods and techniques for managing the center or classroom efficiently.
6. acquire a greater desire to serve in the teaching ministry.
7. acquire a growing sense of confidence in working with children.
8. acquire a greater appreciation for the value and importance of Christian education.

9. acquire a growing appreciation for the characteristics and needs of children.
10. begin to develop skills of interpersonal communication with children.
11. begin to develop observation skills.
12. reflect on and self-assess his/her teaching.

### **Martin Luther College Academic Policies**

Martin Luther College policies are published in the *Undergraduate Catalog* and in the *Student Handbook* which are on the MLC website. It is the student's responsibility to review these policies.

#### Academic Integrity

When writing papers, be mindful of the "Student Integrity in Academics" statement in the *Student Handbook*. Giving credit for someone else's words and ideas by citing sources is part of academic integrity. Your instructor is available to help you avoid unintended plagiarism.

Plagiarism is using someone else's work as your own without citing the source. Direct copying, rephrasing, and summarizing, as well as taking someone else's idea and putting it in different words, are permissible if the source is cited. In cases of plagiarism, the instructor reserves the right to reduce the grade of a particular assignment, give a failing grade for the assignment, give a reduced grade for the entire course, or give a failing grade for the entire course.

#### Students with Disabilities

The MLC undergraduate catalog and the website state the policy and procedures for students with disabilities. Reasonable accommodations are available to help students be successful in this course. It is the responsibility of students to contact the Dean of the student's area of study to request accommodations as soon as possible. While accommodations can be designed to meet individual needs, they will not change course goals, content, or performance standards.

#### Academic Support Services

Academic support is available in the library for all students. Providers include

- Reference librarian
- Academic Learning Center where course specific tutors and writing tutors are available.

### **Course Information**

#### Credit Hour Policy

This is a 0.5 credit course. According to commonly accepted collegiate academic practices, success in this course requires work equivalent to an average of 37.5 hours of work per credit

hour. Coursework includes all of the high priority and desirable activities required for the appropriate age level experience to be completed.

#### Attendance Policies

1. The candidate is expected to be in the classroom and engage in activities for five full school days, morning and afternoon.
2. Only days when school is in session shall be counted. Not all five days need to be consecutive, but the candidate is expected to be in one classroom and get the experience in no more than two sessions (e.g., two days plus three days).
3. Candidates may not do their Early Field Experience in a classroom where a student teacher is working.
4. Candidates are discouraged from completing Early Field Experiences in the rooms of family members or in schools attended.

#### Assessment

1. Attend the orientation meeting in early January.
2. Submit the Approval Form by February 15.
3. Complete the suggested activities under the guidance of the participating teacher.
4. Submit the Student Assessment Form on the last day of the experience. After submitting the form, print a copy, have it signed by the cooperating teacher, and place it into the MLC reflection journal.

#### Grading Policy

The student is evaluated on a Pass/No Pass basis. A student will receive a No Pass if the Approval Form is not submitted by the Friday prior to spring break. A student whose Student Assessment Form is not submitted by the end of the first week of May will receive an Incomplete for EDU3401. An Incomplete becomes a No Pass if the form is not returned by closing date of summer session (usually the fourth Friday of July). A No Pass requires that the student retake EFE week the following spring.

#### Personal Communication and Use of Social Media

MLC students should not use cell phones and computers for personal use during the school day. When emergencies arise requiring their need, permission of the cooperating teacher should be asked and advice sought on how best to handle emergency communication in the classroom.

Teacher candidates are to refrain from contacting students through social media such as Facebook, Instagram, Twitter, and Snapchat. Local school policy may allow such communication, but MLC wants to be proactive in helping candidates avoid a potential problem area. Communicating with students via social media may result in dismissal from the early field experience. Never post photos of students on social media.