

EDU 501: Seminar: Designing a Professional Development Plan

Dr. Judy C. Davison, Assoc. Prof	Meeting:	February 26 GRH 1003
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Prerequisites: Graduate status [A required course for teachers enrolled in EEd, MGE, or SEC Master of Arts in Education/planned 5th year program at Western Kentucky University This is also a required course for teachers enrolled in the Alternative Route to Teacher Certification at Western Kentucky University]

Course Description:

Study of relevant standards and the applicability of those standards to a formal professional development plan and portfolio development.

Rationale:

The Kentucky Educational Professional Standards Board adopted the Experienced Teacher Performance Standards for Preparation and Certification in June 1994. These Teacher Performance Standards are performance based and must be an integral part of graduate education programs. EDU 501 is designed to provide Graduate Students an opportunity to review their current professional development and develop a plan to improve their performance. This course will allow the Curriculum & Instruction faculty to provide a more individualized orientation to graduate programs at Western Kentucky University and allow graduate students to plan an appropriate course of graduate study.

Candidates will analyze and reflect on their own teaching. After an in-depth study of the Kentucky Teacher Standards and other relevant standards, candidates will design a professional growth plan to improve their instruction. Appropriate portfolio guidelines will be incorporated into course content as a way for the candidates to give evidence of their competence in implementing the Kentucky Teacher Standards and other relevant standards. The portfolio will be used as a form of authentic assessment of each candidate's knowledge and skills developed while in the graduate program. The graduate portfolio will be reviewed and presented in the EDU 596 seminar.

Required materials/technology

- **Text:** There is no text for this class.
- **SIP:** You will need a copy of your Consolidated School Improvement Plan.
- **Technology:** You will need regular and reliable access to the internet. Do you have a back-up plan in the event of a disruption? Email your plan to me and copy yourself.
- **Privacy Issues:** Protect your password, shut down your browser when a session is completed.

Course Objectives:

- Identify what experienced teachers do in authentic teaching situations and those teaching behaviors and processes that are most critical to student learning.
- Assess your present level of professional development in relationship to each of the ten Teacher Standards, other relevant national standards/core content, and relevant school/district improvement plan/s.
- Identify your professional strengths and priorities for professional growth.
- Initiate the EDU 596 Portfolio process

Student Activities/Assignments:

You will:

- Explain the Kentucky Teacher Standards/Performance Indicators
- Explain relevant national standards/core content for your teaching area
- Complete a self-assessment instrument in which you evaluate your both your knowledge and your skill on each of the standards and performance indicators
- Write an examination paper on your professional strengths based on each of the ten teacher standards.
- Write your Professional Growth Plan. This is the Critical Performance for this course.
- Load the Critical Performance on the WKU Electronic Portfolio System (grade of X [incomplete] will be recorded if the Critical Performances are not uploaded). The link for the Electronic Portfolio is <http://edtech2.wku.edu/portfolio/>
- If you have not already filed a Form C, develop and file with your assigned Graduate Advisor a Graduate Program of Study in response to your PGP soon after EDU 501.

Course Schedule and Due Dates:

February 26	9-12 Campus session— attendance required . (60pts)
February 26	Pre/Self-assessment survey-bring completed to class. (40pts)
March 21	Document of strengths in each of KY Standards due. (100pts)
April 25	PGP due on Blackboard and also posted on the electronic portfolio. (200pts)

All assignments must be submitted via the Assignment section on Blackboard. It is the student's responsibility to be sure the instructor can open. Submit in Rich Text format.

Course Policies and Procedures

Grading: This is a two-hour, pass-fall class.

In order to pass you must

- ♦ Actively participate in all class sessions and do so in a quality manner.
- ♦ Complete assignments in a quality manner with at least 80% accuracy. Rubrics are provided in Electronic Portfolio.

Plagiarism:

Works that have been plagiarized will be assigned a grade of "F" and could result in a student failing the course.

Electronic Portfolio and Critical Performance:

If you are not registered on the electronic portfolio website, you must do so to upload the critical performances (your self-assessment and your Professional Growth Plan). The web address for the electronic portfolio system is: <http://edtech2.wku.edu/portfolio/>. The critical performance assignments must be typed/saved in MS Word format or saved as an rtf file. Neither Microsoft Works nor Word Perfect will correctly upload to the university's electronic portfolio system. **Your final grade will not be forwarded to the Registrar until critical performances have been successfully uploaded to the electronic portfolio.**

Student Disability Services:

In compliance with university policy, students with disabilities who require accommodations (academic adjustments and/or auxiliary aids or services) for this course must contact the Office for Student Disability Services in DUC A-200 of the Student Success Center in Downing University Center.

Please do not request accommodations directly from the professor or instructor without a letter of accommodation from the Office for Student Disability Services.

Student Email Addresses:

Please be advised that your WKU email address will be used for all correspondence FROM the instructor TO the entire class [using TOPNET or Blackboard]. It is the student's responsibility to check his/her WKU email every day or two. Be extra sure to check daily the week of any on-campus meetings and assignment due dates.

Emailing your Instructor: "Subject"

Please enter as your subject, *EDU 501, nature of inquiry*. Emails with subject lines different from this may not be responded to because of the abundance of emails that are received on a daily basis. Yours might be lost! Your emails are important, especially since this is an on-line class.

Incompletes

"A grade of "X" (incomplete) is given only when a relatively **small amount** of work is not completed because of *serious* illness or *serious* life circumstance. A grade of "X" will automatically become an "F" unless removed within twelve (12) weeks of the next full term (summer term excluded).

Incompletes must be *pre-approved* by your instructor before the end of the semester. To expedite this process, submit a letter to your professor detailing the reason for requesting an incomplete 2 weeks before the end of the course.