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University of Central Arkansas
College of Education
COURSE TITLE

Semester & Year, COURSE LETTERS & NUMBER, CRN
Location, Days, and Times

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Instructor's Name
Instructors UCA Email & UCA Phone number
Instructor's office hours, office location,
Department Email: teaching@uca.edu , else@uca.edu

CATALOG DESCRIPTION
Add the catalog description here.

REQUIRED TEXTS & MATERIALS

If your course includes a key assessment, keep the statement below.
Anthology Portfolio (Formerly Chalk and Wire): This course includes a key assessment that requires you to have a subscription to Anthology Portfolio. This subscription can be purchased through the UCA Bookstore. You will receive a unique login within one to two business days after purchasing the subscription. More information about Anthology Portfolio can be found here.

USE OF TECHNOLOGY (align to ISTE Standards for Educators):

EDUCATOR EFFICACY
The University of Central Arkansas College of Education (UCA COE) promotes every educator's sense of professional efficacy. Professional efficacy influences an educator's sense of responsibility and confidence in supporting the academic growth and development of all learners. The UCA COE and its candidates are committed to supporting the success of all learners, recognizing and responding to individual differences in background, experience, and perspective. Candidates engage learners in authentic practices that develop awareness, understanding, and respect for individual differences and their relevance to effective teaching, learning, and schooling through enacting the proficiencies established by the UCA COE to guide candidate practice.

COURSE OBJECTIVES & PURPOSE
- **Add all Course objectives and align the objectives to INTASC/ATS; Aspiring TESS; Arkansas Educator Competencies):**
- If your course includes instruction for Science of Reading add alignment and standards here.
- If your course includes instruction on HQIM, describe the alignment here
- If your course includes instruction on any of the Arkansas Teacher Code of Ethics, describe them here.

FIELD EXPERIENCE REQUIREMENTS   (might be N/A):

COURSE OUTLINE:

COURSE EVALUATION/ASSIGNMENTS/EXAMINATIONS (with DUE DATES and GRADING POLICIES):

Provide the following:
- Description of all major assignments and examinations with due dates
- Description of tasks that support HQIM
- Description of tasks that support SOR
- Description of tasks that are aligned with the Arkansas Teacher Code of Ethics.
- Grading policies
- Grading Scale

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Courses with a key assessment should include a statement similar to the following:

Key Assessments: Throughout the program, candidates will complete certain assignments known as "key assessments." These assessments are used to demonstrate competencies to our accrediting agency. Candidates must score a basic or above on each element of the scoring rubric for each model assessment in order to pass that assessment. While the score earned on the initial submission is recorded permanently in the grade book, candidates must resubmit any section on which an "unsatisfactory" was earned. If the appropriate changes are not made by the time grades are due, an X will be posted until the appropriate revisions are made.

ATTENDANCE AND DROP POLICY:

In addition to your normal policy, please also add the following language:
Students who do not attend class or, for fully online courses, actively participate (i.e., logging in, completing required assignments) will be purged from the class roster on the 6th day of class. Students who do not consistently attend class or, for fully online courses, actively participate (i.e., logging in, completing required assignments) will be administratively dropped from the class roster on the 11th day of class.

ADDITIONAL POLICIES

Artificial Intelligence Policy
Add your artificial intelligence use policy here.

Academic Integrity
The University of Central Arkansas affirms its commitment to academic integrity and expects all members of the university community to accept shared responsibility for maintaining academic integrity. Students in this course are subject to the provisions of the university's Academic Integrity Policy, approved by the Board of Trustees as Board Policy No. 709 on February 10, 2010, and published in the Student Handbook. Penalties for academic misconduct in this course may include a failing grade on an assignment, a failing grade in the course, or any other course-related sanction the instructor determines to be appropriate. Continued enrollment in this course affirms a student's acceptance of this university policy.

Americans with Disabilities Act
The University of Central Arkansas adheres to the requirements of the Americans with Disabilities Act. If you need an accommodation under this Act due to a disability, please contact the Office of Accessibility Resources and Services (OARS), 450-3613.

Building Emergency Plan
The following Building Emergency Plan statement (to be discussed in class/lab during the first week of the semester): An Emergency Procedures Summary (EPS) for the building in which this class is held will be discussed during the first week of this course. EPS and Building Emergency Plan (BEP) documents for most buildings on campus are available at https://uca.edu/go/bep-library. Every student should be familiar with emergency procedures for any campus building in which he/she spends time for classes or other purposes. All UCA students taking courses in Mashburn Hall should be familiar with the Mashburn Emergency Plan located at the following link: http://uca.edu/go/MashburnEmergencyPlan

Severe Weather or Pandemic Response
At the discretion of the faculty member, some COE classes may require students to meet face-to-face and/or virtually. For virtual meetings held synchronously, students are required to have their video on to fully participate in class. Participation includes video presentations/lectures, class discussion, and class activities. Students who are unable to meet virtually and/or synchronously may be given the opportunity to watch a video of the class session and complete a summary or assignment relative to the class session to meet participation requirements.

Student Handbook Policy
Students are encouraged to familiarize themselves with all policies listed in the UCA Student Handbook, including the UCA Sexual Harassment Policy and relevant academic policies. The handbook can be viewed through the UCA website - http://uca.edu/student/student-handbook/. Language from the handbook is excerpted below.

Student Academic Appeals: Grade Appeals
The College of Education's Student Academic Grade Appeal Policy offers additional guidelines from those outlined in the University of Central Arkansas Student Handbook. It specifically defines a timeline for the appeal process. A student who wishes to appeal the final grade in a course should follow the guidelines found in the College of Education Student Academic Grade Appeal Policy. This policy and form are located on the College of Education website.

Professional and Ethical Conduct Policy
Because the standards of the education profession exceed those addressed in other university or college polices, the COE Professional Education Unit has adopted a Professional and Ethical Conduct Policy to address those professional and ethical behaviors. In essence, this policy states that students must adhere to the prescribed professional and ethical standards of the profession for which they are preparing. The policy document provides a definition of professional and ethical misconduct, guidelines for reporting misconduct, and an appeal process. It is located on the "policies" link of the College of Education website.

Title IX Disclosure
In furtherance of its core values— academic vitality, integrity, and diversity—UCA is dedicated to promoting a campus community free from discrimination. Title IX of the Education Amendments Act of 1972 requires all educational institutions to address gender-based discrimination on campus, and UCA implements these Federal requirements through a fair, consistent, and appropriate process of investigation and adjudication. Please see UCA's Title IX website (https://uca.edu/titleix/) for the university's policy, relevant forms, training opportunities, and related information.

STUDENT EVALUATION
In addition to the requirements listed above, please consider including in your schedule for the semester information about the timing of the Student Course Experience Survey (SCES, formerly known as "student evaluations of the course and instructor"). The information to be substituted for each "{insert date}" indicator is included in Student Course Experience Survey Schedules published for each academic year and linked from https://uca.edu/assessment/course-evaluation-information/.

DELETE TERMS THAT DO NOT APPLY AND UPDATE THE DATES.

Evaluations (Full Term and 2nd 8-Week, Fall)

The Student Course Experience Survey is a crucial element in helping faculty achieve excellence in the classroom and the institution in demonstrating that students are gaining knowledge. Students may complete surveys for courses they are taking starting on Monday, {insert date} , through the Sunday after finals week by logging in to myUCA and clicking on the Course Evaluations task.

Evaluations (1st 8-Week, Fall and Spring)

The Student Course Experience Survey is a crucial element in helping faculty achieve excellence in the classroom and the institution in demonstrating that students are gaining knowledge. Students may complete surveys for courses they are taking starting on Monday, {insert date}, through the Sunday after the last day of the half term by logging in to myUCA and clicking on the Course Evaluations task.

Evaluations (IEP, Levels 1, 2, and 3: Fall and Spring)

It is important to complete the Student Course Experience Survey. UCA greatly values this process so we know students are learning and everyone is doing their job as best they can. Starting on Monday, {insert date}, log on to myUCA. Click on the Course Evaluations task. Make sure you are evaluating the correct class and the correct teacher.

Evaluations (Winter Intersession)

The Student Course Experience Survey is a crucial element in helping faculty achieve excellence in the classroom and the institution in demonstrating that students are gaining knowledge. Students may complete surveys for courses they are taking starting on Friday, {insert date}, through the Sunday after the last day of the Intersession by logging in to myUCA and clicking on the Course Evaluations task.

Evaluations (May Intersession)

The Student Course Experience Survey is a crucial element in helping faculty achieve excellence in the classroom and the institution in demonstrating that students are gaining knowledge. Students may complete surveys for courses they are taking starting on Monday, {insert date}, through the Sunday after the last day of the Intersession by logging in to myUCA and clicking on the "Course Evaluations" task.

Evaluations (Summer I and Summer II)

The Student Course Experience Survey is a crucial element in helping faculty achieve excellence in the classroom and the institution in demonstrating that students are gaining knowledge. Students may complete surveys for courses they are taking starting on Monday, {insert date}, through the Sunday after the last day of the five-week term by logging in to myUCA and clicking on the Course Evaluations task.

Evaluations (10-Week Summer)

The Student Course Experience Survey is a crucial element in helping faculty achieve excellence in the classroom and the institution in demonstrating that students are gaining knowledge. Students may complete surveys for courses they are taking starting on Monday, {insert date}, through the Sunday after the last day of the ten-week term by logging in to myUCA and clicking on the Course Evaluations task.

Evaluations (13-Week Summer)

The Student Course Experience Survey is a crucial element in helping faculty achieve excellence in the classroom and the institution in demonstrating that students are gaining knowledge. Students may complete surveys for courses they are taking starting on Monday, {insert date}, through the Sunday after the last day of the thirteen-week term by logging in to myUCA and clicking on the Course Evaluations task.

BIBLIOGRAPHY:

Add your contributing works that drive the curriculum for your course.