

**Murray State University
COMMON SYLLABUS**

Fall 2018

DEPARTMENT: ADOLESCENT, CAREER, AND SPECIAL EDUCATION

COURSE PREFIX: CTE COURSE NUMBER: 270 CREDIT HOURS: 3

I. TITLE: Basic Structures & Foundations of CTE

II. COURSE DESCRIPTION AND PREREQUISITE(S):

This course will include topics related to the basic structures and foundations of career and technical education such as curricular developments; course organization and content selection; student organizations; and historical, sociocultural, psychological, and philosophical foundations of career and technical education.

Prerequisite(s): none

III. COURSE OBJECTIVES:

Class activities will be centered on the attainment of the course objectives listed below. Following each objective, and enclosed in parentheses, are numbers which reference the Kentucky Teacher Performance Standards and Certification (KTPS) and the Interstate Teacher Assessment and Support Continuum (InTASC) standards addressed by that objective. Upon successful completion of this class, students will be able to

- A. incorporate models of integration and collaborative planning for instruction (KTPS/InTASC #3, 7, 10);
- B. discuss Career and Technical education reform movements and legislative mandates (KTPS/InTASC #4, 5);
- C. discuss the importance of positive parent and community relations (KTPS/InTASC # 3, 9, 10);
- D. explain school-based decision making (KTPS/InTASC #9);
- E. create a plan for implementing work-based learning (KTPS/InTASC #4, 5, 7);
- F. create and describe a professional development plan that will guide personal and program improvement, including memberships in professional organizations (KTPS/InTASC #7, 9);
- G. document experience with and support of CTE activities and sponsorship (KTPS/InTASC #4, 5, 9);
- H. develop interpersonal and collaborative team skills (KTPS/InTASC #10);
- I. develop a Career and Technical Student Organization (CTSO) Program of Work (KTPS/InTASC # 9, 10);
- J. discuss the history of CTE and its implication on today's educational system (KTPS/InTASC # 4, 5); and
- K. write professionally for the field of career and technical education (KTPS).

The COEHS Theme of Educator as Reflective Decision-Maker is addressed in this course by requiring students to reflect on teacher interviews, CTE student organization meetings, and field experiences.

The EPSB Theme of Diversity is explored in the course through various course readings and more specifically in observing and participating in CTE student organizations.

Learned societies from each discipline should be referenced by the preservice/in-service teacher. Kentucky documents, including SB1 Initiatives (e.g., Kentucky Core Academic Standards) will be resources for all teacher candidates.

IV. CONTENT OUTLINE:

A. The History and Philosophy of CTE

- Philosophy of CTE
- Overview of CTE Program Areas
- Legislation/Educational Reform in CTE
- The History of CTE

B. CTE Programming Areas

- Detailed Discussion of CTE Content Areas
- History of Program Areas
- Integration with Core Academic Areas
- Examples of Community and Parental Involvement
- Work-based Learning (cooperative education)
- Laboratory Standards/Maintaining Laboratories

C. Career and Technical Student Organizations

- Career and Technical Student Organizations (CTSOs)
- Leadership, Professionalism, and Professional Development Plans
- Parliamentary Procedures

D. Field Experiences in CTSOs

- CTSO Observations
- Final Exam

V. INSTRUCTIONAL ACTIVITIES:

Lectures, class discussions, group activities, in-class computer/writing work, field experiences, student individual and group presentations using appropriate instructional technologies, student writing activities.

VI. FIELD, CLINICAL, AND/OR LABORATORY EXPERIENCES:

None

VII. TEXT(S) AND RESOURCES:

Scott, J. L. and Sarkees-Wircenski, M. (2004). *Overview of career and technical education*. 3rd Ed. Homewood, IL: American Technical Publishers, Inc.

VIII. EVALUATION AND GRADING PROCEDURES:

Grades will be awarded for successful performance in course tasks, including but not limited to chapter activities, quizzes, examinations, reflections, and group presentations. The students' grades will be calculated based on the points they earn from the following assignments and activities:

Assignments (summary point values)	UG
Assignment 1: Team Development	25
Professional Development Plan	50
Assignment 2: Group Project: CTE Program Paper/Presentation	200
Assignment 3: CTSO Field Experience Reflective Journal	50
Develop a CTSO Program of Work	50
Assignment 4: Individual Philosophy of CTE	75
Final Exam	50
TOTAL	500

The grading scale used for this course will be 100-90 (A), 89-80 (B), 79-70 (C), 69-60 (D), and 59-0 (E).

IX. ATTENDANCE POLICY:

Students are expected to adhere to the MSU Attendance Policy outlined in the current MSU *Bulletin*.

X. ACADEMIC HONESTY POLICY:

Murray State University takes seriously its moral and educational obligation to maintain high standards of academic honesty and ethical behavior. Instructors are expected to evaluate students' academic achievements accurately, as well as ascertain that work submitted by students is authentic and the result of their own efforts, and consistent with established academic standards. Students are obligated to respect and abide by the basic standards of personal and professional integrity.

Violations of Academic Honesty include:

Cheating - Intentionally using or attempting to use unauthorized information such as books, notes, study aids, or other electronic, online, or digital devices in any academic exercise; as well as unauthorized communication of information by any means to or from others during any academic exercise.

Fabrication and Falsification - Intentional alteration or invention of any information or citation in an academic exercise. Falsification involves changing information whereas fabrication involves inventing or counterfeiting information.

Multiple Submission - The submission of substantial portions of the same academic work, including oral reports, for credit more than once without authorization from the instructor.

Plagiarism - Intentionally or knowingly representing the words, ideas, creative work, or data of someone else as one's own in any academic exercise, without due and proper acknowledgement.

Instructors should outline their expectations that may go beyond the scope of this policy at the beginning of each course and identify such expectations and restrictions in the course syllabus. When an instructor receives evidence, either directly or indirectly, of academic dishonesty, he or she should investigate the instance. The faculty member should then take appropriate disciplinary action.

Disciplinary action may include, but is not limited to the following:

- 1) Requiring the student(s) to repeat the exercise or do additional related exercise(s).
- 2) Lowering the grade or failing the student(s) on the particular exercise(s) involved.
- 3) Lowering the grade or failing the student(s) in the course.

If the disciplinary action results in the awarding of a grade of E in the course, the student(s) may not drop the course.

Faculty reserve the right to invalidate any exercise or other evaluative measures if substantial evidence exists that the integrity of the exercise has been compromised. Faculty also reserve the right to document in the course syllabi further academic honesty policy elements related to the individual disciplines.

A student may appeal the decision of the faculty member with the department chair in writing within five working days. Note: If, at any point in this process, the student alleges that actions have taken place that may be in violation of the Murray State University Non-Discrimination Statement, this process must be suspended and the matter be directed to the Office of Institutional Diversity, Equity and Access. Any appeal will be forwarded to the appropriate university committee as determined by the Provost.

XI. NON-DISCRIMINATION POLICY AND STUDENTS WITH DISABILITIES:

Policy Statement

Murray State University endorses the intent of all federal and state laws created to prohibit discrimination. Murray State University does not discriminate on the basis of race, color, national origin, gender, sexual orientation, religion, age, veteran status, or disability in employment, admissions, or other provision of services and provides, upon request, reasonable accommodation including auxiliary aids and services necessary to afford individuals with disabilities equal access to participate in all programs and activities. For more information, contact the Executive Director of Institutional Diversity, Equity and Access, 103 Wells Hall, (270) 809-3155 (voice), (270) 809-3361 (TDD).

Students with Disabilities

Students requiring special assistance due to a disability should visit the Office of Student Disability Services immediately for assistance with accommodations. For more information, students should contact the Office of Student Disability Services, 423 Wells Hall, Murray, KY 42071. 270-809-2018 (voice), 270-809-5889 (TDD).

XII. FLAG SYSTEM/CONTINUOUS ASSESSMENT:

Student progress is continuously assessed throughout the teacher preparation program. Appropriate professional characteristics and dispositions, in addition to academic achievement, are assessed. Positive and negative flags are submitted by faculty to Teacher Education Services and then presented to admissions committees. Negative flags are carefully reviewed to make a determination as to whether a student should be denied admission OR if a professional development plan will be designed for the student's progress towards program completion. **NEGATIVE FLAGS MAY BE GROUNDS FOR DENIAL OF ADMISSION TO TEACHER EDUCATION AND/OR STUDENT TEACHING.**