



Walters State Community College Course Syllabus

Course Information

Course Number and Name: ECED 2335 Initial Practicum

Section ID: 80525.202380

Semester and Year: Fall 2023

Credit Hours: 3

Start Date: August 21, 2023

End Date: December 08, 2023

Course Format: CLN - Clinicals

Catalog Course Description: Initial Practicum is a supervised practicum which includes a minimum of 30 clock hours in instruction and 45 clock hours in a clinical site approved by the department (accredited agency, 3-Star, or department-approved site). These hours may be completed in the student's employment site with Department approval. The course includes a study of the physical and human qualities that combine to create an environment that is safe and healthy and that promotes optimum learning for young children ages birth through eight. Any field experience requires proof of personal liability coverage and a criminal background check. **F, S**

Meeting Details: T; 06:00PM - 09:05PM; MBSS 125

Course Drop Deadline: October 27, 2023

Instructor Information

Name: Karen Stooksbury

Role: Associate Professor and Coordinator/Early Childhood Education

Office Location: MBSS 141

Office Hours: Posted in the Getting Started Module in eLearn

Office Phone: 423-585-2648

Email: karen.stooksbury@ws.edu

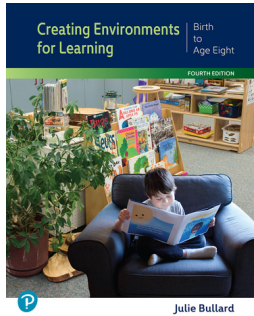
Supervisor Name: Dr. Whitney Jarnagin, Dean of Behavioral and Social Sciences, MBSS 133

Supervisor Phone: 423-585-2636

Secretary Name: Lisa Horner

Secretary Phone: 423-585-2633

Required Textbook(s) and Materials



Creating Environments for Learning Birth to Age Eight

ISBN: 9780137848843

Authors: Julie Bullard

Publisher: Pearson

Publication Date: 2024

Edition: 4th

Student Learning Outcomes/Objectives

- Outcome 1: Create a safe, healthy, respectful, supportive, and challenging learning environment for young children.
- Outcome 2: Evaluate and reflect on daily practices and analyze the effectiveness of the learning environment using multiple sources of evidence and knowledge.
- Outcome 3: Create a classroom culture that respects each child and practices positive and supportive relationships and interactions.
- Outcome 4: Modify or create an aspect of the learning environment that represents a broad range of appropriate teaching skills and strategies that reflect the principles of universal design for learning.

Instructional Approach and Methods

Course Delivery

This is a Hybrid course. Hybrid Courses (HYB) follow traditional meeting schedules in addition to offering students the opportunity to complete a portion of the coursework via the Internet and eLEARN. Hybrid classes are good choices for students who need to limit the number of trips to campus, but also prefer some face-to-face contact with classmates and the instructor. Students may access the Internet through campus WiFi and computer

facilities at the college's library on the Morristown, Niswonger, and Sevierville, campuses or anywhere else they have Internet access. The College is not responsible for obtaining or maintaining students' equipment or software for accessing the Internet.

Method of Instruction:

Method of Instruction: Various techniques and methods include reading from the textbook, handouts, and other resources, lectures and discussion, in-class activities, media presentations, and guest speakers. Online readings and assignments will be posted in eLearn on the nights class do not meet on campus.

Assessment, Evaluation and Testing Procedures

1. 100 points of your grade will be based on attendance and participation activities each week.
2. 100 points of your grade will be based on the documentation of the practicum site and experiences: You will complete 45 clock hours observing, interacting, and working with children in the practicum site.
3. 100 Points of your grade will be based on an Activity Area Investigation you will complete in your practicum setting.
4. 200 points will be based on the completion of four written practicum fieldwork assignments.
5. 200 points of your grade will be based on quizzes and the final exam.

Testing Procedures: Quizzes and exams will be taken online within the course.

Grading Scale

A	630-700
B	560-629
C	490-559
D	420-489
F	Below 420

Assignments

1. Attendance and participation activities-Class attendance is expected on the nights class meets on ground.
2. Documentation of practicum experiences-Students will complete the forty-five hours practicum requirement in an early childhood classroom in a licensed early childhood program, as approved by the early childhood department. Students should spend time directly interacting with children, performing classroom duties typical to a teacher or teacher assistant. Fieldwork hours will begin after all initial documents are submitted to the instructor. Time sheet documenting laboratory hours are required and must be signed by the supervisor and placed with other practicum documents.
3. Activity area investigation- Students will analyze an activity area in the practicum with a goal of improving child engagement in the learning environment and social behaviors within that area.
4. Completion of four fieldwork experiences related to the following:
 - Relationships and Interactions
 - Schedules and Transitions
 - Routines, Rules, and Expectations
 - Room Arrangement
5. Quizzes and final exam-Students will complete quizzes based on textbook readings and class lectures. The final exam will be a take-home exam.

Class Participation

Participation includes coming to class with all necessary materials, completing all of the assigned readings for each class session, participating actively in class discussions and activities, and demonstrating a commitment to your learning as well as supporting the learning of your classmates. Students must participate in all interactive aspects of the course.

Prompt and regular attendance is considered necessary for successful participation in and completion of this course. Each student is responsible for all material covered and assignments made in class. Anytime a class is missed, it is the student's responsibility to

contact the instructor to plan for picking up materials distributed in class or for any make-up work permitted.

On weeks when the class does not meet onground, participation includes reading emails, posting discussions, reading content pages, and/or uploading assignments. The instructor will monitor participation.

Course and Class Policies/Procedures

Grading Policies

Due dates for assignments are provided on the class schedule. Additional assignments or changes in the due dates will be announced in class. It is the student's responsibility to make sure they are aware of when assignments are due.

- Late assignments will be accepted up to one week beyond the due date, but no later. Ten percent (10%) of the points are deducted for late work. No assignments will be accepted beyond the last class meeting. It is the student's responsibility to make sure the instructor receives the assignment if turned in late.
- All assignments are to be electronically submitted through eLearn unless otherwise instructed. Spelling, punctuation, and grammar are considered in grading all assignments. Assignments should reflect college-level work. Always re-read and proof your work before turning it into the instructor.
- Photographs for Assignments: Some assignments may require you to take photographs as part of the assignment instructions. Students will need access to a camera (preferably digital) to meet this expectation. Even though students are asked to document their work through photos, they are NOT required to take photos of children themselves. Many families do not wish their children to be photographed. Students must have written permission from families to photograph children.

Grading Turn-a-Round

In general, assignments submitted on time will be graded within 7-10 business days of submission due dates. Students will be notified if there is a need to vary this schedule. Assignments submitted LATE will be graded by the end of the course.

Minimum Technology Requirements: Desktop Video Class Requirements

From a technology perspective, students should have access to a computer with Internet access and be able to perform basic functions such as opening files, saving files, and reading emails. This System Check is designed to ensure a computer system is properly configured for Walters State web courses. It verifies browser version, browser settings and displays settings on a computer. Settings can be verified at [System Check \(opens in new window\)](https://elearn.ws.edu/d2l/systemCheck) <https://elearn.ws.edu/d2l/systemCheck>

For Software Expectations, it is recommended that students have Microsoft Word on their computers in order to submit assignments. Walters State students can download the full Microsoft Office Suite at no charge. Instructions for doing this can be found in Course Content (Getting Started Module). Students will also need to have the following free program on their computer: Adobe Reader. [Downloads for eLearn Classes \(opens in new window\)](https://elearn.ws.edu/d2l/home) <https://elearn.ws.edu/d2l/home>.

Classroom Expectations:

To provide an environment that promotes learning, students must feel comfortable. On the nights the class meets on ground, the class is planned to alternate periods of lecture, discussion, and active involvement. The instructor will announce breaks if it is determined that the group as a whole has the need. If needed, individuals should leave and enter the online classroom without interrupting the class. Students are expected to treat each other with respect and use classroom discussion as a learning opportunity for exploring ideas and listening to diverse opinions.

Contacting the Instructor:

The best way to communicate with the instructor is through email in eLearn. Office hours for the instructor are posted in eLearn. It is recommended that students make an appointment if a meeting is needed. Calls are always welcomed and voice mail will be responded to as soon as possible. If at any time students feel they need extra assistance with an assignment or clarification of information discussed in class, they are encouraged to contact the instructor.

Alternative Teaching Plan:

In the event of declared disruption of the college academic schedule, all students will refer to course syllabi and the course website (eLearn) to retrieve current information and assignments. Each student will be expected to follow the course schedule and updates according to instructor directions for the duration of the disruption and stay tuned to the college/class website for further information. The instructor will provide details for assignments such as; what to do, how to do it, and where to look for resources. All information will be submitted electronically through the class website unless specified by the instructor.

Tentative Course Schedule

A tentative course schedule is posted in the Getting Started Module in the course in eLearn.

Academic Program Standards/Policies/Accreditation Information

NAEYC Accreditation

The Early Childhood Education program is accredited by the Commission on the Accreditation of Early Childhood Higher Education Programs of the National Association for the Education of Young Children. The program curriculum is aligned with the Professional Standards and Competencies for Early Childhood Educators.

[NAEYC Professional Standards and Competencies for Early Childhood Educators](#)
(opens in new window)

https://ws.edu/_resources/pdfs/academics/behavioral-social-sciences/early-childhood/NAEYC-Professional-Standards-and-Competencies-for-Early-Childhood-Educators.pdf

ECED Professionalism Statement

The mission of the Walters State Community College Early Childhood Education Degree Program is to educate and empower students to become knowledgeable, confident, and competent early

childhood professionals prepared to make intentional decisions about what is best for children and families in the communities they serve.

The program promotes the professional development of our students through their:

- increased awareness of and commitment to the standards and guidelines used in the field of Early Childhood Education;
- personal responsibility and integrity;
- an attitude of respect for children, families, and others;
- use of reflective practice and commitment to ongoing learning.



Academic Honesty

Faculty expect all students to refrain from acts of academic misconduct including but not limited to:

1. Plagiarism - refers to using another person's ideas or writing without giving proper credit to the original source. Indulging in this type of conduct will subject the student to disciplinary sanctions, which may be imposed through the regular institutional procedures of Walters State Community College as outlined in the Student Handbook. Plagiarism will result in a grade of "0" for the paper/exam/presentation. Student Conduct and Disciplinary Sanctions contained in the college Catalog/Student Handbook apply (see policy 04:18:02 Disciplinary Sanctions).

Plagiarism includes, but is not limited to the following:

- a. Using cut/paste tool from original document with no references given.
- b. Copying another student's work and submitting it as one's own.
- c. Forging or otherwise altering signatures.
- d. Giving or falsifying academic documents or materials.

2. Cheating - construed as attempting to deceive or mislead which includes, but is not limited to the following:
- a. Utilizing old tests, projects, notes or written papers.
 - b. Providing unauthorized information to a fellow student about exam content.
 - c. Receiving unauthorized aid from any source with quizzes, examinations, or other assignments.
 - d. Seeking information in an unacceptable manner during/preceding an exam or other assigned work (cheat sheet, verbal exchange, looking at another person's paper or electronic device, utilizing headphones, using textbook when the test/quiz is not an open book test/quiz, using textbook test bank etc.).
 - e. Consulting with a classmate or others when taking a computerized test.
 - f. Disregarding other specific policies and procedures outlined for a particular class.
 - g. Utilizing unapproved technology/electronic equipment during testing (i.e.: mobile devices such as cell phones, smart devices, or tablets, etc.).
 - h. Using the same Internet Protocol network address (IP address) as another student for testing without approval from the course faculty.
3. The use of any generative artificial intelligence (AI) tool, such as OpenAI's ChatGPT, Google's Bard, or any other pre-trained language model (commonly referred to as "chatbot"), must be cited for any assignment where it has been used and may not be used unless specifically allowed by your instructor. Please see your instructor or the course policies within the syllabus if you have questions.

Student Resources

TUTORING SERVICES

Students in need of tutoring assistance are encouraged to contact the Office of Student Tutoring located as follows:

- Morristown Campus - Student Services Building Room L107 - (423) 585-6920
- Niswonger Campus - GRNV 226 - (423) 798-7982
- Sevierville Campus - MMH Room 210 - (865) 286-2787
- Claiborne Campus - Room 123A - (423) 851-4761

Specific tutoring assistance in mathematics and writing is available in-person and online as follows:

- Morristown Campus - English Learning Lab - HUM 120 - (423) 585-6970

[Walters State English Learning Lab \(opens in new window\)](#)
ws.edu/academics/humanities/writing-lab

- Morristown Campus - Mathematics Lab - MBSS 222 - (423) 585-6872

[Walters State Mathematics Learning Lab \(opens in new window\)](#)
ws.edu/academics/mathematics/learning-lab

TECHNOLOGY SUPPORT

Students who need assistance with computing and technology issues should contact the IET Helpdesk by phone at Morristown: (423) 318-2742; Niswonger: (423) 798-8186; or Sevierville: (865) 286-2789 or on-line access.

[Walters State Helpdesk \(opens in new window\)](#)
helpdesk.ws.edu

STUDENTS WITH DISABILITIES SUPPORT SERVICES

Students with disabilities must register with Student Support Services each semester in the Student Services Building, Room U134 (phone (423) 585-6892) if they need any special facilities, services, or consideration.

[Walters State Student Support Services \(opens in new window\)](#)
ws.edu/student-services/disability/

SUICIDE PREVENTION STATEMENT

Walters State is committed to and cares about all students. Support services are available for any person at Walters State who is experiencing feelings of being overwhelmed, hopelessness, depression, thinking about dying by suicide, or is otherwise in need of assistance. For immediate help, contact the National Suicide Prevention Lifeline by calling or texting 9-8-8 or the Trevor Lifeline at 1-866-488-7386. Veterans may also contact the Veterans Crisis Line at 1-800-273-8255 (press 1) or Text 838255.

Walters State has a relationship in place with the following community agencies to provide services (may include crisis referral services, prevention screenings, etc.):

- Cherokee Health Systems 423-586-5032
- Frontier Health 423-467-3600

College Policies

STUDENTS HANDBOOK AS OFFICIAL GOVERNING DOCUMENT

This class is governed by the policies and procedures stated in the current Walters State Community College Student Handbook. All students attending Walters State Community College, regardless of the time, location, or format of the class, must abide by the rules and regulations outlined in the current Walters State Catalog/Student Handbook and the current Walters State Timetable of Classes.

[Walters State Catalog \(opens in new window\)](https://catalog.ws.edu/)
catalog.ws.edu/

[Walters State Timetable of Classes \(opens in new window\)](https://ws.edu/admissions/registration/)
ws.edu/admissions/registration/

PURPOSE, LIMITATIONS AND MODIFICATION OF SYLLABUS

This syllabus sets forth the expectations for the course content, work, and grading as well as expectations for student performance and conduct. The syllabus does not constitute a contract between the student and the instructor or the College. The information contained here is subject to change at any time. The instructor reserves the right to modify this syllabus at any time with written notification to the students. Though changes are possible, it is expected that the course will be conducted as described in this syllabus for the semester/year specified in the Course Information section of the syllabus. This syllabus is only valid for the semester/year specified and course requirements are not guaranteed for future semesters.

COURSE GROUND RULES

- Students must attend the first day of on-ground class or contact the instructor prior to the first class. Failure to do this may result in being dropped from the class. Excessive absences may substantially lower the course grade.
- Regular class attendance is a student's obligation for any course regardless of format. (See the Walters State Catalog/Student Handbook). If a student misses class, it is his or her responsibility to contact the instructor regarding missed assignments and/or activities and to be prepared for the next class assignment.
- Students enrolled in web courses must follow the course attendance policy defined for online attendance during the first week of class and throughout the term. Failure to do this may result in being dropped from the class during week one OR may result in the accrual of absences which may negatively impact the student's grade in the course.
- Students who have not paid fees on time and/or are not correctly registered for this class and whose names do not appear on official class rolls generated by the Walters State student information system (MyWS) will not be allowed to remain in class or receive credit for this course.

- Electronic devices must not disrupt the instructional process or college-sponsored academic activity. Use of electronic devices is prohibited unless use of the device is relevant to the activity and use is sanctioned by the faculty member in charge. Electronic devices that are not relevant to the activity or sanctioned by the faculty member in charge should be set so that they will not produce an audible sound during classroom instruction or other college-sponsored academic activity.

FINANCIAL AID

Students receiving any type of financial aid or scholarship should contact the Financial Aid Office before making any changes to their schedule. Schedule changes without prior approval may result in loss of award for the current term and future terms.

All forms of student Financial Aid may be jeopardized or lost due to the lack of Satisfactory Academic Progress in one or multiple courses. Lack of Satisfactory Academic Progress may negatively impact a student's degree/certificate completion pace and further jeopardize Financial Aid eligibility.

CANCELLATION OF CLASSES AND ACADEMIC CONTINUITY

For information related to the cancellation of classes due to inclement weather or other events, please check the Senators Emergency Text system or the college's Web site at:

[Walters State Homepage \(opens in new window\)](#)

ws.edu/home/

[Walters State Facebook page \(opens in new window\)](#)

<https://www.facebook.com/WaltersState/>

[Walters State Twitter page \(opens in new window\)](#)

<https://twitter.com/waltersstate>

or call the college's student information line, 1-800-225-4770, option 1; the Sevier County Campus, (865) 774-5800, option 7; the Niswonger Campus (423) 798-7940, option 7; or the Claiborne County Campus, 423-636-6200, option 7. Also, please monitor local TV and radio stations for further announcements.

When an event or disaster interrupts the scheduled operations of the college and the ability to proceed with the academic course activities as planned, the college and your instructor may alter the course plan outlined in the syllabus. Should an event occur, students should refer to their course e-Learn pages and/or class materials previously delivered to receive guidance from their instructor. Students should continue to monitor the official college channels of communication listed in the above paragraph. If you would like to sign up for the Senators Emergency Text system, please go to the following Web site:

[Senator Emergency Text System \(opens in new window\)](#)
[ws.edu/set/](#)

Dual Enrollment students attending on a high school campus should refer to the high school inclement weather cancellations.

LEARNING MANAGEMENT SYSTEM

Brightspace (commonly known as eLearn or D2L) is the college's Learning Management System (LMS).

Brightspace is committed to accessibility by "deliver[ing] a learning experience that meets the needs of all people, regardless of age or ability." [Brightspace Accessibility Standard \(opens in new window\)](#)

Brightspace is also committed to guarding student data and privacy. [Brightspace Privacy Policy \(opens in new window\)](#)