

Social Science Education Program Standards Acknowledgment Form

For the following courses, this form must be submitted to *Chalk & Wire* by the end of the **3rd week** of classes. Failing to do so, will adversely affect your Professional Disposition Grade in the course.

Courses

SSE 4333 Middle School Methods
SSE 4334 High School Methods & Strategies in SSE
SSE 4600 Reading & Basic Skills

SSE 5331 Foundations, Curriculum & Instruction
SSE 5332 Methods and Strategies in Social Science Education
SSE 5641 Read & Bsc Skills Cntnt Area

Please read the entire document and follow the directions for purchasing *Chalk & Wire*, creating your ePortfolio, uploading this document, sending it for assessment, and how to verify your assessment.

Social Studies Education (SSE) Course & Program Policies & Expectations

These SSE policies are based on the:

- Conceptual Framework of the College of Education
- FDOE (Florida Department of Education) regulations
- Florida Code of Ethics for teachers
- National Council For Social Studies (NCSS) policy statements and program approval standards
- NCATE and INTASC standards

All professions are characterized by the common attributes of shared knowledge, skills, and dispositions. Teaching is a craft because it reflects both science and art practiced in pursuit of excellence by individuals who have formed a disposition appropriate to the profession. The basic premise of the Social Science Education program is that the student is responsible for demonstrating the knowledge, skills, and disposition that, in the faculty's professional judgment, leads to the conclusion that an individual is prepared to enter the profession. Therefore, the goal of the Social Science Education program is to provide potential teachers with the opportunity to acquire the knowledge and skills and to demonstrate the kind of disposition appropriate to the teaching of social studies.

Students are expected to demonstrate their readiness to enter the profession based on in-class and out-of-class interactions with university and K-12 school personnel and

students and through a combination of objective and qualitative assessments. In defining the knowledge, skills, and disposition, the Social Science Education program has identified the kind of evidence and indicators to be used to assess students enrolled in SSE courses and clinical experiences, in addition to any that may be defined by COEDU.

Skills and Knowledge

Students in any SSE course are expected to show evidence of competency in content and pedagogical knowledge in their courses through a variety of assignments. This includes demonstrating:

- A command of terminology, concepts, facts, and applications in both the disciplines of the social sciences and education, and
- The skill to apply pedagogical knowledge to content knowledge.

Professional Educator Disposition

A disposition is developed over a lifetime and includes the values, habits, aptitudes, and behaviors appropriate to the profession. The following Professional Educator Disposition Indicators are used during the quantitative and qualitative assessment by instructors in the determination of course grades and by the program for continued enrollment, regardless of GPA.

Teacher Effectiveness Indicators (TEIs)

The social studies education candidate should have a disposition toward:

1. Treating all students equitably
2. Encouraging all students to learn
3. Supporting all learners' intellectual, social, and personal development by creating a professional rapport and a variety of approaches to learning.
4. Creating appropriate grade-level learning experiences that fit the different learning approaches of diverse learners
5. Encouraging students to consider the potential social policy implications, values, complexities, dilemmas, cultural and ethical dimensions involved in topics
6. Promoting critical thinking rather than promulgating personal, sectarian, or political views
7. Providing opportunities for students to develop well-reasoned positions based on appropriate content and appreciation of different points of view
8. Encouraging reflection on the responsibilities of the individual to her/himself and society

Professionalism Indicators (PIs)

The social studies education candidate should have a disposition toward:

1. Attendance and punctuality, thoughtful participation, and undivided attention during class
2. Civility, diplomacy, and sensitivity to others
3. Considering new ideas objectively
4. Enthusiasm for ideas and intellectual curiosity
5. Following directions
6. Foresight to predict outcomes and consequences
7. Forthrightness in communications with peers, instructors and college officials
8. Positive response to feedback
9. Reflection on one's values, disposition and behaviors
10. Self-initiative
11. Thorough preparation
12. Timely completion of tasks
13. "With-it-ness"

Each SSE course includes the assessment of disposition from between 10% to 20% of a student's grade. Disposition grades are not determined until the end of the course and are based on the professional judgment of the instructor.

The SSE program reviews student dispositions during each semester to determine eligibility to continue in the program. Based on the professional judgment of the faculty, a student whose performance fails to substantiate an adequate professional educator disposition or is sufficiently manifest to conclude that the student's continuation in the program would inculcate false hopes to succeed as a teacher, will be notified of her/his discontinuation in the program.

If a candidate is discontinued from a program based on professional disposition criteria, s/he will have a hold placed on the registration and removed from classes until s/he changes major and may not apply for re-admission, pursue an undergraduate or graduate degree, or enroll in any courses in the College of Education.

Chalk and Wire Policies

ePortfolio & Chalk and Wire

The Social Science Education Program of the USF College of Education (COEDU) is a NCATE, FDOE, and NCSS approved program. For students to have the benefits of such a program there are special assessment and reporting requirements that students and instructors must meet.

Chalk and Wire

Students will submit their *Critical Task Artifacts* through Chalk and Wire after s/he has enrolled in Chalk and Wire and set up a SSE ePortfolio.

SSE Artifacts

The Artifacts are delineated at SSE Bachelor's and MAT programs for each course that has been designated to include an Artifact.

SSE Program Standards Artifact

1. For the following courses, this form must be submitted to *Chalk & Wire* by the end of the **3rd week** of classes. The form can be retrieved from the SSE ePortfolio website at <http://www.coedu.usf.edu/main/departments/seced/SocialS/SSEePortfolio.htm> or in Blackboard.
2. Failing to do so, will adversely affect your Professional Disposition Grade in the course.
3. By the end of the 4th week of classes, you are to check your grade. An "R" for received indicates that you have successfully submitted the artifact to insure that you have submitted the document correctly.

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Critical Tasks Artifacts

A number of required COEDU courses see, <http://www.coedu.usf.edu/main/departments/seced/SocialS/SSEePortfolio.htm>) will have assignments identified as **Critical Tasks**. For each Critical Task, there will be an "**artifact**" (such as a lesson plan, final exam, etc.) that students must submit.

Critical Tasks Deadlines

- The deadline will appear in the syllabus, but generally must be submitted **concurrently** to the instructor (in paper form, unless it is an online course) AND to your ePortfolio based on the deadline date in your syllabus.
- If not submitted **concurrently** to Chalk & Wire, will result in a reduction by one letter in your course grade.
- If not submitted by the scheduled final exam date (whether there is an exam or not) for the course, you will receive an F in your course grade and will have to re-enroll in the course and complete all requirements anew.

Assessment of Critical Tasks

The Accreditation Evaluation System (AES) is separate and distinct from the university grading system and the instructor's course grading system and the university grading system. In social studies education, the standards

- 5 for Excellent 90 to 100%
- 4 for Good 70 to 89%
- 3 for Average 50 to 69%
- 2 for Poor 30 to 49%
- 1 for Failure 0 to 30%

Students must receive a 3, 4 or 5 in the accreditation grading system in EACH Critical Task in each course to complete the program.

1st Submission

Students who fail to earn a 3-5 in their initial submission of a Critical Task will either:

- Be assigned, at the discretion of the instructor, an F grade in the course.
- Be allowed, at the discretion of the instructor, and based on an assessment of disposition at that time, prior work, and the quality of the submission, to resubmit a passing, revised artifact within a week of notification of their grade. The initial course grade for the submission will not change due to the resubmission. The resubmission will be only for the purpose of meeting the minimum 3 score of AES. If the Critical Task is at the end of the semester, the student will be assigned an F in the course until and if a second submission is evaluated and it is appropriate to change the Critical Task grade and course grade.

2nd Submission

Students who fail to attain a score of 3 (highest grade possible on a resubmission) on their second submission, will be assigned an F grade in the course.

Purchase of Chalk and Wire

Both the first time user and the renewal codes can be purchased on-line or by going to the bookstore

1. Log on to the USF Bookstore through Blackboard or the Internet
2. Go to the buy your books section
3. Select the correct Term and use Department EDF, Course 0000 and Section 000 to purchase Chalk and Wire
4. You will be emailed the code if this is the only item you purchase, so for this transaction only purchase Chalk and Wire
5. You will be emailed the code within 48 hours (excluding weekends)
6. If not received within 48 hours, call (813) 9745412 or (813) 9744712 or email, Gmcqueen@admin.usf.edu

Setting Up Chalk and Wire

Upon entering Chalk and Wire, you will select either:

- Social Science Education (B.S.) or
- Social Science Education (MAT)

You will then have options to select on setting up your ePortfolio. DO NOT SELECT THE "SHARE" WITH OTHER STUDENTS OPTION.

Uploading and Linking Artifacts

To ensure consistent accessibility to your work, each of your artifacts should be first saved as a Webpage (.htm or .html) or an Adobe Acrobat document (.pdf).

- With this artifact file open, choose 'Save As' from the 'File' drop down menu.
- Choose 'Webpage' ... 'Single File Webpage' ... or 'HTML' from the 'File Type' drop down menu and click 'Save'
- Log into you account, click on the eportfolio 2 icon and then click the view icon by the portfolio that you need to add artifacts to.
- Click on the Course in the your table of contents
- Click on the title of the assignment that you are uploading
- Click on 'Add Content' at the bottom of the page to upload your documents
- Scroll down to artifacts and click on 'Browse' to upload your document for the first time. (If you have already uploaded the form, click on select artifacts) Click 'upload' to get your document, then click 'ok' at the bottom of the page to add it to your class.
- The artifact will show up on your page.
- If you need to unlink the file for any reason, simply click the 'edit,' uncheck the artifact and click 'ok.'

Remember that the file still remains in your Artifact Library, even if it is not linked.

If you need to revise the file and re-link it, remember to delete the original file from your Artifact Library...and upload the revised file.

Sending Your Work for Assessment

You are now ready to have your work/artifact sent for assessment

- Scroll down to the bottom of the page and it is going to say 'Submit Assessment'
- A screen will appear with rows of checkboxes and ask you to check the checkbox of the instructor of your course. If the instructor's name does not appear contact Chalk and Wire
- Click on the button that says 'Submit'
- It will bring you back to the table of contents and it will tell you if your assignment successfully went through or if there was an error.

To Check to see if your work has been assessed, you may check the assessment on the ePortfolio screen

- Click on the 'My Results' tab at the top.
- Read your instructor's comments and view the grade on this screen.
- Click 'Exit' to return to the assessment screen...or return to ePortfolio by clicking the link at the bottom.

The Help Desk

Your instructor is not an expert on Chalk & Wire, all questions about Chalk & Wire should be directed to the help desk

Location: EDU 262

Phone: (813) 974-4422

Email: Chalk and Wire Help at chalkandwirehelp@coedu.usf.edu

By submitting this form I acknowledge that I have read these policies.