CTE 6993 Course Syllabus

Division: Teacher Education
Course: CTE 6993- Methods in Teaching CTE
Course Credit: 3 Credit Hours
Term/Year: Winter 2014
Course Location: Farmington Hills/Oakland County Location
Room: #313
Office Hours: 4:00 – 5:00 Monday (please call for an appointment)
Time: 5:00 p.m. – 7:45 p.m.
Instructor: Janet L. Haas Ed.D.
E-mail: aa8844@wayne.edu
Phone: 313-820-3773

Course Description
Open only to Career and Technical Education majors. The course will identify teaching methods, techniques, lesson planning, and the implementation process in a CTE classroom. Emphasis will include student organizations, advisory committees, state resources, and program planning.

Course Objectives

The learners will:

1. Develop an understanding of the terms of and definitions for career and technical education so that they can apply them in their role as a CTE educator.
2. Develop an understanding of the role of a CTE instructor at an area Career Center or at a comprehensive high school so that they can apply them in their role as a CTE educator.
3. Develop an understanding for the CTE expectations from the State Department of Education/Career Technical Education so that they can apply them in their role as a CTE educator.
4. Develop an understanding of the process for CTE program approval so that they can apply them in their role as a CTE educator.
5. Demonstrate teaching competencies and methods with an understanding for various learning styles and classroom management techniques so that they can apply them in their role as a CTE educator.

6. Participate, as a member of a team, in making a teaching presentation to the class, utilizing a well-developed lesson plan, including handouts, visual aids, hands-on activities and/or bulleted boards and concluding with an evaluation instrument. During the lesson, the team will demonstrate the ability to "monitor for understanding." Teaching strategies will include an understanding for multicultural diversity.

7. Develop an understanding of CTE student organizations, risk management as related to work-based learning, recruitment techniques to establish enrollment, and the necessary requirements of a CTE program advisory board so that they can apply them in their role as a CTE educator.

8. Prepare students for pre-student teaching experience with exposure to: a) district/school curriculum analysis, b) classroom organization and management, c) reflection journal, d) teaching and learning statement, e) lesson plan, and e) case study

**Required Text**


**References and other Resources:**

Association for Career and Technical Education. Techniques-Connecting Education and Careers. (Available through the Association for Career and Technical Education, Alexandria, VA 22314).


Blackboard on WSU for this course-new resources to share


Stephens, Geralyn E., Ed.D. Introduction to Teaching in the Occupational Classroom. Wayne State University. Detroit, MI.


Professional Web Addresses:

1. www.calpro-online.org/eric/index.asp
   ERIC Clearinghouse on Adult, Career, and Vocational Education

2. www.ctenavigator.org
   Michigan Center for Career and Technical Education
   You can register through public access or use your school i.d.

   *click on “offices” – left side of screen
   *click “career & technical” – middle of screen
   *left side will give you sections of CTE


6. www.careertech.org Career Technical Education
Class Assignments (Note: these are not listed in the order that they are due – see pgs 10-11 for due dates):

I. Students will **participate/judge/sponsor/interview in a conference/competition at a local or State CTE Student Organization Leadership/Conference**. (DECA, HOSA, BPA, SKILLS USA). A short paper (2 pgs.) will be written about the experience. **(15 pts)**

II. Students will **investigate two web sites (10 pts)**

   **One website from professional websites** related web site addresses listed above in the reference section above (this will be assigned in class)

   **And one selected from the web sites of the student organizations (represents your field of study)**

   **Assignment: Students will write a short (2-4 pages) paper and provide an oral report to the class using the Internet/computer/projector describing the key elements of both web sites.** You will be expected to site/describe two specific/unique components of each web address and describe how the sites will assist you as a CTE instructor. This assignment will be turned in prior to class via WSU email address. **(10 pts)**

III. Students will select from the State of Michigan/technical standards ([http://navigator.mccte-fsu.org](http://navigator.mccte-fsu.org)) that which best represents their chosen field/CIP code. **Students will assess (with N – 4)** the appropriate tasks that would be representative to their program in their community/school. **You will submit the technical standards/pages from the task list grids with your scoring of N-4. (Note: This is also a requirement for the State TRAC of CTE programs)** You can use a district/school curriculum to analysis and develop the technical standards key. You do not need to register on the website, but can use public access or your own school registration. **(10 pts)**

IV. Students will research one of five topics and **present a lesson. Demonstrate Teaching Competencies (20 pts):**

Each student will prepare and present one of the following topics:

1) **Technology trends in CTE Classrooms**
2) **Academic integration in the CTE classroom – use information about the Michigan High School Requirements/literacy common core – what school districts are doing to meet the new HS requirements**
3) **Addressing multiple intelligences-learning styles in the CTE Classroom**
4) Classroom Management in a 90/120 minute block and discipline
5) Addressing diversity in the CTE classroom (make sure you include Perkins Legislation-special populations)

Each student/team will submit a lesson plan using the WSU format (including):

- Teaching and Learning statement
- Instructional Objectives
- Four instructional techniques (to accommodate the "true colors" philosophy)
- Activities to facilitate learning
- Appropriate monitoring for understanding
- An evaluation instrument

V. Webinar on Navigator (5 pts)

View two webinars on the Navigator.Mccte-FSU.org

Overview of Navigator
Academic Alignment by PSN

Write a synopsis on one of the two webinars (2 pages)

Plagiarism:

Plagiarism includes copying material (any more than 5 consecutive words) from outside texts or presenting outside information as if it were your own by not crediting authors through citations. It can be deliberate or unintended. If you're in doubt about the use of a source, cite it. Students caught plagiarizing information from other sources will receive a failing grade in the course. University policy states that students can be subject to multiple sanctions, from reprimand to expulsion as a consequence of academic dishonesty. To enforce this policy, all outside references must be submitted with assignments.

Final Examination:

The final examination will be a Take Home and will include the material covered in the texts and topics discussed in class.

Class Policies:

Class participation is strongly encouraged. You cannot fully participate if you are often late or absent. Excessive tardiness, absenteeism and early exits from class will affect your final grade.

Incomplete "I" or deferred "Y" grades will not be given for incomplete assignments.

No extra credit of substitute assignment will be allowed.
**General Note on Grading**

The College of Education faculty members strive to implement assessment measures that reflect a variety of strategies in order to evaluate a student's performance in a course. For undergraduates and post-degree students, C grades will be awarded for satisfactory work that satisfies all course requirements; B grades will be awarded for very good work, and A grades will be reserved for outstanding performance. [For graduate students, B grades will be awarded for satisfactory work that satisfies all course requirements; B+ grades will be awarded for very good work, and A grades will be reserved for outstanding performance.] Please note that there is a distribution of grades from A-F within the College of Education and that pluses and minuses are recorded and distinguish distinct grade point averages.

**Withdrawal Policy**

Students who withdraw from a course after the end of the 4th week of class will receive a grade of WP, WF, or WN.

- WP will be awarded if the student is passing the course (based on work due to date) at the time the withdrawal is requested.
- WF will be awarded if the student is failing the course (based on work due to date) at the time the withdrawal is requested.
- WN will be awarded if no materials have been submitted, and so there is no basis for a grade.

Students must submit their withdrawal request on-line through Pipeline. The faculty member must approve the withdrawal request before it becomes final, and students should continue to attend class until they receive notification via email that the withdrawal has been approved. Withdrawals can be requested at any point from the fifth week of class through the study day.

**Attention Students with Disabilities:**

Wayne State University is committed to providing students with disabilities an equal opportunity to benefit from its programs, services, and activities. If you have a disability that limits your participation in class in any way, please inform the professor and alterations in the course will be made. All printed materials are available in alternative formats.

If you feel that the limitations imposed by your disability will interfere with your ability to successfully fulfill the requirements of this course, you are strongly encouraged to contact Educational Accessibility Services (EAS) in room 583 Student Center Building to request an accommodation. Phone number: (313) 577-1851.
The EAS Student Handbook, found online at the link below, includes departmental procedures and policies, in addition to the many forms that may be used to request the services and accommodations that you desire.

**Religious Observance Policy:**

Because of the extraordinary variety of religious affiliations represented in the University student body and staff, the Wayne State University calendar makes no provision for religious holidays. It is University policy, however, to respect the faith and religious obligations of the individual. Students who find that their classes or examinations involve conflicts with their religious observances are expected to notify their instructors well in advance so that alternative arrangements as suitable as possible may be worked out.

**Evaluation and Grading:**

1. All assignments must be typed and prepared according to the University’s prescribed format. Careful attention should be given to sentence structure, grammar, and spelling.
2. All assignments must be turned in during class sessions. Points will be deducted from late assignments.
3. Points for class assignments are detailed as follows:

   - Student lesson: 25 Points
   - Student Organization - paper/participation/interview: 15 Points
   - Class Participation (attendance counts - 1 point deducted for each absence beyond 1 absence): 10 Points
   - Final Exam: 25 Points
   - Web Pages - paper/presentation: 10 Points
Technical Standards Task List

10 Points

Webinar from Navigator

5 Points

Points will be deducted if the assignment is not turned in to the instructor on time/the date designated.

4. Final Grade scale

95-100 = A
90-94 = A-
85-89 = B+
80-84 = B
75-79 = B-
70-74 = C+

Please make sure that you can access WSU Blackboard and e-mail. If there is a problem, please contact the WSU I.T. Department.

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  - [http://www.eas.wayne.edu](http://www.eas.wayne.edu)

**Additional Information:**

**Business Professionals of America (BPA) –**

**State Leadership Conference**

Location: Grand Rapids

Date: March 20-23, 2014

**Regional Conference: (look on the following web site)**

http://www.michiganbpa.org/rlc

Contact: Maurice Henderson, State Director

Eastern Michigan University Phone: 734-487-1700  *Fax: 734-487-4329*

Email: maurice.henderson@emich.edu (best way to reach)

Web: [http://www.michiganbpa.org/](http://www.michiganbpa.org/)
**Distributive Education Clubs of America (DECA)-**

**State Career Development Conference**

Location: Ren Cen

Date: March 14-16, 2014

**Regional Conference (look on the following web site)**

http://mideca.org/districts-conferences/

Contact: Dave Wait, State Director

Eastern Michigan University  Phone: 734-487-3322  Fax: 734-487-4329

E-mail: Dave.Wait@emich.edu

Web: http://www.mideca.org/

**Health Occupation Services of America (HOSA)**

**State Leadership Conference:**

April 24-26, 2014 Traverse City

**Regional Conferences**

Contact: Mark Burley, State Director  Phone: 517-347-8088; fax 517-347-4096

Health Occupations Students of America
2410 Woodlake Drive, Okemos, Michigan 48864

E-mail: hosa@mhc.org  Web: http://www.michiganhosa.org/

**Family and Consumer Science (non-wage earning cte)**

Eastern Michigan University

www.mifccla.org

Contact: Brad Schmidt – state director

734-487-8657

bschmidt@emich.edu

**Michigan Association Skills USA (formerly VICA)**
State Conference

Location: Grand Rapids, Michigan
Date: April 11-13, 2014

Regional Conference (look at the following web site)

For information about regional conferences…….http://www.miskillsusa.org/regions.html

Contact: State Director: Tammy Brown
E-mail: tbrown51@emich.edu
Eastern Michigan University
Ypsilanti, MI 48197
734.487.3888  Web: http://www.miskillsusa.org/
## CTE 6993 Winter 2014 Class Schedule

### Tentative Schedule

<table>
<thead>
<tr>
<th>Session</th>
<th>Topic</th>
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| January 6 | **Orientation**  
Text: Chpt. 1 |
| January 13 | Text: Chpt.2  
Career Cruising website  
CTE approved programs  
CTE Business Advisory Committee |
| **January 20** | **Holiday-no school** |
| January 27 | Career Clusters; CTE Crosswalk with MEAP, Employability and Technology Standards (assignment due March 18)  
www.ctenavigator.org  
Topics selected for lesson presentation |
| February 3 | *Paper and Web Page presentation due – (10 pts total) – submitted via WSU email*  
Prior to class  
New CTE Program audit (TRAC) |
| **February 10** | **Speaker:**  
*Skills USA State Director – Tammy Brown*  
Text Chpt. 4 - Role of CTE Student Organization  
Team time |
| **February 17** | **At home assignment:** Webinar on Navigator – refer to demo in class  
Overview of Navigator  
Academic alignment by PSN |
Submit paper via WSU e-mail

Team time

February 24
Dr. Halyna Bialczyk. True Colors
Recruitment of CTE students
Reflection journal in pre student teaching
Case Study discuss in pre-student teaching

March 3
Role expectations of CTE instructors in Comprehensive high schools and CC
Text: Chpt. 5 - Work-based Learning and Risk Management

Team time

March 10
Spring Recess – no class

March 17
CTE Standards and Certification initiative
Chpt. 8. Evaluating and Improving CTE/CPI’s
Text: Chpt. 9 - Professional Development/Continuous Improvement/Employment
Safety Standards

*Technical Task List for CTE program (10 pts)

Team time

March 24
Lesson Presentations
CTE Technology Trends (25 pts)

March 31
Lesson Presentations
Addressing Diversity
April 7
Lesson Presentation
Academic Integration

April 14
Lesson Presentation
Addressing Multiple Intelligences

*Paper due on CTE Student Organization (10 pts)

Final exam given in class - take home

April 21
Make up for CTSO assignment – no attendance

April 28
final exam e-mailed to instructor