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Welcome to SPED 3310: Special Education Services for Students in General and Special Education Settings

**I hope you are as happy to be here as I am to have you in the course.**

- \* Please send all course related emails through to [mtucker@utep.edu](mailto:mtucker@utep.edu)
- \* If you call my cell phone, **please** leave a phone message. Include in your message your reason for the call, phone number, and best time to return your call.

**Course Title:**

**Special Education Services for Students in General and Special Education Settings**

**UTEP Catalog Course Description**

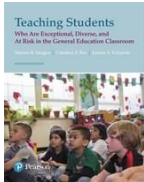
Survey of the various exceptionalities, litigation and laws pertaining to the disabled, and definitions and characteristics of various disabilities. Emphasis on the way behavior, learning problems, and physical disorders impact learning.

**Prerequisite:** Admitted into Teacher Education.

**This course is fully online. This course requires 20 hours of field-based experience (FBE)**

**Required Course Materials**

**Textbook:**



Teaching Students Who are Exceptional, Diverse, and At Risk in the General Education Classroom

Textbook ISBN-13: 9780134447261

The textbook may be purchased at the UTEP Bookstore or online at such places as Amazon and Barnes and Noble, or as an e text purchased directly through Pearson. Please consider delivery time if ordering online

Download the **State Board for Educator Certification (SBEC) Approved Educator Standards/Texas Education Agency (TEA)** pertinent to your area of certification based on your degree plan and the Pedagogy and Professional Responsibilities (PPR). **You will be required to address the standards through all of your discussion responses.**  
[http://tea.texas.gov/Texas Educators/Preparation and Continuing Education/Approved Educator Standards/](http://tea.texas.gov/Texas_Educators/Preparation_and_Continuing_Education/Approved_Educator_Standards/)

**Student Learning Outcomes**

Upon successful completion of this course, students will have the skills to:	To evaluate the students' ability in each of the learning outcomes, the students will:
<b>Understand Individuals with Disabilities and Evaluate their Needs</b>	1. Conduct 10 hours of virtual observations
<b>Understand and apply knowledge of the characteristics and needs of individual with disabilities</b>	1. Actively participate as a group member in the development a Topic or Disability category project presentation 2. Respond to the presentations on a week-by- week basis by following the guidelines for postings 3. Pass course exams.
<b>Promote Student Learning and Development</b> The special education and general education teacher understand and applies knowledge of procedures for	1. Respond to discussion questions in the learning module for <b>Promoting Social Acceptance and Managing Student Behavior.</b>

<p>planning instruction and managing the teaching and learning environment.</p> <p>The special education and general education teacher understand assistive technology as defined by state and federal regulations.</p> <p>The special education and general education teacher promote students' academic performance in all content areas by facilitating their achievement in a variety of settings and situations.</p>	<ol style="list-style-type: none"> <li>2. Visit the assistive technology lab at the El Paso del Norte Development Center or the Special Needs room in the UTEP Library and integrate AT in their presentations on the disability categories.</li> <li>3. Conduct classroom observations in <b>at least two</b> different schools and in different classroom settings that provide services to students with disabilities (elementary, middle and high school).</li> <li>4. Respond to discussion questions in the learning modules <b>Differentiating Instruction and Assessment and Fostering</b></li> </ol>
<p><b>Foundations and Professional Roles and Responsibilities</b></p> <p>The special education and general education teacher understand and applies knowledge of the philosophical, historical, and legal foundations of special education.</p> <p>The special education and general education teacher applies knowledge of professional roles and responsibilities and adheres to legal and ethical requirements of the profession.</p> <p>The special education and general education teacher know how to communicate and collaborate effectively in a variety of professional settings.</p>	<ol style="list-style-type: none"> <li>1. Respond to discussion questions in the learning module <b>Special Education and Inclusive Schooling</b></li> <li>2. Maintain confidentiality of students, schools, teachers, and parents in written observation reports and interviews through the use of pseudonyms.</li> <li>3. Explore state and national organizations that establish ethical requirements of the profession and acknowledge such by submitting the signed statement on Ethics included in learning module 1.</li> <li>4. Adhere to district policies when conducting observations and when working with students.</li> <li>5. Participate and responds to weekly discussion questions related to the learning module <b>Communicating and Collaborating with Other Professionals and Families</b></li> <li>6. Conduct an interview with a teacher, administrator, parent,</li> </ol>
<p><b>Culturally Responsive Teachers</b></p> <p>The special education and general education teacher understand student diversity and how to plan learning experiences that are responsive to differences among students and their families.</p> <p>The special education and general education teacher designs instruction appropriate for all students that reflects an understanding of relevant content and is based on continuous and appropriate assessment.</p> <p>The special education and general education teacher create a classroom environment of respect and rapport that fosters a positive climate for learning, equity, and excellence.</p> <p>The special education and general education teacher promote student learning by providing responsive instruction that makes use of effective communication techniques, instructional strategies that actively engage students in the learning process, and timely, high-quality feedback.</p>	<ol style="list-style-type: none"> <li>1. Participates and responds to weekly discussion questions related to the learning module <b>Response to Intervention: Developing Success for All Learners and Differentiating Instruction and Assessment for all learners.</b></li> <li>2. <b>Classroom observations in public school settings in the U.S. for a total of 15 hours and provide a total of 15 hours of service learning</b> in either a school or community setting that serve students and/or adults with disabilities.</li> <li>3. Participate and responds to weekly discussion questions related to the learning module <b>Teaching Culturally and Linguistically Diverse Students.</b></li> <li>4. Participate and respond to weekly discussion questions related to the learning module <b>Promoting Excellence Through the Teaching and Learning Connection.</b></li> </ol>

## COURSE GUIDELINES

1. As the course instructor, I reserve the right to adjust the course schedule due dates as required due to unforeseen technical difficulties related to Blackboard. I do make every effort to adhere to the current schedule however the course syllabus and class schedule are “living documents” and at times may be changed. It is your responsibility to keep up with announcements and course Emails. ALL assignments are expected to be completed.

2. All assignments are expected on due dates and times (**as per the Schedule**). All assignments **must be** submitted as directed, through the designated Bb (NOT Email) links. If there is a problem with Bb, I will determine an alternative, via an announcement or Email. I will not be responsible for any assignment file that is sent to my UTEP email or not uploaded through the designated assignment link – make sure you see the Bb dates and times in the schedule. Please ensure that you are able to attach and send files through Bb and that they are in either a **.doc, .docx** format. All assignment links have a specific due date.

After the deadline for posting has passed, late assignments **may be** considered for partial credit pending documentation of hardship – medical or death in immediate family. Note that the assignment links are made available to students before the due date for those who chose to submit early. When you submit on the due date you may get a “**Late**” submission date message, there is no need to contact me as all submissions are time stamped.

3. I strongly recommend that you check the **course daily** for any course updates and check for messages from your peers. Email messages and announcements will be sent through Bb.

4. Incomplete grades **will only be offered** if the majority of work has been completed and there is medical documentation or a death in the immediate family during the last two weeks of the course.

5. All assignments will be evaluated based on: organization of ideas, clarity of expression, grammar, spelling, and punctuation. The Writing Center in the Library can provide you with help with your written assignments prior to submitting for a grade. It is also suggested that you compose all your discussion responses in a word document, prior to posting. Save all your discussion postings just-in-case there is a technical difficulty. Postings that resemble text messages (including inappropriate use of grammar such as using lower case “i” , and u for you, LOL, etc...) will not receive credit. Professionalism is expected through **ALL** communication within this course. The following website offers some good tips regarding online communication: <http://writingcenter.unc.edu/handouts/effective-e-mail-communication/>.

6. Students with disabilities: In Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990, if a student needs an accommodation then the Center for Accommodations and Support Services (CASS) located at UTEP needs to be contacted. If you have a condition, which may affect your ability to perform successfully in this course, you are encouraged to discuss this in confidence with the instructor and/or the director of CASS. You may call (915) 747-5148 for general information about the American with Disabilities Act (ADA) and the rights that you have as a UTEP student with a disability. You also can visit the CASS web site at [www.utep.edu/dsso](http://www.utep.edu/dsso) or the CASS office in Room 108 East Union Building. Individuals with disabilities have the right to equal access and opportunity. It is the student's responsibility to contact the instructor and CASS.

7. Academic integrity: The University of Texas at El Paso prides itself on its standards of academic excellence. In the classroom and in all other academic activities, students are expected to uphold the highest standards of academic integrity. Any form of scholastic dishonesty is an affront to the pursuit of knowledge and jeopardizes the quality of the degree awarded to all graduates of UTEP. It is imperative, therefore, that all faculty insist on adherence to these standards.

8. *"Any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give an unfair advantage to a student or the attempt to commit such acts. Proven violations of the detailed regulations, as printed in the Handbook of Operating Procedures (HOP) and available in the Office of the Dean of Students, may result in sanctions ranging from disciplinary probation, to a failing grade on the work in question, to a failing grade in the course, to suspension or dismissal, among others."*

9. All work must be cited in APA format. Here are some helpful links for APA tutorials:

- Appropriate use of references in APA: <http://video.about.com/psychology/How-to-Cite-Journal-and-Periodicals-in-APA-Format.htm>
- Appropriate citations within text APA: <http://video.about.com/psychology/How-to-Cite-in-APA-Format.htm>

**I require that you cite references using APA formatting in your discussions.**

## NETIQUETTE

As we know, sometimes communication online can be challenging. It's possible to miscommunicate what we mean or to misunderstand what our classmates mean given the lack of body language and immediate feedback. Therefore, please keep these netiquette (network etiquette) guidelines in mind. Failure to observe them may result in disciplinary action.

- Always consider audience. This is a college-level course; therefore, all communication should reflect polite consideration of other's ideas.
- Respect and courtesy must be provided to classmates and to the instructor at all times. No harassment or inappropriate postings will be tolerated.
- When reacting to someone else's message, address the ideas, not the person. Post only what anyone would comfortably state in a face-to-face situation.
- Blackboard is not a public internet venue; all postings to it should be considered private and confidential. Whatever is posted on in these online spaces is intended for classmates and professor only. Please do not copy documents and paste them to a publicly accessible website, blog, or other space.

### Course Requirements and Grading

**Daily Participation:****Up to 400 points**

All students are expected to be prepared and to be active participants throughout the course. Attendance for this course is determined by daily participation in Discussion Boards (**DB**), daily assignments, reflection assignments and active participation in your group projects. Lack of active participation may result in an administrative drop from this course.

**Weekly Exams and Final Exam**

*Exams:* All weekly quizzes will include content covered in the textbook. Tests will include multiple-choice questions. Weekly quizzes will prepare students for the final exam.

Students will complete the Final Exam at the end of the course

**Final Reflection Report****100 points**

Students will submit a one - page (double spaced) final reflection paper at the end of the course. The final reflection that should address what you have learned about working with children with disabilities. Include what you have learned and observed from your Field Work.

- **Please** make sure that all files submitted in the assignment link are in .doc, .docx format, and as ONE document. NO PDF files or pictures as I can't provide feedback.
- Be sure to use the appropriate naming convention for your file. Files should adhere to the following naming convention, in order to reduce the risk of file overwriting. Save the file as: LastName\_FirstInitial\_CourseCode\_Week#\_Assignment#\_AssignmentName. For example, If Ann Johnson was submitting Week 1 Assignment 1 for her HUMN 3301 course. FILE: Johnson\_A\_HUMN3301\_1\_1.

**Group Projects****200 points**

Select a disability category or topic of interest by going to the **Group Presentations – Sign-up link**, on the Home Page. Once you select a group you will see a link **My Groups on the navigation tool bar**. As a team of 1-2 you will prepare a presentation for the rest of the class.

- \* Your group should plan for the equivalent of a 20-minute presentation (about 10-15 slides) that will be viewed by others.
- \* Your presentation must address relevant content, presentation of information in an innovative and engaging way.
- \* You must include information from the text and 2 other sources. (contact me if you need suggestions).
- \* Include 7 – 10 strategies for supporting students in the classroom that you have learned from your research.
- \* You must also develop an assessment for student learning for your topic. This should be in the form of a reflection question.

**Field Experience:****Up to 300 points**

Per TAC§228.35(b)(1), candidates seeking teacher certification must complete a minimum of 30 clock-hours of field-based experience (FBE) prior to clinical student teaching or internship. This course requires 20 hours of FBE. You will document each observation in the Educator Preparation Online Portal (EPOP), located at <https://coe.utep.edu/epop/>. Documentation includes both a log of the time spent observing and a final reflection paper.

Follow these instructions after each observation:

1. Navigate to <https://coe.utep.edu/epop/>
2. Go to “Student Login” and select “Field-based Experience”
3. Select “New Observation”
4. Enter the information pertaining to your most recent observation
5. An email will be sent to your cooperating teacher, so s/he can verify the information you provided.

You must submit a “New Observation” every time you go to a campus to complete field-based experience hours.

For each course, upload a final reflection that addresses the prompts provided by your instructor.

Once you have obtained the minimum number of required FBE hours for a particular course and uploaded your final reflection paper, click “Submit for Verification.” A summary of your

A (Outstanding) **91%** and above; B (Very Good) **81% – 90%**; C (Satisfactory) **70% – 80%**; D (Unsatisfactory) **60% – 71%**; F (Failure) **less than 60%**



### **COVID-19 Accommodations:**

Please stay home if you have been diagnosed with COVID-19 or are experiencing COVID-19 symptoms. If you are feeling unwell, please let me know as soon as possible, so that we can work on appropriate accommodations. If you have tested positive for COVID-19, you are encouraged to report your results to [covidaction@utep.edu](mailto:covidaction@utep.edu), so that the Dean of Students Office can provide you with support and help with communication with your professors. The Student Health Center is equipped to provide COVID-19 testing.

The Center for Disease Control and Prevention recommends that people in areas of substantial or high COVID-19 transmission wear face masks when indoors in groups of people. The best way that Miners can take care of Miners is to get the vaccine. If you still need the vaccine, it is widely available in the El Paso area, and will be available at no charge on campus during the first week of classes. For more information about the current rates, testing, and vaccinations, please visit [epstrong.org](http://epstrong.org).

### **Required E-mail Account:**

E-mail account: If you do not already have a UTEP e-mail account, please get one immediately. Contact the UTEP help desk for assistance.

**Confidentiality:** You may not know exactly who the student with disabilities is when observing, as not all disabilities are visible. A teacher who is following confidentiality policies will purposefully not reveal the child with the disability. In order to maintain confidentiality of the student, neither the teacher nor administrator should divulge the name of the student or type of disability. Your observations and interview reports **should never divulge the name of the teacher, school, or student**. Always indicate that the names you are using in your narratives are pseudonyms. See sample report in the *Course Resources link*.

### **Computer Requirements - Review**

First, let's make sure your computer has the necessary plug-ins you will need to access all the content in this course. You can click [here](#) to access UTEP's test page that will inform you if the computer you are using has the latest software available.

### **Software Requirements**

You will need the following software on your computers to efficiently work in this course. In some cases, your computer may already have some of these programs installed.

- Adobe Acrobat Reader. You can get the program by going to <http://www.adobe.com> and then clicking on the icon on the center of the screen which says "Get Adobe Reader". Follow instructions to install the reader.

- Microsoft Office – for more information on MS Office - [https://www.utep.edu/technologysupport/ServiceCatalog/SOFTWARE\\_PAGES/soft\\_microsoftoffice365.html](https://www.utep.edu/technologysupport/ServiceCatalog/SOFTWARE_PAGES/soft_microsoftoffice365.html)

### **Effective Electronic Communications**

It is important to share a word of caution, so we can become wiser about interpersonal distance learning communications. When communicating electronically, many of the feelings or impressions that are transmitted via body language in face-to-face communications are lost. Consequently, interpreting emotions and innuendos is much more difficult. Only what is written, or drawn, carries the message.

Often, excitement can be misinterpreted as anger or insult. It is important that we all keep this in mind as we communicate. Words in print may seem harmless, but they could emotionally injure us when working at a distance. Hence, it is vitally important that we are conscious of how we communicate while working at a distance.

- For example, avoid the use of caps in your electronic messages, as wording in caps comes across as shouting.

The standard practice ("Netiquette") for participation in networked discussion requires that all participation be focused on the topic at hand, not become personalized, and be substantive in nature. (Translation: you may certainly disagree with others, but you must do so respectfully; you may express strong beliefs or emotions, but you may not get so carried away that you lose all perspective on the course itself.)

- More information on Netiquette, the etiquette of Internet communication, can be found at [www.albion.com/netiquette](http://www.albion.com/netiquette) and <http://writingcenter.unc.edu/handouts/effective-email-communication/>

### **Academic Dishonesty Statement (again!)**

Academic dishonesty is prohibited and is considered a violation of the UTEP Handbook of Operating Procedures. It includes, but is not limited to, cheating, plagiarism, and collusion. Cheating may involve copying from or providing information to another student, possessing unauthorized materials during a test, or falsifying research data on laboratory reports. Plagiarism occurs when someone intentionally or knowingly represents the words or ideas of another person's as ones' own. And collusion involves collaborating with another person to commit any academically dishonest act. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. Violations will be taken seriously and will be referred to the Dean of Students Office for possible disciplinary action. Students may be suspended or expelled from UTEP for such actions.

Academic dishonesty is an assault upon the basic integrity and meaning of a University. Cheating, plagiarism, and collusion in dishonest activities are serious acts which erode the University's educational and research roles and cheapen the learning experience not only for the perpetrators, but also for the entire community. It is expected that UTEP students will understand and subscribe to the ideal of academic integrity and that they will be willing to bear individual responsibility for their work. Materials (written or otherwise) submitted to fulfill academic requirements must represent a student's own efforts. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. Violations will be referred to the Dean of Students Office for possible disciplinary action. Students may be suspended or expelled from UTEP for such actions.

**Notice of SafeAssign**

This course may utilize third party software that has the ability to automatically detect plagiarism on documents submitted for grading.

**Copyright Notice**

Many of the materials that are posted within this course are protected by copyright law. These materials are only for the use of students enrolled in this course and only for the purpose of this course. They may not be further retained or disseminated.