

California State University Fresno
CDDS 260 – Clinical Practicum Education of the Deaf
Fall 2013

Instructors: Nan Barker

E-mail: nanb@csufresno.edu

Office Phone: (559) 278-6940

Office Video Phone: (559) 478-2788

Office: PH 227

Dept Address: California State University, Fresno

CDDS Department

5310 N Campus Dr MS PH 80

Fresno, CA 93740

FAX: (559) 278-5187

Office Hours: To be arranged

Course Description:

This course is designed to provide the clinician with the opportunity to plan and implement instructional programs for deaf/hard of hearing learners. This practicum is offered in public school classroom settings for deaf/hard of hearing students. The students enrolled in Clinical Practicum acquire 30 hours of direct contact with the deaf/hard of hearing learners. Prerequisites for the course are CDDS 162, 163, 164 and 138.

Course Objectives:

The goals of this course are to provide the clinician with an opportunity to:

- Plan and implement lessons for deaf/hard of hearing students
- Write lesson plans and evaluate the progress of deaf/hard of hearing students
- Work cooperatively with the classroom teacher and support staff
- Communicate with the parents of deaf/hard of hearing students
- Use curricula that is commonly found in classrooms for deaf/hard of hearing students
- Become familiar with the care and use of hearing aids and other assistive devices
- Observe in the IEP process, if/when possible

Expectations and Evaluation:

This course is a 2 unit course, graded credit/no credit.

To earn credit for the course, the student is required to fulfill the following requirements:

- a. Together with the Master Teacher, arrange a schedule of 30 hours to spend in the classroom. A copy of the schedule must be given to the university supervisor within the first 2 weeks of the semester. Each time you will go to the classroom needs to be listed with the date and times you will be at the site. (Tues & Thurs, 2nd period is NOT enough information.) Make sure you check the school site calendar for any days the students will not be available.
- b. Record hours and activities in the classroom on Clinic Log

- c. Behave in a professional manner. Behaving in a professional manner includes being respectful of the Master Teacher and all students. Also maintain confidentiality.
- d. Observe approximately two hours of lessons before beginning to teach lessons. Complete Clinician Observation Forms for each 30 minutes observed. Keep forms in a portfolio.
- e. Decide, with the Master Teacher, which lessons you will teach. These lessons can be with individual students, small group, or whole class.
- f. Provide the Master Teacher with a lesson plan for each lesson prior to teaching so the master teacher can provide you with feedback on the plan. Lesson plans must include: objective, materials, motivation, direct instruction, guided practice, independent practice, evaluation procedures, and follow up activity ideas.
- g. Self evaluate the success of each lesson and discuss feedback from Master Teacher with him/her.
- h. Communicate effectively with the students and Master Teacher.
- i. Keep all lesson plans and written feedback from Master Teacher and university supervisor in a well organized portfolio.
- j. If unable to attend your clinical placement because of an emergency/personal situation, inform the Master Teacher as soon as possible and be sure to arrange for an alternate time. Email your university supervisor with information regarding the change in schedule.
- k. Inform the university supervisor and Master Teacher when you are at the half-way point (15 hours).
- l. Send weekly or bi-weekly (after approximately 5 hours of clinical work) email summaries to the university supervisor. Be sure to include the following: your name, Master Teacher's name, number of hours completed, brief description of lessons taught in the week, any questions/comments/ concerns.
- m. Remind Master teacher to complete the first evaluation form at the 15 hour point and the second evaluation form at the 30 hour point.
- n. With the faculty supervisor, arrange 2 or 3 sessions for observation. Be sure to have a copy of the lesson plan available for the supervisor.
- o. Request, from the Master Teacher, a time to observe an IEP meeting.
- p. Immediately contact university supervisor if any unresolved conflicts occur.
- q. If "1" above was not met – Write a final summary of the practicum and submit it to the faculty supervisor.
- r. Maintain up-to-date insurance and health requirements (TB Hep A & B, and MMR).

Due at End of Practicum Hours:

Practicum Portfolio containing:

- completed time log
- completed 15 hour evaluation
- completed 30 hour evaluation
- Clinician Observation forms (4 – 30 min lessons)
- lesson plans for all lessons you taught, including self-reflection after the lesson is taught
- written comments/feedback from Master Teacher

- written comments/feedback from university supervisor
 - IEP write-up
 - copies emails of weekly check-ins with university supervisor or final summary write up
- Compile paperwork in a small white 3-ring binder. Do not use page protectors. Make sure you name, CDDS 260, and semester and date are on the cover and spine of the binder.

This portfolio will not be returned to you. Make a photocopy of any documentation you would like to keep.

Responsibilities of the Master Teacher:

- arrange a schedule of classroom visits with the clinician to total 30 hours
- orient the student to the classroom, provide information about the students and classroom routine
- inform the clinician of your expectations regarding: teaching, lesson plans, and acceptable student behavior
- allow the clinician to observe about 4 lessons (or 2 hours) before teaching
- provide the clinician with feedback after each lesson taught – use forms provided for feedback on 4 lessons
- complete an evaluation form after 15 hours and 30 hours
- inform the student of any IEP meetings which he/she may attend
- immediately inform the university supervisor of any conflicts which arise

Responsibilities of the University Supervisor

- arrange a classroom placement for clinician
- explain the course expectations to the clinician
- observe the clinician actively teaching 3 -4 lessons
- provide written feedback after each observed lesson
- meet with the clinician and Master Teacher after the 15 and 30 hour mark to discuss progress and evaluation
- in the case of clinician not meeting course requirements, explain what he/she needs to do to improve
- review the clinician's portfolio (time log, 15 and 30 hour evaluations, lesson plans, written comments/feedback from Master Teacher/Supervisor, copies of emails to supervisor)
- provide support for the clinician and master teacher should conflict arise

Overall Grading Policy

Student teachers receive a grade of credit or no credit as a result of their performance in the student teaching assignment. The master teacher and faculty supervisor confer with the student teacher to discuss progress. The master teacher completes a mid-way and final evaluation and discusses it with the student teacher. These are presented to the faculty supervisor, who also consults with the student teacher and master teacher. There are two main requirements:

- 1) Successful completion of all student teaching expectations based on the course objectives and evaluation forms
- 2) Satisfactory evaluation by the master teacher and university supervisor

When students are not successfully completing student teaching requirements, the steps below will be followed:

1. Joint conference will be held from the time a deficiency is noted by the master teacher, student, or university supervisor.
2. A written summary of the meeting will be prepared by the university supervisor. This report will state areas of needed improvement and recommendations for remediation. The student and university supervisor will sign and date the report. Copies will be given to all concerned parties.
3. The master teacher will document the student teacher's progress. The university supervisor will conduct a formal observation and evaluation. A conference will be conducted to review progress.
4. If satisfactory improvement has not been demonstrated by the student teacher, a second conference will be conducted with the master teacher, student and the university supervisor.

A written summary of this meeting will be prepared by the university supervisor. This summary, with evaluations, will include a notation that the student has been placed on probationary status. Areas of needed improvement and recommendations for remediation will be noted. A specific date for review will be noted and the student must adhere to this time-line or be removed from the placement and assigned a grade of no credit (NC). The student and university supervisor will sign and date this report and copies will be given to all concerned parties.

5. A third conference will be held with all concerned parties within three days of the deadline date specified in the second conference, again followed by a written summary with recommendations and signatures of all parties involved.
6. The final responsibility for the assignment of the grade lies with the university supervisor.
7. If the student believes that the no credit grade had been unfairly assigned, information may be obtained from pertaining to the University's policy and procedure for protesting a final grade in the Office of Advising Services, Joyal Administration, Room 121.

Clinician Observation Comments
California State University, Fresno

Master Teacher _____ Student Teacher _____

Topic of Lesson _____

Date of Observation _____

(30 minute observation)

Topic of Lesson _____

Date of Observation _____

(30 minute observation)

CSU Fresno University Supervisor Observation Report

Course _____

Student Teacher _____

Master Teacher _____

Topic of Lesson _____

Date of Observation _____

Signature

Master Teacher Observation Report
California State University, Fresno

Student Teacher _____

Master Teacher _____

Topic of Lesson _____

Date of Observation _____

Signature

EVALUATION OF DEAF EDUCATION CLINICIAN

Student Clinician Classroom Teacher

School Date (First Evaluation)

Please use blue ink for the First Evaluation, date, checks, and comments.

Subject/Topic Date (Second Evaluation)

Please use red ink for the Second Evaluation, date, checks, and comments.

Please check the appropriate boxes, using the ratings. Leave an area box blank if there has been insufficient opportunity to evaluate this area or if comments would do more adequately.

Use spaces below the rating boxes for any comments you may wish to make.

Personal Characteristics

Personal traits, character, appearance, speech/signing, language usage, judgment, and cooperation.

Unsatisfactory	Below Average	Average	Above Average	Excellent

Teaching Skills

Knowledge of subject, planning/preparation, materials, teaching techniques, presentation skills, and behavior management.

Unsatisfactory	Below Average	Average	Above Average	Excellent

Professional Attributes

Attitude, cooperation, participation in professional organizations/activities.

Unsatisfactory	Below Average	Average	Above Average	Excellent

Probable Success as a Teacher

Able to assess own performance accurately. Accepts suggestions. flexible & able to modify lessons appropriately.

Unsatisfactory	Below Average	Average	Above Average	Excellent

Signatures:

Classroom Teacher Date (first evaluation)

Student Clinician Date (first evaluation)

Classroom Teacher Date (second evaluation)

Student Clinician Date (second evaluation)