Practicum in Higher Education  
EDLD 6309.001, Section 1, Spring 2012

Saturday 9:00-11:45  
Professor Dan Pearce  
Office: ECDC 219E  
Phone: 825-5881  
Email: dan.pearce@tamucc.edu  
Hours: Wednesday 1:30-5:00 p.m.  
and Thursday 2:00-5:00 p.m.  
or by appointment

Description

This course will examine the functions and practices typically found in institutions of higher education. Students will examine these functions and practices in the context of a complex organization and develop an understanding of how they contribute to the mission of the institution. Students will also complete an internship experience in a University or community college office, not their own. Prerequisite: Instructor's permission required. Grade assigned will be "credit" (CR) or "no credit" (NC).

Rationale

This course allows doctoral students who are interested in employment in higher education the opportunity to examine the structure and operations of higher education institutions.

State Adopted Proficiencies for Teachers and Administrators

N/A

TExES Competencies

N/A

Course Objectives and Outcomes

This course is designed to enable you to:

1. Demonstrate Knowledge with the role and scope of certification (i.e., regional accreditation agencies, specialty area certification, and state governance) at institutions of higher education.
2. Demonstrate knowledge of area appropriate for projected interest: 1) tenure at institutions of higher education; 2) structure of funding at institutions of higher education or 3) development and offering of student services
3. Demonstrate ability to complete a project in a relevant area at an institution of higher education.

1. Explore and review the role and scope of employment in an instruction of higher education.
2. Prepare a paper/project on either the nature of tenure at institutions of higher education or the structure of funding for instruction of higher education.
3. Complete a project that based on a professor approved aspect of higher education

Relevant Program Objectives

1. Students will demonstrate a command of a specified area of higher education

Course Topics
Nature of higher education
History of higher education
Selection of paper topics
Selection of projects
Debriefing on projects

**Instructional Methods and Activities**

We will use a discussion format that will involve the students in group discussions, individual conferences, and peer review of work.

**Evaluation and Grade Assignment**

This class is graded either credit (CR) or non-credit (NCR)

Criteria for Credit

1. Attendance; that students attend scheduled class sessions and meetings (While emergencies do happen, the nature of this class is that we will meet some weeks as a whole class and other times with either small groups or individuals. Any individual who misses more than 4 scheduled classes or meetings will not receive credit for the course.)
2. Give a presentation on the role and scope of university certification and compliance at an institution of higher education (objective 1)
3. Complete a paper on one of the following: 1) tenure at institutions of higher education; 2) structure of funding at institutions of higher education or 3) development and offering of student services (objective 2)
4. Successfully complete a project that based on a professor approved aspect of higher education (objective 3)

You’re also expected to contribute to the success of the course. To participate fully, you will need to attend class regularly, respond to other students’ writing, and do all the assignments on time. If you have to miss class, please get hard copies of your written assignments to me, if at all possible, before the class meeting.

**Course Schedule**

On dates scheduled for conferences, I will meet you in my office to go over your work thus far.

- **Week 1**: Meet and go over class structure
  Assignment 1
- **Week 2**: Assign individual/group projects
- **Week 3**: Debrief: Nature of Higher Education Governance
- **Week 4**: Paper assignment
- **Week 5**: Debrief on project
- **Week 6**: Debrief on project/paper
Week 7: Debrief
Week 8: Discussion of Tenure findings
Week 9: Discussion of Finance Findings
Week 10: Debrief on project
Week 11: Debrief
Week 12: Tenure/Finance paper due

Week 14: Presentation of projects
Week 15: Presentation of projects

Policies
Assignments: All papers must be typed and spell checked, and sources must be cited, using APA citation style.

Crediting of sources: This course follows the university’s policy on “academic honesty,” which includes avoiding plagiarism, “the presentation of the work of another as one’s own” (TAMU-CC Graduate Catalog 20010-2011, p. 26). TAMU-CC students, undergraduates as well as graduate students are expected to know what plagiarism is and also how to avoid it. In your scholarly writing for this course, you must credit sources, including articles, books, and web pages, and provide quotation marks for material that is quoted directly.

If you have questions about what plagiarism is, I suggest that you consult the following sites:
http://www.plagiarism.org/ http://owl.english.purdue.edu/owl/resource/589/01/
http://www.macloo.com/cheat/general.htm
http://www.utoronto.ca/writing/plagsep.html
http://people.brandeis.edu/~teuber/usemplagiarism.html
http://www.unc.edu/depts/wcweb/handouts/plagiarism.html
http://firstyear.tamucc.edu/wiki/Resources/AboutPlagiarism

Late assignments: All papers and projects should be submitted on the date that they are due, and thus late assignments may not be accepted. Of course, there are some events in life that may cause a delay in work products; this will be taken into consideration on an individual basis.

Disabilities: TAMU-CC complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. If you need disability accommodations in this class, please see me as soon as possible. Please have your accommodation letter from Texas A&M University–Corpus Christi Disability Services (DS) Office with you when you come see me. If you suspect that you may have a disability (physical impairment, learning disability, psychiatric disability, etc.), please contact the Disability Services Office (located in Driftwood 101) at 825.5816.

Civility. Texas A & M University- Corpus Christi has a diverse student population that represents the population of the state. Our goal is to provide you with a high quality educational experience that is free from repression. You are responsible for following the rules of the University, city, state, and federal government. We expect that you will behave in a manner that is dignified, respectful, and courteous to all people regardless of sex, ethnic/racial origin, religious background, sexual orientation, or disability. Behaviors that infringe on the rights of another individual will not be tolerated.
Texts (Required)

None

Bibliography

See attachment

Dropping a Class

I hope that you never find it necessary to drop this or any other class. However, events can sometimes occur that make dropping a course necessary or wise. Please consult with me before you decide to drop to be sure it is the best thing to do. Should dropping the course be the best course of action, you must initiate the process to drop the course by going to the Student Services Center and filling out a course drop form. Just stopping attendance and participation WILL NOT automatically result in your being dropped from the class. (               ) is the last day to drop a class with an automatic grade of “W” this term.

Grade Appeals*

As stated in University Rule 13.02.99.C2, Student Grade Appeals, a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see University Rule 13.02.99.C2, Student Grade Appeals, and University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures. These documents are accessible through the University Rules Web site at http://www.tamucc.edu/provost/university_rules/index.html. For assistance and/or guidance in the grade appeal process, students may contact the Office of Student Affairs.