

MUE 4140
ADMINISTRATION OF MUSIC EDUCATION
STUDENT TEACHING SEMINAR
and
MUE 4940
STUDENT TEACHING

Dr. Russell L. Robinson, Professor

Office: Music Building Room 347

Phone: 352.273.3190

e-mail: rlob@ufl.edu

UF Website: www.arts.ufl.edu/rrobinson

personal website: www.RussellRobinson.com

Music Education Website: www.arts.ufl.edu/music-education

Office Hours: Tuesdays/Thursdays 10:30 – 11:30 AM

MUE 4140 is designed to complement, prepare, advise and evaluate student teachers during their student teaching experience. Objectives include: Helping students to work with cooperating teachers, understand the importance of planning, prepare for video feedback of their student teaching, enhance organizational skills, and develop interpersonal and professional teaching skills. Students will enter into prepared discussions regarding their experiences and professional readings with their colleagues and the professor.

The objectives will be met through the following experiences:

1. Discussions of Class Readings
2. Preparation of Resumes and Application Letters
3. Preparation of the Student Teaching Notebook
4. Preparation of their Web-Based Portfolio
5. Evaluations by Cooperating Teachers and College Supervisors

The student teaching notebook (one for each assignment) will include, but not be limited to the following:

1. Lesson Plans and Observations for each class taught or observed
2. Daily Log - At the conclusion of each day assessing strengths, weaknesses and strategies for improvement.
3. Analysis of the strengths and weaknesses of your student teaching assignment at the conclusion of each placement.
4. All materials needed for your situation as well as future teaching in this type of assignment. No full scores please.

Grades for the course will be weighted in the following manner:

Videotape (with evaluation for each class member)	30%
Class Assignments	20%

Web-Based Portfolio	20%
NOTE: A grade of I will be given for Student Teaching MUE 4940 if Portfolio is not completed and all sections of FTCE (These should have been completed prior to student teaching).	
Student Teaching Notebook	30%

The following grading scale will be used to Grade MUE 4140:

Grading Scale:

- 93-100 = A
- 91-92 = A-
- 89-90 = B+
- 85-88 = B
- 83-84 = B-
- 81-82 = C+
- 77-80 = C
- 75-76 = C-
- 73-74 = D+
- 69-72 = D
- 67-68 = D-
- 66↓ = E

Required Text:

Aspiring to Excel: Leadership Initiatives for Music Educators by Kenneth R. Raessler – GIA Publications - 2004

I will treat you as a professional, as you will be a certified professional very soon. No late assignments or presentations will be accepted. Attendance and punctuality are expected and required.

WEB PORTFOLIOS

Accomplished Practices include all 12: Assessment, Communication, Continuous Improvement, Critical and Creative Thinking, Diversity, Ethics and Professionalism, Human Development and Learning, Knowledge and Presentation of the Subject Matter, Learning Environment, Planning, Role of the Teacher, and Technology

EVALUATION PROTOCOL FOR WEB PORTFOLIOS

Goal: Every behavioral indicator is evidenced in the web portfolio by the end of student teaching.

1. Overall evaluation procedure for the individual course requirements:
Exceeds expectations—the required AP illustrations are complete, the page sections are appropriately addressed, the Rationales are strong and clear, illustrations are clear

and appropriate, all links are working properly, media files are used to enhance the illustrations

Meets expectations—the required AP illustrations are complete, the page sections are appropriately addressed, the Rationales are strong and clear, illustrations are clear and appropriate, all links are working properly

Near Expectations—the required AP illustrations are complete, but one or more of the following deficiencies exist: page sections are not all appropriately addressed, the Rationales are weak, illustrations are not clear and appropriate, some links are not working properly

Below Expectations—the required AP illustrations are not complete or missing, and one or more of the following are present: page sections are not all appropriately addressed, the Rationales are weak, illustrations are not clear and appropriate, some links are not working properly

2. Evaluation procedure for individual AP illustrations

Each of these criteria must be present for the illustration to be complete. The criteria should be evaluated as either present or not present.

Description of Assignment—should be clear, concise, and refer to the behavioral indicator(s) from the AP that are addressed

Artistic Processes/Medium—should describe the artistic role of the students in the lesson taught or planned—performing, creating, or responding. AP's 6, 10, 11, and 12 may not employ artistic processes, and the illustration should state this.

Rationale—this should describe why the assignment was chosen to illustrate this AP, and how the illustration illustrates the behavioral indicators in the assignment description. Direct reference should be made to the behavioral indicator.

Illustration—this should present the assignment, and may also present a student narrative about how the assignment was implemented or developed. Photos and other media files can go here as well.

University Required Statements:

Portfolio Requirements and UAS Key Tasks

All music education students must now develop a web-based portfolio that provides illustrations of your competence in each of the 12 Florida Accomplished Practices. You will be required to complete illustrations by **Friday, April 10, 2009**, based on your student teaching and work in this course.

Your required portfolio entries for MUE 4140 and 4940 also serve as Key Tasks for the College of Education's Unit Assessment System. Key Tasks—in our case, your portfolio illustrations—assess your mastery of knowledge, skills and dispositions that the State of Florida requires of all entry-level educators. In this course, we will cover all 12 Accomplished Practices. We will pay particular attention to the following Accomplished Practice Indicators of your mastery of those practices.

Your mastery of each indicator will be measured by your work on your portfolio illustrations. In order to pass MUE 4940 you must successfully complete all illustrations and receive a rating of "Met with Weakness" or higher. No exceptions will be made to this rule, even if you do not plan to teach after graduation.

Students Requesting Accommodations due to Disabilities

Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the Instructor when requesting accommodation.

Academic Honor Policy

It is expected that you will exhibit ethical behavior concerning your work in this class. Students are expected to do their own work, use their own words in papers, and to reference outside sources appropriately. Failure to uphold the standards of academic honesty will result in the appropriate disciplinary action.

As a result of completing the registration form at the University of Florida, every student has signed the following statement:

"I understand that the University of Florida expects its students to be honest in all their academic work. I agree to adhere to this commitment to academic honesty and understand that my failure to comply with this commitment may result in disciplinary action up to and including expulsion from the University."

We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity.

Furthermore, on work submitted for credit by UF students, the following pledge is either required or implied:

"On my honor, I have neither given nor received unauthorized aid in doing this assignment."

Dates and Reminders:

Student Teaching Notebook/Videos/Evaluations are Due When You Return for Administration Class

Schedule to Dr. Robinson by e-mail by Friday, September 4.

Include: schedule, phone numbers (yours and cooperating teacher's), address of school, directions

Interim On-Line Evaluation from Cooperating Teacher due: 9/18 (first placement) and 10/13 (second placement)

Final On-Line Evaluation from Cooperating Teacher due: 10/9 (first placement) and 12/4 (second placement)