

Texas A&M University – San Antonio
College of Education & Human Development
Department of Curriculum & Instruction
Term: Spring 2024

Course: EDCI 3309 – Educator Roles and Responsibilities*

*Legal & Ethical Issues in Education” prior to Fall 2022

Section: 002

Day/Time: Tuesdays, 11:00am-1:45pm

Class Location: Frank Madla Building, Rm 204

Instructor: Nayelli Ramos M.A. Ed

Contact Info: nramos@tamusa.edu

Office Phone: 210-784-2568

Office Location: Frank Madla Building, Suite 226

Office Hours: Wednesdays (11:00-2:00pm); other times by appointment*

*To request appointment outside of the times above, see me in person before/after class or email

See Blackboard for all course materials: <http://tamusa.blackboard.com/>

Course Description: This course should be among the first courses teacher candidates take when seeking teacher certification. This course will introduce teacher candidates to the certification process in addition to the important roles and responsibilities associated with the education profession, including state and university certification requirements, legal responsibilities and issues, professional ethics, and various teacher dispositions. Explicit attention is placed on students’ professionalism during this course (ex. see late work and attendance policies below).

Objectives:

TExES PPR Standards

Standard IV. The teacher fulfills professional roles and responsibilities and adheres to legal and ethical requirements of the profession.

4.1k-4.2k & 4.1S-4.4s	interacting and communicating with families
4.3k-4.8k & 4.5-4.11s	interacting with other educators and contributing to the school and district
4.9k-4.12k & 4.12s-4.15s	continuing professional development
4.13k-4.18k & 4.16s-4.19s	legal and ethical requirements and the structure of education in Texas

Texas Administrative Code

- (1) the code of ethics and standard practices for Texas educators, pursuant to Chapter 247 of this title (relating to Educators’ Code of Ethics), which include:
 - (A) professional ethical conduct, practices, and performance;
 - (B) ethical conduct toward professional colleagues; and
 - (C) ethical conduct toward students;

- (7) appropriate relationships, boundaries, and communications between educators and students;

Assignments: Each assignment will be graded according to the points below:

Assignment	Due Date	# of points
Session Activities, Reflections, etc.	Due weekly as assigned	Points vary
EPP Online Courses	See Blackboard	
Code of Ethics Quiz	See Blackboard	
Certify Teacher TExES Diagnostic Test	See Blackboard	
T-TESS Blackboard Assignment	See Blackboard	
Experiential Learning Activity	See Blackboard	
FERPA Online Modules (2)	See Blackboard	
IRIS Online Modules	See Blackboard	
Final Exam	See Blackboard	

Grading Scale:

Final Grade*	% Possible Points
A	100% – 85%
B	84% – 70%
C	69% – 55%
D	54% – 40%
F	39% or below

*Before applying any attendance point deductions

Course Assignments:

- Unless otherwise noted, all assignments must be submitted in the assigned Blackboard module by the due dates/times listed in the syllabus AND in a format readable for campus computers (preferably as a PDF file or a Word doc). **Assignments will not be graded if turned in via a format unreadable by a campus computer.**
- **If a student is absent on a due date, the assignment is still due** by the scheduled deadline as a submission in Blackboard. If you do not understand how to submit an assignment in Blackboard, please ask during the first week of class.

***Late Work Policy:** All assignments turned in after the posted deadline will be considered late – no matter the circumstances. Blackboard will continue to accept late assignments for 10 additional days; however, all late work will receive a 10% deduction per day it is late. After 10 days, if the assignment is still not submitted, the grade will permanently become a zero.

University Absence Policy: Regular and punctual attendance at all scheduled classes is expected of all students. University regulations authorize absences of students when representing the University (e.g. at athletic, student government, student development, or fine arts events). Other authorized absences are those that may be necessary to fulfill course requirements. All other absences, for whatever reason, are considered unauthorized and should be reported promptly to the instructor. A student is held responsible for all class assignments.

***Course Attendance Policy:** Weekly attendance is expected of every student, especially since the class only meets once per week. Therefore, **each absence beyond the first absence will result in a deduction of 5 points per absence from the student's final grade.** However, absences due to reported issues to the Dean of Students will be excused – please stay in communication with the professor should something like this arise.

***Fitness to Teach Policy:** Texas A&M University-San Antonio is committed to admitting and retaining students who meet the highest professional expectations of the professions they wish to enter. The Fitness to Teach Policy stands on a foundation of national standards, state regulations (see below), and the university standards and policies identified in this syllabus, including but not limited to attending all classes as required, properly prepared. Professional punctuality and participation is expected at all times.

- A certified educator holds a unique position of public trust with almost unparalleled access to the hearts and minds of impressionable students. The conduct of an educator must be held to the highest standard. (19 TAC §249.5(b)(1)).
- Educators have positions of authority, have extensive access to students when no other adults (or even other students, in some cases) are present, and have access to confidential information that could provide a unique opportunity to exploit student vulnerabilities. Educators must clearly understand the boundaries of the educator-student relationship that they are trusted not to cross.” (19 TAC §249.5 (b)(2)(F)).

**Per the professionalism requirements of this course, these policies will be adhered to strictly and appropriate penalties will be applied without impunity. Penalties may include grade point deductions and/or filing a Fitness to Teach concern with the Educator Preparation Program (CAFÉ) for serious enough infractions.*

UNIVERSITY POLICIES AND RESOURCES

Academic Accommodations for Persons with Disabilities: The Americans with Disabilities Act of 1990, as amended, and the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights protection for individuals with disabilities. Title II of the ADA and Section 504 of the Rehabilitation Act require that students with disabilities be guaranteed equal access to the learning environment through the provision of reasonable and appropriate accommodations of their disability. If you have a disability that may require an accommodation, please contact Disability Support Services (DSS) for the coordination of services. The phone number for DSS is (210) 784-1335 and email is dss@tamusa.edu.

Academic Learning Center: All currently enrolled students at Texas A&M University-San Antonio can utilize the Academic Learning Center for subject-area tutoring. The Academic Learning Center is an appointment based center where appointments are made through the Navigate platform. Students access Navigate through Jagwire in the Student Services tab. The Center is active on campus outreaching to students to highlight services offered. You can contact the Academic Learning Center by emailing tutoring@tamusa.edu or calling (210)-784-1332. Appointments can also be made through JagWire under the services tab.

Counseling Resources: As a college student, there may be times when personal stressors interfere with your academic performance and/or negatively impact your daily functioning. If you or someone you know is experiencing life stressors, emotional difficulties, or mental health concerns at Texas A&M University – San Antonio, please contact the Student Counseling Center (SCC) located in Modular C, Room 166 (Rear entrance) or call 210-784-1331 between the hours of 8 a.m. and 5 p.m., Monday – Friday. After-hours crisis support is available by calling 210-784-1331. Please contact UPD at 911 if harm to self or harm to others is imminent.

All mental health services provided by the SCC are free, confidential (to the extent permitted by law), and are not part of a student’s academic or university record. SCC provides brief individual and group therapy, crisis intervention, consultation, case management, and prevention services. For more information, please visit www.tamusa.edu/studentcounseling

Emergency Preparedness: JagE Alert is Texas A&M University-San Antonio’s mass notification system. In the event of an emergency, such as inclement weather, students, staff, and faculty who are registered in JagE Alert, will have the option to receive a text message, email, and/or phone call with instructions and updates. To register or update your information visit: <https://tamusa.bbcportal.com/>.

More information about Emergency Preparedness and the Emergency Response Guide can be found here: <https://www.tamusa.edu/upd/index.html>.

Financial Aid and Verification of Attendance: According to the following federal regulation, 34 CFR 668.21: U.S. Department of Education (DoE) Title IV regulation, a student can only receive Title IV funds based on Title IV eligibility criteria which include class attendance. If Title IV funds are disbursed to ineligible students (including students who fail to begin attendance), the institution must return these funds to the U.S. DoE within 30 days of becoming aware that the student will not or has not begun attendance. Faculty will provide the Office of Financial Aid with an electronic notification if a student has not attended the first week of class. Any student receiving federal financial aid who does not attend the first week of class will have their aid terminated and returned to the DoE. Please note that any student who stops attending at any time during the semester may also need to return a portion of their federal aid.

Jaguar Writing Center: The Jaguar Writing Center provides writing support to graduate and undergraduate students in all three colleges. Writing tutors work with students to develop reading skills, prepare oral presentations, and plan, draft, and revise their written assignments. Students can schedule appointments with the Writing Center in JagWire under the student services tab. More information about what services we offer, how to make an appointment, and how to access your appointment can be found on our website at www.tamusa.edu/Writing-Center. The Writing Center can also be reached by emailing writingcenter@tamusa.edu.

Meeting Basic Needs: Any student who has difficulty affording groceries or accessing sufficient food to eat every day, or who lacks a safe and stable place to live and believes this may affect their performance in the course, is urged to contact the Dean of Students (DOS@tamusa.edu) for support. In addition, you may notify the instructor if you are comfortable doing so.

Military Affairs: Veterans and active-duty military personnel are welcomed and encouraged to communicate, in advance, if possible, about special circumstances (e.g., upcoming deployment, drill requirements, disability accommodations). You are also encouraged to visit the Patriots' Casa in-person, Room 202, or to contact the Office of Military Affairs with any questions at military@tamusa.edu or (210)784-1397.

Religious Observances: Texas A&M University-San Antonio recognizes the diversity of faiths represented among the campus community and protects the rights of students, faculty, and staff to observe religious holidays according to their tradition. Under A&M System policy, students are provided an opportunity to make up any examination, study, or work requirements that may be missed due to a religious observance provided they notify their instructors before the end of the second week of classes for regular session classes.

Respect for Diversity: We understand that our students represent diverse backgrounds and perspectives. When we are equity-minded, we are aware of differences and inequalities and are willing to discuss them so we can act to resolve them. The University is committed to building cultural competencies, or the attitudes, skills, and knowledge that enable individuals and organizations to acknowledge cultural differences and incorporate these differences in working with people from diverse cultures. Respecting and accepting people different than you is vital to your success in the classroom, on campus, and as a future professional in the global community. While working together to build this community we ask all members to:

- Share their unique experiences, values, and beliefs.
- Be open to the views of others.
- Honor the uniqueness of their colleagues.
- Value each other's opinions and communicate respectfully.
- Use this opportunity together to discuss ways in which we can create an inclusive environment in this course and across the A&M-San Antonio community.

The Six-Drop Rule: Students are subject to the requirements of Senate Bill (SB) 1231 passed by the Texas Legislature in 2007. SB 1231 limits students to a maximum of six (6) non-punitive course drops (i.e., courses a student chooses to drop) during their undergraduate careers. A non-punitive drop does not affect the student's GPA. However, course drops that exceed the maximum allowed by SB 1231 will be treated as "F" grades and will impact the student's GPA.

Statement of Harassment and Discrimination: Texas A&M University-San Antonio is committed to the fundamental principles of academic freedom, equality of opportunity, and human dignity. To fulfill its multiple missions as an institution of higher learning, A&M-San Antonio encourages a climate that values and nurtures collegiality, diversity, pluralism, and the uniqueness of the individual within our state, nation, and world. All decisions and actions involving students and employees should be based on applicable law and individual merit. Texas A&M University-San Antonio, in accordance with applicable federal and state law, prohibits discrimination, including harassment, on the basis of race,

color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation, gender identity, or gender expression. Individuals who believe they have experienced harassment or discrimination prohibited by this statement are encouraged to contact the appropriate offices within their respective units.

Texas A&M University-San Antonio faculty are committed to helping create a safe learning environment for all students and for the university as a whole. If you have experienced any form of sex- or gender-based discrimination or harassment, including sexual assault, sexual harassment, domestic or dating violence, or stalking, know that help and support are available. A&M-San Antonio has staff members trained to support survivors in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, and more. The university strongly encourages all students to report any such incidents to the university. Please be aware that all A&M-San Antonio employees (other than those designated as confidential resources such as counselors and other healthcare providers) are required to report information about such discrimination and harassment to the university. This means that if you tell a faculty member about an incident of sexual harassment or sexual violence, or other related misconduct, the faculty member must share that information with the university's Title IX Coordinator. If you wish to speak to a confidential employee who does not have this reporting responsibility, you can contact the Student Counseling Center at (210) 784-1331, Modular C.

Students' Rights and Responsibilities: The purpose of the following statement is to enumerate the essential provisions of students' freedoms and responsibilities to learn at Texas A&M University-San Antonio. All students are required to follow all policies and regulations as set forth by The Texas A&M University System, including the A&M-San Antonio Student Code of Conduct.

Students' Rights

1. A student shall have the right to participate in a free exchange of ideas, and there shall be no university rule or procedure that in any way abridges the rights of freedom of speech, expression, petition, and peaceful assembly as set forth in the U.S. Constitution.
2. Each student shall have the right to participate in all areas and activities of the university, free from any form of discrimination, including harassment, on the basis of race, color, national or ethnic origin, religion, sex, disability, age, sexual orientation, gender identity, gender expression, genetic information, or veteran status in accordance with applicable federal and state laws.
3. A student has the right to personal privacy except as otherwise provided by law, and this will be observed by students and University authorities alike.
4. Each student subject to disciplinary action arising from violations of university student rules shall be assured a fundamentally fair process.

Students' Responsibilities

1. A student has the responsibility to respect the rights and property of others, including other students, the faculty and staff, and the administration.
2. A student has the responsibility to be fully acquainted and compliant with the University Student Rules found in the Student Handbook, Student Code of Conduct, on our website, and in the University Catalog.
3. A student has the responsibility to recognize that student actions reflect upon the individuals involved and upon the entire University community.
4. A student has the responsibility to recognize the University's obligation to provide a safe environment for learning.
5. A student has the responsibility to check their University email for any updates or official University notifications.

We expect that students 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.

COVID-19 SYLLABUS UNIVERSITY ADDENDUM

- Everyone is strongly encouraged to get vaccinated and get vaccine boosters. It is the best way to prevent serious illness or death.
- While in the classroom everyone is strongly encouraged to wear a well-fitting mask.
- N95 and KN95 (NIOSH approved) masks offer the best protection from COVID-19 but even a surgical or cloth mask of at least three layers offer some protection. Wash and sanitize your hands regularly and always before attending class.
- Students should use the Jaguar App Self Wellness Screen to conduct a self-assessment each day before coming to campus to determine if they are exhibiting any signs or symptoms of COVID-19 or have been exposed to COVID-19. Information on times and location of testing can be found here: <https://www.tamusa.edu/community-safety-together/testing-contact-tracing.html>
- Do not come to class if you are having symptoms of COVID-19. Go get tested.
- Students should visit the on-campus testing facility to receive a COVID-19 test if they are exhibiting symptoms or have been exposed.
- If you have a positive COVID-19 test, symptoms, or a known exposure report it through the COVID-19 reporting portal (<https://www.tamusa.edu/community-safety-together/>).
- After reporting through the portal the Dean of Students will contact your instructor and inform them that you will not be attending class.
- You should also contact your instructor since the information process can sometimes take a few days. Your instructor may provide you with an accommodation (For example: prerecorded lecture, synchronous online link, extension of deadlines, or make up exams). Accommodations are available for students with a documented illness or those with symptoms awaiting test results. Do not return to class until cleared by the Dean of Students.

References:

- Levinson, M. & Fay, J., Eds. (2019). Democratic discord in schools: Cases and commentaries in educational ethics. Cambridge: Harvard Education Press.
- Schimmel, D., Stellman, L., Conlon, C., & Fischer, L. (2014). Teachers and the Law (9th ed). New York: Pearson.
- Texas Educators. https://tea.texas.gov/Texas_Educators/
- Walsh, J. (2018). The educator's guide to Texas school law (9th ed). Austin: The University of Texas Press.