

## Secondary 5-12 & K-12 Professional Education

Business Education (collaborative program with Winona) (5-12)  
 Communication Arts and Literature (5-12)  
 Dance and Theatre Arts (K-12)  
 Developmental Adapted Physical Education (K-12)  
 English as a Second Language (K-12)  
 Family Consumer Science (5-12)  
 Health Sciences (5-12)  
 Instrumental and Vocal Music (K-12)  
 Mathematics (5-12)  
 Physical Education (K-12)  
 Science (Life Science, Chemistry, Earth & Space Sciences, Physics) (5-12)  
 Social Studies (5-12)  
 Visual Arts (K-12)  
 World Languages and Cultures (Spanish, German, and French) (K-12)

College of Education  
 Department of Educational Studies: K-12 & Secondary Programs (KSP)  
 Coordinator, Guynel Reid, Ph.D.  
 313 Armstrong Hall • 507-389-1965

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The K-12 and Secondary Programs department prepares undergraduate and graduate students for initial licensure as professional educators in K-12, middle and high school classrooms. Program emphasis is placed upon facilitating students to gain the knowledge, skills, and dispositions needed to function effectively in diverse education settings.

This section describes ONLY the professional education requirements for completion of teaching degrees at the 5-12 and K-12 levels. Students interested in teaching at the 5-12 and K-12 levels must be admitted to BOTH their major program and professional education.

Formal evaluation of prior academic professional education preparation will be evaluated by the department chair. Formal approval of coursework is based on course descriptions, syllabi, samples of completed work and/or field experience evaluations.

Admission to Professional Education  
 Academic Advising Office  
 Cheryl Kalakian, Student Relations Coordinator  
 117 Armstrong Hall • 507-389-1215

All students working toward a 5-12 or K-12 teaching degree must be admitted to professional education prior to enrollment in Block 2 coursework. Application to professional education should be made when the following requirements have been met:

- a minimum of 32 earned semester credit hours
- a minimum 2.5 cumulative GPA
- evidence of completion of the Praxis I: Pre-Professional Skills Test (PPST)

A multifaceted Professional Education application exists. Students are required to attend a Professional Education Application Process Session. Please consult the Office of Academic Advising (117 Armstrong Hall) for application and deadlines.

Admission is competitive. Achievement at the 2.5 level and completion of all prerequisite courses qualifies students for the applicant pool but does not guarantee admission to the K-12 and Secondary program.

General Studies Competencies. Students majoring in 5-12 and K-12 education must demonstrate competencies in the arts, communications, history, literature, mathematics, philosophy, sciences, social sciences, and multicultural and global perspectives. They must also demonstrate competency in health-related issues, including drug use and misuse. Students should visit with their Student Relations

Coordinator for assistance in selecting general education coursework to meet these competencies.

Advising. Students are assigned an advisor in their content area (major). In addition the KSP department provides scheduled advising sessions at least two weeks prior to registration each semester. For more information stop by 313 Armstrong Hall. Faculty in each block provide individual and group advising. Career counseling is integrated throughout all blocks.

Clinical Experiences. A major component of professional education coursework involves clinical experiences in various settings. These experiences are graduated in expectation, time commitment, and skills practice throughout all four blocks. Multiple methods of assessment are used and evidence collected to provide a view of the clinical students' skills and dispositions. These methods include direct observations of clinical activities by public school and university faculty, the use of videotaped lessons, and activities for self-assessment, use of logs, participation in on-line activities, and participation in activities reflective of the professional responsibilities of teachers. The successful completion of each clinical experience is necessary for progression into future clinical activities (e.g., student teaching). All clinical placements are initiated by the Office of Clinical and Field Experience. Students involved in any clinical experience need to undergo a background check (once per academic year) to assess misdemeanor and felony conviction records maintained at the Minnesota Bureau of Criminal Apprehension. This information is provided to districts for their determination of suitability. The Office of Clinical and Field Experience coordinates the background check process.

Teacher Licensure. Please contact Gail Orcutt, Licensure Coordinator, in 118 Armstrong Hall for questions in regard to the licensure process. The University recommends licensure to a state upon students' completion of a licensure program. Licensure does not occur automatically through graduation and the awarding of a diploma. Students need to make application for a Minnesota teaching license at the close of the term in which they graduate. The College of Education, 118 Armstrong Hall, coordinates the licensure process. In addition to meeting all program requirements, the PPST examination of skills in reading, writing, and mathematics needs to be successfully completed, as well as the Praxis II Pedagogy and Content examinations. Minnesota state law requires that all candidates applying for initial licensure in this state be fingerprinted for national background checks. A conduct review statement will also need to be completed and signed. There is a \$26 fee for the criminal background check. The fee for the issuance of a State of Minnesota teaching license is \$57.

Required for General Education (3 credits):  
 HLTH 310 Drug Education (3)

Required Professional Education (30 credits):  
 BLOCK 1  
 KSP 210 Exploration of Professional Education (2)  
 KSP 220 Human Relations in a Multicultural Society (3)

Floating course (can be taken with Block 1 or 2)  
 KSP 403 Media Utilization for K-12 Education (2)  
 Clinical hours for Block 1=28.

BLOCK 2  
 KSP 310 Development & Learning in the Inclusive Classroom (5)  
 Clinical hours for Block 2=30.

BLOCK 3  
 KSP 410 Philosophy and Practices in the Middle and High School (3)  
 KSP 420 Planning, Instruction, and Evaluation in the Secondary School (3)  
 Clinical hours for Block 3=30.

BLOCK 4 Student Teaching.  
 KSP 475 Social Context of Learning (1)

For 5-12 majors:  
 KSP 477 5-12 Student Teaching (11)

For K-12 majors:  
 KSP 476 K-12 Student Teaching (11)

\* NOTE: Double licensure majors also enroll in KSP 482 (6)

### Student Teaching. (119 Armstrong Hall)

Director of Clinical and Field Experiences: Kitty Foord, Ed.D.

Student teaching at Minnesota State University is a results-oriented, performance based 16-week program requiring the demonstration of an acceptable level of teaching performance. This performance is in the areas of planning and preparation, enhancing the learning environment, teaching for student learning, and professionalism. Multiple methods of assessment are used and evidence collected to provide a view of the student teacher's skills and dispositions. These methods include direct observations of teaching activities by public school and university faculty, the use of videotaped lessons and activities for self-assessment, use of logs, participation in on-line activities, and participation in activities reflective of the professional responsibilities of teachers (e.g., parent conferences). The Director of Clinical and Field Experience requests placements for all student teachers in partner districts. Student teachers should not contact schools regarding their placement. Admission to the student teaching experience is contingent upon completion of a minimum of 95 semester credits, a cumulative grade point average of 2.5, grades of "C" or better for all program requirements, admission to teacher/professional education, completion of all methods and professional education course work (except KSP 475), completion and validation of formal application materials one semester in advance of the student teaching semester (obtain specific dates from 119 Armstrong Hall), attendance at all preliminary student teaching meeting(s), submission of scores on the PRAXIS I (Reading/Writing/Math) tests, recommendation of advisor, school district administration, cooperating teacher(s), and Director of Clinical & Field Experience, and completion of Minnesota State Police background check materials. Application materials are available in 119 Armstrong Hall.

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### POLICIES/INFORMATION

**GPA Policy.** Coursework in professional education requires a grade of "C" or better. A cumulative career GPA of 2.5 is required.

**Admission to major.** Admission to major is granted by the academic department in which the student proposes to major.

**Admission to Professional Education.** See previous page.

**P/N Grading Policy.** Grades are required in all professional education coursework except courses that are offered on a P/N basis only.

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### LIBRARY MEDIA EDUCATION

Library Media Education courses offer instruction and experience in acquiring, administering, evaluating, producing, organizing and using print, audiovisual, and electronic media. Today's rapid expansion of information is characterized by a great variety of media through which knowledge is recorded and distributed. Now and in the future, libraries and information centers must deal with transfer of data and information in all formats. Educators must meet the information needs, ranging from recreational to research, of preschool children to adults. Please refer to the graduate bulletin for information on the master's and specialist degree programs in Library Media Education which are designed to prepare professionals for careers in school library media programs.

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### COURSE DESCRIPTIONS

#### KSP 101 (3) Exploring and Applying Values

This course focuses on students' personal history, ethical views and values. Students will be asked to state and apply those views and values to current political and social issues. A service-learning experience is required for this class.  
GE-9

#### KSP 105 (1) Library Orientation

A basic course to help students become familiar with the library of Minnesota State University, Mankato and the use of information resources.

#### KSP 106 (1) Education & Culture in the United States

Course gives students new to this country and to the U.S. higher education a broad overview of the U.S. educational system and provides a forum for discussion and comparison of customs and beliefs as they affect relationships among students and professors.

Pre: International Student

#### KSP 205 (1) Library Orientation II

Specialized references sources, computer strategies, nationally available data banks, community resources. May apply toward general education.

#### KSP 210 (2) Exploration of Professional Education

A first course for K-12 and secondary education majors. Experience in middle, junior high and high school classrooms.

#### KSP 220W (3) Human Relations in a Multicultural Society

Study of interpersonal skills, motivation, and group skills. Applied to educational settings. Requires 18 hours clinical service learning experience (out of class). Meets State of Minnesota human relations requirement for teacher licensure. GE-1C, 7, 11CD-Core

#### KSP 235 (3) Human Development

Designed for non-teacher education students, this is a general education course considering human development from a life span perspective.  
GE-5

#### KSP 250 (3) Social Justice in School and Community

Analyzing justice as it relates to education and the criminal justice system. Emphasis is on comparing Retributive Systems with the newer Restorative Justice. Active learning methods in the classroom, schools and communities, including service-learning.  
GE-9

#### KSP 251 (3) Coming of Age: Gender and Culture

Students will become aware of diverse experiences of coming of age and will reflect on their own experiences. Diversity of experiences presented will include: race/ ethnicity, gender, sexual orientation, religion, socio-economic class, ability/ disability and nationality.  
GE-6, 7CD-Core

#### KSP 290 (1-2) Workshop

Short-term workshops dealing with specific subjects germane to the broader disciplines with in Educational Foundations: Social/Philosophic Issues in Education, Development and Learning Psychology, Human Relations and Cultural Diversity, Research and Assessment/ Evaluation, and Teaching in Higher Education.

#### KSP 301 (2) Instructional Media Utilization

Instructional media used in the elementary classroom is demonstrated and used by the students. Resource selection and evaluation is stressed. Electronic media, computer-aided instruction, telecommunications, and standard classroom media applications are stressed.

#### KSP 310 (3-5) Development & Learning in the Inclusive Classroom

Focuses on principles of human development and psychology of learning-behavioristic, cognitive, and humanistic, for all learners, including the special needs students in the regular classroom.

Pre: Admission to Professional Education; KSP 210, 220

#### KSP 320 (2) Special Student in the General Classroom

Provides general education majors with information and strategies including the special needs students in the regular classroom.  
CD-Core

#### KSP 334 (3) Assessing the Post-Secondary Learner

Course content addresses formal and informal, standardized evaluation of learner achievement in the classroom and programmatic evaluation. Assigned projects will accommodate the student's present/future professional career track.

#### KSP 402 (2) Media Utilization for Secondary Education

Instructional media used in the secondary classroom is demonstrated and used by the students. Resource selection and evaluation is stressed. Electronic media, computer aided instruction, telecommunications, and standard classroom media applications are stressed.

#### KSP 403 (2) Media Utilization for K-12 Education

## SECONDARY 5-12 & K-12 PROFESSIONAL EDUCATION

Learning theory and visual literary skills. Elements of visual communications. Conventions of photograph and film. Propaganda techniques. Advertising. Typography and graphic design. Designing and producing visuals that get a message across.

KSP 404 (2) Curriculum Applications of Technology in Education  
To prepare pre-service and in-service teachers to use technology in the elementary classroom. Applications to each content area will be considered. Graduate students will have additional course requirements.

KSP 407 (2) Teaching in a Multicultural Society  
Adaptation of curriculum, classroom organization and teaching practices. Graduate students will have additional course requirements.  
CD-Core

KSP 408 (3) Teaching to the K-12 ELL Student  
Instructional media used in the elementary classroom is demonstrated and used by the students. Resource selection and evaluation is stressed. Electronic media, computer aided instruction, telecommunications, and standard classroom media applications are stressed. Graduate students will have additional course requirements.  
CD-Related

KSP 410 (3) Philosophy and Practices in the Middle and High School  
Unique philosophy and strategies for teaching middle school and high school students, concepts, curriculum and teaching methods.  
Pre: KSP 310 Co: KSP 420

KSP 415 (2) Materials for Younger Children  
Examination of print and audiovisual media for younger children birth to age seven. Identification selection sources to identify materials. Evaluation of resources, including but not limited to, research collections, discussion groups, and electronic periodicals. Graduate students will have additional course requirements.  
CD-Related

KSP 417 (3) Materials for Children  
Print, audiovisual and electronic media: their selection, evaluation, and use with children in grades K-6.3 credit section includes storytelling. Graduate students will have additional course requirements.  
CD-Related

KSP 420 (3) Planning, Instruction and Evaluation in the Secondary School  
Analysis of strategies/techniques for short- and long-term planning, instructional models, and assessment of student growth and learning.  
Pre: KSP 310 Co: KSP 410

KSP 422 (2) Design and Production of Resources  
Design and production of instructional media for the classroom. Design and production of media for a professional presentation. Basic 35mm color slide and print photography. Utilization of computers in instructional settings. Presentation of designed resources. Graduate students will have additional course requirements.

KSP 423 (3) Sexist Influences in Human Development  
Examination of issues of gender and sexism in society and education, including focus on the experience of women of color. Graduate students will have additional course requirements.  
CD-Core

KSP 425 (2) Reading and Writing in the Secondary School  
Concepts, objectives, procedures and reading in subject matter field. Graduate students will have additional course requirements.

KSP 429 (2) Utilization of Internet Resources  
The student will understand the Internet and learn how to utilize Internet resources and apply them to K-12 media programs. Graduate students will have additional course requirements.

KSP 430 (2) WWW Construction for Educators  
This course will teach professional educators how to design and produce World Wide Web (WWW) pages of their own and how this knowledge can be transferred to the classroom. Graduate students will have additional course requirements.

KSP 444 (3) The Social Context of Learning  
Explores the relationship of the school and community as well as the relationships and roles of teacher, student, and the school. Knowledge of the social, historical, philosophical foundations of education, school law, finance and governance, ethics, democracy and multiculturalism is explored. Requires twelve hours of out-of-class clinical experience.

KSP 450 (3) Human Relations in a Multicultural Society  
Study of interpersonal skills. Motivation, and group skills. Applied to educational settings. Required 18 hours clinical service learning experience (out-of-class). Meets State of Minnesota human relations requirement for teacher licensure. Graduate students will have additional course requirements.  
CD-Core

KSP 451 (1-3) Cultural Diversity Internship  
Opportunity for "hands-on" learning experience working with students of culturally diverse backgrounds, one-to-one, small group, tutoring, activities supervision and lesson planning, and implementation.  
Pre: KSP 220 or KSP 450  
CD-Core

KSP 460 (2-4) Practicum  
Practical experience set up between faculty, student, and on-site supervisor.

KSP 461 (3) Service Learning: Theory and Practice  
A focus on service-learning; planning, implementation, evaluation, evaluation and celebration of service-learning as program, activity, class and integration into academic study.

KSP 465 (3) Filmmaking  
Students will produce a short digital film incorporating the five phases and ten planning stages of filmmaking. The role independent film plays in a culturally diverse society will be illustrated and discussed. Examples of each genre will be examined.

KSP 475 (1) The Social Context of Learning  
Explores the relationship of the school and community as well as the relationships and roles of the teacher, student, and the school. Knowledge of the social, historical, philosophical foundations of education, school law, finance and governance, ethics, democracy and multiculturalism is explored. Requires twelve hours of out-of-class clinical experience.  
Pre: Recommended for final semester of Professional Education.

KSP 476 (11) K-12 Student Teaching  
Student teaching in the K-12 schools including weekly seminar for K-12 majors.  
Pre: Admission to student teaching and KSP 420. Co: KSP 475

KSP 477 (11) 5-12 Student Teaching  
Student teaching in the secondary school including weekly seminar for 5-12 majors.  
Pre: KSP 420 and admission to student teaching.

KSP 478 (5) Supplementary Student Teaching  
Student teaching in the elementary school including weekly seminar for K-12 majors.  
Pre: Admission to student teaching Co: KSP 476 and KSP 475

KSP 479 (3) Grant Writing and Program Funding  
Procedures for designing research, writing proposals and requests for grants, contracts and funding from external resources; grant administration. Graduate students will have additional course requirements.

KSP 480 (1-3) Seminar

In depth study and narrow focus on an educational topic. Students do extended research outside of class and defend their research in class. Graduate students will have additional course requirements.

KSP 482 (3-6) Enrichment Experience Secondary

Student teaching projects determined jointly between student and advisor.  
Co: KSP 477 or KSP 476

KSP 483 (2) Supervision of Student Teaching

To assist K-12 classroom teachers in developing their skills for supervising pre-service and student teachers. Graduate students will have additional course requirements.

KSP 486 (1-3) Topics in Environmental Education

How to develop curriculum for educational purpose. Graduate students will have additional course requirements.

KSP 489 (1-3) Selected Topics

Specific focus on an educational topic that may be taught as a regular course such as: Topic: Web Resources for the Classroom (usually a group requests a specific topic.) Graduate students will have additional course requirements.

KSP 490 (1-6) Workshop

Specific focus on an educational topic that is conducted for a special group. Graduate students will have additional course requirements.

KSP 491 (1-4) In-Service

Specific course designed to meet changing educational trends. Graduate students will have additional course requirements.

KSP 497 (1-8) Internship

On-the-job training. Work is jointly supervised by the academic unit and the cooperating institution.

KSP 499 (1-6) Individual Study

Student and faculty agree upon a specific unit of study. Student presents unit to faculty member for evaluation.