



**Purpose:** It is the intention of this Administrative-Master Syllabus to provide a general description of the course, outline the required elements of the course and to lay the foundation for course assessment for the improvement of student learning, as specified by the faculty of Wharton County Junior College, regardless of who teaches the course, the timeframe by which it is instructed, or the instructional method by which the course is delivered. It is not intended to restrict the manner by which an individual faculty member teaches the course but to be an administrative tool to aid in the improvement of instruction.

**Course Title** – Internship-Child Care Provider/Assistant  
**Course Prefix and Number** – CDEC 2386  
**Department** – Education/Early Childhood

**Division** –  
Technology and Business

**Course Type:** (check one)

- Academic General Education Course (from ACGM – but not in WCJC Core)  
 Academic WCJC Core Course  
 WECM course (This course is a Special Topics or Unique Needs Course: Y  or N )

**Semester Credit Hours # : Lecture hours# : Lab/other hours #**      3:0:9

**Equated Pay hours for course** – 3 hours

**Course Catalog Description** - A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. This is a Capstone Course.

List Lab/ Other Hours
Lab Hours 9
Clinical Hours 0
Practicum Hours 0
Other (list) 0

**Prerequisites/Corequisites** - Minimum of 15 hours in Early Childhood coursework completed and permission of program director

**Approvals** – the contents of this document have been reviewed and are found to be accurate.

Prepared by Barbara S. Lynn	Signature <i>Barbara S. Lynn</i>	Date 07-08-09
Department Head Barbara S. Lynn	Signature <i>Barbara S. Lynn</i>	Date 07-08-09
Division Chair Stephanie Dees	Signature <i>S Dees</i>	Date 7/15/09
Vice President Dr. Ty Pate <i>D. Pate</i>	Signature <i>T. Pate</i>	Date 7-22-09



**I. Topical Outline** – Each offering of this course must include the following topics (be sure to include information regarding lab, practicum, clinical or other non lecture instruction):

- \*Discuss and apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry of Early Childhood Education or Child Care
- \* Discuss/Demonstrate legal and ethical behavior in the field of Early Childhood Development
- \* Discuss/Demonstrate safety practices in programs for children
- \*Discuss/Demonstrate interpersonal and teamwork skills in the workplace
- \*Apply appropriate written and verbal communication skills using the terminology of the occupation and the business/industry of Early Childhood Education or Child Care.

National Association for the Education of Young Children (NAEYC) Standards measured in this course:

1. Promoting child development and learning
2. Building family and community relationships
3. Observing, documenting, and assessing to support young children and families
4. Teaching and learning
5. Becoming a professional

**II. Course Learning Outcomes**

<b>Course Learning Outcome</b>	<b>Method of Assessment</b>
<ol style="list-style-type: none"> <li>1. Students will apply principles of Child Development Theory, curriculum development, positive child guidance, and ethical and professional conduct to a work place setting in an internship format.</li> <li>2. Students will document the internship experience, reflecting on insights gleaned from the classroom experience.</li> <li>3. Students will utilize evaluations by the supervising teacher and the college instructor to identify personal strengths and to identify areas requiring continued development.</li> </ol>	<ol style="list-style-type: none"> <li>1. A portfolio documenting lessons planned and implemented, daily tasks assigned by the workplace supervisor, and work performance evaluations. The student will participate in a final evaluative conference with the college instructor and will achieve a minimum grade of 70 points on the completed portfolio to indicate mastery.</li> <li>2. Diary entries written in a paragraph form and written reflections on artifacts submitted in the portfolio (grade of 70 indicates mastery).</li> <li>3. Written checklists by the supervising teacher and college instructor evaluating the intern's professional demeanor and workplace skills (grade of 70 indicators mastery).</li> </ol>

**III. Required Text(s), Optional Text(s) and/or Materials to be Supplied by Student.**

Bredenkamp, S. & Copple, C. (2009). Developmentally appropriate practice in early childhood programs (3<sup>rd</sup> ed.) Washington, DC: NAEYC. ISBN 13: 978-1-928896-64-7

Wiltz, N.W., Watson-Thomson, O. , Cawley, H. S., & Skelley, H. A. (2009). Developing and presenting your portfolio in Early Childhood Education (2<sup>nd</sup> ed.). Pearson: Boston. ISBN 13: 9780137149148

**IV. Suggested Course Maximum** – 35 (pooled from all campuses)

**V. List any specific spatial or physical requirements beyond a typical classroom required to teach the course.**  
None

**VI. Course Requirements/Grading System – Describe any course specific requirements such as research papers or reading assignments and the generalized grading format for the course**

After reading the text book and participating in class lecture and discussions, students will compile and arrange a portfolio containing a diary of the internship experience, lesson plans, assignments, and evaluations from the supervising teacher and college instructor. The portfolio will be graded according to a departmental rubric and students will meet with the college instructor at the end of the course to discuss the outcome. the final grade will be determined in the following manner:

10% Attendance and Class Participation

10% Diary of Internship Experience

30% Portfolio of Written Work

25% Supervising Teacher's Evaluation

25% college Instructor's Evaluation

**VII. Curriculum Checklist**

- **Academic General Education Course** (from ACGM – but not in WCJC Core)  
No additional documentation needed

- **Academic WCJC Core Course**  
Attach the Core Curriculum Checklist, including the following:

- Basic Intellectual Competencies
- Perspectives
- Exemplary Educational Objectives

- **WECM Courses**  
Attach the following:

- Program SCANS Matrix
- Course SCANS Competencies Checklist