

EDUC 2330.501 CRN 61356

The Effective Classroom

UNM-Valencia

Spring 2024

SP2024 - Course Credit hours-3

Instructor: Karen Walter

Walterk63@unm.edu/505.925.8500

Office/Office Hours: Tuesdays and Thursdays from 1-3 PM - Place TBD

Valencia Arts and Sciences Rm. 125

Please schedule Zoom appointments with professor

Land Acknowledgement: *Founded in 1889, the University of New Mexico sits on the traditional homelands of the Pueblo of Sandia. The original peoples of New Mexico Pueblo, Navajo, and Apache since time immemorial, have deep connections to the land and have made significant contributions to the broader community statewide. We honor the land itself and those who remain stewards of this land throughout the generations and also acknowledge our committed relationship to Indigenous peoples. We gratefully recognize our history.*

Course Description

This course is designed to prepare future teachers with the necessary classroom management skills needed for student success by providing instruction on classroom processes, techniques, and procedures.

Systematic motivational strategies for a diverse student body are covered. The impact on student learning due to emotional, social, physical, and cognitive development from birth through adolescence is explored.

Also covered are educational strategies to assist students with exceptional needs.

Student Learning Outcomes

1. The student will identify and describe the characteristics of an effective teacher as demonstrated by scoring 70% or higher on a faculty administered exam.
2. The student will describe the importance of the first days of school as demonstrated by scoring 70% or higher on a faculty administered exam.
3. The student will outline the role of student self-evaluation as demonstrated by scoring 70% or higher on a faculty assigned class project.

Textbook - Not Required (all materials will be provided)

Jones, V., Jones, L. (2021). *Comprehensive Classroom Management: Creating Communities of Support and Solving Problems*. Hoboken, NJ: Pearson

Online Participation/Classroom Discussions

The Discussion Board is very much like a classroom discussion. Discussion boards will be announced the week before the discussion and the topic will be about information

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already covered in class. During the week of the discussion, students are expected to log onto

Canvas often to post and respond. At minimum, students are expected to post their own comment and reply to at least one other student's post per discussion. For the best grade, reply to 3 other students' posts by midnight on Sunday (11:59 p.m.).

Note: You *cannot* work at your own pace. The discussion boards are timed to open and close. Also, *do not* wait until the last day to post your thread and comment on other posts. Post your thread early and go back on different days to see what other students are writing.

Classroom Discussions may sometimes be substituted for Canvas Discussion Posts. These will be announced during the semester.

Netiquette- See **Netiquette document** in Canvas Course "Introduction" [Netiquette document](#)

Student/Instructor Communication

Please check your UNM email and course messages regularly. You don't have to reply with text to the emails unless you have questions, but a thumbs up or other emoji would be appreciated so I know you got it. Email is the best way to communicate with me; I reply promptly and within 24 hours. I check my email and course messages at least once a day except for Sundays. I encourage you to email me with any questions you have. If you need to speak with me, please visit my office hours. You may also schedule an appointment to meet with me on Zoom or in person.

Attendance/Communication

Attendance/Communication – This is an important piece of your final grade. It is critical that you inform the UNM Instructor of your absence and return date. Instructor will provide you with information missed and an opportunity to make up assignments. Class is comprehensive and therefore it is important to complete all make up work as quickly as possible.

Due Dates/Late Assignments

Students are expected to turn in work on or before the date that it is due. If there is an expectation that the assignment will be late, please communicate this to your instructor and teacher including the anticipated date the assignment will be turned in. Lack of communication on late assignments will affect your overall grade. Late assignments will be accepted; however, future assignments build on previous assignments. Students are required to post assignments to Canvas. If this option is unavailable for some reason, please communicate this to instructor and an alternative option can be discussed.

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Instructor Response Time

I routinely check the course for postings or emails, Monday (8 am) – Friday (12 pm) and sometimes in the evenings and on weekends. You can anticipate a 24-hour response time during the week and a 48-hour response on the weekends.

Submitting Assignments

When you submit an assignment via Canvas. You will receive an email receipt of your submission. Save this email as confirmation of your submission

Grading

Attendance and Communication 25%

Reflections 20%

Assignments 15%

In Class and Canvas Discussions 20%

Final Exam 20%

Total 100%



Percentages and Grade Equivalent

| | | | | |
|-----------|----------|---------|----------|--------|
| 100-97 A+ | 89-87 B+ | C+79-77 | D+ 69-67 | F 58-0 |
| 96-93 A | 86-83 B | C 76-73 | D 65-62 | D |
| 92-90 A- | 82-80 B- | C-72-70 | D- 61-59 | |

Course Outline (weekly topics are subject to change and students will be notified of those changes)

Week 1

Jan.16- Introductions, Expectations, Syllabus and Getting to Know Each Other!

Week 2-3

Jan. 23 /30 Putting Classroom Management in Perspective- Theories and Theorists

Week 4

Feb. 5 Understanding Students' Basic Psychological Needs

Week 5

Feb. 12 Creating a Safe and Supportive Learning Community

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Week 6

Feb. 19 Creating Positive Teacher/Peer Relationships

Week 7

Feb. 26 Working with Family Members

Week 8-9

March 4 and March 18 Developing Standards for Classroom Behavior and Methods for Maximizing On-Task Student Behavior

March 11-15 Spring Break

Week 10

March 25 Increasing Student Motivation

Week 11

April 1 When Prevention is Not Enough: Methods for Altering Unproductive Student Behavior

Week 12

April 8 Problem Solving

Week 13

April 15 Developing Individual Behavior Change Plans

Week 14

April 22 Assessments

Week 15-16

Review and Final Exam (specific schedule to be announced)

TECHNOLOGY-

Access to UNM Canvas is Imperative!!! All other technology necessary will be determined on a student by student basis.

Technical Requirements Con't.

Computer

- A high-speed Internet connection is highly recommended.
- Supported browsers include: Detailed Supported Browsers and Operating Systems

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- Any computer capable of running a recently updated web browser should be sufficient to access your online course. However, bear in mind that processor speed, amount of RAM and Internet connection speed can greatly affect performance.
- For the best experience when using the Kaltura Media Tools inside UNM Canvas, be sure to use a supported browser on a desktop.
- Microsoft Office products are available free for all UNM students (more information on the UNM IT Software Distribution and Downloads page)
- Please update your contact information in Loboweb: MyUNM Login. When you log into MyUNM, Enter LoboWeb. Click on the Personal Information link to make sure your contact information is up to date.

Web Conferencing

This is asynchronous class and Web conferencing will not be used in this course. You will be informed well in advance if changes to this are necessary. In the event of an online sessions, you will need:

Citizenship and/or Immigration Status: All students are welcome in this class regardless of citizenship, residency, or immigration status. Your professor will respect your privacy if you choose to disclose your status. As for all students in the class, family emergency-related absences are normally excused with reasonable notice to the professor, as noted in the attendance guidelines above. UNM as an institution has made a core commitment to the success of all our students, including members of our undocumented community. The Administration's welcome is found on our website: <http://undocumented.unm.edu/>.

Respectful and Responsible Learning: We all have shared responsibility for ensuring that learning occurs safely, honestly, and equitably. Submitting material as your own work that has been generated on a website, in a publication, by an artificial intelligence algorithm, by another person, or by breaking the rules of an assignment constitutes academic dishonesty. It is a student code of conduct violation that can lead to a disciplinary procedure. Please ask me for help in finding the resources you need to be successful in this course. I can help you use study resources responsibly and effectively. Off-campus paper writing services, problem-checkers and services, websites, and AIs can be incorrect or misleading. Learning the course material depends on completing and submitting your own work. UNM preserves and protects the integrity of the academic community through multiple policies including policies on student grievances (Faculty Handbook D175 and D176), academic dishonesty (FH D100), and respectful campus (FH CO9). These are in the Student Pathfinder (<https://pathfinder.unm.edu>) and the Faculty Handbook (<https://handbook.unm.edu>).

Our classroom and our university should always be spaces of mutual respect, kindness, and support, without fear of discrimination, harassment, or violence. Should you ever

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need assistance or have concerns about incidents that violate this principle, please access the resources available to you on campus. Please note that, because UNM faculty, TAs, and GAs are considered "responsible employees" any disclosure of gender discrimination (including sexual harassment, sexual misconduct, and sexual violence) made to a faculty member, TA, or GA must be reported by that faculty member, TA, or GA to the university's Title IX coordinator. For more information on the campus policy regarding sexual misconduct and reporting, please see:

<https://policy.unm.edu/university-policies/2000/2740.html>.

Academic Integrity

UNM's [Policy on Academic Dishonesty](#) and the [Student Code of Conduct](#) which outline academic misconduct defined as plagiarism, cheating, fabrication, or facilitating any such act.

Support: Many students have found that time management workshops or work with peer tutors can help them meet their goals. These and are other resources are available through PASOS (Pathways to Articulation and Sustainable Opportunities for Students), TRIO Student Support Services, and Student Learning Support at the Center for Teaching and Learning.

Connecting to Campus and Finding Support: UNM has many resources and centers to help you thrive, including opportunities to get involved, mental health resources, academic support including tutoring, resource centers for people like you, free food at Valencia Campus Food Pantry, and jobs on campus. Your advisor, staff at the resource centers and Academic Affairs Office, and I can help you find the right opportunities for you.

Copyright Issues

All materials in this course fall under copyright laws and should not be downloaded, distributed, or used by students for any purpose outside this course.

[The UNM Copyright Guide](#) has additional helpful information on this topic.

Accessibility and Accommodations

The American with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodations of their disabilities. If you have a disability requiring accommodation, please contact:

- [UNM-Valencia Student Services](#) if you are a Valencia campus student. The phone number is 505-925-8560
- [UNM Accessibility Resource Center](#) in 2021 Mesa Vista Hall if you are a main campus student. The phone number is 505-277-3506.

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Information about your disability is confidential and your instructor cannot refer you for accommodations. Be aware that you will need to provide documentation. If you need assistance in obtaining documentation, the offices above can assist you.

Drop Policy:

[This section states your departmental policy for dropping students – edit or include your own statement.]

UNM Policies: This course falls under all UNM policies for last day to drop courses, etc. Please see or the UNM Course Catalog for information on UNM services and policies. Please see the UNM academic calendar for course dates, the last day to drop courses without penalty, and for financial disenrollment dates.

The Pathfinder; UNM's Student Handbook can be located here:

<https://pathfinder.unm.edu/>

COVID-19 Health and Awareness. UNM is a mask friendly, but not a mask required, community. If you are experiencing COVID-19 symptoms, please do not come to class. If you do need to stay home, please communicate with me at []; I can work with you to provide alternatives for course participation and completion. Let me, an advisor, or another UNM staff member know that you need support so that we can connect you to the right resources. Please be aware that UNM will publish information on websites and email about any changes to our public health status and community response.