



UNIVERSITY OF
CENTRAL
MISSOURI

College of Education

School of Professional Education and Leadership

Special Projects Course

CTE 5000 - Special Projects in CTE: Project Lead the Way® Core Training Institute

Semester and Year: Academic Year 2022 (Summer 2021, Fall 2021, and Spring 2022)

Number of credit hours¹: 1.0 - 6.0 Graduate Credit Hours (based on PLTW® CTI completion hours)

Catalog course description: Investigation of contemporary problems and issues in career and technology education by selected individuals or groups.

Operational description: This course is offered in cooperation with Project Lead The Way® (PLTW®) Core Training Institute (CTI), which is hosted at various PLTW training sites in the United States. Students must complete the appropriate PLTW® CTI prior to enrolling in this course to earn UCM graduate credit.

Face Covering Requirement: As required by UCM policy, a cloth face covering that covers your nose and mouth must be worn in the classroom. Only students with a documented exemption sent to me by UCM's Office of Accessibility Services are excused from this requirement. If you lose or misplace your mask, please do not attend class that day.

Course Prerequisites, Co-requisites, and Other Restrictions: None.

INSTRUCTOR INFORMATION

Instructor: Dr. Michael Pantleo

Office location: Lovinger 4100 A

Office phone: 660-543-8627

Faculty availability— face to face and online: Tuesdays 8:30-11:30; Wednesdays 12:30-2:30.

University email address: mpantleo@ucmo.edu

Office Professional Contact: Lacey Fischer

Office location: Lovinger 4101

Office phone: 660-543-4452

University email address: lfischer@ucmo.edu

Anticipated Response Time for Emails.

Please contact the instructor or the department office with questions. Please include your name, 700 # if available, and the name of the PLTW® CTI course in which you are seeking credit to help us better assist you. Emails to the office will be replied to within 2 business days.

¹ A **credit hour** is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than: (1) one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester hour of credit or the equivalent amount of work over a different amount of time; or (2) at least an equivalent amount of work as required in (1) above of this definition for other activities as established by an institution, including laboratory work, internships, practica, studio work, and other academic work leading toward the award of credit hours.

Course Information & Requirements

Materials

There are no required materials for this course beyond those required by PLTW[®] CTI to complete the relevant PLTW[®] CTI training.

Student Learning Outcomes (SLO)

1. **Completing their PLTW[®] CTI.** Students will successfully complete the appropriate PLTW[®] CTI on their own, at their own expense, prior to enrolling in this course. Completing PLTW[®] CTI is the student's responsibility and is not an included component of CTE 5000.
2. **Student Reflection.** Students will reflect on their successfully-completed PLTW[®] CTI training(s), their/their school district's (or employer's) PLTW implementation plan, and on actually teaching their PLTW content (if applicable).
 - a. Students will be able to document implementing the PLTW[®] program in their own classroom addressing multiple criteria, including providing a summary of their PLTW[®] CTI training, their personal reflection of their PLTW[®] CTI training, and their PLTW[®] implementation plan (see #4 below).
3. **Creating a Graduate-level Reflection Paper.** Students will document their PLTW[®] CTI training(s) by completing a graduate-level term paper meeting department and university-specific requirements consistent with a department-approved style guide (APA, 7th Ed.).
4. **The PLTW[®] Implementation Plan.** The PLTW[®] implementation plan includes but is not limited to describing how PLTW[®] will be implemented into the existing curriculum (or as a stand-alone, new curriculum), any curricular design / delivery modifications needed at their local level, and providing instructional differentiation needed to adapt the material to their own students' needs and learning styles.

Instructional Methods / Activities / Assessments

UCM uses an online application process for our PLTW[®] CTI course application. Please visit our [Graduate Student Application](#) page AFTER you review the materials in this section.

If you are new to UCM and wish to take PLTW[®] CTI courses as non-degree seeking (you can always apply your earned CTI course credit to a degree later), select "Non-Degree Seeking" and then select the "Special Credit Application" to proceed. The application may limit you to selecting only one PLTW[®] CTI per application, so please contact us for personal assistance if you wish to enroll in more than one PLTW[®] CTI course.

For assistance with application/enrollment in PLTW[®] CTI courses, including if you wish to pursue **multiple PLTW[®] CTI courses** or if you are **already a UCM student** pursuing a graduate degree, please contact Katie Honomichl in our office of Extended Studies at honomichl@ucmo.edu or call (660) 543-4984 prior to completing the application.

For specific questions on how your PLTW[®] CTI courses can apply to a UCM graduate degree, please contact Dr. Michael Pantleo mpantleo@ucmo.edu-(660) 543-8627.

All students seeking graduate-level university credit from UCM for their PLTW® CTI course completion must complete an enrollment application and send the required documents, for each course for which graduate credit is being pursued. ***Actual course documents (CTI certificate, reflection paper) must be submitted via email to the instructor. ALL application and required documents must be received by Friday of the final week of the semester.***

Required Materials

You will be required to submit the following items:

1. Complete Application (via online, see above)
2. Evidence of PLTW® CTI training completion (one of the following)
 - Completion Certificate
 - PLTW® CTI instructor signed Portfolio Checklist or Grade Report indicating completion of at least 85% of training Activities/Projects
 - Email from the PLTW® CTI instructor to mpantleo@ucmo.edu and honomichl@ucmo.edu with the student’s name, course content title, and a statement that the student has completed the course requirements
3. A UCM graduate level reflection paper that includes a course summary, personal reflection, and personal implementation plan (rubric included in application packet). The criteria listed in the rubric should be used as an outline when planning your paper.

Course Assessment / Grading Scale

Assessment for this course is based on three main components, two of which are binary (must be completed) and one term paper to be submitted to UCM faculty. Regardless of the quality of the UCM graduate term paper, credit for this course cannot be earned if Components One and Two are not completed:

Components	Documentation Required	Weight of Component
1. Successfully Completing PLTW® CTI	Per the “Required Materials” section in this Syllabus	Required
2. Successfully Completing all UCM Enrollment Requirements	Per the “Required Materials” section in this Syllabus	Required
3. UCM Graduate Term Paper	Per Assignment Sheet / Paper Rubric. Contact the instructor for more information and insight. Also mention “Free Read” from the Required Materials section in the Syllabus for a free UCM gift to be mailed to you.	100% of Points for CTE 5000

A comprehensive rubric for the graduate reflection paper is included in the application packet and will be used to assess each graduate paper submitted for PLTW® CTI courses. It can also be found online via Google Drive here: [goo.gl/h6fu6N](https://drive.google.com/file/d/1h6fu6N/view)

Total Points per Course: 100.

POINTS	PERCENTAGES	LETTER GRADE
90-100	90 -100%	A
80-89	80-89%	B
70-79	70-79%	C
60-69	60-69%	D
59 and Below	59%	F

Course and University Procedures /Policies [QM 1.4, 7.2]

University Policies and Notices.

Academic Honesty. This instructor will enforce UCM’s Academic Honesty Policy as described in the Student Calendar/Handbook.

Student Conduct. Each student who enrolls at the University of Central Missouri assumes an obligation to abide by the rules and regulations of the University as well as the local, state, and federal laws. A description of student rights and responsibilities is available in the Student Handbook, and online:

<https://www.ucmo.edu/current-students/student-experience/student-handbook/>

UCM Academic Alert System. As part of the College of Education commitment to building a positive, student-centered learning community that supports the success of every student, this faculty member participates in the UCM Academic Alert System.

ADA. Students with documented disabilities who are seeking academic accommodations should contact the Office of Accessibility Services, Union 222, (V) (TTY) 660-543-4421.

Library Services. Get help @ your library! You may access your library account, the online catalog, and electronic databases from James C. Kirkpatrick Library’s website at <http://library.ucmo.edu>.

The Learning Commons

The University of Central Missouri Learning Commons assists students with a wide range of academic skill development. A majority of course points will be directly related to writing ability, and therefore the student will be assessed on course content that includes their scholarly writing. The Learning Commons is available to all UCM students and is located in JCK Library – For more information, contact:

The Learning Commons
JCK Library
(660) 543-8972

learningcommons@ucmo.edu

Course-Specific Policies

Examination Policy/Exam make-up policy

There are no written exams associated with this course.

Assignment/Late Work Policy

Items received after the deadline (**final Friday of the semester**) will not be accepted.

Technological Requirements, Skills, and Help

Minimum Technology Requirements

Students will not need to use any additional technology other than what is necessary for the completion of the PLTW® CTI training course.

Technical Skills Necessary for the Course

To obtain a grade report, students should follow the instructions available at <https://www.ucmo.edu/current-students/office-of-the-registrar-and-student-records/grades-and-academic-standing/index.php>

Transcript & Grade Report Requests

To obtain a copy of their grade reports, students must log into their UCM MyCentral system where they can print their grades. To request a copy of their transcript, students should follow the instructions available at the UCM Registrar's Office. See [Official Transcripts](https://www.ucmo.edu/current-students/office-of-the-registrar-and-student-records/transcripts/index.php) or <https://www.ucmo.edu/current-students/office-of-the-registrar-and-student-records/transcripts/index.php>

Grade reports and transcripts will be available on the Thursday following the last day of the semester. Students will need their UCM username and password to log in to the course.

Campus Technology Support

If a student does not know/cannot remember their login information, they should refer to the information provided by the Technology Support Center:

<https://www.ucmo.edu/offices/office-of-technology/> Students seeking technical support may contact the UCM Office of Technology at tsc@ucmo.edu or 660-543-4357.

Course Calendar & Deadlines (schedule is subject to change for the Student's benefit)

Date	Details and Deadlines
Mid Semester	Deadline to submit the paper for early consideration with an opportunity to incorporate formative feedback before the assignment deadline.

Final Friday of Semester	Deadline to submit PLTW® CTI documents for any given semester
Thursday Following End of Semester	Grade Reports and Transcripts available (see note below)

Note: grade report and transcript requests will not be honored while the student account has a balance due; all tuition and fees must be paid prior to transcripts being issued. A hold will be placed on the student's account until this requirement is satisfied.