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: Summer 2020, Fall 2020, and Spring 2021
Number of credit hours\(^1\): 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.

Course prerequisites, co-requisites, and other restrictions: none

INSTRUCTOR INFORMATION
Instructor: Dr. Bart Washer
Office location: Lovinger 4102
Office phone: 660-543-4580
Faculty availability– face to face and online: By appointment only, please email for assistance
University email address: bwasher@ucmo.edu

Office Professional Contact: Rachel Clements
Office location: Lovinger 4101
Office phone: 660-543-4452
University email address: elements@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.

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\(^1\) 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. 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. Students will reflect on their successfully-completed PLTW® CTI training(s)
3. Students will document their PLTW® CTI training(s) by completing a graduate-level term paper, department and university-specific requirements consistent with a department-approved style guide (APA, 6th or 7th Ed.).
4. Students will be able to discuss 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. The PLTW® implementation plan includes but is not limited to outlining 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 Summer PLTW CTI course application. Please visit our Graduate Student Application page.

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 this summer or if you are already a UCM student pursuing a graduate degree, please contact Katie Honomichl in our office of Extended Studies at honomicl@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. Bart Washer at bwasher@ucmo.edu or call (660) 543-4580.

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.

Documents may be submitted via email to the instructor (preferred) or the UCM application portal. All applications and required documents must be received by the final week of 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 instructor to bwasher@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)

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:

<table>
<thead>
<tr>
<th>Components</th>
<th>Documentation Required</th>
<th>Weight of Component</th>
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<tbody>
<tr>
<td>1. Successfully Completing</td>
<td>Per the “Required Materials” section in this Syllabus</td>
<td>Required</td>
</tr>
<tr>
<td>PLTW® CTI</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Successfully Completing all</td>
<td>Per the “Required Materials” section in this Syllabus</td>
<td>Required</td>
</tr>
<tr>
<td>UCM Enrollment Requirements</td>
<td></td>
<td></td>
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<tr>
<td>3. UCM Graduate Term Paper</td>
<td>Per Assignment Sheet / Paper Rubric</td>
<td>100% of Points for CTE 5000</td>
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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 – Third Floor on the UCM campus. For more information, contact:

   The Learning Commons
   JCK Library 3160
   (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

To obtain a copy of their transcript, students should follow the instructions available at

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.

Technology Support:
If a student does not know, or 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/](https://www.ucmo.edu/offices/office-of-technology/)

Students seeking technical support may contact the UCM Office of Technology at [tsc@ucmo.edu](mailto:tsc@ucmo.edu) or 660-543-4357.

**TOPICAL OUTLINE OF THE COURSE**

*this schedule is subject to change*

<table>
<thead>
<tr>
<th>Date</th>
<th>Details and Deadlines</th>
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<tbody>
<tr>
<td>Mid Semester</td>
<td>Deadline to submit the paper for early consideration with an opportunity to incorporate formative feedback before the assignment deadline</td>
</tr>
<tr>
<td>Final Friday of Semester</td>
<td>Deadline to submit PLTW® CTI documents for any given semester</td>
</tr>
<tr>
<td>Thursday Following End of Semester</td>
<td>Grade Reports and Transcripts available (see note below)</td>
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**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.