



University of Alabama at Birmingham

School of Education

Policy for the Recent Professional Experiences Requirement

Effective Fall Semester, 2018

Article I: Alabama State Department of Education (ALSDE) Code Requirements, 2015

Recent Experience

SUPP.NO.15-3 290-3-3-.01(43) Recent P-12 Experiences Requirement. A written policy enforced by an EPP to ensure that faculty who teach professional education courses or supervise interns and who have not been employed in a P-12 setting within the most recent five-year period spend sufficient time in P-12 schools to maintain current knowledge of what is experienced by currently employed P-12 educators.

Professional Education Courses

(39) Professional Studies. A coordinated and integrated program of courses and experiences that includes foundations, methodology, curriculum, evaluation, reading, technology, direct observation and participation in a variety of school settings, and internship. Professional studies courses are typically common to multiple disciplines or areas.

Section 1.01 Preparing for Recent P-12 Experiences

- (a) This policy applies to all faculty and adjunct instructors teaching professional education courses, including methods courses, or supervising interns who have not been employed in a P-12 setting within the most recent five-year period. Department Chairs shall communicate this policy to program faculty, adjuncts, and supervisors at the beginning of each academic year.
- (b) Effective immediately, UAB faculty and adjunct instructors who are required to complete the Recent Experience policy must clear a criminal background check through UAB no later than December 31, 2018. Faculty members who have previously cleared a criminal background check through the Alabama State Department of Education, however, will not have to complete UAB's criminal background check provided that a cleared background check is downloaded from the Alabama State Department of Education Teacher Certification Portal. There is no cost to faculty for completion of the UAB criminal background check. Background checks should be housed within the hiring department.
- (c) If faculty or adjunct instructors propose to conduct their recent professional experiences in a private school, this school must be accredited by SACS or approved in advance. A list of accredited schools is provided at: <http://www.sacscasi.org/>. For program areas that include faculty or adjunct instructors who typically would not teach in SACS-accredited sites (e.g., Early Childhood Education),

completion of these experiences may be completed at a quality site, relevant to their field as negotiated with the Department Chair.

Section 2.01 Conducting Recent P-12 Experiences

(a) Recent P-12 teaching experiences may be conducted throughout the year (May 15-May 14) in SACS-accredited schools, other approved sites, or during the summer in public schools. Experiences must be documented during the 12-month period from May 15 to May 14. Experiences should reflect the quality of faculty professional fields. If the experience is conducted in a private school, it must be SACS-accredited, and the faculty members are responsible for making sure that the school is on the accredited list. In unique program areas (e.g., Early Childhood Education, Educational Foundations, Educational Psychology and Research, Counselor Education, Kinesiology, and School Psychometry) where school sites may not be SACS-accredited, faculty should verify the eligibility of experiences with their Department Chair.

- i. Methods Faculty must maintain connections to P-12 schools for a total of no less than twenty hours per academic year (May 15 to May 14). At least one of those experiences must include teaching, co-teaching, guest-teaching, or conducting demonstrations in P-12 settings. All individuals designated as methods faculty are encouraged to conduct their recent teaching experiences in high-need and diverse areas, especially those that are identified as SOE partners. Faculty are encouraged to invest their time across different locations as appropriate to their major field of study and research.
- ii. Non-Methods Educator Preparation Faculty teaching a professional education course (**See Appendix A and B**) must complete at least one independent experience per academic year (May 15 to May 14) that reflect experiences in P-12 schools. Qualifying P-12 school experiences include, but are not limited to, (1) classroom observation; (2) classroom support; (3) co-teaching; (4) guest teaching; (5) conducting demonstration lessons; and (6) educational research and/or program evaluation. All individuals designated as non-methods educator preparation faculty are encouraged to conduct their recent P-12 experiences in high-need and diverse schools, especially those which are identified as SOE partner schools. Faculty are encouraged to invest their time across different locations and/or settings as appropriate to their major field of study and research.

Note: If a faculty member teaches both methods courses and professional education courses, the methods faculty documentation takes precedence.

- iii. Instructional Support Faculty and Supervisors: At the end of every academic term, instructional support faculty and supervisors will need to document qualifying experiences that ensure they are thoroughly familiar with the current professional responsibilities of P-12 practitioners in the field(s) in which they supervise interns and/or teach. The Director of

Clinical Experiences must approve all experiences for clinical supervisors of student teaching. Department Chairs must approve experiences for all additional instructional support faculty and supervisors.

Section 3.01 Documenting Recent P-12 Experiences

(a) All Methods Faculty, Educator Preparation Faculty, and Instructional Support Faculty and Supervisors will report recent experience through the following link:

https://uab.co1.qualtrics.com/jfe/form/SV_eF2QXtAyguXo4e1

Reported information will be used for the following purposes: CAEP accreditation, ALSDE reports, annual evaluations, individual faculty reports of teaching and service, eligibility for rehire, and reports for other entities.

Annual and Term Reporting deadlines are as follows:

Methods Faculty: Each year on or before May 14

Educator Preparation Faculty: Each year on or before May 14

Instructional Support Faculty and Supervisors: On or before the last day of the contracted academic term for either (1) adjunct teaching of a professional education course; or (2) supervision of an internship or practicum. Instructional support faculty need to complete only one qualifying experience over the course of the annual reporting cycle (May 15-May 14). Failure to report recent experience will result in the withholding of your final employment compensation payment.

Section 4.01 Definitions

Methods Faculty members are those who teach School of Education courses pertaining to pedagogy (e.g., the word methods would probably be in the course title). This methods faculty designation also includes adjunct faculty, faculty in the Arts and Sciences who teach methods courses, and field supervisors of interns in a teaching field.

Non-Methods Educator Preparation Faculty are full-time faculty or instructors who teach a School of Education professional education course.

Instructional Support Faculty and Supervisors include adjuncts, clinical supervisors and internship supervisors of educator preparation programs. Instructional support faculty and supervisors are encouraged to conduct their recent shadowing experiences in high-need and diverse areas, especially those which are identified as SOE partner schools.

Appendix A

Methodology for Professional Education Course Selection

Professional Education Courses are defined in the following section of the Alabama State Department of Education CODE:

SUPP.NO.15-3 290-3-3-.01(39) Professional Studies. A coordinated and integrated program of courses and experiences that includes foundations, methodology, curriculum, evaluation, reading, technology, direct observation and participation in a variety of school settings, and internship. Professional studies courses are typically common to multiple disciplines or areas.

Affected courses are identified annually according to the following **approved checklist** criteria:

- Class B Early Childhood, Elementary, Music Education, Physical Education, and Secondary: All courses listed under “Professional Studies” AND “Methods*” found under “Teaching Field.”
- Class Alt A Art Education, Early Childhood Special Education, Elementary Education, English as a Second Language, Music Education, Secondary Education, Special Education, and World Languages: At least ONE course found under (1) Curriculum; (2) Methods of Teaching*; (3) Diverse Populations; (4) Literacy; (5) Professionalism; (6) Using Assessment Data to Improve Student Learning; (7) Survey of Special Education Coursework; and (8) Internship.
- Class Alt A Physical Education: Courses listed under “Teaching Field” with direct P-12 content alignments.
- Class A Early Childhood and Elementary Education: Courses found on p. 1 under “Teaching Field” AND “Additional Courses.”
- Class A Art Education, Music Education, Reading, and Physical Education: All courses listed under “Teaching Field” AND at least ONE courses listed under “Additional Requirements.”
- Class A Secondary Education: All courses listed under “Curriculum and Instruction” AND “Survey of Special Education Coursework.”
- Class A School Counseling and School Psychometry: All courses listed under “Instructional Support Area.”
- Class A Early Childhood Special Education and Special Education: All courses listed under “Teaching Field.”
- Class A Instructional Leadership: All courses listed under “Instructional Leadership Courses” AND “Practicum.”
- Class AA Early Childhood and Elementary Education: All courses listed under (1) Teaching Field; (2) Diversity; (4) Research; (5) Survey of Special Education Coursework; and (6) Other Required Courses.

- Class AA Special Education: All courses listed under “Teaching Field” AND at least ONE course listed under “Additional Courses.”
- Class AA Secondary Education: At least ONE course found under: (1) Curriculum and Instruction; (2) Diversity; (3) Research Sequence; and (4) Survey of Special Education Coursework.
- Class AA Physical Education: At least ONE course found under each the following checklist headings: (1) Teaching Field; (2) Diversity; (3) Research Sequence; and (4) Survey of Special Education Coursework.
- Class AA Instructional Leadership: All courses listed under “Instructional Support Area” AND “Practicum.”

***Methods courses are a sub-set of professional education courses. Methods Faculty are those who teach identified methods courses found in Appendix B.**

Appendix B

2018-2019 Professional Education Courses*

Methods Courses (Methods Faculty ONLY)

ECT 523	EHS 327	KIN 311
ECT524	EHS 436	KIN 320
ECT 623	EHS 438	KIN 489/589
ECT 624	EHS 466	MU 432
	EHS 468	MU 433
EEC 402	EHS 535	MU 462
EEC 412	EHS 536	MU 463
EEC 413	EHS 537	MU 531
EEC 414	EHS 538	MU 532
EEC 502	EHS 539	MU 562
EEC 505	EHS 565	
EEC 506	EHS 566	
EEC 512	EHS 567	
EEC 513	EHS 568	
EEC 514	EHS 611	
	EHS 614	
EESL 530/630		

Professional Education Courses (Non-Methods Educator Preparation Faculty)

	ECG 638	
ECE 491	ECG 695	
ECE 691		
		EDR 421/521
ECG 612		EDR 442
ECG 620	EDA 680	EDR 540
ECG 621	EDA 690	EDR 543
ECG 623		EDR 551
ECG 624		EDR 650
ECG 626		EDR 652
ECG 627	EDC 732	EDR 653
ECG 628	EDC 720	EDR 654
ECG 630	EDC 711	EDR 655
ECG 697	EDC 707	EDR 659
	EDC 706	EDR 690
ECT 522	EDC 655	
ECT 525	EDC 695	EDU 200/500
ECT 526		
ECT 527		
ECT 530	EDF 362	
ECT 554	EDF 600	
ECT 555	EDF 602	
ECT 620		
ECT 621	EDL 601	
ECT 622	EDL 602	
ECT 625	EDL 603	
ECT 626	EDL 604	
ECT 627	EDL 605	EEC 490
ECT 628	EDL 606	EEC 491
ECT 654	EDL 607	EEC 540
ECT 655	EDL 608	EEC 610
	EDL 609	EEC 612
ECY 300/600	EDL 610	EEC 621
ECY 538	EDL 611	EEC 625
ECY 539	EDL 612	EEC 650
ECY 635	EDL 613	EEC 660
ECY 636	EDL 717	EEC 670
ECT 637	EDL 718	EEC 674
ECT 638	EDL 719	EEC 690
ECT 639	EDL 727	EEC 691
ECT 689	EDL 728	EEC 692
	EDL 731	EEC 694
	EDL 732	EEC 695
	EDL 746	

EESL 690		KIN 495
EESL 680	ESP 627	KIN 509
EESL 657	ESP 628	KIN 511
EESL 640		KIN 523
EESL 625	ESP 689	KIN 636
EESL 615		KIN 643
EESL 613		KIN 647
EESL 613	EPR 363	KIN 649
EESL 612	EPR 411/511	KIN 693
EESL 610	EPR 510	KIN 696
EESL 590	EPR 590	KIN 715
EESL 589	EPR 594	KIN 726
EESL 540	EPR 596	KIN 729
EESL 530	EPR 608	
EESL 512	EPR 614	
	EPR 688	
EHS 690		
EHS 651		
EHS 615		
EHS 556		
EHS 539		
EHS 497/597		
EHS 490		
EHS 489		
EHS 470		
EHS 456		
EHS 430		
EHS 427		
EHS 426		
EHS 425		
EHS 326		
EHS 325		
EHS 126		
EHS 125		
EMU 490		
EMU 499		
EMU 690		

***Courses reviewed and updated annually based on the methodology outlined in Appendix A.**