

**ECE 1100 Introduction to Early Childhood Education**  
**Term, 20XX**  
**DAYS, TIME**  
**3 credit hours**

**Instructor:**                    **First Name Last Name**  
**Department:**                **Child and Family Education**  
**Division:**                    **Liberal Arts, Communication and Social Sciences**  
**Course Email:**              **Firstname.lastname@sinclair.edu**  
**Mailbox:**                    **Building 16 Mailroom**  
**Phone:**                      **937-XXX-XXXX**  
**Office Location:**          **X-XXX**  
**Office Hours**  
**Classroom**                    **X-XXX**

**Course Description:**

Professional issues in the field of Early Childhood Education. Review of related historical and current trends. Review of types of programs of early education and care. Center observation required.

**Course Prerequisites:** Academic Reading, Foundations of Paragraph Writing

**Course Co-requisite:** ECE 1101 Introduction to Child Development

**Course Outcomes**

1. Demonstrate professional growth by utilizing information literacy skills to locate and use appropriate literature, organizations, and resources related to early childhood education.
2. Describe professionalism in the field of early childhood education.
3. Describe characteristics of quality programs of early education and care for young children.
4. Describe the influence of historical pioneers and events in the field of early childhood education.
5. Identify current trends and issues related to diverse families and communities and describe the impact on the field of early childhood education.

## **Course Outline**

1. Professionalism
2. Information literacy skills for professional growth and development
3. Historical pioneers and events
4. Theories
5. Current trends and issues
6. Characteristics of quality programs of early education and care
7. Program models in early education and care for children birth through age five
8. Multiculturalism
9. Technology and young children
10. Legislation impacting Early Childhood Education

## **Required Reading**

1. Morrison, G. S. (2014). *Fundamentals of Early Childhood Education*, (7<sup>th</sup> ed.). Boston, MA: Pearson.
2. Early Learning and Development Standards (ELDS), Ohio, Department of Education Center for Students, Families and Communities. Columbus, OH: 2012.  
<http://earlychildhoodohio.org/elds.php>
3. State of Ohio Child Day Care Licensing Laws. Copies will be distributed in class.  
<http://codes.ohio.gov/oac/5101%3A2-12>
4. Class handouts and external links available at the course website.

**Assignments (edit as needed)**

<b>Assignment</b>	<b>Due Date</b>	<b>Points</b>	<b>My Points</b>	<b>Related Course Outcomes</b>
<b>MAP assignment</b>	Week 10	2		
<b>Historical Contributions</b>	Week 6	15		2,3
<b>Information Literacy</b>	Week 10	10		2,4,5
<b>Center Observation</b>	Week 14	10		1,3
<b>Quality Factors</b>	Week 15	15		1,2,3,5
<b>In-class work</b>	All semester	8		1-5
<b>Test 1</b>	Week 4	10		1-5
<b>Test 2</b>	Week 8	10		1-5
<b>Test 3</b>	Week 12	10		1-5
<b>Test 4</b>	Week 16	10		1-5
<b>Total Points</b>		<b>100</b>		

ECE Grading Scale: Note ECE students must attain a “C” or better in all courses.

<b>Grade</b>	<b>Quality Points</b>	<b>Percentage</b>	
A	Excellent	4	90 - 100%
B	Good	3	80 - 89%
C	Average	2	70 - 79%
D	Passing	1	60 – 69%
F	Failure		

**Important Dates (copy and paste from sinclair website)**

**Campus Close Dates:**

Fall 2015	FULL TERM Aug 24–Dec 13	A TERM Aug 24–Oct 18	12-WEEK TERM Sep 21–Dec 13	B TERM Oct 19–Dec 13
<b>On-time registration begins April 20</b>				
On-time registration ends	Aug 17	Aug 17	Sep 16	Oct 14
Payment due for on-time registration by 7 p.m.	Aug 17	Aug 17	Sep 16	Oct 14
Late registration	Aug 18–23	Aug 18–23	Sep 17–20	Oct 15–18
Golden Age and audit registration	Aug 18–21	Aug 18–21	Sep 17–18	Oct 15–16
Classes begin	Aug 24	Aug 24	Sep 21	Oct 19
Last day to withdraw with refund and without record	Aug 31	Aug 28	Sep 28	Oct 23
Last day to withdraw	Nov 20	Oct 6	Nov 26	Dec 1
Classes end	Dec 13	Oct 18	Dec 13	Dec 13

**Campus Close Dates:**

**Sep 7:** Labor Day holiday—all campuses closed

**Nov 11:** Veterans' Day holiday—all campuses closed

**Nov 25:** Thanksgiving holiday—all campuses close at 5 p.m.; classes beginning at 5 p.m. and later do not meet

**Nov 26–27:** Thanksgiving holiday—all campuses closed

**Dec 21–25:** Holiday Break—all campuses closed

**Note:** Eligibility for Disability Services

(937) 512-5113 (voice) | (937) 512-3096 (TTY) | (937) 512-4521 (fax) | [disabilities@sinclair.edu](mailto:disabilities@sinclair.edu) Room 10421

Qualified individuals with disabilities who produce required documentation of their disability and self-identify their need for accommodations are eligible for disability services. Contact your Disability Services Counselor so they can fill out a Self-Identification (Self-ID) form which is evidence of your eligibility for accommodations. When requesting classroom and/or testing accommodations from your instructors, a Self-ID form must be presented to each instructor for each class you are enrolled. It is best to make an appointment with your instructor to inform them of the accommodations you need. Request classroom and testing accommodations in a timely manner from faculty (at least one week in advance).

**ECE 1100**  
**Tentative Weekly Schedule**  
*(edit to include dates if desired)*

<b>DATE</b>	<b>TOPIC</b>	<b>Assigned Reading And Due Dates</b>
Week 1	Introduction to Course Requirements You and Early Childhood Education	Handouts Chapter 1
Week 2	NAEYC Code of Ethical Conduct	NAEYC Code of Ethical Conduct Handouts
Week 3	Early Childhood Education Today <b>Introduce Historical Contributions Assignment</b>	Chapter 2
Week 4	History and Theories <b>TEST 1</b>	Chapter 3 <b>Test 1 (Chs. 1,2,3, and handouts)</b>
Week 5	Infant and Toddler Development	Chapter 7
Week 6	Preschool Child Development	Chapter 8 <b>Historical Contributions Assignment Due</b>
Week 7	Teaching and Learning	Chapter 6
Week 8	<b>LRC Information Literacy field trip TEST 2</b>	<b>Test 2 (Chs. 6,7,8)</b>
Week 9	Teaching with Standards <b>Introduce Center Observation</b>	Chapter 5
Week 10	Ohio Day Care Licensing Rules Step-Up-To Quality Initiative Ohio Early Learning Development Standards	Handouts <b>Info Literacy Due MAP Assignment Due</b>
Week 11	Implementing Early Childhood Programs <b>Introduce Quality Factors Group Assignment</b>	Chapter 4
Week 12	<b>TEST 3</b> Inclusion in ECE	<b>Test 3 (Chs. 4,5, and licensing)</b> Chapter 11
Week 13	Parents, Families, and the Community	Chapter 13
Week 14	Guiding Children	Chapter 12 <b>Center Observation Due</b>
Week 15	<b>Presentations</b>	<b>Group Quality Factors Presentations</b>
Week 16	<b>TEST 4: Finals Week</b>	<b>Test 4 (Chs. 11,12,13)</b>

## **Course Policies and Procedures**

### **Written Communication Standards and Procedures**

Proper written communication is a vital professional skill. All written course work must include Standard English practice. These include: spelling and punctuation, capitalization, sentence and paragraph structure, grammar, clarity of expression and organization. The assignment grade will reflect the student's use of Standard English practice.

### **Assignment Format and Standards**

Assignments not turned in on the designated date during the class will receive a reduction of 10% of the assignment points per day beginning that day. Assignments more than one week past the due date will not be accepted. No assignments will be accepted after the last day that the class is scheduled to meet on the last week of the semester. Assignments must be typed, double-spaced, APA, 12-point font and printed as a hard copy unless otherwise noted on syllabus. Assignments must be presented in a folder or stapled with a cover sheet. 10% of the assignment points will be deducted for assignments that are not presented as required. Assignments should not be emailed to instructor unless requested by the instructor. Students are responsible for reading the text, or other assignments prior to class. Students are expected to spend an adequate amount of time preparing for class. A general "rule of thumb" is that for every one hour you spend in class, you should spend a minimum of two hours studying.

### **Test Policies**

Tests must be taken on the scheduled day. Qualified individuals with disabilities MUST make an appointment with their instructor(s) to submit the paperwork for special accommodations. In the event of an emergency, the student must contact the instructor on the test day to discuss make up options. Make up tests are up to the instructor's discretion. If granted, makeup tests must be taken at the Testing Center within one week. Tests given the last week of class must be made up within 48 hours of the test date so that test can be graded and final grade submitted. The Testing Center is located in Room 10445. The telephone number is 512-3076.

### **Statement on Plagiarism**

Academic integrity must be maintained at all times. Academic integrity requires that the work you submit to your instructor is your own and that you neither seek nor offer improper assistance on your assignments. This means not asking others for significant assistance, or using other's work, in part or in whole, to submit as your own. It also means declining when someone asks you to provide substantial assistance or electronic/paper copies of your work.

No form of plagiarism (the intentional or unintentional presentation of someone else's words, ideas or data as one's own work) or cheating (an act of deception in which a student represents mastery of information that he/she has not mastered) will be tolerated.

### **Attendance and Participation**

Attendance and punctuality are important skills in the college classroom as well as the workplace. Attendance will be taken at the beginning of each class. If a student is late to class, this will be noted on the attendance form. Students are expected to remain in class the full class period. Students' early exit will be noted on the attendance. If a student is absent for more than the equivalent of two weeks (2 days for once a week classes, 4 days for twice a week classes), the final grade may be lowered one grade. Chronic tardiness or early exit will be noted and may also affect the final grade. The student should assume the responsibility of contacting the instructor if the student will not be attending class. It is also the responsibility of the student to contact the instructor for any materials missed during class. The instructor will provide these materials, but will not individually re-teach the class. Participation will be evaluated upon using the following criteria: peer interaction in group assignments, and oral and written communication in the form of questions, comments and responses. It is expected that each student will follow the student code of conduct during class. Cell phones should be turned off during class. Computer use should only be related to current in-class assignments.

### **Incomplete Grades**

An "I" grade can only be given if the student:

1. Has been attending regularly up to the last withdrawal date.
2. Has completed all the requirements up to the withdrawal date.
3. Has a passing grade on all work.
4. Has a documented, legitimate, verifiable reason for being unable to complete the course.

The student must contact the instructor before the last class. Incomplete grades cannot be given unless the student meets all of the criteria. An incomplete grade cannot be given after the grades are turned in to the Registrar's Office. Students are recommended to contact their instructor if they are going to be absent or if there are extenuating circumstances that might affect their attendance or completion of assignments.

### **Attendance Verification Forms**

Students may need verification of their class attendance for various reasons, such as financial aid, Sinclair athletics, academic probation, etc. A student who requires an instructor's verification of attendance for any internal or external documentation for eligibility or benefits may present the form with the instructor at the end of a class meeting. The instructor will complete the form and return the form to the student at the end of the next class meeting. It is the student's responsibility to provide the document within this frame of time. Attendance will be verified in accordance with the instructor's class attendance sheet.