BOROUGH OF MANHATTAN COMMUNITY COLLEGE
City University of New York
Teacher Education Department

Title of Course: ECE 110.092S Fieldwork Seminar	Class hours: 2 Lab hours: 2 **Seminar hour:** 1
Semester: Fall 2020	**Instructor Information:** Name: Jen Longley, Ed.D.

Day/Time: Synchronous Zoom sessions Monday 9:30 AM-10:15 AM
           Asynchronous work on BMCC Open Lab
	Office hours: Tuesday 7:30-9 PM
	           Thursday 9:30-11 AM

Credits: 0 credits - Co-requisite with ECE 110 Lecture	Phone: 212/220-1321 (office) 917/318-3133 (cell) Email: jlongley@bmcc.cuny.edu

FIELDWORK SEMINAR
Students complete the required 15 hours of fieldwork for ECE 110 by enrolling, attending and participating in this fieldwork seminar. **The fieldwork seminar will be held for eight sessions of the semester***. The ECE 110 fieldwork seminar is graded pass/fail based on participation in required class activities. NOTE: Any student who fails the fieldwork seminar AUTOMATICALLY fails the entire ECE 110 course, regardless of your earned grade in the lecture portion of ECE 110.

This course will help to develop your professional identity as an early childhood educator. An important component of your professionalism includes being engaged, both on the college campus and in the early childhood classroom.

*Course Format
Our class will be synchronous and asynchronous. Synchronous means that we will meet regularly as a group. Our synchronous sessions will be held on Mondays, beginning at 9:30 AM until ~10:15 AM, using Zoom video conferencing. This is the link to our Zoom sessions:
ECE 110 Seminar Zoom Sessions
https://bmcc-cuny.zoom.us/j/7550991402
Meeting ID: 755 099 1402
1(929)205-6099 then enter Meeting ID 7550991402#

Asynchronous means you will complete the work assigned independently outside of our Zoom sessions. Our section of ECE 110-Seminar will be housed on BMCC's Open Lab. Open Lab is a web-based platform that is an alternative to Blackboard. All course materials and activities will occur on BMCC's Open Lab. Join BMCC's Open Lab by logging on (https://openlab.bmcc.cuny.edu/) and creating a profile. Once you are a member of Open Lab, join our class. You can access our class here (https://openlab.bmcc.cuny.edu/ece-110-seminar-section-092-fall-2020-jen-longley/). We will use Blackboard for 2 functions: 1) to submit assignments for ECE 110-Seminar, and 2) to view your scores for ECE 110-Seminar on the Grade Center.

Class Participation
Participation in the academic activity of each course is a significant component of the learning process and plays a major role in determining overall student academic achievement. Academic activities may

include, but are not limited to, attending class, submitting assignments, engaging in in-class or online activities, taking exams, and/or participating in group work. Each instructor has the right to establish their own class participation policy, and it is each student's responsibility to be familiar with and follow the participation policies for each course.

BMCC is committed to the health and well-being of all students. It is common for everyone to seek assistance at some point in their life, and there are free and confidential services on campus that can help.

Single Stop www.bmcc.cuny.edu/singlestop, room S230, 212-220-8195. If you are having problems with food or housing insecurity, finances, health insurance or anything else that might get in the way of your studies at BMCC, come by the Single Stop Office for advice and assistance. Assistance is also available through the Office of Student Affairs, S350, 212-220- 8130.

Counseling Center www.bmcc.cuny.edu/counseling, room S343, 212-220-8140. Counselors assist students in addressing psychological and adjustment issues (i.e., depression, anxiety, and relationships) and can help with stress, time management and more. Counselors are available for walk-in visits.

Office of Compliance and Diversity www.bmcc cuny.edu/aac, room S701, 212-220-1236. BMCC is committed to promoting a diverse and inclusive learning environment free of unlawful discrimination/harassment, including sexual harassment, where all students are treated fairly. For information about BMCC's policies and resources, or to request additional assistance in this area, please visit or call the office, or email olevy@bmcc.cuny.edu, or twade@bmcc.cuny.edu. If you need immediate assistance, please contact BMCC Public safety at 212-220-8080.

Office of Accessibility www.bmcc.cuny.edu/accessibility, room N360 (accessible entrance: 77 Harrison Street), 212-220-8180. This office collaborates with students who have documented disabilities, to coordinate support services, reasonable accommodations, and programs that enable equal access to education and college life. To request an accommodation due to a documented disability, please visit or call the office.

BMCC Policy on Plagiarism and Academic Integrity Statement
Plagiarism is the presentation of someone else's ideas, words or artistic, scientific, or technical work as one's own creation. Using the idea or work of another is permissible only when the original author is identified. Paraphrasing and summarizing, as well as direct quotations, require citations to the original source. Plagiarism may be intentional or unintentional. Lack of dishonest intent does not necessarily absolve a student of responsibility for plagiarism. Students who are unsure how and when to provide documentation are advised to consult with their instructors. The library has guides designed to help students to appropriately identify a cited work. The full policy can be found on BMCC's Web site, www.bmcc.cuny.edu. For further information on integrity and behavior, please consult the college bulletin (also available online).

EPORTFOLIO AND ACADEMIC PORTFOLIO ARTIFACTS

This semester, you will begin working on your electronic portfolio (e-Portfolio), which is a required record of your preparation in early childhood education at BMCC. In this fieldwork seminar, you will 1) claim and set up your personal e-Portfolio account, 2) upload your Professional Development Plan

Use of Technology
This semester, you will use Blackboard, Open Lab, and add to your e-portfolio. For support with:
- Blackboard, Open Lab or your e-Portfolio, you can contact me or the e-Learning Center in S-510a, at (212) 220-1243 or elearning@bmcc.cuny.edu
- Internet connectivity or access to technology, contact BMCC's Student Affairs Office at studentaffairs@bmcc.cuny.edu, put in the subject the issue you are experiencing.
- Your BMCC email, CUNY First account, and troubleshooting other technical issues, contact BMCC's Service Desk in S141, at 212/ 220-8379 or servicedesk@bmcc.cuny.edu

REQUIRED READINGS (available on Open Lab):
1. ECE Program Handbook
2. National Association for the Education of Young Children (NAEYC) Code of Ethics
3. New York Early Childhood Professional Development Institute (PDI) Pathway Guide to NY Early Childhood Teacher Certification
4. ASPIRE Registry brochure

EVALUATION & COURSEWORK REQUIREMENTS OF STUDENTS:

Coursework Requirements		How Grades are Determined	
		Grade	**Earned Points**
Class participation in ECE 110-S Zoom Sessions	1 point	A	
Completing Modules on Open Lab	1 point	A-	
Site Visit Chart	1 point	B+	
Professional Development Plan	1 point	B	
Creating an E-Portfolio & ASPIRE Registry Profile	1 point	B-	
TOTAL	5 points	C+	
--		C	4-5
This Seminar is Pass/Fail.		C-	
You must pass the ECE 110-Seminar in order to pass ECE 110.		D+	
You must earn 4 points in order to pass ECE 110-Seminar.		D	3
		D-	
		F	2 or fewer

NOTE: In order to progress to the 200-level courses in the ECE sequence you must 1) pass ECE 110-Seminar, and 2) earn a grade of "C" or better in ECE 110-Lecture.

COMMUNICATING WITH JEN
My office hours will be held on Zoom on:
- Tuesday 7:30-9 PM
- Thursday 9:30 -11 AM

Use the following links to join my office hours:

https://bmcc-cuny.zoom.us/j/7550991402

Meeting ID: 755 099 1402

1(929) 205-6099

My goal is to support your success! In addition to my office hours, I am available:
     1) via my cell phone at 917/318-3133, for voice call, text, What's App, and/ or FaceTime;
     2) by email at jlongley@bmcc.cuny.edu;
     3) on the Remind app, please find instructions on how to join the Remind app on Open Lab, in the "About this Class" menu item under "Instructor: Jen Longley".

I typically respond to emails or messages within 12 hours, so if I have not responded to you by then, please reach out again. I aim to provide feedback on student work within 7 days after it has been submitted.

If any issue is preventing you from fully demonstrating your abilities, please speak to me as soon as possible! We can discuss accommodations to facilitate your educational opportunities. I want you to be successful!