**Syllabus:** Internship

**Course Number:** CDEC 2387

**Semester & Year:** Fall 2025 (16 Weeks)

**Instructor Information**

Name: Dana L. Strickland  
 Office: “G” – Social Sciences

Telephone: (903) 823-3224  
 E-mail: dana.strickland@texarkanacollege.edu  
 Office Hours: Mondays: 9:00-9:30; 12:30-1:30; 4:00-5:00

Tuesdays: 10:00-11:00; 3:00-5:00

Wednesdays: 9:00-9:30; 12:30-1:30

Thursdays: 10:00-11:00; 12:30-2:30

Course Description

|  |
| --- |
| An experience external to the college for an advanced student in a specialized field involving a written agreement between the educational institution and a business or industry. Mentored and supervised by a workplace employee, students achieve objectives that are developed and documented by the college and directly related to specific occupational outcomes. This may be a paid or unpaid experience. |

Student Learning Outcomes

|  |
| --- |
| 1. Students will gain hands-on experience working with children in a licensed facility. 2. Students will gain hands-on experience of physical, cognitive, social, and emotional development of children. 3. Students will learn about and implement proper teaching activities/techniques. |

Resources

|  |  |
| --- | --- |
| ***T******exts:*** | No textbook is currently required for this course. |
| ***Outside readings:*** | Moodle assignment/articles |
| ***Classroom supplies:*** | Reliable internet and resources for completing teaching activities and the required bulletin board |

Course Policies

|  |
| --- |
| Physical attendance is REQUIRED each Monday (Refer to the course schedule) from 5:00 until 6:00 p.m. Whether a physical class meeting is scheduled or not, Moodle assignments (weekly) will be open each Monday and will close each Sunday at Midnight. A student is responsible for that week’s online assignments whether they are physically present or not. Again, please refer to the course schedule for specific deadlines, assignments, and class meetings.  **Make-up Work Policy**: Each student in this course may request TWO total extensions on any Moodle assignments that they do not submit by the weekly deadline – This does NOT include redoing an assignment in order to make a higher grade. To request an extension, a student must EMAIL the professor and be specific! A new deadline will then be granted to the student for completing an assignment. Failure to comply with this new individual deadline will still count as ONE of your TWO total extensions. No extensions can be granted ON or AFTER Monday, December 1st! Please allow at least ONE WEEK for late work to be adjusted and posted and please do NOT email your professor questioning when late work will be recorded – Work that is submitted on time is graded on time! |

Evaluation/Grading Scale

|  |
| --- |
| Grades will be taken from online Moodle assignments, due each Sunday at Midnight. In addition to online assignments, students in this course will be required to create and present THREE hands-on and developmentally appropriate teaching activities and ONE hands-on/interactive bulletin board. There will also be 9 observations to be conducted by a site supervisor and 1 observation conducted (via Microsoft Teams) by the TC professor. These observations are worth 10 points each for a total of 100 points. The following is a breakdown of how your overall course grade will be figured:  25% - AVERAGE of all Online Moodle assignments  25% - Bulletin Board Creation and Presentation  25% - Three teaching activities (Creation and Presentation)  25% - 10 Observations  A total of 180 hours of work experience (concurrently as this course is taken) is required of each student. This can be a paid or unpaid experience and may be conducted at more than one facility if necessary. A student may observe/participate at any facility of their choosing as long as it is a licensed child care center or accredited school district. Please consult with your professor if assistance is needed in choosing a site for observing.  Additional paperwork must be submitted in order for a student to participate and receive a grade in this course. A memo of affiliation is required up front and timesheets and supervisor observations by the end-of-the-semester deadline (Monday, December 1st). If ALL online assignments, teaching activities, and the bulletin board observation have been completed by the end of the semester, a student may request an INCOMPLETE ONLY if he/she needs additional time to complete the required observation hours.  **Grading Scale**:  A: (90-100)  B: (80-89)  C: (70-79)  D: (60-69)  F: (Below 60) |

Behavioral Expectations

|  |
| --- |
| * Students are expected to attend Monday evening meetings (when scheduled) and to be on time and prepared! Students are also expected to treat one other and their professor in a respectful manner. * Scholastic dishonesty, involving but not limited to cheating on a test, plagiarism, collusion, or falsification of records with result in the student receiving and “F”. This policy applies campus wide, including the TC Testing Center, as well as off-campus classroom or lab sites, including dual credit campuses. This information can be found in the Student Handbook at <https://texarkanacollege.edu> |

Attendance Policy

|  |
| --- |
| Student Handbook: <https://texarkanacollege.edu>  Please contact your professor if you see you are going to be absent or late. Although a detailed explanation is not necessary, it is always best practice to stay in touch concerning attendance.  Students are required to attend IN-PERSON on Mondays (5:00-6:00). Failure to attend physically may result in a student being dropped from this course. |

Disability Act Statement:

|  |
| --- |
| Texarkana College complies with all provisions of the Americans with Disabilities Act and makes reasonable accommodations upon request. Please contact Tonja Blase at 903.823.3349 or go by the office of Disability Services located in the Academic Commons (library) for personal assistance.  If you have an accommodation letter from their office indicating that you have a disability, which requires academic accommodations, please present it to me so we can discuss the accommodations that you might need for this class. *It is best to request these changes at the beginning if not before the start of class* so there is ample time to make the accommodations. |

Financial Aid:

|  |
| --- |
| ***Attention!*** Dropping this class may affect your funding in a negative way! You could owe money to the college and/or federal government. Please check with the Financial Aid office before making a decision. |

**Academic Dishonesty Policy: Academic Integrity Statement**

Scholastic dishonesty, involving but not limited to cheating on a test, plagiarism, collusion, or falsification of records will make the student liable for disciplinary action after being investigated by the Dean of Students. Proven violations of this nature will result in the student being dropped from the class with an “F.”

This policy applies campus wide, including the TC Testing Center, as well as off-campus classroom or lab sites, including dual credit campuses. This information can be found in the Student Handbook at <https://texarkanacollege.edu>.

Special Announcement:

Any student who has difficulty affording groceries or accessing enough food to eat every day, or who lacks a safe and stable place to live and believes this may affect their performance in this course or ability to remain in school, is urged to contact Tonja Blasé, Director of Student Disability Services, at (903) 823-3349 for support. Furthermore, please notify the professor if you are comfortable in doing so. This will enable them to provide any resources that they may possess.

*TC does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Human Resources Director, 2500 N. Robison Rd., Texarkana, TX, 75599, (903) 823-3017,* [*human.resources@texarkanacollege.edu*](mailto:human.resources@texarkanacollege.edu)