Course Outline

CHILDHOOD STUDIES

ELCC 300
Foundations: Issues & Ethics
Winter, 2015

2 CREDITS

INSTRUCTOR: Michelle Carreiro
INSTRUCTOR: Michelle Carreiro

PHONE NUMBER: (780) 791-8968

E-MAIL: michelle.carreiro@keyano.ca

OFFICE NUMBER: 202B

OFFICE HOURS:
- Tuesday: 12:00 – 2:30 PM
- Thursday: 4:00 – 6:30 PM

HOURS OF INSTRUCTION:
- Friday: 2:00 – 3:50 PM, Room CC216

COURSE DESCRIPTION:
An exploration of the issues and ethical problems that face caregivers in the field of Early Childhood with reference to historical and philosophical influences. Skills for responsible action in resolving ethical dilemmas will be studied. Formulation of a personal philosophy of working with young children is also a focus of this course.

PRE-REQUISITE(S):
- ELCC Certificate or permission of the Program Chair

COURSE OUTCOMES:
The student will be able to:
1. Identify and discuss issues in the field of early childhood and relate them to your own professional work.
2. Recognize the historical and/or theoretical sources of current issues.
3. Demonstrate how a code of ethics underlies our responses to the ethical issues that arise in our work with children and families and in our responsibilities as advocates for children.
4. Continue to articulate a personal philosophy of working with young children by clarifying your personal position and taking action on an issue of concern.
5. Demonstrate an understanding of the Day Care Act of Alberta

REQUIRED RESOURCES:

Feeney, S. & Freeman, N.K. (2012) Ethics and the early childhood educator:
Using the NAEYC Code. Washington, DC: NAEYC.
MOODLE

Go to http://ilearn.keyano.ca

This course is supported through Moodle. Assignments, readings and handouts will be posted on Moodle. Login information will be provided by your instructor. For further instructions please see the Moodle handout.

EVALUATION:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Day Care Act attendance and activity</td>
<td>20%</td>
</tr>
<tr>
<td>Professional Portfolio (8 parts, 10% each)</td>
<td>80%</td>
</tr>
</tbody>
</table>

PERFORMANCE REQUIREMENTS:

Course assignments have set due dates to manage both instructor and student workloads. Changes to due dates may occur to adjust overall student workload based on class consensus.

The Department policy (revised 2005) regarding student evaluation states that:

- Assignments are to be submitted in class on their respective due dates. If a student is absent from class, the assignment will be considered late.
- Individual extensions require students to contact and ask permission from the instructor prior to the assignment due date. In addition, a signed request for extension, including the extenuating circumstances must be submitted at that time or as soon as possible.
- For assignments that are late without written permission:
  - a grade will be deducted for assignments up to 3 days late. e.g. a B assignment will become a B-
  - an additional grade will be deducted for assignments that are 4 – 7 days late; ie: An assignment with a grade of B now becomes a C+
  - no assignments will be accepted after 1 week past the due date.
- **No assignments will be accepted after the beginning of the class on final date of the course. The final due date for this course is April 24, 2015**
- Since final exams are not a component of ELCC or EA courses and because learning is participatory, attendance and participation are part of the course grade. 80% attendance and word-processed assignments when required by the instructor, are necessary to achieve a final grade of B or higher in ELCC and EA courses.
- A grade of B on an assignment recognizes that the student has met the basic requirements and knows the applicable content thoroughly enough to be able to apply it. A grade of less than B brings attention to the student that there are gaps in understanding the content and skills required for that assignment. Students should use the criteria for assignments to guide assignment work.
- A grade of B+ or higher acknowledges excellence in quality and quantity of work. The student’s assignment is above the basic requirements.
Students who do not complete all the required work should not expect to pass the course. 
_Students should consult:_

[http://keyano.ca/current-students/students/exams](http://keyano.ca/current-students/students/exams)

**GRADING SYSTEM:**

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Description</th>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>Excellent</td>
<td>4</td>
</tr>
<tr>
<td>A</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>A-</td>
<td></td>
<td>3.7</td>
</tr>
<tr>
<td>B+</td>
<td>Good</td>
<td>3.3</td>
</tr>
<tr>
<td>B</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>B-</td>
<td></td>
<td>2.7</td>
</tr>
<tr>
<td>C+</td>
<td>Satisfactory</td>
<td>2.3</td>
</tr>
<tr>
<td>C</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>C-</td>
<td></td>
<td>1.7</td>
</tr>
<tr>
<td>D+</td>
<td>Minimal Pass</td>
<td>1</td>
</tr>
<tr>
<td>D</td>
<td></td>
<td>1.3</td>
</tr>
</tbody>
</table>

Students intending to transfer to other institutions require a ‘C-’ as a minimum grade. Transfer information on each course is available at the [Alberta Council on Admission and Transfers](http://www.acat.ab.ca).

**IMPORTANT DATES:**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>January 1</td>
<td>College Close (New Year’s Day)</td>
</tr>
<tr>
<td>January 5</td>
<td>Winter semester begins for academic programs</td>
</tr>
<tr>
<td></td>
<td>Winter semester fees due</td>
</tr>
<tr>
<td>January 12</td>
<td>Winter late fee applied</td>
</tr>
<tr>
<td>January 16</td>
<td>Last day to drop academic programs</td>
</tr>
<tr>
<td>February 13</td>
<td>Last day to drop with 50% refund</td>
</tr>
<tr>
<td>February 16</td>
<td>College Closed (Family Day)</td>
</tr>
<tr>
<td>February 23 – February 27</td>
<td>Reading Week, No classes for academic programs</td>
</tr>
<tr>
<td>March 30</td>
<td>Last day to withdraw (Grade of W, 0% refund)</td>
</tr>
<tr>
<td>April 3</td>
<td>College closed (Good Friday)</td>
</tr>
<tr>
<td>April 6</td>
<td>College closed (Easter Monday)</td>
</tr>
<tr>
<td>April 24</td>
<td>Last day for Childhood Studies Classes</td>
</tr>
<tr>
<td>May 8</td>
<td>Convocation</td>
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COLLEGE POLICIES

Equality, Equity and Respect
The Keyano College is committed to providing an environment of equality, equity and respect for all people within the College community. All members of this community are considered partners in developing teaching and learning contexts that are welcoming to all. Faculty, staff, and students are encouraged to use inclusive language to create a classroom atmosphere in which students' experiences and views are treated with equal respect and valued in relation to their gender, ethnic and cultural background, and sexual orientation.

Students should consult:
http://keyano.ca/current-students/individual-rights

Plagiarism and Cheating
Every student expects to be treated and evaluated fairly in a course. Plagiarism and cheating robs everyone of this right.

No student may submit words, ideas or data of another student or person as his or her own in any writing, project, assignment, quiz, electronic presentation, exam etc. Any work used that is not the student's own must be clearly cited as belonging to someone else. There are penalties for using other's work and not citing it. The Student's Rights & Responsibilities document clearly outlines these penalties and the appeal process.

- No learner can obtain information from another student during an exam.
- No learner can bring unauthorized information (paper or electronic) into an exam or quiz.
- No student can submit work done in another course for grading in this course without the written prior approval of the course instructor.
- No student can submit copyright protected or commercially produced materials as part or all of an assignment without proper citation & permission.

Student Rights & Responsibilities
Students should consult the Keyano College Credit Calendar or online at:
http://www.keyano.ca/Media/Collections/Calendars/Keyano.Calendar1112-10-full.pdf

Specialized Supports and Duty to Accommodate

Disability Support Services: Learner Assistance Program
If you have a documented disability or you think that you would benefit from some assistance from a Disabilities Counsellor, please call or visit the Disability Supports Office 780-792-5608 to book an appointment (across from the library). Services and accommodations are intended to assist you in your program of study, while maintaining the academic standards of Keyano College. We can be of assistance to you in disclosing your disability to your instructor, providing accommodations, and supporting your overall success at Keyano College.

Specialized Supports and Duty to Accommodate
Specialized Support and Duty to Accommodate are aligned with the office of Disability Support Services: Learner Assistance Program (LAP) guided by federal and provincial human rights legislation, and defined by a number of Keyano College policies. Keyano College is obligated by legislation to provide disability-related accommodations to students with identified disabilities to the point of undue hardship.
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ELCC 300
Foundations: Issues and Ethics
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2 CREDITS

_____________________________   _____________________________
Michelle Carreiro, Instructor   Date

Reviewed and approved by:

_____________________________   _____________________________
Vincella Thompson, Dean   Date