

UNIVERSITY OF NORTH ALABAMA
College of Education
Recent Professional Experience Requirement
Effective Spring Semester, 2010

Alabama State Department of Education (ALSDE) Code Requirements, August 2009

SUPP.NO.09-3 p. 256

- a) Each semester, **unit faculty** shall have a minimum of 10 clock hours of ongoing, structured, real-world experiences in P-12 school setting(s) to complement and add to their past educational experiences. An advisory committee composed of unit faculty and P-12 educators shall identify acceptable activities.
- b) Recent P-12 Experiences Requirement
 1. Faculty who teach methods courses or supervise interns for teaching field programs and who have not been employed in a P-12 setting within the most recent five-year period shall use either of two options to meet the professional experience requirement.
 - (i) Substitute teach, co-teach, or guest teach in an appropriate P-12 classroom.
 - (ii) Teach methods courses that include model lesson or demonstration lessons in P-12 schools.
 2. At a minimum, faculty who supervise interns for instructional support programs and who have not been employed in a P-12 setting in the area of instructional support within the most recent five-year period shall shadow a highly effective P-12 practitioner in the area of instructional support for at least 10 clock hours per semester. **This requirement is effective beginning spring semester 2010.**

Preparing for recent Teaching Experiences and Shadowing Experiences

1. This requirement applies to full time faculty, adjunct faculty, and supervisors who have not been employed in a P-12 setting within the most recent five-year period.
2. If faculty members propose to conduct their recent professional experience in a private school, this school must be accredited by SACS and approved in advance. A list of accredited schools is provided at: <http://www.sacscasi.org/>. Faculty members are responsible for making sure that the school is on the accredited list.

Conducting recent Teaching Experiences and Shadowing Experiences

1. Recent teaching experiences and shadowing experiences may be conducted during the academic year or summer. A total of 20 hours must be documented each year during the 12-month period (August through July of the following year). These hours do not have to be equally divided between both semesters.
2. **Methods Faculty** must teach, co-teach, guest-teach, or conduct demonstrations in P-12 settings for each term one is teaching a course that meets any of the standards for state department certification. **Definition:** Methods faculty are those who teach College of Education courses pertaining to pedagogy/methods. The 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. (It would be helpful for Alabama Report Card documentation if the teaching experiences are in high-need Title 1 or At-Risk Schools.)

3. **Unit Faculty**, for each term one is teaching a course that meets any of the standards for state department certification, 10 hours per semester is required (20 hours per year) of ongoing, structured, real-world experiences in P-12 settings. **Definition:** Unit faculty are those who teach a College of Education course (undergraduate or graduate) that is on an ALSDE checklist relating to P-12 certification and that meets state professional standards. (All individuals designated as unit faculty are encouraged to conduct their recent real-world experiences in high-need Title 1 schools.)

Definition: Real-world experiences are defined as “any experience a P-12 teacher would have as a part of his/her regular job description.” Please note that the ALSDE does not accept faculty consulting or professional development presentation in P-12 schools as activities that will meet the real-world experiences requirement. Note: If a faculty member teaches both methods courses and unit courses, the methods faculty documentation takes precedence.

4. Instructional Support Faculty and Supervisors, for each term one is teaching a course that meets any of the standards for state department certification, 10 hours per semester is required (20 hours per year from August through July) shadowing a highly effective P-12 practitioner. **Definition:** Instructional Support faculty are those who teach in Educational Leadership and Counselor Education, as well as the clinical supervisors and internship supervisors of these programs.

Documenting Recent Teaching Experiences, Real-World Experiences, and Shadowing Experiences

1. Faculty members will use the Recency Documentation Form (RDF-F) for documenting their professional experiences. Methods Faculty and the Supervisors of teaching interns will document recent teaching experience. Unit Faculty will document recent real world experiences. Instructional Support Faculty and Supervisors will document recent shadowing experiences. This information will be used for the following purposes: NCATE accreditation, ALSDE reports, and the Alabama Report Card Documentation.
2. Adjuncts and supervisors will also use the RDF for Adjuncts.(RDF-A)
3. At the end of each academic year, faculty members will submit their RDF-F to their respective department chairs. At the end of each semester (December 1 and May 1), adjunct instructors will submit the RDF-A to their respective department chairs and clinical supervisors will submit the RDF-A to the Office of Field Experiences. For ongoing reporting purposes, copies of all reports will be forwarded to the Director of Continuous Improvement and Accreditation.

Accountability

It is expected that each faculty member or supervisor will conduct the respective recent teaching experiences, real world experiences, or shadowing experiences, as this is mandated by the Administrative Code of the ALSDE. Because compliance with this requirement is a factor in the UNA College of Education for accreditation with both ALSDE and NCATE, each individual’s documentation of recent professional P-12 experiences has an impact on accreditation. Therefore, compliance is a condition of employment as outlined in the Administrative Code.