Prerequisites: GPA of at least 3.0 in graduate studies and minimum grade of B in SPHS 5314

I. Course Description:

This course will introduce students to the practice of speech-language pathology in various medical settings. By the end of the course students will demonstrate an understanding of the collaborative role of the SLP on professional teams and apply clinical ethics in decision making to medically complex patients. Students will obtain a minimum of 35 clinical clock hours at the Stanley Center for Speech and Language Disorders on the SFASU campus and/or affiliated facilities including Nacogdoches Head Start, Early Childhood Research Center, and St. Cyprian’s school. The duration of the practicum experience will extend the duration of the semester registered for the course.

Credit Hour Description:

SPHS 5324 “Clinical Practicum in Speech-Language Pathology: Clinical Management in Medical Settings” (3 credit hours) is required for all first-year students in the Speech-Language Pathology graduate program during their first spring semester. Students receive instruction as well as a supervised clinical experience at the on-campus clinics or one of its affiliated locations. Direct instruction is provided for one 50-minute meeting per week for 15 weeks and includes a 2-hour final exam during which students will be assessed on their knowledge of clinical management within the medical setting. Students have weekly podcast assignments, discussion posts related to those assignments, and a final oral presentation on patient advocacy. In addition to the course assignments, students must obtain no less than 35 direct clinical clock hours at the on-campus clinics or one of its affiliated locations. Each students’ weekly time commitment for this course includes: three hours of faculty observed client contact (minimum of 25% direct supervision for treatment and minimum of 50% direct supervision for evaluation per accreditation** guidelines), one-half hour of individual supervision meeting with faculty, one-
half hour of faculty directed professional report writing, and one 50-minute class (5.0) These activities average at a minimum six hours per week to prepare outside of classroom and clinical hours.

**The Council of Academic Accreditation of the Speech-Language Hearing Association**

This course follows a hybrid format in which we will replace half of the time we would normally spend together with thoughtful exchanges online. In our face-to-face sessions, we’ll spend the majority of our time considering more difficult concepts and learning necessary skills. In-class and out-of-class requirements are as follows:

- **In-class time (50 min. weekly):** We will have one 50-minute class each week in which we will discuss and analyze skills related to supervision.
- **In-class replacement time (50 min. weekly):** Instead of listening to me lecture for 50 minutes each week, you will read, watch, and/or listen to content on your own time in preparation for our time together. You will also take quizzes during this time.
- **Out-of-class time (~5 hours weekly):** Outside of class, expect to complete additional readings, viewings, writing assignments, and assessments.

II. Intended Learning Outcomes/Goals/Objectives (Program/Student Learning Outcomes):

**This course reflects the following core values of the College of Education:**

The mission of the Perkins College of Education is to prepare competent, successful, caring and enthusiastic professionals from diverse backgrounds dedicated to responsible service, leadership, social justice, and continued professional and intellectual development in an interconnected global society. In the Perkins College of Education, we value and are committed to:

- Academic excellence through critical, reflective, and creative thinking
- Life-long learning
- Collaboration and shared decision-making
- Openness to new ideas, to culturally diverse people, and to innovation and change
- Integrity, responsibility, diligence, and ethical behavior
- Service that enriches the community.

**This course also supports the mission of the Department of Human Services and Educational Leadership:**

The Department of Human Services & Educational Leadership prepares undergraduates and graduate students for leadership and service roles in East Texas and the global community. The department is committed to incorporation of community-based, service-learning experiences within its educational programs to maximize the advancement of students’ personal and professional development.

**This course also supports the mission of the Speech-Language Pathology Program.**
The mission of the Speech-Language Pathology Program is to prepare knowledgeable professionals committed to enhancing the quality of life of persons with communication disorders. To meet this mission, the program emphasizes the importance of scientific study, critical thinking skills, interdisciplinary collaboration, ethical principles, the responsibility to educate the public about communication disorders, and the importance of continued professional development throughout one’s career.

This course also supports the Core Objectives/Outcomes of the THECB.

- Critical thinking skills
  - To include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information

- Communication Skills
  - To include effective development, interpretation and expression of ideas through written, oral and visual communication

- Empirical and Quantitative Skills
  - To include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions.

- Teamwork
  - To include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal

- Personal Responsibility
  - To include the ability to connect choices, actions and consequences to ethical decision-making

- Social Responsibility
  - To include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities

This course addresses the following standard(s) of the Council for Clinical Certification of the American Speech-Language-Hearing Association:

- Standard I: Degree
- Standard II: Education Program
- Standard III: Program of Study
- Standard IV: Knowledge of Outcomes
- Standard V: Skills Outcomes
- Standard VI: Assessment
- Standard VII: Speech-Language Pathology Clinical Fellow
- Standard VIII: Maintenance of Certification

**Standard IV: Knowledge of Outcomes**

**Standard IV-A:** The applicant must have demonstrated knowledge of the biological sciences, physical sciences, statistics, and the social/behavioral sciences.

**Standard IV-B:** The applicant must have demonstrated knowledge of basic human communication and swallowing processes, including the appropriate biological, neurological, acoustic, psychological, developmental, and linguistic and cultural bases.
The applicant must have demonstrated the ability to integrate information pertaining to normal and abnormal human development across the life span.

Standard IV-C: The applicant must have demonstrated knowledge of communication and swallowing disorders and differences, including the appropriate etiologies, characteristics, anatomical/physiological, acoustic, psychological, developmental, and linguistic and cultural correlates in the following areas:

- Articulation
- Fluency
- Voice and resonance
- Receptive and expressive language
- Hearing, including the impact on speech and language
- Swallowing
- Cognitive aspects of communication
- Social aspects of communication
- Augmentative and alternative communication modalities

Standard IV-D: For each of the areas specified in Standard IV-C, the applicant must have demonstrated current knowledge of the principles and methods of prevention, assessment, and intervention for people with communication and swallowing disorders, including consideration of anatomical/physiological, psychological, developmental, and linguistic and cultural correlates.

Standard IV-E: The applicant must have demonstrated knowledge of standards of ethical conduct.

Standard IV-F: The applicant must have demonstrated knowledge of processes used in research and of the integration of research principles into evidence-based clinical practice.

Standard IV-G: The applicant must have demonstrated knowledge of contemporary professional issues.

Standard IV-H: The applicant must have demonstrated knowledge of entry level and advanced certifications, licensure, and other relevant professional credentials, as well as local, state, and national regulations and policies relevant to professional practice.

**Standard V: Skills Outcomes**

Standard V-A: The applicant must have demonstrated skills in oral and written or other forms of communication sufficient for entry into professional practice.

Standard V-B: The applicant for certification must have completed a program of study that includes experiences sufficient in breadth and depth to achieve the following skills outcomes:

1. Evaluation
a. Conduct screening and prevention procedures (including prevention activities).

b. Collect case history information and integrate information from clients/patients, family, caregivers, teachers, and relevant others, including other professionals.

c. Select and administer appropriate evaluation procedures, such as behavioral observations, non-standardized and standardized tests, and instrumental procedures.

d. Adapt evaluation procedures to meet client/patient needs.

e. Interpret, integrate, and synthesize all information to develop diagnoses and make appropriate recommendations for intervention.

f. Complete administrative and reporting functions necessary to support evaluation.

g. Refer clients/patients for appropriate services.

2. Intervention

a. Develop setting-appropriate intervention plans with measurable and achievable goals that meet clients'/patients' needs. Collaborate with clients/patients and relevant others in the planning process.

b. Implement intervention plans (involve clients/patients and relevant others in the intervention process).

c. Select or develop and use appropriate materials and instrumentation for prevention and intervention.

d. Measure and evaluate clients'/patients' performance and progress.

e. Modify intervention plans, strategies, materials, or instrumentation as appropriate to meet the needs of clients/patients.

f. Complete administrative and reporting functions necessary to support intervention.

g. Identify and refer clients/patients for services as appropriate.

3. Interaction and Personal Qualities

a. Communicate effectively, recognizing the needs, values, preferred mode of communication, and cultural/linguistic background of the client/patient, family, caregivers, and relevant others.

b. Collaborate with other professionals in case management.

c. Provide counseling regarding communication and swallowing disorders to clients/patients, family, caregivers, and relevant others.

d. Adhere to the ASHA Code of Ethics and behave professionally.

Standard V-C: The applicant for certification in speech-language pathology must complete a minimum of 400 clock hours of supervised clinical experience in the practice of speech-language pathology. Twenty-five hours must be spent in clinical observation, and 375 hours must be spent in direct client/patient contact.

Standard V-D: At least 325 of the 400 clock hours must be completed while the applicant is engaged in graduate study in a program accredited in speech-language pathology by the Council on Academic Accreditation in Audiology and Speech-Language Pathology.
Standard V-E: Supervision must be provided by individuals who hold the Certificate of Clinical Competence in the appropriate profession. The amount of direct supervision must be commensurate with the student's knowledge, skills, and experience, must not be less than 25% of the student's total contact with each client/patient, and must take place periodically throughout the practicum. Supervision must be sufficient to ensure the welfare of the client/patient.

Standard V-F: Supervised practicum must include experience with client/patient populations across the life span and from culturally/linguistically diverse backgrounds. Practicum must include experience with client/patient populations with various types and severities of communication and/or related disorders, differences, and disabilities.

Program Learning Outcomes: This course supports the Speech-Language Pathology and Audiology Program Learning Outcomes (PLOs) I, II, VI, and VII. These competencies are measured by successful completion of all course requirements, including examinations, group discussion and activities, written assignments, and quizzes:

I. The students will apply knowledge of basic human communication and swallowing processes in order to select, administer, and interpret assessment measures appropriate to various types of communication disorders and differences.

II. The students will demonstrate the ability to use assessment data to develop differential diagnoses, prognostic statements, and recommendations.

III. The students will develop and implement culturally sensitive, age-appropriate intervention plans to be implemented in clinical settings.

IV. The students will integrate research principles and processes into evidence-based clinical practice.

V. The students will demonstrate the ability to provide effective counseling/education to clients, caregivers, and other professionals.

VI. The students will identify risk factors associated with various communication disorders and recommend prevention strategies.

VII. The students will demonstrate professional writing skills in the clinical setting.

VIII. The students will apply standards of ethical conduct and professional behavior to clinical practice.

Student Learning Outcomes:
Upon completion of this course, given appropriate level of guidance and supervision for a beginner to intermediate level clinical practicum, students will be able to:

<table>
<thead>
<tr>
<th>Learning Outcome</th>
<th>ASHA CFCC Standard</th>
<th>Assignment</th>
<th>Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conduct screening and prevention procedures, as appropriate to setting</td>
<td>V-B Evaluation: 1a</td>
<td>Clinical fieldwork; weekly supervisor meetings; clinical documentation</td>
<td>Self-reflection form; Minimum rating of 3 out of 4 on final evaluation from</td>
</tr>
<tr>
<td>Task</td>
<td>Evaluation</td>
<td>Clinical Fieldwork</td>
<td>Self-reflection Form</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
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<td>---------------------</td>
</tr>
<tr>
<td>Collect case history information and integrate information from relevant others</td>
<td>V-B Evaluation: 1b</td>
<td>Clinical fieldwork; weekly supervisor meetings; clinical documentation</td>
<td>Self-reflection form; Minimum rating of 3 out of 4 on final evaluation from supervisor in CALIPSO</td>
</tr>
<tr>
<td>Select and administer appropriate evaluation procedures including standardized and non-standardized assessments and instrumental procedures</td>
<td>V-B Evaluation: 1c</td>
<td>Clinical fieldwork; weekly supervisor meetings; clinical documentation</td>
<td>Self-reflection form; Minimum rating of 3 out of 4 on final evaluation from supervisor in CALIPSO</td>
</tr>
<tr>
<td>Adapt evaluation procedures to meet client needs</td>
<td>V-B Evaluation: 1d</td>
<td>Clinical fieldwork; weekly supervisor meetings; clinical documentation</td>
<td>Self-reflection form; Minimum rating of 3 out of 4 on final evaluation from supervisor in CALIPSO</td>
</tr>
<tr>
<td>Interpret, integrate, and synthesize all information to develop diagnoses and make appropriate recommendations for intervention</td>
<td>V-B Evaluation: 1e</td>
<td>Clinical fieldwork; weekly supervisor meetings; clinical documentation</td>
<td>Self-reflection form; Minimum rating of 3 out of 4 on final evaluation from supervisor in CALIPSO</td>
</tr>
<tr>
<td>Complete administrative functions and documentation necessary to support evaluation and treatment</td>
<td>V-B Evaluation &amp; Treatment: 1f, 2f</td>
<td>Clinical fieldwork; weekly supervisor meetings; clinical documentation</td>
<td>Self-reflection form; Minimum rating of 3 out of 4 on final evaluation from supervisor in CALIPSO</td>
</tr>
<tr>
<td>Refer clients/patients for appropriate services</td>
<td>V-B Evaluation &amp; Treatment: 1g, 2g</td>
<td>Clinical fieldwork; weekly supervisor meetings; clinical documentation</td>
<td>Self-reflection form; Minimum rating of 3 out of 4 on final evaluation from supervisor in CALIPSO</td>
</tr>
<tr>
<td>Develop appropriate intervention plans with measureable and achievable goals that meet clients’/patients’ needs</td>
<td>V-B Treatment: 2a</td>
<td>Clinical fieldwork; weekly supervisor meetings; clinical documentation</td>
<td>Self-reflection form; Minimum rating of 3 out of 4 on final evaluation from supervisor in CALIPSO</td>
</tr>
<tr>
<td>Implement intervention plan</td>
<td>V-B</td>
<td>Clinical fieldwork; weekly supervisor</td>
<td>Self-reflection form; Minimum rating of 3 out of 4 on final evaluation from supervisor in CALIPSO</td>
</tr>
<tr>
<td>Interaction &amp; Personal Qualities: 3a</td>
<td>Clinical fieldwork; weekly supervisor meetings; clinical documentation</td>
<td>Self-reflection form; Minimum rating of 3 out of 4 on final evaluation from supervisor in CALIPSO</td>
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</tr>
<tr>
<td>Adhere to ASHA Code of Ethics and demonstrate professional behavior</td>
<td>IV-E, V-B Interaction &amp; Personal Qualities: 3c</td>
<td>Clinical fieldwork; weekly supervisor meetings; clinical documentation</td>
<td>Self-reflection form; Minimum rating of 3 out of 4 on final evaluation from supervisor in CALIPSO</td>
</tr>
</tbody>
</table>
### III. Course Assignments, Activities, Instructional Strategies, use of Technology:

**CLINIC ASSIGNMENTS:**

Students must obtain a minimum of 35 clinical clock hours (three hours per week) throughout the semester at the Stanley Center for Speech and Language Disorders and/or its affiliated locations by the end of the current term. Failure to do so will result in a ‘WH’ for the course. Students will be directly supervised by a licensed, certified speech-language pathologist for no less than 25% for treatment of each client weekly. In addition, students who conduct evaluations will be directly supervised no less than 50% of the total time of client contact. Students are required to meet with their clinical supervisor(s) weekly. Clinical paperwork requirements and due dates are listed in the appendix: **Student Clinician Responsibilities** (provided the first day of class).

1. **Client File Review:** Prior to the initial therapy session, students will complete a client file review on assigned clients. Information related to recommended goals from previous treatment period and current evaluation results should be reviewed. These file reviews will be discussed with the supervisor at the initial supervisory conference. (OCSW = 30 min. per assigned client).

2. **Lesson Plans:** Students will submit individual lesson plans for each assigned client no less than 24 hours before each clinical session. Lesson plans should identify the treatment targets planned for the session and the procedures that will be used to address each target. (OCSW = 40 min. per week for each assigned client).

3. **Treatment Plans:** Students will submit individual treatment plans for each assigned client by 5:00 pm on the due date. Treatment plans should address clients’ current level of performance, proposed treatment goals, and intervention strategies proposed for use during the treatment period (current term). (OCSW = 60 min. per assigned client).

4. **Progress Reports:** Students will submit rough drafts of individual progress reports for each assigned client by 5:00 pm on the due date. Progress reports should address the techniques and procedures used to target treatment goals, the progress made (baseline and final data) on treatment goals, and recommendations for future therapy (including recommended goals). Students will update progress and make all required corrections to rough draft prior to submitting a final copy of the progress report. A final copy of progress reports must be filed in clients’ files by the final day of the semester. Failure to provide a final copy will result in your clinic grade being lowered a letter grade. (OCSW = 60 min. per assigned client for rough draft; 30 min. per assigned client for final draft).
5. **SOAP Notes**: Students will document performance of each client at the conclusion of therapy sessions in SOAP format. The written SOAP note must be filed in the client’s working file in the file room no later than noon on Friday of each week. (OCSW = 30 min per assigned client per week)

6. **Evidence Based Practice (EBP) Protocol**: Students will complete and EBP protocol for each assigned client. Students will research an intervention approach specific to their assigned clients’ communication disorders. A thorough review of the literature (journal articles) will be required in order to determine the evidence behind the intervention approach. Students will review no less than five articles on their given intervention approach within the last 10 years and complete the EBP protocol given in class. This assignment will introduce the students to effectively reviewing the literature to determine the effectiveness of intervention strategies. (OCSW = 2.5 hours per EBP protocol).

7. **Video review of treatment session**: Students are required to watch three of their treatment sessions throughout the term (beginning, midterm, and final). Students will watch a video of one of their sessions prior to writing their clinic reflection. (OCSW = 45 min. per video)

8. **Clinic Reflection**: Students will complete three written self-reflections over the term (beginning, midterm, and final). Students should reflect on the assigned questions demonstrating their knowledge of clinical skills and weaknesses, their progress toward their clinical goals, and what they have learned throughout their clinical experience. (OCSW = 30 min. per reflection)

**COURSE ASSIGNMENTS:**

- **Exams**: There will be two comprehensive exams.
- **Projects**: In groups, the students will complete an advocacy project. They will select, research, and develop a proposal in order to advocate for a service or product for patients in a skilled nursing facility.
- **Podcast Discussion**: The students will listen to five podcast over the semester, complete a discussion question, and respond to two of their peers.
- **Webinar**: Students will complete two free webinars during the semester related to trach care and use.
- **Experience Lab**: Students will participate in two labs that mimic the experience their future patients may have as it relates to oral care and physical limitations. Following the lab students will reflect on their experiences and complete a discussion prompt.

**IV. Evaluation and Assessments (Grading):**

Your clinical performance grade will be based on the quality and timely completion of all clinical paperwork, your use of available resources, and level of responsibility and effectiveness/appropriateness within the therapy session. An unexcused absence, tardiness,
failure to carry out clinical responsibilities, inappropriateness or unpreparedness within the therapy session, etc. can lead to an undesirable clinical performance grade. Your supervisor will determine competency at mid-term and end-of-term, using CALIPSO, based on the 2014 Standards for the Certificate of Clinical Competence in Speech-Language Pathology. Your clinical performance grade is 60% of your overall grade in the class. The grade you receive in lecture is worth 40% of your overall grade in the class. Your overall point value will determine your letter grade as described in the table.

SFASU Grade Criteria:

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Grade Range</th>
<th>Skill Rating</th>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>97-100</td>
<td>3.84 – 4.0</td>
<td>4.0</td>
</tr>
<tr>
<td>A</td>
<td>93-96</td>
<td>3.68 – 3.83</td>
<td>4.0</td>
</tr>
<tr>
<td>A-</td>
<td>90-92</td>
<td>3.5 – 3.67</td>
<td>3.67</td>
</tr>
<tr>
<td>B+</td>
<td>87-89</td>
<td>3.34 – 3.49</td>
<td>3.33</td>
</tr>
<tr>
<td>B</td>
<td>83-86</td>
<td>3.18 – 3.33</td>
<td>3.00</td>
</tr>
<tr>
<td>B-</td>
<td>80-82</td>
<td>3.0 – 3.17</td>
<td>2.67</td>
</tr>
<tr>
<td>C+</td>
<td>77-79</td>
<td>2.75 – 2.99</td>
<td>2.33</td>
</tr>
<tr>
<td>C</td>
<td>70-76</td>
<td>2.5 – 2.74</td>
<td>2.0</td>
</tr>
<tr>
<td>D</td>
<td>60-69</td>
<td>2.0 – 2.49</td>
<td>1.0</td>
</tr>
<tr>
<td>F</td>
<td>0-59</td>
<td>0 – 1.99</td>
<td>0.0</td>
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</tbody>
</table>

TOTAL POSSIBLE POINTS

Example for Grading:

<table>
<thead>
<tr>
<th>Average of Course Assignments 40%</th>
<th>92% course average</th>
</tr>
</thead>
<tbody>
<tr>
<td>GP = 3.67 x .40 = 1.47</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CALIPSO Final Evaluation Score 60%</th>
<th>3.68 CALIPSO Skill Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td>GP = 3.68 x .60 = 2.21</td>
<td></td>
</tr>
</tbody>
</table>

1.47 + 2.21 = 3.68

Student would earn an A for the course

V. Tentative Course Outline/Calendar:

<table>
<thead>
<tr>
<th>DATE</th>
<th>TOPIC</th>
<th>ASSIGNMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1</td>
<td><strong>Course:</strong> course introduction; Medical Abbreviations; HIPPA <strong>Practicum:</strong> minimum 3 clock hours of treatment</td>
<td>Podcast Discussion 1: Documentation</td>
</tr>
</tbody>
</table>
| Week 2 | **Course:** Skilled Documentation  
**Practicum:** minimum 3 clock hours of treatment | Podcast Discussion 2: Oral Care |
| Week 3 | **Course:** Vital Signs and H&P  
**Practicum:** minimum 3 clock hours of treatment | Webinar 1: Tracheostomy: Procedures Timing and Tubes |
| Week 4 | **Course:** Medical Goals  
**Practicum:** minimum 3 clock hours of treatment | Webinar 2: Application of the Passy-Muir Swallowing and Speaking Valves |
| Week 5 | **Course:** Acute Care  
**Practicum:** minimum 3 clock hours of treatment | Podcast Discussion 3: The importance of Interdisciplinary Teams |
| Week 6 | **Course:** PT & OT  
**Practicum:** minimum 3 clock hours of treatment | Podcast Discussion 4: The importance of multi-disciplinary care |
| Week 7 | **Course:** Trach  
**Practicum:** minimum 3 clock hours of treatment |  |
| Week 8 | Spring Break | No Class |
| Week 9 | **Course:** Midterm  
**Practicum:** minimum 3 clock hours of treatment |  |
| Week 10 | **Course:** Rehab/Billing  
**Practicum:** minimum 3 clock hours of treatment | Podcast Discussion 5: What to expect in the SNF |
| Week 11 | **Course:** SNF; Guest speaker  
**Practicum:** minimum 3 clock hours of treatment |  |
| Week 12 | **Course:** SNF Treatment/Billing  
**Practicum:** minimum 3 clock hours of treatment | Podcast Discussion 6: How do I get to work in the NICU? |
| Week 13 | **Course:** Dieticians  
**Practicum:** minimum 3 clock hours of treatment | Oral care discussion |
| Week 14 | **Course:** Outpatient  
**Practicum:** minimum 3 clock hours of treatment |  |
| Week 15 | **Course:** Role Play  
**Practicum:** minimum 3 clock hours of treatment | Project Due  
CVA lab discussion |
| Week 16 |  | FINAL EXAM |
VI. Readings (Required and recommended—including texts, websites, articles, etc.):

Required: Various open resources as assigned during the semester.

VI. Course Evaluations:

Near the conclusion of each semester, students in the College of Education electronically evaluate courses taken within the COE. Evaluation data is used for a variety of important purposes including: (1) Course and program improvement, planning, and accreditation; (2) Instruction evaluation purposes; and (3) Making decisions on faculty tenure, promotion, pay, and retention. As you evaluate this course, please be thoughtful, thorough, and accurate in completing the evaluation. Please know that the COE faculty is committed to excellence in teaching and continued improvement. Therefore, your response is critical!

In the College of Education, the course evaluation process has been simplified and is completed electronically through MySFA. Although the instructor will be able to view the names of students who complete the survey, all ratings and comments are confidential and anonymous, and will not be available to the instructor until after final grades are posted.

VIII. Student Syllabus Resources

Information on the following is available at Student Syllabus Resources:
- Institution Absences (HOP 04-110)
- Academic Integrity (HOP 04-106)
- Withheld Grades Semester Grades Policy (HOP policy 02-206)
- Students with Disabilities and Disability Services
- Student Wellness and Well-Being
- Additional Campus Resources
- Crisis Resources

IX. Other Relevant Course Information:

Communication for this course will be done in class, through D2L, and email. Please check D2L and your SFASU email often to get announcements, print out handouts, check your grades, etc.