Missouri Western State University  
College of Professional Studies  
Department of Health, Physical Education, and Recreation  

Departmental Course Syllabus  

PED 420 Senior Seminar in Physical Education  

Instructor: Britt Johnson  
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Office: 214F  
E-mail: bjohnson35@missouriwestern.edu

Office Hours:  
Mon Wed 10-12  
Tues 10-11 and 12:30-2  
Thurs 12:30-2  
Fri By Appointment

Class Meeting times: MW 8-8:50

Textbook: None required

Catalog Description: Practical preparation for the profession including job seeking techniques, resume and portfolio building, interviewing techniques, professional organizations and membership benefits, and visits from professionals in the field.

Standards Addressed:  
- NASPE (initial PETE) standards 2, 3, 6  
- Professional Standards 4, 6, 7, 10, 11  
- Physical Education Content Standards 1 1.4, 1.9, 1.10, 1.11  
- Physical Education Content Standards 2 2.2, 2.3  
- Physical Education Content Standards 3 3.1, 3.2, 3.3, 3.4

Purpose: This class is designed as a capstone experience for both Physical Education - General and Physical Education – Teacher Education in order to prepare the students for beginning their professional careers. The class will summarize information given in methods classes as well as instruct on how to apply and interview for a job, appropriate professional organization membership and building an professional portfolio.

Course Objectives: This class will address the following objectives:  
1) Help the student to complete a professional portfolio  
2) Allow the student to understand the benefits of membership in different professional organizations  
3) Teach students how to search for, and apply for a job in their professional field  
4) Teach students how to interview for a job in their professional field.  
5) Provide a capstone experience for students graduating in Physical Education - General or Physical Education – Teacher Education.  
6) Provide a connection between methods classes and real-world experiences.
**Course requirements / Assignments:** 750 Points total

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance</td>
<td>50</td>
</tr>
<tr>
<td>Resume</td>
<td>100</td>
</tr>
<tr>
<td>Exit Exam</td>
<td>200</td>
</tr>
<tr>
<td>Portfolio</td>
<td>100</td>
</tr>
<tr>
<td>Interview</td>
<td>200</td>
</tr>
<tr>
<td>Vertical File</td>
<td>100</td>
</tr>
</tbody>
</table>

**Grading Scale:**

- A - 750-690
- B – 689-630
- C – 629-562
- D – 561-450
- F – 449-0

**Late assignments:** All assignments are due at the start of class on the day they are due. If a paper is turned in after class has begun, it is deemed late. The penalty for a late assignment is a reduction of 10% per day it is late. A paper due on Monday that is turned in on Friday is 5 days late, and will be graded out of 50%, not 100%. A paper due on a day of an excused absence is still due on the assigned date, and will be considered late if not turned in on time.

**Attendance:** Students are required to attend class. According to Missouri Western State University policy, a student may miss a maximum of 3 classes prior to midterm grades. If a student exceeds this number, they will be administratively withdrawn from the class. Excused absences must be approved in advance by the professor and must be in writing. Each unexcused absence from class will result in a 10 point reduction on the students’ grade. Leaving class early without permission constitutes an absence. Three tardies constitutes an absence. DO NOT CALL THE PHYSICAL EDUCATION DEPARTMENT OFFICE. The message may not get relayed to the professor.

**Dress:** Appropriate dress must be maintained in each activity.

**Academic dishonesty:** Any student in violation of academic regulations is subject to failing the assignment without hesitation. Possible causes of academic dishonesty include plagiarism, cheating, or knowingly furnishing false information. Students must turn in their own work.

**Multicultural Diversity:**

An important aspect of this class is socialization. Participation in team games, particularly, can teach diverse individuals to work together to the best advantage of the team. Students will design activities that provide unique experiences for students from low to high socio-economic backgrounds. Historical background for each activity offered, and its relation to their individual environments are also part of the requirements for the class. The district mainstreams these individuals in the classroom, which adds a new dimension to those instructing the classes. Modification of games to meet the needs of both handicapped and mentally challenged middle school students is part of the lesson plan format.
Technology:
Students will use technology to identify the standards set for each activity during their planning of the unit. They will also have written assignments (with research) due during the class.

Disability Accommodations - Students seeking accommodations must first provide documentation of needed accommodations to the Accessibility Resource Center (ARC) located in Eder Hall, Suite 203. Once accommodations have been approved by the ARC, students are responsible for notifying their instructors of those accommodations. This should be done within the first two weeks of classes. Accommodations are not retroactive.

Audio / Video Recordings - As a professional courtesy, students are expected to inform a faculty member if they plan to make audio or video recordings of a class. However, students should understand that there are times when the faculty member may prohibit this activity. For example, in order to protect patient confidentiality, in health-discipline classes discussions pertaining to protected patient information may not be recorded.

The redistribution of audio or video recordings of statements or comments from the course to individuals who are not students in the course is prohibited without the express permission of the faculty member and of any students who are recorded. Unauthorized distribution of such materials is a violation of academic standards and may violate copyright laws and/or privacy rights. Violations may result in disciplinary action.

Change of Schedules
In the event Missouri Western State University would be closed during a scheduled exam, your instructor will contact you through your MWSU Goldlink email account with alternative plans.

STUDENTS WITH DISABILITIES: Students seeking accommodations must first provide documentation of needed accommodations to the Accessibility Resource Center (ARC) located in Eder Hall, Suite 203. Once accommodations have been approved by the ARC, students are responsible for notifying their instructors of those accommodations. This should be done within the first two weeks of classes. Accommodations are not retroactive.

Harassment, Discrimination and Sexual Misconduct
Consistent with its mission, Missouri Western seeks to assure all community members learn and work in a welcoming and inclusive environment. Title VII, Title IX and University policy prohibit harassment, discrimination and sexual misconduct. Missouri Western encourages anyone experiencing harassment, discrimination or sexual misconduct to talk to someone from the Campus and Local Resources list found in the Student Handbook (https://www.missouriwester.edu/studentaffairs/wp.../handbook.pdf) about what happened so they can get the support they need and Missouri Western can respond appropriately.

There are both confidential and non-confidential resources and reporting options available to you. Missouri Western is legally obligated to respond to reports of sexual misconduct, and therefore we cannot guarantee the confidentiality of a report, unless made to a confidential resource. Responses may vary from support services to formal investigations. As a faculty member, I am required to report incidents of sexual misconduct and thus cannot guarantee
confidentiality. I must provide our Title IX coordinator with relevant details such as the names of those involved in the incident. For more information about policies and resources or reporting options, please visit the following website: https://www.missouriwestern.edu/titleix/sexual-misconduct-policy/

Students have received information via email regarding training regarding Title IX. Student employees may have additional required training. Please follow the link in the email sent to your MWSU student account to complete the training. Students who do not complete the training will receive a hold on their account, prohibiting future semester enrollment until the training is complete. These training courses will ensure that all students are appropriately educated about these important regulations.

**Tentative class schedule**  
(Subject to change at the discretion of the professor)

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 31</td>
<td>Syllabus / expectations</td>
</tr>
<tr>
<td>September 2</td>
<td>Professional Development in Physical Education</td>
</tr>
<tr>
<td>September 7</td>
<td><strong>No Class</strong> – Labor Day</td>
</tr>
<tr>
<td>September 9</td>
<td>Passing the Praxis</td>
</tr>
<tr>
<td>September 14</td>
<td>Writing a Resume</td>
</tr>
<tr>
<td>September 16</td>
<td>Misty Miller – Understanding and analyzing benefits</td>
</tr>
<tr>
<td>September 21</td>
<td>Future opportunities / searching for jobs</td>
</tr>
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<td></td>
<td><strong>Resume Due</strong></td>
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<tr>
<td>September 23</td>
<td>Robin Kelly – Education Department and student teaching</td>
</tr>
<tr>
<td>September 28</td>
<td>Interview skills</td>
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<td></td>
<td><strong>Vertical File Due</strong></td>
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<tr>
<td>September 30</td>
<td>Interview skills</td>
</tr>
<tr>
<td>October 5</td>
<td><strong>Exit Exam</strong></td>
</tr>
<tr>
<td>December 9</td>
<td>Final meeting for semester</td>
</tr>
<tr>
<td></td>
<td><strong>Portfolio Due</strong></td>
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**You must schedule your interview for the days between October 5 and October 9**

NO LATE ASSIGNMENTS WILL BE ACCEPTED AFTER CLASSES ENDS (DEC 9)