

DEFINITION OF TERMS

Application Meeting: The Application Meeting is a meeting where information regarding the student teaching application and related items are discussed. This meeting is held on the first Thursday of the semester prior to student teaching.

Center for Student Services (CSS): The office is located in Ronan 204. This office handles the admission process, midtier and certification issues. For more information call (989)774-3309 or visit the web at www.ehs.cmich.edu/css.

Conferencing: This occurs when the student teacher interacts verbally with the cooperating teacher, the subject matter specialist, the university coordinator, or the principal. The conference should be conducted in an area where confidential information can be exchanged.

Cooperating Teacher: Teacher assigned to assist and mentor a student teacher during the capstone field experience of the Central Michigan University teacher education program. Teachers who agree to supervise a student teacher must be recommended by their building principal and meet the requirements as outlined in the standard student teaching agreement. This person is responsible for writing the final evaluation of the student teacher.

Diversity: There are six diversity requirements that all education students must meet prior to being recommended for certification through the State of Michigan. All diversity requirements are explained in greater detail on the website: www.ehs.cmich.edu/css.

Evaluation: There are two kinds of evaluation: 1) ongoing evaluation which represents the daily and weekly assessment of a student teacher's growth toward the attainment of professional goals and objectives; and 2) final evaluation, which consists of a narrative of the student's level of performance in the categories included on the Central Michigan University Student Teaching Evaluation form. The decision to grant credit for the student teaching experience is the responsibility of the supervising University Coordinator.

Interview: This meeting, between the student teacher and university coordinator, determines the criteria used for making placements. The interview is scheduled during the semester preceding student teaching.

Midtier Field Experience: This experience is offered in conjunction with methods classes. The students are required to apply theories and ideas from the methods classes in a real classroom setting. This usually occurs in schools within the Mid-Michigan area. It must be completed successfully PRIOR to student teaching.

Placement: The placement is the assigned classroom where the student teacher will complete the field requirements. Only the university coordinators make placements. Classrooms/labs and buildings are selected in cooperation with the school's designated administrator and cooperating teacher. Placements are established and visited by the student before the field experience begins.

School District Agreement: This agreement between Central Michigan University and the schools' governance boards specifies conditions for student teaching.

Seminar (EDU 432): In this three credit course, student teachers meet regularly with their university coordinators to assess, analyze, and reflect on their classroom experiences.

Special Education: This program prepares teachers of exceptional students at the elementary and secondary level.

Student Information (SI) Sheet: This sheet is located on the CSS website (www.ehs.cmich.edu/css). Scroll down to "Check your Program Status." To view this information, the page will ask for a global ID and password. All information related to an individual's teacher education program is available for viewing. Students should check this sheet on a regular basis.

Student Teacher: Student enrolled in EDU 432 and EDU 458 completing the final field based component (student teaching) of the teacher education program.

Student Teaching Center: This regional location is selected for the assignment of student teachers. It may include one or several university coordinators.

Subject Matter Specialist: This CMU faculty member, from the secondary student teacher's academic major, observes the secondary student teachers within their field. Subject matter specialists will complete two classroom visits. The University Coordinator will provide information concerning the subject matter specialist during the first seminar.

University Coordinator: A faculty member of the Department of Teacher Education and Professional Development of Central Michigan University, who arranges the placements, observes, provides feedback, and evaluates student teachers. This person conducts seminars and works collaboratively with schools.

Visitation/Interview Day: The day the student teacher visits the building and classroom selected by the university coordinator. Placements are not considered final until after the potential cooperating teacher, principal and student teacher have completed the visitation/interview day.