

 <b>BRANDON UNIVERSITY</b>	<b>Professional Standards Policy (Undergraduate Program)</b>	<b>Approved by:</b> Education Faculty Council
<b>Faculty of Education Administrative Policy</b>	<b>First Approved:</b> January 2007	<b>Updated:</b> May 2018

### 1.0 Policy General Purpose

The Faculty of Education is obligated to ensure that students graduating from the Faculty of Education meet the highest academic and professional standards. The Bachelor of Education degree provides professional training to pre-service teachers. It prepares them to act and perform as professionals. Professional behaviour for pre-service teachers covers those things identified in the Manitoba Teachers' Society Professional Code of Practice as well as a set of obligations for academic and professional performance at Brandon University and the Faculty of Education.

The Faculty of Education is a professional Faculty. Students are expected to organize their schedules so that they can attend all classes. Class participation is an essential element in applied learning. Students are resources, as well as learners. When students are present they not only learn from other students and their instructors, but contribute their own experiences and knowledge. Attendance and participation are expected of pre-service professionals.

Students in the Faculty of Education at Brandon University are considered pre-service teachers and have the same expectations as teachers. They are expected to follow the same standards as set by the Manitoba Teacher Society.

### 2.0 Policy Guidelines

Students in the Faculty of Education are required to conduct themselves in an ethical and professional manner at all times. The standards of professional behaviour outlined below provide direction to Faculty and students with respect to academic and professional matters such as, completion of assignments, participation, course failures, maintaining acceptable standards in field experience, and the meeting of other expectations of performance in a professional Faculty. Failure to maintain professional standards, as outlined, in part, in this document, will result in referral to the Professional Standards Committee of the Faculty of Education.

The Professional Standards Committee (PSC) may recommend to the Dean that the student withdraw from the Faculty of Education, pursuant to this policy, when the student has been found unsuited, on consideration of competence of professional fitness, for the practice of teaching. A student may be required to withdraw at anytime throughout the academic year or following the results of examinations at the end of any academic term. The Faculty of

Education's right to require a student to withdraw prevails notwithstanding any other provision in the Faculty's policy manual.

Any person may submit a letter of concern regarding the program-related conduct of a Faculty of Education student to the Chair of the PSC via the Administrative Assistant to the Dean of Education.

### ***1. Professional Learning Climate***

The Faculty of Education is a professional Faculty. Generally students in the Faculty already have a first degree. A student will be treated as a pre-professional, and it is expected that s/he will work and behave as professionals in course-work and interactions with Faculty and partners in school divisions. A student is expected to organize her/his schedule so that s/he can attend all classes.

- 1.1 A student is expected to produce work that is of high quality and meets the criteria outlined by instructors.
- 1.2 A student is expected to attend and participate in all classes. Participation in class activities may be considered in the assigning of a grade. (General Calendar 4.2.1)
- 1.3 If a student must be away, it will be discussed with the instructor before, or if unable to do so, immediately after the absence. (General Calendar 4.2.1)
- 1.4 A student will diligently follow academic regulations governing academic study and research and be familiar with the academic dishonesty policies. (General Calendar 4.2.2)
- 1.5 A student will adhere to copyright laws and regulations.
- 1.6 A student will respect faculty and other students in the class.

### ***2. Academic Dishonesty***

A Faculty of Education student is expected to maintain academic and intellectual integrity in their course-work. Brandon University's General Calendar outlines the likely consequences of academic dishonesty and misconduct. (See 4.2.2 General Calendar)

Within the Faculty of Education, breaches of academic integrity or incidents of academic dishonesty may be referred to the Professional Standards Committee for review. In general,

- 2.1 Academic dishonesty of any kind will be taken very seriously.
- 2.2 An incident of academic dishonesty will normally result in a grade of F – AD, at a minimum.
- 2.3 A second incident of academic dishonesty will result in automatic expulsion from the program.

### ***3. Academic Standards***

#### **Academic Failure**

The Bachelor of Education is a post-baccalaureate professional degree. Academic standards expected of pre-service teachers should be consistently above the normal standards of an undergraduate degree.

- 3.1 A student is expected to achieve a GPA of 2.5 or better.
- 3.2 A grade of 'F', in any course, may result in a review of the student's program status in the Faculty of Education by the Professional Standards Committee of the Faculty

of Education. Such a review may result in the student's being placed on probation, or being suspended from the program

#### **4. Professional Standards**

In general, a student is obligated to act with integrity and diligence in carrying out her/his professional responsibilities. The student's behaviour and conduct in relation to others ought to be characterized by consideration, respect, and good faith. A student respects the confidentiality of information concerning pupils in schools.

A student may be required to withdraw from the Bachelor of Education program if s/he:

- 4.1 is unable to meet standards of competence in a teaching or school setting in spite of efforts to support their development as a teacher candidate;
- 4.2 compromises her/his professional judgment through self-interest or a conflict of interest;
- 4.3 demonstrates exploitive, destructive, or injurious behaviour or conduct with respect to pupils and/or teachers in schools, colleagues, faculty or staff or a member of the general public;
- 4.4 is impaired by substance abuse while participating in any activity related to the teacher education program recognizing that reasonable accommodation for the special needs of individuals is required by the Manitoba Human Rights Code;
- 4.5 is convicted of a criminal offence which is of such a nature as to place in question her/his fitness for teaching and for which s/he has not received a pardon;
- 4.6 a physical or mental condition which impairs essential teaching performance, recognizing that reasonable accommodation for the special needs of individuals is required by the Manitoba Human Rights Code; and/or
- 4.7 engage in behaviour contrary to professional codes of conduct expected of a certified teacher.

#### **5. Field Experience**

The performance of pre-service teachers in their practicum placements is a vital element of their readiness for professional practice. The supervision and support provided during this phase of their education is recognized by all. Likewise, professional growth during practicum must be observable. Cooperating Teachers, Faculty Advisors, and the Director of Field Experience must be satisfied that individual students are professionally prepared. Where continuing concerns have been identified, successful completion of the field experience portion of the program may not be possible. If a student fails the final field experience placement, recommendation for certification will not be considered. The following are significant requirements of the field experience practicum.

- 5.1 Attendance and daily participation are required in the field experience practicum.
- 5.2 A student who fails or withdraws from a field experience practicum is automatically subject to a status review by the Professional Standards Committee of the Faculty of Education.
- 5.3 A student who fails to meet the expected standards in a practicum may be referred to the Professional Standards Committee of the Faculty of Education.

- 5.4 It is the responsibility of cooperating teachers and Faculty Supervisors to identify a student who is not experiencing success, as early as possible.

### ***6. Bachelor of Education (5 Year Integrated)***

A B.A./B.Ed. 5-Year Integrated student must maintain a minimum 2.5 GPA over the B.A. portion of the program. A student may be denied the privilege of continuing in the B.Ed. portion of the program if one or more of the following points apply:

- 6.1. A student has been suspended due to poor academic performance,
- 6.2 A student has been on probation and has a grade point average of less than 2.5,  
or
- 6.3 A student has not successfully completed one or more practical placements
- 6.4 A student has been referred to the Professional Standards Committee and has been recommended for withdrawal from the program.

### **3.0 Scope of the Policy**

Applies to all students in Faculty of Education programs.

### **4.0 Definitions**

M.T.S. – Manitoba Teachers’ Society

PENT – Program for the Education of Native Teachers

### **5.0 Reference to Other Policies**

The references in this document pertain to Brandon University and/or Senate policies as outlined in the General Calendar and in the Senate Policy Document.

### **6.0 Approval Process**

Faculty of Education

### **7.0 Appendices**

Faculty of Education students are expected to adhere to the Manitoba Teachers’ Society – Code of Professional Conduct (on the following page).

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### **Procedures**

Inquiries may be directed to the Office of the Dean of Education at [deanofed@brandonu.ca](mailto:deanofed@brandonu.ca) or (204) 727-9616.

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## Manitoba Teachers' Society - Code of Professional Practice

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The Code of Professional Practice establishes the required standards of conduct for all members of The Manitoba Teachers' Society, whether acting in an employed position under a Collective Agreement, or acting in an appointed or elected position. A member's professional behaviour must reflect the spirit as well as the letter of the Code.(1)

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### Code of professional practice

Members are bound by the following principles and each Member's professional behaviour must reflect the spirit as well as the letter of these principles:

1. A Member's first professional responsibility is to the Member's students;
2. A Member acts with integrity and diligence in carrying out professional responsibilities;
3. A Member avoids involvement in a conflict of interest, recognizes that a privileged relationship with students exists and refrains from exploiting that relationship for material, ideological or other advantage;
4. A Member's conduct is characterised by consideration and good faith. The Member speaks and acts with respect and dignity, and deals judiciously with others, always mindful of their rights;
5. A Member respects the confidential nature of information concerning students and may give the information only to authorized personnel or agencies directly concerned with the individual student's welfare;
6. A Member first directs any criticism of the professional activity and related work of a colleague to that colleague in private. Only after informing the colleague of the intent to do so, the complainant may direct in confidence the criticism to appropriate officials through the proper channels of communication. A Member shall not be considered in contravention of this Article in the following circumstances:
  - a) consulting with the Society or the Member's Local president;
  - b) taking any action that is allowed or mandated by legislation;
  - c) where the Member is acting in good faith and without malice in the discharge of the legitimate duties of the Member's appointed or elected position;
7. A Member does not bypass immediate authority to reach higher authority without first exhausting the proper channels of communication;
8. A Member makes an ongoing effort to improve professionally;
9. A Member adheres to collective agreements negotiated by the Society and its Local; and
10. A Member or group of Members makes only authorized representations to Outside Bodies on behalf of the Society or its Locals. Without the express permission of the Society, no Members conferring with Outside Bodies may explicitly or implicitly claim that they represent the Society or its Locals.

(The Society approved new Bylaws at its 2014 AGM. Bylaw IV includes the Code of Professional Practice that applies to all teachers who are members of the Society. Bylaw IV also outlines what constitutes *professional misconduct* and how the Code is enforced. The Society's Constitution and Bylaws outline the remedies or sanctions that can be imposed against any teacher who violates the Code of Professional Practice.)