



## **Department of Curriculum and Pedagogy**

### **02.792 Practicum in Curriculum and Pedagogy**

#### *Course Description*

**Pre-requisites:** 02.780, 02.781, 02.782, 02.783 OR permission of the chair, and availability of a faculty advisor.

This course will provide an opportunity for a graduate student in the Curriculum and Pedagogy stream to inquire deeply into an area of curriculum and/or pedagogy. The course will involve application of practical skills, curriculum theory, and research, gained in the core courses in the Curriculum and Pedagogy stream. The practicum will usually take place within a school or school system. The student will work with a faculty advisor and, if appropriate a field supervisor, to develop, enact, and assess the practicum.

#### **More about this course** (excerpted from *Faculty of Education Practicum Guidelines*)

The purpose of the Practicum is to provide opportunities for the student to integrate theoretical frameworks discussed in class and practical experience in a field-related site. Students in a practicum benefit most when they are engaged in roles that they aspire to in their career advancement. Normally, the Practicum involves 72 contact hours at the field site and is supervised by a person at the site and a supervisor from the University. Students who register for the Practicum will have completed all or most of the required courses in the specialization area (Curriculum and Pedagogy). Special consideration can be given to a student whose Practicum may involve more than one Field Supervisor or field contact person.

#### ***Department of Curriculum and Pedagogy Philosophical Framework***

The courses in the department of Curriculum and Pedagogy are oriented to deepening learning as part of an informed teaching practice. It is designed for those who wish to advance their own pedagogical thinking in a subject area, taking as its premise that understanding of subjects through disciplined inquiry leads to new interpretations of the practice of teaching. Teaching is inherently responsive. It requires both a continued deepening of understanding of an area of study and a self-reflexive approach to one's own teaching practice and identity. As a department,

we aim to introduce this process in the undergraduate program. In the graduate program, the process is further developed as teaching experience and theoretical acuity increase.

### ***Foundational Learning Outcomes/ Essential Learning***

The foundational learning outcomes/essential learning for this course are largely determined by the student in consultation with their Faculty Supervisor. In general objectives include, but not limited to:

1. Reading and research into an area of interest in Curriculum and/or Pedagogy.
2. Application of learning from the core courses in Curriculum and Pedagogy to a practical situation.

### ***General Description of the Practicum***

#### **Practicum Procedure**

1. The student notifies the Graduate Studies Office of their intent to register for the Practicum in Curriculum and Pedagogy course, and is provided with a Practicum Supervision Form. The student should then meet with the Department chair to discuss the practicum and to find a Faculty Advisor. Note that any practicum is dependent on finding a suitable Faculty Advisor. Please obtain the current version of the Practicum Supervision Request Form online via our website at:

[Thesis and Practicum Guidelines | Master of Education Program \(brandonu.ca\)](#)

2. In most cases it is expected that the student will identify a suitable practicum placement and an appropriate Field Supervisor. If this has not occurred, the Faculty Advisor will assist the student in this process.
3. The Faculty Advisor will normally approve the practicum placement if the following conditions are met:
  - The student can demonstrate that they will be able to acquire the minimum of 72 hours of contact time.
  - A suitable Field Supervisor can be identified who will be willing and able to mentor the student and maintain contact with the Faculty Advisor on a regular basis during the Practicum. A Field supervisor with at least a Master's Degree is preferable, but not required.
4. The student, the Faculty Advisor, and the Field Supervisor will meet together before the start of the Practicum to discuss individual responsibilities and expectations related to the practicum including the frequency of progress reports and final assessment process. This meeting can take place face to face or by email, telephone, video conference, etc. At the

end of this meeting, the **Practicum Supervision** form is completed and signed. This form represents a contractual agreement between the three (or more) parties.

5. The student will develop goals for the practicum using the **Goals of the Practicum** form. This form will indicate overall goals, procedures and outcomes and will be discussed with the Field Supervisor and the Faculty Advisor, to ensure three-way understanding and agreement before the practicum begins.
6. The student is expected to keep a weekly log book/ reflective journal and will be in regular contact with the Faculty Advisor. If the practicum is done outside of Brandon, this consultation may be done by digital means.
7. At the end of the practicum, the student will meet with the Faculty Advisor and the Field Supervisor to complete the **Final Evaluation** form.
8. The Faculty Advisor will submit a final grade of Pass / Fail when all requirements of the practicum have been completed.

### **Practicum Agreement Changes**

1. Should any significant changes occur affecting the original supervision agreement, it is the responsibility of the student to notify in writing, the Field Supervisor, the Faculty Advisor and the Department Chair, who will forward this information to the Graduate Studies Chair.
2. The Chair of the Department shall first discuss any changes with the Faculty Advisor involved before action is taken. No change will take place without the agreement of the original Faculty Advisor.
3. The Chair will organize a meeting with the student and Faculty Advisor if this is deemed necessary.
4. If there is no suitable resolution, the matter will be taken to a meeting of the Graduate Studies Committee.

### **Required Elements to Begin the Field Practicum**

1. **Course Work:** Students typically will have successfully completed the core courses in the Curriculum and Pedagogy program. Exceptions may be made to this by the Department chair in consultation with the Chair of Graduate Studies.
2. **Code of Professional Conduct:** Prior to the start of the practicum, the student and the Faculty Advisor will have an opportunity to review any relevant guidelines for professional conduct and confidentiality, for example the MTS Professional Code of Conduct. Disclosure of confidential information obtained during the practicum experience, except as

outlined in the pledge of confidentiality or required by law or agency policy, will result in immediate termination of the practicum. In the event that the student is outside of an agency that scrutinizes past criminal and abuse registration, students may be required to submit a criminal records check and an abuse registry check that indicates no past wrongdoing.

3. Resume: The student will provide a resume to acquaint the Faculty Advisor and Field Supervisor with relevant background information that may provide direction as to the types of professional experiences that may benefit the student during the practicum.

### **Practicum Roles and Responsibilities**

The student's responsibilities shall include:

1. Developing a set of goals for the practicum that can be discussed with the Faculty Advisor and the Field Supervisor.
2. Working through the practicum as a professional commitment.
3. Completing the necessary documentation to qualify for participation in practicum (where applicable).
4. Taking direction from the Field Supervisor on all aspects of the practicum.
5. Consulting on a regular basis with the Faculty Advisor.
6. Completing progress notes that document the professional activities on a daily or weekly basis.
7. Acting in accordance with the professional guidelines as set out in the context in which the practicum takes place.
8. Acting in accordance with school / agency policy and legislation at all times.
9. Providing the Field Supervisor and Faculty Advisor with copies of log book/reflective journal at regular intervals to serve as a basis for ongoing assessment of progress.
10. Meeting with the Faculty Advisor at the conclusion of the practicum to discuss goals attainment and final evaluation.

The Faculty Advisor's responsibilities shall include:

1. Meeting with the student before the start of the practicum to discuss goals, scheduling, and agency/school requirements for the practicum.
2. Consulting on a regular basis with the Field Supervisor.
3. Providing regular feedback, consultation and assistance to the student.
4. Evaluating progress throughout the practicum, completing a summative evaluation at the end of the placement, and submitting a final grade to the Graduate Studies Office.
5. Terminating the practicum if, at any time, circumstances warrant this measure.

The Field Supervisor's responsibilities shall include:

1. Orienting the practicum student to the policies and procedures of the school / school division / agency;

2. Providing opportunities for practicum students to develop skills through participation in the range of roles and functions that are common to the expectations as set out in the practicum plan.
3. Providing additional opportunities for observation and participation of school / agency activities, where applicable.
4. Providing continuous feedback to the student on their progress.
5. Forwarding the final written evaluation of professional skills and knowledge attained to the Faculty Advisor at the conclusion of the practicum.

### ***Course Assignments***

As described earlier, one portion of the course assignment is a journal or learning log. The final report for the practicum will be in a form determined by the student and Faculty Supervisor when the practicum is set up and the supervision form is signed.

### ***Course Grade***

Practicum courses are grades on a Pass/Fail basis.

*Academic dishonesty will result in a final grade of F-AD (Fail-Academic Dishonesty)*  
(refer to the Graduate Calendar, section 3.9: Academic Dishonesty and Misconduct)

### ***Statement on Accommodation***

Brandon University values diversity and inclusion, recognizing disability as an aspect of diversity. Our shared goal is to create learning environments that are accessible, equitable, and inclusive for all students. The Student Accessibility Services (SAS) office works with students who have permanent, chronic, or temporary disabilities. SAS will provide and/or arrange reasonable accommodations. If you have, or think you may have, a disability (e.g. mental health, attentional, learning, vision, hearing, physical, medical, or temporary), you are invited to contact Student Accessibility Services to arrange a confidential discussion at (204) 727-9759 or email [malyonm@brandonu.ca](mailto:malyonm@brandonu.ca). If you are registered with SAS and have a letter requesting accommodations, you are encouraged to contact the instructor early in the term to discuss the accommodations outline in your letter. Additional information is available at the Student Accessibility Services website.

### ***Personal Counselling Support***

Positive well-being is highly correlated to learning and student success. Wellness is a combination of physical, social, spiritual and mental health. Personal Counsellors at Brandon University are dedicated to providing support to students' wellness, primarily their mental well-being, through prevention activities, early identification and timely interventions using a holistic lens.

Please contact the Personal Counsellors in the Student Services Department at 204-727-9737 or visit Room 102 A.E. McKenzie Building to make an appointment. There are crisis counselling appointments available daily.

**If you believe that you or someone else is in imminent danger of harm call 911.**

Sexualized Violence Education and Prevention Coordinator: 204-727-7498

24 hour crisis supports:

Over 18 years of age:

Mobile Crisis Unit

204-725-4411

Klinic Sexual Assault Crisis Line: 1-888-292-7565

Under 18 years of age:

Child and Adolescent Treatment Centre

204-578-2700

*Appendix A: Practicum Supervision Form*

**02.792 Practicum in Curriculum and Pedagogy  
Supervision Form**

Please visit our website for the most current version of this form, at:

[Thesis and Practicum Guidelines | Master of Education Program \(brandonu.ca\)](https://www.brandonu.ca/thesis-and-practicum-guidelines)

*Appendix B: Goals of the Practicum Form*

**02.792 Practicum in Curriculum and Pedagogy  
Practicum Goals Form**

Student name \_\_\_\_\_

Field Supervisor \_\_\_\_\_

Faculty Advisor \_\_\_\_\_

Goals/Outcomes of the Practicum

Professional skills to focus on

Tentative schedule for meetings with field supervisor

Tentative schedule for contact with faculty advisor